

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



AGENDA

FOR COUNCIL MEETING TO BE HELD ON

22 AUGUST 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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No Deputations have been received.

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No Petitions have been received.

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- 1.1.1 Sustainability Strategy 2035
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Chair: Cr J Woodman

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Chair: Cr K Grenfell

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Chair: Cr G Reynolds

No Audit and Risk Committee meeting was held in August 2022

Council Assessment Panel

Council to note the Minutes of the Council Assessment Panel meeting held on 26 July 2022

CEO Review Committee

Chair: Mayor G Aldridge

No CEO Review Committee meeting was held in August 2022.

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There are no Questions on Notice

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Chair: Cr L Braun

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Chair: Cr A Duncan

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Chair: Cr K Grenfell

- 6.4.1 Ryans Road Land Disposal Revised Concept Masterplan
*** see Further Information Item*
 6.4.1FI Ryans Road Land Disposal Revised Concept Masterplan

C1 Request for Extension of Confidential Orders

C2 Transfer of Land and Buildings – Salisbury Bowling Club Inc



John Harry
CHIEF EXECUTIVE OFFICER

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

No Deputations have been received.

PRESENTATION OF MINUTES

Presentation of the Minutes of the Council Meeting held on 25 July 2022.

PETITIONS

No Petitions have been received.

COMMITTEE REPORTS

1 Policy and Planning Committee Meeting

Chairman - Cr C Buchanan

Consideration of the minutes of the Policy and Planning Committee Meeting - 15 August 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 Decision

1.1.1 Sustainability Strategy 2035

It is recommended to Council:

That Council:

1. Approves the draft Sustainability Strategy 2035, including draft Principles, Objectives, Actions and Indicators, contained within Attachment 2 for consultation purposes (Policy and Planning Committee, 15 August 2022, Item No. 1.1.1.)
2. Notes the draft Sustainability Vision “*A shared commitment, for Council and the community to enhance and protect the natural environment, responsibly manage resources, reduce carbon emissions and be resilient in a changing climate.*”
3. Approves the consultation process outlined in paragraphs 4.16 to 4.22 and requests Administration arrange formal consultation with the Youth Council and invites the Chair and Deputy Chair of the Committee to present to the Youth Council.
4. Notes that Administration will bring back a proposed budget and implementation plan for the draft Sustainability Strategy 2035 for Council’s consideration and approval.
5. Notes that Administration will bring back a report on the proposed public consultation process for Council’s consideration and approval.
6. Notes that the public consultation process would commence after the 2022 local government elections.

1.1.2 Recommendations of the Youth Council Sub Committee meeting held on Tuesday 9 August 2022

It is recommended to Council:

That Council:

1. The information contained in the Youth Council Sub Committee minutes of the meeting held on 9 August 2022 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

1.1.2-YC1 Future Reports for the Youth Council Sub Committee

It is recommended to Council:

That Council:

1. Notes the report.

1.1.2-YC3 Youth Council Projects Update

It is recommended to Council:

That Council:

1. Notes the report.

1.1.2-YC4 Youth Programs and Events Update August 2022

It is recommended to Council:

That Council:

1. Notes the report.

2 Finance and Corporate Services Committee Meeting

Chairman - Cr D Proleta

Consideration of the minutes of the Finance and Corporate Services Committee Meeting - 15 August 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 Loan Borrowings 2021/22 and 2022/23

It is recommended to Council:

That Council:

1. Approves the balance of the Property Disposal Reserve of \$2,436,573 be retained in the reserve as working capital.
2. Notes that the revised borrowings figure for 2022/23 is \$419k and at this time there is no need to establish additional facilities.

2.1.2 Treasury Report for the Year Ended 30 June 2022

It is recommended to Council:

That Council:

1. Notes the report.

2.1.3 Council Finance Report - June 2022

It is recommended to Council:

That Council:

1. Notes the report.

3 Governance and Compliance Committee Meeting

Chairman - Cr J Woodman

Consideration of the minutes of the Governance and Compliance Committee Meeting - 15 August 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 Council and Committee Governance Structure

It is recommended to Council:

That Council:

1. Notes that the newly elected incoming Council will set its decision-making Council and Committee Governance Structure at the start of the new Council term, and consistent with historical practice, the new Council receives a recommendation from the outgoing Council on such a proposed recommended structure.
2. Approves the establishment of a CEO Working Group comprising of Mayor, Deputy Mayor, Cr Reynolds, CEO and the Manager Governance, to review and give consideration to a proposed decision-making Governance Structure, for subsequent recommendation by the outgoing Council at its meeting in October 2022.

3.1.2 By-Laws 2022 Delegations and Expiation Fees

It is recommended to Council:

That Council:

1. Notes that pursuant to Section 246(3)(g) of the *Local Government Act 1999*, the maximum penalty for an alleged offence against a provision of any of Council's 2022 By-laws is \$1,250.
2. Approves, pursuant to Section 246(5)(b) of the *Local Government Act 1999*, and Section 38(1) of the *Legislation Interpretation Act 2021*, the expiation fees for an alleged offence against a provision of Council's 2022 By-Laws (upon their commencement) to be as follows:
 - i. Permits and Penalties By-law 2022 - Expiation fee \$188;
 - ii. Moveable Signs By-law 2022 - Expiation fee \$188;

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- iii. Roads By-law 2022 - Expiation fee \$188;
 - iv. Local Government Land By-law 2022 - Expiation fee \$188;
 - v. Dogs By-law 2022 - Expiation fee \$188; and
 - vi. Waste Management By-law 2022 - Expiation fee \$188.
3. Delegates, in exercise of the power contained in Section 44 of the *Local Government Act 1999*, the powers and functions under the following By-laws and specified in the proposed Instruments of Delegation contained in Attachments 1 to 6 to the person occupying the office of Chief Executive Officer subject to the conditions and, or limitations specified herein, or in the Schedule of Conditions in each such proposed Instrument of Delegation:
- i. Permits and Penalties By-Law 2022 – (Attachment 1);
 - ii. Moveable Signs By-Law 2022 - (Attachment 2);
 - iii. Roads By-Law 2022 - (Attachment 3);
 - iv. Local Government Land By-Law 2022 - (Attachment 4);
 - v. Dogs By-Law 2022 - (Attachment 5);
 - vi. Waste Management By-Law 2022 - (Attachment 6).

For Information

3.2.1 Off-Leash Greyhound Event - Dog Park Suitability Evaluation

It is recommended to Council:

That Council:

1. Approves that all future off leash greyhound events are held at the Jenkins Reserve Small Dog Park as recommended by GAP SA and as approved by the Dog and Cat Management Board.

3.2.2 Summary of Elected Member Training and Development Expenditure and Outstanding Summary Reports

It is recommended to Council:

That Council:

1. Notes the report.

G&C-OB1 Greyhound off-leash events

It is recommended to Council:

That Council:

Approves that GAP SA and the Dog and Cat Management Board are consulted at the time that Council considers the construction of future dog parks for the purpose of constructing suitable dog parks that can be used for greyhound off leash events.

4 Urban Services Committee Meeting

Chairman - Cr L Braun

Consideration of the minutes of the Urban Services Committee Meeting - 15 August 2022 and adoption of recommendations in relation to item numbers:

Administration

4.0.1 Future Reports for the Urban Services Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

4.1.1 Lighting in Carisbooke Park

It is recommended to Council:

That Council:

1. Approves the installation of three additional lights from the Northern Carisbrooke Carpark to the Green Trail at an expected cost of \$30,000 to be funded from existing budgets.
2. Approves the additional maintenance/regrading works required at the informal northern carpark to improve the surface condition to be completed after the wet season as part of existing maintenance programs.
3. Notes that the works will be completed by March 2023.
4. Notes paragraphs 3.7 and 3.12 of item 4.1.1, Urban Services Agenda of 15 August 2022:
 - 3.7 *Large scale events, where the hours of the event are going to go beyond the twilight hours will need to supply temporary lighting to the carpark area.*
 - 3.12 *It is also noted that, where Council has major events, parking management needs to be included to maximise the parking efficiency of the site.*

4.1.2 Revocation of Community Land Classification Portion of Prettejohn Gully, Para Hills

It is recommended to Council:

That Council:

1. Approves to initiate the procedure to seek revocation of the Community Land Classification of a portion of Prettejohn Gully identified as Allotment 93 in Deposited Plan 14380 and described in Certificate of Title Volume 5539 Folio 283.
2. Notes that upon revocation the subject site measuring approximately 77.17m² be amalgamated into 13 Glenarvon Court, Para Hills for consideration as determined by an independent licenced valuer, all costs are to be borne by the applicant.

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3. Notes the attached *Section 194 report* (Attachment 2, Item 4.1.2 – Revocation of Community Land Classification Portion of Prettejohn Gully, Para Hills – Urban Services Committee, 15 August 2022) for the purposes of Section 194 of the *Local Government Act 1999*.
 4. Authorises the Manager Property and Buildings to implement the Community Land Revocation Public Consultation process, in accordance with the Public Consultation Policy.
 5. Notes that the Manager Property and Buildings will present a report to Council for consideration if any objections are received in response to the community consultation.
 6. Authorises the Manager Property and Buildings to, in the event that no objections following the public consultation process are received by Council, prepare and submit the necessary documentation to seek Ministerial approval of the revocation of the Committee Land.

4.1.3 Revocation of Community Land Classification Portion of Correena Avenue Reserve, Correena Avenue Paralowie

It is recommended to Council:

That Council:

1. Approves to initiate the procedure to seek revocation of the Community Land Classification of a portion of Allotment 87 in Deposited Plan 10869 as described in Certificate of Title Volume 5552 Folio 449 and delineated on the attached plan (Attachment 1 - Item 4.1.3 - Revocation of Community Land Classification Portion of Correena Avenue Reserve, Correena Avenue Paralowie - Urban Services Committee, 15 August 2022) measuring approximately 2014.92m² and that this be rededicated as road.
2. Notes the attached *Section 194 Report* - Item 4.1.3 - Revocation of Community Land Classification Portion of Correena Avenue Reserve, Correena Avenue Paralowie - Urban Services Committee, 15 August 2022)
3. Authorises the Manager Property and Buildings to implement the Community Land Revocation Public Consultation process, in accordance with the Public Consultation Policy.
4. Notes that the Manager Property and Buildings will present a report to Council for consideration if any objections are received in response to the community consultation.
5. Authorises the Manager Property and Buildings to, in the event that no objections following the public consultation process are received by Council, prepare and submit the necessary document to seek Ministerial approval of the revocation of the Community Land.

4.1.4 School Zones and Pedestrian Crossing Program and School Traffic Management Framework Priorities

It is recommended to Council:

That Council:

1. Notes the list as outlined in Attachment 1 (Item 4.1.4 – School Zones and Pedestrian Crossing Program and School Traffic Management Framework Priorities – Urban Services Committee, 15 August 2022), with priorities from top to bottom, with High Schools, as identified in the original School Transport Framework taking higher priority.
2. Reviews the School Transport Framework and priorities in December 2022 for consideration and inclusion as part of a new capital allocation in the 2023/24 budget process.
3. Notes the total expenditure in 2022/23 is \$921,000.

4.1.5 Review of Tree Removal Request - Various Locations

It is recommended to Council:

That Council:

1. Approves the lodgement of a development application seeking removal of:
 - a. The regulated *Eucalyptus sideroxylon* tree at the front of 2 Correena Avenue, Paralowie, noting that should the application be approved two replacement trees are required to be planted.
 - b. The 2 x *Eucalyptus camaldulensis* to the side of 1 Ayr Street, Pooraka, noting that should the application be approved eight replacement trees are required to be planted.
 - c. The regulated *Eucalyptus sideroxylon* tree at the side of 2 Blaess Drive, Paralowie, noting that should the application be approved two replacement trees are required to be planted.
 - d. The regulated *Eucalyptus sideroxylon* tree at the front of 7 Virginia Drive, Parafiled Gardens, noting that should the application be approved two replacement trees are required to be planted.
 - e. The regulated *Eucalyptus sideroxylon* tree at the front of 70 Tintara Road, Paralowie, noting that should the application be approved two replacement trees are required to be planted.
 - f. The significant *Eucalyptus camaldulensis* tree at the side of 1 Swansea Circuit, Gulfview Heights noting that should the application be approved four replacement trees are required to be planted.
 - g. The regulated *Eucalyptus largiflorens* tree at the front of 54 Lennox Drive, Paralowie, noting that should the application be approved two replacement trees are required to be planted.

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- h. The two regulated *Eucalyptus sideroxylon* trees at the front of 16 Newbury Crescent, Paralowie, noting that should the application be approved four replacement trees are required to be planted.
 - i. The regulated *Eucalyptus sideroxylon* tree at the side of 27 Magnolia Crescent, Parafield Gardens, noting that should the application be approved two replacement trees are required to be planted.
 - j. The two regulated *Eucalyptus sideroxylon* tree at the front of 152 Salisbury Highway, Salisbury, noting that should the application be approved four replacement trees are required to be planted.
 - k. The regulated *Eucalyptus sideroxylon* tree at the front of 15 Spaans Crescent Salisbury North, noting that should the application be approved two replacement trees are required to be planted.
 - l. The regulated *Eucalyptus sideroxylon* tree at the front of 4 Rositano Drive Salisbury, noting that should the application be approved two replacement trees are required to be planted.
2. Approves the retention of the below trees, noting that the appeal process will be resolved and no further action taken:
 - a. The Cletis Sp. in front of 18C Telford Road, Ingle Farm, this tree was specifically retained as part of the sub-division of the property and retention was a condition of development approval that it be retained.

4.1.6 Capital Works Program Monthly Report - July 2022 Update

It is recommended to Council:

That Council:

1. Approves a Non-discretionary Second Quarter 2022/23 Budget Review Bid to bring forward \$238,000 from 2024/25 and \$206,000 from 2025/26 both into 2022/23 within PR17754 Sports Lighting Renewal Program to enable the renewal of sports field lighting at Lindblom Park, Pooraka, in alignment with the approved Lindblom Park Master Plan.
2. Approves a Non-discretionary Second Quarter 2022/23 Budget Review Bid to transfer \$200,000 of capital funding from within PR21478 Public Lighting Program into PR17754 Sports Lighting Renewal Program to support the delivery of sports field lighting renewal at Lindblom Park, Pooraka, in alignment with the approved Lindblom Park Master Plan.
3. Approves the inclusion within the 2023/24 Budget for consideration a \$20k operating budget increase to cover inspections, maintenance and renewal of the upgrade sports lighting at Lindblom Park, Pooraka.
4. Approves the removal of Stanley Avenue from the program within PR25861 Additional Playspaces due to unsuccessful land acquisition, with these \$208k of funds being transferred to the delivery of St Albans Playspace (previously Coomurra Drive, Salisbury Heights) which resides within this program.

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5. Approves a Non-discretionary Second Quarter 2022/23 Budget Review Bid of \$112k capital for the Playspace upgrade at St Albans Reserve, Salisbury Heights, as part of PR25861 Additional Playspaces Program.
 6. Approves a Non-discretionary Second Quarter 2022/23 Budget Review Bid to reflect the income loss of \$450k within PR13725 Major Traffic Improvement Program due to unsuccessful grant funding notification being received, with the associated \$380K of Council funding for this program being returned and the balance of \$100k Council funding be retained within 2022/23 to undertake designs for future years Major Traffic project delivery.
 7. Approves a Non-discretionary Second Quarter 2022/23 Budget Review Bid to reflect the new \$11K annual operating budget allocation, as per resolution number 1239/2022, to support the maintenance of the Cobbler Creek Trail between Bridge Road and Main North Road.
 8. Approves the program inclusions within the 2022/23 Footpath Renewal Program as identified within Urban Services Item 4.1.6, 15th August 2022, where sufficient program funding is available to do so.
 9. Approves the program inclusions within the 2022/23 Bridge Program as identified within Urban Services Item 4.1.6, 15th August 2022, subject to program funding, noting some may therefore need to be delivered in the following year if insufficient funds to deliver all.

For Information

4.2.1 Kitchen Caddy Rollout Update

It is recommended to Council:

That Council:

1. Notes the report.

4.2.2 Tree Removal Requests - Monthly Update for June 2022

It is recommended to Council:

That Council:

1. Notes the report.

4.2.3 Partnerships – Tree Planting and Sustainability Initiatives

It is recommended to Council:

That Council:

1. Notes that Administration will continue to engage with schools and the community to deliver tree planting programs and sustainable community events, in association with State Government through Green Adelaide Education staff hosted by Council.
2. Notes that the Natural Assets Team will continue to provide a half yearly update to the Urban Services Committee, informing Council of the sustainability education programs being undertaken throughout the City as well as any events being held, where possible three months in advance.

US-OB1 Dust Concerns, Deuter Road, Paralowie

It is recommended to Council:

That Council:

1. Notes that local residents raised ongoing concerns on the issue of dust blowing into their homes, caused by traffic movement on Deuter Road, Paralowie;
2. Notes that this issue prevents local residents from hanging their washing outside and requires them to keep their windows closed;
3. Notes that the development approval conditions that residents and Ward Councillors requested do not appear to be addressing the local dust issue;
4. Notes that Administration is in discussion with the developer on compliance with the development approval conditions, with non-compliance potentially resulting in enforcement notices to be issued;
5. Requests Administration to bring back a report with proposed nuisance reducing measures, including but not limited to complete sealing of Deuter Road, and costings for consideration as part of the next budget review process.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

4.4.1 Verge Maintenance Update

4.4.2 Salisbury West Library

5 Community Wellbeing and Sport Committee Meeting

Chairman - Cr A Duncan

Consideration of the minutes of the Community Wellbeing and Sport Committee Meeting - 16 August 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 Review of the Community Recreation Facilities Sponsorship Policy and Community Recreation Facilities Signage Policy

It is recommended to Council:

That Council:

1. Adopts the Community Recreation Facilities Sponsorship Policy and the Community Recreation Facilities Signage Policy as set out in Attachments 1 and 2 to this report (Community Wellbeing and Sport Committee, dated 16 August 2022, Item No. 5.1.1).

5.1.2 Community Event Sponsorship Grant Applications

It is recommended to Council:

That the Community Wellbeing and Sport Committee:

1. Approves the Grant No. 1/2022: Adelaide Bangladeshi Cultural Club (ABACC) Incorporated, application for \$10,000 for their Bengali Festival.
2. Approves the Grant No. 2/2022: Rotary Club of Mawson Lakes application for \$5,000 for their Happy Halloween Fun Run and Market.
3. Adopts a change in the Community Event Sponsorship Program guidelines to allow for applications to be received outside the noted timeframes to enable applications year - round to support events where the timing of the rounds is misaligned to their requirements.

5.1.3 Proposed Event Calendar 2023-2025

It is recommended to Council:

That Council:

1. Approves the proposed 3-year Events Calendar as included in Attachment 1 (Community Wellbeing and Sport Committee, 16 August 2022, item no 5.1.3) and that the administration be requested to make arrangements for a community reception on the Friday evening of the Salisbury Fringe.
2. Notes the Supported 3-year Events Calendar as included in Attachment 2 (Community Wellbeing and Sport Committee, 16 August 2022, item no 5.1.3).
3. Approves an additional \$68,000 for the 2022/23 proposed event calendar, to be included as a non-discretionary bid at the 2022/23 Quarter 2 budget review.
4. Notes that a New Initiative Bid be considered for the balance of the event calendar for 2023/24 and 2024/25.
5. Approves the John and Church Street Activation Plan as included in Attachment 3 (Community Wellbeing and Sport Committee, 16 August 2022, item no 5.1.3).
6. Notes the 2022/23 John and Church Street Activation Plan.

*****See Further Information Item:***

5.1.11 Grant No. 12/2022-23: Lions Club of Salisbury Inc. - Community Grant Application (see p.27)

It is recommended to Council:

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

1. Notes that this application was received outside the Community Grant Program Funding Round for August 2022.
2. Notes that the \$680 requested in this application to cover the labour costs for 2 x Face Painters is an ineligible item as per section 10.5.1 of the Community Grant Program Eligibility Criteria.
3. Notes that not all quotes were provided with this grant application and therefore should this grant be approved; funds cannot be released until all quotes have been received by the Administration.
4. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 12/2022-23: Lions Club of Salisbury Inc. Community Grant Application: to the value of \$4,320: to assist in hosting its Dog Day Out Event.
 - b. Consideration of the additional information be available to Council for the remainder of the grant. The request for the remainder (capped at \$5000) be considered at Council.

Further Information Item

5.1.11FI Grant No. 12/2022-23: Lions Club of Salisbury Inc. - Community Grant Application (see p.27)

It is recommended to Council:

That Council:

1. Notes that this application was received outside the Community Grant Program Funding Round for August 2022.
2. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 12/2022-23: Lions Club of Salisbury Inc. Community Grant Application: to the value of \$5,000: to assist in hosting its Dog Day Out Event.
3. Notes that not all quotes were provided with this grant application and therefore should this grant be approved; funds cannot be released until all quotes have been received by the Administration.
4. Notes that the \$680 requested in the original application to cover the labour costs for 2 x Face Painters is an ineligible item as per section 10.5.1 of the Community Grant Program Eligibility Criteria.
5. Notes the Administration will work with the Lions Club of Salisbury Inc. to provide quotes for further eligible items and delegates authority to the General Manager – Community Development to approve these items.

5.2.1 Salisbury Aquatic Centre Redevelopment Project - Design to Date

It is recommended to Council:

That Council:

1. Notes that head contractor Mossop Construction + Interiors has been appointed.
2. Notes the progression of detail design works to date is at 30% completion stage and gives approval to progress to 90% design stage in accordance with the Principal Project Requirements.
3. Notes the new aquatic facility is estimated to be open to the community in early/mid-2024.
4. Notes that artwork will be included as part of the approved budget.

*****See Further Information Item***

5.2.2 Establishment of the Bridgestone Coordination Group (see p.41)

It is recommended to Council:

That Council:

1. Item be deferred for consideration at Council next week pending confirmation from the Bridgestone Athletic Centre Advisory Group.

Further Information Item

5.2.2FI Establishment of the Bridgestone Coordination Group (see p.41)

It is recommended to Council:

That Council:

1. Notes the Terms of Reference for the Bridgestone Coordination Group (Attachment 1, Council, 22 August 2022, FI Item 5.2.2) which have been formulated in consultation with the resident athletic clubs on 17 August 2022 at the Bridgestone Athletics Centre.

5.2.3 Youth Sponsorship Applications - August 2022

It is recommended to Council:

That Council:

1. Notes the report.

For Noting Only – Decisions Under Committee Delegation

5.1.4 Grant No. 05/2022-23: ONE Life Community Assist - Community Grant Application

It is recommended to Council:

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 August 2022 round of Community Grants as follows:
 - a. Grant No. 05/2022-23 ONE Life Community Assist Community Grant Application: to the value of \$5,000: to assist with hosting their annual community Christmas Carols Event.

5.1.5 Grant No. 06/2022-23: Mariposa Trails Suicide Prevention Network - Community Grant Application

It is recommended to Council:

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

1. Notes that this application was received outside the Community Grant Program Funding Round for August 2022.
2. Approves the request for funding for Grant No. 06/2022-23 Mariposa Trails Suicide Prevention Network Community Grant Application: to the value of \$5,000: to assist with hosting their program called “Rhythm for Life”.

5.1.6 Grant No. 07/2022-23: TABOO Sanitary Products Pty Ltd - Community Grant Application

It is recommended to Council:

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 August 2022 round of Community Grants as follows:
 - a. Grant No. 07/2022-23 TABOO Sanitary Products Pty Ltd. Community Grant Application: to the value of \$5,000: to provide City of Salisbury Community Centres and Hubs with period products for our community to access for free.
2. Notes that quotes were not provided with this grant application and therefore should this grant be approved; funds cannot be released until the quotes have been received by the Administration.

5.1.7 Grant No. 08/2022-23: Mawson Lakes Cricket Club - Community Grant Application

It is recommended to Council:

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 August 2022 round of Community Grants as follows:
 - a. Grant No. 08/2022-23: Mawson Lakes Cricket Club Community Grant Application: to the value of \$5000: to assist in purchasing cricket equipment and uniforms.

5.1.8 Grant No. 09/2022-23: Vietnamese Women's Association SA Inc. - Community Grant Application

It is recommended to Council:

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 August 2022 round of Community Grants as follows:
 - a. Grant No. 09/2022-23 Vietnamese Women's Association SA Inc. Community Grant Application: to the value of \$2,200: to assist with hosting its Silver Jubilee Celebration.

5.1.9 Grant No. 10/2022-23: Salisbury North Football Club - Community Grant Application

It is recommended to Council:

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

1. Notes this application was received outside of the Community Grant Program Funding Round for August 2022.
2. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 10/2022-23 Salisbury North Football Club Community Grant Application: to the value of \$4,920: to assist with purchasing guernseys and footballs for its inaugural Senior Women's Football Team.

5.1.10 Grant No. 11/2022-23: Salisbury Cycle Speedway Inc - Community Grant Application

It is recommended to Council:

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

1. Notes that this application was received outside of the Community Grant Program Funding Round for August 2022.
2. Notes that the \$1200 requested for this application to cover the labour costs for 'Cameraman for Livestream' is an ineligible item under section 10.5.1 of the Community Grant Program Eligibility Criteria.
3. Notes that quotes were not provided with this grant application and therefore should this grant be approved; funds cannot be released until the quotes have been received by the Administration.
4. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 11/2022-23 Salisbury Cycle Speedway Inc. Community Grant Application: to the value of \$3,800: to assist in hosting its City of Salisbury Open Championship & 50th Anniversary Celebration.

5.1.12 Grant No. 13/2022-23: Reeling in Junior Anglers - Community Grant Application

It is recommended to Council:

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

1. Notes this application was received outside of the Community Grant Program Funding Round for August 2022.
2. Notes that quotes were not provided with this grant application and therefore should this grant be approved; no funds can be released until the quotes have been received by the Administration.
3. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 13/2022-23: Reeling in Junior Anglers Community Grant Application: to the value of \$800: to assist in hosting a Come and Try Fishing Clinic at Mawson Lakes.

5.1.13 Grant No. 14/2022-23: Licensed Club Darts Association Community Grant Application

It is recommended to Council:

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

1. Notes that this application was received outside of the Community Grant Program Funding Round for August 2022.
2. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 14/2022-23 Licensed Club Darts Association Inc. Community Grant Application: to the value of \$5,000: to assist with purchasing iPads to enable scoring for its World Darts Federation Gold Darts Grand Prix Event

5.1.14 Grant No. 15/2022-23: Ingle Farm Sporting Club Christmas Celebration Community Grant Application

It is recommended to Council:

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

1. Notes this application was received outside of the Community Grant Program Funding Round for August 2022.
2. Notes the \$600 requested in this application to cover labour costs for face painting is an ineligible item as per section 10.5.1 of the Community Grant Program Eligibility Criteria.

-
3. Notes that quotes were not provided with this grant application and therefore should this grant be approved; no funds can be released until the quotes have been received by the Administration.
 4. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 15/2022-23: Ingle Farm Sporting Club Community Grant Application: to the value of \$4,400: to assist in hosting its annual Christmas Celebration.

5.1.15 Grant No. 16/2022-23: Salisbury Branch of Meals of Wheels Community Grant Application

It is recommended to Council:

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

1. Notes this application was received outside of the Community Grant Program Funding Round for August 2022.
2. Notes that quotes were not provided with this grant application and therefore should this grant be approved; no funds can be released until the quotes have been received by the Administration.
3. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 16/2022-23: Salisbury Branch of Meals on Wheels Community Grant Application: to the value of \$2000: to assist in providing community members Christmas Treats and a three-course meal prior to Christmas.

5.1.16 Grant No. 17/2022-23: Raptors Softball Club - Community Grant Application

It is recommended to Council:

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

1. Notes that this application was received outside of the Community Grant Program Funding Round for August 2022.
2. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 17/2022-23 Raptors Softball Club Community Grant Application: to the value of \$5,000: to assist with purchasing softball equipment.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

5.4.1 Recreation Assets - Future Management Model

5.4.2 Salisbury Memorial Park - Mausoleum

| | |
|------------------------|---|
| 5.1.11FI | Grant No. 12/2022-23: Lions Club of Salisbury Inc. - Community Grant Application |
| DATE | 16 August 2022 |
| AUTHOR | Sara Howley, PA to GM Community Development, Community Development |
| CITY PLAN LINKS | 1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected 4.2 We deliver quality outcomes that meet the needs of our community |
| SUMMARY | The Lions Club of Salisbury Inc. Community Grant Application is submitted to Council for consideration. |

RECOMMENDATIONThat Council:

1. Notes that this application was received outside the Community Grant Program Funding Round for August 2022.
2. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 12/2022-23: Lions Club of Salisbury Inc. Community Grant Application: to the value of \$5,000: to assist in hosting its Dog Day Out Event.
3. Notes that not all quotes were provided with this grant application and therefore should this grant be approved; funds cannot be released until all quotes have been received by the Administration.
4. Notes that the \$680 requested in the original application to cover the labour costs for 2 x Face Painters is an ineligible item as per section 10.5.1 of the Community Grant Program Eligibility Criteria.
5. Notes the Administration will work with the Lions Club of Salisbury Inc. to provide quotes for further eligible items and delegates authority to the General Manager – Community Development to approve these items.

ATTACHMENTS

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

1. Grant No. 12/2022-23 Lions Club of Salisbury Inc. Community Grant Application

1. BACKGROUND

- 1.1 At the 16 August 2022 meeting of the Community Wellbeing and Sport Committee, the following recommendation was endorsed:

5.1.11 Grant No. 12/2022-23: Lions Club of Salisbury Inc. - Community Grant Application

Pursuant to sections 73 and 74 of the Local Government Act 1999, Cr B Brug declared a material conflict of interest in relation to the matter based on being an Executive Member of the Salisbury Lions Club. Cr B Brug will deal with the conflict by leaving the meeting.

Cr B Brug left the meeting at 7:11 pm.

Moved Cr C Buchanan

Seconded Cr D Hood

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

1. Notes that this application was received outside the Community Grant Program Funding Round for August 2022.
2. Notes that the \$680 requested in this application to cover the labour costs for 2 x Face Painters is an ineligible item as per section 10.5.1 of the Community Grant Program Eligibility Criteria.
3. Notes that not all quotes were provided with this grant application and therefore should this grant be approved; funds cannot be released until all quotes have been received by the Administration.
4. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 12/2022-23: Lions Club of Salisbury Inc. Community Grant Application: to the value of \$4,320: to assist in hosting its Dog Day Out Event.
 - b. Consideration of the additional information be available to Council for the remainder of the grant. The request for the remainder (capped at \$5000) be considered at Council.

CARRIED

1. REPORT

- 1.1 The Lions Club of Salisbury Inc. has applied for the August 2022 round of Community Grants to assist with hosting its Dog Day Out Event in September 2022.
- 1.2 The Lions Club of Salisbury Inc. is eligible to apply for the August 2022 round of grant funding.
- 1.3 Established in 1969, the Lions Club of Salisbury Inc. is located in Salisbury South and aim to fundraise for and support the local community as well as local and national charities including Lions Foundations.

- 1.4 The grant is requesting funds to assist in hosting the second Dogs Day Out Event to be held in Mobara Park and the Denison Centre in Mawson Lakes in September 2022.
- 1.5 The aim of the Dogs Day Out Event is to allow community members to bring their dogs and connect with each other in a safe and organised environment. This event will include various stalls, dog trainers, vets, breeders, competitions as well as food and beverages for all to enjoy.
- 1.6 The Community Grants Program funding budget allocation for 2022/2023 is \$120,000.
- 1.7 The money committed to this application for the August 2022 round, if approved, is \$2,230. The money committed to all grant applications received for the August round (14 in total) is \$55,150.
- 1.8 The remaining balance of the grant funding if all grant applications received (13 in total) for the August round are approved, is \$48,809.

2. CONCLUSION / PROPOSAL

- 2.1 That Council considers the grant funding application from the Lions Club of Salisbury Inc. Community Grant Application: to the value of \$5,000: to assist with hosting its Dog Day Out Event.

| Applicant Organisation Information | |
|--|---|
| 1. GROUP / ORGANISATION DETAILS | |
| Name: | Lions Club of Salisbury Inc. |
| Address: | PO Box 240 |
| Suburb: | Salisbury South SA Postcode: 5106 |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | |
| Name: | Mr Alex Coates |
| Title (your role with the group/organisation): | President |
| Address: | PO Box 240, Salisbury South SA 5106 |
| Phone: | Landline: Mobile: [REDACTED] |
| Email: | [REDACTED] |
| 3. COMMUNITY GRANT RESPONSIBILITY | |
| Name of Person Responsible for the Grant: | Other: Alex Coates or Lauren Brug |
| Title (role with the group/organisation): | President Event coordinator |
| 4. GROUP / ORGANISATION MANAGEMENT DETAILS | |
| How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small> | Incorporated Community Organisation |
| Is your organisation: | |
| a) Incorporated: | <div>Yes <input checked="" type="checkbox"/></div> <div>No <input type="checkbox"/></div> <div>(go to question c)</div> <div>(go to question b)</div> |
| ASIC Registration Number: | |
| b) Operated under a Parent Organisation: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small> | <div>Yes <input type="checkbox"/></div> <div>No <input checked="" type="checkbox"/></div> <div>(go to question c)</div> <div>(go to question c)</div> |
| Parent Organisation | |
| Name: | N/a |
| ASIC Registration Number: | N/a |

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 <input checked="" type="checkbox"/> | No <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 <input type="checkbox"/> <i>(evidence must be attached to this application)</i> | No <input checked="" type="checkbox"/> |
| d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i> | Yes <input type="checkbox"/> (go to question e & f) | No <input checked="" type="checkbox"/> |
| e) Funding source/s: | Public donations | |
| f) Purpose: | Assist local community through volunteer activities | |
| g) Other (please specify): | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 5. BANKING INFORMATION | | |
| <i>Your organisation must have its own Bank/Credit Union Account or similar</i> | | |
| Full Account Name: Lions club of Salisbury Inc. <i>*do not provide account or BSB numbers*</i> | Financial Institution Name: ANZ | |
| | Branch Location: Salisbury | |
| 6. REFEREE INFORMATION | | |
| <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: | Sandy Royal – Lions District | |
| Referee's Contact Information: | [REDACTED] | |

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

| 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 <i>(If Yes - Please Quote ABN.)</i> <u>27 921 446 793</u> <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"/> |
| <p>NB: GST Registration</p> <p><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></p> | | |

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 checked="" type="checkbox"/> No <input type="checkbox"/> (enter '0' dollar amounts below) |
| If Yes, provide details: | |
| INCOME | \$ AMOUNT |
| Project or event generated income: | \$ 0 not-for-profit event any funds raised go to community |
| Organisation's contribution: | \$ 0 nil financial but significant work |
| Income received from other Grants: \$ 0 (list organisation(s) providing Grant funding and their contribution) | \$ 0 We are making this application with the City of Salisbury We are not aware of any other applicable grant funding opportunities |
| Income received from sponsors: (list sponsor(s) and their contribution) | \$ 0 Currently we are seeking local businesses to sponsor However, sponsorship from local businesses is difficult due to COVID |
| Donations: (please specify the source, product or service and estimated amount of funding requested) | \$ 0 We are considering applying a vendor fee to corporate stall holders attending the markets to offset costs, if required |
| Have you sought any other funding for the project/event: (please specify the source and amount of funding requested) | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No We are seeking wherever possible to minimise costs We are seeking printing assistance from local MP, probono MC secured |
| TOTAL (including GST): | \$ 5,000 |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.? | We are providing inkind support of event management, labour, time, internal graphic design for poster, social media, provision of social media marketing, delivery of marketing materials, sourcing of event vendors, event set up, event pack down, and everything in between |
| EXPENSES (specify the proposed expense budget by item:) | \$ AMOUNT |
| Denison Centre Hire + Bond | \$ 550.00 (Bond) + \$ 300 |
| Mobara Park Hire + \$1k Bond | \$ 1497.50 (as per invoice included) |
| Marketing (Social media advertising) | \$ 500 - \$ 1000 |
| Marketing (Banner) x 2 | \$ 199 x 2 (a frames) \$ 400 total |
| Marketing (Printing) | \$ 1000 @ office works then letterboxed by volunteers |
| Food and drink for volunteers on day | \$ 100 |
| Staging/Sound hire | TBC |
| Activities - Face painter and jumping castle | 2x face painter (spodge) / 1x castle attached |
| TOTAL (including GST): | \$ 0 approx \$ 6000 (+ stage / light) |

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

\$ 680 for 2

Community Grant Application - Page 6 of 13

| Summary of Project/Event Information | |
|---|---|
| Is the funding for: <i>(please tick which is applicable)</i> | <input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator |
| Name of Project/Event Requiring Funding | Dogs Day Out |
| Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i> | 18 September 2022 - proposed ongoing annual event |
| Total cost of Project/Event | \$ 6000 approx |
| Amount of Community Grant Funding Requested | \$ 5,000 |
| Is there any other information that you may feel is relevant to your application? | <p><i>This has been a successful community event that was previously run, however ceased due to Covid. We are hoping to bring this event back for the benefit of the community. Currently the City of Salisbury does not have any dog friendly based events for all dog breeds that allows leashed dogs and their owners to meet others with similar interests in a safe and organised environment. We plan on highlighting the need for appropriate dog and cat management, and welcome the City of Salisbury involvement, including holding a education stall on the day.</i></p> <p> <input checked="" type="checkbox"/> There are no relevant attachments. <i>except for quotations</i> </p> <p> <input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. Copy of Event poster (Draft) can be provided upon request 2. draft site plan enclosed </p> |
| Which category best describes your project/event? <i>(please check all that apply)</i> | |
| Health | <input checked="" type="checkbox"/> <i>mental & physical health component</i> |
| Establishment of a new group | <input type="checkbox"/> |
| Education and Training | <input checked="" type="checkbox"/> <i>dog training</i> |
| Culture / Arts | <input type="checkbox"/> |
| Sport / Recreation | <input checked="" type="checkbox"/> <i>dog sport & displays</i> |
| Environment | <input type="checkbox"/> |
| Disability | <i>open to all</i> <input checked="" type="checkbox"/> <i>disability friendly</i> |
| Youth | <i>open to all</i> <input checked="" type="checkbox"/> |
| Crime Prevention | <input type="checkbox"/> |
| Aged | <i>open to all</i> <input checked="" type="checkbox"/> |

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

** dog owners are of all ages & abilities*

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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(go to Group/Organisation Information)</i> |
| When was the Grant funding received (month & year): | December 2019 for Mawson Lakes Christmas Carols |
| What amount of Grant funding was provided: | \$ 5,000 |
| When was the previous Grant acquitted (month & year): | January 2020 |
| Group/Organisation Information | |
| Group/Organisation Name | Lions Club of Salisbury |
| Group/Organisation Description | Community Service Club |
| Group/Organisation Registered Address | Number/Street: PO Box 240, Suburb: Salisbury South SA Postcode: 5106 |
| Is the Club Incorporated? | Yes |
| Number of Members | 30 However, we are actively recruiting for more members |
| % of Membership that reside in the City of Salisbury | 95 % Almost all of our members live in the City of Salisbury |
| Project/Event Details | |
| Project/Event Name | Dogs Day Out |
| Project/Event Summary | Dog centred event with family friendly activities and market stalls |
| Date(s) of Project/Event | 18 September 2022 |
| Location of Project/Event: | Number/Street: Mobara Park, Garden Terrace Suburb: Mawson Lakes Postcode: 5095 |
| How will the Project/Event benefit the residents of the City of Salisbury? | Provide a significant opportunities for community building, connection; especially given the pandemic and loss of possible events. |
| How many individuals will benefit from the Project/Event? | 1,000 However this is dependent on the weather, marketing and promotion, and the impact of COVID on people willing to attend |
| % of project/event participants that reside in the City of Salisbury | 80 % We anticipate that the clear majority of attendees will be local, but we do expect due to it's popularity - attendees from neighbouring council areas will come and spend money here |
| If it is an Event, is it open to the public? | Yes <input type="checkbox"/> It is free and open for the public + leashed friendly dogs allowed |
| How will the Project/Event be promoted? | Sponsored social media on Facebook and Insta, posters, letterbox drop |

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

| 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> | |
| as detailed above on page 6 (continued) | \$ |
| detailed breakdown | \$ |
| on page 6 | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
| any fencing available from council | \$ inkind |
| Council invited to have stall on the day | \$ 0 opportunity for council |
| information | |
| inkind use of Council social media | \$ 0 |
| inkind use of Council dog owner database | \$ 0 to promote event |
| inkind use of Council media release | \$ 0 |
| inkind use of Council logo | \$ 0 |
| TOTAL (including GST): | \$ 5000 |
| Quote Attached: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form) |
| <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>Following on from the huge success of the first Dogs Day Out - we would like to reactivate this event and if successful make it an annual fixture.</i></p> <p><i>Held in Mobara Park and the Denison Centre in Mawson Lakes, there are loads of stalls with everything your dogs heart desires, from pupcakes to coats to toys and treats.</i></p> <p><i>There will also be lots of dog trainers, behaviour advisors, breeders and therapists to give you advice and assistance.</i></p> <p><i>Competitions that are free to enter, for most photogenic, best dressed, look alike, and best trick.</i></p> <p><i>Several dog rescue organisations will be there with some lovely dogs looking for their forever homes.</i></p> <p><i>We have also invited along our local vet, which in previous years was there giving advice, free vet checks and discounted microchipping.</i></p> <p><i>Previous years saw displays by Dancing with Dogs, Gepps Cross Obedience Club, Trick Dogs, Sniffer Dogs, RSB dogs and much much more. We are similarly inviting groups but trying to focus even further on local clubs.</i></p> <p><i>Human food available at our food stalls too!</i></p> <p><i>This has been a successful community event that was previously run, however ceased due to Covid. We are hoping to bring this event back for the benefit of the community.</i></p> <p><i>Currently the City of Salisbury does not have any dog friendly based events that allows leashed dogs and their owners to meet others with similar interests in a safe and organised environment, except for the off-leash greyhound event - which is for a specific breed only.</i></p> <p><i>We plan on highlighting the need for appropriate pet management, and welcome the City of Salisbury involvement.</i></p> <p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> 1. <i>event site plan upon request</i> 2. 3. |
| 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>This has been a successful community event that was previously run, however ceased due to COVID-19.</i></p> <p><i>We are hoping to bring this event back for the benefit of the community.</i></p> <p><i>Currently the City of Salisbury does not have any dog friendly based events that allows leashed dogs and their owners to meet others with similar interests in a safe and organised environment.</i></p> <p><i>We plan on highlighting the need for appropriate pet management, and welcome the City of Salisbury involvement.</i></p> |

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

Community Grant Application - Page 10 of 13

Support for the Project or Event

Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:

(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.

The event which was first held in 2012 is extremely popular with residents of the City of Salisbury.

It is well supported by the Lions Club of Salisbury, and with the provision of grant funding from the City of Salisbury we are very confident in the success of the event.

At the same time, the Lions will be seeking sponsorship from animal focused businesses to reduce the reliance on the grant funding of the City of Salisbury.

The Lions are also collecting a stall holder fee from market vendors, which will enable the event to be free to the public, with no entry fee for the public attending on the day.

There is no firm indication of the amount of market vendors at this time, and as such we cannot confirm revenue.

Attachments

☒ There are no attachments relating to Support for the Project or Event.

☐ The following documents are attached relating to Support for the Project or Event:

1. *However, we can seek support letters from the local Members of Parliament, Mayor etc if required*
- 2.
- 3.

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)*

This event is intended to be run as a re-activation of the existing event and already has an established name and following in the community.

Following its success this year, we will continue to run the event ongoing.

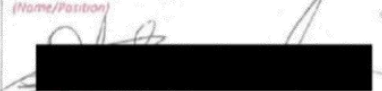



We are grateful that as we are not starting a new event, that we benefit from the plan, framework, expertise of the previous organisers, and it's established following.

The event is re-creatable and will be done so - pending the results of this upcoming event.

Our club has an event coordinator and a committee who has been recording each of the steps to create the event, and therefore if the event coordinator is unable to be involved or moves on, the club is still in a position to run the event successfully.

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

Community Grant Application - Page 11 of 13

| 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 S1 and S2 boxes and sign:</p> | |
| S1 | S2 |
| <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>Lions Club of Salisbury</u> (Group/Organisation)</p> | |
| <p>Alex Coates / President (Name/Position)</p> <p> (Signature 1)</p> <p>19th July 2022. (Date)</p> <p>Contact (phone number) </p> | <p>and</p> <p>Lauren Brug / Event Coordinator (Name/Position)</p> <p> (Signature 2)</p> <p>19 July 2022 (Date)</p> <p></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

Community Grant Application - Page 12 of 13

5.2.2FI Establishment of the Bridgestone Coordination Group**DATE** 16 August 2022**AUTHOR** Ben Hopkins, Team Leader Sport, Recreation and Cemeteries, Community Development

CITY PLAN LINKS 1.2 The health and wellbeing of our community is a priority
 4.1 Members of our community receive an exceptional experience when interacting with Council
 4.2 We deliver quality outcomes that meet the needs of our community

SUMMARY The 16 August 2022 Community Wellbeing and Sport Committee deferred consideration of this item until the 22 August 2022 Council meeting pending further consultation.

RECOMMENDATIONThat Council:

1. Notes the Terms of Reference for the Bridgestone Coordination Group (Attachment 1, Council, 22 August 2022, FI Item 5.2.2) which have been formulated in consultation with the resident athletic clubs on 17 August 2022 at the Bridgestone Athletics Centre.

ATTACHMENTS

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

1. Original Item 5.2.2 of 16/08/2022: Establishment of the Bridgestone Coordination Group
2. Bridgestone Coordination Group Terms of Reference

1. BACKGROUND

- 1.1 At the 16 August 2022 meeting of the Community Wellbeing and Sport Committee, the following recommendation was endorsed:

5.2.2 Establishment of the Bridgestone Coordination Group

Moved Cr C Buchanan
 Seconded Cr J Woodman

That Council:

1. Item be deferred for consideration at Council next week pending confirmation from the Bridgestone Athletic Centre Advisory Group.

CARRIED**2. CONSULTATION / COMMUNICATION**

2.1 External

2.1.1 Bridgestone Athletic Centre Advisory Group

3. REPORT

- 3.1 Further to the recommendation of the 16 August 2022 Community Wellbeing and Sport Committee, the draft Terms of Reference were tabled at a meeting of the Bridgestone Advisory Group on 17 August 2022, with all clubs in agreement with the proposed terms.
- 3.2 All members of the Bridgestone Advisory Group agreed that the Advisory Group would be dissolved at the conclusion of the meeting on 17 August 2022 and the Bridgestone Coordination Group would convene their first meeting following the start of the athletics season.
- 3.3 The approved Terms of Reference are attached for information.

4. CONCLUSION / PROPOSAL

- 4.1 Council is asked to note the additional information contained in this report.

ITEM 5.2.2

| | |
|------------------------|---|
| ITEM | 5.2.2 |
| | COMMUNITY WELLBEING AND SPORT COMMITTEE |
| DATE | 16 August 2022 |
| HEADING | Establishment of the Bridgestone Coordination Group |
| AUTHOR | Ben Hopkins, Team Leader Sport, Recreation and Cemeteries, Community Development |
| CITY PLAN LINKS | 1.2 The health and wellbeing of our community is a priority 4.1 Members of our community receive an exceptional experience when interacting with Council 4.2 We deliver quality outcomes that meet the needs of our community |
| SUMMARY | The Bridgestone Advisory Group has been a valuable group for providing input into the establishment of the Bridgestone Athletics Centre and the development of licence agreements with the three resident athletics clubs. As the Centre has moved into an operational phase and all licences have been agreed and finalised, the Advisory Group will be wound up in August 2022 and replaced with a Coordination Group. A draft Terms of Reference has been drafted in consultation with the resident athletics clubs with the expectation that they will be refined and finalized at the final Advisory Group meeting currently scheduled for the 17th August 2022. |

RECOMMENDATIONThat Council:

- Notes the draft Terms of Reference for the Bridgestone Coordination Group (Attachment 1, Community Wellbeing and Sport Committee, 16 August 2022, item no 5.2.2) which have been formulated in consultation with the resident athletic clubs at the Bridgestone Athletics Centre and are to be finalised at the final meeting of the Bridgestone Advisory Group in August 2022.

ATTACHMENTS

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

- Bridgestone Coordination Group - Terms of Reference_DRAFT

1. BACKGROUND

- At its meeting on July 25, 2022 Council resolved that Council: (1417/2022)
 - Notes the Bridgestone Advisory Group action list included within Attachment 2 (Community Wellbeing and Sport Committee, 19 July 2022, Item No 5.1.1) - Bridgestone Athletics Centre - Advisory Group Minutes 15 June 2022.*
 - Notes the verbal update from the General Manager regarding SLACs acceptance of using a digital honour board.*

ITEM 5.2.2

- 1.1.3 *Approves the winding up of the Bridgestone Advisory Group and replacing with a Bridgestone Coordination Group. The group to consist of:*
 - 1.1.4 • *Presidents of the 3 tenant Athletic clubs*
 - 1.1.5 • *Manager Sport, Recreation and Community Planning*
 - 1.1.6 • *Bridgestone Athletic Centre Coordinator*
 - 1.1.7 • *Chairman of Community Wellbeing & Sport Standing Committee*
 - 1.1.8 • *Hills Ward Councillors*
- 1.1.9 *Requests that the minutes of each Bridgestone Coordination Group meeting will be reported to the Community Wellbeing & Sport Committee.*
- 1.1.10 *Notes strategic planning and advice regarding Bridgestone Athletics Centre and its optimisation will be reported through the Community Wellbeing and Sport Committee as required.*
- 1.1.11 *Requests that the Terms of Reference for the Bridgestone Co-ordination Group be brought to the August 2022 Community Wellbeing and Sport Committee for consideration.*

2. CONSULTATION / COMMUNICATION**2.1 External**

- 2.1.1 Ingle Farm Little Athletics Centre
- 2.1.2 Northern Districts Athletics Club
- 2.1.3 Salisbury Little Athletics Centre

3. REPORT

- 3.1 The Bridgestone Advisory Group was initially established to provide input into the development and establishment of the Bridgestone Athletics Centre (BAC) and the formation of licence agreements. It has served as an important body to ensure the Centre was established to meet the needs of the licence holder clubs.
- 3.2 The membership of the Advisory Group included;
 - 3.2.1 Two City of Salisbury Elected Members
 - 3.2.2 A single representative of each of the licence holder clubs
 - Ingle Farm Little Athletics Centre
 - Northern Districts Athletics Club
 - Salisbury Little Athletics Centre
 - 3.2.3 Two staff members from the City of Salisbury Community Planning Division
- 3.3 Terms of Reference were drafted for the Advisory Group outlining its purpose, membership, meeting arrangements, reporting and review.
- 3.4 As the BAC has now successfully operated through a full athletics season and hosted numerous school events, it has progressed from the initial build/establishment phase and into an operational phase.

ITEM 5.2.2

- 3.5 This necessitated a change to the Advisory Group to shift its focus towards operating collaboratively within the stewardship of their respective licence agreements.
- 3.6 Consequently, the Advisory Group will be replaced with a Coordination Group.
- 3.7 A draft Terms of Reference (attachment 1) has been drafted in consultation with the resident athletics clubs with the expectation that they will be refined and finalized at the final Advisory Group meeting currently scheduled for the 17th August 2022.

4. CONCLUSION / PROPOSAL

- 4.1 The Bridgestone Advisory Group served as a valuable forum for clubs and the City of Salisbury to guide the establishment of the Bridgestone Athletics Centre.
- 4.2 As the Centre has moved into an operational phase and all licences have been agreed and finalised, the Advisory Group will be wound up in August 2022 and replaced with a Coordination Group.
- 4.3 A draft Terms of Reference (attachment 1) has been drafted in consultation with the resident athletics clubs with the expectation that they will be refined and finalized at the final Advisory Group meeting currently scheduled for the 17th August 2022.



Terms of Reference

Bridgestone Coordination Group

1 August 2022

1. Background/Preamble

Whilst the Bridgestone Athletics Centre was being constructed and licence agreements were being established, the Bridgestone Advisory Group was used to bring the City of Salisbury together with community clubs and provide input and feedback into the operation of the Centre. Noting that there were different requirements following the completion of the Centre, it was mutually agreed that the Advisory Group be wound up and replaced by the Bridgestone Coordination Group. The Bridgestone Coordination Group was established in 2022 to provide a forum for the licence holder clubs to discuss matters with the City of Salisbury per the Terms of Reference contained herein.

2. Aims/Purpose

The purpose of the group is to discuss and collaborate on the following areas;

- 2.1. Operational matters related to club-based activity at the Bridgestone Athletics Centre
- 2.2. Licence arrangements
- 2.3. Usage, maintenance and activation of the Bridgestone Athletics Centre
- 2.4. Community use and value of the centre to the community
- 2.5. Other matters pertaining to the Bridgestone Athletics Centre where appropriate.

3. Status of the Group

The Bridgestone Coordination Group is formed to provide a forum for collaboration and consultation between the key stakeholders of the Bridgestone Athletics Centre. The group will also provide information to Council via the provision of Minutes to the Community Wellbeing and Sport Committee.

4. Meeting Procedures

The meetings will be Chaired by a representative of the City of Salisbury. All license holders will be invited to attend the meeting via a representative from their Committee of Management. Members of the committee may seek to involve other parties if the operations of the Coordination Group can be assisted by their input. These external representatives should be invited after consultation with other members of the Bridgestone Coordination Group.

5. Meeting Frequency

The Bridgestone Coordination Group will meet quarterly.

6. Location of Meeting

The meetings will be held at the Bridgestone Athletics Centre wherever possible.

7. Membership

The membership of the Bridgestone Coordination Group will include;

- President of each of the license holder clubs
- Manager Sport, Recreation and Community Planning (or delegate)
- Bridgestone Athletic Coordinator
- Chairperson of the Community Wellbeing & Sport Committee
- Hills Ward Councillors

8. Quorum

There is no quorum for this group.

9. Chairman

The Chairperson will be the Manager Sport, Recreation and Community Planning (or delegate).

10. Review Process

The Bridgestone Coordination Group will be reviewed annually by the Manager Sport, Recreation and Community Planning.

DRAFT



Terms of Reference

Bridgestone Coordination Group

17 August 2022

1. Background/Preamble

Whilst the Bridgestone Athletics Centre was being constructed and licence agreements were being established, the Bridgestone Advisory Group was used to bring the City of Salisbury together with community clubs and provide input and feedback into the operation of the Centre. Noting that there were different requirements following the completion of the Centre, it was mutually agreed that the Advisory Group be wound up and replaced by the Bridgestone Coordination Group. The Bridgestone Coordination Group was established in 2022 to provide a forum for the licence holder clubs to discuss matters with the City of Salisbury per the Terms of Reference contained herein.

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The purpose of the group is to discuss and collaborate on the following areas;

- 2.1. Operational matters related to club-based activity at the Bridgestone Athletics Centre
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The meetings will be Chaired by a representative of the City of Salisbury. All license holders will be invited to attend the meeting via a representative from their Committee of Management. Members of the committee may seek to involve other parties if the operations of the Coordination Group can be assisted by their input. These external representatives should be invited after consultation with other members of the Bridgestone Coordination Group.

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The membership of the Bridgestone Coordination Group will include;

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- Manager Sport, Recreation and Community Planning (or delegate)
- Bridgestone Athletic Coordinator
- Chairperson of the Community Wellbeing & Sport Committee
- Hills Ward Councillors

8. Quorum

There is no quorum for this group.

9. Chairman

The Chairperson will be the Manager Sport, Recreation and Community Planning (or delegate).

10. Review Process

The Bridgestone Coordination Group will be reviewed annually by the Manager Sport, Recreation and Community Planning.

6 Innovation and Business Development Committee Meeting

Chairman - Cr K Grenfell

Consideration of the minutes of the Innovation and Business Development Committee Meeting - 16 August 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 Shopfront Improvement Grant Guidelines

It is recommended to Council:

That Council:

1. Approves the Shopfront Improvement Grant Guidelines presented in Attachment 1, of the Innovation and Business Development Committee, 16 August 2022, Item 6.1.1, with the exception that the Assessment of Applications Criteria - weighting be amended with highly visible being removed and procure locally be increased to 20%.
2. Authorises the Chief Executive Officer or delegate to finalise the grant program guidelines and administrative procedures.

For Information

6.2.1 Community Requests - Response Dashboard

It is recommended to Council:

That Council:

1. Notes the report.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

6.4.1 Ryans Road Land Disposal Revised Concept Masterplan

See Confidential Further Information Item

6.4.1FI Ryans Road Land Disposal Revised Concept Masterplan

7 Audit & Risk Committee

No Audit and Risk Committee meeting was held in August 2022.

8 Council Assessment Panel Meeting

Consideration of the minutes of the Council Assessment Panel Meeting - 26 July 2022
and adoption of recommendations in relation to item numbers:

9 CEO Review Committee

No CEO Review Committee meeting was held in August 2022.

GENERAL BUSINESS

| | |
|------------------------|--|
| GB1 | Metropolitan Seaside Councils Committee reform update |
| DATE | 22 August 2022 |
| AUTHORS | Craig Johansen, Team Leader Natural Assets, City Infrastructure Tamika Cook, Landscape Systems Officer, City Infrastructure |
| CITY PLAN LINKS | 2.1 Salisbury has a balance of green spaces and natural environments that support biodiversity 2.3 Our community, environment and infrastructure are adaptive to a changing climate 4.2 We deliver quality outcomes that meet the needs of our community |
| SUMMARY | The Metropolitan Seaside Councils Committee has undergone an independent governance review. This report presents the findings of the review and proposed structure for a new management model with an associated name change to Adelaide Coastal Councils Network. |

RECOMMENDATION

That Council:

1. Approves the development of a budget bid for the \$10,000 to be considered in the 2023/24 financial year for the ongoing membership on the Metropolitan Seaside Councils Committee beyond the current year.
2. Seek nominations for representation on the executive committee from the new Elected Members at the commencement of the 2023 calendar year.

ATTACHMENTS

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

1. URPS MSCC Governance Review Recommendations Report
2. MSCC/ ACCN Delivery Plan

1. BACKGROUND

- 1.1 The Metropolitan Seaside Council's Committee (MSCC) has been operational for more than fifty years as a body of Local Government representatives pre-dating the Coast Protection Act of 1972. In that time, it has been responsible for driving important strategic outcomes for metropolitan councils including the formation of the Coast Protection Act, the formation of the Coast Protection Board, convening and sponsoring conferences and workshops, and the initiation of the South Australian Coastal Councils Alliance.
- 1.2 Since 2003, there have been several reforms to the MSCC's constitution and strategic direction to meet the changing coastal management context and needs of member councils.

-
- 1.3 In September 2020, the committee convened a workshop to review the committees' purpose and priorities, opportunities upon which the committee should capitalise, and the effectiveness of the current operating model.
 - 1.4 A specialist consultant, URPS was engaged to undertake an independent governance review with co-funding being provided by Green Adelaide and the Local Government Association (LGA).
 - 1.5 It is important to note that the City of Salisbury have been involved with the committee historically, however are currently not a paid member of the committee. Member Councils historically have paid \$1,200 annually with funds used for administration of the committee and strategic initiatives.
 - 1.6 Current membership listed for the City of Salisbury is West Ward Councillors and members of the administration.
 - 1.7 City of Salisbury has had minimal engagement with the committee, as it has little active coast line which we have care and control of, this being St Kilda. As the majority of the City of Salisbury's coast line is managed by Buckland Dry Creek as part of the mining leases that they have care and control of and the area directly west of this falling within the Adelaide International Bird Sanctuary (AIBS) which is identified as a National Park.

2. CONSULTATION / COMMUNICATION

2.1 External

2.1.1 Metropolitan Seaside Councils Committee (MSCC)

3. REPORT

Reviewing metropolitan coastal council coordination arrangements

- 3.1 On 7 September 2021 the Strategic Directions Committee received an update on the activities and membership arrangements of the South Australian Coastal Councils Alliance (SACCA) and the Metropolitan Seaside Councils Committee (MSCC).
- 3.2 The report noted that a rigorous, independent review of the MSCC operating arrangements was being undertaken by consultant URPS in recognition of:
 - the growing scale and complexity of coastal management and funding issues; and
 - the need to better understand and differentiate the respective roles of the various groups operating in this space - particularly the MSCC, LGA, GAROC (Greater Adelaide Regional Organisation of Councils), and SACCA.
- 3.3 URPS delivered its report, 'MSCC Governance Review: Options and Recommendations', to the MSCC on 9 December 2021 (Attachment 1).
 - 3.3.1 The URPS governance review involved desktop analysis, benchmarking against other similar groups, stakeholder mapping, stakeholder interviews and committee workshops. This information was used to inform a series of recommendations for improving member value and operating arrangements.

3.3.2 The MSCC governance review revealed that:

- there remains a strong consensus from metropolitan councils about the need to pursue a collaborative arrangement;
- the existing operating model in which the committee is hosted by a member council and supported by council officers is not effective. Because council officers are not adequately resourced to provide the level of support required by the committee and corporate knowledge is lost each time the committee moves to a new council;
- the MSCC is the only coastal organisation/network in Australia, of those benchmarked, that does not employ a dedicated executive officer, which hinders the ability of the MSCC to optimise its effectiveness;
- there are many opportunities that could be realised for coastal councils and their communities if the MSCC was adequately resourced.

3.3.3 The report made a series of recommendations for improving the MSCC governance model including:

- directly linking MSCC governance to the LGA;
- appointing a dedicated executive officer to be hosted by the LGA;
- moving to a tiered structure incorporating an Executive Committee and staff forum;
- establishing an MOU between member councils and the LGA, including funding arrangements and updating the Terms of Reference;
- developing a Strategic Plan to guide the direction of the committee and executive officer.

3.3.4 The report states that basing the role centrally at the LGA will deliver a range of important benefits including:

- access to central facilities,
- support for financial management and oversight of the executive officer
- improved advocacy,
- streamlined decision making,
- improved reporting, communication and accountability,
- adequate resourcing to deliver projects and other activities,
- providing a single point of contact on metropolitan coastal issues for stakeholders such as the Coast Protection Board, DEW, Green Adelaide and so on.

-
- 3.4 The new recommended structure is based on the long-term, highly successful model operating in Victoria, in which the Municipal Association of Victoria hosts the Association of Bayside Municipalities (ABM). The Victorian context has strong similarities to SA indicating that its adoption could achieve equally beneficial outcomes.
- 3.5 The model proposed by URPS was endorsed in principle by the MSCC and has also been endorsed by the GAROC.
- 3.6 The review process has forged a much stronger relationship with the LGA who are committed to working with the MSCC to progress a positive and outcomes driven coastal coordination and partnerships model, in collaboration with SACCA.
- 3.7 The Coast Protection Board, Green Adelaide and DEW have also demonstrated strong appetite and willingness to collaborate with metropolitan coastal councils via the proposed new model with a letter of support being provided by the CEO of DEW.

Progressing the proposed new model

- 3.8 The MSCC tasked a Working Group - comprising officers from member councils, the LGA and Green Adelaide – with progressing the new model.
- 3.9 The Working Group have prepared a Proposed Delivery Plan, for endorsement by member councils (Attachment 2). Key elements of the Delivery Plan include:
- Updating the name of the group from MSCC to Adelaide Coastal Councils Network (ACCN);
 - Establishing an MOU between ACCN member councils and the LGA, including a funding agreement between parties;
 - Updating the Terms of Reference;
 - Appointing a dedicated ACCN Executive Officer to be hosted by the LGA (0.5 FTE);
 - Changing the MSCC structure to be tiered, incorporating an Executive Committee and a staff forum;
 - Increasing membership fees to \$10,000 per annum (noting that in 2022-23, only \$5,000 will be charged to enable member councils to finalise ongoing funding arrangements).
- 3.10 The Delivery Plan, pages 4-8, explains the differences between the old MSCC model and the proposed new ACCN and the rationale for the proposed changes. It also provides a simple one-page, page 9, snapshot of key deliverables during 2022-23.
- 3.11 The proposed changes outlined in the Delivery Plan are designed to respond to council and stakeholder feedback about changing context and needs, reflect the recommendations made by URPS, address historical administrative issues and maximise member value and opportunities as they relate to the metropolitan coastline.

- 3.12 In addition to preparing the Delivery Plan, the Working Group have also:
- Secured endorsement for the new model from GAROC,
 - Secured funding for the first transitional year (2022-23) of the new ACCN model via GAROC, the Local Government Research and Development Scheme fund, and the LGA Secretariat,
 - Secured a \$10,000 funding contribution from Green Adelaide to develop an ACCN Strategic Plan during 2022-23.
- 3.13 On 6 July 2022, the Working Group partnered with the LGA to host a Mayor and elected member information session about the proposed new ACCN model. A recording of the information session can be viewed at <https://zoom.us/rec/share/SdwO25Lm1y-dVK6hS-flb8JNwS8e63uaFgLqNV8FgGGSIB4VrOMb7N6rCW9ZPIoz.YQBks3Iek-qHcKvS>. Access passcode: hnFa5%qJ
- 3.14 At the information session, Working Group members presented the background and rationale for the proposed new model, answered questions and took on feedback.
- 3.15 Cr Jonathon Marsden, President of Victoria's ABM (upon which the ACCN model is based) shared insights into the benefits of the model and answered questions. The ABM has offered to mentor the ACCN during the establishment phase of the new model. Already, they have provided invaluable support and information during the development of the Delivery Plan. The ABM are keen to establish ongoing collaborations between the two groups to facilitate consistency and shared learning across regions.
- 3.16 Jeff Tate, Presiding Member for the Coast Protection Board, offered his support for the new model and indicated a strong desire to work collaboratively with councils via the ACCN on shared state and local government priorities.
- 3.17 There was positive engagement by the Mayors and elected members who attended the information session and widespread agreement about the value of transitioning towards the proposed new model. Feedback from attendees has been incorporated into the Delivery Plan.
- 3.18 The report also shows the risks and opportunities that the ACCN model presents to member Councils as shown in the following tables. With the risk having clear mitigation strategies proposed and the opportunities outlining the benefits to Council with it being a member.

| Risk | |
|----------------------------------|---|
| Identify | Mitigation |
| Reputation/community expectation | Investing in advocacy from the ACCN/LGA will build the case for other levels of government in co-investing in necessary coastal assets, infrastructure and initiatives. |
| Political | Coastal management can be politically contentious. Having a clearly communicated and consistent approach to coastal management across metropolitan coastal |

| Risk | |
|-----------------------------------|---|
| Identify | Mitigation |
| | councils, facilitated by ACCN/LGA, will reduce the likelihood of politically contentious or uninformed decision making. This approach will help communities and other levels of government to understand, support and trust council decision making. |
| Financial/business sustainability | <p>While local government expenditure on coastal management has doubled over the past decade, state and federal co-investment has remained static.</p> <p>The Insurance Council of Australia's Climate Change Impact Series: Actions of the Sea and Future Risks estimates a \$30 billion investment is required across Australia for coastal management over the coming decades. SACCA's Funding the Future Report identifies an existing \$212 million funding shortfall, even before climate impacts are considered.</p> <p>Advocacy from the ACCN/LGA will build the case for more equitable co-investment from other levels of government.</p> |
| Environment | Coastal conservation is an important priority for council and is a key pillar of Integrated Coastal Zone Management. The ACCN will support integration with other council and state government initiatives, thereby reducing the risk of degradation of our natural environments |
| Compliance/legal | There is still some uncertainty around care and control of Crown coastal land within the City of Salisbury. ACCN membership will support strong working relationships and information sharing with state policy and regulatory bodies such as the Coast Protection Board, DEW Coast and Marine Branch, EPA, Green Adelaide, DIT etc. |
| Service delivery | <p>Councils are currently undertaking coastal management on a council-by-council basis, which is inefficient and risks duplicating efforts. It also risks application of inconsistent types of data and different policy, planning and management approaches. For state and federal governments seeking to prioritise limited funding, there is currently no way to know whether they're comparing apples with apples.</p> <p>The ACCN will support strong working relationships and information sharing between</p> |

| Risk | |
|----------|--|
| Identify | Mitigation |
| | other councils and state agencies ensuring a consistent approach to service delivery across metropolitan Adelaide. |

| Opportunity | |
|---|---|
| Identify | Maximising the opportunity |
| Integrated coastal zone management | <p>Integrated Coastal Zone Management is defined as the process for managing all coastal issues in a framework integrated across biota, habitats, infrastructure, assets, time and space, and levels of government. It attempts to consider and streamline cooperation and partnerships among a range of stakeholders and government agencies. The overarching aim is sustainability, while achieving the best possible outcomes for both large-scale and local-scale issues concerning society, the environment and the economy.</p> <p>The ACCN will facilitate the inter-governmental relationships and collaborations required to bring this about.</p> |
| Advocacy | <p>Our advocacy efforts will be optimised by aligning with ACCN/LGA to deliver a strong and united local government voice to other levels of government and stakeholders, particularly around the need for equitable co-investment from other levels of government.</p> |
| State and federal funding | <p>The new federal government has committed to \$200million annually in disaster and resilience funding available to councils. It is likely that other coastal adaptation funding opportunities will also emerge as coastal hazards increase (e.g. the recent one-off \$50 million Coastal and Estuarine Risk Mitigation grant program).</p> <p>The ACCN will amplify the capacity for councils to identify and pursue collaborative funding opportunities that align with a strategic, long-term regional plan.</p> |
| Partnerships, collaboration and shared regional initiatives | <p>An effective ACCN will build the capacity and skills of member councils to apply consistent, proactive and evidence based integrated coastal management practices across the metropolitan Adelaide coastline.</p> <p>The ACCN will facilitate research collaborations, and shared regional initiatives with other councils and state agencies.</p> <p>It will also allow for the expansion of individual council projects that could be aligned and/or expanded for all metropolitan councils.</p> |
| Community engagement and | A public ACCN webpage, regular newsletters |

| Opportunity | |
|-------------------|--|
| Identify | Maximising the opportunity |
| awareness raising | and shared regional information sharing initiatives will support community engagement and awareness raising. |

Financial implications

- 3.19 Financial oversight of the proposed new ACCN will be delivered by the LGA Secretariat.
- 3.20 All member Metropolitan coastal councils will pay an annual \$10,000 fee-for-service to the LGA to fund a 0.5 FTE ACCN Executive Officer, subject to approvals.
- 3.21 During 2022-23, membership fees will be subsidised to \$5,000 per council to enable councils to finalise ongoing funding arrangements, subject to their respective approval processes.
- 3.22 The 2022/23 membership fee of \$5,000 will need to be allocated to ensure that the City of Salisbury is a member of ACCN.
- 3.23 The ongoing \$10,000 annual subscription fee, commencing in 2023/24, will require a budget bid to be submitted for consideration during annual budgeting processes.

4. CONCLUSION / PROPOSAL

- 4.1 This report has dealt with the new model for the MSCC being the ACCN.
- 4.2 If the proposed new model is endorsed by council, the next steps will include:
- Sept 2022 – Signing of the MOU between member councils and the LGA (denoting the formal transition from MSCC to ACCN),
 - Sept 2022 – LGA will invoice councils for the 2022-23 membership fee of \$5,000,
 - Sept - Oct 2022 – Recruitment of the ACCN Executive Officer by the LGA Secretariat,
 - Jan – Feb 2023 – ACCN delegates to be nominated after the local government elections (existing MSCC delegates to remain in place until the election),
 - Feb – Apr 2023 – Preparation of ACCN Strategic Plan for presentation to member councils for endorsement.

City of Onkaparinga
Metropolitan Seaside Councils Committee Review
9 December 2021

Metropolitan Seaside Councils Committee Governance Review

Options and Recommendations Report

SHAPING
GREAT
COMMUNITIES



Metropolitan Seaside Councils Committee Governance Review

9 December 2021

| | |
|-----------------------------------|--|
| Lead consultant | URPS Suite 12/154 Fullarton Road (cnr Alexandra Ave) Rose Park, SA 5067 (08) 8333 7999 urps.com.au |
| Prepared for | City of Onkaparinga |
| Consultant Project Manager | Nicole Halsey, Director nhalsey@urps.com.au |
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Executive Summary

The Metropolitan Seaside Councils Committee (MSCC) has been operational for more than fifty years as a body of Local Government representatives, pre-dating the Coast Protection Act of 1972.

There remains a strong consensus from metropolitan councils about the need to pursue a collaborative arrangement for metropolitan coastal councils to identify shared strategic priorities around integrated coastal management, source funding for coastal adaptation and drive reform.

An independent MSCC governance review was initiated in response to the need to reinvigorate its operating model in light of the following factors:

- the growing scale and complexity of coastal protection, conservation and adaptation cross boundary issues and funding requirements in the metropolitan Adelaide context
- the emergence of the SA Coastal Councils Alliance (SACCA) as a local government body that 'provides leadership, support and advocacy for the benefit of all South Australian coastal Councils and their communities'
- the need to better understand and differentiate the respective roles of the MSCC, Local Government Association of SA (LGA SA), Greater Adelaide Region of Councils (GAROC), and SACCA in representing the interest of metropolitan Adelaide councils in the coastal policy and practice.

The governance review involved:

- Desktop analysis
- Benchmarking
- Stakeholder mapping and analysis
- Stakeholder interviews
- MSCC workshops.

This report synthesises the information gathered and analysed through each stage of the governance review process.

Opportunities

The review has identified the following opportunities to ensure that the MSCC effectively functions and delivers on its objectives:

- Fund a dedicated executive officer to support the MSCC, being the only coastal organisation in Australia that does not currently do this
- Develop a strategic plan or similar, to guide and report on priorities and actions implemented by the MSCC
- Implement a formal consistent reporting mechanism from the MSCC to member Councils, the Local Government Association SA, State Government and SACCA about what is being delivered and how parties are working together
- Ensure membership contributions to the MSCC create value for money in supporting councils on coastal issues and do not create overlap or cost shifting from the role of SACCA, the LGA SA or other tiers of government.

- Align the MSCC Terms of Reference and the MSCC Memorandum of Understanding and update same to reflect the current aims of the MSCC
- Establish a dedicated MSCC website or other communication mechanism to demonstrate and promote what is being achieved to the broader public and to provide an easily accessible point of contact
- Increase and maintain funding to achieve shared coastal management objectives through member contributions or other funding opportunities (e.g. Coast Protection Board, LGA SA or other)
- Continue to provide a dedicated focus on the metropolitan coast
- Make greater use of other organisations through partnerships and grants
- Implement a tiered governance structure, to streamline decision making and provide a clear pathway for advocacy i.e. introduce an Executive Committee and staff forum
- Establish a clear pathway for advocacy i.e. through the Local Government Association of SA
- Continue to include both Elected Member and staff representation as members of the MSCC
- streamline the MSCC structure to enable clearer decision making
- Coordinate events, regional projects and capacity building for member Councils, affiliate organisations and general public to raise profile of the MSCC and demonstrate value.

The opportunities that have arisen, speak to deficiencies within the current MSCC operating model. Without dedicated resource/s, a strategic plan and delivery of regional capacity building and projects the MSCC is largely a forum to share information.

Governance Options

The review explored five governance options including:

- Option 1: MSCC executive
Appointment of dedicated executive officer and change to MSCC structure to include an Executive Committee, member meetings and staff forum
- Option 2: LGA SA (Secretariat)
Memorandum of Understanding established with the LGA SA and member Councils. Appointment of dedicated executive officer and change to MSCC structure to include an Executive Committee, member meetings and staff forum
- Option 3: Sub-Committee of SACCA
MSCC becomes sub-committee of SACCA. Executive Committee of SACCA remains the same as current arrangement.
- Option 4: LGA SA (GAROC)
MSCC becomes a working group/sub-committee of GAROC.
- Option 5: Improved state
Leave MSCC governance as is with minor changes i.e. development of strategic plan.

Recommended governance directions

The MSCC workshop process identified a 'hybrid model' as a potential preferred option. However, further analysis against the objectives of the review and the identified opportunities, leads to the following recommendation.

It is recommended that the MSCC consider adopting a model which directly links the MSCC governance to the Local Government Association of SA.

This recommendation is based on the long-term highly successful model operating in Victoria for the Association of Bayside Municipalities. The Victorian context has strong similarities to South Australia indicating that its adoption could achieve equally beneficial outcomes.

The MSCC has recently developed a stronger relationship with the Local Government Association of SA and in turn they have expressed a willingness to work with the MSCC to achieve a long-term sustainable model. Basing the role centrally at the Local Government of SA delivers a range of important additional benefits including access to central facilities, support for financial management and oversight of executive officer function.

This governance model would require a:

- Memorandum of Understanding being established between the Local Government Association of SA (LGA SA) and member Councils
- Establishment of funding / membership agreement between parties
- Appointment of dedicated executive officer (hosted by the LGA SA)
- Change to MSCC structure to be tiered, incorporating an Executive Committee and staff forum.

This governance approach would realise the many opportunities identified above including adequate resourcing to deliver projects and other activities, improved advocacy, streamline decision making and improved reporting and communication.

1. About this Governance Review

The Metropolitan Seaside Councils Committee (MSCC) has been operational for more than fifty years as a body of Local Government representatives, pre-dating the Coast Protection Act of 1972.

There is strong consensus from metropolitan councils about the need to pursue a collaborative arrangement for metropolitan coastal councils to identify shared strategic priorities, source funding for coastal adaptation and drive reform.

With the increasing scale of coastal issues being faced by local government and the recent establishment of the South Australia Coastal Councils' Alliance (SACCA), there is an opportunity to review and improve the MSCC governance arrangements.

On 16 September 2020, the MSCC convened a special workshop at the Cove Civic Centre, the purpose of which was to review:

- the MSCC's purpose and priorities,
- current opportunities that the MSCC should capitalise upon,
- the effectiveness of the current operating model.

At a subsequent MSCC meeting on 14 October 2020, a workshop summary report was provided to the MSCC. The report revealed a consensus view that the current operating model is not delivering upon expectations. The MSCC therefore voted to seek the services of a specialist consultant to review and make recommendations for improving the MSCC's governance arrangements.

Recognising that there are many different institutions supporting coastal management in metropolitan Adelaide, the MSCC is seeking to understand how 'metropolitan councils' can work together to establish mechanisms that will enable the MSCC to progress better integrated coastal management outcomes. To this end, an independent governance review of the MSCC was instigated.

The governance review has considered:

- MSCC goals, purpose and priorities
- Governance, structure and operating model (including Memorandum of Understanding, Terms of Reference, resourcing, ongoing funding model)
- Strategic plan /and or high-level objectives of the group
- Roles and responsibilities in relation to other relevant institutions
- Composition of the MSCC (Elected Members, staff at various levels).

This Governance Review recommends a potential governance model for the MSCC going forward. In reaching this recommendation, the review synthesises information gathered and analysed from:

- Desktop analysis
- Benchmarking
- Stakeholder mapping and analysis
- Stakeholder interviews
- MSCC workshops.

2. Desktop analysis

The first stage comprised a desktop analysis of strategic documents to inform analysis of the strengths and weaknesses of the current operating model. The documents included in this review are listed in Appendix A.

This section identifies the key themes, issues and opportunities identified through the desktop analysis.

2.1 Aims and objectives

There are two key governance documents in place to guide the MSCC – Terms of Reference and Memorandum of Understanding (between member Councils). These documents outline the aims and objects of the MSCC and how member Councils will work together to achieve these.

As set out on the Terms of Reference, composition of the Committee includes one Elected Member and one officer of each member Council. There is no pre-requisite qualifications or experience for Elected Members to be nominated to become an MSCC member. Council officers have specialist knowledge and experience in coastal management, however their levels within their respective Councils vary.

The aims and objectives of the MSCC include an advocacy role as well as a facilitation role in project delivery.

The MSCC Terms of Reference state the following aims:

1. Ensure the maintenance and improvement of coastal environments
2. Re-establish and rehabilitate coasts areas where possible
3. Determine the present and future conditions of the Adelaide metropolitan coast, and the best method of preserving and improving the foreshore and beaches,
4. Develop strategic partnerships to protect, enhance and promote the coast.

It is evident through the desktop review of meeting agendas and minutes that the MSCC is currently functioning predominantly as an information sharing committee. This information sharing is occurring between member Councils, State Government and other representative bodies i.e. SACCA and Australian Coastal Council Alliance (ACCA).

Other documentation arising from the MSCC i.e. letters to State MPs and other coastal management bodies provides some evidence to suggest that it is also delivering an advocacy function.

However, there is little evidence to suggest that the MSCC is currently facilitating actions or delivering projects, research or monitoring to improve metropolitan coastal outcomes in line with the stated aims.

To that end, the first three aims included in the Terms of Reference are operational in nature and are already the responsibility of member Councils to deliver.

On 16 September 2020, the MSCC convened a special workshop. As part of the workshop, the MSCC's purpose and priorities were reviewed. The outcomes identified a desire for the MSCC to deliver the strategic goal of 'Integrated Coastal Management' with the top coastal management priorities for member councils identified as:

- Coastal Climate Change Adaptation Planning
- Advocacy and Funding for coastal management
- Coastal data collection and dissemination (particularly climate related erosion and inundation)

- Coastal infrastructure and assets
- Coastal monitoring
- Capacity building
- Inter-agency collaboration and information sharing

At the workshop, the MSCC also agreed that these priorities should be supported via the four pillars of:

- Information sharing and networking
- Capacity building
- Shared strategic regional initiatives
- Advocacy

There is opportunity to review the Terms of Reference and Memorandum of Understanding to ensure that they are consistent, reflect the aims of the MSCC and don't duplicate responsibilities of member Councils, SACCA, ACCA or the LGA SA. For example, the MSCC could provide coordination, advocacy, capacity building and support to assist member Councils to achieve the aims focused on delivery.

Currently, the Memorandum of Understanding currently reflects some of the objectives contained in the Terms of Reference but not all. In doing so, the review should take account of the SACCA and ACCA Terms of Reference to ensure consistency and avoid duplication.

2.2 Function and delivery

With no formal strategic plan in place, and without a dedicated executive officer, actions and deliverables aren't being driven or reported on.

It is recognised that there have been multiple attempts at various times to establish a strategic plan or similar document to set overall goals and identify actions to achieve them, however the latest attempt has not been realised and is not driving action.

There is opportunity to develop a strategic plan, which includes achievable actions and aligns with State Government and Local Government Association of SA priorities. To ensure accountability, the strategic plan should be supported by formal and consistent reporting from the MSCC to member Councils, the LGA SA and State Government about what is being delivered and achieved.

2.3 Reporting and communication

Member Councils have an agenda item at each MSCC meeting which enables representatives to provide an overview of what each individual council is delivering in relation to coastal management, however there is no evidence of formal reporting from the MSCC back to its member Councils on what has been delivered and the value it provides. 5.5.1 of the Memorandum of Understanding states that the MSCC will:

'Provide the Member Councils with an annual report on the MSCC activities or otherwise as requested.'

It seems that this responsibility rests with the Elected Member representatives, though there is no set format or requirement for this which could be resulting in inconsistency.

The desktop review has also identified that there is no publicly available communication about the MSCC and its function, either through a website or other communication methods such as a newsletter or event. The need for a website was identified by the MSCC in previous years and costs explored, however the project wasn't implemented.

If the MSCC wants to demonstrate value to its members going forward, there needs to be clear communication about what it is achieving.

2.4 Key opportunities – desktop review

Key opportunities identified by the desktop review include:

- Align Terms of Reference and Memorandum of Understanding and update to reflect the current aims of the MSCC
- Develop a strategic plan or similar, to guide and report on actions implemented by the MSCC
- Implement a formal consistent reporting mechanism from the MSCC to member Councils, the Local Government Association SA and State Government about what's being delivered
- Establish a dedicated MSCC website or other communication mechanism to demonstrate and promote what is being achieved to the broader public and to provide an easily accessible point of contact.

3. Benchmarking

The second stage compared other governance models of similar coastal committees with that of the MSCC through desktop research and interviews, to further inform development of future governance arrangements for the MSCC. This benchmarking exercise was undertaken with the following:

- Sydney Coastal Councils Group
- Association of Bayside Municipalities, Victoria
- Peron-Naturaliste Partnership, Western Australia
- SA Coastal Councils Alliance (SACCA).

The table in Appendix B, provides a summary of the governance models being applied by the above committees.

This section highlights and summarises the key similarities and differences between the governance models and comments on the strengths and weaknesses of the various components.

3.1 Member Councils and funding

For the committees included in the benchmarking, all have a similar number of member Councils who financially contribute to be members.

In most cases, the level of funding is equally shared between member Councils, however in one instance, a smaller funding share was applied for a smaller Council area.

In the case of Sydney Coastal Councils Committee and Peron-Naturaliste Group, significant grant funding is also being accessed for the delivery of projects, as well as funding support being provided through partnerships with State Government agencies, research institutions etc.

Funding is either managed through a host Council, similar to the arrangement in place for the MSCC, or through the relevant local government association or by the committee themselves (if incorporated).

3.2 Incorporated status

In 2014, the MSCC changed from an Incorporated Association under the *Associations Incorporation Act 1985* to being unincorporated. This change occurred as the legislative requirements under the Act and by Consumer and Business Services were deemed to be too onerous and restrictive for the MSCC given its size, nature and financial capacity.

The Association of Bayside Municipalities and SACCA also operate as unincorporated organisations, with their size and nature being similar to the MSCC.

Sydney Coastal Councils Group and Peron-Naturaliste Partnership operate as Incorporated Associations, with Constitutions and Boards in place to meet the requirements of the Act. Whilst they have a similar number of member Councils, they have a greater level of employed staff and have a much greater focus on project delivery including through partnerships and grants. This focus on project delivery is enabled by dedicated staff and resourcing.

3.3 Dedicated resourcing

All coastal committees included in the benchmarking exercise have dedicated paid employees. At a minimum, this takes the form of part-time executive support. This executive support has responsibility for:

- Coordination of the committee
- Communication with member organisations
- Coordination and preparation of motions, advocacy and grant submissions
- Management and distribution of funding (in some cases in collaboration with host Council/ local government association)
- Liaison with State Government Agencies and other committees
- Coordination of events and capacity building initiatives for member Councils, State Government Agencies and the public.
- Coordination of regional projects
- Reporting against strategic plan and activities being delivered to member Councils, Local Government Associations, State Government and the public
- Public communication including website management, newsletter preparation and media releases.

This is a key differentiator between the MSCC and other similar coastal committees, where presently the MSCC is the only committee without a dedicated staff resource and is instead reliant on a staff member of the host Council to provide executive support whilst still having responsibility for their everyday job.

In the case of the Sydney Coastal Councils Group they have numerous dedicated staff, employed in project management roles in addition to executive support.

| Coastal committee | Number of staff | Staff roles |
|---|---|--|
| Metropolitan Seaside Councils Committee | <ul style="list-style-type: none"> • 0.0 FTE | <ul style="list-style-type: none"> • No dedicated staff • Host council staff member provides executive officer support on top of their existing duties |
| <ul style="list-style-type: none"> • Sydney Coastal Councils Group | <ul style="list-style-type: none"> • 6 FTEs | <ul style="list-style-type: none"> • Executive Officer • Project Coordinator • Water Quality Project Coordinator x 2 • Regional Litter Strategy Coordinator • Support Officer |

| Coastal committee | Number of staff | Staff roles |
|---|--|---|
| <ul style="list-style-type: none"> Association of Bayside Municipalities | <ul style="list-style-type: none"> 0.8FTE | <ul style="list-style-type: none"> Executive Officer |
| <ul style="list-style-type: none"> Peron-Naturaliste Partnership | <ul style="list-style-type: none"> 1.0FTE (2 x 0.5) | <ul style="list-style-type: none"> Coastal Adaptation Coordinator (x2) |
| <ul style="list-style-type: none"> SA Coastal Councils Alliance | <ul style="list-style-type: none"> 0.4FTE | <ul style="list-style-type: none"> Executive Officer |

3.4 Structure and decision making

The governance structures in place for all committees benchmarked are tiered. These tiered structures make use of an Executive Committee or Board as the decision-making authority, with input from planning, technical and issues-based forums and working groups.

Both Elected Members of Council and staff are represented on each Executive Committee or Board. The forums and working group composition vary between committees, however they are all focused and make best use of the relevant expertise and guide and make recommendations to the Executive Committee or Board.

All levels in the structure are coordinated by a dedicated executive support resource. The key difference between other committees and the MSCC is that the MSCC has a flat committee structure, being a single committee without an Executive Committee or formal staff forums/working groups.

3.5 Strategic planning

Strategic plans are in place with all benchmarked committees (Appendix C). These strategic plans, regardless of the committees incorporated status, are monitored, tracked and reported on. Some take the form of a 'plan on a page', while others are more detailed documents. All are publicly available.

Some committees have also applied shorter term 'action plans' or 'operational plans' to support their strategic planning process to make them tangible and achievable.

While there have been attempts to develop a strategic plan for the MSCC, there is currently not an active plan in place that is guiding delivery.

3.6 Communication to member Councils and beyond

All committees explored in the benchmarking exercise have established communication mechanisms to their member Councils and more broadly.

Most produce Annual Reports which provide details on what they have achieved in line with their strategic plans. They also make use of regular updates in the form of bulletins or newsletters to highlight activities and most importantly, how they are providing benefit to their member Councils.

Of note is the Association of Bayside Municipalities who relate their activities and the benefits being provided to member Councils in the form of financial benefit i.e. dollars saved per individual Council.

Many of the committees also host events, focused on interests and issues, that member Councils and the broader public can participate in to raise visibility and profile of the value being provided by their committee.

3.7 Role and objectives

Advocacy is a clear objective, with all committees being established on this basis. The below table provides a snapshot of the vision, mission and strategic objectives/principles of each coastal committee included in the benchmarking. Further information is included in Appendix B.

| Coastal association | Vision, mission and strategic objectives/principles |
|---|--|
| <ul style="list-style-type: none"> Association of Bayside Municipalities, Victoria | <p>The ABM provides a forum for:</p> <ul style="list-style-type: none"> information exchange, innovation and best practice in coastal management advocacy – representing the collective views of member councils networking and collaboration between member councils, other Bay stakeholders and coastal organisations leadership in coastal planning and practice integrated, whole-of-bay outcomes for Port Phillip Bay. |
| <ul style="list-style-type: none"> Peron-Naturalise Partnership | <p>Vision: empower a resilient regional community to reduce risks and optimise opportunities presented by climate change.</p> <p>Mission: Effective and timely adaptation responses to climate change.</p> <p>Strategic Directions:</p> <ul style="list-style-type: none"> Science communication Collaboration Advocacy |
| <ul style="list-style-type: none"> Sydney Coastal Council Group Inc. | <p>Vision: Resilient and healthy coastal and estuarine environments that are protected, conserved, and managed in a manner consistent with the principles of ecologically sustainable development.</p> <p>Mission: Engaging with our members and their communities to lead sustainable management of our region's coastal and estuarine environment through collaboration, capacity building, advocacy and research.</p> <p>Guiding Principles:</p> <p>P1 – Restore, protect, and enhance the coastal environment, its associated ecosystems, ecological and physical processes, and biodiversity</p> <p>P2 – Facilitate the sustainable use of coastal resources, now and in the future</p> <p>P3 – Promote adaptive, integrated, and participatory management of the coast</p> |

| Coastal association | Vision, mission and strategic objectives/principles |
|---|---|
| <ul style="list-style-type: none"> South Australia Coastal Councils Alliance | <p>Mission: To provide leadership, support and advocacy for the benefit of all South Australian coastal Councils and their communities.</p> <p>Strategic objectives:</p> <ul style="list-style-type: none"> Coordination Collaboration Capacity building Advocacy |

While the Association of Bayside Municipalities have a similar focus to the MSCC, some committees, including the Sydney Coastal Committee and Peron-Naturaliste Group have grown over the years to have a much greater focus on project delivery and scientific research. The Sydney Coastal Committee also manages a volunteer program for university research students.

3.8 Partners

As further discussed in section 4, there are many other organisations focused on coastal management. All committees make use of these other organisations to various levels.

Currently, the MSCC, SACCA and the Association of Bayside Municipalities use other organisations primarily to source and share information. The Sydney Coastal Councils Group and Peron-Naturalise Group are using these organisations to a much greater extent. As well as information sharing, partnerships are being established and funding grants accessed for project and research delivery.

3.9 Key opportunities - benchmarking

Key opportunities identified by the benchmarking process include:

- Employment of dedicated executive support
- Implement a tiered structure to streamline decision making
- Establish, monitor and report on a strategic plan to guide delivery
- Increase and maintain funding to achieve shared coastal management objectives through member contributions or other funding opportunities (e.g. Coast Protection Board, LGA or other)
- Make greater use of other organisations through partnerships and grants
- Establish formal communication mechanisms to demonstrate value to members
- Coordinate events, regional projects and capacity building for member Councils, affiliate organisations and general public to raise profile and demonstrate value

4. Stakeholder mapping and analysis

Stakeholder mapping and analysis was undertaken as a third stage in the governance review. This exercise aimed to explore the other organisations, committees and agencies that have a role to play in coastal management and how this inter-relates or duplicates the role of the MSCC.

A detailed table describing stakeholders, their role and interrelationships is included in Appendix D.

While many stakeholders are identified as having a role in coastal issues and management, it is important to note the direct relationship between the MSCC with the following stakeholders:

| Organisation | Role in coastal management | Relationship to MSCC |
|--|--|--|
| Australian Coastal Councils Association (ACCA) | <ul style="list-style-type: none"> Advocates on behalf of coastal councils across Australia. Commissions research on behalf of councils | <ul style="list-style-type: none"> Executive Director represented on MSCC (non-voting member) MSCC participates in events i.e. conference |
| Local Government Association of SA (LGA SA) | <ul style="list-style-type: none"> Promote and advance the interests of local government by advocating to achieve greater influence for local government in matters affecting councils and communities. | <ul style="list-style-type: none"> All MSCC member Councils are members of LGA SA |
| Greater Adelaide Regional Organisation of Councils (GAROC) | <ul style="list-style-type: none"> Lead regional advocacy, policy initiation and review, leadership engagement and capacity building in the greater Adelaide Region | <ul style="list-style-type: none"> Some members of GAROC are also coastal council representatives |
| SA Coastal Councils Alliance (SACCA) | <ul style="list-style-type: none"> An informed, coordinated advocacy voice on coastal issues A forum for information sharing and networking on coastal management issues facing Councils across SA | <ul style="list-style-type: none"> 2 MSCC members are on Executive Committee Most, though not all metropolitan coastal councils are members SACCA represented on MSCC (non-voting member) |

| Organisation | Role in coastal management | Relationship to MSCC |
|--------------------------|---|---|
| Coastal Protection Board | <ul style="list-style-type: none"> Protect the coast from erosion, damage, deterioration, pollution and misuse Restore any part of the coasts aesthetically, or to improve it for those who use and enjoy it Manage, maintain and develop those coasts facilities that the Board is responsible for Report to the Minister where required Carry out, or be involved in, research into the protection, restoration or development of the coast. | <ul style="list-style-type: none"> MSCC represented on Coastal Protection Board Advisory Committee CPB represented on MSCC (non-voting member) |
| Green Adelaide | <ul style="list-style-type: none"> Works towards a vision of a cooler, greener, wilder and climate-resilient metropolitan SA. | <ul style="list-style-type: none"> All MSCC member Councils are within Green Adelaide boundary Green Adelaide represented on MSCC (non-voting member) |

What is evident from the stakeholder mapping is:

- There are many committees, organisations and government agencies operating with a focus on coastal management and adaptation
- Government agencies, federal, state, and local, are governed by prescribed legislation which guides how they operate and deliver on coastal matters and limits their ability to advocate
- In South Australia, the MSCC is the only group that has a primary focus on metropolitan coastal management
- The MSCC has an opportunity to play an important role in advocacy on metropolitan coastal matters as it is not constrained by prescribed legislative process
- It is important that the inter-relationships between committees including ACCA and SACCA remain, to share information and to strengthen advocacy
- There is an opportunity to strengthen the relationship with the Local Government Association of SA and GAROC to provide support to advocacy function
- The MSCC has an opportunity to play a greater role in capacity building and project delivery, through establishing partnerships and grants with other organisations and research institutions i.e. Green Adelaide and Coast Protection Board.

5. Key Stakeholder interviews

To further inform the overall governance review, interviews with key representatives of the MSCC, both Elected Members and Council personnel, as well as affiliate organisations including LGA SA, SACCA and Green Adelaide were undertaken. These interviews followed lines of enquiry identified through the desktop analysis and are included in Appendix E.

This section identifies the key themes, issues and opportunities identified through the stakeholder interviews.

5.1 Aims and objectives

Through the stakeholder interviews, interviewees were asked what they saw as the aims and objectives of the MSCC. One interviewee commented:

'There is confusion. What is it [MSCC] meant to do? What is it [MSCC]?'

Some interviewees referenced the Terms of Reference and Memorandum of Understanding, noting that they 'weren't in alignment' with each other and needed to be reviewed.

Most of the interviewees lacked clarity on the aims and objectives. Instead, many commented from an aspirational viewpoint rather than what is occurring in reality. Interviewees commented:

'The Terms of Reference are what it's [MSCC] meant to be. It [MSCC] doesn't do any of the aims.'

'There is a disconnect between the Terms of Reference and actuality'.

A desire for the MSCC to lead advocacy on metropolitan coastal issues and deliver projects that increases knowledge and improved outcomes for the metropolitan coast was expressed, however it was acknowledged that this is not being realised currently.

5.2 Key strengths of the MSCC

Consistently it was acknowledged that key strengths of the MSCC are:

'Really good forum for information sharing'

'Lots of people who care'

'Group of Councils with a positive view of the coast'

'Strong network for common purpose'.

It was also recognised that having a committee that is focused on metropolitan coastal interests was important to maintain as the 'issues are different' across Councils.

Similar to when interviewees spoke to the aims and objectives of the MSCC, many responded from an aspirational viewpoint. Included in this was the ability for the MSCC 'to advocate, unlike other bodies'.

5.3 Executive support/ resourcing of MSCC

Currently the MSCC relies on the host Council to contribute resourcing to provide executive support. This resource is not dedicated to the role, performing the function as an addition to their usual employment and role and responsibilities. Through interviews, it was identified that:

'There is no one permanent or dedicated to providing support to the MSCC, and they have competing priorities'

'There is a lack of continuity brought about by the changing of host councils and resourcing'

'The skill set of the person providing support to the MSCC is not necessarily matched to the role'

'There is no clear guidance provided [to the executive officer]'

'It's a heavy investment from the host Council'.

Interviewees viewed the absence of a dedicated executive support as the main contributing factor to the lack of action and momentum realised and achieved by the MSCC.

5.4 Meeting arrangements

A challenge for the MSCC identified by the interviewees was lagging attendance, with one interviewee commenting that 'some Councils never attend'.

Some attributed this to the meeting arrangements and structure commenting:

'There's tyranny of distance. There is 90km of coast within 6 Council areas. There is a barrier for some Councils to attend'

'Don't meet frequently enough'

'Hosting at Onkaparinga makes it harder to travel to and there are not the facilities to hold online'.

Others attributed the lagging attendance to the value that individual Councils are gaining from the MSCC, commenting:

'There's good discussion at the meetings, but nothing happens in between times'

'The agenda and minutes don't tell a story'

'There is willingness for action, but no one is driving it'

'There's no meeting structure'

There was also a question raised about the topics being discussed, recognising that not all coastal councils have 'beaches' and whether enough emphasis was being given to discuss the breadth of interests represented.

5.5 Composition of the committee

It was recognised by interviewees that representation from Council Elected Members and staff on the MSCC was 'beneficial...because of their different perspectives'.

Interviewees commented that Elected Member representation meant 'chamber buy-in' and that staff are 'essential contributors' given their expert knowledge and experience.

While it was recognised that Elected Members have a role to play in advocacy and are the connection to decision making through the Chamber, some saw merit in having a separate forum for staff to share and discuss operational issues ahead of being tabled with the MSCC. It was acknowledged that it can be 'difficult to have elected members in the room' due to the 'practicalities of advocacy and lobbying'. It was also noted that it could be a 'challenge to get a collective view'.

Interviewees noted the great network, particularly amongst staff, who are 'dedicated to the cause'. There was a suggestion made that a formal staff-based forum as part of the MSCC could have merit however there was not a strong view that the MSCC itself should separate Elected Members and staff.

5.6 Strategic planning

All interviewees expressed frustration at the lack of action being delivered by the MSCC. When asked about how priorities were determined and monitored, it was identified that there is no clear plan in place to do this.

It was noted that the last attempt at developing a strategic plan had not been fully realised and therefore agendas were not centred on a clear plan, but rather took the form of information sharing and presentations. One interviewee commented that:

'we don't have a shared program with a plan and a reporting mechanism'

5.7 Involvement and contribution of other partners

The MSCC has relationships, both formally and informally, with many other coastal organisations at all levels. These relationships are highly valued, with both MSCC members and other representatives talking to the value that is provided for all parties in sharing information.

There was a strong view that these relationships should continue and be strengthened through formal partnerships and grants. It was expressed however that this could only occur if the MSCC could demonstrate value by 'getting its act together'.

5.8 Decision making

Another challenge identified for the MSCC that was identified through the interviews is the ability for the MSCC to make decisions. Currently the MSCC relies on motions being passed through individual Councils, without a clear process, and seems to be a rare occurrence. This was viewed as a constraint to the MSCC being able to deliver.

Interviewees commented that:

'There is no power within the committee. Either embrace that and be an info sharing and guidance group or beef it up'.

'The powers of delegated officers are unclear'

'There is no mechanism to follow through politically...it [MSCC] doesn't have the profile and is too disjointed'

'Need clear tier of who is responsible for what at all levels, top down'

'There is no binding power, individual Councils can't agree'

'The Chamber is the end result'.

5.9 Value proposition

A theme that arose through the interviews was how the MSCC is currently viewed by member Councils. As well as reputation, the theme of how value is demonstrated emerged. It was noted that there is no requirement or consistent communication back to member Councils, and that it is left up to MSCC Elected Members to provide their own report to their respective Council.

Interviewees commented that:

'I struggle to see a role for the MSCC when there is a lack of action.'

'It's hard to argue to [individual] Councils to contribute rate payer dollars to the MSCC.'

'Need better flow of information to those the MSCC is representing.'

'There is no requirement to report back to individual Councils.'

'What is current membership achieving?'

'There is confusion within Councils between MSCC and SACCA'.

Broader than this, interviewees also commented about the level of credibility the MSCC has amongst State Government agencies and other organisations. The inter-relationship between State Government agencies and the MSCC was recognised and encouraged, with one interviewee commenting:

'If the [MSCC] can get it right...opportunities for grants and resourcing support would increase'.

5.10 Governance options

The interviews highlighted two potential future MSCC governance options.

Some interviewees talked to developing a stronger link with SACCA, either by becoming a sub-committee or disbanding the MSCC altogether and charging SACCA with complete responsibility. One person commented:

'SACCA are effective in their delivery. They have momentum and meet on a regular basis.'

This view wasn't shared by all, with another commenting:

'There is a risk in SACCA becoming a catch all when they are really focused on regional coastal issues'.

Other interviewees expressed a need for the metropolitan coastal area to remain an independent focus and suggested that there should be a direct link established to the Local Government Association of SA who is well positioned to provide support through its established secretariat. A key feature of this view was the ability, through the LGA, to be able to 'get metropolitan coastal issues on the political agenda'.

Comments included:

'The LGA needs to come back in more strongly'

'The MSCC has no mechanism to follow through politically. The LGA could provide that mechanism'.

Others didn't express a strong position on future governance arrangements, other than acknowledging that something needed to change.

5.11 Key opportunities – stakeholder interviews

Key opportunities identified by the stakeholder interviews include:

- Update the Terms of Reference to make the aims and objectives clear and realistic
- Retain both Elected Member and staff representation
- Consider changing the structure of the MSCC to establish a clear mechanism for advocacy
- Establish dedicated executive officer resourcing to support the MSCC in its delivery
- Continue to provide a dedicated focus for the metropolitan coast
- Develop a strategic plan to clearly guide the actions of the MSCC
- Demonstrate and promote how the MSCC is providing value to its members
- Establish a clear process for decision making and delegated authorities to MSCC members

6. MSCC validation

On 8 September 2021, as part of the review process, a workshop was held with the MSCC at the Aberfoyle Park Community Centre. The purposes of the workshop were to validate and refine the preliminary findings of the review and to discuss potential governance models being explored. The presentation slides are included in Appendix E.

6.1 Strengths and weaknesses

At the workshop the preliminary findings around the key strengths and challenges of the MSCC were shared and discussed with the purpose of validating and refining these.

The following summarises the outcomes of the discussion:

6.1.1 Key strengths

- Know our patch, but need others to help drive – Federal, State, Local Government
- Opportunity to bring in other specialist expertise
- Focus on metro coastline
- Opportunity to have a role in research and delivery
- Fully represents all Councils along metro coastline
- Involvement of State Government Representatives
- Unified voice to help direct Government dollars
- Lots of goodwill, collegiate
- Local Government focus

6.1.2 Key challenges

- Interplay between other bodies, eg SAROC, GAROC etc – roles/responsibilities
- Need clear plan and communication – what is our place/role in the bigger picture
- Continuity – people – loss of knowledge – where home in council loading – loss of momentum – council elections
- Someone to drive it
- How staff go back/work back into individual Councils
- Support for collaboration
- Move to specialised roles at councils – who attends meetings?
- Misalignment between MOU and TCR
- Skillset of committee members
- Purpose of MSCC is challenge
 - focus on environment

- need to better define what type of coastal management we want to be
- Funding
 - ability to maintain from each council
 - accountable to chamber
 - have to 'sell' MSCC
 - what is our value proposition?
- Perception of lack of delivery
 - link to ongoing resources and ongoing existence of MSCC
 - visibility of what to do
- Interaction with SACCA
 - is it appropriate that only coastal councils fund MSCC?
 - all benefit from coast
- Scale and complexity of the issue
 - how flows to work MSCC does
 - urgency of issues e.g. sea level rise

6.2 Potential governance models

At the workshop, three potential governance models were presented and discussed. These were preliminary options for the purposes of gaining feedback from the MSCC.

The following summarised the outcomes of the discussion:

6.2.1 Governance Options Group Discussion

- Relationship with regional climate change adaptation plans – 2 under review including governance
- What is our purpose?
- Are we advocating up or are other levels of Government using us to help get action?
- Advocacy – what does it mean to MSCC?
 - point for conduit to others
 - forum to form a view then for others to do the advocacy
- All councils are members of LGA – how collectively put strength to this voice
- Who takes ownership? Federal role?
- Business as usual is not meeting needs – need a dedicated resource
- Need a dedicated metro coastal focus – how do we define metro?
- Desire for formal accountability and decision making – back to individual Councils
- GAROC

- committee under GAROC?
 - have TCR's – not tested yet
 - may get diluted as looking at lots of issues
 - need to raise profile of MSCC issues
- Hosted by LGA (Committee) – linked to SACCA and GAROC
- Regional/shared resourcing
- Australian Coastal Councils – where fit?
 - advocate to
 - MOU between ACCA & SACCA
- Key issues – monitor and measure, mitigate and repair, retraction/retreat – purpose? Lobby for funding

7. Governance options

Based on the issues and opportunities identified through the MSCC review, five initial potential future governance options were identified for further testing and exploration with the MSCC members. All options, except for option 5 have financial implications through the appointment of a dedicated resource to provide executive support.

7.1 Future governance options

This section outlines each potential governance model, along with their strengths and challenges.

7.1.1 Option 1 - MSCC executive

Appointment of dedicated executive officer and change to MSCC structure to be tiered

| Description | Strengths | Challenges |
|--|--|---|
| <p>Appointment of dedicated exec officer and change to structure</p> <p>Structure:</p> <ul style="list-style-type: none"> Executive Committee (Chair, Deputy Chair, Executive Officer and one other representative) Member meetings (One elected member and one senior staff representative of each member Council) Staff forum <p>Funding:</p> <ul style="list-style-type: none"> Annual membership fees Exec officer, with host Council manage funding Additional funding sought through grants and partnership projects | <ul style="list-style-type: none"> Executive officer provides a dedicated resource to drive action and act as a conduit for information between exec committee and member Councils Executive committee established as decision making authority Separates strategic decision making from operational issues Enables the Committee to be responsive to emerging issues and priorities | <ul style="list-style-type: none"> Membership funding to include resourcing Executive Officer position Enhanced responsibilities for host Council Doesn't provide a clear pathway/mechanism for advocacy |

7.1.2 Option 2 - LGA (Secretariat)

Memorandum of Understanding established with Local Government Association of SA (LGA SA) and member Councils. Appointment of dedicated executive officer and change to MSCC structure to be tiered.

| Description | Strengths | Challenges |
|---|--|--|
| <p>MOU established with LGA SA and member Councils</p> <p>Structure:</p> <ul style="list-style-type: none"> Executive Committee (Chair, Deputy Chair, LGA rep, Executive Officer and one other rep) Member meetings (One elected member and one staff rep of each member Council) Staff forum <p>Funding:</p> <ul style="list-style-type: none"> Annual membership fees Additional funding sought through grants and partnership projects Exec officer, with LGA, manages funding | <ul style="list-style-type: none"> Similar model to that used in Victoria A clear pathway/mechanism for advocacy through LGA Executive officer provides a dedicated resource to drive action and act as a conduit for information between exec committee and member Councils Executive committee established as decision making authority Separates strategic decision making from operational issues Enables the Committee to be responsive to emerging issues and priorities Reduces responsibilities on host Council | <ul style="list-style-type: none"> Membership funding to include resourcing Executive Officer position Enhanced responsibilities for LGA secretariat |

7.1.3 Option 3 - SACCA

MSCC becomes sub-committee of SACCA. Executive Committee of SACCA remains the same as current arrangement.

| Description | Strengths | Challenges |
|---|---|---|
| <p>MSCC becomes sub-committee of SACCA</p> <p>Exec Committee membership of SACCA remains the same</p> | <ul style="list-style-type: none"> • United voice for advocacy in coastal issues across the state • Reduces perception of duplication of efforts/ funding • Executive support already in place | <ul style="list-style-type: none"> • May not adequately provide the focus or representation on metropolitan coastal issues • Current model of SACCA works through Regional LGAs and MSCC • Greater role for the Executive Officer to coordinate • Funding uncertain |

7.1.4 Option 4 - LGA SA (GAROC)

MSCC becomes a working group/sub-committee of GAROC.

| Description | Strengths | Challenges |
|---|---|---|
| <ul style="list-style-type: none"> • MSCC becomes a working group/sub-committee of GAROC | <ul style="list-style-type: none"> • Established Committee of Councils with direct connection to LGA (through constitution) • Role includes leading regional advocacy, policy initiation and review in the greater Adelaide region(s). • GAROC have robust annual planning processes | <ul style="list-style-type: none"> • GAROC plan may not provide priority to coastal management • Ongoing funding of GAROC is not guaranteed • Not all representative Councils on GAROC have coast lines (therefore skill sets/ interest in coastal management) • While there is a mechanism to create sub-committees, it has yet to be tried and tested |

7.1.5 Option 5 - Improved state

Leave MSCC governance as is with minor changes i.e. development of strategic plan.

| Description | Strengths | Challenges |
|---|--|---|
| Leave MSCC as is with minor changes Development of strategic plan Alignment of MoU and ToRs | <ul style="list-style-type: none">May provide minor improvements | <ul style="list-style-type: none">Won't deliver desired state |

7.2 MSCC Workshop

On 21 October 2021, a workshop was held with the MSCC in which the above potential future governance options were presented and discussed.

Through discussion and debate, MSCC members considered the range of available models. While the MSCC did not come to a formal agreement on a preferred model, there was general support for a hybrid model that involves:

- Appointment and funding of an executive officer to give dedicated support to the MSCC
- Development of a specific strategic/business plan for the MSCC with direct links to the SACCA strategic plan and the LGA
- Hosting executive officer and sub-committee meetings in one location (rather than rotating through Councils).

The following outcomes were identified as being important features and outcomes for the final model:

- A dedicated focus on metropolitan coastal management
- Strong links to the LGA/GAROC, SACCA, ACCA and relevant state agencies.

8. Recommendations

8.1 Recommended governance option

The governance review has identified strong consensus from metropolitan councils about the need to pursue a collaborative arrangement for metropolitan coastal councils to identify shared strategic priorities, source funding for coastal projects and adaptation, and drive reform.

This review has identified key opportunities to change and improve the MSCC's governance model to achieve this.

While SACCA has been established 'To provide leadership, support and advocacy for the benefit of all South Australian coastal Councils and their communities', there is a clear desire from the MSCC for more equal representation for both metropolitan and regional coastal issues.

Based upon the research and stakeholder engagement undertaken as part of this review, it is recommended that the MSCC consider adopting a model which directly links the MSCC governance to the Local Government Association of SA.

This recommendation is based on the long-term highly successful model operating in Victoria for the Association of Bayside Municipalities. The Victorian context has strong similarities to South Australia indicating that its adoption could achieve equally beneficial outcomes.

The MSCC has recently developed a stronger relationship with the Local Government Association of SA and in turn they have expressed a willingness to work with the MSCC to achieve a long-term sustainable model. Basing the role centrally at the Local Government of SA delivers a range of important additional benefits including access to central facilities, support for financial management and oversight of executive officer function. This model also has the potential to ensure strong ongoing links and collaboration with SACCA and ACCA.

This governance model would require a:

- Memorandum of Understanding established between the Local Government Association of SA (LGA SA) and member Councils
- Appointment of dedicated executive officer (hosted by the LGA SA)
- Change to MSCC structure to be tiered.

Option 2 - LGA (Secretariat)

| Description | Strengths | Challenges |
|---|---|--|
| <p>Memorandum of Understanding established with LGA SA and member Councils</p> <p>Structure:</p> <ul style="list-style-type: none"> Executive Committee (Chair, Deputy Chair, LGA representative, Executive Officer and one other representative) Member meetings (One elected member and one senior staff representative of each member Council) Staff forum <p>Funding:</p> <ul style="list-style-type: none"> Annual membership fees Additional funding sought through grants and partnership projects Executive Officer, with Local Government Association, manages funding | <ul style="list-style-type: none"> Similar model to that used successfully in Victoria A clear pathway/mechanism for advocacy through established LGA processes Accesses an established mechanism to receive additional sources of funding Provides greater visibility and credibility to other organisations and institutions Executive officer provides a dedicated resource to drive action and act as a conduit for information between exec committee and member Councils Executive committee established as decision making authority Separates strategic decision making from operational issues Enables the Committee to be responsive to emerging issues and priorities Reduces responsibilities on host Council Ability to access LGA facilities for meetings, hosting executive officer, events etc. | <ul style="list-style-type: none"> Membership funding to include resourcing Executive Officer position Enhanced responsibilities for LGA secretariat Coastal priorities could become lost to other LGA priorities |

Figure 2: Recommended governance option

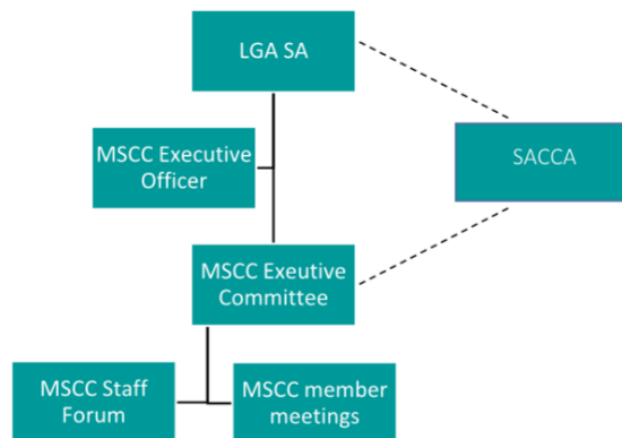


Figure 3 Recommended governance option structure

8.1.1 Appointment of Executive Officer

This review has clearly identified the need to appoint a dedicated Executive Officer to support the MSCC.

This Executive Officer, would have responsibility for:

- Coordination of the committee
- Communication with member organisations
- Coordination and preparation of motions, advocacy and grant submissions
- Management and distribution of funding (in collaboration with the LGA SA)
- Liaison with State Government Agencies and other coastal committees
- Coordination of events and capacity building initiatives for member Councils, State Government Agencies and the public
- Coordination of regional projects
- Reporting against strategic plan and activities being delivered to member Councils, Local Government Associations, State Government and the public
- Public communication including website development and management, newsletter preparation and media releases.

Appointment of a dedicated Executive Officer could commence on a part-time basis similar to what is currently applied for SACCA and the ABM, with a view to growing over time. Given what is required of the

role, and to attract suitable candidates to the role, it is recommended that the role is established as a longer-term position.

8.1.2 Financial considerations

Currently the operating costs for membership of the MSCC come from an annual contribution of \$1200 from each of the member Councils.

The main financial consideration in adopting the recommended governance model is the appointment of an Executive Officer. Other expenses that should be considered within the proposed model include:

- A financial contribution from the MSCC member councils for representation on SACCA and ACCA
- Existing operating costs of the committee (currently \$1,200 per council)
- Additional support for regional collaboration on projects
- Current Council contributions to the LGA SA.

In addition to the existing model of member Councils funding the MSCC, consideration could also be given to other funding sources to supplement or replace the current funding source, such as:

- LGA SA
- State Government (i.e. Green Adelaide, Coast Protection Board)
- Local Government Research and Development Scheme
- Greater Adelaide Regions of Council (GAROC) Other grants to support project work.

8.1.3 Additional recommendations

In addition to a change in governance model, to fully address the opportunities identified through this review and give the MSCC the best chance of success, it is recommended that:

- The Terms of Reference be reviewed to make the aims and objectives realistic and achievable
- A strategic plan be developed which includes how it will be monitored and reported on
- A process be established to communicate and promote the value the MSCC provides to its members
- A website, or other communication tool, be developed to publicise achievements to other coastal organisations and the public and provide an accessible point of contact.

Appendix A

Desktop Review included documents

Metropolitan Seaside Councils Committee

- Workshop Summary Report (16 September 2020)
- Terms of Reference
- Memorandum of Understanding
- Meeting agendas, minutes, communications and participation at meetings by delegated representatives
- Strategic Plan (evidence of an attempt)
- Relevant council and state agency plans, policies and strategies, as determined by the committee

SA Coastal Councils Alliance

- Business Plan
- Proposed future direction

Other

- Past member council resolutions related to the MSCC
- Relevant Greater Adelaide Regions of Council (GAROC) committee agendas
- Local Government Association SA (LGA) Strategic Plan and Annual Business Plan
- Any relevant funded projects under the Local Government Research and Development Scheme.

Appendix B

Benchmarking

Metropolitan Seaside Council Committee Review

Benchmarking

| Model | Key goals, purpose, priorities | Governance structure and operating model | Composition of Committee | Arrangements with/ contributions of other partners | Finances | Key roles and responsibilities | Reflection on good governance characteristics |
|---|---|--|--|---|---|---|--|
| Sydney Coastal Council Group Inc. https://www.sydneycoastalcouncils.com.au/ | <p>Vision: Resilient and healthy coastal and estuarine environments that are protected, conserved and managed in a manner consistent with the principles of ecologically sustainable development.</p> <p>Mission: Engaging with our members and their communities to lead sustainable management of our region's coastal and estuarine environment through collaboration, capacity building, advocacy and research.</p> <p>Established in 1989</p> <p>Incorporated body</p> | <p>9 member Councils adjacent to Sydney marine and estuarine environments</p> <p>Constitution</p> <p>Strategic plan 2019-2029</p> <p>Business Plan</p> <p>Operational plan</p> <p>Annual Reports</p> | <p>Executive Committee acts as the Board of the Group. The Committee meets quarterly. It consists of representatives from member Councils and is responsible for managing the affairs of the Group. Membership consists of between 5 to 8 elected delegates: Chairperson, two Vice-Chairpersons (Ocean and Estuarine), Secretary, Treasurer, and up to three other Delegates. Delegates are appointed by vote at the AGM. Members of the Executive Committee are Mayors, Councillors or Senior Council representatives.</p> <p>General Manager Forum consists of General Managers and/or Senior Staff from each Member Council. The GM's forum meets 2 times a year to provide strategic direction to the SCCG and advise on the review and implementation of the Strategic Plan and Business Plan.</p> <p>Technical Committee consists of one or more technical staff from each Member Council, including strategic planners, engineers, sustainability educators, and other relevant staff. Meets 4 times a year to exchange information,</p> | <p>Access grants to fund projects/programs</p> <p>Partner with external agencies/organisations to deliver projects/programs</p> <p>Executive committee members sit on other relevant committees</p> <p>Sub-committees occasionally make use of external experts</p> <p>Student graduate volunteer program</p> | <p>Sources of funding include membership fees, donations, investments, sponsorship, sale of goods, advertising and other sources as Executive Committee determines.</p> <p>Membership fees include entrance fees, annual fees, levies and charges as determined by Executive Committee.</p> <p>Have a Statement of Business Ethics setting out the standard expectations the SCCG requires of its Member Council representatives, staff, contractors and business associates.</p> | <p>Project/program management and delivery</p> <p>Advocacy including submissions</p> <p>Engagement with community</p> <p>Participation and hosting events including conferences, webinars</p> <p>Volunteer program</p> <p>Host a web portal to access information library</p> | <p>Accountable – annual reports, operational 1 year plan makes it achievable</p> <p>Transparency – annual reports, quarterly newsletter, strategic plan, operational plan, priorities for delivery</p> |

| Model | Key goals, purpose, priorities | Governance structure and operating model | Composition of Committee | Arrangements with/ contributions of other partners | Finances | Key roles and responsibilities | Reflection on good governance characteristics |
|--|--|--|--|--|---|---|--|
| | | | <p>collaborate on current and emerging needs and develop regional projects and programs.</p> <p>Sub-Committees are established periodically to advance specific issues and projects and may comprise elected and or technical members and may occasionally include external experts and other stakeholders.</p> <p>Secretariat comprised of Executive Officer, and full time/ part time staff including Manager Projects and Programs, Support Officer, Coastal Projects Officer and other grant-based project or contract staff.</p> | | | | |
| Peron-Naturalise Partnership (PNP) https://www.peronaturaliste.org.au/ | <p>Vision: empower a resilient regional community to reduce risks and optimise opportunities presented by climate change.</p> <p>Mission: Effective and timely adaptation responses to climate change.</p> <p>Strategic Directions:</p> <ul style="list-style-type: none"> • Science communication • Collaboration • Advocacy | <p>9 member Councils</p> <p>Formed in 2011 as a volunteer agreement</p> <p>Incorporated body as of 2015</p> <p>Constitution</p> <p>Memorandum of Understanding with member Councils</p> <p>Strategic Plan 2020-2022</p> <p>Annual operational plan – to achieve strategic plan</p> <p>Communication plan</p> | <p>Board of Governors responsible for strategic direction, policy and management of PNP. The Board is comprised of:</p> <ul style="list-style-type: none"> • One delegate from each member Council (Mayor/President, delegated Councillor or CE or delegated Officer) • Chairperson • Vice-Chairperson <p>Secretariat (Executive Committee) responsible for clerical, administrative affairs, hosting of employees, delivery of actions in the Strategic and Operational Plans and other functions as directed by Board. Secretariat is comprised of:</p> | Identify and develop research partnerships with relevant organisations | <p>Annual membership fee from each member Council to be used for Officer wages, and administration is calculated on the average coastline length and rates revenue for each Member Council and determined annually at AGM.</p> <p>A further supplementary contribution used for project funding may be sought, calculated on the average coastline length and rates</p> | <p>Project/program management and delivery</p> <p>Advocacy including submissions</p> <p>Engagement with community</p> <p>Participation and hosting events including conferences, webinars</p> | <p>Accountable – annual reports, operational 1 year plan makes it achievable</p> <p>Transparency – annual reports, strategic plan, operational plan, priorities for delivery</p> |

| Model | Key goals, purpose, priorities | Governance structure and operating model | Composition of Committee | Arrangements with/ contributions of other partners | Finances | Key roles and responsibilities | Reflection on good governance characteristics |
|---|---|--|--|---|--|--|---|
| | | | <ul style="list-style-type: none"> host Council PNP Coastal Adaptation Coordinator (1FTE). <p>Coastal Planning and Management Committee are responsible for planning and management matters on the coast and implementation of actions and functions as directed by the Board. Committee is comprised of relevant planning, engineering and environment officers from each Member Council that are responsible for planning matters related to the coast and/or for day to day management of the coast. The committee assists in determining strategic direction, policy making and management. Potential for other working groups to be created as required.</p> | | <p>revenue for each Member Council and determined annually at AGM.</p> <p>Board decides (by vote) how money is spent.</p> <p>Host Council administers funding.</p> | | |
| Association of Bayside Municipalities https://abm.org.au/ | <p>The ABM provides a forum for:</p> <ul style="list-style-type: none"> information exchange, innovation and best practice in coastal management; advocacy – representing the collective views of member councils; networking and collaboration between member councils, other Bay stakeholders and coastal organisations; and leadership in coastal planning and practice. | <p>10 member Councils that have frontage to, and are affected by the tidal influences of Port Phillip Bay</p> <p>Unincorporated body</p> <p>ABM is hosted by Municipal Association of Victoria (MAV) (equivalent local government association in Victoria)</p> <p>Memorandum of Understanding 2021-2024 between Municipal Association of Victoria and each member Council</p> <p>Charter</p> | <p>Executive Committee (President, Vice President, MAV rep, Executive Officer and one other rep)</p> <p>Member meetings (One elected member and one staff rep of each member Council)</p> <p>Officer network</p> | Working relationships with key agencies in Port Philip Bay and beyond | <p>The ABM is funded through annual membership fees paid by member councils. Membership fees are determined based on an equitable split of the approved annual operating budget across all Member Councils with the exception of the Borough of Queenscliffe whose</p> | <p>Project/program management and delivery</p> <p>Advocacy including submissions</p> <p>Participation and hosting events including training and forums</p> | <p>Accountable – annual reports, Strategic Plan</p> <p>Transparency – annual reports, strategic plan, regular communication to each member Council (CEO) including \$\$ saved</p> |

| Model | Key goals, purpose, priorities | Governance structure and operating model | Composition of Committee | Arrangements with/ contributions of other partners | Finances | Key roles and responsibilities | Reflection on good governance characteristics |
|---|---|---|--|--|--|--|---|
| | <ul style="list-style-type: none"> integrated, whole-of-bay outcomes for Port Phillip Bay | Strategic Plan 'Plan on a Page' | | | <p>membership fee is 50% due to its significantly smaller size and rate base</p> <p>Additional funding sought through grants and partnership projects.</p> <p>The MAV, through the ABM Executive Officer and in consultation with Exec Committee manages funds.</p> <p>Operational items drawn from the budget include wages and employment costs of ABM staff paid to the MAV and a percentage of wage costs.</p> | | |
| South Australian Coastal Councils Alliance (SAACA) | <p>Mission: To provide leadership, support and advocacy for the benefit of all South Australian coastal Councils and their communities.</p> <p>Strategic objectives:</p> <ul style="list-style-type: none"> Coordination Collaboration Capacity building Advocacy | <p>Represent all 34 South Australian Coastal Councils</p> <p>Unincorporated body</p> <p>Strategic Objectives and Business Plan 2020-25</p> <p>Memorandum of Understanding with Local Government of SA</p> | <p>Executive Committee comprises 10 Elected Members (including Chair and Deputy Chair)</p> <p>2 Elected members represent metropolitan Councils</p> <p>Dedicated executive officer</p> <p>SA Coastal Councils Alliance – informal representative network of 34 SA coastal councils</p> | MoU with Local Government of SA | <p>Four main sources of funding:</p> <ul style="list-style-type: none"> Subscriptions and project feed from SA Coastal Councils Funding from the LGA SAROC and GAROC committees | <p>1. Coordination</p> <ul style="list-style-type: none"> Support coastal Councils by coordinating state-wide strategic coastal activities Act as a central point of contact for key stakeholders to | <p>Accountable – annual reviews of Strategic Objectives and Business Plan</p> <p>Transparency – regular reporting against strategic objectives to its members and to the LGA SAROC and GAROC committees</p> |

| Model | Key goals, purpose, priorities | Governance structure and operating model | Composition of Committee | Arrangements with/ contributions of other partners | Finances | Key roles and responsibilities | Reflection on good governance characteristics |
|-------|--------------------------------|--|--------------------------|--|--|--|---|
| | | | | | <ul style="list-style-type: none"> Funding from the SA Coast Protection Board Project funding through partnerships with external organisations | <p>engage with SA coastal Councils</p> <p>2. Collaboration</p> <ul style="list-style-type: none"> Partner with other key stakeholders to advance the interests of SA coastal Councils Support member Councils in partnering with other stakeholders to advance the interests of SA coastal Councils <p>3. Capacity building</p> <ul style="list-style-type: none"> Develop and deliver information, services or projects to build expertise and knowledge within the SA coastal Councils community. Build the capacity of the SACCA to deliver its strategic objectives <p>4. Advocacy</p> | |

| Model | Key goals, purpose, priorities | Governance structure and operating model | Composition of Committee | Arrangements with/ contributions of other partners | Finances | Key roles and responsibilities | Reflection on good governance characteristics |
|-------|--------------------------------|--|--------------------------|--|----------|--|---|
| | | | | | | <ul style="list-style-type: none">• Represent the interests of SA coastal Councils to key stakeholders, including research institutions, industry bodies and State and Commonwealth Governments.• Work with key stakeholders to deliver strategic objectives established by the SACCA | |

Appendix C

Benchmarked Coastal Committee Strategic Plans

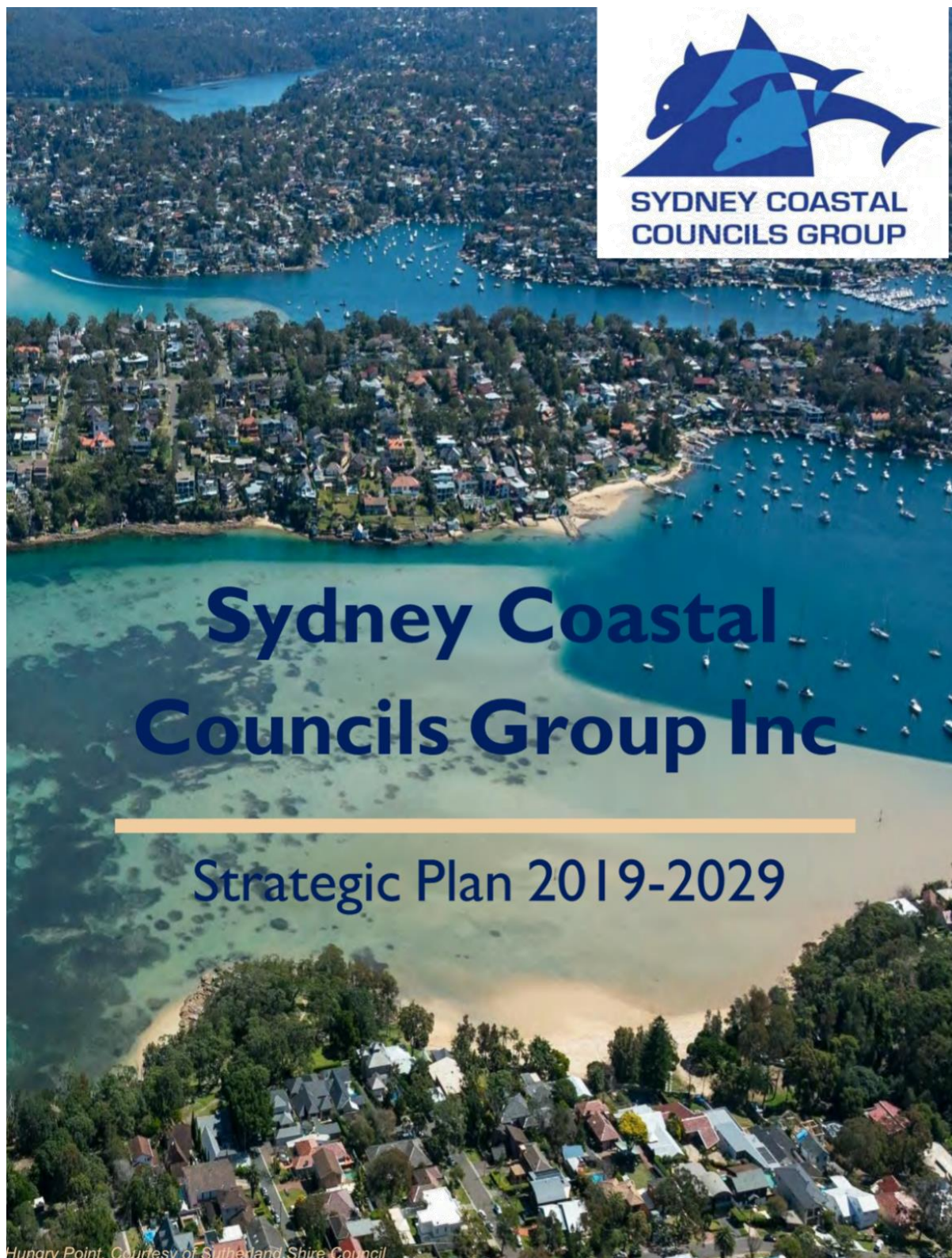


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Please note that the Annual Operational Plan and Budget is a separate appendix to the Strategic Plan 2019-2029.



Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

FOREWORD

The Sydney Coastal Councils Group (SCCG) was established in 1989, and for 30 years, has promoted collaboration between Member Councils on environmental issues relating to sustainable management of the urban coastal and estuarine environment.

The Sydney Coastal Councils Group region is defined as the local government areas of Member Councils including Bayside, Inner West, Northern Beaches, North Sydney, Randwick, Sutherland Shire, Waverley, Willoughby and Woollahra, and the adjacent marine waters within three nautical miles of the coastline.

The coastal region contains a rich diversity of natural and cultural assets that are recognised and valued internationally. The region experiences significant industrial and residential development pressures as well as increased tourism, recreational use, and is impacted on by the effects of climate change.

The Strategic Plan 2019-2029 recognises the pressures and impacts facing the Sydney coastal region. It also recognises that coastal management is very much a cross sectoral activity which involves the three spheres of government, regional bodies, industry and the community sharing responsibility for its management.

Over the next decade there will be unprecedented change to our coastal communities, governments, government services, commerce and to the way in which the coast is managed. It is critical that our response to these developments builds on our experience, while harnessing innovations in technology and management practices.

This Strategic Plan 2019-2029 replaces the prior Strategic Plan 2015-2019 and the SCCG Business Plan 2017-2019 and will provide the strategic direction for the SCCG over the next ten year period. This Strategic Plan 2019-2029 seeks to draw together and focus on the outcomes Member Councils and the community will benefit from through joint participation and collaboration on information, sharing, research, capacity building and advocacy. The Plan also allows for measureable performance objectives or the organisation.

The Strategic Plan has been developed in direct consultation with our Member Councils through the Executive Committee, Full Group, GM's Forum and Technical Committee. Thank you to all SCCG Member Council representatives and staff who provided feedback and assisted in the preparation of this document.

Sarah Joyce
SCCG Executive Officer

Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

ABOUT US

‘Through 30 years of action, SCCG has been a key driver of sustainable and integrated coastal and estuarine management for the Sydney region’.

Established in 1989, the SCCG is a regional organisation of councils that advances sustainable management of Sydney’s urban coastal environment. The scope of work of the SCCG centres on four key activities – collaboration, capacity building, advocacy and research.

The SCCG works collaboratively across its region and harnesses the individual and collective knowledge of our Member Councils, a suite of technical and academic experts and other coastal stakeholders to take leadership on sustainable coastal management.

SCCG provides benefits to Councils across a range of coastal management issues including; climate change adaptation and resilience; coastal infrastructure and asset management; strategic and land use planning; biodiversity restoration and conservation; and integrated water management.

SCCG has nine Member Councils who represent over 1.3 million Sydneysiders, collectively covering an area of approximately 800 square kilometres with a coastline of almost 600 kilometres, encompassing the waterways of Broken Bay, Pittwater, Port Jackson, Port Hacking, Botany Bay, Middle and North Harbours and the lower reaches of the Lane Cove, Georges and Cooks Rivers.



Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

SCCG GOVERNANCE

The SCCG was incorporated in 1998 under the *Associations Incorporation Act 1984*, and the SCCG Constitution sets out the objectives and rules of the Group.

Guided by the Strategic Plan 2019-2029 the SCCG is providing benefits to Councils across a range of coastal management issues including; climate change adaptation and resilience; coastal infrastructure and asset management; strategic and land use planning; biodiversity restoration and conservation; and integrated water management.

The strength of the SCCG rests in engagement and shared expertise of the elected representatives, executive and technical staff of our member Councils, and the capacity of our Secretariat to facilitate coordination, collaboration and knowledge-sharing within the Group and provide general and specialised expertise in delivering a range of services and programs that build the capacity of members in the management of Sydney’s urban coastal and estuarine environments.

Leadership and management of SCCG is a collaborative effort between the SCCG Secretariat, Councillors and Council staff from our Member Councils. The SCCG governance structure is shown below.



Secretariat:

The SCCG Secretariat is comprised of the Executive Officer, and Full time/part-time staff including the Manager Projects and Programs, Support Officer, Coastal Projects Officer (vacant), and from time to time other grant-based project and/or contract staff.

The Executive Officer is responsible for the effective and efficient delivery of the SCCGPlan as well as the SCCG’s day to day operations. The Executive Officer also takes on the role as the Public Officer.

Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

Executive Committee:

The Executive Committee acts as the Board of the Group. Membership consists of between 5 to 8 elected delegates: Chairperson, two Vice-Chairpersons (Ocean and Estuarine), Secretary, Treasurer, and up to three other Delegates. Delegates are appointed by vote at the Annual General Meeting. The Committee meets quarterly, or as required. The Executive Committee consisting of representatives from member Councils is responsible for managing the affairs of the association in accordance with the SCCG Constitution and the *Associations Incorporation Act 2009*.

General Managers Forum:

Membership consists of General Managers and/or Senior Staff from each Member Council. The GM's Forum meets twice a year to provide strategic direction to the SCCG and advise on the review and implementation of the SCCG Business Plan/Strategic Plan.

Technical Committee:

Membership consists of one or more professional staff from each Member Council, including strategic planners, environmental officers, engineers, sustainability educators, and other relevant staff. The Technical Committee meets four times a year to exchange information, collaborate on current and emerging needs and develop regional projects and programs.

Sub-Committees:

These groups/committees are periodically established to advance specific issues and projects, and may comprise elected and/or technical members, and may occasionally include external experts and other stakeholders.

Membership:

In 2019, SCCG consists of nine member Councils;

- Bayside
- Inner West
- Northern Beaches
- North Sydney
- Randwick
- Sutherland
- Waverley
- Willoughby
- Woollahra

SCCG will be investigating opportunities for expanding SCCG membership to provide our services to a wider region for consistent sustainable management of the coast and estuarine environment.

Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

Governance Goal: The SCCG is a respected organisation achieving good governance.

This goal is achieved through the objectives and initiatives provided in the table below, as well as through the development of and compliance with SCCG policies, procedures and registers.

| Objective | Initiatives | KPI's |
|--|---|---|
| The SCCG Governance structure is appropriate for the organisation | <ul style="list-style-type: none"> Become a member of the Associations Forum to support the Public Officer and Executive Committee undertake its required functions Members of the Committees understand and conduct their roles and responsibilities under the <i>Associations Incorporation Act</i> Explore options to improve the governance structure so that it drives the delivery of the SCCG Plan. | <ul style="list-style-type: none"> Information provided to committee members on-track delivery of initiatives Membership of Associations Forum |
| The SCCG operating budget supports its strategic objectives | <ul style="list-style-type: none"> Encourage a 3-year commitment by Member Councils to the SCCG with membership fee remaining as annual Explore options to increase our revenue base including expanding our membership, seeking grant funding and any 'in-kind' services our members can provide Apply for relevant government grants when they become available | <ul style="list-style-type: none"> Options paper developed Long-term financial plan developed Grants that are relevant are applied for |
| SCCG internal policies and procedures are appropriate and maintained | <ul style="list-style-type: none"> Review, update and prepare SCCG policies and procedures as required | <ul style="list-style-type: none"> Reviewed as per schedule |
| Highly skilled staff are attracted, retained and supported | <ul style="list-style-type: none"> Enable staff to attend relevant conferences Enable staff to attend one formal training session per year | <ul style="list-style-type: none"> Professional development opportunities Up-to-date policies and procedures |
| SCCG Committees are engaged and assist in achieving the goals, mission and vision of the SCCG. | <ul style="list-style-type: none"> Member attendance and participation at committee meetings Members support the Secretariat by providing advice, information, and strategic direction Members act as an advocate for the SCCG (both internally and externally) | <ul style="list-style-type: none"> Attendance at committee meetings |

Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

PURPOSE OF THE PLAN

The SCCG Strategic Plan 2019-2029 will drive the organisation forward over the next decade, and consists of a new vision and sets out six goals that bring focus to providing value for members and enhancing and protecting the coastal and estuarine environments.

This ten year Strategic Plan (SCCGPlan) includes:

- Strategic Framework (vision, mission, guiding principles)
- A three-year Delivery Program (goals and objectives - 2019-2022)
- Annual Operational Plan and budget



SCCGPlan builds upon the long-term outcomes identified in the SCCG's previous Strategic Plan 2015-2019 and Business Plan 2017-19 including an evaluation of the effectiveness and timely delivery of these strategies. It also aligns with the Integrated Planning and Reporting Framework for local government.

Alignment with key strategic documents developed by our Member Councils and key stakeholders is vital to the success of SCCGPlan. SCCGPlan therefore seeks to align with relevant legislation and policies, in particular:

- the Greater Sydney Commission's Metropolis of Three Cities and District Plans
- The Resilient Sydney Strategy (2018)
- *Coastal Management Act 2016*
- *Marine Estate Management Act 2014*
- Australia's obligations relating to biodiversity

Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

DELIVERING THE PLAN

Leadership and management of the SCCG is a collaborative effort between the SCCG Secretariat, and Councillors and Council staff that represent our Member Councils on the various Committees of the SCCG.

The SCCG Executive Officer is responsible for the effective and efficient delivery of the SCCG Plan and the SCCG's day to day operations, supported by the staff within the Secretariat, and the Executive Committee.

The Operational Plan and budget will be reviewed and updated on an annual basis in consultation with Member Councils to ensure the operational plan continues to meet member Councils' needs, and priority areas are addressed.

The Delivery Program will be reviewed on a three-year basis to ensure it is consistently aligning with the strategic direction and values of our member Councils, and consistently achieving the objectives, mission and vision of the SCCG Plan.



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Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

SCCG STRATEGIC FRAMEWORK

Vision

- Resilient and healthy coastal and estuarine environments that are protected, conserved and managed in a manner consistent with the principles of ecologically sustainable development

Mission

- Engaging with our members and their communities to lead sustainable management of our region's coastal and estuarine environment through collaboration, capacity building, advocacy and research

Guiding Principles

- P1- Restore, protect and enhance the coastal environment, its associated ecosystems, ecological and physical processes and biodiversity
- P2 - Facilitate the sustainable use of coastal resources, now and in the future
- P3 - Promote adaptive, integrated and participatory management of the coast

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Sydney Coastal Councils Group Inc Strategic Plan 2019-2029

DELIVERY PROGRAM - GOALS AND OBJECTIVES

The vision and mission of the SCCG will be achieved through a delivery program comprising six goals and associated objectives, as provided below.

| | |
|--|--|
| 1. People and places adapt to a changing climate and future shocks and stressors | <ul style="list-style-type: none"> • The resilience of our region to the effects of natural hazards and climate change is increased • Coastal management programs in our region are delivered effectively and efficiently |
| 2. Waterways and the foreshore are protected and healthier | <ul style="list-style-type: none"> • Direct and indirect pollution loads are reduced in key hotspots in the region • Water quality at all beaches in our region are rated as 'good' or 'higher' |
| 3. Marine biodiversity is protected in the bioregion | <ul style="list-style-type: none"> • Increase the protection of marine biodiversity in the Hawkesbury Shelf marine bioregion • Improve compliance actions in existing marine protected areas |
| 4. The SCCG Region is comprised of sustainable, livable and 'smart' cities | <ul style="list-style-type: none"> • Water flows are captured and re-used through Water Sensitive Urban Design (WSUD) practices. • Important biodiversity/riparian corridors are identified and protected. |
| 5. There is a collaborative, effective and consistent approach to coastal and estuarine management | <ul style="list-style-type: none"> • Policies and practices are supporting improvements in health and resilience • Members are actively engaged • Strong partnerships are built and maintained |
| 6. SCCG is trusted and respected to make representations that reflect the values of its members | <ul style="list-style-type: none"> • Our strategic objectives align with the concerns, interests and needs of our members • Member Council values are reflected in the work of the SCCG • Maintain a high standard and ensure relevance of SCCG outputs for members |

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Sydney Coastal Councils Group Inc Strategic Plan 2019-2029





Vision

To empower a resilient regional community to reduce risks and optimise opportunities presented by climate change

PARTNERSHIP

2020 - 2024

*Message from the Chairperson**"It has never been more important to work together to address the increasing challenges posed by climate change along our coastline"**Cr Mark Jones, Chairperson of Peron Naturaliste Partnership.***Mission**

Effective and timely adaptation responses to climate change.

Strategic Directions

1. Science Communication
2. Collaboration
3. Advocacy

Objectives

The PNP believes the following objectives can be met through collaboration, advocacy and science communication.

1. Promote Integrated Coastal Zone Management and support member local governments to collaborate and share knowledge and experience regarding coastal adaptation planning and management
2. Advocate for effective coastal legislation, policies and regulatory frameworks
3. Advocate the need for effective leadership, funding, and guidance on coastal climate change adaptation from State and Federal Governments
4. Assist member local governments to adopt a shared consistent approach to address State Planning Policy 2.6: WA Coastal Planning Policy
5. Ensure member local governments are aware of the potential coastal and legal risks
6. Identify and develop research partnerships with relevant organisations and agencies
7. Communicate coastal climate change science and adaptation with the community
8. Share knowledge and experience in climate change related matters to coastal communities in the region
9. Communicate our regional effort, gaps and findings of local Coastal Hazard Risk Management and Adaptation Planning.

BACKGROUND

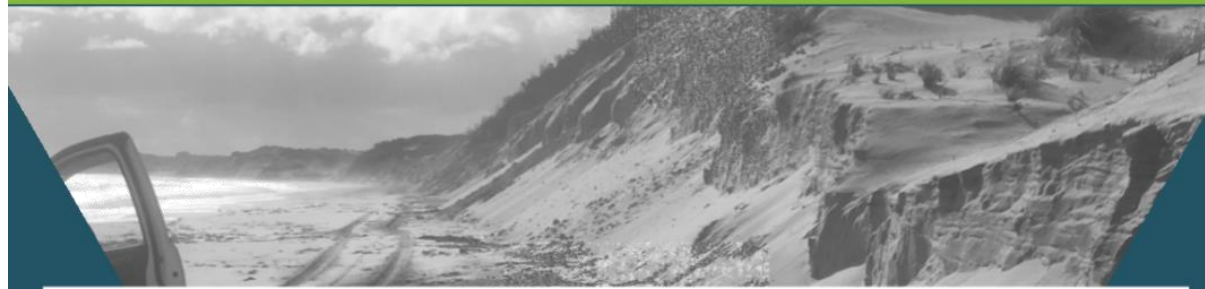
The Peron-Naturaliste Region of Western Australia (WA) was identified in Climate Changes Risk to Australia's Coast: A First Pass National Assessment 2011 as one of the most vulnerable areas to the impacts of climate change. This report identified various risks to the region including;

- inundation: the "local government authorities of Busselton, Mandurah Rockingham and Bunbury have the highest level of risk" in the state; and
- coastal erosion due to sea level rise: the "stretch of coast between Bunbury and Mandurah [are] the most vulnerable to coastal erosion". Furthermore, the Coastal Adaptation Decision Pathways Project; Developing Flexible Adaptation Pathways for the Peron Naturaliste Coastal Region of WA which assessed potential adaptation strategies to respond to coastal hazards arising from climate change induced sea level rise in the region, identified that from now to 2100;
- erosion is a far more pervasive issue than flooding;
- 800 hectares of residential land would be subject to an increase in flooding risk;
- approximately 200 metre wide strip is at risk from erosion along the whole extent of the coastline;
- the value at risk of the affected assets along this section of coastline is approximately \$1.2 billion; and
- approximately \$1.1 billion of assets can be saved, at a cost of around \$120 million.

Local government has an important role in climate change adaptation due to its statutory responsibilities, particularly in development control.

The regulatory functions of planning, building, health and as emergency management and asset management, are just some functions of local government likely to be directly impacted by climate change.

PARTNERSHIP



ABOUT US

The Peron-Naturaliste Partnership (PNP) is an incorporated collective group of nine local governments between Cape Peron and Cape Naturaliste in the southwest of Western Australia – Bunbury, Busselton, Capel, Dardanup, Harvey, Mandurah, Murray, Rockingham and Waroona (Figure 1).

The PNP recognise the potential vulnerability of this coastline due to climate change impacts and are taking a regional collaborative and integrated management approach in partnership with our coastal communities to ensure a long term effort to developing flexible adaptive management for the Peron Naturaliste coastal region of Western Australia.

These local governments recognise this vulnerability and have formed a regional group to further investigate the vulnerability and risk to the region in a changing climate. The regional group has been termed the Peron Naturaliste Partnership to reflect the geographical area covered - between Cape Peron and Cape Naturaliste. The partnership was formed in 2011 through a volunteer Memorandum of Understanding and recognising the long-term benefits of the partnership and the importance of dealing with coastal matters, the PNP became an incorporated group in 2015.

The partnership was formed in 2011 through a volunteer Memorandum of Understanding and recognising the long-term benefits of the partnership and the importance of dealing with coastal climate change matters, the PNP became an incorporated group in 2015.

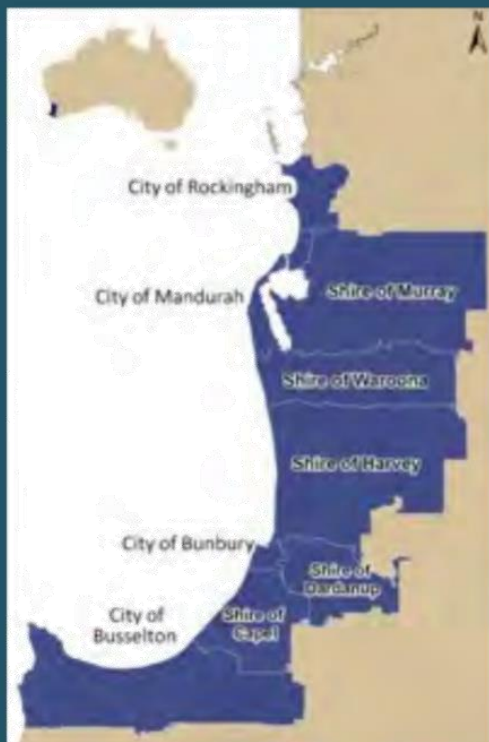


Our region

The Peron-Naturaliste region is located in the southwest of Western Australia. The region is largely sandy low lying open coastline, which is bounded by the rocky coastal areas of the Cape Coast to the south and the Garden Island ridge to the North. The entire length of coast from Point Peron to Cape Naturaliste is 212 km's. There is 105 km's of urban coast - where the adjacent uses are predominately residential and commercial and there is a high demand for recreational activity, 19 km's of natural coast - with less intensive hinterland uses and concentrations of tourism and associated recreational and cultural activities and 88 km's of remote coast - with limited opportunity for low key tourism and associated recreational and cultural activities.* The area includes the large estuarine systems of Peel-Harvey, Leschenault, Vasse-Wonnerup and Broadwater.

There is a mixture of residential areas with four major centres – Rockingham, Mandurah, Bunbury and Busselton and a number of smaller coastal communities along the coast. The estimated population at 2015 for the region is in the vicinity of 360,000. Significant economies in the coastal areas in the region include; tourism, agriculture, fishing, sand mining, port facility.

There are significant coastal values and assets in the region. Environmental values include protected areas and endangered species, EPBC Threatened Communities and Endangered Species. For example Sandfire Meadows, Carnaby Cockatoo's and Western Ringtail Possum and two internationally protected Ramsar listed wetlands - Peel-Harvey and Vasse-Wonnerup. These have intrinsic ecological values and are



highly valued by the community and visitors.

This is an area with cultural connections, a rich traditional ecological knowledge and significant known and unknown culture heritage values. There are areas and specific sites of both historic and current cultural value that need to be conserved and respected. Furthermore, the beaches, foreshores, natural and built environments in the region provide significant recreational, tourism and social amenity. They provide a meeting place and area for mental and physical health, socializing and recreational activities. The coast and sea also form a part of the areas visual amenity and these ascetic, scenic and visual qualities of the landscape constitute a highly valuable resource in their own right.

PARTNERSHIP

GUIDING PRINCIPLES

The PNP has adopted the following Guiding Principles to inform the development and implementation of strategies and actions by the PNP in the coastal region.

- Protection of the environment and cultural values
- Integrated planning and decision making based on principles of the precautionary principle and Integrated Coastal Zone Management
- Sustainable use of coastal and estuarine resources
- Appropriate and meaningful public participation
- The priority for public expenditure is public benefit; public expenditure should cost-effectively achieve the best practical long-term outcomes
- Adopt a risk management approach to address potential adverse impacts of coastal hazards
- Adopt adaptive and flexible adaption pathways to make allowances for increasing risks over time and / or to accommodate uncertainty
- Maintain and improve safe public access to beaches and support sustainable recreational activities in coastal and estuarine environments.



**ERONNATOKALISTE
PARTNERSHIP** 2020-2022

OUR STRUCTURE

The PNP is governed by a Board of Governors. The PNP Constitution sets out the rules of the PNP. There is also a Memorandum of Understanding between the PNP and each local government that outlines the roles and responsibilities of the local governments and the PNP. The structure (see Figure 1) of the PNP includes:

- Board of Governors (Board) who are responsible for strategic direction, policy and management of the PNP. Each Member Local Government is represented on the PNP Board by one delegate appointed by that Member Local government. The delegate is the Mayor / President, delegated Councillor or Chief Executive Officer or delegated Officer as determined by the individual Member Local Government. The Board has a Chairperson and Vice-Chairperson.
- Secretariat (Executive Committee) who are responsible for the clerical, administrative affairs, hosting of employees, delivery of actions in the Strategic and Operational Plans and other functions as directed by Board. The Secretariat is comprised of the host local government (nominated at the AGM for a two year term) and PNP Coastal Adaptation Coordinator's [equivalent to 1.0 FTE].
- Coastal Planning and Management Committee are responsible for planning and management matters on the coast and implementation of actions and functions as directed by the Board. This committee is comprised of relevant planning, engineering and environment officers from each Member Local Government that are responsible for planning matters related to the coast and/or day to day management of the coast. This committee assists in determining strategic direction, policy making and management and provides technical input, implementation of actions and functions as directed by the Board and assists in determining strategic direction, policy making and management. This committee is comprised of relevant coastal managers from each Member Local Government who are responsible for management of coastal areas.
- Potential for other Working Groups to be created as required and directed by the Board.



PARTNERSHIP

DELIVERY FRAMEWORK

The Strategic Plan 2020-2022 (this document) establishes the Guiding Principles, Vision, Objectives and Strategic Direction of the PNP for the next three years and informs the annual Operation Plan. The Strategic Plan provides PNP Officers, Member Councils, stakeholders and the community with background and current information on the PNP and its strategic direction.

The Communications Strategy will be developed as part of the 2020 Operations and will be developed for a 3 year term to compliment the Strategic Plan and our objectives. This document will define the approach that the PNP will undertake when communicating internally and externally to ensure the timely delivery of accurate and consistent information. The Communications Strategy aids in protecting PNP Member Councils' image and reputation. The Operational Plan (financial year) details major projects, actions and activities to be undertaken by the PNP over the year to work towards the vision and achievement of the strategies outlined in the Strategic Plan 2020-2022. The Plan is reviewed annually and aligns with PNP Member Councils annual budget processes. The Plan is a 'living document' that enables the PNP to track, measure, evaluate, report and improve on our efforts over time.

| Strategic Direction | Objectives |
|--------------------------|--|
| 1. Advocacy | <ul style="list-style-type: none"> Communicate our effort, gaps and findings of local Coastal Hazard Risk Management and Adaptation Planning to state and federal governments Advocate the need for effective leadership, funding, and guidance on matter regarding coastal climate change adaptation from State and Federal Governments Advocate for effective coastal legislation, policies and regulatory frameworks |
| 2. Science Communication | <ul style="list-style-type: none"> Identify and develop research partnerships with relevant organisations and agencies Communicate coastal climate change science and coastal adaptation with the community Share in knowledge and experience in climate change related matters with coastal communities in the region |
| 3. Collaboration | <ul style="list-style-type: none"> Promote ICZM and support member local governments to collaborate regarding coastal monitoring, adaptation planning and long term coastal management Assist member local governments to adopt a shared consistent approach to address State Planning Policy 2.6: WA Coastal Planning Policy Ensure member local governments are aware of the potential coastal and legal risks |



STRATEGIC OBJECTIVES & BUSINESS PLAN 2020 – 2025

www.sacoastalcouncils.com.au

INTRODUCTION

Half of South Australia's sixty-eight local Councils are coastal.

Eight are located along the metropolitan Adelaide coastline, with the remaining twenty-six spread around the vast regional coastline, from Eyre Peninsula, Spencer Gulf, Yorke Peninsula, Fleurieu Peninsula & Kangaroo Island and Limestone Coast.

All Councils are under increasing pressure to do more, with less. Coastal Councils have an additional responsibility to provide, manage and maintain a wide range of coastal assets that not only benefit residents and ratepayers, but a much wider visiting and tourist population.

Regardless of size and location, or whether they are metropolitan or rural, coastal Councils are facing the same issues and resourcing pressures including; accelerated cliff and dune erosion; inundation; managing coastal access; maintenance and replacement cost of recreational infrastructure like jetties and boat ramps; planning and development anomalies in coastal areas; sand and beach management; illegal dumping; dredging; managing coastal biodiversity; and construction and maintenance of protection infrastructure including levees, seawalls and groynes.

Every day Local Government is dealing first-hand with these issues and the impact on their communities. To address these challenges Councils consistently identify several barriers, but also the remedies and opportunities to deliver better coastal management outcomes, including;

- New funding and investment strategies are needed to meet the growing demand for infrastructure and mitigate risk from coastal hazards
- Better coordination between levels of government is needed to maximise resources and enhance efficiencies.
- The desire to develop local expertise in coastal planning and decision making to reduce the risk from coastal hazards; and
- To build Local Government resources and capacity, particularly in small and non-metropolitan Councils to undertake the range of required coastal management works, maintenance, data capture and monitoring.

Over the last ten years expenditure by Local Government on coast protection, management and infrastructure has nearly doubled, however the level of funding from other tiers of government to support this has remained relatively static.

Over the next ten years, the cost of managing the coast is forecast to grow exponentially, with Councils in SA conservatively identifying capital works and operating expenses in excess of \$200 million.

Based on the mounting challenges facing coastal Councils and strong demand from the sector for a more collective approach, the 'South Australia Coastal Councils Alliance' was formally launched in October 2019 with the initial objectives of providing;

1. An informed, coordinated advocacy voice; and,
2. a forum for information sharing and networking on coastal management issues facing Councils across SA.

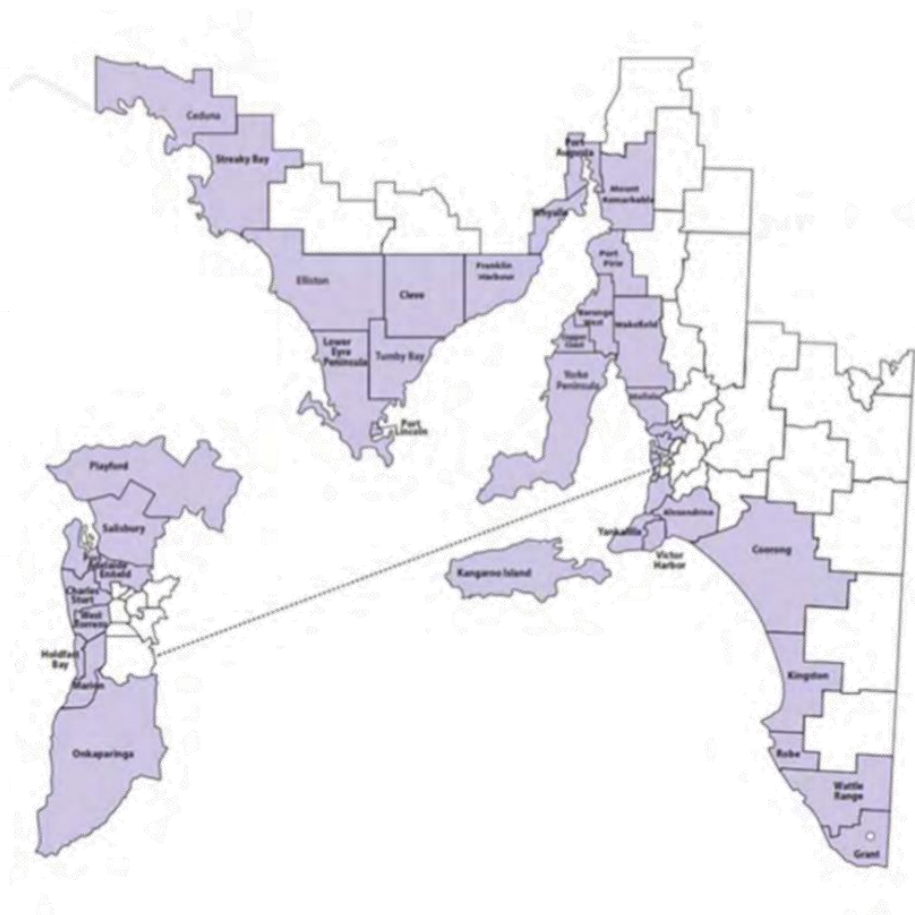
This Plan identifies the strategic objectives of the South Australia Coastal Councils Alliance (SACCA) and its annual activities.

South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

MEMBER COUNCILS

Adelaide Plains Council
 Alexandrina Council
 Barunga West Council
 District Council of Ceduna
 City of Charles Sturt
 District Council of Cleve
 Coorong District Council
 Copper Coast Council
 District Council of Elliston
 District Council of Franklin Harbour
 District Council of Grant
 City of Holdfast Bay
 Kangaroo Island Council
 Kingston District Council
 District Council of Lower Eyre Peninsula
 City of Marion
 District Council of Mount Remarkable

City of Onkaparinga
 City of Playford
 City of Port Adelaide Enfield
 Port Augusta City Council
 City of Port Lincoln
 Port Pirie Regional Council
 District Council of Robe
 City of Salisbury
 District Council of Streaky Bay
 District Council of Tumby Bay
 City of Victor Harbor
 Wakefield Regional Council
 Wattle Range Council
 City of West Torrens
 City of Whyalla
 District Council of Yankalilla
 Yorke Peninsula Council



South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

GOVERNANCE

The SA Coastal Councils Alliance is governed by an Executive Committee. Two Committee members and one proxy member is elected from the Councils within each of the following coastal zones;

| Southern Region | Metropolitan Adelaide | Northern Zone | Western Zone |
|---|--|--|--|
| Grant, Wattle Range, Robe, Kingston, Coorong, Alexandrina, Victor Harbor, Kangaroo Island, Yankalilla | Onkaparinga, Marion, Holdfast Bay, West Torrens, Charles Sturt, Port Adelaide Enfield, Salisbury, Playford | Adelaide Plains, Wakefield, Yorke Peninsula, Copper Coast, Barunga West, Port Pirie, Mount Remarkable, Port Augusta, Whyalla | Franklin Harbor, Cleve, Tumby Bay, Port Lincoln, Lower Eyre, Elliston, Streaky Bay, Ceduna |

** The President of the LGA shall be an ex-officio member of the SA Coastal Councils Alliance.*

Chairperson

- One Chair and one Deputy Chair shall be selected from and by the Executive Committee members for two years.
- The Chair of the Executive Committee shall be the primary spokesperson of the SA Coastal Councils Alliance.

Meeting Frequency

- The SA Coastal Councils Alliance will meet twice per year in April and October, in conjunction with SA Local Government Association's ordinary and annual general meetings.
- The Executive Committee will meet at least quarterly, or on an as needs basis.

Resources

- Executive support for the SA Coastal Councils Alliance and Executive Committee shall be provided by an Executive Officer.
- Core funding for SACCA shall be sought from an equal, annual allocation from the LGA's Greater Adelaide Regional Organisation of Councils (GAROC) and SA Regional Organisation of Councils (SAROC). This funding model however is under review and to be confirmed from 30 June 2021.
- Additional project or specialist support shall be funded by grants, Councils or other external assistance as relevant.

Delegated Authority

- Nil – The SA Coastal Councils Alliance is an informal representative network of the States thirty-four coastal Councils. The Alliance Executive Committee is chaired by a Council elected member. The Alliance reports against its strategic objectives regularly to its members and to the LGA SAROC and GAROC committees.

Review

- The SACCA Strategic Objectives and Business Plan 2020-25 will be reviewed annually.

South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

SACCA EXECUTIVE COMMITTEE 2019 – 2021

The inaugural 2019-2021 SA Coastal Councils Alliance Executive Committee consists of the following elected members.

Chairperson – Mayor Keith Parkes

Deputy Chairperson – Mayor Richard Sage



| Metropolitan Zone |
|--|
| Councillor Bill Jamieson - City of Onkaparinga (delegate) |
| Councillor Oanh Nguyen – City of Charles Sturt (delegate) |
| Councillor William Miller – City of Holdfast Bay (proxy) |
| Southern Zone |
| Mayor Keith Parkes – Alexandrina Council (delegate) |
| Mayor Richard Sage – District Council of Grant (delegate) |
| Mayor Alison Nunan – District Council of Robe (proxy) |
| Northern Zone |
| Mayor Darren Braund – Yorke Peninsula Council (delegate) |
| Mayor Leon Stephens – Port Pirie Regional Council (delegate) |
| Mayor Mark Wasley – Adelaide Plains Council (proxy) |
| Western Zone |
| Councillor Alan Tingay – District Council of Lower Eyre Peninsula (delegate) |
| Councillor Andrea Broadfoot – Port Lincoln City Council (delegate) |
| Deputy Mayor Robert Randall – District Council of Tumby Bay (proxy) |
| LGA President |
| Mayor Sam Telfer - District Council of Tumby Bay (ex-officio) |

South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

MISSION & STRATEGIC OBJECTIVES

The mission of the South Australia Coastal Councils Alliance is;

To provide leadership, support and advocacy for the benefit of all South Australian coastal Councils and their communities.

The activities of SACCA are guided by its five-year Strategic Objectives and Business Plan and the four key strategic objectives identified below;

1. Coordination

- Support coastal Councils by coordinating state-wide strategic coastal activities
- Act as a central point of contact for key stakeholders to engage with SA coastal Councils

2. Collaboration

- Partner with other key stakeholders to advance the interests of SA coastal Councils
- Support member Councils in partnering with other stakeholders to advance the interests of SA coastal Councils

3. Capacity building

- Develop and deliver information, services or projects to build expertise and knowledge within the SA coastal Councils community.
- Build the capacity of the SACCA to deliver its strategic objectives

4. Advocacy

- Represent the interests of SA coastal Councils to key stakeholders, including research institutions, industry bodies and State and Commonwealth Governments.
- Work with key stakeholders to deliver strategic objectives established by the SACCA

South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

BUSINESS PLAN

The 2020-25 SACCA business plan is the first for the Alliance and represents both the short and medium targets established by the inaugural SACCA Executive Committee. As a new organisation for the Local Government sector in South Australia the Alliance is building its foundation while delivering a program of work to benefit its member Councils and their communities. The SACCA Business Plan will be revised annually.

| Objective | SACCA role | 2020-21 SACCA Actions |
|--|---------------|---|
| Support coastal Councils by coordinating state-wide strategic coastal activities | Coordination | Build awareness of all coastal stakeholders and their activities and create linkages with relevant Councils. Support the SA Coast Protection Board to work with Councils to identify priority works programs and provide support and resources. |
| Act as a central point of contact for key stakeholders to engage with SA coastal Councils | Coordination | Promote the role of the SACCA and its capacity to engage with all coastal Councils across the state. Support education, awareness and information dissemination between key stakeholders and relevant Councils. Maintain effective and valued communication with coastal Councils |
| Partner with other key stakeholders to advance the interests of SA coastal Councils | Collaboration | Work with the SA Coast Protection Board and the SA Department for Environment and Water (DEW) to support and deliver relevant coastal projects, programs and services. Work with the SA Coast Protection Board and the SA Department for Environment and Water (DEW) to develop a program of review and reform (including a new State Coastal Management Strategy) for coastal zone management roles/responsibilities, priorities and investment. Collaborate with the Metropolitan Seaside Councils Committee to create linkages between metropolitan and regional coastal Councils to share expertise and resources. Work with interested parties to influence R&D at local, state and national level. Engage with National stakeholders (incl. the Australian Coastal Councils Association, local government coastal alliances, state LGA bodies) to represent interests of SA Councils, learn from experience and collaborate where mutually beneficial. |
| Support member Councils in partnering with other stakeholders to advance the interests of SA coastal Councils. | Collaboration | SACCA will facilitate information exchange and provide support in creating partnerships between Councils and key stakeholders incl. the LGA SA & other Councils, State and Federal Government, Australian Coastal Councils Alliance and research institutions. |

South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

| Objective | SACCA role | 2020-21 SACCA Actions |
|---|-------------------|---|
| Develop and deliver information, services or projects to build expertise and knowledge within the SA coastal Councils community. | Capacity Building | SACCA will provide support (either financial or in-kind) where appropriate to encourage coastal zone management capacity building and R&D. |
| Build the capacity of the SACCA to deliver its strategic objectives | Capacity building | Establish both strategic and business planning frameworks for SACCA. |
| | | Resolve long term SACCA funding arrangements with members. |
| | | Design and develop a SACCA website and other communication platforms. |
| | | Review SACCA governance arrangements. |
| Represent the interests of SA coastal Councils to key stakeholders, including research institutions, industry bodies and State and Federal Governments. | Advocacy | In partnership with DEW deliver the LGAR&DS Coastal Management Funding Models Reform project. Actively promote the principles identified and engage all relevant stakeholders to consider reforms in both coastal zone management roles and responsibilities as well as shared investment models. |
| | | SACCA participation as a member on the CPB LG Advisory Committee. |
| | | Seek out opportunities to represent the activities of SACCA at various forums and promote the strategic objectives of SACCA. |
| Work with key stakeholders to deliver strategic objectives established by the Alliance | Advocacy | Identify and collaborate with relevant stakeholders to advance the interests of the SACCA. |

South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

FUNDING & BUDGETS

Income for the South Australia Coastal Councils is derived from four main sources:

1. Subscriptions and Project Fees from SA Coastal Councils
2. Funding from the LGA SAROC and GAROC committees
3. Funding from the SA Coast Protection Board; and
4. Project funding through partnerships with external organisations.

Annual expenditure is divided between two main areas:

1. Operating – expenditure required to employ an Executive Officer, and general costs for administration, subscriptions/memberships, travel and other general organisational expenses, and
2. Projects – expenditure required to deliver specific projects.

The SACCA 2020/21 FY Budget and P/L is outlined below.

South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

| SACCA BUDGET AND P/L 2020-21 | | | | | | | | | | | | | |
|------------------------------|-----------------|-----------------|----------------|-----------------|----------------|-----------------|-----------------|----------------|----------------|----------------|----------------|----------------|------------------|
| INCOME | July | August | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | TOTAL |
| GAROC | \$20,000 | | | | | | | | | | | | \$20,000 |
| SAROC | \$20,000 | | | | | | | | | | | | \$20,000 |
| Members contributions | \$0 | | | | | | | | | | | | \$0 |
| Grants DEW | | | | \$5,000 | | | | | | | | | \$5,000 |
| Grants - coastal | | | | \$35,000 | | | | | | | | | \$35,000 |
| Total | \$40,000 | \$0 | \$0 | \$40,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$80,000 |
| EXPENSES | July | August | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May | June | TOTAL |
| Consultancy | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$5,100 | \$5,100 | \$5,100 | \$5,100 | \$5,100 | \$5,100 | \$60,600 |
| Projects | | 9,000 | | 18,000 | | 18,000 | | | | | | | \$45,000 |
| Travel and Accommodation | 833 | 833 | 833 | 833 | 833 | 833 | 833 | 833 | 833 | 833 | 833 | 833 | \$10,000 |
| Memberships | | | | 5,000 | | | 5,000 | | | | | | \$10,000 |
| Communications | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$416.67 | \$5,000 |
| Admin and overheads | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | \$2,400 |
| IT | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | \$1,200 |
| Total | \$6,550 | \$15,550 | \$6,550 | \$29,550 | \$6,550 | \$24,550 | \$11,650 | \$6,650 | \$6,650 | \$6,650 | \$6,650 | \$6,650 | \$134,200 |
| P&L | \$33,450 | -\$15,550 | -\$6,550 | \$10,450 | -\$6,550 | -\$24,550 | -\$11,650 | -\$6,650 | -\$6,650 | -\$6,650 | -\$6,650 | -\$6,650 | -\$54,200 |
| Cashflow | \$123,924 | \$108,374 | \$101,824 | \$112,274 | \$105,724 | \$81,174 | \$69,524 | \$62,874 | \$56,224 | \$49,574 | \$42,924 | \$36,274 | |

18/05/2020 Adjustment

Starting cash \$101,973.67 \$11,500.00 \$90,473.67

SA COASTAL COUNCILS ALLIANCE - LEADERSHIP



Photo Courtesy of Ms Anita Crisp. Photo depicts representatives from South Australian coastal Councils at the launch of the Alliance in 2019 including Mayor Sam Telfer (LGASA President), Mayor Keith Parkes (Inaugural SACCA Chairperson) and Mayor Richard Sage (Inaugural SACCA Vice Chairperson). The 'SA coastal snapshot' was presented at the launch.

South Australia Coastal Councils Alliance – Strategic Objectives and Business Plan 2020 - 2025

Association of Bayside Municipalities (ABM)

Strategic Plan

The ABM strategic plan focuses on:

LEADERSHIP and advocacy

We will work with others to ensure our collective actions and achievements lead the way in protecting and managing our marine and coastal environment. We will continue our advocacy on behalf of member councils, on issues that relate to the health, protection, and management of Port Phillip Bay.

KNOWLEDGE and capability

We will grow and share our knowledge, resources and capability to protect and manage Port Phillip Bay. We will strengthen our connections with coastal land managers and stakeholders within and beyond Port Phillip Bay.

Our priorities are:

- water quality and stormwater management
- litter and pollution
- coastal hazard risk and adapting to climate change
- asset management, infrastructure renewal and maintenance
- coastal erosion and beach renourishment
- coastal land use planning

Reporting against the ABM strategic plan can be found here:

<https://abm.org.au/abm-strategic-plan/>

Appendix D

Stakeholder map

Metropolitan Seaside Council Committee Governance Review

Stakeholder Map

| Organisation | Role in coastal management | Role with Councils | Relationship to MSCC | Level | Governance | Relevant legislation |
|--|--|---|--|----------|--|---------------------------|
| Australian Coastal Councils Association (ACCA) | <p>Advocates on behalf of coastal councils.</p> <p>Commissions research on behalf of councils in relation to issues including:</p> <ul style="list-style-type: none"> Coastal erosion and the projected impacts of sea level rise The shortfall in resources to meet increasing demand for infrastructure and services Legal risks faced by coastal councils in relation to planning for climate change | SACCA Chairperson is member of ACCA Committee | <p>Executive Director represented on MSCC (non-voting member)</p> <p>MSCC participated in ACCA conference and survey</p> | National | National body | N/A |
| Local Government of SA | Promote and advance the interests of local government by advocating to achieve greater influence for local government in matters affecting councils and communities. | All Councils are members of LGASA | Member Councils of MSCC are members of LGASA | State | <p>Body corporate and public authority</p> <p>Constitution</p> | Local Government Act 1999 |

| | | | | | | |
|--|---|---|---|--------------------------------|--|---------------------------------|
| | Build capacity and increase sustainability through integrates and coordinated local government Advancing local government through best practice and continuous improvement | | LGASA are represented on MSCC | | Board of Directors | |
| Greater Adelaide Regional Organisation of Councils (GAROC) | Lead regional advocacy, policy initiation and review, leadership engagement and capacity building in the greater Adelaide Region Strategic Theme 3: Environmental Reform. Objective: support LGA advocacy to State and Federal Government and assists member Councils to ensure that all levels of government undertake mitigation and adaptation actions that reduce climate risks and build community resilience | Some members of GAROC are also coastal council reps (i.e.. Mayor PAE and Salisbury) | Some members of GAROC are also coastal council reps (i.e.. Mayor PAE and Salisbury) | State | Established under LGASA Constitution Terms of Reference | Environment Protection Act 1993 |
| SA Coastal Councils Alliance | <ul style="list-style-type: none"> An informed, coordinated advocacy voice on coastal issues A forum for information sharing and networking on coastal management issues facing Councils across SA | | MSCC is a member of SACCA | State (predominantly regional) | | |
| EPA SA | Protect SA waters from the adverse impacts of pollution that might reduce their value to current and future generations. Includes coast. | Programs including Adelaide Coastal Water Quality | None | State | Government department | Environment Protection Act 1993 |

| | | | | | | |
|------------------------|---|---|---|-------|--|--------------------------------------|
| | Adelaide Coastal Waters study – seagrass | Improvement Plan - stormwater | | | | |
| Green Adelaide | Works towards a vision of a cooler, greener, wilder and climate-resilient metropolitan SA. | All MSCC Councils are within the Green Adelaide boundary | Green Adelaide have representation on MSCC (non-voting) | State | Department for Environment and Water | |
| Coast Protection Board | <ul style="list-style-type: none"> Protect the coast from erosion, damage, deterioration, pollution and misuse Restore any part of the coasts aesthetically, or to improve it for those who use and enjoy it Manage, maintain and develop those coasts facilities that the Board is responsible for Report to the Minister where required Carry out, or be involved in, research into the protection, restoration or development of the coast. | <ul style="list-style-type: none"> Advice on sustainable use and development of Coast to Councils and protection of regional centres Respond to development applications proposed for coast 'Securing the future of our coastline project Advice on coastal hazards into Government's planning reforms' | MSCC represented on Advisory Committee (MSCC Chairperson) | State | <p>Board Responsible to Minister for Environment and Water Established under the Coast Protection Act 1972 Admin and support provided by DEW staff</p> <p>Advisory Committee including reps of LGA SA, SACCA, MSCC, regional Council</p> | Administer Coast Protection Act 1972 |

| | | | | | | |
|---|---|---|------------------------|----------|---|--|
| Department for Infrastructure and Transport | Projects and maintenance for State owned coastal infrastructure/assets | Coastal infrastructure - coastal parks, jetties etc. | | State | State Government Agency | |
| Department for Environment and Water | Projects: Securing the future of our coastline New life for our coastal environment | | | State | Responsible to the Minister for Environment and Water Administer Green Adelaide and the Coast Protection Board | South Australian Government Climate Change Action Plan 2021–2025 |
| Infrastructure Australia | Independent infrastructure advisor. Research and advice to governments, industry and community of infrastructure investments and reforms. | Coastal hazards adaptation strategy Early-stage proposal (Stage 1) | | State | Independent advisory body | Infrastructure SA Act 2018 |
| CSIRO – Marine and Atmospheric Research | Carry out scientific research including oceans and marine | No direct link to Councils | No direct link to MSCC | National | Australian Government corporate entity, with a Board and Chief Executive | Science and Industry Research Act 1949 |
| Flinders University – Marine and Coastal | Research including marine and coastal | No direct link to Councils | No direct link to MSCC | State | University | |

| | | | | | | |
|---|---|--|--|-------|---|--|
| Research Consortium | | | | | | |
| SARDI – Aquatic Sciences Research Division | SA Government's principal research institute | No direct link to Councils | No direct link to MSCC Research outcomes? | State | Department of Primary Industries and Regions | |
| Adelaide University – Environment Institute | Research including marine and coastal | No direct link to MSCC | No direct link to MSCC Research outcomes? | State | University | |
| Goyder Institute | Water research institute based on a partnership model <ul style="list-style-type: none"> Economic development Healthy ecosystems Climate action Foundation research | No direct link to Councils Research outcomes and commissions | No direct link to MSCC Research outcomes and commissions | State | Partnership between SA Government, CSIRO, Flinders Uni, Uni of Adelaide and Uni of SA | |
| Regional Climate Partnerships | Network of cross-sectoral groups aimed at strengthening climate resilience Developed climate change adaptation plans | Partners to individual Regional Climate Partnerships | MSCC Councils are partners to different Regional Climate Partnerships incl. AdaptWest, Adapt North and Resilient South Some Climate Change Adaptation Plans | State | Department for Environment and Water | |

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | (i.e. Resilient South) have MSCC as the lead on coastal management actions | | | |
|--|--|--|--|--|--|--|

Appendix E

Interview questions

- What do you see are the primary aims and objectives of the MSCC?
- What do you see as the key strengths of the Committee?
- What do you see as the key challenges to the Committee?
- How are priorities determined and monitored?
- What differentiates the MSCC from other coastal committees/organisations i.e. SACCA?
- Do you think that the composition of the committee is effective?
- Do you think the level of executive support/ resourcing is sufficient? Why/why not?
- How does the Committee make use of the contributions of other partners?

Appendix F

MSCC workshop presentation slides





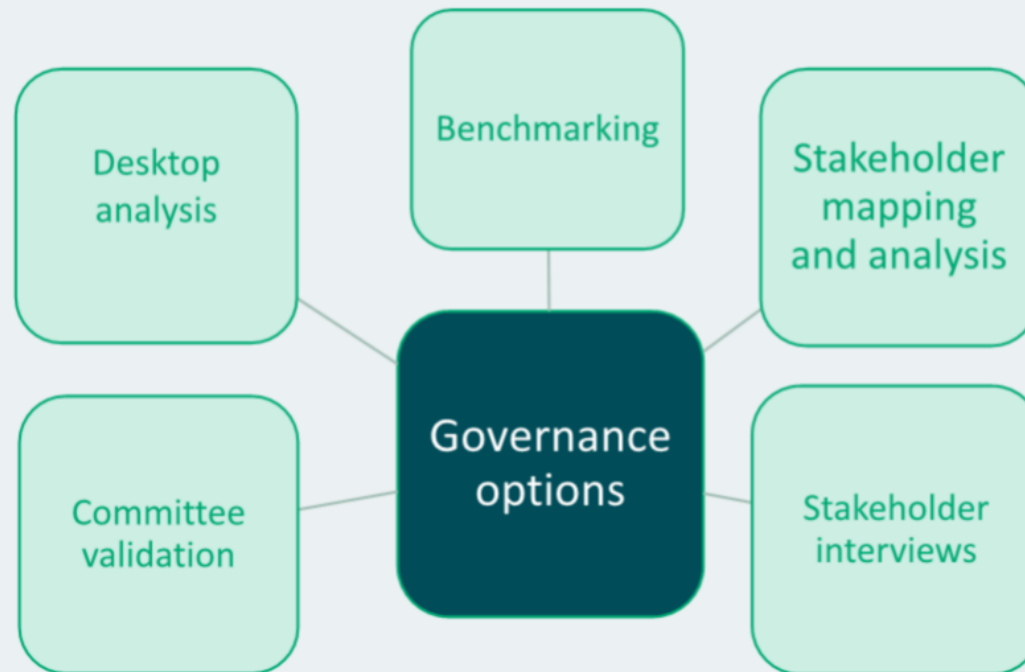
Approach to the review

Review scope

The review is considering:

- Committee goals, purpose and priorities
- Governance, structure and operating model
- Strategic plan and/or high level objectives
- Roles and responsibilities compared to other relevant institutions
- Composition of the committee

Review approach





Key strengths

- Information sharing – particularly at staff level
- Sharing of challenges/priorities
- Strong network for common purpose
- Ability to advocate unlike other bodies (i.e. SA Govt)
- Focus on metropolitan coastal issues
- Strength in common voice

Discussion

Testing and refining the strengths



Key challenges

- Clarity in objectives – information sharing or advocacy?
- Mechanism to raise issues and get 'on the agenda' for advocacy
- Insufficient support (executive officer)
- Lack of action/ momentum between meetings
- No clear goals / priorities-no strategic planning
- Lagging attendance
- Lack of decision making authority
- Continuity between hosting Councils
- Disparity between MoU and ToR
- Lack of unified voice

Discussion

Testing and refining the challenges



Governance models comparison

Peron-Naturalise Partnership (WA)

Vision: to empower a resilient regional community to reduce risks and optimise opportunities presented by climate change

- Incorporated body
- Board, Coastal Planning Committee and Coastal Management Committee
- Two part-time coastal adaptation coordinators
- Host Council and 9 member Councils
- Constitution, MoU
- Strategic Plan 2020-2022, Annual operational plan, Communication plan

Governance models comparison

Sydney Coastal Council Group

Vision: Resilient and healthy coastal and estuarine environments that are protected, conserved and managed in a manner consistent with the principles of ecologically sustainable development

- Incorporated body
- 9 member Councils
- Numerous support staff including executive office, support officer and project coordinators
- Strategic Plan (2 year) and Business/Operational Plan (1 year)
- Technical committee, executive committee, general manager forum, issues based working groups

Governance models comparison

Association of Bayside Municipalities

Purpose: Advocate, Facilitate, Grow and Share

- Unincorporated body
- Hosted by Municipal Association of Victoria
- President and Vice President - 2-year appointment
- Committee, Executive Committee and Officer Network
- Strategic Plan 'Plan on a page'
- 10 member Councils
- Charter and MoU
- Executive Support Officer (4 days per week)

Governance options

- LGA take on secretariat role
 - greater ability to advocate
- Working group of SACCA
 - may not address metropolitan needs
- Part of / working group of GAROC
 - not all Councils in GAROC have coastlines

Discussion

Identifying opportunities for future governance





Proposed Delivery Plan 2022-23

Metropolitan Seaside Councils Committee → Adelaide Coastal Councils Network

Supporting member councils to advance integrated coastal zone management in metropolitan Adelaide

June 2022

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PROPOSED DELIVERY PLAN 2022-23 – ONE PAGE SNAPSHOT 10

Report prepared by Nina Keath, City of Onkaparinga, nina.keath@onkaparinga.sa.gov.au
Reviewed by the MSCC Review Working Group.

Background

The Metropolitan Seaside Council's Committee (MSCC) has been operational for more than fifty years as a body of Local Government representatives, pre-dating the Coast Protection Act of 1972. In that time, it has been responsible for driving important strategic outcomes for metropolitan councils including the formation of the Coast Protection Act, the formation of the Coast Protection Board (CPB), convening and sponsoring conferences and workshops, and the initiation of the South Australian Coastal Councils Alliance (SACCA).

Since 2003, there have been several reforms to the MSCC's constitution and strategic direction to meet the changing coastal management context and needs of member council. In September 2020, the committee convened a workshop to review the committee's purpose and priorities, opportunities upon which the committee should capitalize, and the effectiveness of the current operating model. A Workshop Summary Report was subsequently presented to the committee who voted to seek the services of a specialist consultant to undertake an independent governance review. In recognition of the strategic importance of this review, co-funding was provided by Green Adelaide and the Local Government Association (LGA).

In December 2021, consultancy URPS delivered a report - *Metropolitan Seaside Councils Committee Governance Review Options and Recommendations Report* – recommending that the MSCC be hosted by the LGA, engage a dedicated Executive Officer and move to a tiered structure that includes formalised involvement from the LGA. The MSCC endorsed the proposed new model, in principle, and tasked an MSCC Review Working Group - comprising officers from member councils, the LGA and Green Adelaide - with progressing the new model.

The Working Group have:

- prepared and presented an Implementation Plan to the MSCC, Greater Adelaide Region of Councils (GAROC) and LGA;
- proposed a new name that reflects the shift from 'administration' to 'delivery' - Adelaide Coastal Councils Network (ACCN);
- secured funding for the first transitional year (2022-23) of the new ACCN model (via GAROC, the Local Government Research and Development Scheme fund, and LGA Secretariat);
- secured a funding contribution from Green Adelaide to develop an ACCN Strategic Plan.

The LGA and GAROC have endorsed the proposed new MSCC/ACCN model and are committed to working with member councils to progress the new model via the creation of a 'Coastal Coordinator' role within the LGA Secretariat. Part of the Coastal Coordinator role will be dedicated to ACCN Executive Officer duties (0.5FTE). The role will ensure functional integration with related groups such as SACCA, the Australian Coastal Councils Association (ACCA) and broader state-wide and national coastal management issues. It is proposed that the ongoing funding model will involve metropolitan coastal councils using their ACCN membership contributions as a fee-for-service to the LGA to deliver ACCN Executive Officer duties via the Coastal Coordinator role from 2023-24. This will be subject to a formal resolution from individual councils. In the interim, transitional funding arrangements have been secured to bring forward the Coastal Coordinator role to the 2022-23 financial year and enable member councils to finalise ongoing funding arrangements.

This document lays out the proposed delivery plan and rationale for the new arrangements. The LGA will lead the process to refine the new model in consultation with the respective bodies.

Proposal

A new structured governance model and a new name for the MSCC is proposed. The proposed shift from the old MSCC model and name to the new ACCN model and name is designed to respond to changing context and needs, address historical administrative issues and maximize opportunities as they relate to the metropolitan coastline. A strong and effective ACCN, with clear links to the LGA, will enable metropolitan councils to engage more effectively in partnerships with state and federal governments and other important stakeholders, secure external grants, deliver shared regional projects across councils and reduce duplication of effort, thereby delivering better outcomes for coastal communities. The proposed new model aligns with the local government coastal governance and partnerships model laid out in figure 1.

The proposed new model enables the ACCN to:

- **Improve governance** by moving to a tiered structure
- **Improve member value** by broadening the services to member councils and visibility of the Committee – through recruiting an Executive Officer to be based at the LGA who will be responsible for driving advocacy, securing grant funding, delivering regional initiatives and advancing knowledge, capability, networks and partnership opportunities;
- **Shift from 'administration' to 'delivery'** by meeting on an 'as needs' basis and targeting current issues and opportunities relevant to member councils. Updating the name from 'Metropolitan Seaside Councils Committee' to 'Adelaide Coastal Councils Network' reflects the shift away from an administrative 'committee' to a 'deliverables' focused regional network;
- **Improve partnerships and stakeholder relations** by adequately resourcing the executive officer to build and support strategic relationships;
- **Improve accessibility and consistency** by basing the Executive Officer centrally at the LGA, with access to high quality meeting rooms and online facilities that are centrally located and readily accessible to all member councils;
- **Introduce strategic forums** facilitating cross-council knowledge sharing and collaboration with state agencies and other stakeholders;
- **Improve communication and accountability** by creating a publicly available webpage, regular reporting and newsletters.

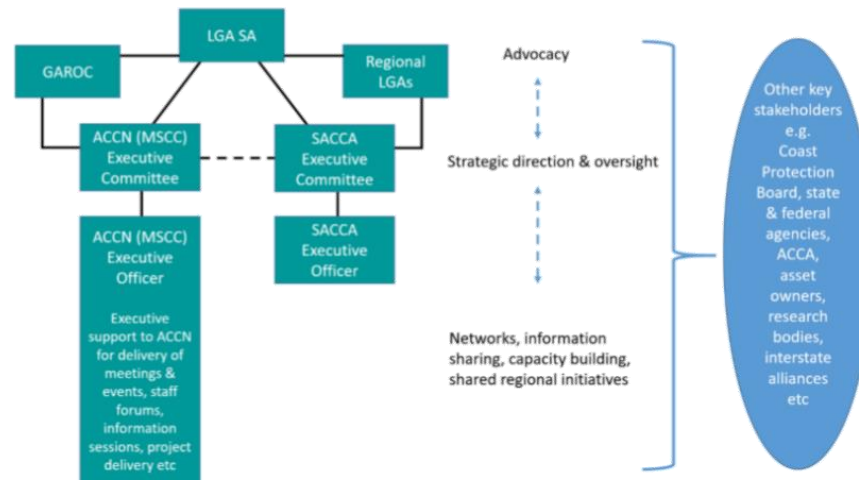


Figure 1. Proposed local government coastal governance and partnerships model

3

Proposed Delivery Plan 2022-23

| | Old Model (Metropolitan Seaside Councils Committee) | New Model (Adelaide Coastal Councils Network) | Rationale |
|----------------|---|--|---|
| Name | Metropolitan Seaside Councils Committee | Adelaide Coastal Councils Network (or similar - to be determined) | Name should reflect the shift away from an administrative 'committee' to a 'deliverables' focused network. Name should also refer to the region that is being represented. |
| Purpose | <ul style="list-style-type: none"> Information sharing Networking | <ul style="list-style-type: none"> Information sharing Networking Regional initiatives Specialist support/advice Capacity building and training Advocacy (via LGA/GAROC) | <p>Feedback from members identified the need for a new model with greater focus on delivery of outcomes – including coordination of regional initiatives, support for members councils between meetings and a clearer connection with the LGA.</p> <p>A key area of interest for members has been support in the development of coastal climate change adaptation plans.</p> <p>These and other opportunities will be further developed through the strategic plan with the support of the executive officer.</p> |
| Host | Hosted by a member council. Rotated every four years. | Permanently hosted by the LGA. | <p>Basing the role centrally at the LGA delivers a range of important benefits including access to central facilities, support for financial management and oversight of the role. This approach will realise many opportunities including adequate resourcing to deliver projects, improved advocacy, streamlined decision making, consistency and improved reporting and communication.</p> <p>This recommendation is based on the long-term highly successful model operating in Victoria for the Association of</p> |

4

| | Old Model (Metropolitan Seaside Councils Committee) | New Model (Adelaide Coastal Councils Network) | Rationale |
|--------------------------|--|--|--|
| | | | Bayside Municipalities. The Victorian context has strong similarities to SA indicating that its adoption could achieve equally beneficial outcomes. |
| Strategic Plan | N/A | Development of a Strategic Plan Co-funded by Green Adelaide (\$10,000) and member council subscription fees (\$10,000) | An ACCN Strategic Plan is required to build accountability and help guide the priorities and activities of the Executive Officer and committee members. |
| Executive Officer | No MSCC Executive Officer. MSCC is supported by a council officer from the host council who already has other substantive duties. | Dedicated ACCN Executive Officer. Based at the LGA. 0.5 FTE of the LGA's new Coastal Coordinator position is dedicated to ACCN Executive Officer duties. | The MSCC is the only coastal coordination organisation/network in Australia that is not supported by an Executive Officer. Officers from the host council are not adequately resourced to provide the level of support required by the committee to develop, expand and improve metropolitan council representation. A dedicated ACCN Executive Officer would deliver: <ul style="list-style-type: none"> - Coordination of the committee - Communication with member organisations - Coordination and preparation of motions, advocacy and grant submissions - Delivery of events, regional projects and capacity building - Liaison and partnerships with State Government Agencies and other coastal committees - Reporting against the strategic plan and deliverables - Public communication including website, newsletter and media releases. |

| | Old Model (Metropolitan Seaside Councils Committee) | New Model (Adelaide Coastal Councils Network) | Rationale |
|-------------------------|--|---|--|
| Membership Fees | <p>Annual membership fee paid to the host council.</p> <p>Member councils paid \$1,200 in 2021-22.</p> <p>Membership fees used for administration of the committee and strategic initiatives (e.g. supporting the establishment of SACCA, funding the MSCC governance review).</p> | <p>Annual membership fee paid to the LGA.</p> <p>Transitional funding arrangements for 2022-23 include:</p> <ul style="list-style-type: none"> - Member council fees - \$5,000 per council - GAROC - \$40,000 (confirmed) - Local Government Research and Development Scheme - \$60,000 (confirmed) - LGA Secretariat - \$7,750 (confirmed) <p>Ongoing funding will be delivered via</p> <ul style="list-style-type: none"> - Annual member council fees ~ \$10,000 per council - LGA Secretariat <p>Membership fees will contribute to the 0.5 FTE ACCN Executive Officer function and key strategic initiatives (e.g. development of strategic plan, regional projects, events, capacity building etc).</p> | <p>Given what is required of the role and to attract suitable candidates, the role should be established as a longer-term position.</p> <p>There is a need to increase and maintain membership fees to fund an ongoing Executive Officer position who can support metropolitan councils to deliver upon their shared coastal management objectives.</p> <p>Fees are based on the costs associated with delivering a 0.5FTE ACCN Executive Officer function as part of the LGAs new Coastal Coordinator role.</p> <p>A provisional budget for the full time Coastal Coordinator role anticipates a cost of \$115,000 including salary, employee on-costs, and LGA operating expenses.</p> <p>Fees align with those charged by Victoria's successful Association of Bayside Municipalities upon which this model is based.</p> |
| External funding | N/A | <p>ACCN Executive Officer to explore opportunities to apply for external grants and funding.</p> | <p>There is an opportunity to increase member value by applying for external funding to deliver regional projects, capacity building and events.</p> <p>This will amplify the ability of councils to identify regional priority coastal management issues, and to pursue collaborative funding opportunities that align with the ACCN Strategic Plan and are of regional significance. The focus</p> |

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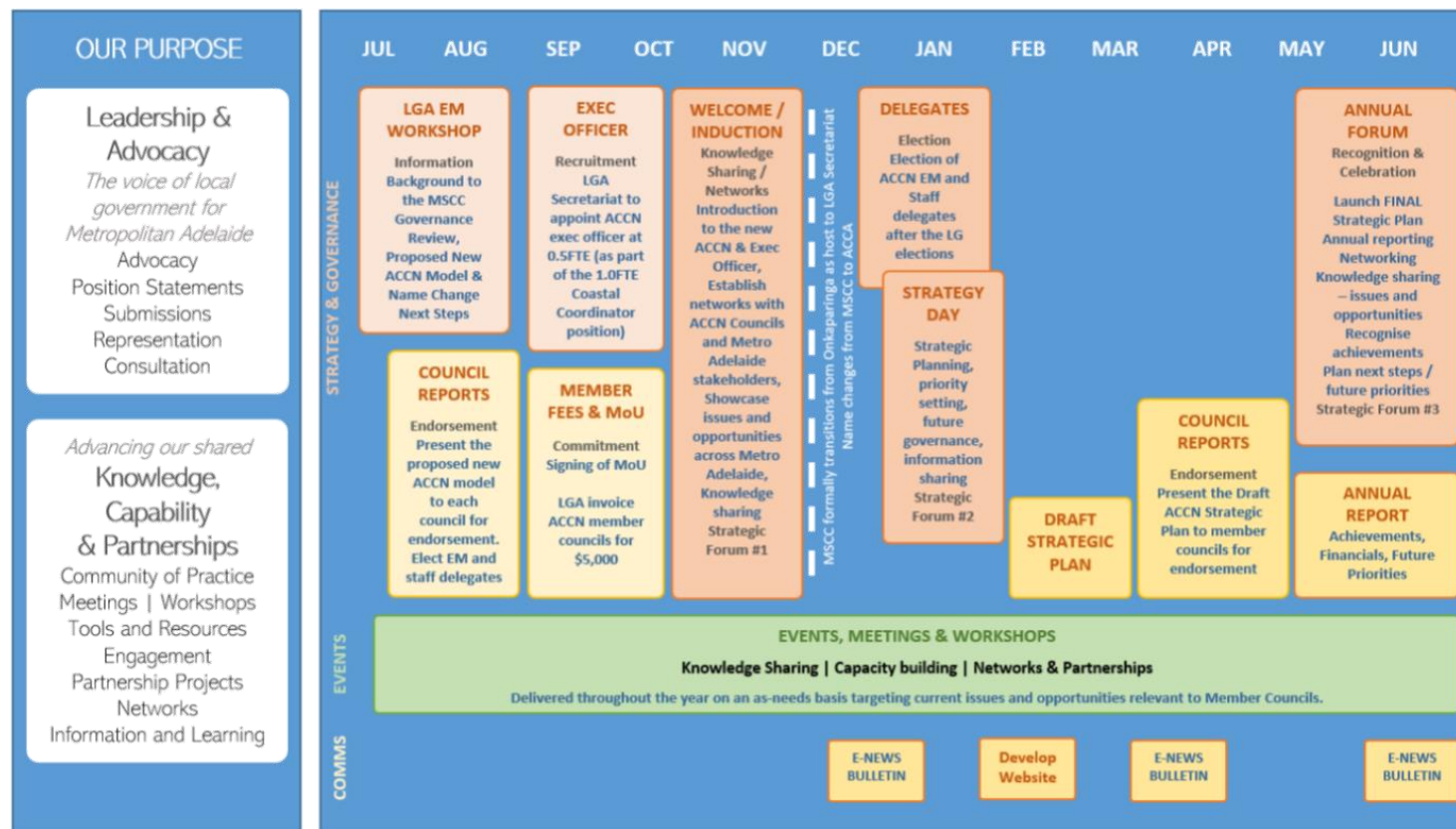
| | Old Model (Metropolitan Seaside Councils Committee) | New Model (Adelaide Coastal Councils Network) | Rationale |
|----------------------------|--|---|---|
| | | | would be on increasing funding and grant opportunities for councils to support and implement integrated coastal management activities, rather than administration. |
| Structure | Flat structure. Elected Members and Staff attend scheduled bi-monthly meetings. | Tiered structure comprising: <ul style="list-style-type: none"> Elected member executive committee Staff forum Member meetings and events (with staff and elected members) The ACCN relationship with SACCA is via the LGA. | Implementing a tiered governance structure formalises the relationship between the ACCN and the LGA. This will streamline decision-making, improve accountability and provide a clear pathway for advocacy. |
| Advocacy | Ad hoc advocacy via letters from the MSCC Chair. | Partner with the LGA (and GAROC) to deliver a cohesive and aligned advocacy function. | There is a need for a consistent and coordinated advocacy voice on metropolitan coastal council issues. Establishing a clear pathway for advocacy that is supported by and aligned with GAROC and the LGA will deliver stronger advocacy outcomes. |
| Executive Committee | N/A | An executive committee will: <ul style="list-style-type: none"> Guide the design of Strategic Forums and events with the Executive Officer Approve budget (membership fees) and annual Executive Officer work plan Undertake mid-year review of budget and Executive Officer work plan and performance Report back to member councils – deliverables, achievements, future priorities | An executive committee will deliver accountability, leadership, co-ordination and oversight and may include involvement from key state government agencies. |

| | Old Model (Metropolitan Seaside Councils Committee) | New Model (Adelaide Coastal Councils Network) | Rationale |
|------------------------------------|--|--|---|
| Executive Officer work plan | N/A | Driven by outputs from Strategic Forums and the Strategic Plan. Reflective of and responsive to horizon scan of issues / opportunities for member councils. | Work plan provides direction for the Executive Officer and accountability for measuring deliverables. Informed by Executive Committee and strategic discussion amongst all member Councils. |
| Website | N/A | Webpage on the LGA website. | Key communication and accountability platform. Publicly available landing page that communicates the work of the ACCN. Demonstrates and promotes ACCN achievements to the broader public and provides an easily accessible point of contact. |
| Reporting | There is currently no formal reporting of MSCC outcomes or deliverables. Meeting minutes are circulated to committee members. | Annual report delivered to member councils and State Government agencies. Regular ACCN newsletter. Integrating executive support for the ACCN into the LGA's services will leverage the LGA's communications function as a strategic enabler of the ACCN, via the LGA website, latest news, and social media channels. | There is a need to implement a formal reporting mechanism from the ACCN to member Councils, the LGA, and State Government agencies about what is being delivered, how parties are working together and future priorities. |
| Measures of success | There is currently no formal monitoring and evaluation of the MSCC deliverables. | Clear measures of success will be determined during the development of the Strategic Plan. These will be based upon the Plan's priorities and might include: - Number of shared regional projects delivered, - Amount of funding/grants secured for shared regional initiatives, | It is essential that the success and effectiveness of the proposed new model is monitored for effectiveness. Establishing clear measures of success during the development of the Strategic Plan will enable member councils to track progress and adjust processes and deliverables as required to ensure optimal |

| | Old Model (Metropolitan Seaside Councils Committee) | New Model (Adelaide Coastal Councils Network) | Rationale |
|-------------------------------------|--|---|---|
| | | <ul style="list-style-type: none"> - Number of submissions made to state/federal inquiries, policy processes etc - Number of training and networking events delivered, - etc | performance and outcomes are being achieved. |
| Delivery Format | Bi-monthly committee meetings hosted by host council (currently City of Onkaparinga). | The Executive Officer will coordinate events, regional projects and capacity building for member Councils and affiliate organisations to raise the profile of the ACCN and deliver value to members. | Low appetite amongst member councils and GAROC for another 'committee' with a high administrative load. Preference is for a group focused on facilitating 'deliverables.' |
| Partnerships | State Government agencies, the LGA and relevant committees (e.g. SACCA and the Australian Coastal Councils Association (ACCA)) are invited to attend committee meetings to share information about matters of shared interest. | <p>Maintain inter-relationships between committees including SACCA and ACCA to share information and to strengthen advocacy.</p> <p>Explore opportunities to partner with state agencies, research institutions and other stakeholders to deliver capacity building and project delivery, e.g. the recent federal grant proposal for a state-wide coastal adaptation capacity building program.</p> | <p>There are many committees, organisations and government agencies operating with a focus on coastal management and adaptation.</p> <p>In South Australia, the MSCC is the only group that has a primary focus on metropolitan council coastal management</p> <p>The new ACCN has an opportunity to play an important role in advocacy on metropolitan coastal matters. It can also play a greater role in capacity building and project delivery, through establishing partnerships and grants with other levels of government and research institutions.</p> |
| MoU & Terms of Reference | Memorandum of Understanding (MoU) and Terms of Reference in place but out of date. | <p>Establish an MoU between the LGA and member Councils including funding / membership agreement between parties.</p> <p>Update Terms of Reference to reflect the new model.</p> | The MSCC Terms of Reference and Memorandum of Understanding require updating to reflect the current aims and operating model of the new ACCN. |

Proposed Delivery Plan 2022-23 – One Page Snapshot

Key timeframes and steps in transition from the old Metropolitan Seaside Councils Committee (MSCC) to the new Adelaide Coastal Councils Network (ACCN) model.



10

GB2 2021-2022 Carried Forward Funds and Budget Adjustments

DATE 22 August 2022

AUTHORS Joe Scordo, Senior Management Accountant, Business Excellence
Christy Martin, Team Leader Project Support, City Infrastructure

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

SUMMARY This report and the associated attachments summarise the operating and infrastructure budgets that are required to be carried forward from the 2021/22 Financial Year to the 2022/23 Financial Year and other budget adjustments for 2021/22.

RECOMMENDATION

That Council:

1. Approves the 2022/23 budget be increased with \$32,074,563 funds carried forward to be applied as detailed in the Schedule of Funds Carried Forward from 2021/2022 to 2022/2023 in Attachment 1 to this report (GB2, Council, 22/08/2022).
2. Approves the 2021/22 project expenditure budgets be reduced to reflect returned funds totalling \$3,810,779, noting that there is no reduction in grant income, and the total includes a return to the developer reserve of \$378,761 as per the Schedule of Funds Returned to Council 2021/22 in Attachment 2 to this report (GB2, Council, 22/08/2022).
3. Approves the 2021/22 project expenditure budgets be increased to reflect additional actual expenditure of \$575,768, as per the Schedule of Budget Adjustments 2021/22 in Attachment 3 to this report (GB2, Council, 22/08/2022).
4. Approves transfers of \$43,167 Capital to Operating and \$37,943 Operating to Capital to balance completed programs and projects, and \$271,400 Operating to Operating to consolidate operational budgets, and align to planned 2022/23 expenditure, as per the Schedule of Budget Transfers 2021/22 in Attachment 4 to this report (GB2, Council, 22/08/2022).
5. Approves the 2021/22 Budget be adjusted for grants and other funding adjustments of \$254,885 Capital and \$20,816 Operating, with expenditure budgets carried forward, as detailed in Attachment 5 to this report Schedule of Grant Funding Adjustments (GB2, Council, 22/08/2022).
6. Approves non-discretionary funding to be provided in 2022/23 as resolved at the Special Council Meeting 14 June 2022 for Confidential Item C1 of \$795,000 (GST exclusive). (Council Resolution 1366/2022).
7. Approves the allocation of budget funds of \$450k for Major Traffic Improvement Program (PR13725) for the Greenfields Industrial – Major Traffic Improvement project (PR30186) to provide sufficient funds in 2021/22 to deliver this project given that external funding was unsuccessful. (Council Resolution 1217/2022).

8. Approves a non-discretionary bid to provide funding in the 2022/23 budget for Strategic Property Development Capital Expenditure of \$352,356 and a non-discretionary transfer of \$48,645 from the 2021/22 operating feasibility budget to the capital budget within the same project as per Council Resolution 1435/2022.
9. Approves the transfer of the following amounts to the Business Transformation Future Fund Provision for the 2021/22 financial year, in accordance with the Business Transformation Future Fund Policy. (Council Resolutions 1363/2022 & 1409/2022).

| Expenditure / Income Category | Savings / Gains |
|--------------------------------------|------------------------|
| Depreciation | 43,000 |
| Interest Expense / Interest Income | 173,000 |
| Rate Revenue | 37,800 |
| Unspent 2021/22 BT Funds | |
| • PR26296 Enterprise Platform for LG | 190,000 |
| • PR26299 Smart Cities initiatives | 150,000 |
| Salary & Wages Provision | 1,063,000 |
| Total | 1,656,800 |

and administration be authorised to update these figures to reflect changes necessitated through end of financial year processes.

10. Approves a non-discretionary funds transfer of \$217k from the Business Transformation Future Fund Provision to PR26696 (ITN000827) OMNI Channel Call Centre and Recording initiative as per Council Resolution 1363/2022.
11. Approves the transfer for the 2022/23 financial year from operating budget account 550-100-3221 (ITN000961) Business Transformation Operating Funds \$100k and PR26299 (ITN000707) Smart City Initiatives \$200k to the Business Transformation Future Fund provision in the 2022/23 financial year as per Council Resolution 1363/2022.

ATTACHMENTS

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

1. Schedule of Funds Carried Forward from 2021/22 to 2022/23
2. Schedule of Funds Returned to Council 2021/22
3. Schedule of Budget Adjustments 2021/22
4. Schedule of Budget Transfers 2021/22
5. Schedule of Grants and Other Funding Adjustments 2021/22
6. Capital Carry Forward Report 2021/22

BACKGROUND

- 1.1 Each year as part of the End of Financial Year process there is a need to review budgets to identify funds to be carried forward, to provide budgets in the following year for completion of projects in progress or delayed due to unforeseen circumstances.

2. CONSULTATION / COMMUNICATION**2.1 Internal**

- 2.1.1 As part of the 2021/22 end of financial year processes Financial Services called for, and received from staff, requests outlining any funds to be carried forward from the 2021/22 Financial Year into the 2022/23 Financial Year. Financial Services met with the relevant managers as appropriate and reviewed requests in line with the guidelines for carry forward funds.
- 2.1.2 The Team Leader Project Support has liaised extensively across the City Infrastructure Department, with other departments as appropriate and with Financial Services in supporting the carry forward process.

3. REPORT

- 3.1 The schedule of funds carried forward from 2021/22 into 2022/23 is contained in Attachment 1. The schedule details the nature of the budgets and the extent of external funding. The total level of capital carry forwards from 2021/22 of \$27.435M (circled in yellow in the table below) is an increase of \$4.746M when compared with the prior year of \$22.689M, with the more significant items being within transport and strategic projects.

Total Capital

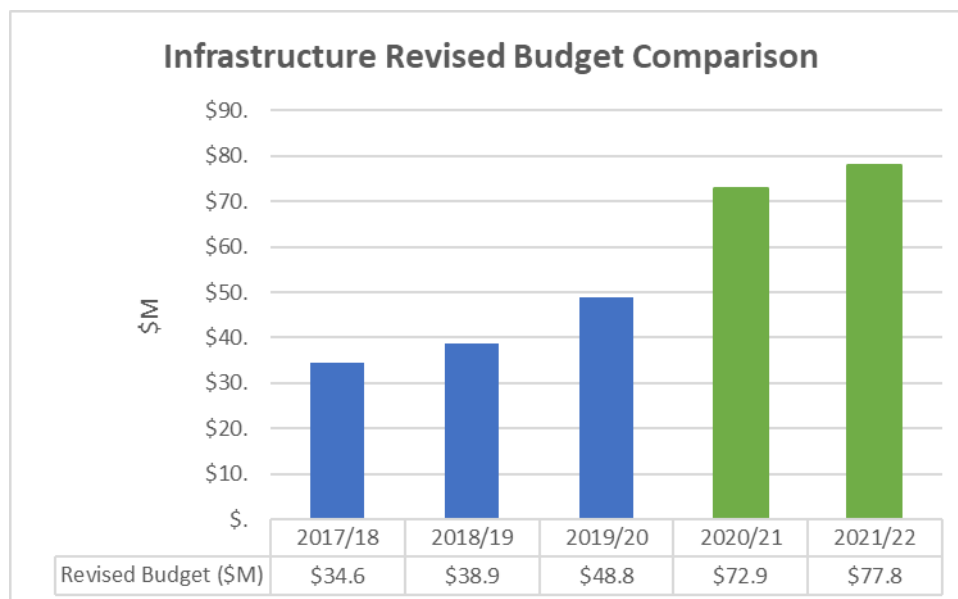
- 3.2 In the 2021/22 financial year the original infrastructure budget (inclusive of Information Technology and Plant, Office Furniture and Equipment) was \$85M, which was increased as a result of carry forwards of \$22.7M from 2020/21. This was then followed by a series of budget amendments during the period to October 2021 resulting in the capital program reaching a Revised Budget in the vicinity of \$130M. As a consequence, in November 2021, as per Resolution 1157/2021, a revision to the program was approved which included distributing funding into future years for delivery and also the returning of funds in an effort to reduce the program to a more achievable and sustainable level. As a result of this, and other endorsed 2021/22 Budget Review Bids, by the end of 2021/22 financial year, the Revised Capital Budget was \$80.2M as detailed within the table below circled in red.

2021/22 Project Delivery & Carry Forward Summary

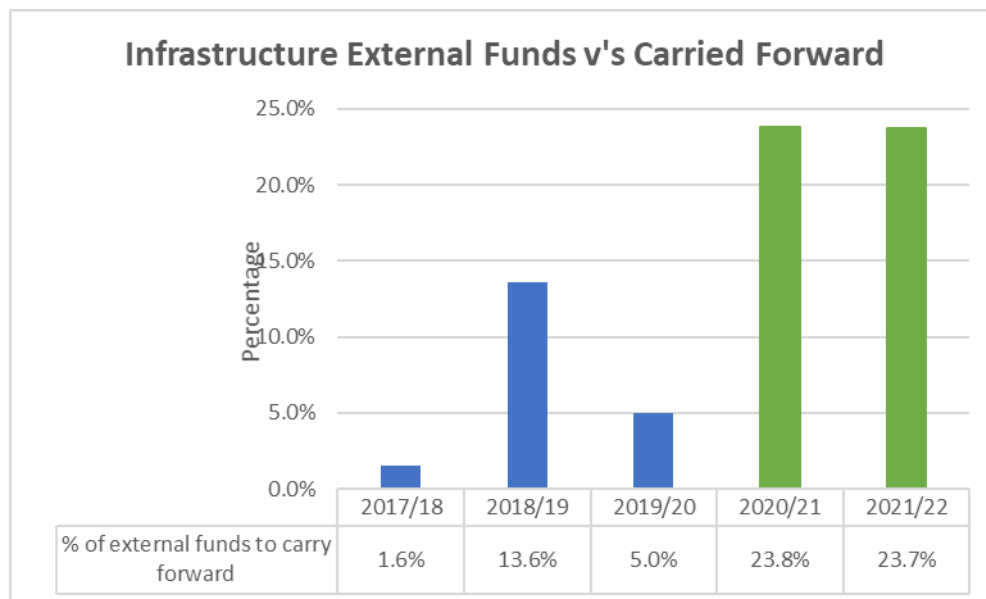
| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|--|-------------------|-------------------|--------------------|------------|-------------------|------------|------------------|-----------|-------------------|------------|------------------|------------|
| | | | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud |
| Infrastructure Capital | | | | | | | | | | | | |
| Drainage & Waterways | 2,977,960 | 1,955,777 | 2,887,528 | 97% | 853,445 | 29% | 50,000 | 2% | 931,750 | 31% | 218,323 | 7% |
| Plant & Fleet | 3,309,900 | 2,133,345 | 3,254,417 | 98% | 1,136,948 | 34% | - | 0% | 1,121,072 | 34% | 47,926 | 1% |
| Parks & Streetscapes | 7,126,519 | 4,790,420 | 6,818,899 | 96% | 2,069,702 | 29% | - | 0% | 2,028,478 | 28% | 497,812 | 7% |
| Property & Buildings | 11,843,728 | 8,048,719 | 11,877,251 | 100% | 3,811,765 | 32% | 976,250 | 8% | 3,828,532 | 32% | 273,795 | 2% |
| Transportation | 21,774,661 | 15,448,149 | 19,694,377 | 90% | 5,552,723 | 26% | 1,100,915 | 5% | 4,246,228 | 20% | 1,902,582 | 9% |
| Salisbury Water | 3,843,300 | 2,602,628 | 3,356,298 | 87% | 1,237,158 | 32% | 19,850 | 1% | 753,671 | 20% | 121,590 | 3% |
| Strategic Projects | 26,966,907 | 14,978,055 | 27,060,313 | 100% | 11,751,737 | 44% | 4,113,251 | 15% | 12,082,258 | 45% | 244,502 | 1% |
| Capital Infrastructure Total | 77,842,974 | 49,957,093 | 74,949,083 | 96% | 26,413,477 | 34% | 6,260,266 | 8% | 24,991,990 | 32% | 3,306,529 | 4% |
| Other Capital | | | | | | | | | | | | |
| Strategic Property | 701,100 | 115,887 | 163,126 | 23% | 501,367 | 72% | - | 0% | 47,239 | 7% | 11,980 | 2% |
| Information Technology | 1,685,587 | 1,302,835 | 1,504,182 | 89% | 520,396 | 31% | - | 0% | 201,347 | 12% | 1,520 | 0% |
| Other Total Capital | 2,386,687 | 1,418,723 | 1,667,308 | 70% | 1,021,762 | 43% | - | 0% | 248,586 | 10% | 13,500 | 1% |
| Total of Capital | 80,229,661 | 51,375,815 | 76,616,391 | 95% | 27,435,240 | 34% | 6,260,266 | 8% | 25,240,576 | 31% | 3,320,030 | 4% |
| Operating Components of Capital | | | | | | | | | | | | |
| Drainage & Waterways | 187,900 | 59,566 | 80,386 | 43% | 89,402 | 48% | - | 0% | 20,820 | 11% | 49,783 | 26% |
| Plant & Fleet | - | - | - | 0% | - | 0% | - | 0% | - | 0% | - | 0% |
| Parks & Streetscapes | 230,000 | 128,517 | 197,993 | 86% | 121,119 | 53% | - | 0% | 69,476 | 30% | 7,000 | 3% |
| Property & Buildings | 487,200 | 88,445 | 100,718 | 21% | 308,203 | 63% | - | 0% | 12,273 | 3% | 6,034 | 1% |
| Transportation | 1,691,944 | 502,848 | 506,357 | 30% | - | 0% | - | 0% | 3,509 | 0% | 412,785 | 24% |
| Salisbury Water | 122,000 | - | - | 0% | 122,000 | 100% | - | 0% | - | 0% | - | 0% |
| Strategic Projects | 101,900 | 29,590 | 373,537 | 367% | 80,164 | 79% | - | 0% | 343,947 | 338% | 15,147 | 15% |
| Strategic Property | 166,500 | 138,943 | 170,619 | 102% | 18,602 | 11% | - | 0% | 31,676 | 19% | - | 0% |
| Information Technology | 1,906,597 | 10,250 | 10,494 | 1% | 1,514,630 | 79% | - | 0% | 244 | 0% | - | 0% |
| Total Operating | 4,894,041 | 958,160 | 1,440,104 | 29% | 2,254,119 | 46% | - | 0% | 481,944 | 10% | 490,749 | 10% |
| GRAND TOTAL | 85,123,702 | 52,333,975 | 78,056,495 | 92% | 29,689,359 | 35% | 6,260,266 | 7% | 25,722,520 | 30% | 3,810,779 | 4% |

Infrastructure Capital

- 3.3 The requested carry forward amount for Capital Infrastructure of \$26.4M is 33.9% (circled in green in the table above), with committed funds at year end totalling \$25M or 32.1% (circled in orange).
- 3.4 The 2021/22 financial year was the second year of the two-year Capital Recovery Program developed to stimulate the economy and aid in the recovery following the Covid-19 pandemic. The following chart demonstrates the movement in the capital budget over a five-year period.



- 3.5 There were significant achievements delivered during the 2021/22 financial year which included the completion and opening of the upgraded boat ramp at St Kilda, turning of the sod ceremony at Salisbury Aquatic Centre following demolition of the aged swimming pools, construction of a new exit to Main North Road from Technology Drive, Mawson Lakes, and construction of the new community hub at Burton.
- 3.6 The 2021/22 financial year saw the continuation of impacts to the Capital Infrastructure Program as a result of the pandemic. By late in the financial year, these and other restrictions were reduced however the construction industry is yet to fully recovery and be in a position to meet the market demands.
- 3.7 The Capital Infrastructure Program continues to encounter delays associated with the supply chain, resourcing and price escalation. Where possible, alternative solutions to overcome barriers are implemented, however the current market remains very competitive and alternatives are not always able to be sourced. With significant works being undertaken by State and other Local Governments, the local markets appear to be at capacity and have limited ability to respond.
- 3.8 External funding has continued to supplement and increase the Capital Infrastructure Program, at levels far greater than previous years. This is evident by the below chart;



- 3.9 This second year of the Capital Infrastructure Recovery Program, has ended in a similar position as the first year of the Capital Infrastructure Recovery Program. This is reflective of both years trying to deliver a higher quantum of projects in an environment which has been significantly impacted by the pandemic. Noting the 2021/22 Revised Budget of \$80.2M is slightly higher than previous year of \$75.6M, and includes works which were scheduled to cross financial years as part of the revision to the program;

| Asset Category | Revised Budget | | Carry Forward | | Commitments | |
|-------------------------------------|----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | 2021/22 | 2020/21 | 2021/22 | 2020/21 | 2021/22 | 2020/21 |
| Infrastructure Capital | | | | | | |
| Drainage & Waterways | 2,977,960 | 6,508,200 | 853,445 | 1,575,600 | 931,750 | 1,314,735 |
| Plant & Fleet | 3,309,900 | 1,404,494 | 1,136,948 | 459,700 | 1,121,072 | 683,465 |
| Parks & Streetscapes | 7,126,519 | 10,234,500 | 2,069,702 | 5,292,800 | 2,028,478 | 3,522,312 |
| Property & Buildings | 11,843,728 | 6,305,300 | 3,811,765 | 3,049,900 | 3,828,532 | 1,618,441 |
| Transportation | 21,774,661 | 32,116,600 | 5,552,723 | 5,899,600 | 4,246,228 | 7,027,600 |
| Salisbury Water | 3,843,300 | 4,022,500 | 1,237,158 | 1,409,900 | 753,671 | 553,316 |
| Strategic Projects | 26,966,907 | 12,295,300 | 11,751,737 | 3,791,800 | 12,082,258 | 2,364,028 |
| Capital Infrastructure Total | 77,842,974 | 72,886,894 | 26,413,477 | 21,479,300 | 24,991,990 | 17,083,897 |
| | V's Revised Budget % | | 33.9% | 29.5% | 32.1% | 23.4% |
| Other Capital | | | | | | |
| Strategic Property | 701,100 | 1,711,100 | 501,367 | 701,100 | 47,239 | 76,734 |
| Information Technology | 1,685,587 | 1,013,700 | 520,396 | 509,000 | 201,347 | 282,126 |
| Other Total Capital | 2,386,687 | 2,724,800 | 1,021,762 | 1,210,100 | 248,586 | 358,860 |
| | V's Revised Budget % | | 42.8% | 44.4% | 10.4% | 13.2% |
| Total of Capital | 80,229,661 | 75,611,694 | 27,435,240 | 22,689,400 | 25,240,576 | 17,442,757 |
| | V's Revised Budget % | | 34.2% | 30.0% | 31.5% | 23.1% |

With the revision of the program in November 2021, a \$3.3M budget was approved to enable the program to continue and respond to escalation, noting any balance remaining would be returned at the end of the financial year. Accordingly, \$108k has been included for return within this report with the balance of the budget approved under delegation to support the delivery of the following;

- New Animal Pound Facility \$180k
- Martins / Ryans Roads Intersection Upgrade \$62k
- Church and John Street Revitalisation \$1,550kM
- New Sporting Clubrooms at the Paddocks & Yalumba Drive Reserve \$811k
- Operations Centre Upgrade \$388k
- Fairbanks Drive Reserve Stage 2 Redevelopment \$200k

3.10 For full program details, refer to Attachment 6 where the information is collated into asset categories to align with the financial tables provided.

Operating

- 3.11 Carry forwards total \$4,639k comprised of \$2,385k of operational budget carry forward (2020/21 \$2,986k) and \$2,254k of operating components of capital carry forward (2020/21 \$503k).
- 3.12 Operating Expenditure Carry Forward (excluding operating components related to the Capital Program) is \$2,385k, which is 1.7% of the revised operating budget.
- 3.13 Elected Member Training of \$32k has been carried forward in line with council policy being that the balance of training budget not expended in the immediate proceeding year be carried forward for one year.
- 3.14 Further information regarding each operating Carry Forward is detailed in Attachment 1.

Returned Funds (Recommendation 2)

- 3.15 This financial year funds of \$3.8M are being returned, which is consistent with the typical level of returned funds being \$3M-\$4M. Further details are contained in Attachment 2.

Budget Adjustments (Recommendation 3)

- 3.16 Budget adjustments of \$576k are required to balance specific projects and provide funds for over expenditure across several projects, with most amounts being relatively minor. Further details are contained in Attachment 3.

Budget Transfers (Recommendation 4)

- 3.17 Budget transfers of \$43,167 Capital to Operating and \$37,943 Operating to Capital are required to move funds between projects and balance project actuals to the budgets provided, and transfers between operating budgets totalling \$271,400 repurpose unspent operating funds as detailed in Attachment 4.

Grant Funding Adjustments (Recommendations 5)

- 3.18 Additional grants and other funding amounts received or adjusted in 2021/22 totalling \$276k, necessitates the creation of income and expenditure budgets, with the expenditure budgets carried forward into 2022/23 to enable these projects to be delivered. (Recommendation 5 & Attachment 5)

Confidential Item (Recommendation 6)

- 3.19 At a Special Council Meeting on 14 June 2022 Council approved the allocation of non-discretionary funding of \$795,000 as reported in Confidential Item C1. (Council Resolution 1366/2022).

Major Traffic Improvement Program (Recommendation 7)

- 3.20 Council approved through the Capital Works Program Monthly Report - December 2021 Update at the January 2022 Urban Services Committee the removal of income budget of \$450k from the Major Traffic Improvement Program (PR13725) for the Greenfields Industrial – Major Traffic Improvement 21/22 project (PR30186), with no impact to the budgeted total project funds of \$930k. (Council Resolution 1217/2022). However, this was not transacted correctly through the budget review necessitating Recommendation 7 in this report.

Strategic Property Development (Recommendation 8)

- 3.21 As reported in the Strategic Property Development Sub Committee Confidential Agenda - 11 July 2022 Council approved a non-discretionary bid to provide funding in the 2022/23 budget for Capital Expenditure of \$352,356. Additionally, Council approved a non-discretionary transfer of \$48,645 from the 2021/22 operating feasibility budget to the capital budget to enable the actual feasibility cost to be capitalised against the project, noting that the details of the purpose of these funds is confidential (Confidential Council Resolution 1435/2022).

Business Transformation Future Fund (Recommendations 9 to 11)

- 3.22 In accordance with the Business Transformation Future Fund (BTFF) Policy (Council Resolution 1409/2022) the following expenditure and income categories have been reviewed and savings and income gains are proposed to be transferred to the BTFF Provision:

| Expenditure / Income Category | Savings / Gains |
|--------------------------------------|------------------|
| Depreciation | 43,000 |
| Interest Expense / Interest Income | 173,000 |
| Rate Revenue | 37,800 |
| Unspent BT Funds * | |
| • PR26296 Enterprise Platform for LG | 190,000 |
| • PR26299 Smart Cities initiatives | 150,000 |
| Salary & Wages Provision | 1,063,000 |
| Total | 1,656,800 |

* (The balance of Business Transformation project funds is reflected in specific project carry forwards)

- 3.23 At the time of preparing this report the end of financial year process is underway, and this may result in the need to update these figures so that actual expenditure / income on each category aligns to budget. The recommendation allows that administration be authorised to update these figures to reflect changes necessitated through end of financial year process and reported back to Council through end of year reporting.
- 3.24 Further to the Exceptional Community Experience Project Update report, recommendation 10 has been included to allocate the funding approved for the OMNI Channel solution in the amount of \$217k from the BTFF Provision in the 2021/22 financial year. (Council Resolution 1363/2022)
- 3.25 As detailed in the Exceptional Community Experience Project Update report to the Innovation and Business Development Committee in May 2022, 2022/23 financial year operating budgeted funds for ITN000961 \$100k and ITN000707 Smart City Initiatives \$200k are to be transferred to the BTFF Provision in the 2022/23 financial year as per recommendation 11. (Council Resolution 1363/2022)

4. CONCLUSION / PROPOSAL

- 4.1 The level of carry forward funds at the completion of 2021/2022 is \$32.1M which is higher than in the prior year (\$26.1M) primarily as a result of external factors associated with the pandemic.
- 4.2 Following approval of the recommendation in this report these amounts will be included into the revised budget for 2022/23, and also be included in the 2021/2022 Financial Statements as a Reserve.

Item GB2

RECOMMENDATION 1. SCHEDULE OF FUNDS CARRIED FORWARD FROM 2021/22 TO 2022/23

| ACC NO | DESCRIPTION | FUNDS C/FWD TO 2022/23 | | |
|------------------------------|---|------------------------|-----------|------------|
| | | COUNCIL | EXTERNAL | TOTAL |
| WORKS IN PROGRESS | | | | |
| INFRASTRUCTURE CAPITAL WORKS | | | | |
| | Transportation | | | |
| 13600 | Minor Traffic Improvements Program | 6,321 | - | 6,321 |
| 13725 | Major Traffic Improvements Program | - | 509,686 | 509,686 |
| 13952 | School Zones and Pedestrian Crossings Program | 101,646 | 54,000 | 155,646 |
| 17190 | City Wide Trails Program | 537,229 | 537,229 | 1,074,458 |
| 20548 | Bridge Renewal Program | 393,152 | - | 393,152 |
| 21478 | Public Lighting Program | 343,476 | - | 343,476 |
| 22852 | Bus Shelter Renewal & Stop Improvement Program | 268,499 | - | 268,499 |
| 25924 | Waterloo Cnr & Kings Road Safety 20/21 | 66,113 | - | 66,113 |
| 25950 | LED Public Lighting Program | 2,327,835 | - | 2,327,835 |
| 26228 | Council Funded Footpath Renewal Program | 397,445 | - | 397,445 |
| 26699 | Gateway Tower Sign Gawler/Salisbury Highway * | 10,092 | - | 10,092 |
| | Sub-Total | 4,451,808 | 1,100,915 | 5,552,723 |
| | Property & Buildings | | | |
| 17598 | Club/Sport Facilities Minor Capital Grants Program | 391,795 | - | 391,795 |
| 18097 | Building Renewal Program | 991,875 | - | 991,875 |
| 20017 | Building Upgrade Program * | 360,653 | - | 360,653 |
| 21389 | Access & Inclusion Upgrades - Buildings | 90,000 | - | 90,000 |
| 25077 | Public & Community Art Program | 33,459 | - | 33,459 |
| 25430 | Security System Upgrade - Intruder Detection System | 97,606 | - | 97,606 |
| 25967 | Yalumba Drive Reserve - Previous Building Upgrade 21/22 | 171,453 | 400,000 | 571,453 |
| 30205 | Accessible Change Facility Unity Park 2021 | 290,224 | 87,547 | 377,771 |
| 26270 | CCTV Library & Community Centres 21/22 | 40,000 | - | 40,000 |
| 26274 | CCTV Network Expansion 2021/22 | 60,000 | - | 60,000 |
| 30085 | Animal Pound, Pooraka, 2020/21 | 308,450 | 488,703 | 797,153 |
| | Sub-Total | 2,835,515 | 976,250 | 3,811,765 |
| | Drainage & Waterways | | | |
| 16999 | Local Flooding Program | 110,648 | - | 110,648 |
| 17205 | Watercourse Management Works | 184,680 | 50,000 | 234,680 |
| 22229 | Major Flood Mitigation Projects | 367,616 | - | 367,616 |
| 24871 | Dry Creek Master Plan | 85,491 | - | 85,491 |
| 25415 | Jones Road, Bolivar - Site Rehabilitation | 27,896 | - | 27,896 |
| 25419 | Environmental Open Space Management | 27,115 | - | 27,115 |
| | Sub-Total | 803,445 | 50,000 | 853,445 |
| | Parks & Streetscapes | | | |
| 17055 | New Reserve Furniture | 16,396 | - | 16,396 |
| 17103 | Feature Landscapes Renewal Program | 68,314 | - | 68,314 |
| 17147 | Tree Screen Renewal Program | 23,050 | - | 23,050 |
| 20018 | Playspace Program | 340,780 | - | 340,780 |
| 21456 | Reserve Upgrade Program | 10,425 | - | 10,425 |
| 21515 | Streetscape Program | 683,820 | - | 683,820 |
| 23473 | Renewal Sound Attenuation Walls | 5,031 | - | 5,031 |
| 25026 | Dog Parks for Small Dogs | 74,139 | - | 74,139 |
| 25046 | Fitness Equipment Program | 23,997 | - | 23,997 |
| 25140 | Urban Built Assets - Planning Program | 74,661 | - | 74,661 |
| 25859 | Netball & Lighting - The Paddocks | 188,150 | - | 188,150 |
| 25861 | Additional Playgrounds | 48,718 | - | 48,718 |
| 25864 | Fairbanks Drive Reserve - Additional Playgrounds 21/22 | 345,995 | - | 345,995 |
| 25893 | Verge Development 2020/21 | 45,180 | - | 45,180 |
| 30140 | Yalumba Drive - Reserve Upgrade 2021/22 | 121,044 | - | 121,044 |
| | Sub-Total | 2,069,702 | - | 2,069,702 |
| | Salisbury Water Business | | | |
| 25171 | Council Reserves - Recycle Water Connect | 190,962 | 19,850 | 210,812 |
| 25174 | Pump Stations - New/Upgrade | 20,460 | - | 20,460 |
| 25933 | Salisbury Water Solar PV (SW Head Tanks) 20/21 | 428,368 | - | 428,368 |
| 25943 | Dry Creek Weirs & Harvesting - Salisbury Water | 577,518 | - | 577,518 |
| | Sub-Total | 1,217,308 | 19,850 | 1,237,158 |
| | Strategic Projects | | | |
| 18097 | Building Renewal Program | 103,941 | - | 103,941 |
| 21461 | Strategic Projects Area Planning Program | 46,983 | - | 46,983 |
| 23921 | Salisbury Oval Master Plan Implementation | 150,420 | - | 150,420 |
| 24797 | Bridgestone Reserve Athletics Facility | 118,821 | - | 118,821 |
| 25000 | Salisbury Community Hub | 25,000 | - | 25,000 |
| 25035 | John & Church St Revitalisation Projects | 3,769,444 | - | 3,769,444 |
| 25058 | Paddocks Master Plan Implementation | 2,601,063 | - | 2,601,063 |
| 25445 | Salisbury City Centre Land Development Strategy | 25,278 | - | 25,278 |
| 25878 | Feature Artwork 2020/21 | 152,012 | - | 152,012 |
| 26080 | COVID19 Federal Stimulus Funding - Round 2 | 150,000 | 1,019,459 | 1,169,459 |
| 26532 | LRCI Phase 3 COVID Federal Stimulus - Round 3 | - | 3,093,792 | 3,093,792 |
| 26074 | Linblom Park Master Plan | 11,570 | - | 11,570 |
| 30070 | Burton Community Hub | 483,954 | - | 483,954 |
| | Sub-Total | 7,638,486 | 4,113,251 | 11,751,737 |
| STRATEGIC PROPERTY | | | | |
| 25999 | Walpole Road Development | 392,112 | - | 392,112 |
| 26000 | Hoyle Green, Para Hills | 109,255 | - | 109,255 |
| | Sub-Total | 501,367 | - | 501,367 |
| TOTAL - STRATEGIC PR | | | | |
| INFORMATION TECHNOLOGY | | | | |
| 25017 | Smart City Projects - IS Capital Program | 230,665 | - | 230,665 |
| 94997 | Organisational IT Capital Program | 289,731 | - | 289,731 |
| | Sub-Total | 520,396 | - | 520,396 |
| TOTAL - INFORMATION | | | | |

| | | | | |
|---|-----------------------------------|-------------------|------------------|-------------------|
| FLEET | | | | |
| 22843 | Plant & Fleet Replacement Program | 1,136,948 | - | 1,136,948 |
| TOTAL - FLEET | Sub-Total | 1,136,948 | - | 1,136,948 |
| Sub-total Capital Projects Capital Component | | 21,174,973 | 6,260,266 | 27,435,240 |

* To be read in conjunction with Schedule 3 - Budget Adjustments

| ACC NO | DESCRIPTION | FUNDS C/FWD TO 2022/23 | | |
|---|--|------------------------|----------|------------------|
| | | COUNCIL | EXTERNAL | TOTAL |
| WORKS IN PROGRESS | | | | |
| OPERATING | Capital Projects Operating Component | | | |
| | Property & Buildings | | | |
| 17598 | Club/Sport Facilities Minor Capital Grants Program | 26,703 | - | 26,703 |
| 20017 | Building Upgrade Program | 247,379 | - | 247,379 |
| 25077 | Public & Community Art Program | 2,600 | - | 2,600 |
| 26274 | CCTV Network Expansion 2021/22 | 31,521 | - | 31,521 |
| | Drainage & Waterways | | | |
| 16999 | Local Flooding Program | 32,757 | - | 32,757 |
| 25415 | Jones Road, Bolivar - Site Rehabilitation | 30,900 | - | 30,900 |
| 25419 | Environmental Open Space Management | 10,300 | - | 10,300 |
| 25141 | Walpole Residential Development Groundwater Monitoring | 15,445 | - | 15,445 |
| | Parks & Streetscapes | | | |
| 26278 | Resourcing & Specialist Advice 21/22 | 60,000 | - | 60,000 |
| 26279 | Street Tree Litter Assistance 21/22 | 49,780 | - | 49,780 |
| 26282 | High Risk Reserve Trees - Maintenance 21/22 | 11,339 | - | 11,339 |
| | Salisbury Water Business | | | |
| 25171 | Council Reserves - Recycle Water Connect | 122,000 | - | 122,000 |
| | Strategic Projects | | | |
| 21461 | Strategic Projects Area Planning Program | 33,700 | - | 33,700 |
| 25445 | Salisbury City Centre Land Development Strategy | 46,464 | - | 46,464 |
| | Strategic Property | | | |
| 26066 | Strategic Property Feasibility | 18,602 | - | 18,602 |
| | Information Technology | | | |
| 23633 | Business Systems & Solutions - IS Capital Program | 17,000 | - | 17,000 |
| 26694 | Business Transformation (Council Resolution 1363/2022) | 1,339,000 | - | 1,339,000 |
| 94997 | Organisational IT Capital Program | 158,630 | - | 158,630 |
| Sub-total Capital Projects Operating Component | | 2,254,119 | - | 2,254,119 |

| ACC NO | DESCRIPTION | FUNDS C/FWD TO 2022/23 | | |
|--------------------------|---|------------------------|----------|--------|
| | | COUNCIL | EXTERNAL | TOTAL |
| WORKS IN PROGRESS | | | | |
| OPERATING | Operating Carry Forwards 2021/2022 | | | |
| | Grant Funded Project - Wellbeing SA - Burton Mural Project | | | |
| | Project extended to 31 Aug to enable completion of Mural at Burton Community Hub. | - | 8,547 | 8,547 |
| | Grant Funded Project - Online Storytime Project | | | |
| | This is a grant funded project that expires in Sept 2022. | - | 1,857 | 1,857 |
| | Grant Funded Project - Being Digital Project | | | |
| | This is a grant funded project that expires in June 2023. | - | 19,500 | 19,500 |
| | Local History for Lego Display and Restoration Project | | | |
| | Existing budget was provided to deliver on larger scale activities however due to COVID they were delayed. The LEGO historical streetscape is taking longer than anticipated to design and therefore we need the additional funds carried over. The balance of \$2,500 needs to be carried over to support the digitalisation and restoration of historical items taking the total budget to \$5k for 22/23. | 12,300 | - | 12,300 |
| | Building Community Pride Playground Promotion | | | |
| | A successful carry forward was obtained last year for \$8K which was to be dedicated to a suite of photography and a promotional package of our new playgrounds, in addition to dedicated paid advertising promotions to support new playgrounds. As a number of challenges were faced during the 21-22 year particularly with the delivery of new equipment, the playground completion schedule was significantly deferred. In addition COVID provided challenges when coordinating photography. CoS has a vast number of playgrounds at district level to deliver, therefore it essential to promote these playgrounds. | 8,000 | - | 8,000 |
| | Corporate Communications, Advertising & Promotion | | | |
| | 21-22 saw a successful carry forward of \$15K to be dedicated to professional video and edition production. The full amount was not expended, mainly due to a number of projects running late. Additionally, the Customer Survey budget was not expended either. | 4,000 | - | 4,000 |
| | Shaping The Future | | | |
| | Through the business needs analysis that was conducted after the CoS Website migration, it was identified that the Polaris Centre and Invest Salisbury websites need upgrading and to be brought back under the City of Salisbury Websites for the user experience and efficiency of the these pages. Therefore it is proposed that this savings of unspent funds be dedicated to these urgent upgrades which will also include content curation, photograph and video content creation. | 40,000 | - | 40,000 |
| | Audio Visual Upgrades for Salisbury Events | | | |

| | | | |
|---|--------|--------|--------|
| \$20K was allocated to engage external suppliers to enhance the capability of our Civic Plaza audio visual capabilities whilst in "event mode". Additionally the funds were to be allocated to the purchase of a switching unit (which has since been purchased) and the programming of the PADS4 sequence to accommodate changing sources i.e. enable us to program more variety on the external screen, having the ability to switch between free to air TV stations, and our own content. There were significant delays in the engagement of the contract to undertake this work, due to a number of IT issues which needed to be addressed and completed first. | 18,000 | - | 18,000 |
| Discover Salisbury Guide Promotion During COVID we have refrained from expending funds on printing and promoting the Discover Salisbury Guide. We have continued with timely website upgrades and updates, but there is more we can do to attract people to come and "Discover Salisbury". | 7,000 | - | 7,000 |
| PLS Funding - Unspent Funds The majority of funding was delayed because of negotiations with the new network library funding contract for the State; not spending on VOX audio books and new digital databases, plus cancelling Freegal; and very slow delivery rate from suppliers due to COVID-19. | - | 30,000 | 30,000 |
| Australia Day Grant Fund External grant funding to be returned after grant fund was awarded but the event could not be put on due to COVID restrictions. | - | 17,600 | 17,600 |
| Christmas Carols Grant Due to COVID in 2021 it was decided by council to postpone the recipient of the Christmas Carol Grant event until the 22/23 year, this was due to uncertainty that the event could progress under COVID restrictions. | 30,000 | - | 30,000 |
| Sensory Concert Allocation of funds for a program that was supposed to happen October last year (21), is now proceeding this financial year. | 1,500 | - | 1,500 |
| Salisbury Lights Up Outdoor activation with lighting up the Civic Plaza to align with Adelaide Illuminate. Funds were allocated in the last financial year but activation delayed due to transport and equipment delays. | 6,600 | - | 6,600 |
| Travelling Exhibition Due to delays in getting the travelling exhibitions to the Hub, we had Earth Quest from Questacon attend at the beginning of the year but there are still funds to be paid on that exhibition. We have the Hexadeca which will be coming in later this financial year. | 37,000 | - | 37,000 |
| Major Art Piece Allocation of \$50k to the upgrade of the John/Church St revitalisation. Funds have been allocated to procure an artist to design, construct and install a major art piece on the corner of Judd Lane and John Street. | 50,000 | - | 50,000 |
| Contractual Services Making of By Laws 2022 This relates to the Gazettal of the new By Laws. Due to the By Laws being made in June 2022 Gazettal will occur in July 2022 and the funds are required for this process. | 12,000 | - | 12,000 |
| Staff Christmas Budget Funds to enable City of Salisbury to hold a large all staff Christmas event after not having an event for the past 2 years. | 9,800 | - | 9,800 |
| Materials and Supplies Carrying forward to allow the purchase of CoS branded merchandise. | 4,000 | - | 4,000 |
| Contracted Maintenance Budget for HVAC & Roof and Gutter Cleaning Contracted maintenance works for roof and gutter cleaning and HVAC maintenance commenced in the 21/22 FY, however, as not completed by 30th June, the invoices have not been processed. This will be done in July/August | 64,200 | - | 64,200 |
| Contractual Services Data Business Transformation This relates to the Business Transformation (Data) work planned to be completed during 21/22. As this work is only partially completed the unexpended budget is required to be complete development early in 22/23 financial year. As reported in the Exceptional Community Experience Project Update report presented at the Innovation and Business Development Committee meeting held 17 May 2022. (Council Resolution 1363/2022) | 98,000 | - | 98,000 |
| Contractual Services Business Processes Business Transformation This relates to the Business Transformation (Business Processes) work planned to be completed during 21/22. As this work is only partially completed the unexpended budget is required to be complete development early in 22/23 financial year. As reported in the Exceptional Community Experience Project Update report presented at the Innovation and Business Development Committee meeting held 17 May 2022. (Council Resolution 1363/2022) | 17,000 | - | 17,000 |
| Hire to Retire and Communications Project Business Transformation This relates to the Business Transformation (People) work planned to be completed during 21/22. As this work is only partially completed the unexpended budget is required to be complete development early in 22/23 financial year. As reported in the Exceptional Community Experience Project Update report presented at the Innovation and Business Development Committee meeting held 17 May 2022. (Council Resolution 1363/2022) | 71,000 | - | 71,000 |
| Feasibility Budget SDP Program This relates to consulting services for feasibility investigations for the SDP program which was planned to be undertaken in 2021/22. Various consulting services have been committed to, but not expended and it is anticipated that they will be completed in the first quarter of the 2022/23 financial year. | 27,500 | - | 27,500 |
| Wheels in Motion (Grant Funding) External funding from Anglicare to include 2022/23 financial year. | - | 9,100 | 9,100 |
| Getting Your L's (Grant Funding) External funding for the 2021/22 program that hasn't been exhausted due to changes to the course delivery method (external factors). A plan for the expenditure of funding is in place. | - | 4,600 | 4,600 |
| Aged Housing Support - CHSP unspent grant funding Unspent Commonwealth Home Support Programme grant funding for Aged Care & Housing services due to inability to source staffing and expend all funds. Expect this unspent funding will need to be returned to Commonwealth. | - | 48,000 | 48,000 |
| Abilities Inclusion Plan and Universal Design Project budget | | | |

| | | | |
|--|-------------------|------------------|-------------------|
| Committed expenditure to complete Abilities Inclusion Plan and Universal Design Project. | 12,500 | - | 12,500 |
| Salisbury Memorial Park Consulting Budget | | | |
| Remaining work to be completed on the Salisbury Memorial Park/Mausoleum/End of Life services report being undertaken by BRM Advisory. The work has commenced but BRM have been delayed in their progress due to key staff absences. | 19,100 | - | 19,100 |
| Recreation Assets Procurement | | | |
| Remaining consulting fees associated with the procurement of recreation assets provider. | 10,000 | - | 10,000 |
| Planet Youth & Alcohol and Drug Foundation | | | |
| Contributions towards Planet Youth project in combination with Alcohol and Drug Foundation to support City of Salisbury as the Project Lead for the Northern Suburbs. | 67,000 | - | 67,000 |
| Bridgestone Honour Boards | | | |
| City of Salisbury has committed to the installation of honour boards and digital screens for use by the clubs and for future use and activation of the centre. | 11,000 | - | 11,000 |
| Reconciliation & NAIDOC Celebrations | | | |
| Funds required to cover outstanding commitments relating to celebration of Sorry Day, Reconciliation Week, NAIDOC Week and remaining Phoebe Wanganeen Scholarship funds. Funds also cover work associated with the clock tower art work. | 24,000 | - | 24,000 |
| ESCOSA Rates Oversight Scheme Charge | | | |
| Consulting Services savings YTD to be carried forward to offset against ESCOSA Rates Oversight Scheme charge of \$52k in 22/23. | 52,000 | - | 52,000 |
| Elections | | | |
| The quantum of funds required for undertaking the City of Salisbury's role during the next local government elections (which are due in November 2022) is spread over the four year term, and as such the allocated budget for 21/22 must be carried forward to ensure that the necessary funds are available for the next election. | 464,400 | - | 464,400 |
| Elected Member Training & Development | | | |
| Unspent portion of EM Training and Development as per Council Member Training and Development entitlements. | 31,600 | - | 31,600 |
| Unspent SA Health Grant Funding | | | |
| \$2,058 unspent/committed from SA Health due to delay in delivery of laptop computer. | - | 2,100 | 2,100 |
| Cybersecurity Programme Implementation | | | |
| This is the implementation cost for the cybersecurity program that is yet to be spent. Most contracts are awarded but spend has not yet occurred. | 180,000 | - | 180,000 |
| Greenwaste Kitchen Caddies | | | |
| Carry forward unspent portion of 21/22 budget, noting adjustment for 2022/23 budget bid OPN000904 and Council Resolution (amending budget bid OPN000904) 1375/2022. | - | 273,100 | 273,100 |
| Learning & Development Budget | | | |
| Programs that have been delayed but will be implemented during FY 22/23 - these include Field Leadership Program \$41,858.36, Diversity and Inclusion Training \$24,163.64 (unused from \$30k allocation but training booked), and Power BI \$20k - total of \$86,022 | 86,000 | - | 86,000 |
| Green Adelaide Grant | | | |
| Unspent portion of grant funding to be carried forward into 2022/23 to be spent in Northern Region as approved by funding body. | - | 151,700 | 151,700 |
| Communication Access Accreditation | | | |
| Consulting funds that are committed to the Communication Access Accreditation but expenditure has yet to occur. | 10,000 | - | 10,000 |
| Microsoft 365 for Volunteers | | | |
| Consulting Funds committed but unspent at EOFY for Microsoft 365 implementation for Volunteers. | 9,000 | - | 9,000 |
| Community Grants | | | |
| Funds committed from the 2021/22 Community Grants program with paperwork yet to be finalised and payment made to grant recipients. | 17,700 | - | 17,700 |
| Carry forward Strategic Growth Framework Budget | | | |
| Needed to finalise payment to consultant for their work on the Strategic Growth Framework approved by Council in July. | 29,200 | - | 29,200 |
| Carry forward Small Business Grant Budget | | | |
| Covid-19 Small Business Grants were approved by Council in June 2022. \$80,000 related to that need to be carried forward to the next financial year to enable delivery in the coming months. | 80,000 | - | 80,000 |
| Gateway Tower Signs | | | |
| Carry forward of funds that are committed to completing the renewal of the Gateway Tower Signs. | 12,000 | - | 12,000 |
| Innovation and Business Development | | | |
| Carry forward unspent 2021/22 budget with the carry forward amount to be transferred to the CEO Office Consulting budget. | 47,000 | - | 47,000 |
| Unspent Consulting Funds | | | |
| Carry forward unspent 2021/22 consulting budget across Council for re-purposing into 2022/23 CEO Office consulting budget. | 138,700 | - | 138,700 |
| Sub-Total Operating (not associated with Infrastructure) | 1,819,100 | 566,104 | 2,385,204 |
| Capital Projects Operating Components | 2,254,119 | - | 2,254,119 |
| Total Operating | 4,073,219 | 566,104 | 4,639,323 |
| Recommendation 1 - Total Carried Forward Funds | 25,248,193 | 6,826,370 | 32,074,563 |

| ACCOUNT NO | DESCRIPTION | FUNDS RETURNED TO COUNCIL 2021/22 | | | | |
|------------------------------|--|-----------------------------------|-----------|---------------|---------|-----------|
| | | COUNCIL-001 | EXTERNAL | Operating-750 | TOTAL | |
| CAPITAL WORKS | | | | | | |
| INFRASTRUCTURE CAPITAL WORKS | Transportation | | | | | |
| | 12000 Road Reseal Program | 593,341 | | 386,183 | 979,524 | |
| | 13600 Minor Traffic Improvements | | | 9,342 | 9,342 | |
| | 13725 Major Traffic Improvements Program | 73,945 | | | 73,945 | |
| | 13952 School Zone & Pedestrian Crossing Program | 38,429 | | | 38,429 | |
| | 14498 Council Funded Footpath Program | 68,483 | | | 68,483 | |
| | 17190 City Wide Trails | 34,900 | | | 34,900 | |
| | 20548 Bridge Program | 60,902 | | | 60,902 | |
| | 21478 Public Lighting Program | 90,687 | | | 90,687 | |
| | 21558 Sportsfield Lighting Assistance | 98,300 | | | 98,300 | |
| | 22118 Bituminous Footpaths & Shared Use Paths | 140,661 | | | 140,661 | |
| | 22852 Bus Shelter & Bus Stop Improvement Program | 22,399 | | 17,261 | 39,660 | |
| | 25437 Footpath Trading Pedestrian Protection | 55,174 | | | 55,174 | |
| | 26280 Capitalisation of Staff | 624,502 | | | 624,502 | |
| | 25544 Main North Road Service Road | 859 | | | 859 | |
| | | Sub-Total | 1,902,582 | 0 | 412,785 | 2,315,367 |
| | | Property & Buildings | | | | |
| | 30205 Accessible Change Facility | 162,459 | | | | 162,459 |
| | 18097 Building Renewal Program | 32,961 | | | | 32,961 |
| | 20772 Building & Furniture Renewal Program | 61,731 | | | | 61,731 |
| | 22518 Property & Buildings Planning Program | 3,544 | | | | 3,544 |
| | 26014 Mawson Lakes Property Enquiry | 13,100 | | | | 13,100 |
| | 23282 CCTV Maintenance & Renewal Program | | | | 6,034 | 6,034 |
| | | Sub-Total | 273,795 | 0 | 6,034 | 279,829 |
| | | Drainage & Waterways | | | | |
| | 17205 Watercourse Management Works | 63,561 | | | | 63,561 |
| | 22229 Major Flood Mitigation | 54,646 | | | | 54,646 |
| | 22512 Drainage & Waterways Planning Program | 84,506 | | | 49,783 | 134,289 |
| | 25415 Jones Road Rehabilitation | 15,000 | | | | 15,000 |
| | 26630 Auto Water Top Up System Gulfview Heights | 610 | | | | 610 |
| | | Sub-Total | 218,323 | 0 | 49,783 | 268,106 |
| | | Parks & Streetscape | | | | |
| | 17040 Irrigation Renewal Program | 30,934 | | | | 30,934 |
| | 17055 Outdoor Furniture Program | 10,045 | | | | 10,045 |
| | 17080 Information Signage | 4,459 | | | | 4,459 |
| | 17103 Renewal of Feature Landscape | 6,512 | | | | 6,512 |
| | 20018 Playspace Program | 4,524 | | | | 4,524 |
| | 21409 Sports Court Renewal | 24,242 | | | | 24,242 |
| | 22120 Reserve Fencing Program | 23,234 | | | | 23,234 |
| | 22225 Developer Funded Program | | | 378,761 | | 378,761 |
| | 26192 Recreational Opportunities | | | | 7,000 | 7,000 |
| | 30219 Hausler Reserve Stage 1 | 15,101 | | | | 15,101 |
| | | Sub-Total | 119,051 | 378,761 | 7,000 | 504,812 |

| ACCOUNT NO | DESCRIPTION | COUNCIL-001 | EXTERNAL | Operating-750 | TOTAL |
|--|---|------------------|----------------|----------------|------------------|
| | Salisbury Water | | | | |
| 21191 | Salisbury Water Licence Purchase | 100,000 | | | 100,000 |
| 25170 | Salisbury Water Emergency Power Supply | 2,790 | | | 2,790 |
| 25171 | Salisbury Water Reserve Connections | 18,800 | | | 18,800 |
| | Sub-Total | 121,590 | 0 | 0 | 121,590 |
| | Strategic Projects | | | | |
| 21461 | Strategic Planning Program | 11,300 | | | 11,300 |
| 26599 | Escalation Fund | 108,367 | | | 108,367 |
| 25000 | Salisbury Community Hub | 71,134 | | | 71,134 |
| 24797 | Bridgestone Athletics Facility | 53,701 | | 15,147 | 68,847 |
| | Sub-Total | 244,502 | 0 | 15,147 | 259,648 |
| | Strategic Property | | | | |
| 19743 | Lake Windemere Development | 4,079 | | | 4,079 |
| 23140 | Salisbury Oval | 7,901 | | | 7,901 |
| | Sub-Total | 11,980 | 0 | 0 | 11,980 |
| | Information Technology | | | | |
| 26293 | Logitech Cameras | 1,520 | | | 1,520 |
| | Sub-Total | 1,520 | 0 | 0 | 1,520 |
| | Plant, Furniture & Equipment | | | | |
| 22843 | Plant and Fleet Replacement Program | 46,485 | | | 46,485 |
| 20864 | Fleet Purchase | 1,441 | | | 1,441 |
| | Sub-Total | 47,926 | 0 | 0 | 47,926 |
| Recommendation 2 - Total Returned Funds | | 2,941,268 | 378,761 | 490,749 | 3,810,779 |

| ACCOUNT NO | DESCRIPTION | Budget Adjustments 2021/22 | | | |
|---|---|----------------------------|----------|---------------|---------|
| | | COUNCIL-001 | EXTERNAL | Operating-750 | TOTAL |
| STRUCTURE PROGRAM | | | | | |
| | Transportation | | | | |
| 26699 | Gateway Tower Sign Gawler St & Salisbury Highway | 10,092 | | | 10,092 |
| 14804 | Bicycle Network Improvements | 1,561 | | | 1,561 |
| 17754 | Sportsfield Lighting | 3,034 | | | 3,034 |
| 21412 | Kerb Ramp Construction / Upgrade Program | 16,542 | | 16,350 | 32,892 |
| 21413 | Carpark Renewal / Upgrade program | 2,547 | | | 2,547 |
| 22515 | Transportation Planning Program | 10,046 | | | 10,046 |
| 25027 | St Kilda Master Plan Implementation | 5,599 | | 977 | 6,576 |
| 25899 | Whites Rd Emu Xing - School & Ped 20/21 | 1,784 | | | 1,784 |
| 26173 | EV Charging Stations | 1,570 | | | 1,570 |
| | Sub-Total | 52,775 | 0 | 17,327 | 70,102 |
| | Drainage & Waterways | | | | |
| 26677 | Daniel Avenue Pump Station Replacement | 10,521 | | | 10,521 |
| | | 10,521 | 0 | 0 | 10,521 |
| | Property & Buildings | | | | |
| 26231 | Burton Park Temporary Relocations | | | 1,194 | 1,194 |
| 20017 | Building Upgrade | 81,521 | | | 81,521 |
| 19799 | Land Acquisition | 1,824 | | | 1,824 |
| 20467 | Land Disposal | 6,556 | | | 6,556 |
| 25869 | Kentish Green New Toilet Amenities | 8,010 | | | 8,010 |
| 23282 | CCTV Renewal Program | 6,484 | | | 6,484 |
| | Sub-Total | 104,395 | 0 | 1,194 | 105,589 |
| | Parks & Streetscape | | | | |
| 21456 | Reserve Upgrade Program | 5,230 | | | 5,230 |
| 25026 | Dog Park for Small Dogs | 10,000 | | | 10,000 |
| 25670 | Little Para Urban Forest | 197 | | | 197 |
| 26615 | Little Para Native Forest Stage 2 | 22,136 | | | 22,136 |
| 30158 | RM Williams Drive Reserve Fitness Equipment | 19,437 | | | 19,437 |
| 30159 | St Kilda - Fitness Equipment | 223 | | | 223 |
| 30182 | Yalumba Drive Reserve Fencing | 588 | | | 588 |
| | Sub-Total | 57,810 | 0 | 0 | 57,810 |
| | Salisbury Water | | | | |
| 20874 | Salisbury Water Asset Renewal | 88,145 | | | 88,145 |
| 23447 | Salisbury Water Distribution Links | 10,070 | | | 10,070 |
| | Sub-Total | 98,216 | 0 | 0 | 98,216 |
| | Plant & Fleet Program | | | | |
| 94999 | Major Plant Program - Backhoe | 4,200 | | | 4,200 |
| 94999 | Major Plant Program - Irrigation Vehicle | 4,055 | | | 4,055 |
| 26271 | Major Plant | 63 | | | 63 |
| | Sub-Total | 8,318 | 0 | 0 | 8,318 |
| | Information Technology | | | | |
| 23633 | Phone System Renewal | 2,082 | | | 2,082 |
| 20815 | Time, Recording and Attendance | 23,186 | | | 23,186 |
| 25019 | Corporate Website | 36,560 | | | 36,560 |
| 25145 | Lease to Buy Laptops / PC's | 13,204 | | | 13,204 |
| 25452 | Fleet Management System Upgrade | 22,439 | | | 22,439 |
| | | 97,470 | 0 | 0 | 97,470 |
| | Strategic Projects | | | | |
| | Construction Industry Training Levy | | | | |
| 26471 | Funded from returned funds as incorporated into individual projects | 112,891 | | | 112,891 |
| 26585 | Demolition (Pool) Salisbury Recreation Precinct Redevelopment | 116,040 | | | 116,040 |
| | Sub-Total | 112,891 | 0 | 0 | 112,891 |
| | Strategic Property | | | | |
| 21567 | Tranche 2 Strategic Projects | 14,852 | | | 14,852 |
| | Sub-Total | 14,852 | 0 | 0 | 14,852 |
| | | | | | |
| Recommendation 3 - Total Budget Adjustments | | 557,247 | 0 | 18,521 | 575,768 |

RECOMMENDATION 4. SCHEDULE OF BUDGET TRANSFERS 2021/22

| ACCOUNT NO | DESCRIPTION | CAPITAL | OPERATING |
|--------------------|---|-----------------|-----------------|
| 26699 | Gateway Tower Sign Gawler St & Salisbury Highway | 12,000 | (12,000) |
| 13600 | Minor Traffic Improvements Program | 23,913 | (23,913) |
| 13725 | Major Traffic Improvements Program | (3,949) | 3,949 |
| 13952 | School Zone & Pedestrian Crossing Program | (681) | 681 |
| 14498 | Council Funded New Footpath Program | (2,023) | 2,023 |
| | | 29,260 | (29,260) |
| | Property and Buildings | | |
| 18097 | Building Renewal Program | (68) | 68 |
| | | (68) | 68 |
| | Parks & Streetscape | | |
| 25893 | Verge Redevelopment | (4,500) | 4,500 |
| | | (4,500) | 4,500 |
| | Drainage & Waterways | | |
| 17205 | Watercourse Management Works Program | (10,864) | 10,864 |
| | | (10,864) | 10,864 |
| | Strategic Projects - Other | | |
| 25035 | John and Church Street Revitalisation | (9,931) | 9,931 |
| 26080 | Local Roads and Community Infrastructure Program, Phase 2 | (9,591) | 9,591 |
| | | (9,931) | 9,931 |
| | Strategic Property | | |
| 26066 | Feasibility Program | 2,030 | (2,030) |
| 25940 | The Boardwalk | (1,560) | 1,560 |
| | Recommendation 4 Budget Transfers - Sub-Total | 470 | (470) |
| | Total of Transfers from Capital to Operating | (43,167) | 43,167 |
| | Total of Transfers from Operating to Capital | 37,943 | (37,943) |
| | Operating Budget Transfers | | |
| 580-801-3221 | From Corporate Communications | | (12,000.00) |
| 26699-750-3221 | To PR26699 Gateway Tower Sign Gawler Street & Salisbury Highway | | 12,000.00 |
| 501-333-3200 | From CEO Office Consulting | | (40,000.00) |
| 420-100-3200 | To Strategic Development Projects Consulting - Consulting on Strategic Development Projects | | 40,000.00 |
| 650-348-3200 | From Urban Policy - Planning - Strategic Growth Framework | | (29,200.00) |
| 650-347-3200 | To Urban Policy - Strategic Planning - Strategic Growth Framework | | 29,200.00 |
| 326-100-3327 | From Library Information & Access Management - Lego Display and Restoration Project | | (4,500.00) |
| 326-234-3221 | To Library Information & Access Local History - Lego Display and Restoration Project | | 4,500.00 |
| 501-845-3221 | From Executive Management - Innovation & Business Development | | (47,000.00) |
| 501-333-3200 | To CEO Office Consulting | | 47,000.00 |
| Various Consulting | From Consulting (various unspent budgets 21/22) | | (138,700.00) |
| 501-333-3200 | To CEO Office Consulting | | 138,700.00 |
| | Total of Transfers from Operating to Operating | | 271,400 |

RECOMMENDATION 5. SCHEDULE OF GRANTS AND OTHER FUNDING ADJUSTMENTS 2021/22

| ACCOUNT NO | DESCRIPTION | CAPITAL INCOME | CAPITAL EXPENDITURE |
|------------|--|----------------|---------------------|
| | Income Variance | | |
| | <u>Drainage & Waterways</u> | | |
| 22512 | Drainage & Waterways Planning Program | (112,000) | |
| 17205 | Watercourse Management Works Program - Minor Income | (5,435) | |
| 17205 | Watercourse Management Works Program - New Grant | (50,000) | 50,000 |
| | <u>Transport</u> | | |
| 13725 | Major Traffic Improvement Program - Nelson / Kesters Rds, Para Vista | 143,556 | (143,556) |
| 25027 | St Kilda Master Plan Implementation | (82,564) | 82,564 |
| 25437 | Footpath Trading Pedestrian Protection Program | 55,000 | (55,000) |
| 21558 | Sportsfield Lighting Assistance Program | 50,000 | (50,000) |
| 14804 | Bicycle Network Improvement Program | (60,000) | |
| 20548 | Bridge Program | 470,000 | |
| | <u>Property and Buildings</u> | | |
| 26238 | Building Insurance Works * | (28,190) | 28,326 |
| 26154 | Land Disposal ** | (17,500) | |
| 25543 | Accessible Change Facility | 12,459 | (12,459) |
| 30085 | Animal Pound Facility *** | (88,703) | 88,703 |
| | <u>Strategic Projects</u> | | |
| 26080 | Salisbury Indoor Cricket Training Facility | (50,000) | 50,000 |
| 25058 | Paddocks Master Plan Implementation | (50) | 50 |
| 26080 | Twelve25 (LRCI Phase 2) Insurance * | (12,336) | 12,336 |
| | <u>Strategic Property</u> | | |
| 18801 | Hoyle Green, Para Hills ** | (116,936) | |
| | <u>Salisbury Water Business Unit</u> | | |
| 259951 | Technology Park Business Precinct Irrigation Reactivation | (19,850) | 19,850 |
| | Income Variance | 254,885 | 20,816 |
| | * Insurance recovery | | |
| | ** Income from sales | | |
| | *** Contribution | | |



Capital Carry Forward Report 2021/22

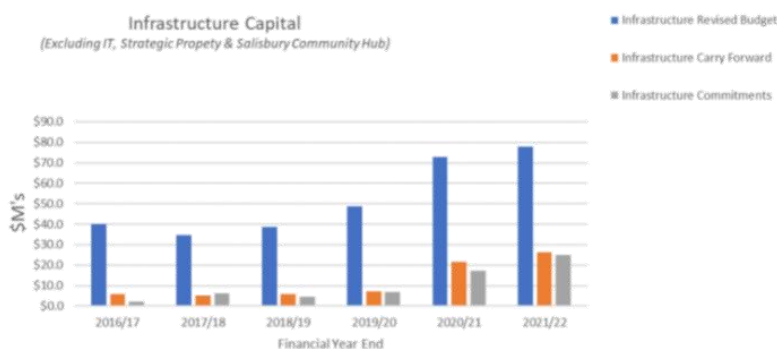
Item GB2 - Attachment 6 - Capital Carry Forward Report 2021/22



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Program Overview

As year two of the Infrastructure Recovery Program, 2021/22 was established as a significant program of works in an effort to support the community and stimulate economic recovery, due to the COVID-19 pandemic. This significant program of works, grew to an unsustainable and unachievable level of \$130M by November 2021. This resulted in the entire program being recast including reducing programs and returning funds, and also reflowing of budgets into future years for future years delivery. Therefore, the significant 2021/22 Infrastructure Recovery Program was always anticipated to have a higher level than normal carry forward value, which is reflected in the corresponding value of committed funds. This is similar to the first year of the Infrastructure Recovery Program of 2020/21. Noting the two-year Infrastructure Recovery Program is significantly higher than previous years;



Despite the challenges which continued into 2021/22 as part of the pandemic, there were many noteworthy achievements delivered including, commencement of the Salisbury Aquatic Centre project, Burton Community Hub, the Operations Centre Upgrade, a new destination playspace at the Paddocks and the opening of the St Kilda Boat Ramp. The Capital Infrastructure Revised Budget at the end of the financial year was valued at \$77.8M with \$26.4M carrying forward into 2022/23, noting 95% of this \$26.4M is committed as follows;

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|-------------------------------------|-------------------|-------------------|--------------------|------------|-------------------|------------|------------------|-----------|-------------------|------------|------------------|-----------|
| | | | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud |
| Infrastructure Capital | | | | | | | | | | | | |
| Drainage & Waterways | 2,977,960 | 1,955,777 | 2,887,528 | 97% | 853,445 | 29% | 50,000 | 2% | 931,750 | 31% | 218,323 | 7% |
| Plant & Fleet | 3,309,900 | 2,133,345 | 3,254,417 | 98% | 1,136,948 | 34% | - | 0% | 1,121,072 | 34% | 47,926 | 1% |
| Parks & Streetscapes | 7,126,519 | 4,790,420 | 6,818,899 | 96% | 2,069,702 | 29% | - | 0% | 2,028,478 | 28% | 497,812 | 7% |
| Property & Buildings | 11,843,728 | 8,048,719 | 11,877,251 | 100% | 3,811,765 | 32% | 976,250 | 8% | 3,828,532 | 32% | 273,795 | 2% |
| Transportation | 21,774,661 | 15,448,149 | 19,694,377 | 90% | 5,552,723 | 26% | 1,100,915 | 5% | 4,246,228 | 20% | 1,902,582 | 9% |
| Salisbury Water | 3,843,300 | 2,602,628 | 3,356,298 | 87% | 1,237,158 | 32% | 19,850 | 1% | 753,671 | 20% | 121,590 | 3% |
| Strategic Projects | 26,966,907 | 14,978,055 | 27,060,313 | 100% | 11,751,737 | 44% | 4,113,251 | 15% | 12,082,258 | 45% | 244,502 | 1% |
| Capital Infrastructure Total | 77,842,974 | 49,957,093 | 74,949,083 | 96% | 26,413,477 | 34% | 6,260,266 | 8% | 24,991,990 | 32% | 3,306,529 | 4% |

With the inclusion of Strategic Property and Information Services capital programs, the Revised Budget increases slightly to \$80.2M with \$27.4M carrying forward into 2022/23, noting 92% of the \$27.4M is committed as follows;

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|-------------------------------------|-------------------|-------------------|--------------------|------------|-------------------|------------|------------------|-----------|-------------------|------------|------------------|-----------|
| | | | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud |
| Capital Infrastructure Total | 77,842,974 | 49,957,093 | 74,949,083 | 96% | 26,413,477 | 34% | 6,260,266 | 8% | 24,991,990 | 32% | 3,306,529 | 4% |
| Other Capital | | | | | | | | | | | | |
| Strategic Property | 701,100 | 115,887 | 163,126 | 23% | 501,367 | 72% | - | 0% | 47,239 | 7% | 11,980 | 2% |
| Information Technology | 1,685,587 | 1,302,835 | 1,504,182 | 89% | 520,396 | 31% | - | 0% | 201,347 | 12% | 1,520 | 0% |
| Other Total Capital | 2,386,687 | 1,418,723 | 1,667,308 | 70% | 1,021,762 | 43% | - | 0% | 248,586 | 10% | 13,500 | 1% |
| Total of Capital | 80,229,661 | 51,375,815 | 76,616,391 | 95% | 27,435,240 | 34% | 6,260,266 | 8% | 25,240,576 | 31% | 3,320,030 | 4% |

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Program Complexities

There are many symptoms now evident as a result of the unpredicted COVID-19 pandemic, of which, many have had severe impacts upon the project and construction industries. In 2021/22, resourcing and supply chains continued to be stretched and of limited capacity, shut down and quarantine requirements disrupted business functionality, and whilst COVID-19 had been around for some time, it continued to change and so did the requirements around it. This changing environment contributed to levels of uncertainty and inability to effectively plan and schedule project works.

Market conditions have seen delays with securing and shipping of materials, with some designs needing to be changed to address the lack of materials such as steel and timber at various times. Other methods to overcome this included temporary infrastructure installed whilst awaiting delivery of materials and supplies.

A significant issue which continued to arise was also budget shortfalls due to escalation. This continuously changing environment proved project financial estimation to be a challenge. As part of the revision to the Capital Infrastructure Program in November 2021, a \$3.3M escalation fund was endorsed to assist dealing with this. Whilst this funding was utilised, it wasn't the first decision reached. Every project and financials were reviewed and opportunities for value management explored in an effort to achieve the best outcome for the community for the budget available.

In addition to these complexities associated with the pandemic, the delivery of the Capital Infrastructure Program has to take into consideration scheduling works to achieve optimum timing. For example, this includes scheduling planting works to occur during cooler weather conditions, undertaking drainage works in drier times to enable safe work in waterways and undertaking roadworks in peak areas out of school terms.

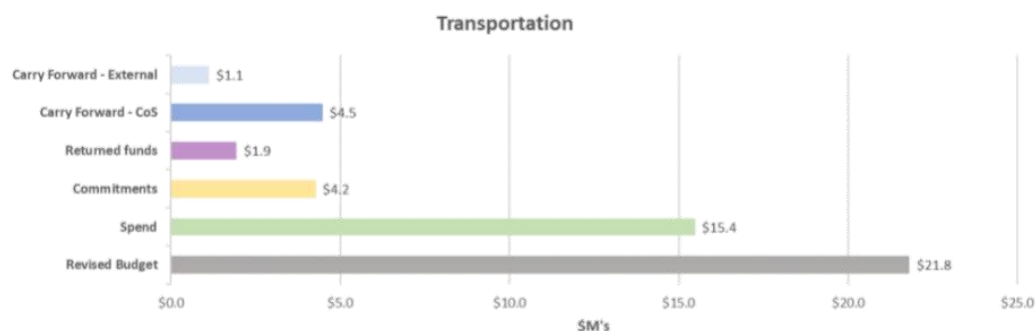
Community engagement remained a focus for the program to help inform design solutions and project outcomes for the community. Various methods were used in an effort to attain feedback by way of drop in sessions, online surveys, letter box mail outs and social media. This important work does take time to do effectively and has impacted the delivery of some programs.

Over the last couple of years, the level of grant funding has increased with both State and Federal Governments seeking to aid in the economic recovery. Whilst this has supported the delivery of some amazing outcomes for the community such as the new rage cage at Fairbanks Drive Reserve, Paralowie, these additional grant funding programs appeared to add to the shortage in securing consultants and contractors for project work, with both State and other areas of Local Government all seeking to secure the same resources.

Despite the ongoing challenges and complexities, many project successes did occur. The current status of the program needs to consider both as presented within this report. The following financial year is set to see many more major project outcomes delivered for the community such as Fairbanks Drive Reserve Stage 2, completion of two new sporting clubrooms, transformation of John and Church Streets in Salisbury, construction of new playspace locations at Kingswood Crescent Reserve and Camelot Drive Reserve, Paralowie, and implementation of the verge uplift trial. Amongst this, routine works will continue to be delivered such as localised flood mitigation works and minor traffic improvements.

Transportation

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|----------------------------|-------------------|-------------------|--------------------|------------|------------------|------------|------------------|-----------|------------------|------------|------------------|------------|
| | | | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud |
| Transportation - Capital | 21,774,661 | 15,448,149 | 19,694,377 | 90% | 5,552,723 | 26% | 1,100,915 | 5% | 4,246,228 | 20% | 1,902,582 | 9% |
| Transportation - Operating | 1,691,944 | 502,848 | 506,357 | 30% | - | - | - | - | 3,509 | 0% | 412,785 | 24% |
| Total | 23,466,605 | 15,950,997 | 20,200,734 | 86% | 5,552,723 | 24% | 1,100,915 | 5% | 4,249,737 | 18% | 2,315,367 | 10% |



Key Achievements

Major Traffic Improvements Program

Council was successful in attaining Black Spot grant funding to construct a new roundabout at the intersection of Nelson and Kesters Roads, Para Vista. This resulting in a major improvement to safety conditions for this intersection whilst still enabling bus transportation to traverse the intersection.



St Kilda Boat Ramp Upgrade

The complex upgrade to the St Kilda Boat Ramp and Channel was finalised this financial year. This project encountered issues due to the requirement to work within waterways and tidal movements. Despite this, the project was able to be successfully completed noting this project was part funded by State Government grant funding.

Sports Field Lighting

Sports field lighting at Davey Oval, Salisbury East, was renewed this year. Whilst these works occurred at this reserve, as part of the Irrigation Renewal Program, the irrigation was also renewed. These works support local community recreation and sporting.



Road Reseal Program


Whilst the Road Reseal Program was reduced in 2021/22 as part of the program revision late 2021, the renewal of Mawson Lakes Boulevard was a key achievement. Night works occurred in an effort to minimise the impact to the community. Pavement preservations also occurred within sections of Salisbury North in 2021/22.

School Zones & Pedestrian Crossing Program

Various improvements occurred in 2021/22 in an effort to primarily support access and travel to community schools. Works included the creation of new indented parking bays, line marking and pedestrian crossing upgrades including signalisation. These works were completed in alignment with the School Transport Framework.



Transportation Continued..**Carry Forward Funds** (Recommendation 1, Refer Attachment 1)

| | | |
|---|---|--------|
| <u>LED Changeover Program</u> | The upgrade to LED lighting within the City continues to be progressively be delivery, noting installation delays occurred during 2021/22 due to the impacts associated with the COVID-19 pandemic. The changeover to LED technology assists to reduce environmental impacts via a reduction in carbon emissions. | \$2.3M |
| <u>City Wide Trails Program</u> | The City Wide Trail Program is part funded by State Government funding with the associated grant funding conditions crossing financial years. Lighting installations this financial year completed the section within Carisbrooke Park, Salisbury Park, with the next stage to commence delivery in 2022/23 in Salisbury Heights. | \$1.1M |
|  | <u>Major Traffic Improvements Program</u> The delivery of the roundabout improvements at the intersection of Martins and Ryans Roads, Greenfields will improve traffic movements in this predominately industrial area and is being funded via Commonwealth Black Spot funding. Noting this project is now complete. | \$509k |
| <u>Bridge Program</u> | Whilst the works commenced, several of the bridges programmed to be renewed, will be completed in the new financial year. This is in part due to unforeseen issues encountered upon commencement as a result of working within waterways. | \$393k |
| Other – Refer Attachment 1 | | \$1.2M |

Returned Funds (Recommendation 2, Refer Attachment 2)

| | |
|--|--------|
| Included within the returns for the Transportation Asset Category is \$593k associated with the Road Reseal Program which as a rolling program with a new allocation in 2022/23 enables program continuation. Endeavours were made to minimise associated operating expenditure for this program, enabling \$413k of operating returns. Refer Attachment 2 for details of the other Transportation Returned Funds. | \$1.9M |
|--|--------|

Additional Budget Funding (Recommendation 3, Refer Attachment 3)

| | |
|--|-------|
| An additional \$51k capital and \$17k operating budget funding has been included for funding to cover overspends across a series of programs. The two main overspends are associated with the installation of kerb ramps and completion of the St Kilda boat ramp. | \$51k |
|--|-------|

Transportation *Continued..***Budget Transfers** *(Recommendation 4, Refer Attachment 4)*

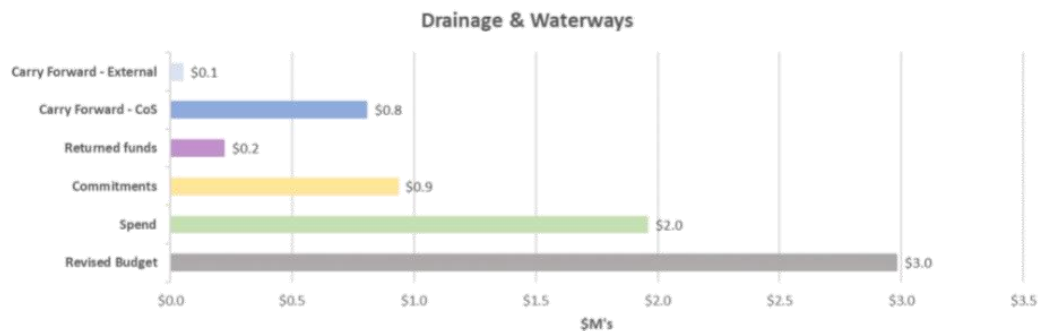
| | |
|--|---------|
| As detailed within Attachment 4, to align with the nature of expenditure, \$29.2k of operating budget funding has been included to be converted to capital budget, with no impact to project delivery. | \$29.2k |
|--|---------|

Income Funding Adjustments *(Recommendation 5, Refer Attachment 5)*

| | |
|--|--------|
| <ul style="list-style-type: none"> Due to income budgets being included within the 2021/22 financial years and then within the 2022/23 budget bid process, the double of \$470k income budget associated with the Mawson Lakes School bridge needs to be removed. | \$470k |
| <ul style="list-style-type: none"> The new roundabout at the intersection of Nelson and Kesters Roads, Para Vista, was able to be delivered with a savings of grant funding of \$144k and therefore this income adjustment has been included this amendment. | \$144k |
| <ul style="list-style-type: none"> The final payment associated with the St Kilda Boat Ramp Upgrade was received this financial year and therefore requires an amendment to the associated budgets. | \$83k |
| <ul style="list-style-type: none"> Both the Sportsfield Lighting Assistance Program and Footpath Trading Pedestrian Program did not have any successful applications in 2021/21, therefore the associated income and expenditures have been included for return. | \$105k |
| <ul style="list-style-type: none"> An amendment to the income budget for the Bicycle Network Improvement Program of \$60k is required to align with 2020/21 income which received in 2021/22. | \$60k |

Drainage & Waterways

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|----------------------------------|------------------|------------------|--------------------|------------|----------------|------------|----------------|-----------|----------------|------------|----------------|-----------|
| | | | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud |
| Drainage & Waterways - Capital | 2,977,960 | 1,955,777 | 2,887,528 | 97% | 853,445 | 29% | 50,000 | 2% | 931,750 | 31% | 218,323 | 7% |
| Drainage & Waterways - Operating | 187,900 | 59,566 | 80,386 | 43% | 89,402 | 48% | - | - | 20,820 | - | 49,783 | 26% |
| Total | 3,165,860 | 2,015,343 | 2,967,914 | 94% | 942,847 | 30% | 50,000 | 2% | 952,570 | 30% | 268,106 | 8% |



Key Achievements

Watercourse Management Works Program

Substantial work occurred this financial year along segments of Dry Creek in addition to various other locations within the City. The Watercourse Program delivered works to stabilise banks and minimise erosion. The City has main water ways plus a multitude of minor open stormwater drains, wetlands and basins which are managed via this program.



Major Flood Mitigation Projects

As part of the Major Flood Mitigation Program, drainage infrastructure and improvements were completed in Amundsen Gully and Stock-Keeper Reserve, Para Hills, and Kiekebusch Gully, Gulfview Heights, and Brahma Lodge Oval this financial year. The preparation works associated with Dry Creek, Pratt Avenue, Pooraka, have moved to the bridge program in 2022/23



Drainage & Waterways *Continued..***Carry Forward Funds** *(Recommendation 1, Refer Attachment 1)*

| | |
|--|--------|
| <u>Major Flood Mitigation Program</u> The Major Flood Mitigation Program encountered delays mainly due to market conditions and the ability to secure the required resources and materials. There are works will continue into 2022/23. | \$367k |
| <u>Other – Refer Attachment 1</u> | \$458k |

Returned Funds *(Recommendation 2, Refer Attachment 2)*

| | |
|--|--------|
| As detailed within Attachment 2, a series of minor surplus balances associated with the Drainage and Waterways has been included for return. | \$218k |
|--|--------|

Additional Budget Funding *(Recommendation 3, Refer Attachment 3)*

| | |
|--|-------|
| A minor overspend associated with renewal of the Daniel Avenue Pump Station is being sought as the pumps were no longer able to be maintained as included within Attachment 3. | \$11k |
|--|-------|

Budget Transfers *(Recommendation 4, Refer Attachment 4)*

| | |
|--|-------|
| To align with the nature of expenditure, \$11k of capital budget funding has been included to be converted to operating budget, with no impact to project delivery | \$11k |
|--|-------|

Income Funding Adjustments *(Recommendation 5, Refer Attachment 5)*

| | |
|---|--------|
| <ul style="list-style-type: none"> \$112k of grant funding was received this financial year associated with Flood Detention and Natural Disaster prevention planning works previously completed. | \$112k |
| <ul style="list-style-type: none"> Budget adjustments are required to reflect minor income and grant funding received associated with the Watercourse Management Works Program | \$55k |

Property & Buildings

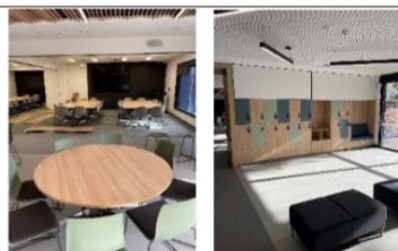
| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|----------------------------------|-------------------|------------------|--------------------|------------|------------------|------------|----------------|-----------|------------------|------------|----------------|-----------|
| | | | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud |
| Property & Buildings - Capital | 11,843,728 | 8,048,719 | 11,877,251 | 100% | 3,811,765 | 32% | 976,250 | 8% | 3,828,532 | 32% | 273,795 | 2% |
| Property & Buildings - Operating | 487,200 | 88,445 | 100,718 | 21% | 308,203 | 63% | - | - | 12,273 | 3% | 6,034 | 1% |
| Total | 12,330,928 | 8,137,164 | 11,977,970 | 97% | 4,119,968 | 33% | 976,250 | 8% | 3,840,805 | 31% | 279,829 | 2% |



Key Achievements

Building Upgrade Program

A significant achievement this financial year is the progress which was able to be achieved as part of the upgrade to the Operations Centre, Salisbury South. This upgrade provided state of the art features which aids in supporting the services provided to the community. New office, store and workshop spaces were created and updated into a modern inviting work environment.



Building Renewal Program

Recently the Burton Park Clubrooms received an upgrade to their bar facilities on the second story and the provision of a new accessible toilet.



The renewal of clubrooms at Twell Green, Para Hills, and Unity Park, Pooraka, were completed this financial year. These renewals are being followed by renewal of the clubrooms at Reg Groth Reserve, Parafield Gardens.



The 2021/22 Building Renewal Program, also delivered a series of air conditioning replacements for Council owned facilities.



Minor Capital Works Grant Program

The Minor Capital Works Grants Program supports community groups to provide sport, recreation and leisure activities for the community. Various grants were awarded into 2021/22 across the City including the supply and installation of a new electronic scoreboard at Salisbury North Oval.



Property & Buildings *Continued..***Carry Forward Funds** *(Recommendation 1, Refer Attachment 1)*

| | |
|--|--------|
| <u>Building Renewal Program</u> The renewal of the sporting clubrooms at Reg Groth Reserve, Parafield Gardens, encountered delays in 2021/22, with escalation causing the project to undertake value management and seek additional funding in order to achieve the required project outcomes. The works are now underway and scheduled to be completed late 2022 and form the main value associated with this carry forward. | \$991k |
| <u>New Animal Pound</u> Due to escalation associated with the current market conditions, additional funding was required to be sought to deliver the new Animal Pound at Pooraka. This included an additional contribution from the City of Tea Tree Gully seeing their contribution towards the project being \$489k of the \$1.3M build. | \$797k |
| <u>Yalumba Drive Reserve New Sporting Clubrooms</u> Similar to the above, the construction of the new Yalumba Drive Reserve New Sporting Clubrooms was delayed due to the need to address market escalation but also due to the time required to attain planning approval under the planning portal system. | \$571k |
| <u>Other</u> – Refer Attachment 1 | \$1.5k |

Returned Funds *(Recommendation 2, Refer Attachment 2)*

| | |
|--|--------|
| A series of minor savings is able to be returned associated with the Property and Building Program of works, noting a main saving of \$162k is associated with the delivery of the Accessible Change Facility at Unity Park which is scheduled to be delivered below budget funding. Refer Attachment 2 for further details. | \$274k |
|--|--------|

Additional Budget Funding *(Recommendation 3, Refer Attachment 3)*

| | |
|--|--------|
| Additional funding for the Property and Buildings Asset Category is due to a series of minor overspends but mostly attributed to the Building Upgrade Program as an additional \$82k is required to address the finalisation of the Operations Centre Upgrade. This is required to cover information technology items and fit out modifications to ensure functionality. All other additional funding requests are detailed within Attachment 3. | \$104k |
|--|--------|

Budget Transfers *(Recommendation 4, Refer Attachment 4)*

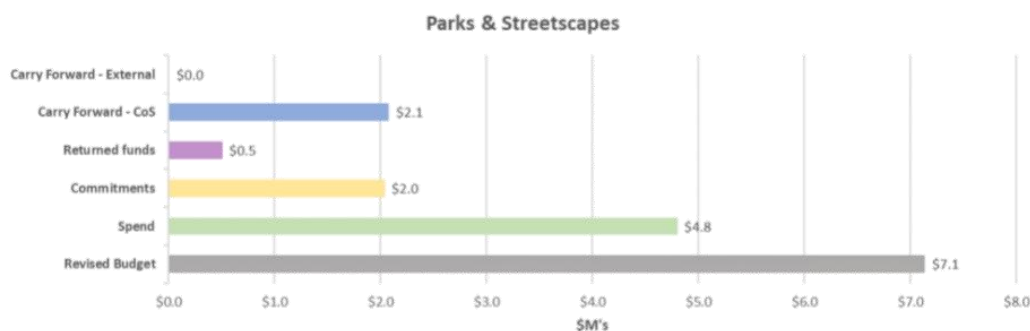
| | |
|--|-------|
| To align with the nature of expenditure, a minor value of capital budget funding has been included to be converted to operating budget, with no impact to project delivery | \$100 |
|--|-------|

Property & Buildings *Continued..***Income Funding Adjustments** *(Recommendation 5, Refer Attachment 5)*

| | |
|---|-------|
| <ul style="list-style-type: none">• An adjustment is required to reflect the additional funding received from the City of Tea Tree Gully who are joint funding the construction of the new Animal Pound Facility at Pooraka, which is scheduled for completion later in 2022. | \$89k |
| <ul style="list-style-type: none">• Insurance income was received for damage which occurred at Pooraka Farm Community Centre with the rework completed as part of the Building Program. | \$28k |
| <ul style="list-style-type: none">• Proceeds were received associated with a minor land disposal at Mawson Lakes and therefore included for the associated budget amendments to reflect this. | \$17k |
| <ul style="list-style-type: none">• With the grant funding approval to change grant income from a portable Marveloo to the new Accessible Change Facility at Unity Park, \$12k of income was required to be returned. | \$12k |

Parks & Streetscape

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|----------------------------------|------------------|------------------|--------------------|------------|------------------|------------|----------------|-----------|------------------|------------|----------------|-----------|
| | | | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud |
| Parks & Streetscapes - Capital | 7,126,519 | 4,790,420 | 6,818,899 | 96% | 2,069,702 | 29% | - | - | 2,028,478 | 28% | 497,812 | 7% |
| Parks & Streetscapes - Operating | 230,000 | 128,517 | 197,993 | 86% | 121,119 | 53% | - | - | 69,476 | 30% | 7,000 | 3% |
| Total | 7,356,519 | 4,918,937 | 7,016,892 | 95% | 2,190,821 | 30% | - | 0% | 2,097,955 | 29% | 504,812 | 7% |



Key Achievements

Playspace Program

As part of the Playspace Program, the renewal of playspaces at Amsterdam Crescent Reserve, Salisbury Downs; Orinocco Street Reserve, Paralowie; Bromley Green, Ingle Farm; Canterbury Drive, Salisbury Heights and Dunkley Green, Valley View, were all completed this financial year. In addition to these, as part of the Paddocks Master Plan Implementation within Strategic Projects, a new playspace was installed at The Paddocks.



Irrigation Renewal Program

The renewal of existing irrigation systems and infrastructure was successfully completed at Davey Oval, Salisbury East.

Hausler Reserve, Paralowie

A new cricket wicket was installed at Hausler Reserve, Paralowie, together with irrigation and new parking facilities. New toilet and change facilities were endorsed for funding in 2022/23.



Reserve Fencing Program

The Reserve Fencing Program was developed to primarily assist to reduce unauthorised access onto reserves and provide safety near waterways and other hazards. In 2021/22, new fencing was installed at Brian Goodall Reserve, Pooraka.



Dog Park for Small Dogs

A new dog park for small dogs was completed at Baltimore Reserve, Parafield Gardens, and a new one at The Paddocks, Para Hills West, is in construction. These will be followed by a dog park for small dogs in Dry Creek Linear Park, Mawson Lakes, in 2022/23.



Parks & Streetscape Continued..**Carry Forward Funds** (Recommendation 1, Refer Attachment 1)

| | | |
|---|--|--------|
| <p><u>Street Trees Program</u></p> <p>The Street Tree Program is a continuous program of works which where possible aims to make best use of weather conditions and planting seasons, therefore does cross financial years for delivery. Current market conditions also contributed to delays associated with the demand on contractors, removals, supply and planting.</p> |  | \$684k |
| <p><u>Fairbanks Drive Reserve Stage 2</u></p> <p>Stage 2 of Fairbanks Drive Reserve Redevelopment was budgeted for delivery late 2022 following completion of detail design and tender. Due to escalation, additional funding was sought and included within this carry forward.</p> | \$345k | |
|  | <p><u>Playspace Program</u></p> <p>With the revision to the Capital Infrastructure Program in November 2021, due to market demands four local playspace renewals were cash flowed for delivery in 2022/23.</p> | \$341k |
| <u>Other</u> – Refer Attachment 1 | | \$783k |

Returned Funds (Recommendation 2, Refer Attachment 2)

| | |
|---|--------|
| <p>There is a series of minor returns noted within Attachment 2 associated with the Parks and Streetscape Asset Category, noting the main return of \$379k is linked to the Developer Funded Reserve which is used as required in alignment with developments undertaken within the City.</p> | \$498k |
|---|--------|

Additional Budget Funding (Recommendation 3, Refer Attachment 3)

| | |
|---|-------|
| <p>Three minor program overspends require funding with balance being offset by budget allocations in 2022/23 as per Attachment 3.</p> | \$15k |
|---|-------|

Budget Transfers (Recommendation 4, Refer Attachment 4)

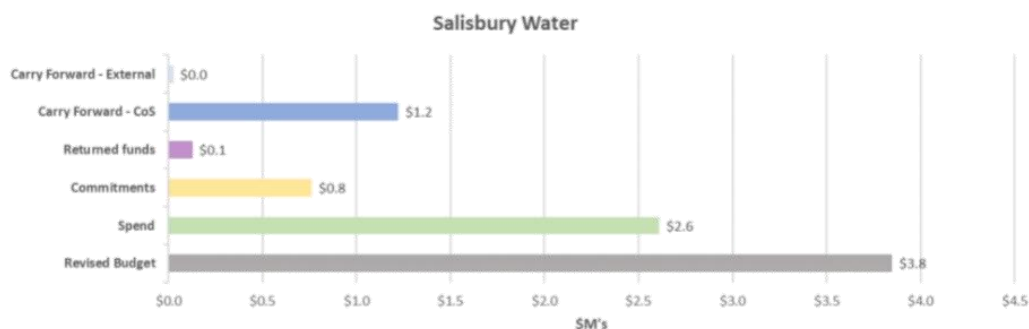
| | |
|--|------|
| <p>To align with the nature of expenditure, \$5k of capital budget funding has been included to be converted to operating budget, with no impact to project delivery</p> | \$5k |
|--|------|

Income Funding Adjustments (Recommendation 5, Refer Attachment 5)

| | |
|----------------------|--|
| <p>Nil requested</p> | |
|----------------------|--|

Salisbury Water

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|-----------------------------|------------------|------------------|--------------------|------------|------------------|------------|----------------|-----------|----------------|------------|----------------|-----------|
| | | | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud |
| Salisbury Water - Capital | 3,843,300 | 2,602,628 | 3,356,298 | 87% | 1,237,158 | 32% | 19,850 | 1% | 753,671 | 20% | 121,590 | 3% |
| Salisbury Water - Operating | 122,000 | - | - | - | 122,000 | 100% | - | - | - | - | - | - |
| Total | 3,965,300 | 2,602,628 | 3,356,298 | 85% | 1,359,158 | 34% | 19,850 | 1% | 753,671 | 19% | 121,590 | 3% |

**Key Achievements**Council Reserve Upgrades – Recycled Water Connections

Construction of new distribution pipework to connect recycled water supply to two community spaces in Paralowie was completed providing connections to Venturi Avenue Reserve and Delamere Drive Reserve reading for commissioning during the 2022/23 irrigation season.

In addition, reserve connections were rolled out at Dunkley Green, Beadell Street Reserve, Cordoba Avenue Reserve, Bayview Lakefill, Bayview Parade, Trowbridge and Gulfview Cct Reserves in Gulfview Heights. The recycled water service was extended at Fairbanks Reserves in conjunction with the reserve upgrade program and a new recycled water connection was rolled out at Harry Bowey Reserve as part of the Urban Forest Renewal Project and at the Burton Community Hub.

Connecting these community spaces to Council's recycled water service reduces Council's reliance on mains water supply and is key step towards a sustainable city.

Salisbury Water – Asset Renewal Program

Significant renewal works were undertaken during 2021/22, predominately focused on refurbishing the Parafield treatment wetlands, instream basin and bird netting. Over 14,000 tonnes of soil and litter was removed from the treatment wetlands and has been composted and screened at Jobson Road Reserve.



Salisbury Water *Continued..***Key Achievements**Dry Creek – Greenfields MAR Upgrade

The first stage of modifying recycled water operations at Greenfields Wetlands from an 'injection only' scheme to a Managed Aquifer Recharge (MAR) Scheme was commenced in 2020/21 with the construction of a new T2 well to facilitate greater injection rates and to enable extraction. During 2021/22, works commenced on the upgrade of the distribution pump station which will be connected to the City wide purple pipe network to enhance and future proof Council's water security. Further works to continue the transformation to a full MAR scheme will be completed with future year allocations.

**Carry Forward Funds** *(Recommendation 1, Refer Attachment 1)*

| | |
|--|--------|
| <u>Salisbury Water Dry Creek Weirs and Harvesting</u> Stage 1, raising the height of the existing Walkley Heights Weir on Dry Creek, is complete and performed well during the 21/22 winter season. Stage 2 works involves constructing an additional 2 weirs on Dry Creek in order to provide additional flood protection and optimise stormwater harvest from the Dry Creek Catchment. This work has been deferred pending the final drainage solution proposed and negotiated with the Office of Recreation and Sport in conjunction with the State Sports Park expansion project. This initiative will continue into 2022/23. | \$578k |
| <u>Salisbury Water Solar PV Head Tanks</u> At this stage, the Salisbury Water Solar PV project does not meet business case criteria. Work is proceeding in conjunction with City Infrastructure to evaluate solutions to achieve larger economies of scale for the City. This initiative will continue in 2022/23. | \$428k |
| <u>Other</u> – Refer Attachment 1 | \$211k |

Returned Funds *(Recommendation 2, Refer Attachment 2)*

| | |
|--|--------|
| Returned funds for the Salisbury Water Business Unit are combination of minor budget savings across various programs and the return of \$100k for Licence Purchase which is a proactive budget established to enable take up of required water licences when they arise. | \$122k |
|--|--------|

Additional Budget Funding *(Recommendation 3, Refer Attachment 3)*

| | |
|--|-------|
| Due to market conditions an additional \$98k is required to cover overspends mainly attributed to the renewal of Salisbury Water asset infrastructure. | \$98k |
|--|-------|

Salisbury Water *Continued..***Budget Transfers** *(Recommendation 4, Refer Attachment 4)*

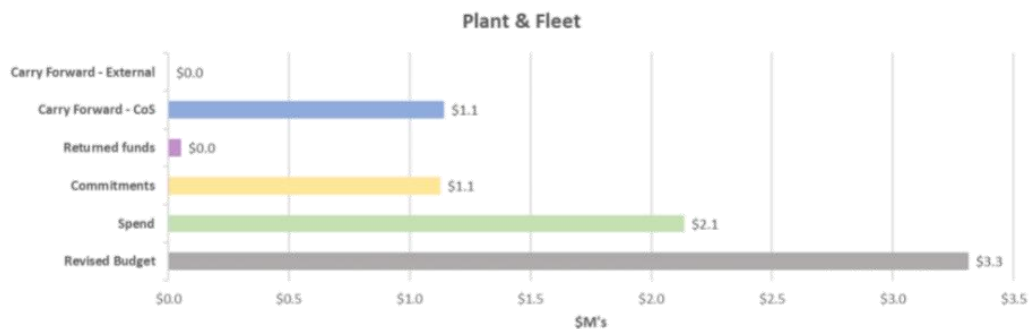
| | |
|---------------|--|
| Nil requested | |
|---------------|--|

Income Funding Adjustments *(Recommendation 5, Refer Attachment 5)*

| | |
|---|-------|
| An adjustment is required to reflect the successful \$20k State Government income received for a greening and cooling options assessment study to support the irrigation reactivation in the Technology Park and Edinburgh Parks Business Precincts | \$20k |
|---|-------|

Plant, Furniture & Equipment

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|---------------------------|------------------|------------------|--------------------|------------|------------------|------------|----------------|-----------|------------------|------------|----------------|-----------|
| | | | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud |
| Plant & Fleet - Capital | 3,309,900 | 2,133,345 | 3,254,417 | 98% | 1,136,948 | 34% | - | - | 1,121,072 | 34% | 47,926 | 1% |
| Plant & Fleet - Operating | - | - | - | - | - | - | - | - | - | - | - | - |
| Total | 3,309,900 | 2,133,345 | 3,254,417 | 98% | 1,136,948 | 34% | - | 0% | 1,121,072 | 34% | 47,926 | 1% |



Key Achievements



Plant & Fleet Programs

The Plant and Fleet Replacement Program is an integral part of being able to provide services to the community. The City renews and replaces a variety of plant and fleet items annually from turf mowers to water trucks. Some items require retrofitting of equipment to support program delivery and safe operating procedures.

Carry Forward Funds (Recommendation 1, Refer Attachment 1)

Plant & Fleet Programs

The sourcing and supply of plant and fleet items continues to be impacted by supply chain issues associated with the pandemic and thus the level of carry forward, noting 98% of this carry forward is committed and pending delivery.

\$1.1M

Returned Funds (Recommendation 2, Refer Attachment 2)

Balance of program funds are nominated for return with one vehicle not requiring replacement.

\$48k

Plant, Furniture & Equipment Program, Continued..**Additional Budget Funding** *(Recommendation 3, Refer Attachment 3)*

| | |
|--|------|
| A minor program overspend requires funding as part of closed out this financial year for the Plant and Fleet Asset Category, with the other to be offset by a 2022/23 budget allocation. | \$4k |
|--|------|

Budget Transfers *(Recommendation 4, Refer Attachment 4)*

| | |
|---------------|--|
| Nil requested | |
|---------------|--|

Income Funding Adjustments *(Recommendation 5, Refer Attachment 5)*

| | |
|---------------|--|
| Nil requested | |
|---------------|--|

Strategic Projects

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|--------------------------------|-------------------|-------------------|--------------------|-------------|-------------------|------------|------------------|------------|-------------------|------------|----------------|-----------|
| | | | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud |
| Strategic Projects - Capital | 26,966,907 | 14,978,055 | 27,060,313 | 100% | 11,751,737 | 44% | 4,113,251 | 15% | 12,082,258 | 45% | 244,502 | 1% |
| Strategic Projects - Operating | 101,900 | 29,590 | 373,537 | 367% | 80,164 | 79% | - | - | 343,947 | 338% | 15,147 | - |
| Total | 27,068,807 | 15,007,646 | 27,433,850 | 101% | 11,831,901 | 44% | 4,113,251 | 15% | 12,426,204 | 46% | 259,648 | 1% |



Key Achievements

| | | |
|--|---|--|
| | <p><u>Paddocks Master Plan Implementation</u></p> <p>The new playspace and viewing deck were completed and opened to the community as part of the Paddocks Master Implementation, with a new toilet facility to be built later 2022 following completion of a new sewer run.</p> | |
| | <p><u>Local Roads and Community Infrastructure Program</u></p> <p>In response to the pandemic, the Federal Government released three rounds of grant funding to help stimulate economy recovery. As part of this, a variety of improvements were able to be delivered for the community including traffic improvements to Redhill Road, Ingle Farm, and Technology Drive, Mawson Lakes, trail improvements at Strowan Park, Salisbury, building improvements to Twelve25 and Morella Community Centres, and new toilet facilities and rage cage at Fairbanks Drive Reserve, Paralowie. Phase 3 of the program has been nominated to assist in delivery improvements at Salisbury Recreation Precinct and Salisbury City Centre.</p> | |
| | <p><u>Salisbury Aquatic Centre</u></p> <p>Detail design for the new Salisbury Aquatic Centre is well underway following successful tender award. This follows demolition and clearing of the site, and turning of the sod ceremony in July 2022.</p> | |
| | <p><u>Burton Community Hub</u></p> <p>The realisation of the new Burton Community Hub can into fruition with the opening of this new exciting community facility in July 2022. This centre is modelled similar to that of the Salisbury and Para Hills Hubs providing access to a variety of services and infrastructure.</p> | |

Strategic Projects *Continued..***Carry Forward Funds** *(Recommendation 1, Refer Attachment 1)*

| | |
|--|--------|
| <u>Local Roads and Community Infrastructure Program</u> The Local Roads and Community Infrastructure Program is a series of Federal Government stimulus funding programs. Both Phase 2 and Phase 3 of the program are included within this carry forward mainly to due to delays associated with completion of the Salisbury Oval Indoor Cricket Facility within Phase 2 and Phase 3 being for projects being completed in a future year. | \$4.3M |
| <u>John and Church Street Upgrade</u> In accordance with the cash flowing of the budgets for this project into 2022/23, this significant project was scheduled to cross financial years with completion expected later in 2022. | \$3.8M |
| <u>Paddocks Master Plan Implementation</u> The main delays associated with the Paddocks Master Plan Implementation is due to the construction of the new community sports clubrooms, noting this facility has \$1.2M of State Government grant funding. Delays have been encountered with planning and responding to market escalation. | \$2.7M |
| <u>Other</u> – Refer Attachment 1 | \$3.4M |

Returned Funds *(Recommendation 2, Refer Attachment 2)*

| | |
|--|--------|
| Balance of program funds and savings achieved are nominated for return and included within Attachment 2. | \$245k |
|--|--------|

Additional Budget Funding *(Recommendation 3, Refer Attachment 3)*

| | |
|--|--------|
| An allocation is required to cover the legislative Construction Industry Training Board levy for expenditure incurred as part of the 2021/22 Capital Program. Noting the \$116k of overspend associated with the Salisbury Aquatic Centre will be offset by budget funding in 2022/23. | \$112k |
|--|--------|

Budget Transfers *(Recommendation 4, Refer Attachment 4)*

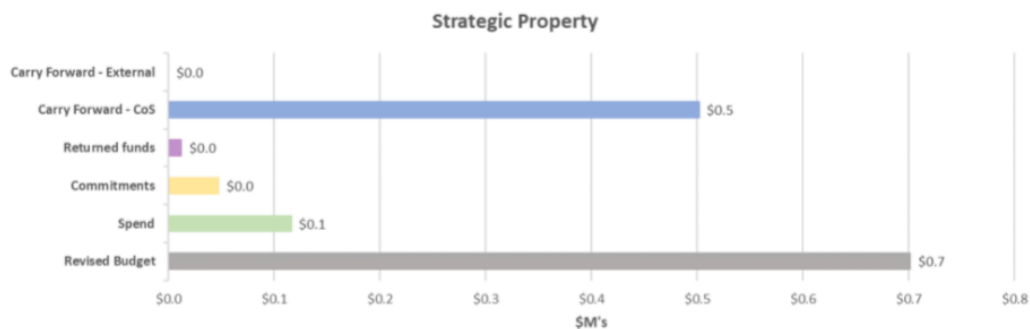
| | |
|--|-------|
| To align with the nature of expenditure, \$10k of capital budget funding has been included to be converted to operating budget, with no impact to project delivery | \$10k |
|--|-------|

Income Funding Adjustments *(Recommendation 5, Refer Attachment 5)*

| | |
|---|-------|
| Amendments to the relevant income and expenditure budgets are required to reflect the \$50k of grant funding received towards the delivery of the Salisbury Oval Indoor Cricket Facility and minor other program adjustments. | \$62k |
|---|-------|

Strategic Property

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|--------------------------------|----------------|----------------|--------------------|------------|----------------|------------|----------------|-----------|---------------|-----------|----------------|-----------|
| | | | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud | % Rev Bud |
| Strategic Property - Capital | 701,100 | 115,887 | 163,126 | 23% | 501,367 | 72% | - | 0% | 47,239 | 7% | 11,980 | 2% |
| Strategic Property - Operating | 166,500 | 138,943 | 170,619 | 102% | 18,602 | 11% | - | - | 31,676 | 19% | - | - |
| Total | 867,600 | 254,831 | 333,745 | 38% | 519,968 | 60% | - | 0% | 78,915 | 9% | 11,980 | 1% |



Key Achievements

Civil and landscape construction is complete on the first of the Tranche 2 projects, Boardwalk at Greentree with 82% of the project site now sold. The remaining Tranche 1 projects are complete, with all sales and settlements completed. Practical completion has been reached for civil works, public lighting and landscape at Hoyle Green (Irving Place). All thirteen allotments have now been sold. Final completion for Hoyle Green is imminent. Feasibility and further investigation are being undertaken on Walkleys Road and other investigation parcels. Council will consider the Lake Windemere project to progress to delivery at the July Council meeting.



Carry Forward Funds (Recommendation 1, Refer Attachment 1)

The nature and complexity of Strategic Property projects results in timelines extending over multiple financial years from initial feasibility through to full project completion. \$392k of the carry forward is associated with the development of The Boardwalk at Greentree which is 82% sold as noted above.

\$501K

Returned Funds (Recommendation 2, Refer Attachment 2)

Minor program savings have been included for return as noted within Attachment 2.

\$12k

Additional Budget Funding (Recommendation 3, Refer Attachment 3)

A budget bid was submitted for funds required for pre-sale investigations and sales and marketing costs not originally included in the Strategic Development Projects Program.

\$15k

Strategic Property *Continued..***Budget Transfers** *(Recommendation 4, Refer Attachment 4)*

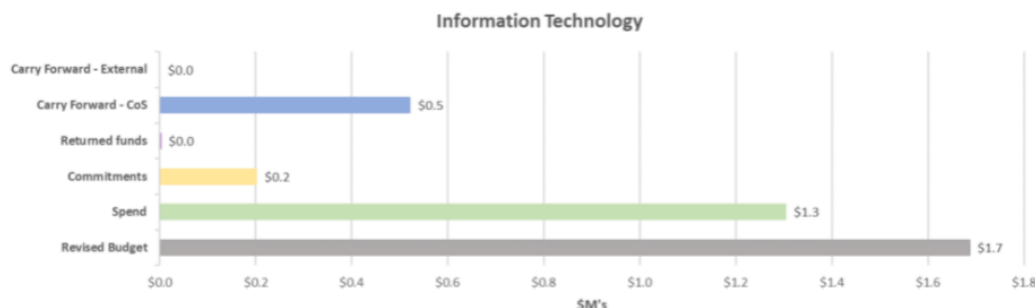
| | |
|--|-------|
| To align with the nature of expenditure, a net \$500 of capital budget funding has been included to be converted to operating budget, with no impact to project delivery | \$500 |
|--|-------|

Income Funding Adjustments *(Recommendation 5, Refer Attachment 5)*

| | |
|---|--------|
| An income budget adjustment of \$117k is required to reflect further income received for Hoyle Green, Para Hills. | \$117k |
|---|--------|

Information Technology

| Asset Category | Revised Budget | Actuals | Total Actuals/Comm | | Carry Forward | | External Funds | | Commitments | | Returned funds | |
|------------------------------------|------------------|------------------|--------------------|------------|------------------|------------|----------------|-----------|----------------|-----------|----------------|-----------|
| | | | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud | | % Rev Bud |
| Information Technology - Capital | 1,685,587 | 1,302,835 | 1,504,182 | 89% | 520,396 | 31% | - | - | 201,347 | 12% | 1,520 | 0% |
| Information Technology - Operating | 1,906,597 | 10,250 | 10,494 | 1% | 1,514,630 | 79% | - | - | 244 | 0% | - | - |
| Total | 3,592,184 | 1,313,085 | 1,514,676 | 42% | 2,035,026 | 57% | - | 0% | 201,591 | 6% | 1,520 | 0% |



Key Achievements

2021/22 saw the rollout of the new Information Technology Service Management (ITSM) Tool, enabling greater automation and workflow to be developed. This includes enabling staff to review the status of their jobs, read FAQs to resolve issues for themselves, and the ability to improve reporting of the workload of Business Systems and Solutions.

A significant focus has been on the Cybersecurity Improvement Program with the execution of 3 major contracts covering policy, assurance, perimeter security, endpoint protection, incident management, advisory and user awareness. There has been significant work within these areas to set up and configure systems to improve cybersecurity posture.

A primary focus for several team members was capital works projects, focusing on the Burton Community Hub and the Operations Centre. This work required significant resources and was challenged by the impacts of delays in the delivery of IT equipment. There were 60-300 days delays for some equipment, with significant efforts required to implement workarounds.

Continued implementation of functionality within the MS Teams environment and the finalisation of the Office 2019 rollout have seen improved functionality and flexibility for all staff. This work continues with plans to move our email environment from on-premise to the cloud in the 22/23 financial year.

Carry Forward Funds (Recommendation 1, Refer Attachment 1)

| | |
|--|--------|
| As detailed within Attachment 1, there is a small list of programs which require funds to be carried forward including the asset refresh of client-facing productivity and collaborative equipment which is currently in progress. | \$520k |
|--|--------|

Returned Funds (Recommendation 2, Refer Attachment 2)

| | |
|---|------|
| Minor program savings have been included for return as per Attachment 2 associated with the Information Technology Program. | \$2k |
|---|------|

Information Technology *Continued..***Additional Budget Funding** *(Recommendation 3, Refer Attachment 3)*

| | |
|--|-------|
| Additional funding is being sought to cover a series of program overspends which were encountered due to final costs exceeding in the current market original estimates. | \$97k |
|--|-------|

Budget Transfers *(Recommendation 4, Refer Attachment 4)*

| | |
|---------------|--|
| Nil requested | |
|---------------|--|

Income Funding Adjustments *(Recommendation 5, Refer Attachment 5)*

| | |
|---------------|--|
| Nil requested | |
|---------------|--|

GB3 Strategic Asset Management Plan - Drainage Assets - Stage 2 - Levels of Service and Financial Impacts

DATE 22 August 2022

PREV REFS AMSC AMSC3 09/05/2022

AUTHOR David Boothway, Team Leader Civil & Transport Assets, City Infrastructure

CITY PLAN LINKS

- 1.1 Our City is attractive and well maintained
- 3.3 Our infrastructure supports investment and business activity
- 4.2 We deliver quality outcomes that meet the needs of our community

SUMMARY Levels of service are presented for major and minor drainage assets and recommendations. The recommendations are in line with current levels of service and current levels of funding in the Interim Strategic Asset Management Plan. Budget will be sought, however on a project by project basis where new works are required to improve or maintain a continuity of existing service levels.

RECOMMENDATION

That Council:

1. Approves the continuation of the current funding levels for drainage as outlined in the Interim Strategic Asset Management Plan.
2. Approves the Levels of Service for Major Drainage Assets as:
 - a. Maintain a maximum of 300 houses at risk of flooding in a 1 in 100-year event
 - b. Maintain the existing average of 5000 tonnes / year of sediment removal from Council's waterways and wetlands.
3. Approves the Levels of Service for Minor Drainage Assets as:
 - a. Maintain current Nuisance Flooding Levels of less than gutter height flow, unless designed so, and no ponding for longer than a day.
 - b. Maintain current Maintenance Regimes of Pits, Pipes and Gross Pollution Traps to ensure stormwater harvesting can occur.
4. Notes that the Drainage Assets Levels of Service, modelling and associated funding will be included in the Strategic Asset Management Plan to be adopted in early 2023.

ATTACHMENTS

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

1. Attachment 1 - Strategic Asset Management Plan - Drainage Assets Presentation

1. BACKGROUND

- 1.1 Council currently has an Interim Strategic Asset Management Plan (SAMP) in place for 2022/23, as approved by Council, after consultation with the Community, in 11 July 2022, (ASMC3).

- 1.2 The Interim SAMP identified the need for further review of Hierarchy, Level of Service Criteria, modelling and review of Asset Classes, to increase Council's knowledge and understanding of the Levels of Service and Funding needed to meet those Levels of Service in future years.
- 1.3 This Report is one of 4 reports that makes recommendations for Service Levels for Key Asset Classes and subsequent budget recommendations for consideration in the 2023/24 Financial year.
- 1.4 This is the second report of a 2 Stage process focused on the Drainage Asset Management Review of Hierarchy and Criteria to set the Level of Service.
- 1.5 This report seeks endorsement of level of service and for consideration of the associated 2023/24 budget bids, for Drainage Assets. This will then feed into Council's revised Strategic Asset Management Plan (SAMP), the Annual Plan and subsequently into the Long-Term Financial Plan (LTFP) for 2023/24 and the 4-year planning horizon, in line with Section 122 of the Local Government Act (1991), as part of Council's Strategic Management Plans.
- 1.6 At its meeting held on Monday, 23 May 2022 it was resolved that Council approved the following recommendations from Report 1:
 - "1. Approves the following asset Hierarchy for Drainage assets into:*
 - Major Drainage Assets
 - Minor 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"*

Resolution Number 1341/2022

2. CITY PLAN CRITICAL ACTION

- 2.1 **A welcoming and liveable City**, providing safe environment to our residents.
- 2.2 **A sustainable City**, that manages the stormwater runoff and it's receiving water bodies in an environmentally sustainable manner.
- 2.3 **A growing City that creates new opportunities**, supported by stormwater system that accommodate increase runoff without lowering the level of service.
- 2.4 Our City is attractive and well maintained.

3. CONSULTATION / COMMUNICATION

- 3.1 External
 - 3.1.1 Stormwater Management Authority
 - 3.1.2 Attorney Generals Department - PLUS

4. REPORT

Overview of Drainage Assets

- 4.1 Drainage represents \$465M of Assets, divided into two Hierarchies:
 - 4.1.1 Major Drainage Assets, which are primarily the Waterways, Wetlands, Detention basins and Escarpment Dams, the majority of which is not valued as an asset because it forms part of the existing landscape, rather than being an individual asset.
 - 4.1.2 Minor Drainage Assets, which are primarily underground pipes and pits, that are out of sight and out of mind, but form 90% of the value of Drainage Assets in the City.
- 4.2 Council has had significant expenditure on major and minor flooding upgrades over the last 5 years, particularly with a focus on those residences flooded in the 2016.
- 4.3 Currently the majority of Council's pipe network is less than a 1 in 10-year Development Standard, or there is no street pipe network, resulting in Nuisance Flooding with no Budget Allocation proposed to this area in the Renewal Program with Funding to be sort as New Programs in future years.
- 4.4 Council has been working to deliver a mitigation strategy to ensure all houses and businesses do not have water running into their houses or offices in a storm event less than a 1 in 100-year event, following a Council resolution in response to the 2016 flood event.

Existing Interim SAMP Program

- 4.5 Council has a Major and Minor Flood Mitigation programs, to continue to address homes flooded in Major events, identified through the Flood Plain Mapping undertaken over the last 4 years, and a number of dam and minor Associated programs continuing (\$500k-\$1M/year, depending on specific projects). These projects have already been consulted with the community and are recommended to continue to be installed.

- 4.6 There will be a minor Stormwater Renewal Program increased in 2025/26 from \$250k to \$500k/year to increase CCTV, pump monitoring and renewal of minor elements such as trash racks which are reaching their useful life in a number of locations across the City.
- 4.7 There is renewal budget allocation for Waterways and wetland renewal to reduce pollution to the ocean and maintain the access to stormwater for the water business unit (\$800k/year).
- 4.8 This report recommends Service Levels that align with the Interim SAMP funding, with no increases recommended to the budget forecasts.

Level of Service to be Adopted:

- 4.9 **Major Drainage Asset renewal program** will continue to be governed by council's target for the maximum of 300 houses at risk of flooding in a 1 in 100-year event. The program maintains the current levels of service, where possible, considering the increase flooding due to infill development, climate change with current projects addressing immediate issues identified in 2016/2022 events.
- 4.10 Where Council wishes to undertake additional works, due to Significant Development, or a further reduction in the maximum number of homes subject to flooding (reducing the 300), this will be funded through "New" budget bids and not the Renewal Program on a case by case basis.
- 4.11 **Water Course Renewal program** will continue to improve our water quality in our waterways and ocean outfall, maintaining the annual volume (5000 tonnes) of sediment removed from our drainage network with a focus in the major waterways. The Program also includes repairs and introduction of 'Natural Creek Design' works to further reduce erosion in the waterways and improving sediment loads in the waterways.
- 4.12 This program is Symbiotic with the Salisbury Water Harvesting Schemes, continuing to ensure water quality from Salisbury's waterways, wetlands and stormwater networks meet the quality requirements to be harvested.
- 4.13 **Minor Drainage Asset renewal program** adopts a '**Run to Fail Model**' with respect to the replacement of pits, pipes and pumps, based on the current levels of maintenance. This is because Council's drainage assets are in good order and condition and have service lives greater than 80 years.
- 4.14 Where there is a failure, or major surface flooding/ponding, in the Minor System network, a "Budget Review Bid", or "New Budget Bid" will be sought. An example of this was the recent structural failure of the pipe system in Bolivar Road, which was repaired using funding from a Second Quarter Budget Bid.
- 4.15 With respect to Nuisance Flooding there should be no flow levels above gutters unless previously designed that way or pooling for longer than a day.
- 4.16 The Salisbury Plains, are very flat, which leads to Nuisance Flooding in these areas. Where there are major kerb lifts causing the ponding, it is proposed to continue to use the road/kerb maintenance program to address these issues.
- 4.17 The recent storm event highlighted the need to increase in CCTV investigation funding throughout the City to ensure Council can better monitor sites that are more susceptible to nuisance flooding. The increase is already included in future years identified in the Interim SAMP.

- 4.18 It is proposed to maintain the existing levels of service, for the Minor Drainage assets. However, modelling shows a minor increase in renewal of water quality improvement assets, such as internal components of trash racks, gross pollution traps and instream systems is required which has already been identified already in the existing Interim SAMP.

5. CONCLUSION / PROPOSAL

- 5.1 Council has invested strategically in the Stormwater Network over the last 30 years. This means that Salisbury does not have to increase its existing renewal programs to meet current levels of service.
- 5.2 Council's waterways, wetlands and stormwater network need to be continued to be maintained at the current service levels to ensure waterways are accessible to the community and harvesting of high-quality stormwater continues.
- 5.3 In the longer term, as the Council continues to grow and the flows increase due to higher densities and increased intensity of storms, Council will need to consider funding additional new works to maintain current levels of service.
- 5.4 Council is working with the State Government to revise Flood Maps for the City, which will be completed late this year. It is proposed to present to Council the revised Flood maps in early 2023 that will inform Council as to the houses at risk of flooding in a 1 in 100-year event, with this number is not expected to increase.

SAMP Workshop - Step 2 Drainage Assets

August 2022

City of Salisbury
City Infrastructure



Item GB3 - Attachment 1 - Attachment 1 - Strategic Asset Management Plan
- Drainage Assets Presentation

Drainage Framework – Hierarchy & Levels of Service Criteria



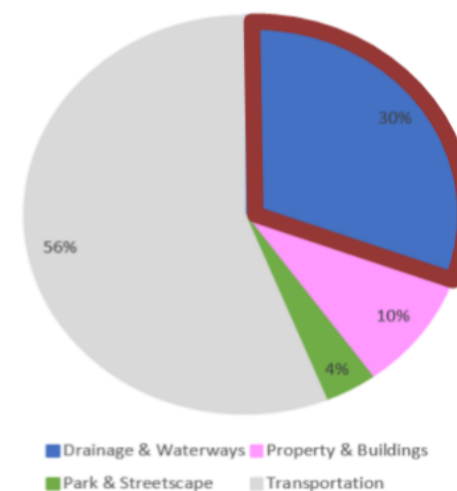
Approved Hierarchy for Drainage assets:

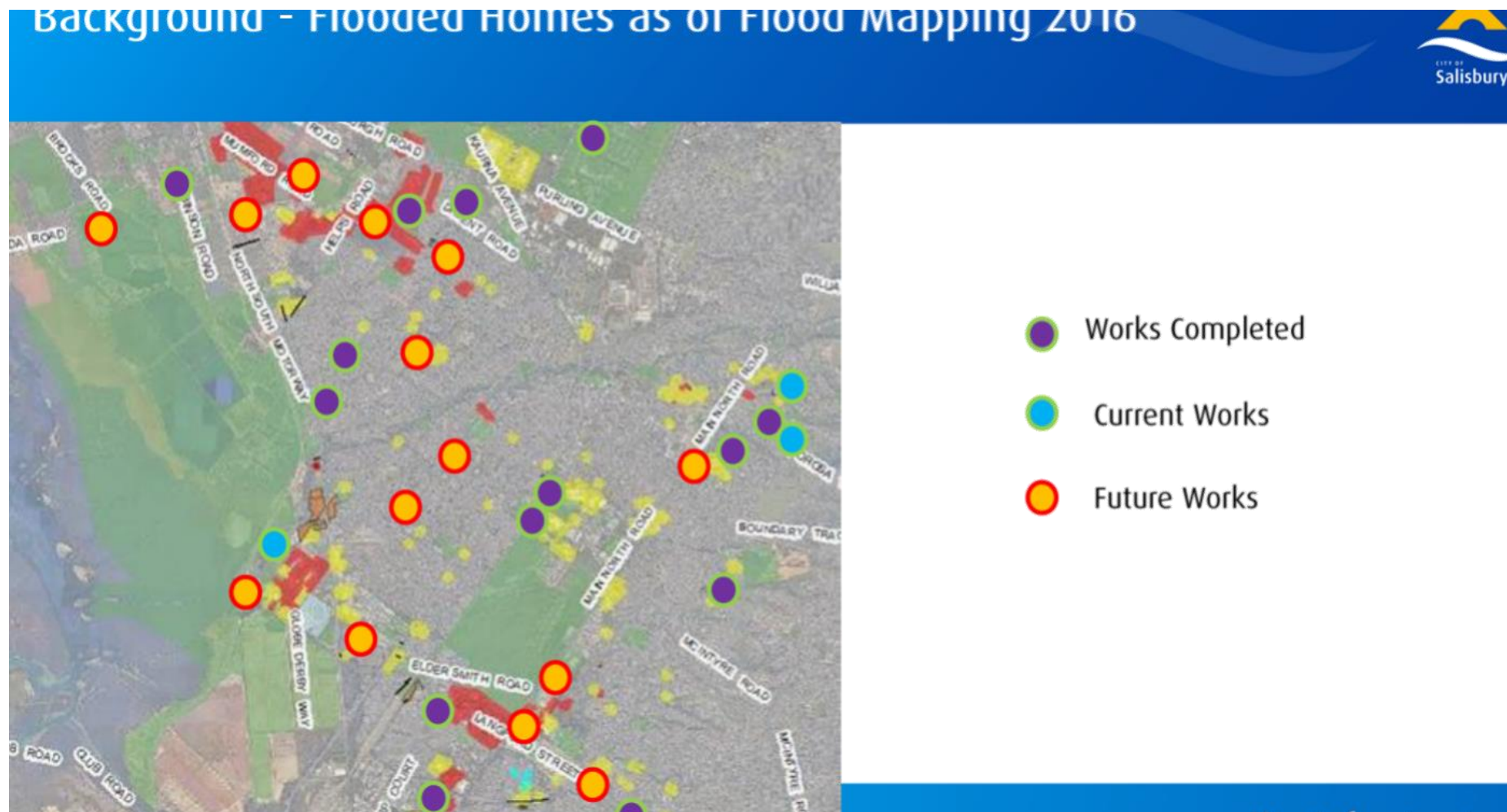
- Major Drainage Assets
- Minor Drainage Assets

Approved the following Criteria for Drainage systems:

- Major Drainage Assets:
 - Number of houses at risk of flooding in a 1 in 100 year event (*Currently 300 homes*)
 - Quality of stormwater entering the ocean (tonnes of sediment/year) (*5000T/ year are removed from wetlands on average each year*)
- Minor Drainage Assets:
 - Nuisance Flooding in streets (depth and duration of ponding in streets)
 - Quality of stormwater

Replace Value % by Asset Category (\$1.6b)





Scenario Modelling for Renewal

Assume no Assets Reach Poor to Very Poor condition

Year 0: 2022

0.04% in poor

0.02% in very poor

Year 10: 2032

1.82% in poor

0.12% in very poor

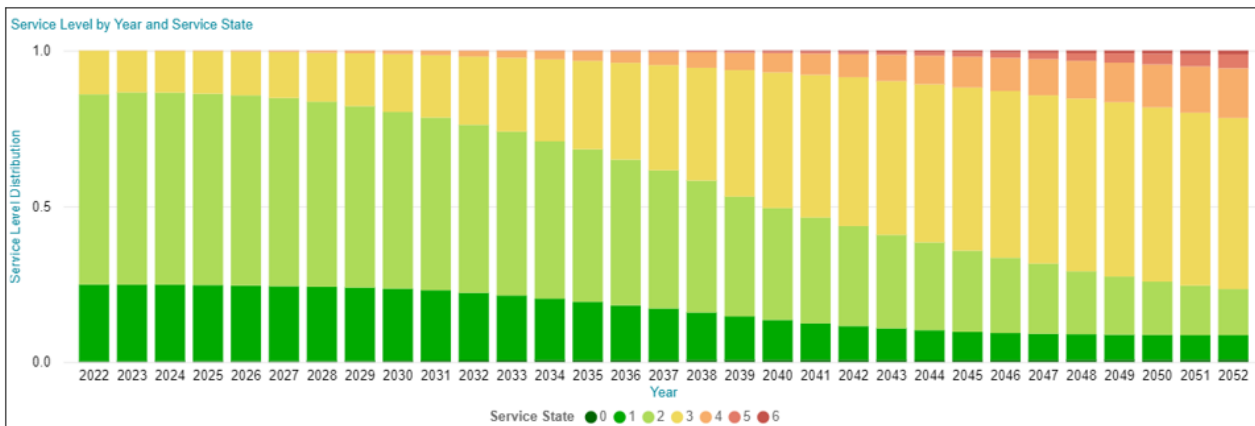
Year 15: 2037

4.23% in poor

0.42% in very poor

*At \$0.5M Current
Renewal Expenditure
as of year 3:*

*Renewal Expenditure
can be maintained for
the next 10 years at
Existing Levels in the
Interim SAMP.*



Major Drainage Assets – Levels of Service Recommendations



Continue Interim SAMP

- Maintain Number of houses at risk of flooding in a 1 in 100 year event at 300 Homes.

Continue Renewal – (\$500k/year)

- Increase CCTV inspection rates to improve proactive maintenance program.
- Run to fail of pump systems, install monitoring software to better manage flood pumps.

Continue Flood Mitigation Program – (\$500-\$1M/year) – Projects Already Developed

- Major New Flood Management Schemes to be considered as **NEW Capital Funding** not Renewal, with External Funding required. (Dry Creek SMP - \$30M), Greater Edinburgh Parks/St Kilda - \$200M over next 20 years)

- Maintain Quality of stormwater ensuring (5000T/ year of sediment are removed from wetlands on average each year)

Continue Funding Water Course Management as per Interim SAMP (\$800k/year)

- Erosion Management & Natural Creek Design of Waterways & Escarpment Gullies
- Renewal of Wetlands & Coastal Areas

Minor Drainage Assets – Levels of Service Recommendations



Continue Interim SAMP

b. No increase in Nuisance Flooding

Funding of new Schemes through NEW CAPITAL PROGRAMS as required

- Major New Pipe System networks to be considered and prioritised based on risk of flooding into homes
- Seek Funding for Emergency & Pipe Network failures as they occur through Quarterly budget bid process

Minor Drainage Assets – Levels of Service Recommendations



Continue Interim SAMP

I. No reduction in Water Quality or increase in minor Flooding

Continue Funding for Stormwater Maintenance at current levels

- Continue to maintain and apply pre-storm event preparations
- Continue to maintain GPT's on a 6 monthly basis
- Continue to maintain Trash Rack Systems after every rain event greater than 10mm
- Continue to maintain cleaning of SEP's (5 year cycle) – Priority Sites (prior to rain events)
- Minor Kerb improvement - Through Road Maintenance



Questions



GB4 Strategic Asset Management Plan - Building Assets - Stage 2 - Levels of Service and Financial Impacts

DATE 22 August 2022

| | | | |
|------------------|------|-------|------------|
| PREV REFS | AMSC | AMSC4 | 15/03/2022 |
| | AMSC | AMSC2 | 11/04/2022 |

AUTHORS Peter Rexeis, Senior Building Assets Officer, City Infrastructure
Karen Pepe, Manager Property and Buildings, City Infrastructure

CITY PLAN LINKS 1.1 Our City is attractive and well maintained
4.2 We deliver quality outcomes that meet the needs of our community

SUMMARY This report provides Council with information to assist in determining the Level of Service required for all Council's building assets based on their hierarchy, criticality, fit for purpose and overall Condition. Council needs to resolve on the budget required for the desired level of service which will then be included in Council's revised Strategic Asset Management Plan (SAMP) and subsequently into the Long-Term Financial Plan (LTFP), to ensure the Council's assets are planned, managed, maintained and renewed in line with agreed levels of service, which are financially sustainable.

RECOMMENDATION

That Council:

1. Adopts a budget of \$3.7M per annum for building renewal for existing building components to the existing levels of service as detailed in Scenario 1, Section 3.16.1 of this report (Item GB4 - Strategic Asset Management Plan - Building Assets - Stage 2 - Levels of Service and Financial Impacts – Council, 22 August 2022) and that this be included in the revised Strategic Asset Management Plan.
2. Approves for Administration to prepare the necessary budget bids for consideration in the 2023/2024 budget to increase the operating maintenance cost by \$100K in 5 years and note that this will increase by \$900K in 15 years.
3. Approves that any new/replacement buildings or significant upgrades will require a separate budget bid outside the current program.
4. Notes Administration are undertaking a review on the utilisation of Council buildings over the next two years which may result in changes to the building portfolio in the future, and that this work will be the subject of a further report to Council's for consideration.
5. Notes that the Building Assets Levels of Service, modelling and associated funding will be reflected in the Strategic Asset Management Plan to be adopted in early 2023.

ATTACHMENTS

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

1. Attachment 1 - Strategic Asset Management Plan - Building Assets - Stage 2 Presentation
2. Attachment 2 - Simulations Sporting Clubs Local and District-Regional

1. BACKGROUND

1.1 At its meeting held on Monday, 28 March 2022 Council resolved the following:

1. *“Adopts the building assets types as outlined below:*

- Bespoke (custom made)
- Community Hubs
- Community Centres/Libraries
- Sporting Clubrooms – Local
- Sporting Clubrooms – District/Regional
- Public Toilets
- Minor Buildings
- Heritage/Historic buildings

2. *Endorses the following criteria to enable analysis to be undertaken on a range levels of service for buildings:*

- New Builds – functionality; capacity; inclusiveness; environmental; finishes
- Maintenance levels – routine maintenance frequency; planned maintenance (including inspections); reactive intervention levels

3. *Notes a further report will be presented to Council seeking endorsement of the buildings level of service for the different building types and the respective financial forecasts.”*

Resolution Number 1292/2022

- 1.2 Council currently has an Interim Strategic Asset Management Plan (SAMP) in place for 2022/23, as approved by Council, after consultation, in 11 July 2022, (ASMC3).
- 1.3 The Interim SAMP identified the need for further review of hierarchy, level of service criteria, modelling and review of asset classes, to increase Council’s knowledge and understanding of the levels of service and funding needed to meet those in future years.
- 1.4 This report is one of four reports that makes recommendations for service levels for key asset classes and subsequent budget recommendations for consideration in the 2023/24 financial year.
- 1.5 This is the second report of a two stage process focused on the building asset management review of hierarchy and criteria to set the levels of service.

- 1.6 This report seeks endorsement of the levels of service and for consideration of the associated 2023/24 budget bids, for building assets. This will then be included in Council's revised Strategic Asset Management Plan (SAMP), the Annual Plan and subsequently into the Long-Term Financial Plan (LTFP) for 2023/24 and the four year planning horizon, in line with Section 122 of the Local Government Act (1991), as part of Council's Strategic Management Plan.

2. CONSULTATION / COMMUNICATION

2.1 External

2.1.1 Counterpart Solutions Pty Ltd

2.1.2 Brightly Pty Ltd

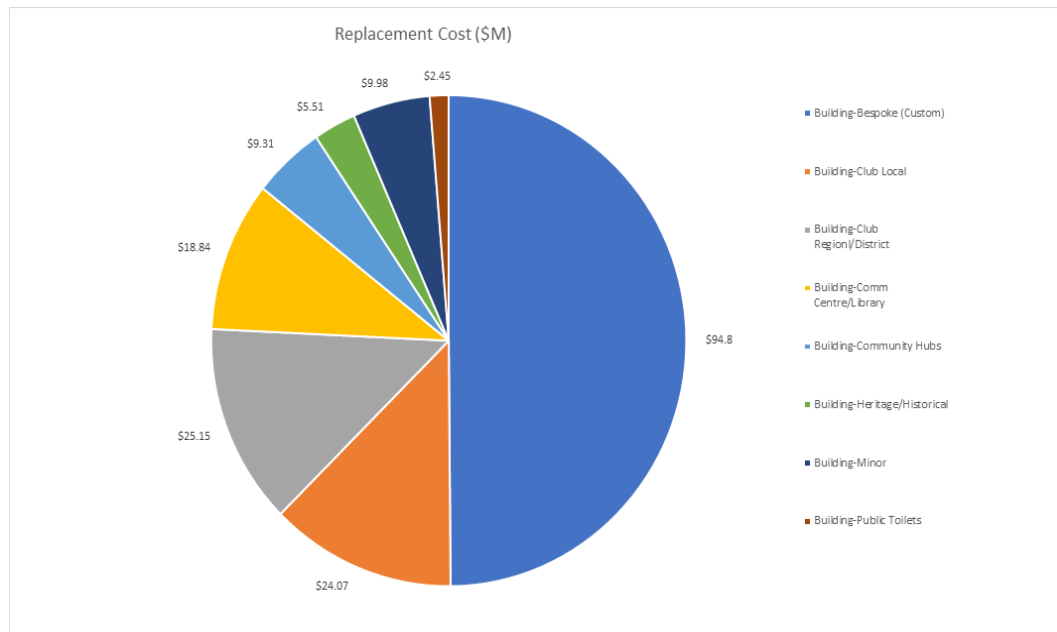
3. REPORT

- 3.1 This report will set the levels of service for all Council owned buildings based on the overall condition, hierarchy, criticality and fit for purpose (functionality).
- 3.2 This report seeks endorsement of the levels of service and associated budget which will then be included in Council's revised Strategic Asset Management Plan (SAMP) and subsequently into the Long-Term Financial Plan (LTFP).
- 3.3 In the last number of years Council has invested significantly in new and upgrading of buildings, such as the Salisbury Community Hub, Burton Community Hub, Para Hills Community Hub, SRP, Operations Centre, Underdown Park, Ingle Farm Junior Soccer Club, Bridgestone Park & more. This has resulted in a significant increase in the value of the building portfolio, and the associated excellent condition on much of the portfolio.

Levels of Service Criteria

- 3.4 The following table and pie chart highlight the number of Council buildings in each hierarchy and the value.

| Hierarchy | Count | Replacement Cost (\$M) |
|---------------------------------|-------|------------------------|
| Building-Bespoke (Custom) | 6 | \$94.84M |
| Building-Club Local | 25 | \$24.07M |
| Building-Club Regional/District | 20 | \$25.15M |
| Building-Comm Centre/Library | 16 | \$18.84M |
| Building-Community Hubs | 2 | \$9.31M |
| Building-Heritage/Historical | 25 | \$5.51M |
| Building-Minor | 84 | \$9.98M |
| Building-Public Toilets | 15 | \$2.45M |
| Total | 193 | \$190.15M |



3.5 Level of service is based on the overall condition of the building, hierarchy, criticality, fit for purpose requirements (functionality) and maintenance response times (reactive/programmed).

3.5.1 Condition Description

0 - Brand New - asset is brand new.

1 - Very Good - near as new condition with no defects.

2 - Good - superficial deterioration, no issue with reliability, minimal maintenance is required.

3 - Fair - minor deterioration present. Routine maintenance required.

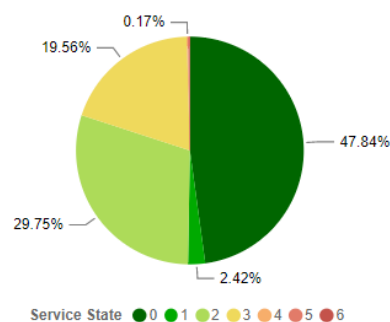
4 - Poor - significant deterioration present. Requires maintenance to keep the asset serviceable and programming for renewal/rehabilitation on forward 5 year works program

5 - Very Poor - extensive deterioration present. Requires significant maintenance to keep the asset serviceable and programming for renewal/rehabilitation within the following year.

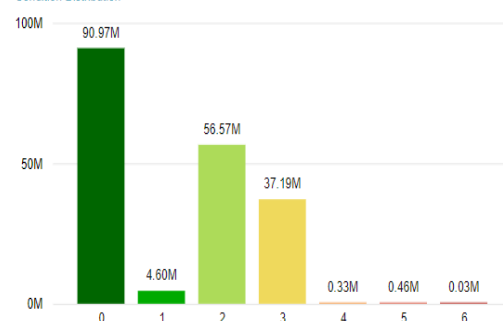
6 - End of Life - asset is unserviceable and provides no service. Asset cannot be used.

Based on replacement value, 80% Council buildings condition is 0 (excellent), 1 (very good) & 2 (good) & 20.0% Council buildings condition is 3 (fair).

Overall Condition



Condition Distribution

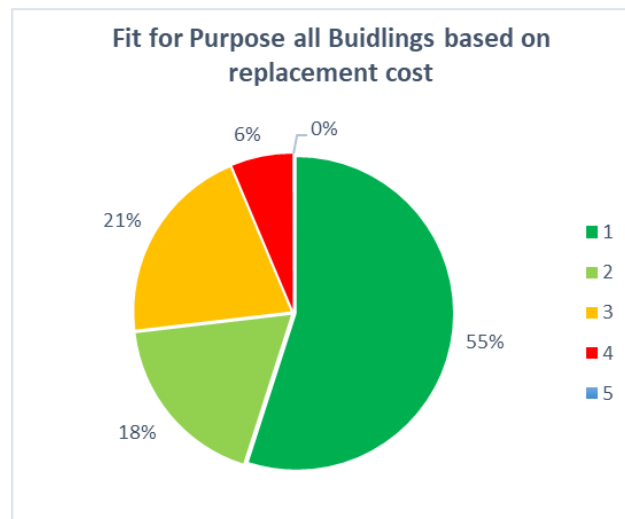


3.5.2 **Criticality (1-5)** – how important is this building to the community

- 1 – Very High
- 2 – High
- 3 – Moderate
- 4 – Low
- 5 – Very Low

3.5.3 **Fit for Purpose (1-5) – functionality** - can be defined as a building or facility that has been designed and is well equipped and suited for its designated role or purpose.

- 1 – Very Good
- 2 – Good
- 3 – Fair
- 4 – Poor
- 5 – Very Poor



94% of Council buildings currently rate 3 or better, meaning that in general the building portfolio functionally meets its service requirements. However, this is based on the value of the asset, with a number of major buildings having recently been completed, or about to be.

Table 1 Level of Service Criteria range over the building hierarchy

| Building Hierarchy | Criticality 1-5 | Fit for Purpose 1-5 | Condition 0-6 |
|---------------------------------|---------------------------|---------------------------|---------------------------|
| Bespoke | 1, very high | 1 to 3, very good to fair | 0 to 3, excellent to fair |
| Community Hubs | 1 to 2, very high to high | 1 to 3, very good to fair | 0 to 3, excellent to fair |
| Community Centre/Library | 2, high | 1 to 3, very good to fair | 0 to 3, excellent to fair |
| Sporting Club Regional/District | 2, high | 1 to 3, very good to fair | 0 to 3, excellent to fair |
| Sporting Club Local | 3, moderate | 1 to 3, very good to fair | 0 to 3, excellent to fair |
| Public Toilets | 3, moderate | 1 to 3, very good to fair | 0 to 3, excellent to fair |
| Minor Buildings | 3-4, moderate to low | 1 to 3, very good to fair | 0 to 3, excellent to fair |
| Heritage/Historical Buildings | 5, very low | 1 to 3, very good to fair | 0 to 4, excellent to poor |

Interim SAMP & Cost Increases

- 3.6 Service Continuity includes renewal, upgrade & at times new funding and reflects the costs of providing and maintaining services (through assets) to the endorsed or targeted levels of service.
- 3.7 The interim SAMP is based on the current levels of service.
- 3.8 Managing the building assets at the current levels of service is a risk as funding levels may not be sustainable in the longer term.
- 3.9 The interim SAMP has an average of \$3.7M per annum for renewal/upgrade programs with limited allowance for new buildings.
- 3.10 However since the Interim SAMP was prepared the costs of building construction and maintenance has increased by an average of around 20%.
- 3.11 The increase in costings is not expected to reduce, but is anticipated to plateau and stabilise.
- 3.12 In 2020/21 Council endorsed an Escalation Fund of \$3.3M to cover the additional costs for capital Projects in that year. This has not been continued.

Building Assets Forecast Modelling

- 3.13 City Infrastructure engaged Brightly and Counterpart Solutions to assist carry out an analysis of Council's building assets.
- 3.14 The buildings assets that are part of this forecast modelling shows how the assets will perform in the next 15 years (in five year increments) in relation to overall condition, hierarchy, criticality, fit for purpose requirements (functionality) and maintenance (reactive/programmed).
- 3.15 The building modelling utilises different scenarios considering the increased 20% in costs (costs realised within existing budget and not additional).
- 3.16 Three scenarios have been modelled and contained within Attachment 1- Strategic Asset Management Plan - Building Assets - Stage 2 Presentation:
 - 3.16.1 **Scenario 1 – All Buildings** - use all renewal budget (\$3.7M per annum), using the 20% increase in costs, to renew existing building components i.e. roof, kitchens, changerooms, flooring (no significant upgrades). With this scenario it is anticipated that the building assets will slip into condition 4, 5 & 6 over time with annual maintenance costs increasing by approximately \$100K in 5 years and \$900K in 15 years.
 - 3.16.2 **Scenario 2 – All Buildings** - use \$1.5m per annum for renewal of existing building components i.e. roof, kitchens, changerooms, flooring, and one building upgrade at an average cost \$2.2M per annum (this would only fund a local sporting club). This modelling included the 20% increase in costs within the budget.

This scenario results in 31% of assets slipping into condition 4, 5 & 6 over time with annual maintenance costs increasing approximately by \$100k in 5 years and \$1.8M in 15 years. It must be noted that if any upgrade is undertaken for a building hierarchy such as sporting club (regional/district) this may mean that an upgrade is done every 2 – 3 years, as the upgrade budget has been averaged to assist decision making.

- 3.16.3 **Scenario 3** - All Buildings - increase funding from \$3.7M to \$7.8M per annum which includes 20% increase costs. This ensures that the building assets stay within an overall condition of 0 – 3, based on renewing like for like, with no major upgrades or replacements.

This scenario results in 5% of assets in condition 4, 5 & 6 combined by year 15 with maintenance costs remaining stable over that time. The majority of assets falling into the poor condition are the historical/heritage buildings which have little maintenance done on them.

This scenario does not include any new buildings or any significant upgrades which are above current service level. This will need to be funded from a new budget bid outside the current program.

Sporting Clubs Simulations/Scenarios

- 3.17 **Scenario – All Local/District/Regional Sporting Clubs** – use an allocation of the renewal/upgrade budget, \$3.7M PA includes 20% increase costs, to renew existing building components i.e. roof, kitchens, changerooms, flooring (no significant upgrades), assets will slip into condition 4, 5 & 6 over time with maintenance costs remaining stable over the first 5 years and increasing by approximately \$144K in 15 years.
- 3.18 **Scenario – All Local Sporting Clubs** – use an allocation of the renewal/upgrade budget, \$3.7M PA includes 20% increase costs, to renew existing building components i.e. roof, kitchens, changerooms, flooring (no significant upgrades), assets will slip into condition 4, 5 & 6 over time with maintenance costs remaining stable over the first 5 years and increasing by approximately \$41K in 15 years.
- 3.19 **Scenario – All District/Regional Sporting Clubs** – use an allocation of the renewal/upgrade budget, \$3.7M PA includes 20% increase costs, to renew existing building components i.e. roof, kitchens, changerooms, flooring (no significant upgrades), assets will slip into condition 4, 5 & 6 over time with maintenance costs remaining stable over the first 5 years and increasing by approximately \$103K in 15 years.
- 3.20 This does not include any new buildings or any significant upgrades which are above current service level. This will need to be funded from a new budget bid outside the current program.

Refer Attachment 2 - Simulations Sporting Clubs Local and District-Regional

Summary of Maintenance Costings Scenarios 1, 2 & 3 all Council Buildings

- 3.21 Maintenance progressively increases each year for scenarios 1 and 2 over the 15-year period. Significantly for scenario 2.

- 3.22 Maintenance stabilise and eventually decreases for scenario 3 but assumes that capital budget increases from \$3.7m to \$7.8m per annum.

Table 2 Summary Maintenance Costings

| Year | Scenario 1 Maintenance \$ | Scenario 2 Maintenance \$ | Scenario 3 Maintenance \$ |
|----------------|---------------------------|---------------------------|---------------------------|
| 1 | 2,539,179 | 2,718,958 | 2,698,601 |
| 5 | 2,620,820 | 2,807,518 | 2,728,574 |
| 10 | 3,077,752 | 3,237,811 | 2,789,422 |
| 15 | 3,435,603 | 4,495,129 | 2,671,489 |
| Variance (+/-) | 896,424 | 1,776,171 | -27,112 |

4. CONCLUSION / PROPOSAL

- 4.1 Level of service is determined by hierarchy, criticality, fit for purpose, condition and maintenance.
- 4.2 The Interim SAMP is based on the current levels of service, is an average of \$3.7M per annum for renewal/upgrade programs, with limited increases or significant upgrades.
- 4.3 The recent modelling has shown that the financial forecasts in the Long Term Financial are only sufficient to maintain and renew to the existing level of service, rather than also providing for significant upgrades or new buildings.
- 4.4 The costs of building construction and maintenance has increased by an average of 20% and this increase is not expected to reduce, it is anticipated to plateau and stabilise.
- 4.5 Forecast modelling and analysis of Council's buildings assets shows how the buildings will perform in the next 15 years in relation to overall condition, hierarchy, criticality, fit for purpose requirements (functionality) and maintenance (reactive/programmed).
- 4.6 The modelling provides information on the outcomes including average costs required for the scenario selected.
- 4.7 Maintenance will progressively increase each year for the scenarios over the 15-year period, except for scenario 3 where it decreases and is less in year 15 than year 1, but this assumes that the capital budget increases significantly as outlined in the report.

Recommended Option:

- 4.8 **Scenario 1 – All Buildings** - use all renewal budget, \$3.7M per annum, and the 20% increase in costs to renew existing building components i.e. roof, kitchens, changerooms, flooring (no significant upgrades). With this scenario it is anticipated that the building assets will slip into condition 4, 5 & 6 over time with annual maintenance costs increasing by approximately \$100K in 5 years and \$900K in 15 years.
- 4.8.1 Any new buildings or significant upgrades (not like for like) should be part of a separate budget bid outside the renewal program.
- 4.8.2 It is further recommended that over the next two year staff review the utilisation of Council's buildings and report back to Council on the findings and any recommended changes.

SAMP – Workshop – Step 2

Review of Building Assets

City of Salisbury
City Infrastructure



SAMP Framework



Managing assets to deliver Exceptional Community Experience, in a financially sustainable way.

Service Continuity includes renewal, upgrade & at times new funding, & reflects the costs of providing and maintaining services (through assets) to the endorsed or targeted levels of service.

INTERIM SAMP is based on current Levels of Service, managing asset risk as the LoS and Funding Levels are not sustainable in the longer term.

Four Asset Classes, based on Asset Value and Renewal Expenditure making up 90% of Renewal Funding are being considered: **ROADS, DRAINAGE, BUILDINGS & PLAYSPACES**

Council approved a 2 stage Process approving **Hierarchy & Levels of Service Criteria** for each asset class and the modelling is now completed to assess the necessary **renewal funding** to maintain **expected levels of service**.

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City Infrastructure

Buildings Framework – Hierarchy & Levels of Service Criteria



Adopted Hierarchy for Council Buildings:

Bespoke –

Salisbury Community Hub, Operations Centre, Salisbury Recreation Precinct, Recreation Centres & Animal Pound

Community Hubs –

Burton Community Hub & Para Hills Hub

Community Centre/Libraries –

Jack Young, Bagsters, Morella etc

Sporting Clubs –

Regional/District

Sporting Clubs –

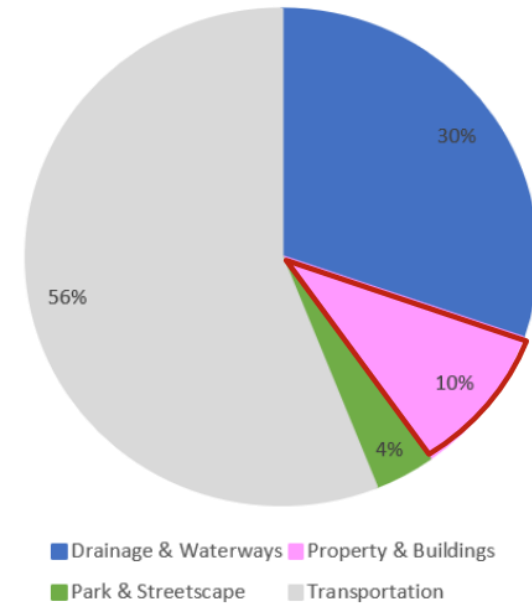
Local

Public Toilets

Minor Buildings

Heritage/Historical Buildings

Replace Value % by Asset Category (\$1.6bn)



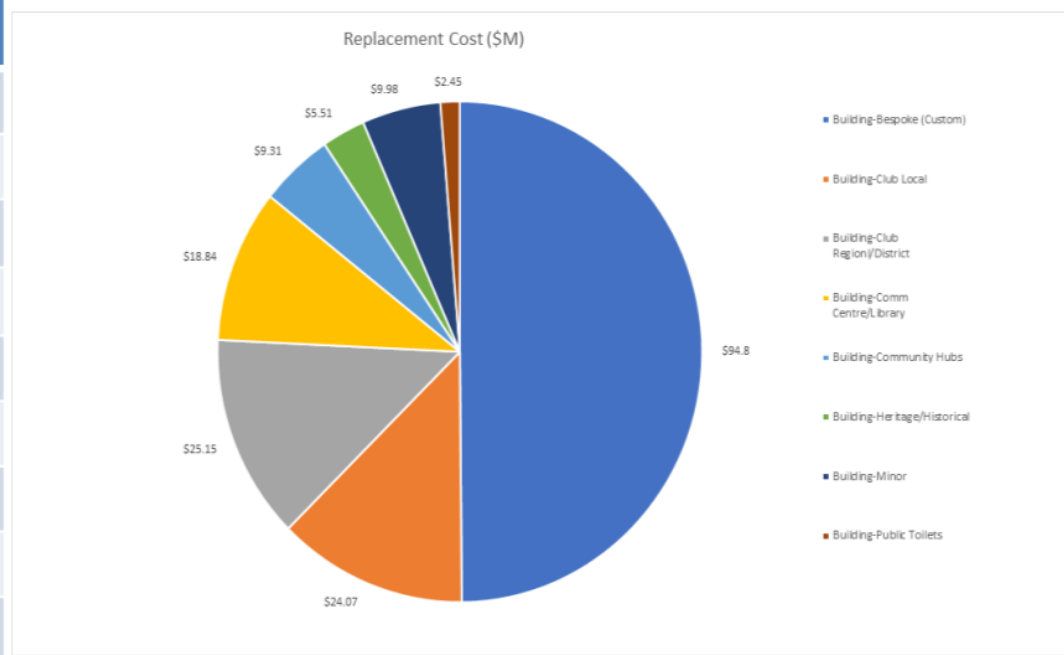
Salisbury

City Infrastructure

Buildings Framework – Hierarchy & Levels of Service Criteria



| Hierarchy | Count | Replacement Cost (\$M) |
|---------------------------------|------------|------------------------|
| Building-Bespoke (Custom) | 6 | \$94.84M |
| Building-Club Local | 25 | \$24.07M |
| Building-Club Regional/District | 20 | \$25.15M |
| Building-Comm Centre/Library | 16 | \$18.84M |
| Building-Community Hubs | 2 | \$9.31M |
| Building-Heritage/Historical | 25 | \$5.51M |
| Building-Minor | 84 | \$9.98M |
| Building-Public Toilets | 15 | \$2.45M |
| Total | 193 | \$190.15M |



City Infrastructure

Buildings Framework – Hierarchy & Levels of Service Criteria



Level of Service Criteria

- Council resolved a building hierarchy & levels of service criteria in March 2022
- Levels of Service include:
 - Condition – 0 Brand new through to 6 which is end of life
 - Maintenance (reactive & preventative) – response times
 - Fit for purpose – functionality which is defined as a building or facility that has been designed and is well equipped and suited for its designated role or purpose
- Modelling
 - Used a rating for criticality 1 – 5 based on how important the building is to the community
 - Used a rating for fit for purpose 1 - 5

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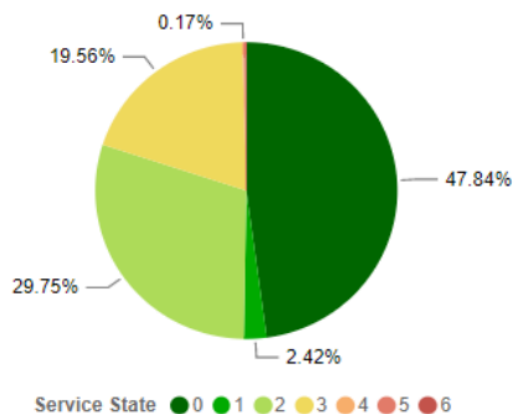
City Infrastructure

Buildings Framework – Hierarchy & Condition

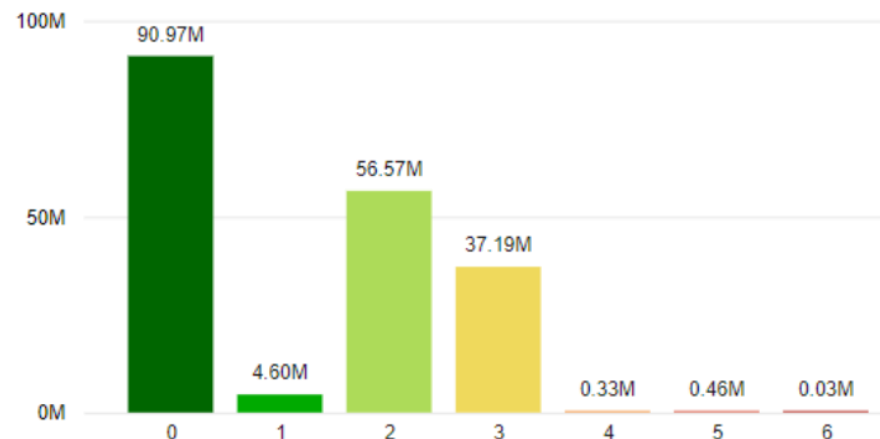


Overall Building Condition

Overall Condition



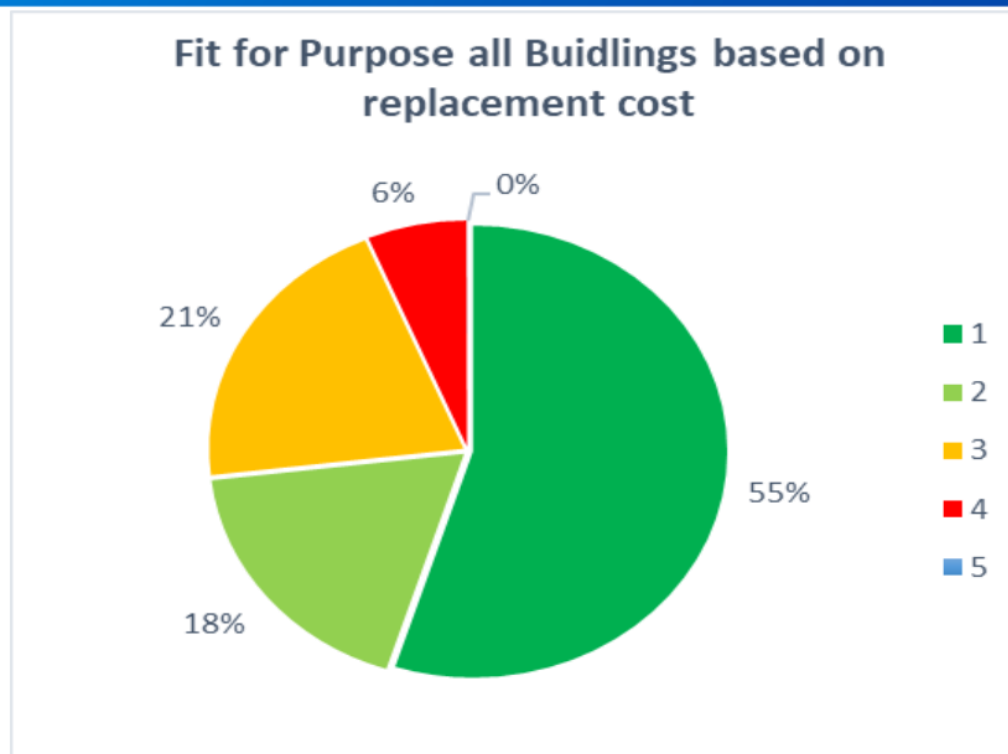
Condition Distribution



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City Infrastructure

Buildings Framework – Hierarchy & Levels of Service Criteria



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City Infrastructure

Buildings Framework



- SAMP - \$3.7Mpa renewal/upgrade programs with no increases.
- Full Replacement / New Buildings - Zero dollars in SAMP for replacement / new buildings.
- Building Construction & Maintenance – Costs have increased, estimated average up to 20%.
- **Scenario 1a** – All Buildings - Use all renewal/upgrade budget to renew existing building components i.e. roof, kitchens, changerooms, flooring (no significant upgrades), assets will slip into condition 4, 5 & 6 over time.
- **Scenario 1b** – Same as scenario 2 but just looking at Bespoke/Community Hubs.
- **Scenario 2** - All Buildings - Use all renewal/upgrade budget to renew existing building components i.e. roof, kitchens, changerooms, flooring and one Upgrade at an average cost 2.2m per annum (local sporting club)
- **Scenario 3** - Maintain 0-3 condition increase annual average budget \$7.8m (capital budget)
- Building modelling – Utilised scenarios taking into account a 20% increase in costs (costs realised within existing budget & not additional)

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City Infrastructure

Buildings Framework – Modelling Scenario



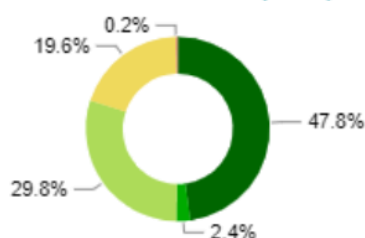
SCENARIO 1a – include all Buildings

Strategy - Use all renewal/upgrade budget to renew existing building components i.e. roof, kitchens, changerooms, flooring (**no significant upgrades**), note assets will slip into condition 4, 5 & 6 over time.

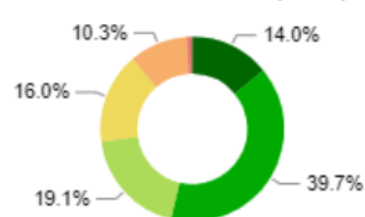
Annual average budget - \$3.7M including 20% increase costs within the budget

| Year | Condition 4 Poor | Condition 5 Very Poor | Condition 6 Past Useful Life | Total |
|---------|------------------|-----------------------|------------------------------|-------|
| Year 0 | 0.17% | 0.24% | 0.0% | 0.41% |
| Year 5 | 10.3% | 0.7% | 0.2% | 11.2% |
| Year 10 | 11.5% | 3.2% | 1.5% | 16.2% |
| Year 15 | 11.2% | 5.3% | 4.2% | 20.7% |

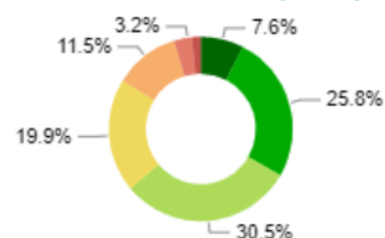
Condition Distribution % (Year 0)



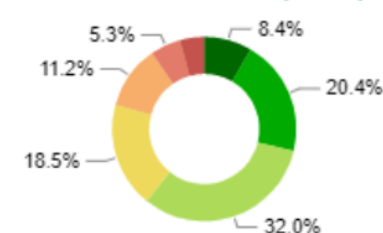
Condition Distribution % (Year 5)



Condition Distribution % (Year 10)



Condition Distribution % (Year 15)



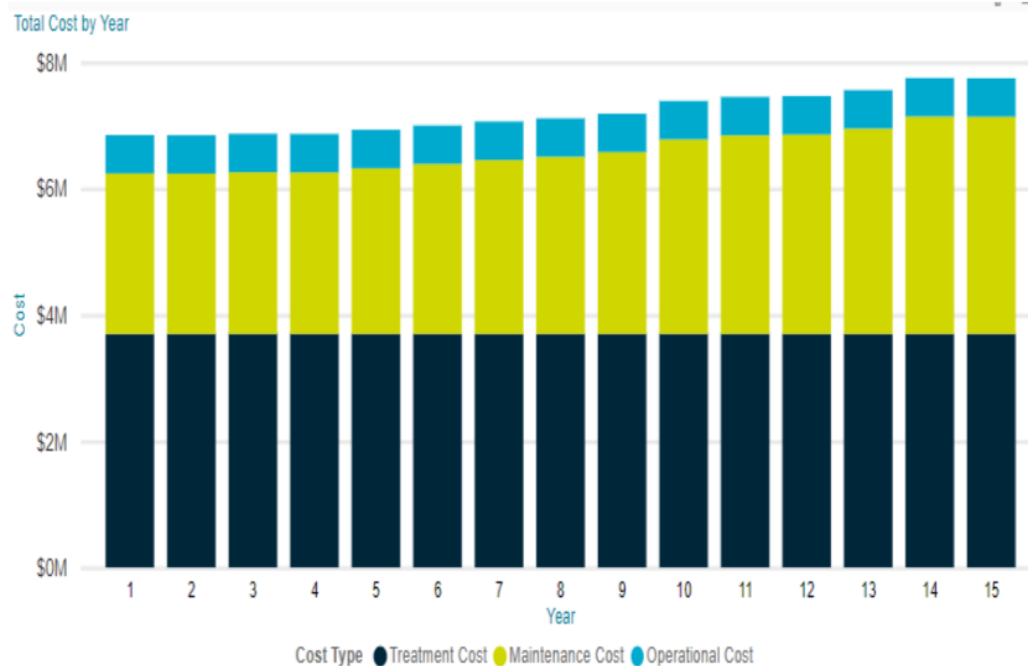
Salisbury

City Infrastructure

Buildings Framework – Maintenance Costs



Scenario 1a - All Buildings – current budget of \$3.7m (no significant upgrades). Operating & maintenance expenditure all increases over time



Total Treatment Cost

\$55.5M

Average Annual Treatment Cost

\$3.7M

Total Maintenance Cost

\$43.4M

| Year | Treatment Cost | Maintenance Cost | Operational Cost |
|--------------|---------------------|---------------------|--------------------|
| 1 | \$3,698,236 | \$2,539,179 | \$608,000 |
| 2 | \$3,699,165 | \$2,535,596 | \$608,000 |
| 3 | \$3,699,122 | \$2,557,580 | \$608,000 |
| 4 | \$3,699,498 | \$2,554,416 | \$608,000 |
| 5 | \$3,699,838 | \$2,620,820 | \$608,000 |
| 6 | \$3,699,694 | \$2,688,510 | \$608,000 |
| 7 | \$3,699,113 | \$2,752,130 | \$608,000 |
| 8 | \$3,699,709 | \$2,801,717 | \$608,000 |
| 9 | \$3,699,707 | \$2,876,361 | \$608,000 |
| 10 | \$3,699,755 | \$3,077,752 | \$608,000 |
| 11 | \$3,699,916 | \$3,141,287 | \$608,000 |
| 12 | \$3,699,277 | \$3,155,220 | \$608,000 |
| 13 | \$3,699,327 | \$3,248,727 | \$608,000 |
| 14 | \$3,699,887 | \$3,439,497 | \$608,000 |
| 15 | \$3,699,834 | \$3,435,603 | \$608,000 |
| Total | \$55,492,076 | \$43,424,396 | \$9,120,000 |

Salisbury

City Infrastructure

Buildings Framework – Modelling Scenario



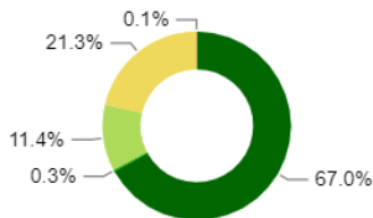
SCENARIO 1b - Bespoke Buildings & Community Hubs (SCH; Operations Centre; SRP; Recreation Centres, Burton & Para Hills Hub)

Strategy - Use all renewal/upgrade budget to renew existing building components i.e. roof, kitchens, changerooms, flooring (**no significant upgrades**), note assets will slip into condition 4, 5 & 6 over time. Annual average budget - \$3.7M plus 20% increase costs

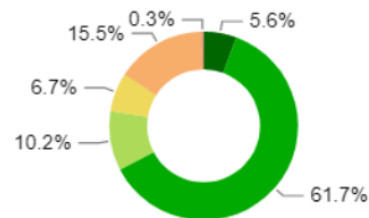
| Year | Condition 4 Poor | Condition 5 Very Poor | Condition 6 Past Useful Life | Total |
|---------|------------------|-----------------------|------------------------------|-------|
| Year 0 | 0.6% | 0.0% | 0% | 0.6% |
| Year 5 | 17.9% | 0.2% | 0.2% | 18.3% |
| Year 10 | 18.4% | 1.5% | 0.4% | 20.3% |
| Year 15 | 18.3% | 7.3% | 1.8% | 27.4% |

Condition - ● 0 ● 1 ● 2 ● 3 ● 4 ● 5 ● 6

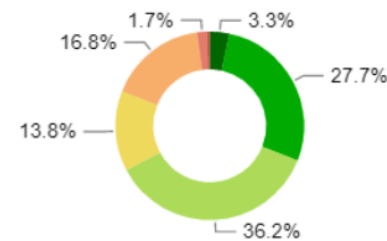
Condition Distribution % (Year 0)



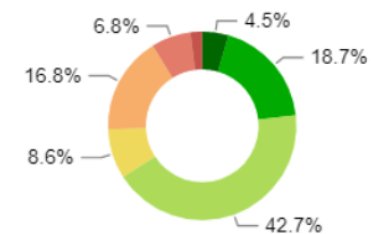
Condition Distribution % (Year 5)



Condition Distribution % (Year 10)



Condition Distribution % (Year 15)



Salisbury

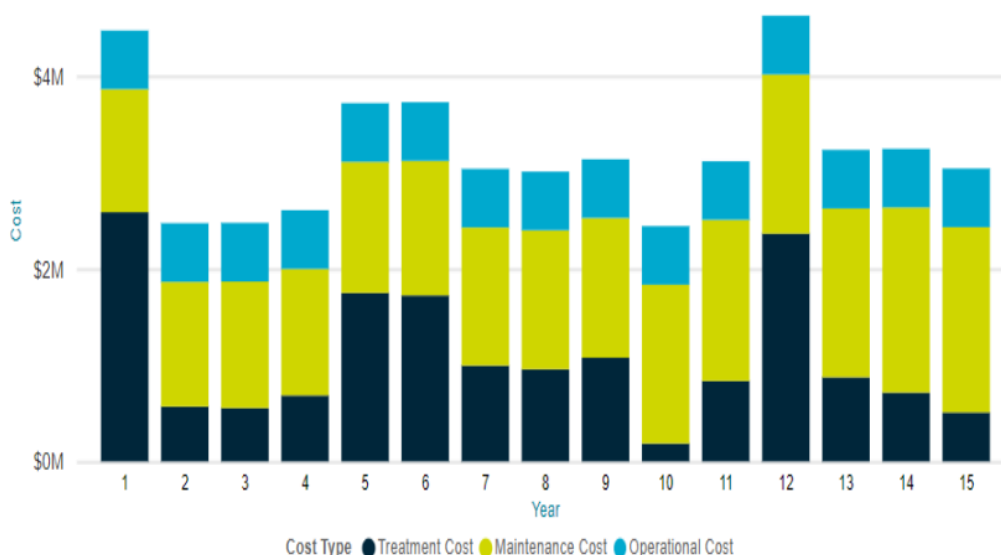
City Infrastructure

Buildings Framework – Maintenance Costs



Scenario 1b - Operating & Maintenance Expenditure Bespoke Buildings & Community Hubs - maintenance increasing

Total Cost by Year



Total Treatment Cost

\$16.4M

Average Annual Treatment Cost

\$1.1M

Total Maintenance Cost

\$22.8M

| Year | Treatment Cost | Maintenance Cost | Operational Cost |
|--------------|---------------------|---------------------|--------------------|
| 1 | \$2,586,507 | \$1,275,713 | \$608,000 |
| 2 | \$570,855 | \$1,292,998 | \$608,000 |
| 3 | \$554,668 | \$1,312,645 | \$608,000 |
| 4 | \$685,475 | \$1,312,641 | \$608,000 |
| 5 | \$1,748,556 | \$1,360,351 | \$608,000 |
| 6 | \$1,723,292 | \$1,395,658 | \$608,000 |
| 7 | \$995,550 | \$1,431,615 | \$608,000 |
| 8 | \$958,047 | \$1,440,962 | \$608,000 |
| 9 | \$1,076,698 | \$1,449,693 | \$608,000 |
| 10 | \$187,539 | \$1,646,282 | \$608,000 |
| 11 | \$834,701 | \$1,672,475 | \$608,000 |
| 12 | \$2,363,877 | \$1,651,731 | \$608,000 |
| 13 | \$874,318 | \$1,750,098 | \$608,000 |
| 14 | \$715,835 | \$1,919,072 | \$608,000 |
| 15 | \$508,949 | \$1,921,723 | \$608,000 |
| Total | \$16,384,867 | \$22,833,658 | \$9,120,000 |

Salisbury

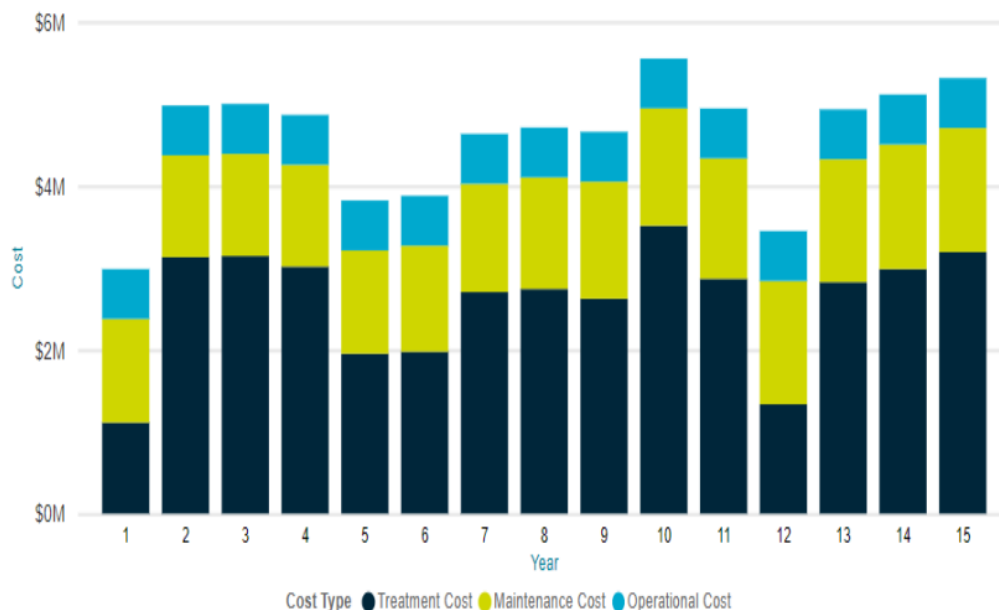
City Infrastructure

Buildings Framework – Maintenance Costs



Scenario 1b - Operating & Maintenance Expenditure: Community Centres / Libraries, Sporting Clubs, Public Toilets, Minor Buildings, Heritage / Historic Buildings (Excludes Bespoke and Community Hubs) – maintenance increasing

Total Cost by Year



Total Treatment Cost

\$39.1M

Average Annual Treatment Cost

\$2.6M

Total Maintenance Cost

\$20.6M

| Year | Treatment Cost | Maintenance Cost | Operational Cost |
|--------------|---------------------|---------------------|--------------------|
| 1 | \$1,111,729 | \$1,263,466 | \$608,000 |
| 2 | \$3,128,309 | \$1,242,598 | \$608,000 |
| 3 | \$3,144,454 | \$1,244,935 | \$608,000 |
| 4 | \$3,014,022 | \$1,241,775 | \$608,000 |
| 5 | \$1,951,282 | \$1,260,470 | \$608,000 |
| 6 | \$1,976,402 | \$1,292,853 | \$608,000 |
| 7 | \$2,703,563 | \$1,320,516 | \$608,000 |
| 8 | \$2,741,662 | \$1,360,756 | \$608,000 |
| 9 | \$2,623,009 | \$1,426,668 | \$608,000 |
| 10 | \$3,512,215 | \$1,431,469 | \$608,000 |
| 11 | \$2,865,215 | \$1,468,812 | \$608,000 |
| 12 | \$1,335,400 | \$1,503,489 | \$608,000 |
| 13 | \$2,825,009 | \$1,498,629 | \$608,000 |
| 14 | \$2,984,052 | \$1,520,425 | \$608,000 |
| 15 | \$3,190,884 | \$1,513,879 | \$608,000 |
| Total | \$39,107,209 | \$20,590,738 | \$9,120,000 |

Salisbury

City Infrastructure

Buildings Framework – Modelling Scenario



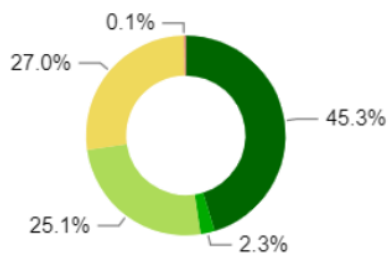
SCENARIO 2 - include all Building Hierarchies

Strategy - Use all renewal/upgrade budget to renew existing building components i.e. roof, kitchens, changerooms, flooring and **one Upgrade** at an average cost 2.2m per annum (local sporting club) funded from \$3.7M budget, note assets will slip into condition 4, 5 & 6 over time.

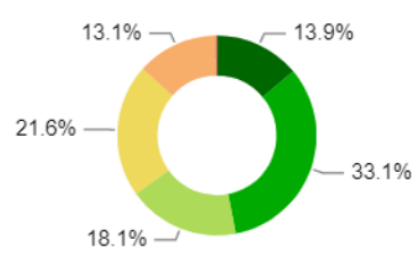
Annual average budget - \$3.7M plus 20% increase costs

| Year | Condition 4 Poor | Condition 5 Very Poor | Condition 6 Past Useful Life | Total |
|---------|------------------|-----------------------|------------------------------|-------|
| Year 0 | 0.1% | 0.2% | 0.0% | 0.3% |
| Year 5 | 13.1% | 0.2% | 0.0% | 13.3% |
| Year 10 | 14.2% | 4.3% | 1.1% | 19.6% |
| Year 15 | 9.7% | 17.8% | 3.5% | 31.0% |

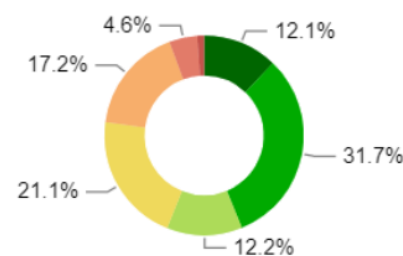
Condition Distribution % (Year 0)



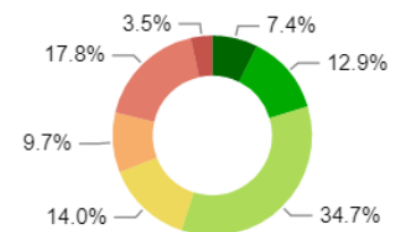
Condition Distribution % (Year 5)



Condition Distribution % (Year 10)



Condition Distribution % (Year 15)



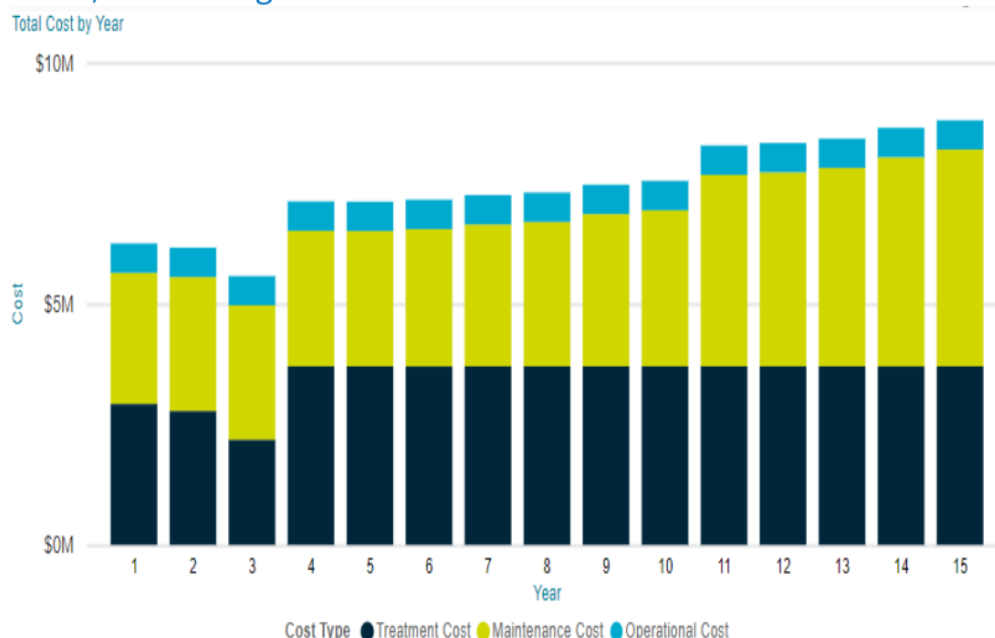
Salisbury

City Infrastructure

Buildings Framework – Maintenance Costs



Scenario 2 - Operating & Maintenance Expenditure all buildings with **one Upgrade** at an average cost 2.2M (local sporting club) all buildings



Total Treatment Cost

\$52.3M

Average Annual Treatment Cost

\$3.5M

Total Maintenance Cost

\$50.0M

| Year | Treatment Cost | Maintenance Cost | Operational Cost |
|--------------|---------------------|---------------------|--------------------|
| 1 | \$2,922,088 | \$2,718,958 | \$608,000 |
| 2 | \$2,778,625 | \$2,776,350 | \$608,000 |
| 3 | \$2,180,548 | \$2,784,725 | \$608,000 |
| 4 | \$3,699,512 | \$2,812,931 | \$608,000 |
| 5 | \$3,699,957 | \$2,807,518 | \$608,000 |
| 6 | \$3,698,744 | \$2,849,089 | \$608,000 |
| 7 | \$3,699,985 | \$2,943,798 | \$608,000 |
| 8 | \$3,699,600 | \$2,996,273 | \$608,000 |
| 9 | \$3,699,713 | \$3,158,836 | \$608,000 |
| 10 | \$3,699,605 | \$3,237,811 | \$608,000 |
| 11 | \$3,699,744 | \$3,971,453 | \$608,000 |
| 12 | \$3,699,559 | \$4,024,904 | \$608,000 |
| 13 | \$3,699,950 | \$4,114,376 | \$608,000 |
| 14 | \$3,698,892 | \$4,338,943 | \$608,000 |
| 15 | \$3,699,905 | \$4,495,129 | \$608,000 |
| Total | \$52,276,427 | \$50,031,093 | \$9,120,000 |

Salisbury

City Infrastructure

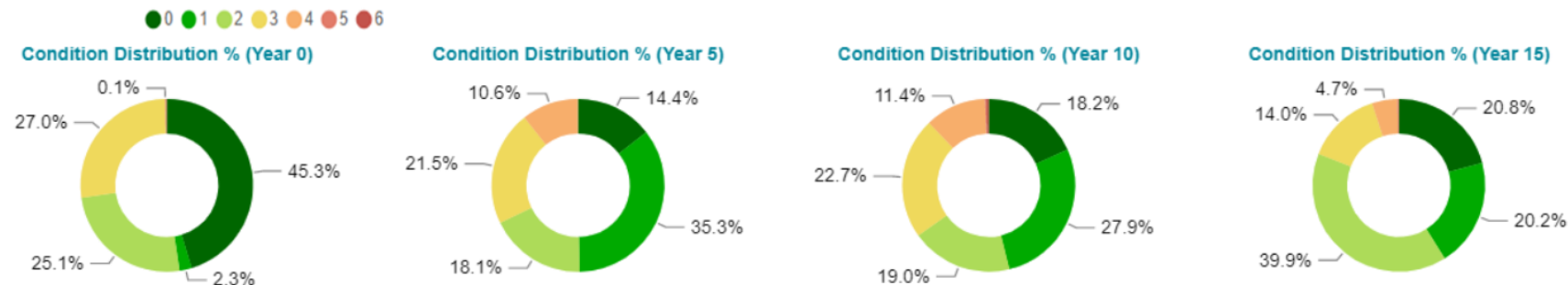
Buildings Framework – Modelling Scenario



SCENARIO 3 - include all Building Hierarchies

Strategy - increase annual average budget - \$7.8M including 20% increase costs (capital costs)

| Year | Condition 4 Poor | Condition 5 Very Poor | Condition 6 Past Useful Life | Total |
|---------|------------------|-----------------------|------------------------------|-------|
| Year 0 | 0.1% | 0.2% | 0.0% | 0.3% |
| Year 5 | 10.6% | 0.0% | 0.0% | 10.6% |
| Year 10 | 11.4% | 0.2% | 0.5% | 12.1% |
| Year 15 | 4.7% | 0.3% | 0.1% | 5.1% |



Salisbury

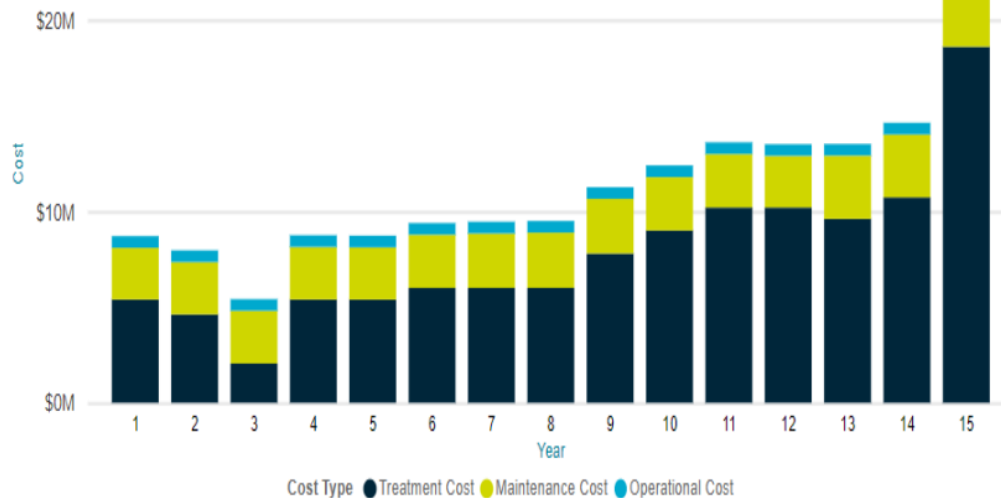
City Infrastructure

Buildings Framework – Maintenance Cost



Scenario 3 - Maintain 0-3 condition increase annual average budget \$7.8m (capital budget)

Total Cost by Year



Total Treatment Cost

\$117.0M

Average Annual Treatment Cost

\$7.8M

Total Maintenance Cost

\$42.6M

| Year | Treatment Cost | Maintenance Cost | Operational Cost |
|--------------|----------------------|---------------------|--------------------|
| 1 | \$5,399,566 | \$2,698,601 | \$608,000 |
| 2 | \$4,621,147 | \$2,733,043 | \$608,000 |
| 3 | \$2,050,567 | \$2,758,140 | \$608,000 |
| 4 | \$5,397,527 | \$2,745,779 | \$608,000 |
| 5 | \$5,393,873 | \$2,728,574 | \$608,000 |
| 6 | \$5,998,529 | \$2,782,281 | \$608,000 |
| 7 | \$5,999,198 | \$2,849,887 | \$608,000 |
| 8 | \$5,999,888 | \$2,890,321 | \$608,000 |
| 9 | \$7,799,917 | \$2,852,676 | \$608,000 |
| 10 | \$8,999,787 | \$2,789,422 | \$608,000 |
| 11 | \$10,199,328 | \$2,796,975 | \$608,000 |
| 12 | \$10,199,194 | \$2,700,501 | \$608,000 |
| 13 | \$9,610,020 | \$3,302,627 | \$608,000 |
| 14 | \$10,728,354 | \$3,289,834 | \$608,000 |
| 15 | \$18,599,852 | \$2,671,489 | \$608,000 |
| Total | \$116,996,747 | \$42,590,152 | \$9,120,000 |

City Infrastructure

Buildings - Conclusions/Recommendations



- Scenario 1 - \$3.7M PA includes 20% increase costs. This is for renewal on all Buildings - Use all renewal budget to renew existing building components i.e. roof, kitchens, changerooms, flooring (**no significant upgrades**). *20.7% assets in condition 4, 5 & 6 over time. Maintenance costs increasing by approximately \$100k.*
- Scenario 2 - Use \$1.5m for renewal to renew existing building components i.e. roof, kitchens, changerooms, flooring and **one Upgrade (like for like)** at an average cost \$2.2M per annum (local sporting club). This includes 20% increase costs. *31% assets in condition 4, 5 & 6 over time with maintenance costs increasing approximately by \$100k.*
- Scenario 3 - Increase funding from \$3.7M to \$7.8M which includes 20% increase costs. *5% assets in condition 4, 5 & 6 combined by year 15 with a maintenance cost decrease of \$30k.*
- This does not include any new buildings or any significant upgrades which are above current service level. This will need to be funded from a new budget bid outside the current program.

RECOMMENDATION:

1. Council resolve Scenario 1 to move forward and include in the revised SAMP
2. Further work be undertaken on the utilisation of our buildings and look to rationalise in the future but this will be subject to a further report to Council for consideration

Salisbury

City Infrastructure



Attachment 2 Simulations Sporting Clubs Local and District/Regional

Asset value of all sporting clubs is \$42.2M which equates to 22% of the overall asset value of \$190M

District/Regional Sporting Clubs



Approximately 3% of all Sporting Clubs are in condition 4, 5 & 6 by 5 years, with maintenance costs increasing after 5 years by \$144K year 15

Approximately 10% of all Sporting Clubs are in condition 4, 5, & 6 by 10 years, with maintenance costs increasing after 5 years by \$144K year 15

Approximately 12% of all Sporting Clubs are in condition 4, 5, & 6 by 15 years, with maintenance costs increasing after 5 years by \$144K year 15



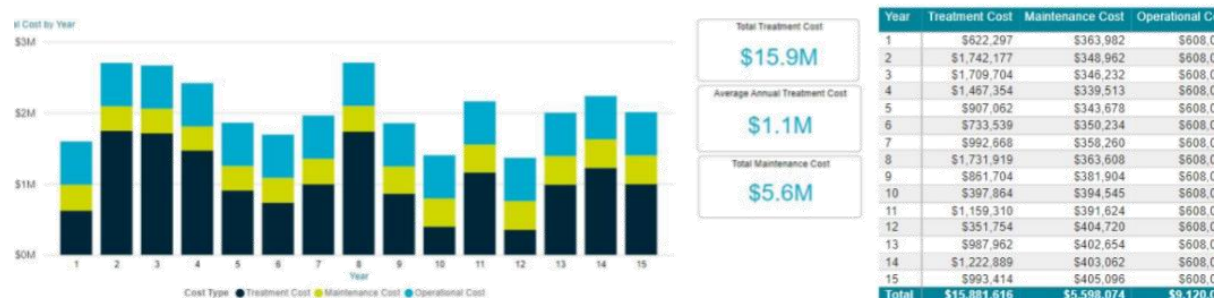
Local Sporting Clubs



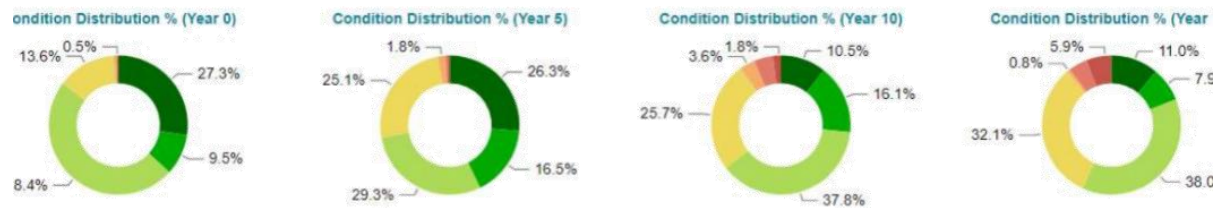
Approximately 3.6% of Local Sporting Clubs are in condition 4, 5 & 6 by 5 years, with maintenance costs increasing after 5 years by \$41K year 15

Approximately 10.5% of Local Sporting Clubs are in condition 4, 5, & 6 by 10 years, with maintenance costs increasing after 5 years by \$41K year 15

Approximately 12.7% of Local Sporting Clubs are in condition 4, 5, & 6 by 15 years, with maintenance costs increasing after 5 years by \$41K year 15



District/Regional Sporting Clubs



Approximately 3% of District/Regional Sporting Clubs are in condition 4, 5 & 6 by 5 years, with maintenance costs increasing after 5 years by \$103K year

Approximately 10% of Sporting Clubs are in condition 4, 5, & 6 by 10 years, with maintenance costs increasing after 5 years by \$103K year

Approximately 11% of Sporting Clubs are in condition 4, 5, & 6 by 15 years, with maintenance costs increasing after 5 years by \$103K year



GB5 Strategic Asset Management Plan - Road Assets - Stage 2 - Levels of Service and Financial Impacts**DATE** 22 August 2022**AUTHOR** Dameon Roy, Manager Infrastructure Management, City Infrastructure**CITY PLAN LINKS**

- 1.1 Our City is attractive and well maintained
- 3.3 Our infrastructure supports investment and business activity
- 4.2 We deliver quality outcomes that meet the needs of our community

SUMMARY This report, read in conjunction with the presentation at the CEO Briefing 01/07/2022 (Attachment 1 – Strategic Asset Management Plan – Road Assets Presentation), shows the modelling of Council’s agreed Road Hierarchies and recommends an increase in Funding of \$1M pa totalling \$9.5M pa as compared to the current Interim Strategic Asset Management Plan (SAMP), with the continuation of mixed surface treatment types across the road hierarchies.**RECOMMENDATION**That Council:

1. Approves the Road Reseal Modelling Levels of Service as outlined in Attachment 2 (Item GB5 – Strategic Asset Management Plan, Stage 2, Road Assets – Levels of Service and Financial Impacts – Council, 22 August 2022).
2. Approves the ongoing use of the existing range of mixed seal treatments across the road network based on Road Hierarchies and traffic characteristics being:
 - a. Asphalt
 - b. Cape-seal
 - c. Spray-seal
 - d. Micro-surface
 - e. Rejuvenation and Crack sealing/Preservation
3. Approves an ongoing increase in funding of the Road Reseal Program from 2023/2024 of \$1M pa totalling \$9.5M pa.
4. Approves for Administration to prepare the necessary budget bids for consideration in the 2023/2024 budget.
5. Notes that the Road Reseal Reconstruction Program Levels of Service, modelling and associated funding will be included in the Strategic Asset Management Plan to be adopted in early 2023.

ATTACHMENTS

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

1. Attachment 1 - Strategic Asset Management Plan - Road Assets Presentation
2. Attachment 2 - Recommended Road Modelling Option

1. BACKGROUND

1.1 At its meeting held on 28 March 2022, it was resolved that Council:

“1. Adopts the Road Hierarchy for Council Roads as outlined below:

- *High Profile Roads (at key destinations)*
- *Industrial Roads*
- *Collector/Bus Routes*
- *Residential Streets*
- *Minor Streets*

2. Endorses the Pavement Condition Index (PCI), and the Surface Condition Index (SCI), as the key level of service criteria for roads.”

Resolution Number 1292/2022

1.2 This hierarchy has 5 categories of road and is further explained as follows:

- 1.2.1 High Profile – These are roads located in and around main destinations, like the John Street – Church Street Salisbury City Centre.
- 1.2.2 Industrial Roads – These are roads that are designed to carry heavy loads and withstand high shear forces caused by heavy load braking and taking corners by vehicles like B-Doubles (large truck and trailer) and A-Trains (Large truck and two large trailers).
- 1.2.3 Collector Roads– These roads are primarily bus routes and routes that carry lots of traffic
- 1.2.4 Residential Roads – These are roads that run through suburbs and feed the smaller roads like cul-de-sacs and crescents.
- 1.2.5 Minor Roads – These are also residential roads but ones that are short and carry low volumes of traffic. The only trucks are the weekly refuse collection runs.

1. CITY PLAN CRITICAL ACTION

- 1.1 A welcoming and liveable City.
- 1.2 Enhance the visual appearance and amenity of public space through an expanded verge maintenance program, appropriate lighting and more greening of reserves.
- 1.3 Improve our playgrounds and sporting facilities and cycle paths.
- 1.4 Our City is attractive and well maintained.

2. CONSULTATION / COMMUNICATION

2.1 External

2.1.1 Department of Infrastructure and Transport

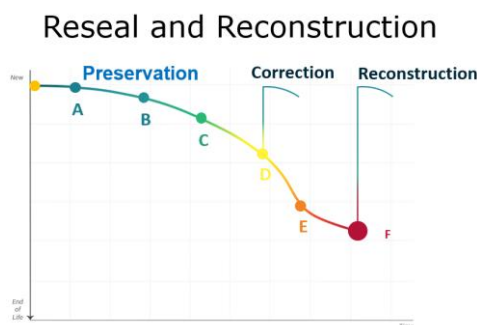
3. REPORT

- 3.1 Council currently has an Interim Strategic Asset Management Plan (SAMP) in place for 2022/23, as approved by Council, after consultation, in 11 July 2022, (ASMC3).
- 3.2 The Interim SAMP identified the need for further review of Hierarchy, Level of Service Criteria, modelling and review of Asset Classes, to increase Council's knowledge and understanding of the Levels of Service and Funding needed to meet those Levels of Service in future years.
- 3.3 This Report is one of 4 reports that makes recommendations for Service Levels for Key Asset Classes and subsequent budget recommendations for consideration in the 2023/24 Financial year.
- 3.4 This is the second report of a 2 Stage process focused on the Road Asset Management Review of Hierarchy and Criteria to set the Level of Service.
- 3.5 This report seeks endorsement of level of service and for consideration of the associated 2023/24 budget bids, for Road Assets. This will then feed into Council's revised Strategic Asset Management Plan (SAMP), the Annual Plan and subsequently into the Long-Term Financial Plan (LTFP) for 2023/24 and the 4-year planning horizon, in line with Section 122 of the Local Government Act (1991), as part of Council's Strategic Management Plans.
- 3.6 The report focusses specifically on the Road Reseal Program which looks after the condition of the roads.
- 3.7 The key recommendation in this report is to increase the Road Reseal Program by \$1M from 2023/24.
- 3.8 The Arterial roads, within Salisbury are owned and maintained by the Department of Infrastructure and Transport. These roads are excluded from the Council Reseal program.
- 3.9 In addition, the bus and train services are also managed by other parties.
- 3.10 Council's road network interfaces with these assets and thus close cooperation is required with external parties to ensure our community receives an integrated road service.
- 3.11 The transport sector is under constant change and the road program and renewal program changes to meet these needs.
- 3.12 Council undertakes a road condition audit of all its roads every 3 years. The audit reviews both the surface condition and underlying pavement (structural) condition of each road segment.
- 3.13 The last road condition audit occurred in 2021. This information forms the basis of the forward works program.

- 3.14 There has been planned small decrease in road condition in line with a Council resolution in 2016, meaning that road condition has gone from good to fair. Importantly this has not been noticed by the community in general with the Customer survey regarding street continuing to remain unchanged at around 7.3-7.5.

Renewal program

- 3.15 The Road Reseal and Reconstruction Program is based on the audit data and subsequent 5 year rolling works Program that is developed. The Program is primarily made up of Road Seal works with some Road Reconstruction works, which has occurred because of extenuating circumstances, such as the change of use of some roads, such as Diment Road which changed from a rural/local road to an industrial road.
- 3.16 In addition, a 15-year program is developed to determine how best to manage the roads in the long term, knowing that Council has different Hierarchies and load profiles as discussed above, and the value of roads \$500M-\$600M is the largest Asset Class the City Manages.
- 3.17 Roads deteriorate due to traffic loads and environmental effects (Ultra violet light and loss of volatile organic compounds (VOCs) making the surface brittle and subject to failure). Failed surfaces let water ingress into the structural layers and cause the road to fail prematurely.
- 3.18 With respect to the Hierarchies the High Profile, Collector and Industrial Roads will fail due to Loads over time, however on the Residential and Minor Roads the failures are due to Environmental Effects over a longer period of time.
- 3.19 To preserve a road a number of interventions are considered (as shown in the diagrams below):
- 3.19.1 Rejuvenation – within 4 years a rejuvenation treatment is applied to preserve the flexibility and water tightness of the road surface
 - 3.19.2 Shape Correction – reshaping and a new wearing course may be added in years 7 to 10.
 - 3.19.3 Reconstruction – due to traffic loading and basecourse structural failure a mill and new layer works with a new wearing course is the likely intervention.
- 3.20 The time sequence varies depending on Road Hierarchy and road condition.
- 3.21 The below diagram shows how the life of a Road can be extended/preserved through different interventions.

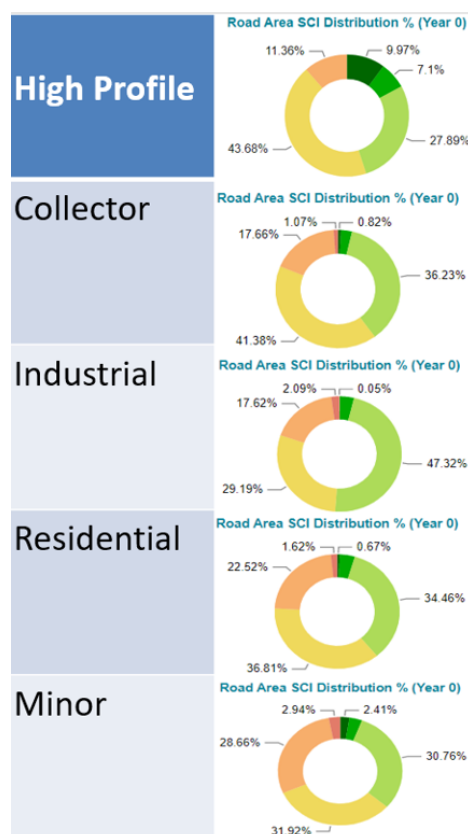


- 3.22 The more significant the treatment the higher the cost. A reconstruction can be up to **40 times** the cost of a reseal/resurfacing. Thus, intervention timing is critical because “a stitch in time saves nine” applies also to roads. Key treatment, at the right time, prolongs a road life as well as save money. Hence, the audit is undertaken every 3 to 4 years to facilitate an optimized road reseal program.
- 3.23 Council has been collecting data on its’ roads over the last 15 years to determine how roads deteriorate, based on traffic volume, load type, location, topography and soil type, creating degradation profiles for all segments of roads.
- 3.24 These degradation curves are then used to determine the priorities of renewal requirements and treatment types, depending on different Hierarchies over a period of time, with predictive modelling looking forward for 15 years.

Levels of Service

- 3.25 It is normal practice to hold the harder working roads and high-profile roads to a higher level of service.
- 3.26 A hard-working collector, industrial and high-profile road that carries heavy vehicles, buses and have high traffic volumes will fail due to load, far quicker than a low volume cul-de-sac.
- 3.27 Pavement Condition Index (PCI) and Surface Condition Index (SCI), which is how Council measures the conditions of Roads, is measured on a 1 to 6 scale. 1 is very good, 2 is good, 3 is fair, 4 is poor and 5 is very poor (0 refers to a brand-new road and a 6 to total collapse). Examples of these condition types are included in Attachment 1.
- 3.28 All roads will start off as Condition 1 and, if no intervention occurs, then will slip each worsening condition until it fails completely.
- 3.29 Council aims to have an PCI no less than 3, so that a road does not have to be reconstructed, which as noted above can cost above 40 times the cost of reseal.
- 3.30 The SCI can deteriorate but not fall for long in the 5 & 6 level of service, if it is allowed to fall below 5 & 6 for a number of years it risks opening the road up to Pavement Failure. This means that Council uses SCI as the means to monitor and determine, in line with the Hierarchies the priorities for reseal and or preservation.
- 3.31 Council uses a suite of treatment types to keep road surfaces in a good condition at a reduced cost. The suite of treatment types includes Asphalt, Cape-seal, Spray-seal, Micro-surface, Rejuvenation and Crack sealing/Preservation.
- 3.32 In order to reach a cost-effective solution, it is proposed that each road type has its own Level of Service. For example, it is recommended that a High-Profile road be kept at a higher level of service, than a minor road.
- 3.33 The ideal is to not have a falling Level of Service (Network wide SCI) over future years, as this indicates funding is inadequate. Rather it should plateau to indicate the roads reflect the adopted Level of Service.

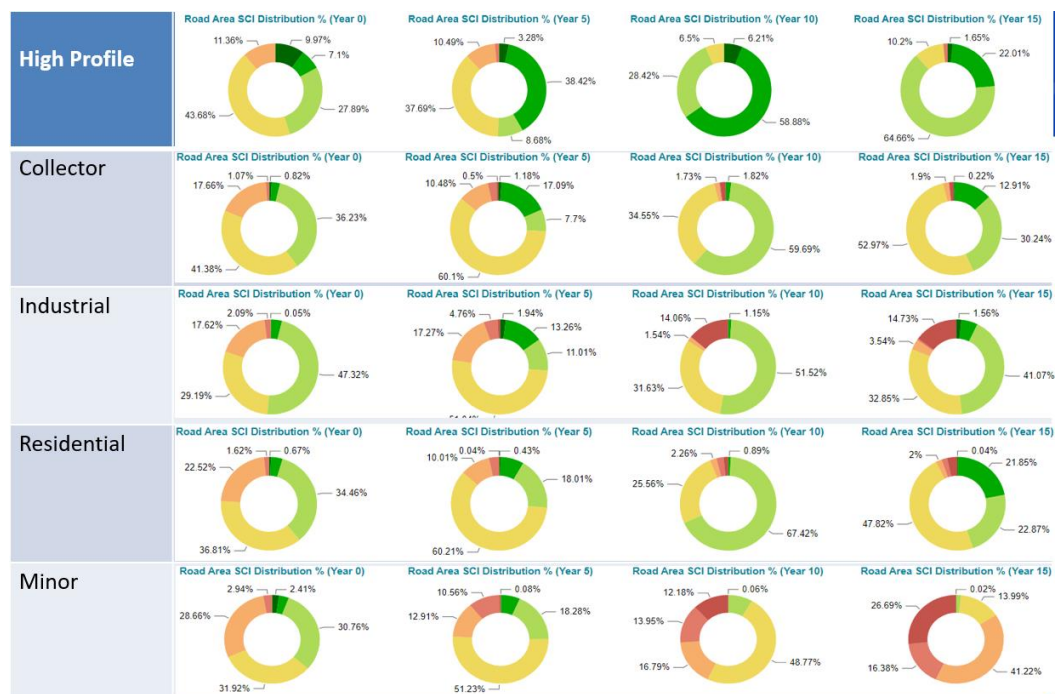
- 3.34 Council's Current SCI is as follows, showing that there is only a small number of roads with an SCI above 4:



Modelling

- 3.35 Council undertook a series of modelling to determine the most efficient and financially sustainable funding method to Maintain the SCI at an acceptable level.
- 3.36 It is noted that since the Interim SAMP was developed the Unit Rates for construction have increased between 20% and 100%, due to increase cost of oil and construction costs. An example of this is the valuation of 30mm Asphalt Concrete was originally valued at \$14/m² is now valued at \$26/m². The modelling was based on the latest rates.
- 3.37 The updated unit rates have been included in the models to create an up to date picture of what current funding will deliver on the ground.
- 3.38 There were a significant number of models developed based on different Hierarchies, Treatment Types and Funding availability.
- 3.39 Council ran a number of series of models, based on how the road Surface Conditions would deteriorate for different Road Hierarchies and different expenditure, for three different regimes of treatment.
- 3.40 The first model included using only Asphalt, the second model used only cheaper solutions (Micro Surfacing / Preservations) and the third, a combination of the two, as a mixed surface treatment.
- 3.41 The first model found that Council would have to spend between **\$15 & \$20M/year** to replace asphalt only on all roads, (financially unsustainable).

- 3.42 The second showed that the high use roads are not suitable for Micro/Preservations and the SCI and subsequent **PCI reached 5 & 6 within 10 years**, regardless of funding.
- 3.43 The third model including mixed surface treatment types includes: Preservations/Micro-seals on Minor and Residential Roads, Sprayseals / Cape-seals on Industrial Roads and Asphalt on Collector and High-Profile Roads were found to be the only **financially sustainable** option to be considered.
- 3.44 The second set of models were based on modification of Funding, using the Mixed surface Treatments.
- 3.45 Council Considered the Current SAMP **funding of \$8.5M/year**, noting that the program is actually \$9.5M because \$1M includes minor works associated with the road reseal program, design, traffic management and community consultation. But for simplicity, the report will speak moving forward of the Funding for Seal Works.
- 3.46 The results of the modelling of \$8.5M/year were as follows:



- 3.47 This Modelling shows that the investment of \$8.5M is not enough to maintain Roads across the hierarchies in acceptable condition with 40% of the surfaces across the hierarchies failed, putting at high risk of Pavement Failures.
- 3.48 Similarly, the modelling showed Maintenance increases by \$100k/year, year on year, to an additional \$1.5M by year 15 with it estimated to cost \$20M/year ongoing to reconstruct the roads that had failed due to the surface failing.
- 3.49 This showed that the current Interim SAMP funding was not sustainable, but also not surprising given the cost of Asphalt has almost doubled over the last 12 months. (i.e. 30mm AC has increased from \$14/m² to \$26/m²)

3.50 A revised model was then developed based on **Funding of \$9.5M/Year**, using mixed treatments with:

3.50.1 Highest priority given to High Profile, Collector, Industrial Roads

3.50.2 Reduced priority to Residential Roads

3.50.3 Lowest priority to Minor Roads

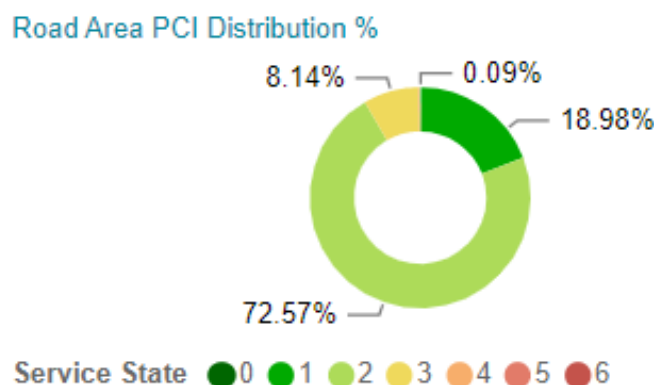
3.51 A summary of the modelling is as follows:



3.52 The revised model does show a reduction in SCI, but actually shows improvement in 4 of the 5 categories by year 15. It is noted that the “6’s” in the hierarchies other than Minor, represent the next roads to be resurfaced and are within the long-term expectations.

3.53 Given that the road reseal program will be re-assessed in 2025/26, the funding is enough to ensure no road SCI has reduced to a 6, by year 5. Importantly, because there is an increase in funding the maintenance requirements do not increase year on year.

3.54 Modelling of the PCI in summary at \$9.5M/year at year 5 is as follows:



- 3.55 This shows that there is no significant risk of the need for major reconstructions over the next 5-year period, based on \$9.5M/year spend on Seal works.
- 3.56 This is recommended as a financially sustainable position for Council, noting that Council continues to use mixed treatment types across the Hierarchies.
- 4.57 By basing the Expenditure on Hierarchy it is expected that the additional funding will be spent on the Collector and Industrial Roads, over the next 5 years.

4. CONCLUSION

- 4.1 Council has undertaken the 2021 road condition audit and modelled the Level of Service options for its roads over the next 15 years, based on different Hierarchies agreed to by the Council.
- 4.2 The modelling recommends Council continues to use Mixed Surface Treatments to maintain financial sustainability.
- 4.3 Council adopt \$9.5M expenditure for the Renewal of Road Seals as part of the Road Reseal Program leading to a Level of Service across the road hierarchy as shown in Attachment 2: (This is currently \$1.0M above the existing Interim SAMP and will be included in the 2023/24 Financial year budget bid for the Road Reseal Program.)
- 4.4 Council undertakes a review of the City's road condition every 3 years and it is recommended that Council undertake a review of the Road Reseal Reconstruction modelling in 2025/26, to further confirm treatment type usage and the funding levels, based on the approved hierarchies.
- 4.5 Given the Hierarchy Status, and the current condition data, the additional \$1M funding will be used primarily on the Industrial and Collector Roads throughout the City.



SAMP Framework



Managing assets to deliver Exceptional Community Experience, in a financially sustainable way.

Service continuity includes renewal, upgrade & at times new funding, & reflects the costs of providing and maintaining services (through assets) to the endorsed or targeted levels of service.

INTERIM SAMP is based on Endorsed Levels of Service, managing asset risk as the LoS and Funding Levels are not sustainable in the longer term.

4 Assets Classes, based on Asset Value and Renewal Expenditure making up 90% of Renewal Funding are being considered: **ROADS, DRAINAGE, BUILDINGS & PLAYSPACES**

Council approved a 2 stage Process approving Hierarchy & Levels of Service Criteria for each asset class and the modelling completed to assess the necessary renewal funding to maintain expected levels of service.

Salisbury

City Infrastructure

Roads Framework – Hierarchy & Levels of Service Criteria



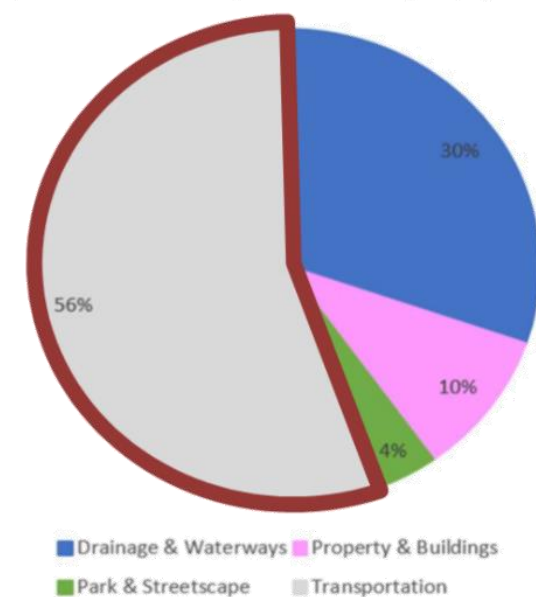
Adopted Road Hierarchy for Council Roads:

- High Profile Roads (at key destinations), (HP)
- Industrial Roads (I)
- Collector/Bus Routes (C)
- Residential Streets (R)
- Minor Streets (M)

Level of Service Criteria

- Pavement Condition Index (PCI) – *Currently, Average 2.4*
- Surface Condition Index (SCI) – *Currently, Average 2.8*

Replace Value % by Asset Category (\$1.6k)



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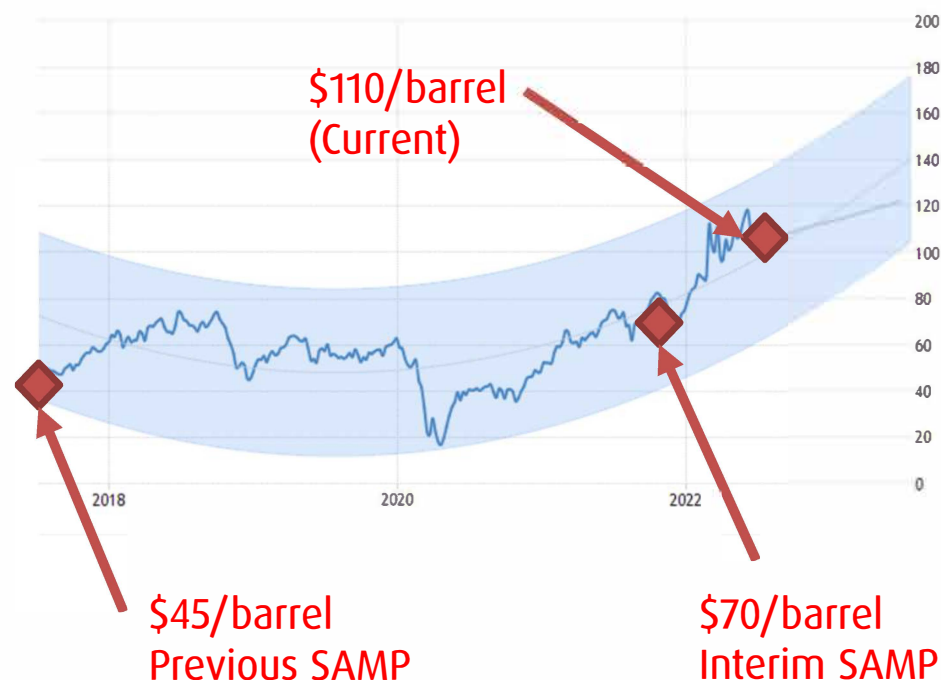
Roads Framework – Interim SAMP & Cost Increases

The Interim SAMP is currently set at **\$8.5M**, for the Road Reseal Reconstruction Program from 2022/23 with an Increase for CPI moving forward.

The actual value of the seal renewal rather than full cost, which includes traffic management, consultation design and project management costs. For example the current year program of **\$9.5M** delivers **\$8.5M** in seal works.

Since the last SAMP the cost of producing Asphalt has more than Doubled, meaning the unit rate for a 30mm AC seal has significantly increased from **\$14/m²** to **\$26/m²**, through 2022.

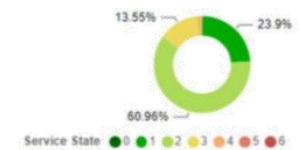
It is estimated that at current Asphalt Rates it would cost Council **\$12-15M/year** to maintain at the current service level



Background of Scenarios



| Hierarchy Reporting | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 | 2036 | 2037 | 2038 |
|---------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Collector | 2.16 | 2.07 | 1.99 | 1.95 | 1.95 | 1.95 | 1.97 | 2.00 | 1.89 | 1.82 | 1.74 | 1.69 | 1.65 | 1.63 | 1.63 | 1.67 |
| High Profile | 2.29 | 2.23 | 2.17 | 2.03 | 1.95 | 1.91 | 1.92 | 1.86 | 1.50 | 1.45 | 1.40 | 1.43 | 1.46 | 1.51 | 1.49 | 1.58 |
| Industrial | 2.16 | 2.03 | 1.94 | 1.95 | 1.95 | 1.93 | 1.94 | 1.98 | 1.99 | 1.93 | 1.91 | 1.84 | 1.79 | 1.78 | 1.80 | 1.82 |
| Minor | 1.96 | 1.97 | 1.99 | 2.00 | 1.99 | 1.97 | 1.94 | 1.97 | 1.99 | 2.02 | 2.05 | 2.07 | 2.09 | 2.11 | 2.14 | 2.17 |
| Residential | 1.97 | 1.97 | 1.97 | 1.98 | 1.96 | 1.95 | 1.95 | 1.97 | 1.98 | 1.98 | 1.98 | 1.97 | 1.96 | 1.92 | 1.88 | 1.81 |



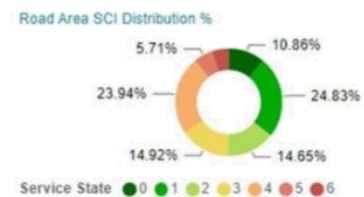
| Hierarchy Reporting | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 | 2036 | 2037 | 2038 |
|---------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Collector | 2.75 | 2.64 | 2.59 | 2.72 | 2.72 | 2.73 | 2.80 | 2.92 | 2.53 | 2.54 | 2.35 | 2.24 | 2.19 | 2.14 | 2.19 | 2.26 |
| High Profile | 2.39 | 2.26 | 2.21 | 2.16 | 2.16 | 2.18 | 2.18 | 2.07 | 1.12 | 1.45 | 1.35 | 1.44 | 1.60 | 1.70 | 1.73 | 1.89 |
| Industrial | 2.67 | 2.58 | 2.52 | 2.80 | 2.88 | 2.86 | 2.98 | 3.14 | 3.16 | 3.08 | 3.02 | 2.90 | 2.81 | 2.79 | 2.80 | 2.87 |
| Minor | 2.90 | 2.97 | 3.08 | 3.09 | 3.23 | 3.16 | 2.88 | 3.06 | 3.14 | 3.28 | 3.45 | 3.61 | 3.74 | 3.88 | 4.02 | 4.23 |
| Residential | 2.81 | 2.85 | 2.86 | 2.93 | 3.05 | 3.02 | 2.83 | 2.96 | 3.01 | 3.04 | 3.10 | 3.09 | 3.06 | 2.95 | 2.74 | 2.54 |



| Hierarchy Reporting | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 | 2036 | 2037 | 2038 |
|---------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Collector | 2.75 | 2.64 | 2.59 | 2.72 | 2.72 | 2.73 | 2.80 | 2.92 | 2.53 | 2.54 | 2.35 | 2.24 | 2.19 | 2.14 | 2.19 | 2.26 |
| High Profile | 2.39 | 2.26 | 2.21 | 2.16 | 2.16 | 2.18 | 2.18 | 2.07 | 1.12 | 1.45 | 1.35 | 1.44 | 1.60 | 1.70 | 1.73 | 1.89 |
| Industrial | 2.67 | 2.58 | 2.52 | 2.80 | 2.88 | 2.86 | 2.98 | 3.14 | 3.16 | 3.08 | 3.02 | 2.90 | 2.81 | 2.79 | 2.80 | 2.87 |
| Minor | 2.90 | 2.97 | 3.08 | 3.09 | 3.23 | 3.16 | 2.88 | 3.06 | 3.14 | 3.28 | 3.45 | 3.61 | 3.74 | 3.88 | 4.02 | 4.23 |
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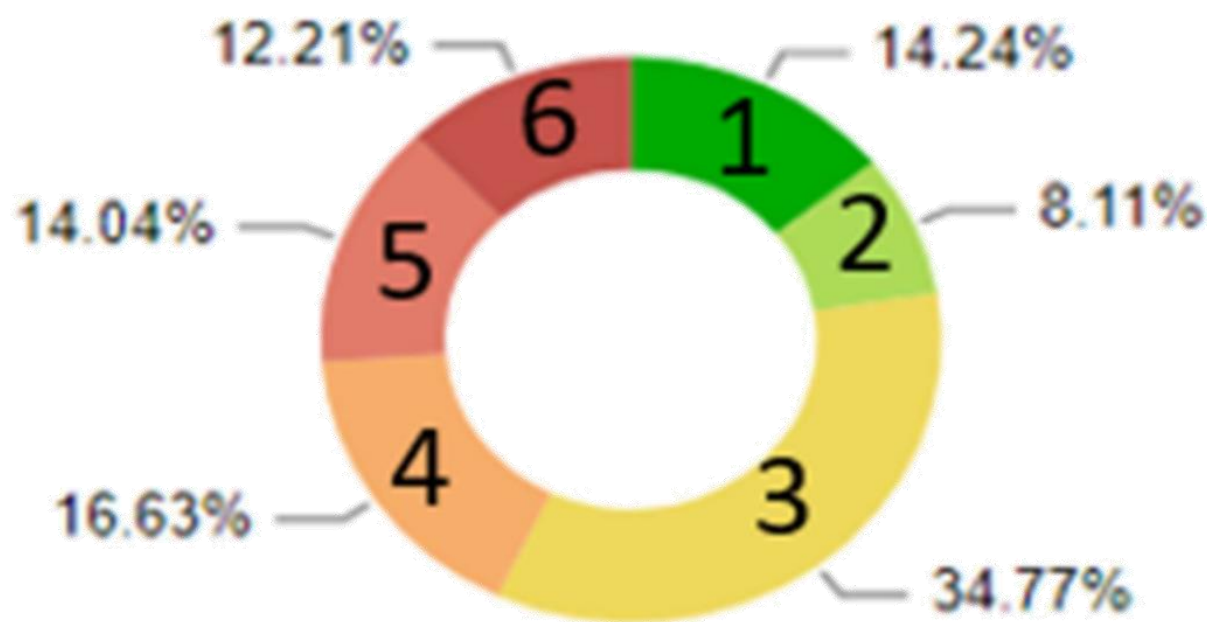


| Hierarchy Reporting | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 | 2036 | 2037 | 2038 |
|---------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Collector | 2.75 | 2.64 | 2.59 | 2.72 | 2.72 | 2.73 | 2.80 | 2.92 | 2.53 | 2.54 | 2.35 | 2.24 | 2.19 | 2.14 | 2.19 | 2.26 |
| High Profile | 2.39 | 2.26 | 2.21 | 2.16 | 2.16 | 2.18 | 2.18 | 2.07 | 1.12 | 1.45 | 1.35 | 1.44 | 1.60 | 1.70 | 1.73 | 1.89 |
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| Minor | 2.90 | 2.97 | 3.08 | 3.09 | 3.23 | 3.16 | 2.88 | 3.06 | 3.14 | 3.28 | 3.45 | 3.61 | 3.74 | 3.88 | 4.02 | 4.23 |
| Residential | 2.81 | 2.85 | 2.86 | 2.93 | 3.05 | 3.02 | 2.83 | 2.96 | 3.01 | 3.04 | 3.10 | 3.09 | 3.06 | 2.91 | 2.74 | 2.54 |



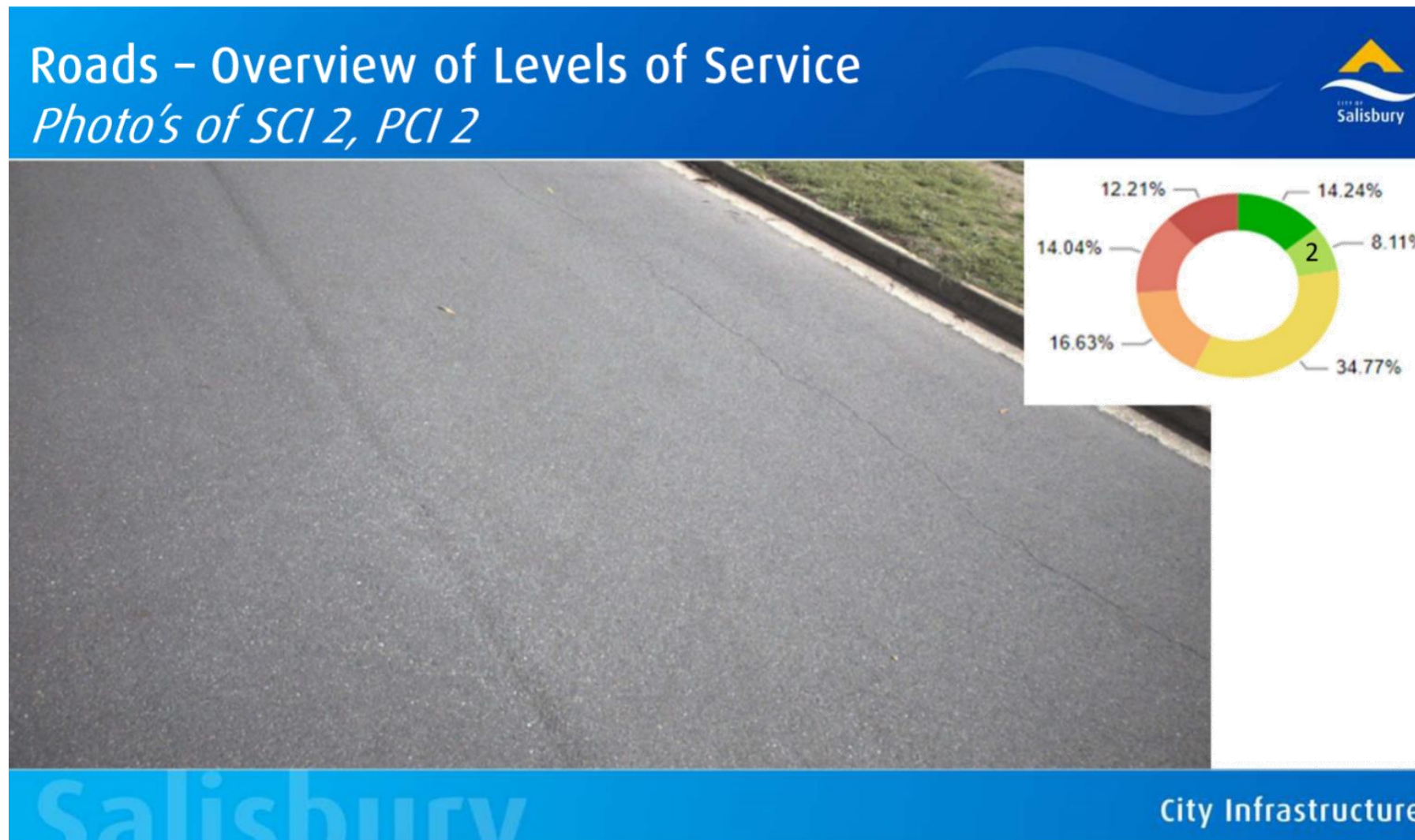
City Infrastructure

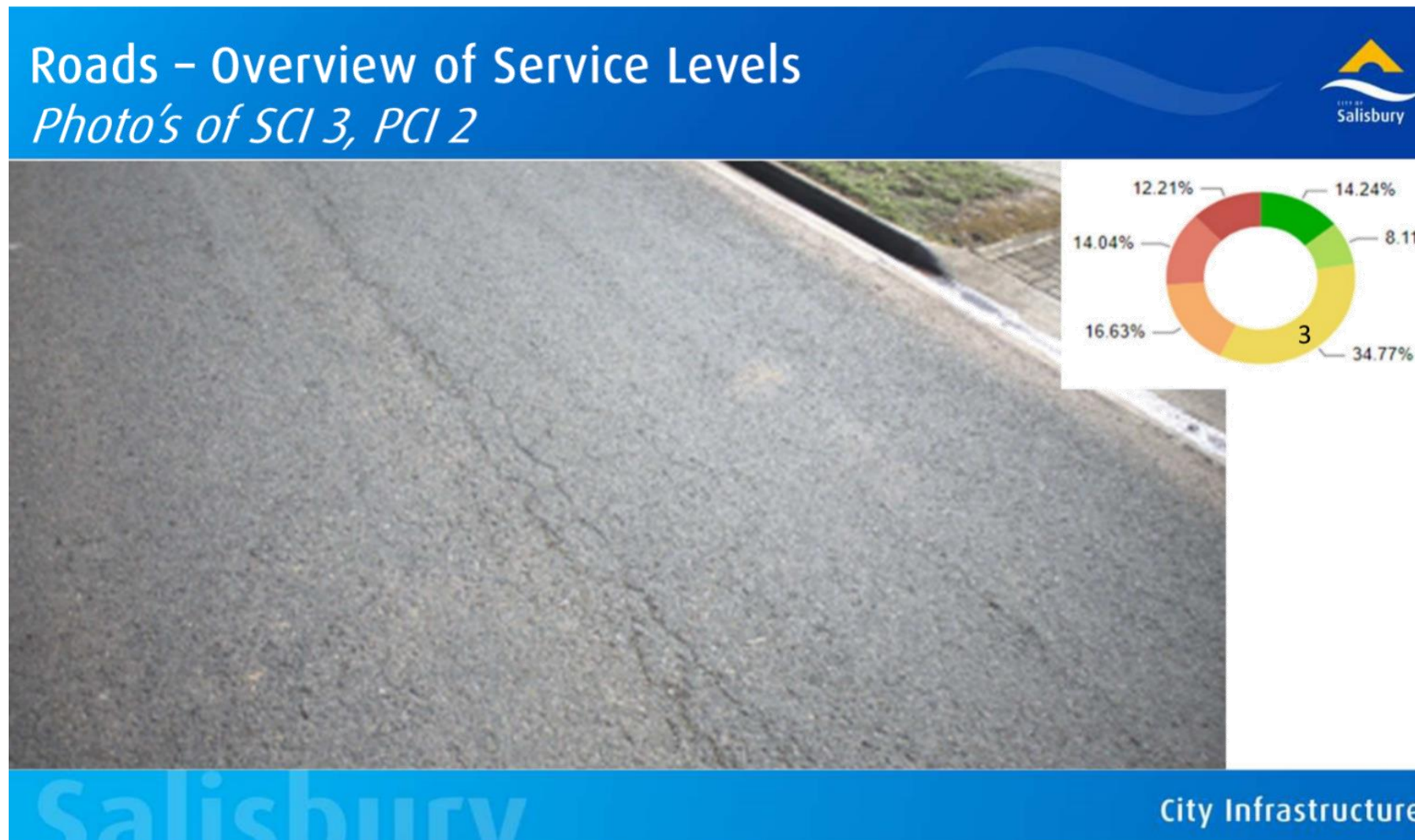
Roads – Overall Levels of Service



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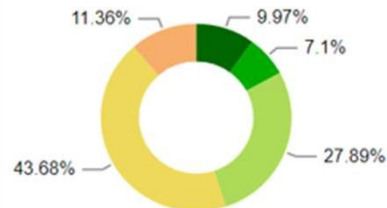






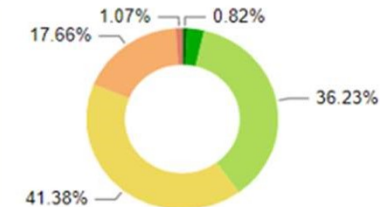
High Profile

Road Area SCI Distribution % (Year 0)



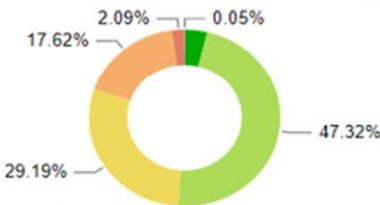
Collector

Road Area SCI Distribution % (Year 0)



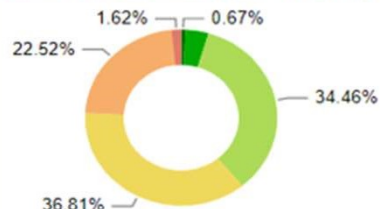
Industrial

Road Area SCI Distribution % (Year 0)



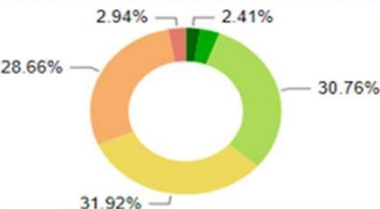
Residential

Road Area SCI Distribution % (Year 0)



Minor

Road Area SCI Distribution % (Year 0)



Roads – Overall Levels of Service



SAMP has allocated on average **\$7.5M/y**, on the seal over the last 5 years, using various treatments, from Asphalt to Preservations.

This has led to a planned drop in *SCI 2.3 to SCI 2.8*.
PCI has remained at 2.4

Reconstruction of Pavement **Costs 40 times** that of repairing the Seal

Deterioration occurs through two mechanisms:

Load – Traffic Volume and Type of Traffic (Heavy Vehicles)- (High Profile, Industrial, Collector)

Environmental Degradation – Sun and Rain – (Residential & Minor)

Road Modelling Scenarios



Council has run a number of models, based on how the road **Surface Conditions** would deteriorate for different **Road Hierarchies** and different expenditure, for three different regimes of treatment types but only the continuation of our existing mixed surface treatment types (*Preservations/Micro-seals on Minor and Residential Roads. Sprayseals / Cape-seals on Industrial Roads and Asphalt on Collector and High Profile Roads*) was financially sustainable.

We've modelled the range of existing treatment types across the Road Hierarchies and present the following two modelling scenarios for Members consideration:

1. Road Modelling Scenario 1 - Existing Interim SAMP **\$8.5M/Year**
2. Road Modelling Scenario 2 - Funding based on 5 years average spend of **(\$9.5M/Year)**

Salisbury

City Infrastructure

Road Modelling Scenario 1



Existing Interim SAMP \$8.5M:

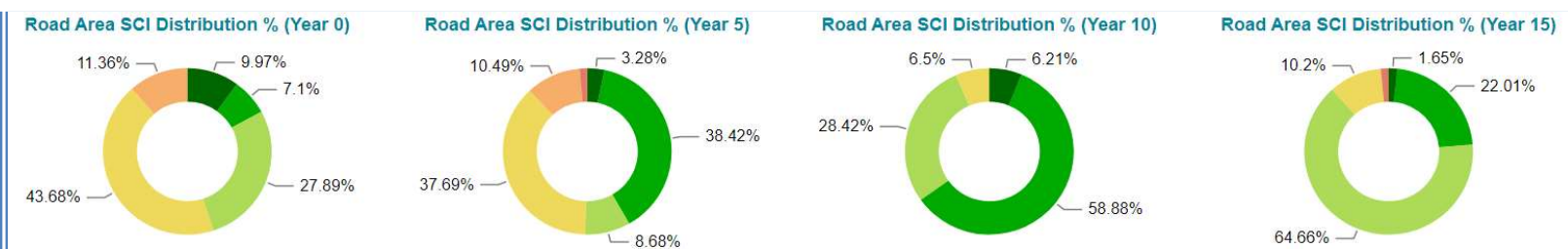
Keeping the PCI better than 3 across all Hierarchies of roads
Keeping the SCI for High profile, Collector and Industrials averaging better than 4 allowing the SCI for Residential and Minor Roads to drop below 4

This first Scenario shows that Expenditure of **\$8.5M** / year on seal, leads to a deterioration of road condition, with increasing maintenance costs, and hence a growing reduction in Service Level For Roads

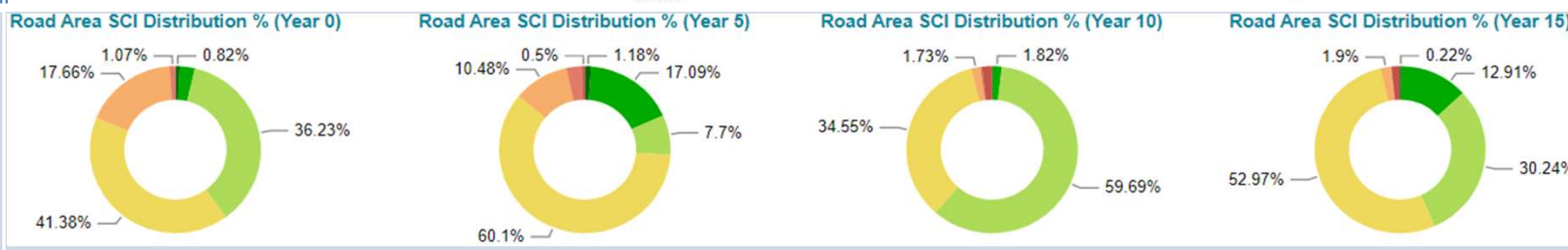
Salisbury

City Infrastructure

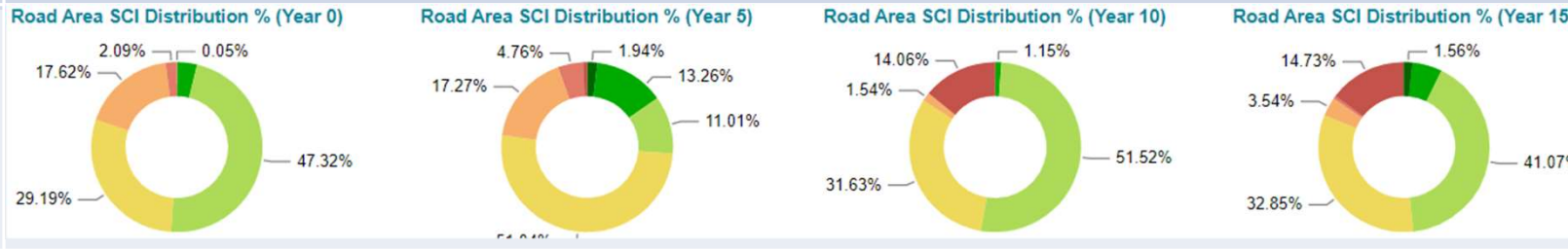
High Profile



Collector



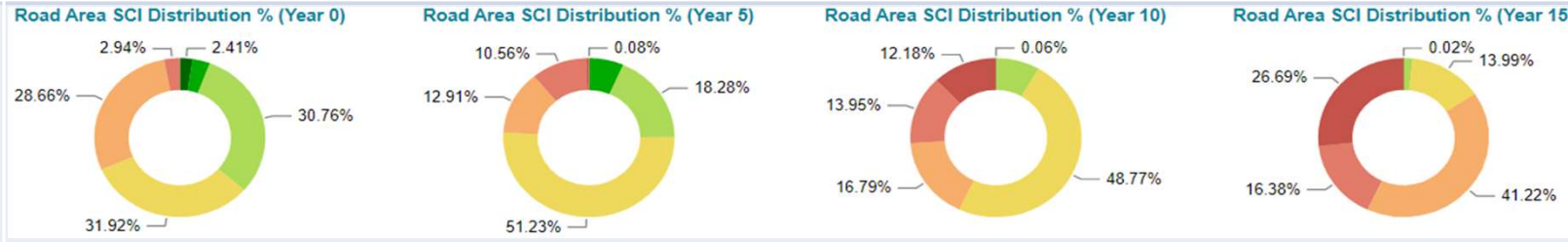
Industrial



Residential

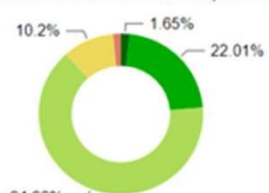


Minor



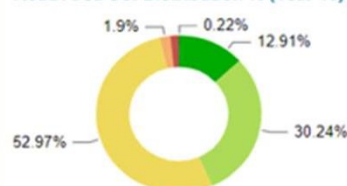
High Profile

Road Area SCI Distribution % (Year 15)



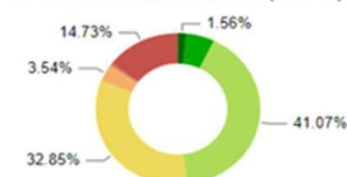
Collector

Road Area SCI Distribution % (Year 15)



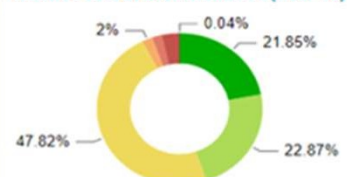
Industrial

Road Area SCI Distribution % (Year 15)



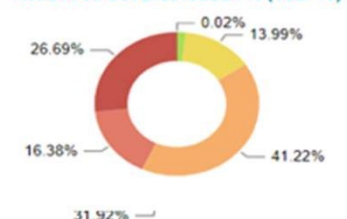
Residential

Road Area SCI Distribution % (Year 15)



Minor

Road Area SCI Distribution % (Year 15)



Modelling Scenarios Based on Current Renewal Approach Using Existing Treatment Types



Continuing Preservations on Minor and Residential Roads. Sprayseals / Cape-seals on Industrial Roads and Asphalt on Collector and High Profile Roads.

However modelling also shows the investment of \$8.5M was not enough and there is too high a reduction in road condition across the Hierarchy. SCI drops to Low!!

Maintenance increases by \$100k/year, year on year

Road Modelling Scenario 2



Funding based on 5 years average spend of (\$9.5M/Year)

Using existing mixed treatments with a:

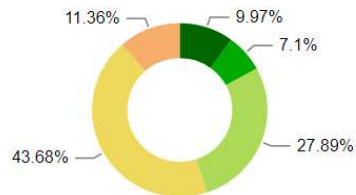
- Highest priority given to High Profile, Collector, Industrial Roads
- Reduced priority to Residential
- Lowest priority to Minor Roads

Salisbury

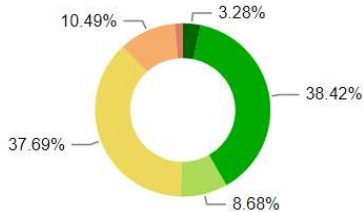
City Infrastructure

High Profile

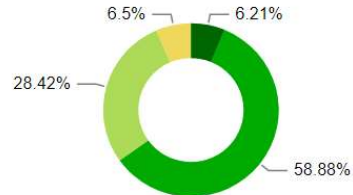
Road Area SCI Distribution % (Year 0)



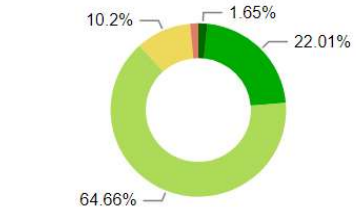
Road Area SCI Distribution % (Year 5)



Road Area SCI Distribution % (Year 10)

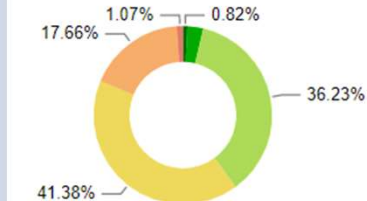


Road Area SCI Distribution % (Year 15)

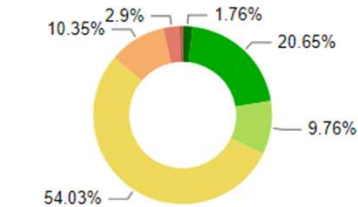


Collector

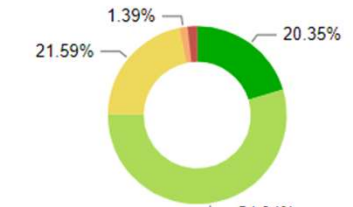
Road Area SCI Distribution % (Year 0)



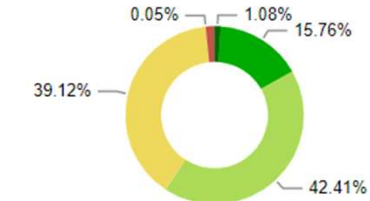
Road Area SCI Distribution % (Year 5)



Road Area SCI Distribution % (Year 10)

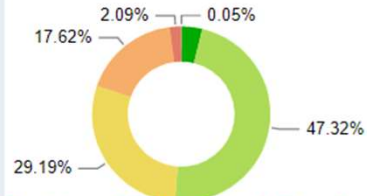


Road Area SCI Distribution % (Year 15)

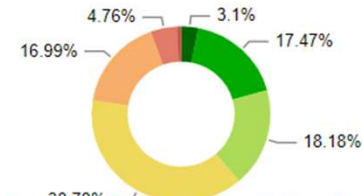


Industrial

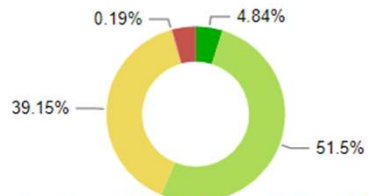
Road Area SCI Distribution % (Year 0)



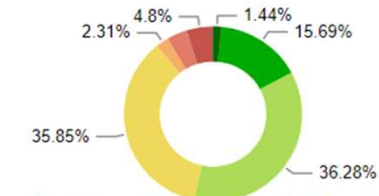
Road Area SCI Distribution % (Year 5)



Road Area SCI Distribution % (Year 10)

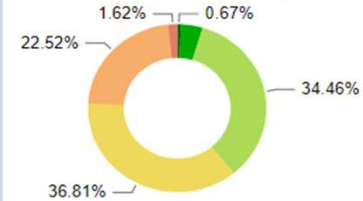


Road Area SCI Distribution % (Year 15)

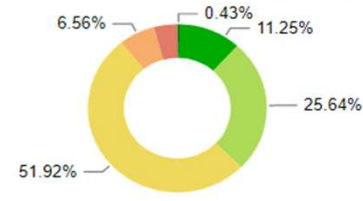


Residential

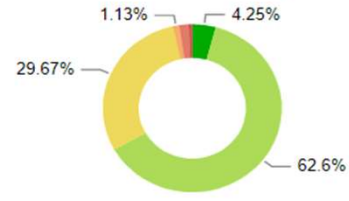
Road Area SCI Distribution % (Year 0)



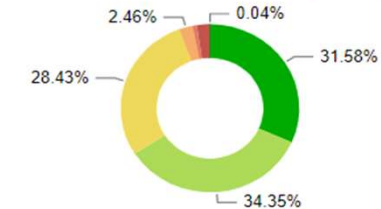
Road Area SCI Distribution % (Year 5)



Road Area SCI Distribution % (Year 10)

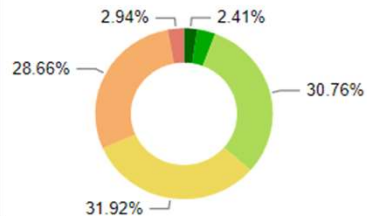


Road Area SCI Distribution % (Year 15)

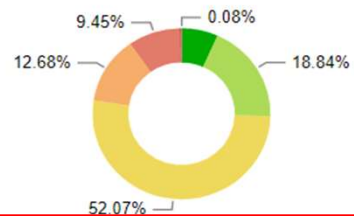


Minor

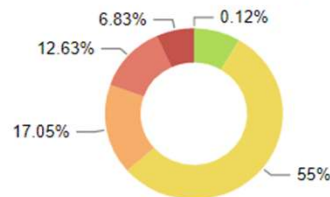
Road Area SCI Distribution % (Year 0)



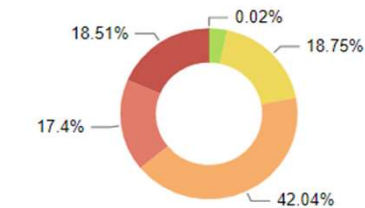
Road Area SCI Distribution % (Year 5)



Road Area SCI Distribution % (Year 10)



Road Area SCI Distribution % (Year 15)



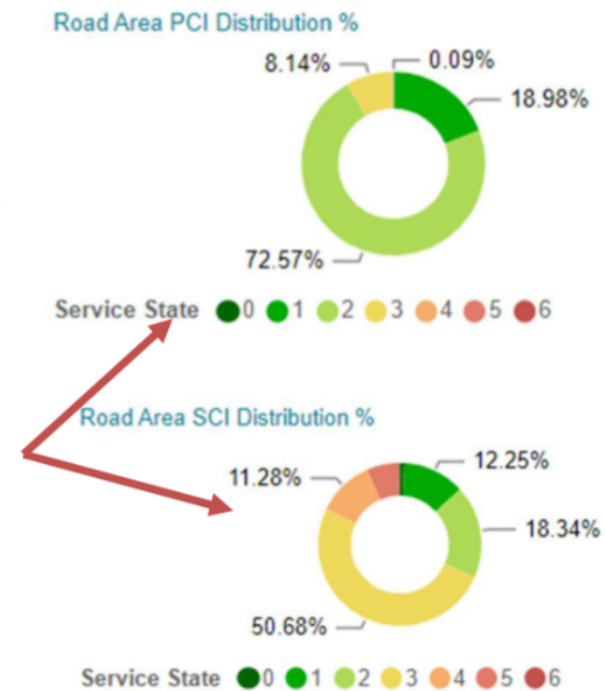
Conclusions



Forecast costs based on current market rate

Interim SAMP \$'s leads to a reduction in Levels of Service over time.

\$9.5M/Year road reseal work shows there is not a significant drop in PCI by Year 5 and no road falling into a 6, no increase in maintenance costs



Road Reseal Program Recommendations



1. Council continue the existing mix of treatment types.
2. Council adopt **\$9.5M** expenditure for the Renewal of Road Seals as part of the Road Reseal Program leading to a Level of Service across the road hierarchy as shown on the next slide (*this is currently **\$1.0M** above the existing Interim SAMP.*)
3. Council review the Road Reseal Reconstruction modelling and associated Funding in 2025/26.

Salisbury

City Infrastructure

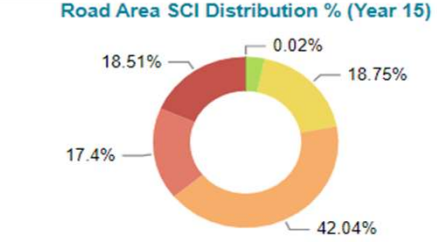
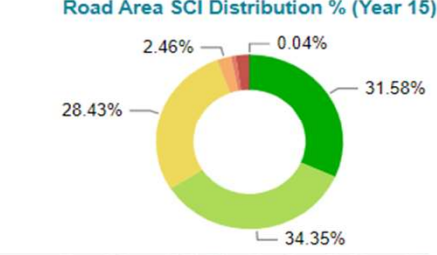
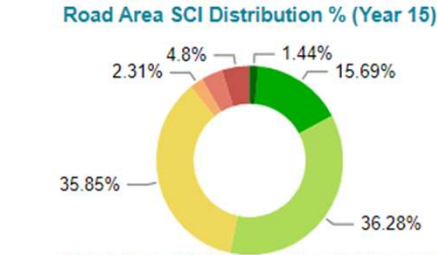
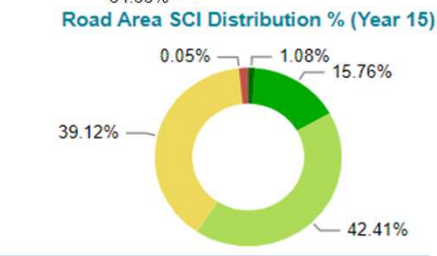
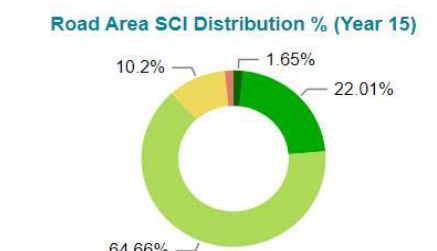
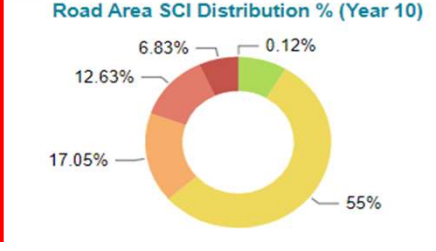
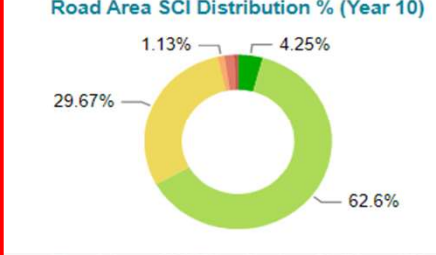
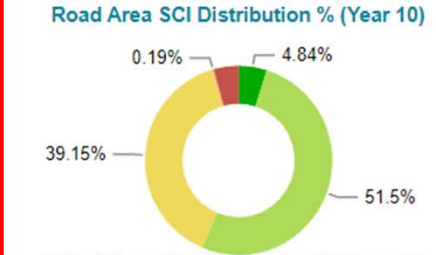
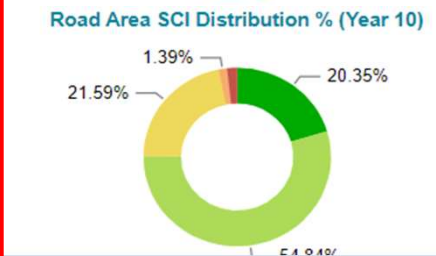
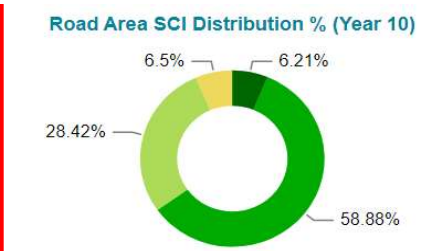
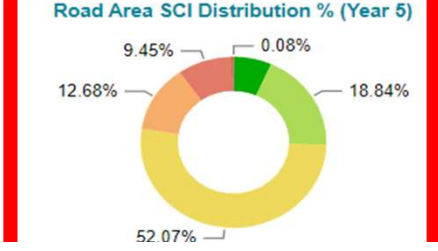
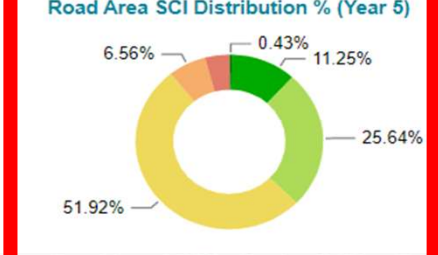
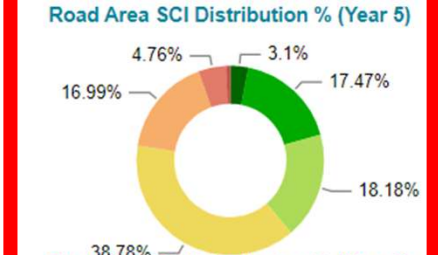
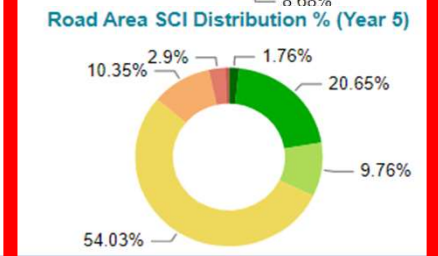
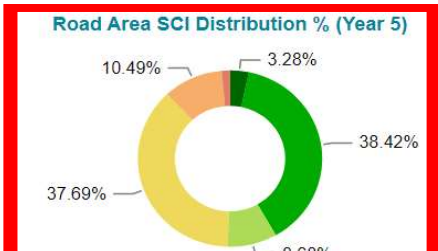
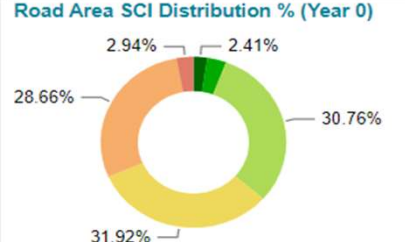
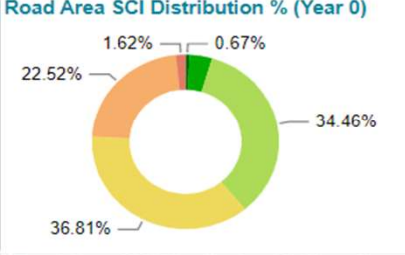
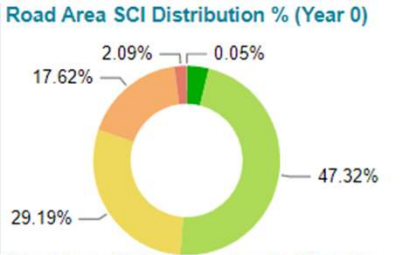
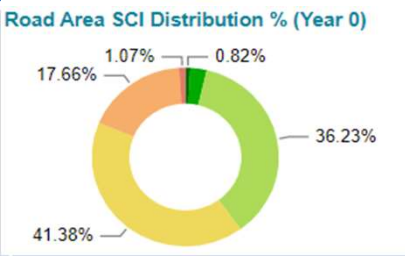
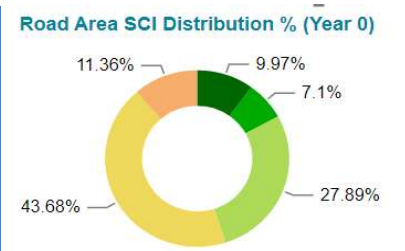
Option 3
\$9.5M
High Profile

Collector

Industrial

Residential

Minor





GB6 Strategic Asset Management Plan - Playspaces - Stage 2 - Levels of Service and Financial Impacts

DATE 22 August 2022

PREV REFS AMSC AMSC4 11/07/2022

AUTHOR Jamie Hosking, Team Leader Urban Built Assets, City Infrastructure

CITY PLAN LINKS 1.1 Our City is attractive and well maintained
4.4 We plan effectively to address community needs and identify new opportunities

SUMMARY The purpose of this report is provide an update on the Asset Management Plan for Playspaces and will cover the current state of the assets, revisions to the asset classes, community expectation and on-going improvement of the assets data to ensure the Council's assets are planned, managed and renewed in line with agreed levels of service, which are financially sustainable.

RECOMMENDATION

That Council:

- 1.1 Approves no changes be made to the current distribution of playground assets throughout the City (no additional playgrounds).
- 1.2 Approves no new additional elements to be included as part of the Playground Renewal Program, the focus being on the renewal of existing equipment at like for like, modern equivalent service levels.
- 1.3 Approves the priority of the next 4-year renewal program be based on the condition and compliance from the Level 3 Compliance Audit currently underway, noting whole of site renewal will not be undertaken, to be reported to Council in early 2023.
- 1.4 Approves a review be undertaken to the relevant playspace related financial and asset management policies, such as capitalisation, depreciation and valuation.
- 1.5 Approves that any upgrade such as an increase in play elements at District and Regional playspaces will be funded as standalone new capital bids and not through the renewal program.
- 1.6 Approves that a new Open Space Strategy be developed over the next two years, reinforcing place-based asset management, and considering Usage, Accessibility, Demographics & Function.
- 1.7 Notes that commencing in 2023/24 there may be an increase in operational budgets to provide for Level 2 & 3 Compliance Audits for playspace sites, and that this will be included as part of the 2023/24 Budget.
- 1.8 Notes that the Playspace Assets Levels of Service, modelling and associated funding will be included in the Strategic Asset Management Plan to be adopted in early 2023.

ATTACHMENTS

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

1. Strategic Asset Management Plan - Playspace Assets - Stage 2 Presentation

1. BACKGROUND

- 1.1 The *Local Government Act 1999* Section 122 (e) sets out the requirements for Council's asset management planning, the objective of the asset management process is to establish a framework to guide the planning, construction, maintenance and operation of the infrastructure essential for council to provide services to the community. Council has adopted a framework for the asset management process that includes a Strategic Asset Management Plan (SAMP) and Operational Asset Management Plans.
- 1.2 This report presents the second stage of a two-stage approach methodology for the review of Playspaces in alignment with Item AMSC3 – Strategic Asset Management Plan – Report Schedule that was considered at the March Asset Management Sub Committee and adopted by Council on 28 March 2022.
- 1.3 Council approved the recommendations of the first report (AMSC 4 – 11 July 2022) for the creation of a Hierarchy and Criteria to manage the Council's Playspace Assets as follows:

Hierarchy for Playgrounds:

- Regional
- District
- Local
- Landscaped Amenity

Community Levels of Service Criteria:

- Usage Numbers
- Length of Stay
- Provision of Play – Demographics
- Provision of Play - Accessibility

Technical Service Level Criteria:

- Age
- Condition
- Compliance

Resolution Number 1412/2022 (Item 4.1.5-AMSC4 Strategic Asset Management Plan - Urban Built Assets - Playspaces)

- 1.4 This report gives an update of modelling based on information available based on the Hierarchy and Technical Service Criteria at this stage.city plan Critical action

2. CITY PLAN CRITICAL ACTION***A welcoming and liveable City***

- 2.1 Enhance the visual appearance and amenity of public space through an expanded verge maintenance program, appropriate lighting and more greening of reserves
- 2.2 Improve our playgrounds and sporting facilities and cycle paths
- 2.3 Our City is attractive and well maintained

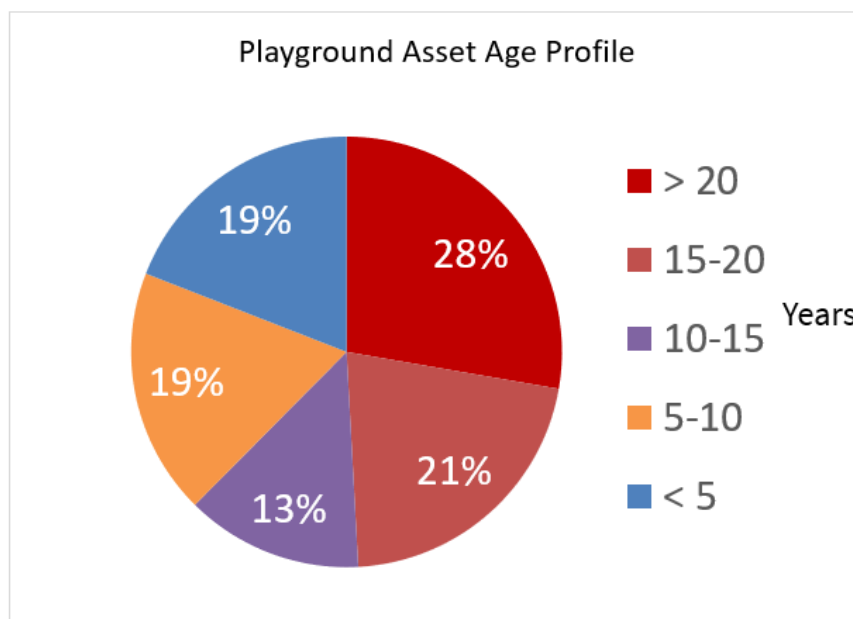
3. CONSULTATION / COMMUNICATION

- 3.1 External
 - 3.1.1 Nil.

4. REPORT

- 4.1 Council currently has an Interim Strategic Asset Management Plan (SAMP) in place for 2022/23, as approved by Council, after consultation, in 11 July 2022, (ASMC3).
- 4.2 The Interim SAMP identified the need for further review of Hierarchy, Level of Service Criteria, modelling and review of Asset Classes, to increase Council's knowledge and understanding of the Levels of Service and Funding needed to meet those Levels of Service in future years.
- 4.3 This Report is one of 4 reports that makes recommendations for Service Levels for Key Asset Classes and subsequent budget recommendations for consideration in the 2023/24 Financial year.
- 4.4 Historically \$0.65M/y, has been allocated for the renewal of playground equipment and \$1M/y on reserve upgrades and new assets.
- 4.5 The Interim SAMP, approved in July 2022, for 2022/23 financial year, has changed focus to place based renewal at sites including (playground equipment & furniture) which merges the two budget lines to \$1.65M/y, which covers replacement of assets based on condition.
- 4.6 A 20-year useful life for playground is the endorsed policy, however approx. 40 (one third) of playground assets, primarily local playgrounds, are beyond useful life. Noting they are in good condition.
- 4.7 Existing Policy assumes all play equipment is replaced entirely, with no residual value and that components are not retained. The Interim SAMP has now modified the policy with respect to Softfall and created this as a separate asset, with a different life. However, this has not addressed the overall challenge that there is significant challenges with Assets in Good condition, being considered redundant, due to useful life policy. This will be addressed as part of the future SAMP for 2023/24.

- 4.8 Similarly, the Council approved the retaining of existing equipment where possible, (recognising the equipment is in good condition) which results in intervention being required in future years at sites that have already been renewed. Whilst the retaining of equipment based on condition is practical, it is inconsistent with the current financial policies and needs to be addressed.
- 4.9 In summary the above highlights the need to change the current Policies related to capitalization and depreciation.
- 4.10 A number of models were developed regarding Playspaces, with respect to long term funding, condition and age. However, given the challenges with useful lives vs playspace policy, upgrade vs renewal and policy settings for levels of service, it is recognised that this modelling will need to be further refined over subsequent updates of the SAMP.
- 4.11 Council is looking to undertake additional modelling next year in line with the Community Based Levels of Service around Usage, Length of Stay, Accessibility and Demographic, once data can be obtained and subsequently modelled.
- 4.12 Current age data reinforces that:
- almost a 30% of all playground are beyond useful life
 - A further 20% are at or approaching useful life

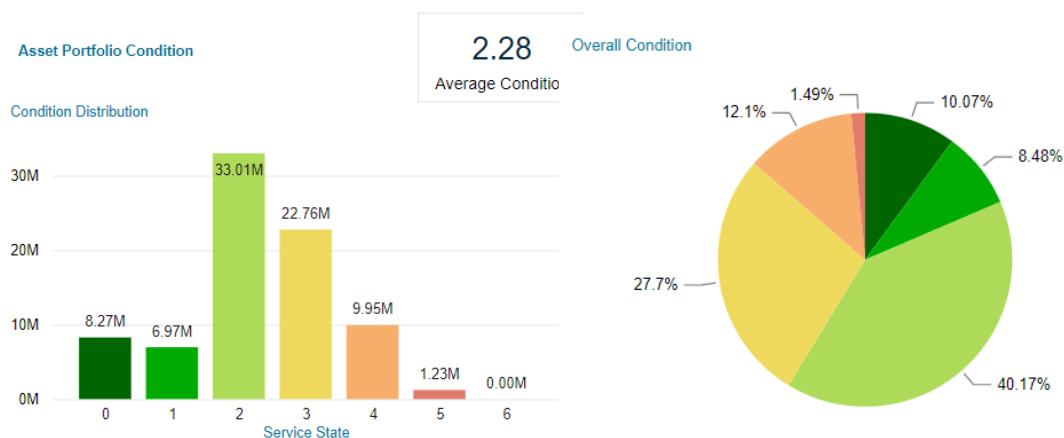


- 4.13 Condition is scored on a 0 – 6 rating, 0 being new and 6 requiring immediate intervention.

4.14 The data identifies that:

4.14.1 Most playgrounds are in good condition

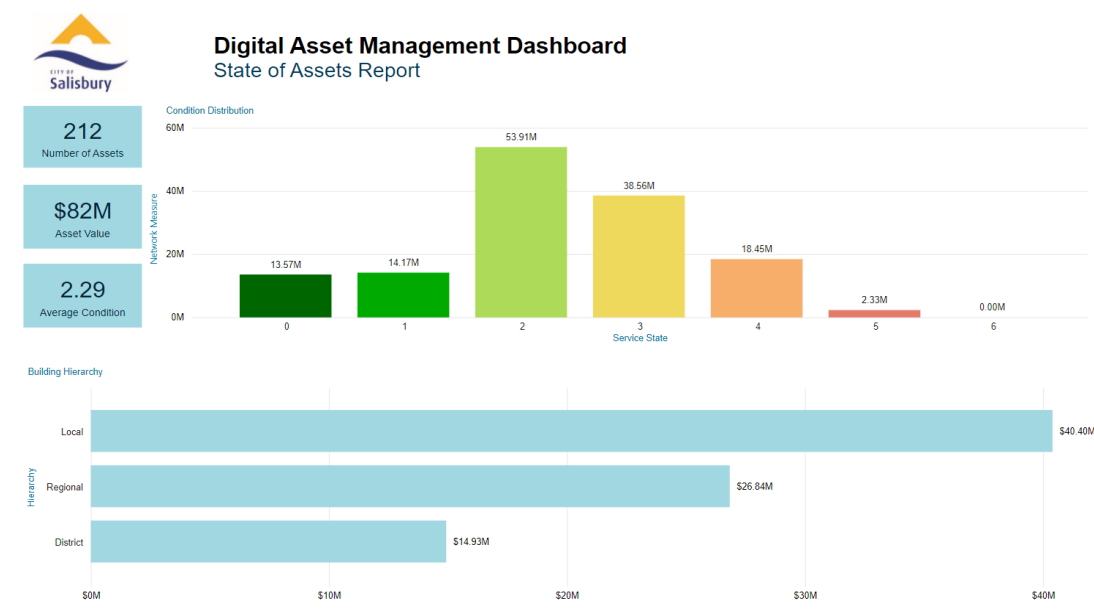
4.14.2 Average condition for all playgrounds is 2.3 (rounded average)



4.15 Includes fitness equipment and unique components i.e. St Kilda

4.16 Represents an expected total asset class value of \$82M, note the current SAMP value is \$16M and will be revalued later this year.

4.17 Landscape amenity is not currently mentioned because the data set only represents playground and fitness equipment and does not include other asset classes.



4.18 The modelling based on condition and the current useful life provision of 20 years, found that the current funding of \$1.6M/year does not meet ongoing policy settings in the current form. For example:

4.18.1 To meet current endorsed 20-year useful life policy, for equipment, the budget would be over **\$5M annually** and on-going, this would only account for the replace of like for like equipment.

- 4.18.2 To meet the endorsed requirements within the Playspace Policy, which includes upgrade and increased provision, a **\$9M annual** and on-going budget would be required, given that the policy is focused not on renewal but ongoing uplift in levels of service.
- 4.18.3 Based on the Current 20-year Useful Life policy there is a **\$20M** backlog of playground equipment not meeting current “Useful life” standards.
- 4.19 This cannot continue in the current form, but needs to be split to focus on Renewal, and where upgrade is anticipated from Councillors, a separate budget bid be considered on an individual site basis as part of New Capital.
- 4.20 Similarly, there needs to be an acknowledgement that Council will have to replace equipment on a modular basis, based on condition and not age, rather than considering the whole of site for renewal to remain financially sustainable.
- 4.21 A comprehensive audit is currently underway and expected to be completed November 2022, this will identify:
- compliance issues and necessary rectification,
 - re-set condition ratings
 - provide information that will inform a re-valuation.
- 4.22 Compliance of playground assets based on modern standards, as discussed below will be the focus for the next 4-year program.
- 4.23 Australian Standards: AS4685.0:2017 Development, installation, inspection, maintenance and operation requires that every playground be inspected three times a year with one being a comprehensive Level 3 audit

| Level | Requirement |
|--------------------------------------|---|
| Level 1 - Routine Visual Inspections | Inspection intended to identify obvious hazards that can result from normal use, vandalism or weather conditions |
| Level 2 - Operational Inspections | The operational inspections are to check the operational usage and stability of the equipment. During the inspections, fixings are to be checked and tightened or adjusted as required. This includes the use of consumables for rust mitigation, lubrications or ties. Typical checks include an examination for frequency and intensity of wear, damage, and weather effects. |
| Level 3 - Comprehensive Annual Audit | A comprehensive audit of a playground shall be in accordance with AS 4685.0:2017 |

- 4.24 It is expected that there will need to be an increase in inspection audits to meet the latest standards, with the potential required frequencies outline below, which will be confirmed as a part of the condition audit, currently underway:

| Local Playgrounds & fitness equipment | Frequency | Resource |
|---------------------------------------|-----------|---------------------|
| Level 1 | 3 weekly | Internal resource |
| Level 2 | Quarterly | External consultant |
| Level 3 | Annual | External consultant |

| District Playgrounds | Frequency | Resource |
|----------------------|------------|---------------------|
| Level 1 | 3 weekly | Internal resource |
| Level 2 | Bi-monthly | External consultant |
| Level 3 | Annual | External consultant |

| Regional Playgrounds | Frequency | Resource |
|----------------------|------------|---------------------|
| Level 1 | weekly | Internal resource |
| Level 2 | Bi-monthly | External consultant |
| Level 3 | Annual | External consultant |

- 4.25 An annual operational budget of \$415K (average) is allocated through recurrent budgets for the repair and maintenance, which is recommended to not be changed, however the additional inspection frequencies are likely to cause an increase in operating expense to be included in the future SAMP.
- 4.26 There are several policies that relate to the asset management of playgrounds that are at odds with current expectations and will not align to recommendations from the proposed SAMP revision, this includes:
- Playspace Policy
 - Asset Depreciation Policy
 - Asset Capitalisation Policy
- 4.27 Through the Playspace Policy, Council have set a direction for the renewal of playgrounds that is not financially sustainable, which is evident in the modelling.
- 4.28 The Asset Policies require more flexibility to enable components of assets to be replaced and account for varying asset lives within the category.
- 4.29 The current Playspace Policy endorsed in June 2020 will be reviewed as part of the revised SAMP, as will the Asset related financial Policies and brought together to align to be completed over the next two years.
- 4.30 Similarly, the development of a new Open Space Strategy, reinforcing place-based asset management, considering Usage, Access, Demographics & Function, will enable Council to reset hierarchy, distribution and the provision of its' playspaces to be completed over the same period of time and the combining of the related policies.

5. CONCLUSION / PROPOSAL

- 5.1 *The Local Government Act 1999* sets out the requirements for Council's asset management planning, the objective of the asset management process is to establish a framework to guide the planning, construction, maintenance and operation of the infrastructure essential for council to provide services to the community. Council has adopted a framework for the asset management process that includes Strategic Asset Management Plan and Operational Asset Management Plans.
- 5.2 As part of the continuing improvement of the asset management plans for the City's Assets, additional analysis is being undertake of Key Asset Classes, including Playspaces. This has informed Council in setting levels of service and subsequent renewal funding.
- 5.3 With respect to Playspaces, the Policy Settings need to be consolidated and reviewed, in line with Councils levels of service expectations, with significant difficulties identified with respect to current Useful life provision and the lack of separation between Renewal and Upgrade works with respect to Playspaces.
- 5.4 The current funding of \$1.65M/year is acceptable for Renewal of Playspace Assets only, and will be used for the next iteration of the Strategic Asset Management Plan and Operation Asset Management Plans due early next year.
- 5.5 It is proposed to review the overall strategy and merge the policies related to Playspaces over the next two years to form one cohesive document moving forward.
- 5.6 Council staff are looking to report back to Council in early 2023 regarding the outcomes of the Compliance audit, with the likely focus of the next 4-year program being on modifications to existing equipment modules to bring equipment up to current compliance requirements.
- 5.7 The recommendations from this report will enable the development of the next iteration of the Strategic Asset Management Plan to include a revision of Playspace Asset Management, to be considered by the new Council by early-2023, in line with the 2023/24 Annual Plan process.
- 5.8 The Compliance Audit will identify the Priority renewal works, based on Risk for the 2023/24 budget bid process, with an overview presented to Council prior to the Budget Bid Process.

SAMP Workshop - Step 2 Playground Assets

August 2022

City of Salisbury
City Infrastructure



SAMP Framework



Managing assets to deliver Exceptional Community Experience, in a financially sustainable way.

Service continuity includes renewal, upgrade & at times new funding, & reflects the costs of providing and maintaining services (through assets) to the endorsed or targeted levels of service.

INTERIM SAMP is based on **Endorsed Levels of Service**, managing asset risk as the LoS and Funding Levels are not sustainable in the longer term.

4 Assets Classes, based on Asset Value and Renewal Expenditure making up 90% of Renewal Funding are being considered: **ROADS, DRAINAGE, BUILDINGS & PLAYGROUNDS**

Council approved a 2 stage Process approving **Hierarchy & Levels of Service Criteria** for each asset class and the modelling completed to assess the necessary **renewal funding** to maintain **expected levels of service**.

Framework – Hierarchy & Levels of Service Criteria



Adopted Hierarchy for Playgrounds:

- Regional
- District
- Local
- Landscaped Amenity

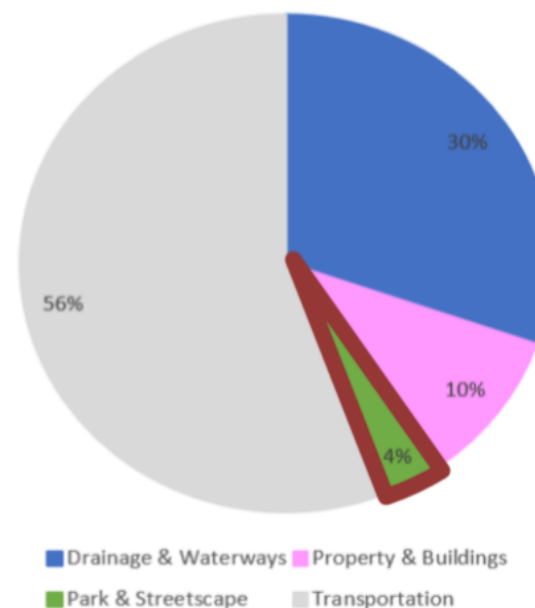
Community Levels of Service Criteria:

- Usage Numbers
- Length of Stay
- Provision of Play – Demographics
- Provision of Play - Accessibility

Technical Service Level Criteria:

- Age
- Condition
- Compliance

Replace Value % by Asset Category (\$1.6bn)



Capital budgets and expenditure



Historical \$0.65M/y, has been allocated for the renewal of playground equipment and \$1M/y on reserve upgrades

Interim SAMP has changed focus to place based renewal at sites including (playground equipment & furniture) \$1.65M/y, which covers replacement, based on Condition

20-year useful life is the endorsed policy, however approx. 1/3 of playground assets, primarily local playgrounds, are beyond **useful life**, noting they are in **good condition**. **Existing Policy assumes all play equipment is replaced entirely, with no residual value and that components are not retained.**

The Council approved the retaining of existing equipment where possible, (**recognising the equipment is in good condition**) which means that intervention will be required in future years at sites that have already been renewed. This requires a change to the current Policies related to capitalisation and depreciation.

To meet current endorsed 20-year useful life policy, the budget would be \$5M/year to Replace equipment.

Age Profile

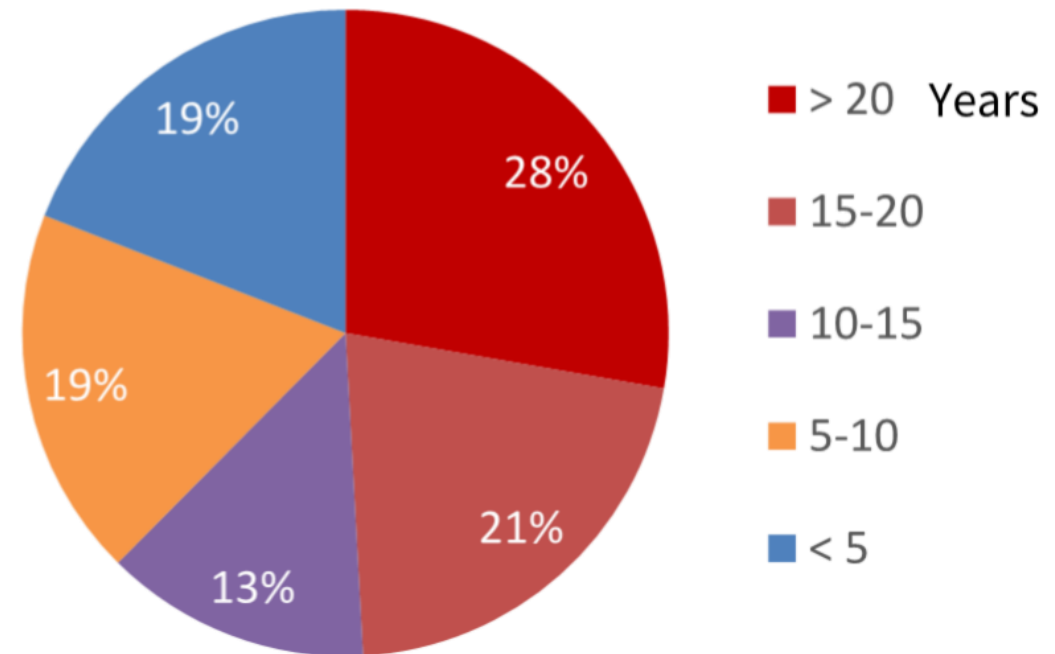


Total
Playground Assets Age Profile

Current age data reinforces that:

- almost a **30%** of all playground are beyond useful life
- A further **20%** are at or approaching useful life

The modelling has identified that investment will be needed in **half** of the existing playground (based on existing policy of 20 year useful life).

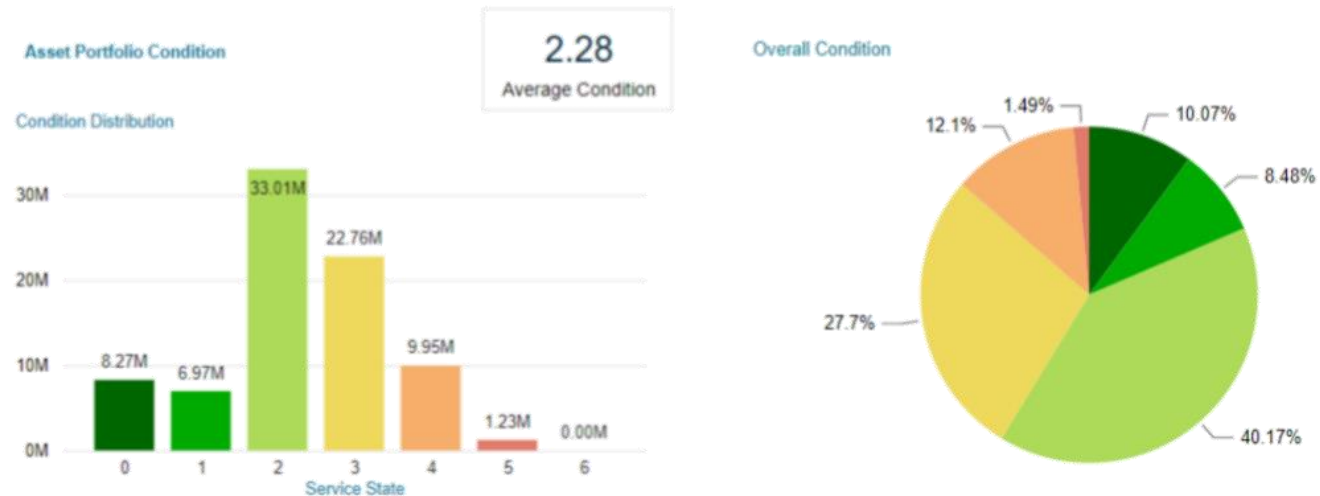


Condition Profile

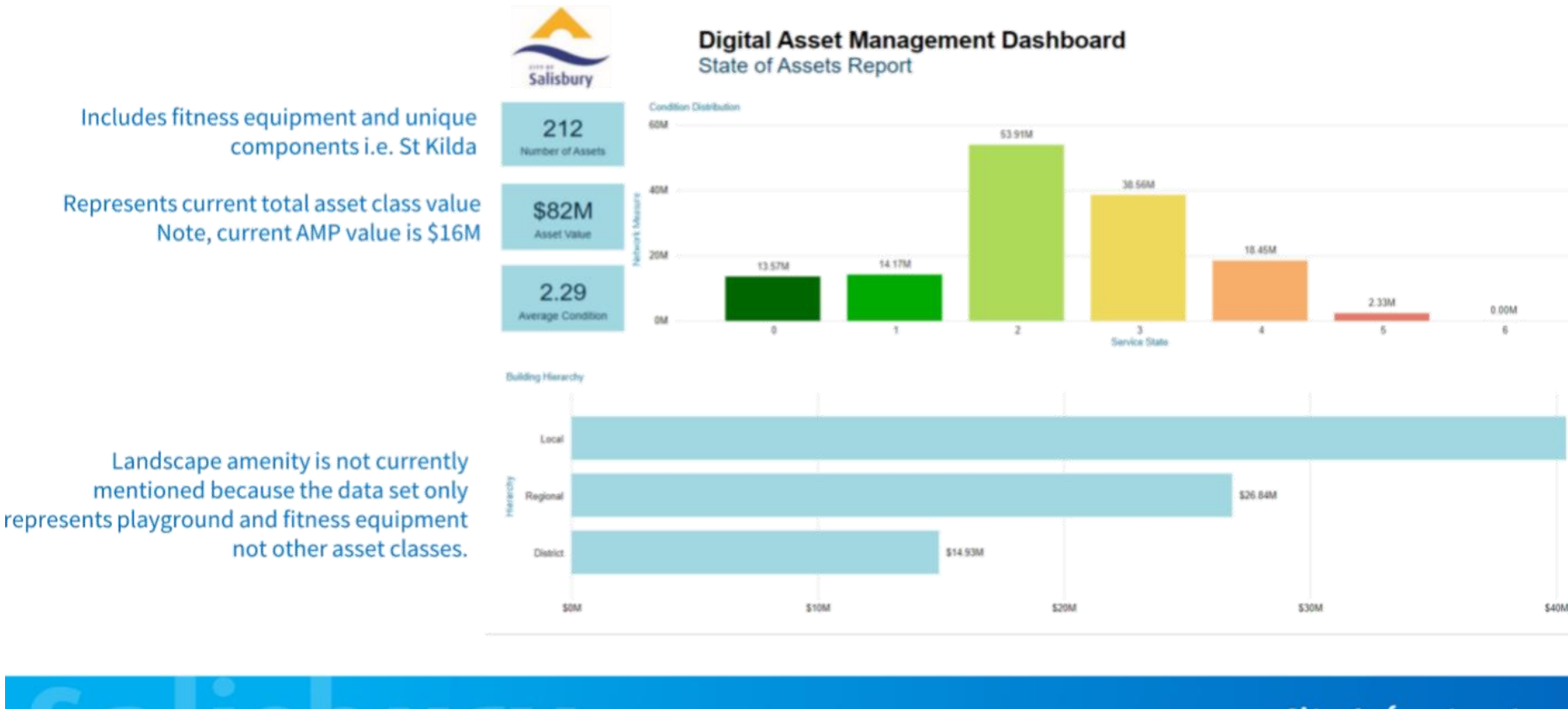


Condition is scored on a 0 – 6 rating, 0 being new and 6 requiring immediate intervention.
The data identifies that:

- Most playgrounds are in good condition
- Average condition for all playgrounds is 2.3 (rounded average)



Overall Profile



Operational Budgets and Compliance



An annual operational budget of **\$415K** on average for the repair and maintenance of playgrounds has been allocated through recurrent budgets:

A comprehensive **audit** is currently underway and expected to be completed November, this will identify **compliance** issues and necessary rectification, **re-set condition ratings** and provide information that will inform a re-valuation.

Compliance is the recommended focus for the next 4 year program

Australian Standards

AS4685.0:2017 – Part 0: Development, installation, inspection, maintenance and operation.

Requires that every playground be inspected three times a year with one being a comprehensive Level 3 audit

| | |
|--------------------------------------|---|
| Level 1 - Routine Visual Inspections | Inspection intended to identify obvious hazards that can result from normal use, vandalism or weather conditions. |
| Level 2 - Operational Inspections | The operational inspections are to check the operational usage and stability of the equipment. During the inspections, fixings are to be checked and tightened or adjusted as required. This includes the use of consumables for rust mitigation, lubrications or ties. Typical checks include an examination for frequency and intensity of wear, damage, and weather effects. |
| Level 3 - Comprehensive Annual Audit | A comprehensive audit of a playground shall be in accordance with AS 4685.0:2017 |

Policies



There are several policies that relate to the asset management of playgrounds that are at odds with current expectations and will not align to recommendations from the proposed SAMP revision, this includes:

- Playspace Policy
- Asset Depreciation Policy
- Asset Capitalisation Policy

Through the Playspace Policy, Council have set a direction for the renewal of playgrounds that is not financially sustainable, which is evident in the modelling.

The Asset Policies require more flexibility to enable components of assets to be replaced and account for varying asset lives within the category.

The current **Playspace** Policy endorsed in June 2020 will be reviewed as part of the revised SAMP, as will the Asset related financial Policies.

Recommendations



1. **No changes in the distribution** of playground assets throughout the City (No new playgrounds)
2. No new **elements** as part of the renewal of Play Spaces, the SAMP will focus on the maintenance of **existing** equipment and service level (service level to match currently installed not endorsed).
3. The **next 4 year renewal program** will be based on the condition and compliance from the current audit and not consider whole of site renewal.
4. Revision to the relevant **policies** related to **capitalisation, depreciation and provision** to be undertaken. This will focus on bringing policy related to Asset Management into one document and re-set expectations around asset renewals.

Recommendations



6. The **Maintenance Funding** be reviewed once Compliance Audit completed maintenance funding to remain as is, increase in operational budgets will be required to cover Level 2 & 3 compliance audits for all sites on an annual basis.
7. Recognise the importance of **District and Regional play spaces as destinations**. This work is be funded as standalone **new capital** bids rather than through the renewal program, & seek external funding for the upgrade of these reserves.
8. A **new strategy** for **play spaces** be developed, reinforcing place-based asset management, considering Usage, Access, Demographics & Function, to reset **hierarchy, distribution, provision** and including a **comprehensive community consultation** process. This strategy to inform future revision of the **SAMP** and **policies**, to be undertaken over the next 2 years.



Questions



| | |
|------------------------|--|
| GB7 | Nominations Sought for the SA Flood Warning Consultative Committee |
| DATE | 22 August 2022 |
| AUTHOR | Dameon Roy, Manager Infrastructure Management, City Infrastructure |
| CITY PLAN LINKS | 4.3 The City of Salisbury is recognised as a great place to work |
| SUMMARY | This report provides information with respect to a possible nomination that Council may choose to consider for the SA Flood Warning Consultative Committee (FWCC), the deadline for which is 29 August 2022. |

RECOMMENDATION

That Council:

1. Approves the nomination of David Pezzaniti, Council Senior Stormwater Engineer to the SA Flood Warning Consultative Committee.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 A report concerning this matter was previously presented to the Resources and Governance Committee on 20 July 2020, where the Committee made the following recommendation to Council:
 1. *The information be received.*
 2. *The nomination for the SA Flood Warning Consultative Committee be referred to Council.*
- 1.2 This report provides information with respect to a possible nomination that Council may choose to consider.

2. REPORT

- 2.1 Council's Senior Stormwater Engineer, David Pezzaniti, has the appropriate skills and experience in flood management and has served on previous Committees with respect to this issue.
- 2.2 As the LGA is seeking interest from suitably qualified Council members or local government employees who can make an informed and meaningful contribution to the SA FWCC for the benefit of all Councils, Council may wish to consider nominating Mr Pezzaniti for the SA Flood Warning Consultative Committee.
- 2.3 An up-to-date curriculum vitae and a response to the selection criteria (no more than 2 pages) must also be supplied by the nominee.
- 2.4 The LGA Board of Directors will consider nominations received and will require Council's recommendations by 29 August 2022.

3. CONCLUSION / PROPOSAL

- 3.1 Council is asked to determine if a nomination is to be made for the Flood Warning Consultative Committee.
- 3.2 It should be noted that Council is not obliged to submit a nomination.

GB8 Local Government Election Signs**DATE** 22 August 2022**AUTHOR** Joy O’Keefe-Craig, Team Leader Council Governance, CEO and Governance**CITY PLAN LINKS** 4.2 We deliver quality outcomes that meet the needs of our community

SUMMARY This report provides the opportunity for Council to consider General Approval for local government election signs. Following changes to section 226 of the *Local Government Act 1999* there is now a prohibition on the display of electoral advertising posters. This report recommends that Council approve the display of local government election signs under the City of Salisbury Moveable Sign By-Law, noting that corflute and plastic signs are prohibited. In the absence of a general Council approval, Council must receive, consider and assess each application for display of each local government election sign on its merits. Having a general Council approval will eliminate the need for candidates to apply for a permit for the placement of each individual local government election sign on a public road.

RECOMMENDATIONThat Council:

1. Approves the display of local government election signs, set out in Attachment 1 to this report (Item No. GB8, Council Meeting 22 August 2022).

ATTACHMENTS

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

1. Attachment 1 - Approval to Display Local Government Election Signs
2. Attachment 2 - City of Salisbury Movable Sign By-Law
3. Attachment 3 - City of Salisbury Roads By-Law

1. BACKGROUND

- 1.1 Changes to section 226 – Moveable signs of the *Local Government Act 1999* (Local Government Act) arising from commencement of the *Statutes Amendment (Local Government Review) Act 2021* prohibit the display of **electoral advertising posters** relating to elections held under the *Local Government Act* or the *Local Government (Elections) Act 1999* on a public road (including any structure, fixture or vegetation on a public road). This provision commenced on 10 November 2021.

- 1.2 Prior to this change, the display of local government election signs during certain periods was enabled via an express permission in the Local Government Act during the period commencing four weeks immediately before the date that had been set (either by the *Local Government Act* or the *Local Government (Elections) Act 1999*) for polling day and ending at the close of voting on polling day.
- 1.3 In addition, a General Approval was granted by SA Power Networks (SAPN) and the Department for Infrastructure and Transport (DIT) (the Relevant Authorities) which enabled the display of election signs relation to state, federal and local government elections on public road infrastructure owned by the Relevant Authorities. This General Approval also provided the consent required for the purposes of section 23(1) of the *Local Nuisance and Litter Control Act 2013*.
- 1.4 City of Salisbury has a Movable Signs By-Law in place, which regulates the placement of movable signs within the Council area. As the Local Government Act expressly permitted the placement of local government election signs, the By-Law had limited work to do prior to the changes to section 226.
- 1.5 In addition, the City of Salisbury has a Roads By-Law in place which covers matters relevant to local government election signs, such as Bill posting, public exhibitions and displays and obstructions. The Roads By-Law contains an exemption for an 'electoral matter' relating to a local government election during a defined four-week period, commencing four weeks prior to polling day and ending at close of polling (refer Attachment 3).
- 1.6 The placement of movable signs, including local government election signs and electoral advertising posters, on private property is subject to the permission of the property owner and in certain cases, with respect to signs above a certain size, relevant development approval.

2. CITY PLAN CRITICAL ACTION

Not applicable

3. CONSULTATION / COMMUNICATION

- 3.1 Internal
 - 3.1.1 Team Leader, Community Compliance
- 3.2 External
 - 3.2.1 Local Government Association and Norman Waterhouse Lawyers

4. REPORT

The following table provides an overview of the placement and requirements for election signs:

| Question | Response | Additional information |
|--|-----------|--|
| Can I affix a sign on Council owned land (not Council owned roads) | No | The General Approval only allows for signs to be affixed on infrastructure that is installed on a road owned by Council. Council By-Law 4 prohibits the display of Bills, papers or items on any building or structures on Local Government land or in a public place and expiations could apply |
| Can I use a sign made of Corflute | No | No plastic materials can be used in the construction of the sign |
| Can I display a sign that is made of paper and laminated | No | No plastic materials can be used in the construction of the sign |
| Can I display a sign that is made of timber | Yes | Location requirements under the General Approval apply |
| Can I affix a sign made of paper to a tree | No | Signs must not be affixed to any trees, shrubs or any location that causes damage to Council property |
| Who is responsible for maintaining the sign | Candidate | Candidates are fully responsible for any damage or injury caused by or in connection with the sign |
| Can I display a sign on private property | Yes | Only if approval is given by the owner of the private property |

| Question | Response | Additional information |
|--|--|--|
| Who is responsible for ensuring that safety is maintained | Candidate | Candidates are responsible for maintaining each sign. All material used for signs must be designed, made and presented in a quality manner and must be securely fixed and maintained in good condition at all times. It is the intent that the Sign will remain intact and not become a danger to Road users or end up as litter. |
| Can the sign be placed near an intersection | No | Under General Approval - Signs cannot be placed within 6 meters of an intersection OR 50 meters of a signalised intersection |
| What happens if a complaint is made about my sign | Council Authorised Officer will inspect the sign | If the sign that has been placed is contrary to the Council By-Law or General Approval, the Authorised Officer will remove the sign and recover all associated costs from the Candidate and expiations may be issued to the Candidate |
| What happens if my sign falls on the ground on public land | The sign will be deemed as non-compliant | Fallen signs will be deemed as non-compliant with Council By-Laws or General Approval and immediately removed. The responsible owner of the sign will be notified and Council may recover any reasonable costs incurred by Council in the removal and disposing of the sign. In addition to this, the sign may be considered as litter under the <i>Local Nuisance and Litter Control Act 2016</i> and expiations may apply. |

| Question | Response | Additional information |
|--|----------|---|
| Can I place my sign on a medium strip or roundabout | No | Council By-Laws prohibit the display of signs on medium strips or roundabouts. The General Approval also prohibits the display of signs on medium strips or roundabouts |
| Will the candidate be responsible if the sign causes damage when it is removed | Yes | All material affixed may only be affixed by non-invasive means. Any damage to the structure to which the material is affixed will be charged to the person responsible for the sign |

Note: The General Approval will override the relevant By-Laws to the extent of the conditions within the General Approval.

- 4.1 Following changes to section 226 of the *Local Government Act 1999*, there is now a prohibition on the display of **electoral advertising posters** on public roads and related infrastructure as follows:

- 4.1.1 (2a) A person must not exhibit an electoral advertising poster relating to an election held under this Act or the *Local Government (Elections) Act 1999*, on a public road (including any structure, fixture or vegetation on a public road), except in circumstances prescribed by the regulations. Maximum penalty: \$5 000.

Regulation 25A of the *Local Government (General) Regulations 2013* prescribes:

25A – Electoral advertising posters

For the purposes of section 226(2a) of the Act, circumstances in which an electoral advertising poster –

- (a) Is published by or on behalf of the Electoral Commissioner, the LGA or a council; and
- (b) Contains advertising relating to any matter referred to in section 13A(1) of the *Local Government (Elections) Act 1999*; and
- (c) Is not calculated to affect the result of an election,
are prescribed.

- 4.1.2 Electoral advertising poster, is defined in section 226(5) of the *Local Government Act 1999*, and means a poster displaying electoral advertising made of –
- (a) corflute; or
 - (b) plastic; or
 - (c) any other material, or kind of material, prescribed by the regulations.
- There have not been any other materials prescribed by regulation at this time.
- 4.1.3 Section 226 does not prohibit **local government election signs** made from other materials (i.e. not corflute or plastic), provided those signs do not unreasonably restrict the use of the road or endanger the safety of members of the public.
- 4.1.4 **“Local government election sign”** is not defined in the Local Government Act. For the purposes of this report and the proposed Determination, “local government election sign” is defined to mean a movable election advertisement, notice, or election sign (not made of corflute or plastic, i.e. not an electoral advertising poster) which is intended to affect the result of an election or poll, and which can be moved or removed without causing any damage to the infrastructure or land upon which it is placed or to which it is attached, whether free-standing or not. All local government election signs are a type of moveable sign.
- 4.1.5 **Note:** A poster that promotes a candidate in a local government election may be an ‘electoral advertising poster’ if it is made from corflute or plastic (including laminated paper or cardboard). If the same poster is made from a material **not prohibited** under section 226(5), it will not be an ‘electoral advertising poster’ but will be a local government election sign.
- 4.1.6 As a consequence of the changes to section 226 of the *Local Government Act*, the display of local government election signs must now occur in accordance with section 226(1), which provides:

226—Moveable signs

- (1) Subject to this section, a person may place and maintain a moveable sign on a road without an authorisation or permit under this Part if (and only if):
- (a) the design and structure of the sign complies with the requirements of the council's By-Laws; and
 - (b) the sign is placed in a position that complies with the requirements of the council's By-Laws; and
 - (c) any other relevant requirements of the council's By-Laws are complied with; and
 - (d) the sign does not unreasonably—
 - (i) restrict the use of the road; or
 - (ii) endanger the safety of members of the public.

- 4.1.7 The City of Salisbury Moveable Signs By-Law exempts the application of the By-Law to a sign of the kind referred to in section 266(3) of the *Local Government Act* through the inclusion of a note to that effect (refer Attachment 2 Moveable Signs By-Law).
- 4.1.8 Section 226(3)(ca) was deleted from the *Local Government Act* with effect from 10 November 2021. The text of the section was as follows:
- (ca) the sign is related to an election held under this Act or the *Local Government (Elections) Act 1999* and is displayed during the period commencing 4 weeks immediately before the date that has been set (either by or under either Act) for polling day and ending at the close of voting on polling day.
- 4.1.9 The deletion of the provision means that the reference to it set out in the By-Law Note (replicated above) has no effect. Consequently, the City of Salisbury Moveable Signs By-Law applies to local government election signs (not being electoral advertising posters).
- 4.1.10 Candidates wishing to display local government election signs within the City of Salisbury must comply with section 226(1) of the *Local Government Act* in its entirety in order to place local government election signs (not being electoral advertising posters) on a road.
- 4.1.11 This means that candidates do not need approval from Council for placement of local government election signs (not being electoral advertising posters) on council infrastructure on a road **provided** that the sign complies with the requirements set out in the Moveable Sign By-Law and the signs do not unreasonably restrict the use of the road or endanger the safety of members of the public (and complies with any requirements contained in the council Road By-Law (if applicable)). This is consistent with the arrangements that were in place prior to the changes to section 226 (and in previous local government elections).
- 4.1.12 If the placement of a local government election sign (not being an electoral advertising poster) does not comply with the requirements of the By-Law, the candidate must seek permission from the Council for the placement of the sign. This is a new circumstance, that did not arise in previous local government elections, due to the express permission that existed for the display of signs relating to local government elections in section 226(3)(ca). It is important to note that Council cannot grant a permission for the display of **electoral advertising posters** on a public road on the basis that these are prohibited at law.
- 4.1.13 Recognising that in the majority of cases it will not be possible for a candidate to display a local government election sign in accordance with Council's Moveable Signs By-Law, it is proposed that Council make a determination which grants general Council approval for the display of local government election signs on Council infrastructure. In the absence of a general Council approval, Council must receive, consider and assess each application for display of local government election signs on its merits. Having a general Council approval will eliminate the need for candidates to apply for a permit for the placement of each individual local government election sign on a public road.

- 4.1.14 The Local Government Association (LGA) has prepared a ‘template determination’ to assist councils with the regulation of local government election signs. A copy of the determination, customised to reflect City of Salisbury is provided as *Attachment 1 - Approval to display Local Government Election Signs* to this Report.
- 4.1.15 The ‘template determination’ is modelled very closely on the ‘General Approval’ granted by SA Power Networks (SAPN) and the Department for Infrastructure and Transport (DIT) in relation to State and Federal Government Election signs. The LGA is currently waiting for confirmation from SAPN and DIT that the same conditions will apply to local government election signs. Ideally, Council’s *Approval to display Local Government Election Signs* would be consistent with the General Approval issued by SAPN and DIT, however, the limited time available prior to the commencement of Council’s caretaker period means that a Council decision is required without this General Approval being finalised.
- 4.1.16 In addition to Council requirements, candidates will need to comply with the requirements of the SAPN/DIT General Approval, in order to display local government election signs on infrastructure on a road owned by the two Authorities.
- 4.1.17 Candidates may obtain permission from a private property owner for the display of local government election signs, which may include electoral advertising posters. Candidates will need to consider whether development approval is required for any local government election sign to be displayed on private property and make the relevant applications to Council for that purpose if necessary.

5. CONCLUSION

- 5.1 Should Council choose not to adopt the *Approval to display Local Government Election Signs*, candidates who wish to display local government election signs that do not meet the requirements of the Moveable Signs By-Law (and Roads By-Law where relevant) must make application to Council for permission for each individual election sign. These applications would be assessed and processed as per existing applications received for the placement of moveable signs that do not meet By-Law requirements.
- 5.2 Section 227 of the *Local Government Act* sets out the enforcement pathway in relation to moveable signs that do not comply with a council By-Law (including the council determination, if adopted) or if signs unreasonably restrict the use of the road or endanger the safety of members of the public. Action will be taken by Council officers where a local government election sign, including electoral advertising poster, poses a safety risk or causes a hazard.



Attachment 1 - Template determination

Approval to display local government election signs

This **General Approval** is given by the City of Salisbury under the provisions of its by-laws for local government election signs (not being electoral advertising posters¹) to be posted, affixed to, or erected on infrastructure that is installed on a road owned by the Council, subject to compliance with the following conditions:

Local government election signs (not being an electoral advertising poster) must:

1. be no more than 1 square metre in area. A back-to-back sign facing two directions is considered to be one sign for this purpose.
2. only be displayed during the period commencing 4 weeks immediately before the date that has been set for polling day and ending at the close of voting on polling day. Should the local government election sign not be removed within two days (48 hours) of the close of voting they will be considered illegal signs and penalties may apply.
3. comply with all legislative requirements relating to the publication of 'electoral material' as defined in relevant legislation².
4. be securely fixed or posted and maintained in good repair and condition at all times.
5. be designed, made, and presented in a quality manner (the intent is that signs must not tear apart and become a danger to road users and end up as litter).
6. contain clear and legible writing or symbols. An authorised officer will determine whether a sign is clear and legible for these purposes.
7. contain on the face of the sign the name and address of the person authorising the promotional material (the publisher) and the name and prescribed information of the printer of it³.
8. be fastened securely so that they cannot become detached in high winds and endanger Council, SAPN or DIT property or equipment or pose a danger to the public.
9. be installed, maintained, and removed in a safe manner without endangering personal and community safety.

Local government election signs (not being an electoral advertising poster) must not:

¹ Section 226(5), *Local Government Act 1999*. Electoral advertising posters are prohibited from display on a public road (including any structure, fixture or vegetation on a public road), except in circumstances prescribed by the regulations.

² Part 7, *Local Government (Elections) Act 1999*.

³ Section 27(1), *Local Government (Elections) Act 1999*.

1. be illuminated (internally or indirectly), move, flash, rotate, or reflect so as to be an undue distraction to drivers.
2. be self-adhesive. All individual promotional material affixed under the terms of this General Approval may only be affixed by non-invasive means that do not cause damage of any type to the structure to which the material is affixed. If a paste is to be used, it must be of a water based/wallpaper type (or similar).
3. be affixed under any circumstances to trees, shrubs, or other plants or at any location that may cause physical damage to Council, SAPN or DIT property.
4. be placed on a carriageway, dividing strip (median), traffic island, roundabout, or within 50 metres of a signalised intersection, level crossing, roundabout or pedestrian activated crossing, or on the South-Eastern Freeway, the Southern Expressway, the Port River Expressway, the North-South Motorway (Superway) or the Northern Expressway.
5. be placed within 6 metres of an intersection or junction, or in any other location that may pose a hazard to pedestrians or road users.
6. be attached to any traffic control device, street name, traffic direction or parking sign or to the associated pole.
7. be placed so as to cover any Council, SAPN or DIT numbering, signs, or other markings.
8. be placed in a location on a pole or fence so as to aid the climbing of the pole or fence.
9. be placed so as to restrict the sight distance for road users and pedestrians crossing the road.
10. compete with or reduce the effectiveness of other signs and traffic control devices.
11. resemble a traffic control device, or reasonably be capable of being mistaken as a traffic control device (e.g., must not be affixed on the diagonal).
12. advertise any organisation other than a candidate in the local government election on foot at the time.
13. Where signs are fixed or posted on poles adjacent to footpaths or roadways such signs:
 - o must not be lower than 2 metres; and
 - o must be a maximum height of 3 metres from the ground, with nothing above the sign to affix it or anything else to the pole. Signs must have a minimum clearance of 3 metres from any overhead mains.
14. There is a total prohibition on any part of the sign being higher than 3 metres from the ground.

This General Approval **does not** extend to infrastructure that is owned by SAPN or DIT on a road. The **SA Power Networks and Department for Infrastructure and Transport General Approval for placement or affixation of local government election signs** sets out the requirements for placement of local government election signs on this infrastructure.

This General Approval also does not extend to any railway or tramline structures such as level or pedestrian crossings, bridges, stations, signalling equipment or fences adjacent to railway and tram lines. In this regard, information on the various rules and if appropriate, permission to enter or erect signs in these areas must be obtained from the relevant rail authority. In metropolitan Adelaide, this is (*in most instances*) either Adelaide Metro or the Australian Rail Track Corporation.

The person(s) responsible for the sign and/or any persons acting on their behalf, including by way of causing the sign to be displayed is entitled to act in accordance with the permissions granted in this General Approval subject to their acceptance of the following. They:

- accept that the display of the local government election sign must be in accordance with this General Approval and by displaying the local government election sign, agree to comply with the terms of this General Approval; and
- accept full responsibility for any personal injury, property damage or other loss in any way arising out of or consequent upon the erection, removal, or display of the local government election sign(s); and
- acknowledge that the Council, SA Power Networks or DIT have no liability or responsibility in relation to such matters whatsoever; and
- agree to indemnify the Council, SAPN and DIT against any such personal injury or property damage or other loss incurred by the Council, SAPN or DIT and against any third-party claims arising out of or consequent upon the erection, removal, or display of local government election signs.

Installation, maintenance, removal and disposal of local government election signs

1. Installing, maintaining, and removing local government election signs (not being an electoral advertising poster) **must not** be carried out between 7.00am and 10.00am or between 3.00pm and 7.00pm Monday to Friday on a peak flow traffic lane.
2. Whilst there are prescriptive rules relating to the permitted materials for electoral advertising posters, there is no prohibition on fixings made of plastic (such as a cable tie). Other material that satisfies the requirements of this General Approval may also be used (i.e., fixings made of metal or other conductive material **are not permitted**, fixings must be non-invasive and not cause damage to the structure to which the material is affixed).
3. The person responsible for the sign and its owner must maintain the sign. The person is also responsible for ensuring that safety is maintained (and the Australian Road Rules complied with) whilst the sign is being installed, maintained, or removed and no traffic disruption is to occur during the installation, maintenance, or removal process.
4. The person responsible for the local government election sign must remove all parts of the sign **and fixtures** from the poster within 48 hours from the close of voting in the relevant election.
5. An authorised person of the Council may remove and dispose of any local government election sign that does not comply with this General Approval, unreasonably restricts the use of the road or endangers the safety of members of the public, or otherwise does not comply with legislative requirements in accordance with section 227 of the *Local Government Act 1999*.

6. A breach of, or non-compliance with, any of the conditions of the General Approval will invalidate the General Approval and may result in the removal of the local government election sign.

Private land

This General Approval does not authorise the placement of local government election signs on private land or infrastructure without the permission of the private landowner.

Illegal signs

Local Government Act 1999 - penalties

Section 226(2a) of the *Local Government Act 1999* provides that it is an offence to exhibit an **electoral advertising poster** on a public road. The maximum penalty is \$5,000.

electoral advertising poster means a poster displaying electoral advertising made of—

- (a) corflute; or
- (b) plastic; or
- (c) any other material, or kind of material, prescribed by the regulations.

Definitions

Moveable sign is defined in section 4 of the Local Government Act and means a moveable advertisement or sign;

Local government election sign is not defined in the Local Government Act. For the purposes of this document, local government election sign is defined to mean a moveable election advertisement, notice, or election sign (not made of corflute or plastic, i.e. not an electoral advertising poster) which is intended to affect the result of an election or poll, and which can be moved or removed without causing any damage to the infrastructure or land upon which it is placed or to which it is attached, whether free-standing or not. All local government election signs are a type of moveable sign.

Electoral advertising poster, is defined in section 226(5) of the Local Government Act, and means a poster displaying electoral advertising made of—

- (a) corflute; or
- (b) plastic; or
- (c) any other material, or kind of material, prescribed by the regulations.

Note: A poster that promotes a candidate in a local government election may be an 'electoral advertising poster' if the poster is made from corflute or plastic. If the same poster is made from a material not prohibited under section 226(5), it will not be an 'electoral advertising poster' but will be a local government election sign.

General Approval, is the approval granted by SA Power Networks (SAPN) and the Department for Infrastructure and Transport (DIT) (the **Relevant Authorities**) which enables the display of local government election signs on public road infrastructure owned by the Relevant Authorities and provides the consent required for the purposes of section 23(1) of the *Local Nuisance and Litter Control Act 2016*.

Relevant Authorities, are SA Power Networks and the Department for Infrastructure and Transport, who own the majority infrastructure on public roads.



CITY OF SALISBURY
MOVEABLE SIGNS BY-LAW 2015
By-law No. 2 of 2015

A By-law to set standards for moveable signs on roads and to provide conditions for the placement of such signs.

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PART 1 – PRELIMINARY**1. Title**

This By-law may be cited as the *Moveable Signs By-law 2015* and is By-law No. 2 of the City of Salisbury.

2. Authorising law

This By-law is made under sections 239 and 246 of the Act, and sections 667(1), 4.1 and 9.XVI of the *Local Government Act 1934*.

3. Purpose

The object of this By-law is to set standards for moveable signs on roads:

- 3.1. to protect the comfort and safety of road users and members of the public;
- 3.2. to enhance the amenity of roads and surrounding parts of the Council area;
- 3.3. to prevent nuisances occurring on roads;
- 3.4. to prevent unreasonable interference with the use of a road; and
- 3.5. for the good rule and government of the Council area.

4. Commencement, revocation and expiry

- 4.1. The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation¹:

4.1.1 *By-law No.2 – Moveable Signs 2008*.²

- 4.2. This By-law will expire on 1 January 2023.³

Note-

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

5. Application

- 5.1. This By-law operates subject to the Council's *Permits and Penalties By-law 2015*.
- 5.2. This By-law applies throughout the Council area.

6. Interpretation

In this By-law, unless the contrary intention appears:

- 6.1. **Act** means the *Local Government Act 1999*;

- 6.2. **authorised person** means a person appointed as an authorised person pursuant to section 260 of the Act;
- 6.3. **business premises** means premises from which a business is being conducted;
- 6.4. **Council** means the City of Salisbury;
- 6.5. **footpath area** means:
 - 6.5.1 that part of a road between the property boundary of the road and the edge of the carriageway on the same side as that boundary;
 - 6.5.2 a footway, lane or other place made or constructed for the use of pedestrians and not for the use of vehicles;
- 6.6. **moveable sign** has the same meaning as in the Act;
- 6.7. **road** has the same meaning as in the Act;
- 6.8. **vehicle** has the same meaning as in the *Road Traffic Act 1961*.

Note-

Section 14 of the *Acts Interpretation Act 1915* provides that an expression used in this By-law has, unless the contrary intention appears, the same meaning as in the Acts under which the By-law was made.

PART 2 – MOVEABLE SIGNS**7. Construction and design**

A moveable sign placed on a footpath area must:

- 7.1. be of kind known as an 'A' frame or sandwich board sign, an 'inverted 'T' sign, or a flat sign or, with the permission of the Council, a sign of some other kind;
- 7.2. be designed, constructed and maintained in good quality and condition;
- 7.3. be of strong construction and sufficiently stable or securely fixed so as to keep its position in adverse weather conditions;
- 7.4. have no sharp or jagged edges or corners;
- 7.5. not be unsightly or offensive in appearance or content;
- 7.6. be constructed of timber, metal, plastic or plastic coated cardboard, or a mixture of such materials;
- 7.7. not rotate or contain flashing parts or lights;
- 7.8. not have balloons, flags, streamers or other things attached to it;
- 7.9. not exceed 900mm in height, 600mm in width and 600mm in depth;
- 7.10. in the case of an 'A' frame or sandwich board sign:
 - 7.10.1 be hinged or joined at the top;
 - 7.10.2 be of such construction that its sides are securely fixed or locked in position when erected; and

7.10.3 not have a base area in excess of 0.6 square metres;

7.11. in the case of an inverted 'T' sign, not contain struts or members that run between the display area and the base of the sign.

8. **Placement**

A moveable sign must not be:

- 8.1. placed on any part of a road other than the footpath area;
- 8.2. placed on a footpath that is less than 2.5 metres wide;
- 8.3. placed within 1 metre of an entrance to any business or other premises;
- 8.4. placed on the sealed part of a footpath:
 - 8.4.1 if there is an unsealed part on which the sign can be placed in accordance with this By-law; or
 - 8.4.2 unless the sealed part is wide enough to contain the sign and leave a clear thoroughfare for pedestrians of a width of at least 1.8 metres;
- 8.5. placed so as to interfere with the reasonable movement of persons or vehicles using the footpath or road in the vicinity of where the moveable sign is placed;
- 8.6. placed closer than 0.5 metres to the kerb (or, if there is no kerb, to the edge of the carriageway of a road or the shoulder of the road, whichever is the greater);
- 8.7. placed on a landscaped area, other than landscaping that comprises only lawn;
- 8.8. placed within 10 metres of an intersection of two or more roads;
- 8.9. placed on a footpath area with a minimum height clearance from a structure above it of less than 2 metres;
- 8.10. placed on a designated parking area;
- 8.11. placed on a median strip, traffic island, roundabout or any other traffic control device on a road;
- 8.12. placed other than adjacent to the business premises to which it relates;
- 8.13. tied, fixed or attached to, or placed closer than 1 metre from any other structure, object, tree, plant or thing (including another moveable sign);
- 8.14. displayed during the hours of darkness unless it is clearly lit; or
- 8.15. placed in such a position or in such circumstances that the safety of a user of the footpath area or road is at risk.

9. **Appearance**

A moveable sign placed on the footpath area of a road must, in the opinion of an authorised person:

- 9.1. be painted or otherwise detailed in a competent and professional manner;
- 9.2. be aesthetically appealing, legible and simply worded to convey a precise message; and
- 9.3. be of such design and contain such colours as are compatible with the architectural design of the premises adjacent to the sign, and which related well to the townscape and overall amenity of the locality in which it is situated; and
- 9.4. contain combinations of colour and typographical styles which lend in with and reinforce the heritage qualities of the locality and the buildings where it is situated.

10. **Banners**

A banner displayed on a road must:

- 10.1. be securely fixed at both ends to a pole, fence or other structure so that it does not hang loose or flap at either end;
- 10.2. not, without the Council's permission, be attached to any building, structure, fence, vegetation or other item owned by the Council;
- 10.3. only advertise an event to which the public are invited; and
- 10.4. not be displayed more than one month before and two days after the event it advertises;
- 10.5. must not be displayed for a continuous period of more than one month and two days in any twelve month period; and
- 10.6. must not exceed 3m² in size.

11. **Restrictions**

- 11.1. The owner or operator of a business must not cause or allow more than one moveable sign for each business premises to be displayed on the footpath area of a road at any time.
- 11.2. A person must not, without the Council's permission, display a moveable sign on or attached to or adjacent to a vehicle that is parked on Local Government land (including roads) primarily for the purpose of advertising or offering for sale a product (including the vehicle) or business to which the sign relates.
- 11.3. A person must not cause or allow a moveable sign to be placed on a footpath area unless:
 - 11.3.1 it only displays material which advertises a business being conducted on premises adjacent to the moveable sign or the goods and services available from that business; and
 - 11.3.2 the business premises to which it relates is open to the public.

- 11.4. If in the opinion of the Council a footpath area is unsafe for a moveable sign to be displayed, the Council may prohibit or restrict the display of a moveable sign on such conditions as the Council thinks fit.

12. Exemptions

- 12.1. Subclauses 10, 8.9, 8.13, 11.1 and 11.3 of this By-law do not apply to a moveable sign which:

- 12.1.1 advertises a garage sale taking place from residential premises provided that:

- (a) no more than four moveable signs per residential premises are displayed at any one time in relation to a garage sale taking place at that premises;
- (b) the moveable sign displays the address of the vendor; and
- (c) the moveable sign is displayed on the day the garage sale is taking place; or

- 12.1.2 is a directional sign to an event run by a community organisation or charitable body;

- 12.2. Subclauses 11.1 and 11.3 of this By-law do not apply to a flat sign which only contains a newspaper headline and the name of a newspaper or magazine.

- 12.3. A requirement of this By-law will not apply where the Council has granted permission for the moveable sign to be displayed contrary to that requirement.

Note-

This By-law does not apply to moveable signs placed and maintained on a road in accordance with section 226(3) of the Act, which includes any sign:

- placed there pursuant to an authorisation under another Act;
- designed to direct people to the open inspection of any land or building that is available for purchase or lease;
- related to a State or Commonwealth election and is displayed during the period commencing on the issue of the writ of writs for the election and ending at the close of polls on polling day;
- related to an election held under this Act or the *Local Government (Elections) Act 1999* and is displayed during the period commencing 4 weeks immediately before the date that has been set (either by or under either Act) for polling day and ending at the close of voting on polling day; or
- the sign is of a prescribed class.

PART 3 – ENFORCEMENT

13. Removal of moveable signs

- 13.1. A person must immediately comply with the order of an authorised person to remove a moveable sign made pursuant to section 227(1) of the Act.

- 13.2. The owner of or other person entitled to recover a moveable sign removed by an authorised person pursuant to section 227(2) of the Act, may be required to pay to the Council any reasonable costs incurred by the Council in removing, storing, and/or disposing of the moveable sign before being entitled to recover the moveable sign.

- 13.3. The owner, or other person responsible for a moveable sign must remove or relocate the moveable sign at the request of an authorised person:

- 13.3.1 if, in the opinion of an authorised person, and notwithstanding compliance with this By-law, there is any hazard or obstruction or there is likely to be a hazard or obstruction arising out of the location of the moveable sign; or
- 13.3.2 for the purpose of special events, parades, roadworks or in any other circumstances which, in the opinion of the authorised person, require relocation or removal of the moveable sign to protect public safety or to protect or enhance the amenity of a particular locality.

14. Liability of vehicle owners

- 14.1. For the purposes of this clause 15, **owner** in relation to a vehicle has the same meaning as contained in section 4 of the Act.
- 14.2. The owner and the driver of a vehicle driven, parked or standing in contravention of this By-law are each guilty of an offence and liable to the penalty as prescribed for that offence.

This By-law was duly made and passed at a meeting of the City of Salisbury held on the 17 August 2015 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....
John Harry
Chief Executive Officer



CITY OF SALISBURY
ROADS BY-LAW 2015
By-law No. 3 of 2015

A By-law to regulate certain activities on roads in the Council area.

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PART 1 – PRELIMINARY**1. Title**

This By-law may be cited as the *Roads By-law 2015* and is By-law No. 3 of the City of Salisbury.

2. Authorising law

This By-law is made under sections 239 and 246 of the Act, regulation 28 of the *Local Government (General) Regulations 2013*, and sections 667(1), 4.I, 7.II and 9.XVI of the *Local Government Act 1934*.

3. Purpose

The objectives of this By-law are to manage and regulate the prescribed uses of roads in the Council area:

- 3.1. to protect the convenience, comfort and safety of road users and members of the public;
- 3.2. to prevent damage to buildings and structures on roads;
- 3.3. to prevent certain nuisances occurring on roads; and
- 3.4. for the good rule and government of the Council area.

4. Commencement, revocation and expiry

- 4.1. The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation¹:

4.1.1 *By-law No. 3 – Roads 2008*.²

- 4.2. This By-law will expire on 1 January 2023.³

Note-

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

5. Application

- 5.1. This By-law operates subject to the Council's *Permits and Penalties By-law 2015*.
- 5.2. This By-law applies throughout the Council area.

6. Interpretation

In this By-law, unless the contrary intention appears:

- 6.1. **Act** means the *Local Government Act 1999*;

- 6.2. **animal** includes birds, insects and poultry but does not include a dog or a cat;
- 6.3. **camp** includes:
 - 6.3.1 setting up a camp, tent or other structure of calico, canvas, plastic or other similar material on a road; or
 - 6.3.2 subject to the *Road Traffic Act 1961*, causing a caravan or motor home to remain on a road overnight, whether or not any person is in attendance or sleeps on the road or intends to stay overnight;
- 6.4. **Council** means the City of Salisbury;
- 6.5. **effective control** means a person exercising effective control of an animal either:
 - 6.5.1 by means of a physical restraint; or
 - 6.5.2 by command, the animal being in close proximity to the person, and the person being able to see the animal at all times;
- 6.6. **electoral matter** has the same meaning as in the *Electoral Act 1995* provided that such electoral matter is not capable of causing physical damage or injury to a person within its immediate vicinity;
- 6.7. **emergency worker** has the same meaning as in the *Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014*;
- 6.8. **vehicle** has the same meaning as in the *Road Traffic Act 1961*.

Note-

Section 14 of the *Acts Interpretation Act 1915* provides that an expression used in this By-law has, unless the contrary intention appears, the same meaning as in the Acts under which the By-law was made.

PART 2 – USE OF ROADS**7. Activities requiring permission**

A person must not do any of the following activities on a road without the permission of the Council:

7.1. Amplification

Use an amplifier or other device whether mechanical or electrical for the purpose of broadcasting sound, or magnifying sound including the broadcasting of announcements or advertisements.

7.2. Animals

7.2.1 Cause or allow an animal to stray onto, move over, or graze on a road except where the Council has set aside a track or other area for use by or in connection with an animal of that kind, and provided the animal or animals are under effective control.

7.2.2 Lead, herd or exercise an animal in such a manner as to cause a nuisance or endanger the safety of a person.

7.3. Camping and Tents

7.3.1 Erect a tent or other structure of calico, canvas, plastic or other similar material.

7.3.2 Camp or sleep overnight.

7.4. Donations

Ask for or receive or do anything to indicate that the person desires a donation of money.

7.5. Obstructions

Erect, install or place or cause to be erected, installed or placed any structure, object or material of any kind so as to obstruct a road, footway, water-channel, or watercourse in a road.

7.6. Posting & Distribution of Bills

Subject to clause 11.2:

7.6.1 place on a vehicle (without the consent of the owner of the vehicle), give out or distribute any hand bill, book, notice, leaflet or other printed matter to any person; or

7.6.2 post or allow or cause to be posted any bills, advertisements, or other papers or items on a building or structure on a road.

7.7. Preaching

Preach, harangue, solicit or canvass for religious or charitable purposes.

7.8. Public Exhibitions and Displays

7.7.1 Sing, busk, play a recording or use a music instrument, or perform similar activities.

7.7.2 Conduct or hold a concert, festival, show, circus, performance or a similar activity.

7.7.3 Erect a stage or structure for the purpose of conducting or holding a concert, festival, show, circus, performance or a similar activity.

7.7.4 Cause any public exhibitions or displays.

7.9. Soliciting

Ask for or receive or indicate a desire for a donation of money or any other thing.

7.10. Vehicles

Repair, wash, paint, panel beat or perform other work of a similar nature to a vehicle, except for running repairs in the case of a vehicle breakdown.

Note-

Movable signs on roads are regulated by sections 226 and 227 of the Act and the Council's Moveable Signs By-law.

PART 3 – ENFORCEMENT**8. Directions**

A person who, in the opinion of an authorised person is committing or has committed a breach of this By-law, must immediately comply with a direction of an authorised person to leave that part of the road.

9. Orders

If a person does not comply with an order of an authorised person made pursuant to section 262 of the Act in respect of a breach of this By-law, the Council may seek to recover its costs of any action taken under section 262(3) of the Act from the person to whom the order was directed.

Note-

Section 262(1) of the Act states:

(1) *If a person (**the offender**) engages in conduct that is a contravention of this Act or a By-law under this Act, an authorised person may order the offender-*

- (a) *if the conduct is still continuing – to stop the conduct; and*
- (b) *whether or not the conduct is still continuing – to take specified action to remedy the contravention.*

Subsections (2) and (3) of section 262 also provide that it is an offence to fail to comply with an order and that if a person does not comply, the authorised person may take action reasonably required to have the order carried out. For example, an authorised person may order a person to:

- cease busking on a road;
- remove an object or structure blocking a footpath;
- remove bills posted on a structure on a road;
- dismantle and remove a tent from a road.

10. Removal of animals and objects

An authorised person may remove an animal or object that is on a road in breach of a By-law if no person is in charge, or apparently in charge, of the animal or object.

PART 4 – MISCELLANEOUS**11. Exemptions**

11.1. The restrictions in this By-law do not apply to a police officer, emergency worker, Council officer or employee acting in the course and within the scope of that person's normal duties, or to a contractor while performing work for the Council and while acting under the supervision of a Council officer.

11.2. The restrictions in clause 7.6 of this By-law do not apply to electoral matter authorised by a candidate and which is:

- 11.2.1 related to a Commonwealth or State election and occurs during the period commencing on the issue of the writ or writs for the election and ending at the close of polls on polling day; or
- 11.2.2 related to an election under the Act or the *Local Government (Elections) Act 1999* and occurs during the period commencing four weeks immediately before the date that has been set (either by or

under either Act) for polling day and ending at the close of voting on polling day; or

- 11.2.3 related to, and occurs during the course of and for the purpose of a referendum.

12. Liability of vehicle owners

- 12.1. For the purposes of this clause 12, **owner** in relation to a vehicle has the same meaning as contained in section 4 of the Act.
- 12.2. The owner and the driver of a vehicle driven, parked or standing in contravention of this By-law are each guilty of an offence and liable to the penalty as prescribed for that offence.

This By-law was duly made and passed at a meeting of the City of Salisbury held on the 17 August 2015 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....
John Harry
Chief Executive Officer

GB9**Late Youth Sponsorship Applications****DATE**

22 August 2022

AUTHORS

Hayley Berrisford, PA to General Manager Business Excellence,
Business Excellence
Joy O’Keefe-Craig, Team Leader Council Governance, CEO and
Governance

CITY PLAN LINKS

1.3 People are valued and they feel safe, included and connected
4.1 Members of our community receive an exceptional experience
when interacting with Council
4.5 We engage meaningfully and our community is aware of
Council initiatives

SUMMARY

This report outlines the late Youth Sponsorship applications
received in August 2022.

RECOMMENDATIONThat Council:

1. Approves the late applications received prior to the commencement of the Caretaker Period (6 September 2022).
2. Authorise the Chief Executive Officer delegated authority to approve Youth Sponsorship Applications for the duration of Caretaker period (6 September 2022 until votes re declared).
3. Where Youth Sponsorship applications have been approved by the Chief Executive Officer during the Caretaker period, a report will come back to Council at its first meeting following Caretake period.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 The Youth Sponsorship Program Policy requires a report be provided to the Community Wellbeing and Sport Committee outlining approved Youth Sponsorship Program applications.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Nil
- 2.2 External
 - 2.2.1 Youth Sponsorship applicants

3. REPORT

- 3.1 The following Youth Sponsorship Applications were received late in August and received after the Community Wellbeing and Sport Committee. They have been assessed by the Personal Assistant General Manager Business Excellence.

| Funding per application | Event | Total Funding |
|---|---|----------------------|
| 1 @ \$1000 | 1 application received to represent Australia at the International Junior Musical Theatre in New York (in January 2023) | \$1000.00 |
| 1 @ \$250 | 1 application received to represent SA School Sport 12 & Under Team at the National Soccer Championships in Perth (in October 2022). | \$250.00 |
| 1 @ \$1000 | 1 application received to represent Australia at the Trans Tasman challenge Junior Nationals for Tenpin Bowling in New Zealand (in September 2022 – October 2022) | \$1000.00 |
| Total funding for late August applications 2022: | | \$2250.00 |

4. CARETAKER PERIOD

- 4.1 The Caretaker Period will commence on 6 September 2022 until the conclusion of the election (when results have been declared).
- 4.2 During this period, no applications for Youth Sponsorship will be considered.
- 4.3 An appropriate notice will be placed on Council's website.

5. CONCLUSION / PROPOSAL

- 5.1 The Youth Sponsorship Program annual funding budget for 2022/2023 is \$45,000 with year to date allocations of \$10,750 from this fund. The remaining balance accounting for the applications noted in this report is \$34,250.

| | |
|------------------------|---|
| GB10 | Grant No. 19/2022-23: Para Hills East Soccer Club Inc. Community Grant Application |
| DATE | 22 August 2022 |
| AUTHOR | Sara Howley, PA to GM Community Development, Community Development |
| CITY PLAN LINKS | 1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected 1.4 We are proud of our strengths, achievements and cultural diversity |
| SUMMARY | The Para Hills East Soccer Club Inc. Community Grant Application is submitted to the Community Wellbeing and Sport Committee for consideration. |

RECOMMENDATIONThat Council:

1. Approves the request for funding for the August 2022 round of Community Grants as follows:
 - a. Grant No. 19/2022-23 to the value of \$2,230: Para Hills East Soccer Club Inc. to assist with purchasing a defibrillator.

ATTACHMENTS

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

1. Grant No. 19/2022-23 Para Hills East Soccer Club Inc. Community Grant Application

1. BACKGROUND

- 1.1 The Para Hills East Soccer Club Inc. have applied for the August 2022 round of Community Grants to assist with purchasing a defibrillator.
- 1.2 The Para Hills East Soccer Club Inc. have received prior Community Grant funding. In November 2020, Para Hills East Soccer Club received \$4,983 to assist with purchasing hand sanitizers, soap dispensers, hand dryers, a deep fryer, and also to assist energy bills through Council's COVID-19 Recovery Support Package Grants.
- 1.3 In April 2022, the Para Hills East Soccer Club received \$5,000 of Community Grant funding to assist with purchasing uniforms for its Senior Men's and Women's Teams.
- 1.4 These grants have both been acquitted and the Para Hills East Soccer Club Inc. are eligible to apply for the August 2022 round of community grant funding.

2. REPORT

- 2.1 The Para Hills East Soccer Club Inc. was established in 1971 and is situated on the corner of Nelson Road and Murrell Road in Para Hills East.
- 2.2 This grant application is requesting funds to assist with purchasing a defibrillator which could assist in an emergency situation.
- 2.3 The Community Grants Program funding budget allocation for 2022/2023 is \$120,000.
- 2.4 The money committed to this application for the August 2022 round, if approved, is \$2,230. The money committed to all grant applications received for the August round (14 in total) is \$55,150.
- 2.5 The remaining balance of the grant funding if all grant applications received (13 in total) for the August round are approved, is \$48,809.

3. CONCLUSION / PROPOSAL

- 3.1 That Council approves the grant funding application from the Para Hills East Soccer Club for \$2,230 to assist with purchasing a defibrillator.

| Applicant Organisation Information | |
|--|---|
| 1. GROUP / ORGANISATION DETAILS | |
| Name: | Para Hills East Sports Club Incorporated |
| Address: | Murrell Rd |
| Suburb: | Para Hills SA 5096 |
| 2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent) | |
| Name: | Mr Andrew Saggs |
| Title (your role with the group/organisation): | Secretary |
| Address: | [REDACTED] |
| Phone: | Mobile: [REDACTED] |
| Email: | parahillseastsc@gmail.com |
| 3. COMMUNITY GRANT RESPONSIBILITY | |
| Name of Person Responsible for the Grant: | Other: Aaron Smith |
| Title (role with the group/organisation): | Chairman |
| 4. GROUP / ORGANISATION MANAGEMENT DETAILS | |
| How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i> | There is an executive Committee and general committee. |
| Is your organisation: | |
| a) Incorporated: | <div>Yes</div> <div><input checked="" type="checkbox"/></div> <div>(go to question c)</div> |
| | <div>No</div> <div><input type="checkbox"/></div> <div>(go to question b)</div> |
| ASIC Registration Number: | |
| b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i> | <div>Yes</div> <div><input type="checkbox"/></div> <div>(go to question c)</div> |
| | <div>No</div> <div><input type="checkbox"/></div> <div>(go to question c)</div> |
| Parent Organisation | |
| Name: | |
| ASIC Registration Number: | |

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

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| Organisation Information (continued) | | |
|--|--|---|
| c) Community/Non-Profit: | Yes <input checked="" type="checkbox"/> | No <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 <input type="checkbox"/> <i>(evidence must be attached to this application)</i> | No <input checked="" type="checkbox"/> |
| d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i> | Yes <input type="checkbox"/> (go to question e & f) | No <input checked="" type="checkbox"/> |
| e) Funding source/s: | | |
| f) Purpose: | | |
| g) Other (please specify): | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 5. BANKING INFORMATION | | |
| <i>Your organisation must have its own Bank/Credit Union Account or similar</i> | | |
| Full Account Name: Para Hills East Soccer Club <i>*do not provide account or BSB numbers*</i> | Financial Institution Name: Commonwealth Branch Location: Elizabeth | |
| 6. REFEREE INFORMATION | | |
| <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: | Keegan French | |
| Referee's Contact Information: | [REDACTED] | |

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 <i>(If Yes - Please Quote ABN:)</i> | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| 66 839 125 092 <i>(If No, the ABN Declaration Form attached must be signed)</i> | | |
| Is your group/organisation registered for GST | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| NB: GST Registration <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"/> (enter '0' dollar amounts below) |
| If Yes, provide details: | |
| INCOME | \$ AMOUNT |
| Project or event generated income: | \$0 |
| Organisation's contribution: | \$0 |
| Income received from other Grants: (list organisation(s) providing Grant funding and their contribution) | \$0 |
| Income received from sponsors: (list sponsor(s) and their contribution) | \$0 |
| Donations: (please specify the source, product or service and estimated amount of funding requested) | \$0 |
| Have you sought any other funding for the project/event: (please specify the source and amount of funding requested) | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| TOTAL (including GST): | \$ 0 |
| What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.? | |
| EXPENSES (specify the proposed expense budget by item:) | \$ AMOUNT |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| TOTAL (including GST): | \$ 0 |

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: <i>(please tick which is applicable)</i> | <input type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input checked="" type="checkbox"/> Defibrillator |
| Name of Project/Event Requiring Funding | Defibrillator to be installed at Murrell Road. |
| Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i> | ASAP |
| Total cost of Project/Event | \$2,230.00 |
| Amount of Community Grant Funding Requested | \$2,230.00 |
| Is there any other information that you may feel is relevant to your application? | <p><i>The link to the defibrillator we are intending on purchasing:</i> https://shop.redcross.org.au/first-aid/Defibrillators/zoll-defibrillator-bundle/</p> |
| <input type="checkbox"/> There are no relevant attachments. | <input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2. |
| Which category best describes your project/event? <i>(please check all that apply)</i> | |
| Health | <input checked="" 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 <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 East Sporting Club Incorporated |
| Group/Organisation Description | Soccer Club |
| Group/Organisation Registered Address | Number/Street: Murrell Road Suburb: Para Hills Postcode: 5096 |
| Is the Club Incorporated? | Yes |
| Number of Members | 150 - 200 |
| % of Membership that reside in the City of Salisbury | % 70 |
| Project/Event Details | |
| Project/Event Name | Defibrillator for the Clubrooms |
| Project/Event Summary | There is currently no defib in the vicinity of the sporting club. |
| Date(s) of Project/Event | ASAP |
| Location of Project/Event: | Number/Street: Murrell Road Suburb: Para Hills Postcode: 5096 |
| How will the Project/Event benefit the residents of the City of Salisbury? | Provides an opportunity for a life to be potentially saved with this equipment. |
| How many individuals will benefit from the Project/Event? | There is a Cricket club that runs as tenants for the summer, and soccer during winter, therefore all our players and supporters will benefit. |
| % of project/event participants that reside in the City of Salisbury | % 70 |
| If it is an Event, is it open to the public? | No |
| How will the Project/Event be promoted? | Happy to promote the defib within the venue on the register, and provide social media proof of the update, once installed. |

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 | \$ \$2,230.00 |
| Itemised Breakdown of Costs: | |
| <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i> | |
| ZOLL Defibrillator Bundle | \$ 2, 230.00 |
| https://shop.redcross.org.au/first-aid/Defibrillators/zoll-defibrillator-bundle/ | |
| | \$ |
| | \$ |
| | \$ |
| | \$ |
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| | \$ |
| | \$ |
| TOTAL (including GST): | \$ 2, 230.00 <input type="checkbox"/> <input type="checkbox"/> |
| Quote Attached: | <input checked="" type="checkbox"/> Yes (link above) <input type="checkbox"/> No <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

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| Project or Event Scope |
|---|
| <p><i>We are intending on purchasing the Defibrillator</i></p> |
| <p>Attachments</p> <p><input type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none">1.2.3. |
| 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>We would love to ensure the safety of our playing members, supporters and opponents, by having a defibrillator at the Murrell Road venue.</i></p> |

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

Community Grant Application - Page 10 of 13

Support for the Project or Event

Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:

It could be listed on the register so people are aware we have one on site.

Attachments

- ☐ There are no attachments relating to Support for the Project or Event.
- ☐ The following documents are attached relating to Support for the Project or Event:
- 1.
 - 2.
 - 3.

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 one off purchase of the defib will mean there are no ongoing management processes, except the Cricket club and Soccer club will ensure the Defib is regularly tested and in working order.

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

Community Grant Application - Page 11 of 13

Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)

Please read, tick the **S1** and **S2** boxes and sign:

S1 S2

- ☐ ☐ I acknowledge that I am authorised to make this application on behalf of the Organisation.
- ☐ ☐ I acknowledge that the information provided in this application is true and correct.
- ☐ ☐ 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.
- ☐ ☐ 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.
- ☐ ☐ 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.

On behalf of Para Hills East Sports Club Incorporated (Group/Organisation)

Andrew Saggs / Secretary
(Name/Position)

and Aaron Smith / Chairman

(Name/Position)

(Signature)

(Signature 2)

25 / 02 / 2022
(Date)

25 / 02 / 2022
(Date)

Contact (phone number): [REDACTED]

Contact (phone number): [REDACTED]

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**

Community Grant Application - Page 12 of 13

RECOMMENDATIONThat Council:

1. Notes this information.

| Date | Time | Function |
|-------------|-------------|---|
| 22/07/2022 | 06:00 PM | Launch of RCAA South Australian Chapter Dinner |
| 23/07/2022 | 11:35 AM | AGM of the RCAA |
| 23/07/2022 | 01:00 PM | Deluxe Cheesecake Shop Opening |
| 24/07/2022 | 08:45 AM | Influencers church |
| 24/07/2022 | 05:00 PM | Church |
| 25/07/2022 | 12:30 PM | NAWMA - Meet and Greet |
| 25/07/2022 | 02:00 PM | Opening of the Burton Community Hub - Mayor Briefing |
| 25/07/2022 | 02:30 PM | Meeting with Resident |
| 25/07/2022 | 03:00 PM | Meeting with Member for Playford - Mr John Fulbrook |
| 25/07/2022 | 04:00 PM | OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries |
| 25/07/2022 | 04:30 PM | Pre Council Meeting Briefing |
| 25/07/2022 | 05:00 PM | Salisbury Aquatic Centre - PCG Meeting |
| 25/07/2022 | 06:30 PM | Council Meeting |
| 26/07/2022 | 12:30 PM | Meet with Resident |
| 26/07/2022 | 01:00 PM | Council Meeting Filming |
| 26/07/2022 | 12 Noon | Media Issues - Regular Catch-up |
| 27/07/2022 | 03:00 PM | Public Art Panel - Shortlisting |
| 28/07/2022 | 07:30 AM | Circular Economy Conference |
| 28/07/2022 | 06:00 PM | Community Club Signage & Sponsorship Policy |
| 29/07/2022 | 09:20 AM | Radio interview Leon Byner 5AA |
| 29/07/2022 | 12 Noon | Tour of Burton Community Hub for Minister Bettison |
| 30/07/2022 | 12 Noon | ALGWA SA women's information session - women candidates for council elections |
| 31/07/2022 | 10:00 AM | Pastors from Life Church will be celebrating their 20th Anniversary as Senior Pastors of LIFE Church, |
| 31/07/2022 | 11:00 AM | Burton Community Hub Grant Opening and Mural Launch |
| 1/08/2022 | 01:00 PM | Meeting with Resident |
| 1/08/2022 | 01:30 PM | Complete JP Application |
| 1/08/2022 | 02:00 PM | Regular catch-up re: Community Safety |
| 1/08/2022 | 02:30 PM | OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries |
| 1/08/2022 | 04:00 PM | Meeting with Member from Rotaracts |
| 1/08/2022 | 06:30 PM | Monday CEO Briefing/Workshop Session |
| 2/08/2022 | 06:30 PM | Tuesday CEO Briefing/Workshop Session |
| 3/08/2022 | 02:00 PM | Regular meeting Mayor/CEO/EA |
| 3/08/2022 | 12 Noon | Business lunch |
| 4/08/2022 | 07:30 PM | Opening of the SALA Exhibition. |
| 5/08/2022 | 08:00 AM | HOLD - LG Elections Breakfast |
| 5/08/2022 | 11:00 AM | Meet with Resident |
| 6/08/2022 | 03:00 PM | Orientation and Info Session |

| | | |
|------------|----------|---|
| 8/08/2022 | 03:00 PM | Meeting with Minister Justin Gutteridge - Salisbury Uniting Church |
| 8/08/2022 | 03:30 PM | Resident meeting |
| 8/08/2022 | 04:00 PM | OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries |
| 8/08/2022 | 04:30 PM | Regular Catchup to Discuss Current/Upcoming Planning/Building Issues |
| 9/08/2022 | 12:15 PM | Regular meeting Mayor/CEO/EA |
| 9/08/2022 | 01:00 PM | Office Time with PA |
| 9/08/2022 | 02:00 PM | Update on Youth and Twelve25 achievements |
| 9/08/2022 | 02:30 PM | Meeting with Resident |
| 9/08/2022 | 03:00 PM | Meeting re Vietnam Vets |
| 9/08/2022 | 12 Noon | Media Issues - Regular Catch-up |
| 10/08/2022 | 01:00 PM | Office Time with PA |
| 10/08/2022 | 02:00 PM | Resident re nomination for a community award |
| 10/08/2022 | 03:00 PM | John Street Public Art Project - Artists Briefings |
| 10/08/2022 | 03:00 PM | FW: Artist Briefing Meeting |
| 10/08/2022 | 12 Noon | Meeting with Business Owner |
| 12/08/2022 | 02:30 PM | Meeting with Business Owner |
| 12/08/2022 | 03:00 PM | Meeting with Resident |
| 12/08/2022 | 04:00 PM | Twelve25 celebration of renovations |
| 13/08/2022 | 09:00 AM | Coffee morning – Resident |
| 15/08/2022 | 09:30 AM | Mayor & GM Catch Up - Urban Services Committee Discussion |
| 15/08/2022 | 11:30 AM | Mayor / GM - Community Development Monthly Meeting |
| 15/08/2022 | 01:00 PM | Meeting with the Mayor regarding Asbestos Victim Memorial |
| 15/08/2022 | 02:00 PM | Mayor GMCID Catch Up |
| 15/08/2022 | 03:00 PM | Hub Tour and Coffee with Residents |
| 15/08/2022 | 04:00 PM | OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries |
| 15/08/2022 | 04:30 PM | Meeting to Discuss Council Report - Council & Committee Governance Structure |
| 15/08/2022 | 05:00 PM | SPEECH - Commemorative Event in Support of Afghanistan |
| 15/08/2022 | 06:30 PM | CEO Briefing / Workshop (confidential) |
| 15/08/2022 | 07:00 PM | Monday Committees: Policy & Planning; Finance & Corporate Services; Urban Services and Governance & Compliance Committees |
| 16/08/2022 | 10:00 AM | Salisbury Service Awards Ceremony 2022 |
| 16/08/2022 | 12:30 PM | Regular meeting Mayor/CEO/EA |
| 16/08/2022 | 01:30 PM | Resident Nomination Form |
| 16/08/2022 | 02:00 PM | Meeting with Resident |
| 16/08/2022 | 06:30 PM | Tuesday Committees: Community Wellbeing & Sport and Innovation & Business Development Committees |
| 16/08/2022 | 12 Noon | Media Issues - Regular Catch-up |

REPORTS FROM COUNCIL REPRESENTATIVES

QUESTIONS ON NOTICE

There are no Questions on Notice.

QUESTIONS WITHOUT NOTICE

MOTIONS ON NOTICE

MON1 Motion on Notice: Elected Member Communication Process and Protocols

Cr Beau Brug has submitted the following Motion on Notice:

That Administration bring back to the Governance and Compliance Committee a report that details the current communication process and protocols to ensure Elected Members are aware of:

- a. significant Council infrastructure projects and initiatives
- b. developments out for public consultation within the City of Salisbury
- c. Council public consultation initiatives
- d. community events within the City of Salisbury
- e. City of Salisbury media notifications.

ADMINISTRATION COMMENT:

If this motion is carried, Administration will bring back a report to the Governance and Compliance Committee accordingly.

MON2 Motion on Notice: Lakes in Mawson Lakes

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Requests Administration to investigate and prepare a report on the water quality and condition of infrastructure of the Sir Douglas Mawson Lake (main lake) and Shearwater Lake.

ADMINISTRATION COMMENT:

Should this Motion be carried by Council, Administration will report to the December 2022 Council meeting.

MON3 Motion on Notice: Montague Road / Henderson Ave, Pooraka

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Notes the fatal accident which occurred within the vicinity of the intersection of Montague Road and Henderson Avenue, Pooraka, and that a safety review is undertaken by the relevant authorities as part of the accident investigation.
2. Requests for the Mayor to write to the Minister for Transport and the Department of Infrastructure and Transport to seek an additional safety review of the various other road entrances/exits off Montague Road in Pooraka and Mawson Lakes.

ADMINISTRATION COMMENT:

Should this Motion be carried by Council, Administration will implement accordingly.

MON4 Motion on Notice: Crime Prevention

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Authorises the CEO or delegate to reach out to the Northern & Eastern District policing teams to offer Council's reasonable and appropriate assistance in crime prevention.
2. Request Administration to keep Elected Members informed on Council's involvement and relevant SAPOL operations.

ADMINISTRATION COMMENT:

If this motion is carried, Administration will implement accordingly.

MOTIONS WITHOUT NOTICE

OTHER BUSINESS

ORDERS TO EXCLUDE THE PUBLIC

4.4.1 Verge Maintenance Update

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders this matter to 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*
 - *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 **Verge Maintenance 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.*

4.4.2 Salisbury West Library

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders this matter to be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - *information the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *the release of this information would jeopardise Council's position*

*On that basis the public's interest is best served by not disclosing the **Salisbury West Library** 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.*

5.4.1 Recreation Assets - Future Management Model

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders this matter to 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*

*On that basis the public's interest is best served by not disclosing the **Recreation Assets - Future Management Model** 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.*

5.4.2 Salisbury Memorial Park - Mausoleum

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders this matter to 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*

*On that basis the public's interest is best served by not disclosing the **Salisbury Memorial Park - Mausoleum** 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.*

Further Information Item:

6.4.1FI Ryans Road Land Disposal Revised Concept Masterplan

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders this matter to 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 **Ryans Road Land Disposal Revised Concept Masterplan** 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.*

C1 Request for Extension of Confidentiality Orders

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders this matter to 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.*

C2 Transfer of Land and Buildings - Salisbury Bowling Club Inc.

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders this matter to 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*
 - *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 **Transfer of Land and Buildings - Salisbury Bowling Club Inc.** 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.*



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

25 JULY 2022

MEMBERS PRESENT

Mayor G Aldridge
Cr L Braun
Cr B Brug (*from 6.33 pm*)
Cr C Buchanan (Deputy Mayor)
Cr A Duncan
Cr K Grenfell
Cr S Ouk (*from 6.32 pm*)
Cr D Proleta
Cr S Reardon
Cr G Reynolds
Cr J Woodman

OBSERVERS

Nil

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
PA to GM Community Development, Ms S Howley
Assessment Manager, Mr C Zafiropoulos
Media Relations Officer, Mr T Harvey

The meeting commenced at 6:30pm.

OPENING PRAYER AND WELCOME

The Mayor welcomed the members, staff and members of the public present in the gallery to the meeting.

The Mayor read the Kaurna Acknowledgement and advised the meeting would be recorded and published on Council's website for 3 months.

The Chief Executive Officer read the Opening Prayer.

APOLOGIES

Apologies were received from Cr N Henningsen, Cr M Blackmore and Cr D Hood.

LEAVE OF ABSENCE

Nil.

PUBLIC QUESTION TIME

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

DEPUTATIONS

No Deputations were received.

PRESENTATION OF MINUTES

Moved Cr S Reardon

Seconded Cr L Braun

The Minutes of the Council Meeting held on 27 June 2022, be taken as read and confirmed.

CARRIED
1407/2022

PETITIONS

No Petitions were received.

COMMITTEE REPORTS

1 Policy and Planning Committee Meeting

Moved Cr C Buchanan

Seconded Cr S Ouk

That Council:

Adopts the recommendations of the Policy and Planning Committee Meeting held on 18 July 2022, listed below.

**CARRIED
1408/2022**

1.0.1 Future Reports for the Policy and Planning Committee

Moved Cr C Buchanan

Seconded Cr S Ouk

That Council:

1. Notes the report.

**CARRIED
1408/2022**

1.1.1 Places of Worship

Moved Cr C Buchanan

Seconded Cr S Ouk

That Council:

1. Approves for the Mayor and Chief Executive Officer to write to the Minister for Planning, to the State Planning Commission and Planning and Land Use Services seeking their support to change the Planning and Design Code to incorporate the previous Development Plan policy of the City of Salisbury so that additional policies recognise Local, Neighbourhood, and Regional level of facilities and impacts.

**CARRIED
1408/2022**

1.4.1 Strategic Growth Framework Waterloo Corner and Bolivar Corridor

Moved Cr C Buchanan

Seconded Cr D Proleta

That Council:

1. Approves the following amendments to the Strategic Growth Framework Waterloo Corner and Bolivar Corridor as included in Attachment 1 (Policy and Planning Committee, 18 July 2022, Item 1.4.1):
 - a. Figure 25 Strategic Growth Framework Bolivar Waterloo Corner – Full Study Area Structure Plan, Figure 25 Strategic Growth Framework Bolivar Waterloo Corner – Structure Plan Central, Figure 28 Strategic Growth Framework Bolivar Waterloo Corner – Structure Plan North and Figure 29 Precinct Boundaries be amended so that the land located to the east of Supple Road and west of the North South Motorway is identified as Employment Lands in Precinct 4 – Employment Land Balance Areas instead of in Precinct 5 – Rural Horticulture Protection Measures and Concept Plan.
 - b. That Section 8.3.5 Precinct 5 – Rural Horticultural Protection Measures & Concept Plan and Figure 36 Precinct 5 – Rural Horticulture & Concept Plan be reviewed to consider the implications of the land located to the east of Supple Road being identified as Employment Lands.
 - c. That Table 18 is amended to change the priority for a Council Led Code Amendment for Precinct 4 – Employment Land Balance Areas to short term.
2. Approves the Strategic Growth Framework Waterloo Corner and Bolivar Corridor as included in Attachment 1 (Policy and Planning Committee, 18 July 2022, Item 1.4.1) to:
 - a. Close the loop with the community and other stakeholders, and report back on the outcomes of the investigations, inviting further submissions on land owner interest for development, in accordance with the Strategic Growth Framework Waterloo Corner and Bolivar Corridor.
 - b. Inform the two proponents seeking proponent led code amendments for precincts 1 and 2 that are subject to infrastructure agreements with Council for the necessary infrastructure in accordance with the Strategic Growth Framework Waterloo Corner and Bolivar Corridor.
 - c. Engage with the Department of Infrastructure and Transport on network opportunities that have been identified as providing regional benefit.
 - d. Engage with the City of Playford to identify key principles to inform regional growth.

-
- e. Engage with SA Water and Department of Infrastructure and Transport on strategic land requirements for road and stormwater network.
 - f. Engage with the State Planning Commission and Planning and Land Use Services on how the Framework can inform the review of the 30 Year Plan for Greater Adelaide.
3. Notes that Administration will provide a report to Council on the outcomes of the further consultation with land owners and other stakeholders, together with recommended actions for precincts 3 to 8 of the Strategic Growth Framework Waterloo Corner and Bolivar Corridor (Attachment 1, Policy and Planning Committee, 18 July 2022, Item 1.4.1 - Strategic Growth Framework Waterloo Corner and Bolivar Corridor).
 4. Approves that, pursuant to Section 91(7) of the Local Government Act 1999, Attachment 2 – Engagement Outcome Summary Report for this item will remain confidential and not available for public inspection until 30 June 2023.
 5. Approves that, pursuant to Section 91(9)(c) of the Local Government Act 1999, the power to revoke the order under Section 91(7)(a)&(b) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

**CARRIED
1434/2022**

2 Finance and Corporate Services Committee Meeting

Moved Cr D Proleta
Seconded Cr A Duncan

That Council:

Adopts the recommendations of the Finance and Corporate Services Committee Meeting held on 18 July 2022, listed below.

**CARRIED
1409/2022**

2.0.1 Future Reports for the Finance and Corporate Services Committee

Moved Cr D Proleta
Seconded Cr A Duncan

That Council:

1. Notes the report.

**CARRIED
1409/2022**

2.1.1 Certification of the 2022 Annual Financial Statements

Moved Cr D Proleta
Seconded Cr A Duncan

That Council:

1. Authorises the Mayor and Chief Executive Officer to sign the Council Certificate certifying the Annual Financial Statements for the financial year ended 30 June 2022, following the Audit and Risk Committee's review of these Statements on 12 October 2022.

**CARRIED
1409/2022**

2.1.2 Business Transformation Future Fund Policy

Moved Cr D Proleta
Seconded Cr A Duncan

That Council:

1. Adopts the Business Transformation Future Fund Policy as per Attachment 1 (Finance and Corporate Services Committee, 18 July 2022, Item 2.1.2.)

**CARRIED
1409/2022**

3 Governance and Compliance Committee Meeting

Moved Cr J Woodman
Seconded Cr G Reynolds

That Council:

Adopts the recommendations of the Governance and Compliance Committee Meeting held on 18 July 2022, listed below, with the exception of item:

3.1.2 Nominations Sought for the Greater Adelaide Regional Organisation of Councils (GAROC)

which was withdrawn to be considered separately.

**CARRIED
1410/2022**

3.0.1 Future Reports for the Governance and Compliance Committee

Moved Cr J Woodman
Seconded Cr G Reynolds

That Council:

1. Notes the report.

**CARRIED
1410/2022**

3.1.1 Nominations Sought for Local Government Association President

Moved Cr J Woodman
Seconded Cr G Reynolds

That Council:

1. Approves Mayor Erica Vickery OAM from *Naracoorte Lucindale Council-Limestone Coast Region* being nominated for the position of Local Government Association President.

**CARRIED
1410/2022**

The meeting then proceeded to consider item 3.1.2 which was withdrawn to be considered separately.

3.1.2 Nominations Sought for the Greater Adelaide Regional Organisation of Councils (GAROC)

Pursuant to Section 73 and 74 of the Local Government Act 1999, *Mayor G Aldridge declared a material conflict of interest in relation to the matter on the basis of being nominated as a member of GAROC. Mayor G Aldridge will deal with the conflict by leaving the room.*

Mayor G Aldridge left the meeting at 6.33 pm.

Deputy Mayor, Cr C Buchanan assumed the Chair at 6.33 pm.

Moved Cr G Reynolds

Seconded Cr A Duncan

That Council:

1. Approves Mayor Aldridge OAM from *City of Salisbury* being nominated as a member of the Greater Adelaide Regional Organisation of Councils (GAROC), representing the North Region.

**CARRIED
1411/2022**

Mayor G Aldridge returned to the meeting at 6.34 pm and resumed the Chair.

4 Urban Services Committee Meeting

Moved Cr C Buchanan

Seconded Cr L Braun

That Council:

Adopts the recommendations of the Urban Services Committee Meeting held on 18 July 2022, listed below, with the exception of items:

- | | |
|-----------------|--|
| 4.1.1 | School Zones and Pedestrian Crossing Program |
| | <i>*Further Information Item: 4.1.1F1 School Zones and Pedestrian Crossing Program</i> |
| US-MON1 | District Level Playground for Amsterdam Reserve |
| US-MWON1 | Lighting Costs - Para Hills Football Club, The Paddocks |

which were withdrawn to be considered separately.

**CARRIED
1412/2022**

4.0.1 Future Reports for the Urban Services Committee

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

1. Notes the report.

**CARRIED
1412/2022**

4.1.2 Montague Farm Estate, Pooraka - Parking Study

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

1. Notes that the cost to undertake a comprehensive network wide parking review within the Montague Farm Residential Estate at Pooraka is estimated to be \$80k.
2. Notes that there are very limited opportunities in the Estate to increase the access to parking due to the limited verge widths.
3. Notes that there is currently no budget for this study to be completed.

**CARRIED
1412/2022**

4.1.3 Capital Works Program Monthly Report - June 2022 Update

Moved Cr C Buchanan

Seconded Cr L Braun

That Council:

1. Approves the collation of all projects associated with Kingswood Crescent Reserve, Paralowie, be brought into a single program which will sit within the Parks and Streetscape Projects Asset Category to aid in the management of the project and any associated contracts.
2. Approves the collation of all projects associated with Camelot Reserve, Paralowie, be brought into a single program which will sit within the Parks and Streetscape Projects Asset Category to aid in the management of the project and any associated contracts.
3. Approves the non-discretionary budget transfer of \$389k capital funding from PR30214 Paddocks New Clubrooms to PR25967 Yalumba Drive Reserve New Clubrooms, in alignment with the single contract awarded for the delivery of both projects, for inclusion within the Second Quarter 2022/23 Budget Review.
4. Approves the 2022/23 Bus Shelter and Stop Improvement Program as outlined within this report (Urban Services Committee, Item 4.1.3, 18th July 2022).
5. Approves the 2022/23 Road Reseal / Reconstruction Program as outlined within this report (Urban Services Committee, Item 4.1.3, 18th July 2022).

**CARRIED
1412/2022**

4.1.4 Hedgerow Reserve - Stormwater Head Tanks

Moved Cr C Buchanan

Seconded Cr L Braun

That Council:

1. Notes the report.

**CARRIED
1412/2022**

4.1.5 Recommendations of the Asset Management Sub Committee meeting held on Monday 11 July 2022

The information contained in the Asset Management Sub Committee minutes of the meeting held on 11 July 2022 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

4.1.5-AMSC1 Future Reports for the Asset Management Sub Committee

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

1. Notes the report.

**CARRIED
1412/2022**

4.1.5-AMSC2 Street Tree Renewal Program - Consultation Outcomes

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

1. Notes the outcomes of the 2021/22 Street Tree Program consultation.
2. Approves the recommended species selection as per Attachment A – Tree images and tree removal/planting plans (Item AMSC2 – Street Tree Renewal Program – Consultation Outcomes, Asset Management Sub Committee Meeting, 11 July 2022) and approves that the program proceeds to implementation.

**CARRIED
1412/2022**

**4.1.5-AMSC3 Interim Strategic Asset Management Plan
(SAMP) - Consultation Outcomes and
Adoption**

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

1. Notes the Interim Strategic Asset Management Plan consultation outcomes.
2. Adopts the Interim Strategic Asset Management Plan, as included in Attachment 1 (Asset Management Sub Committee – 11 July 2022 – Item AMSC3 – Interim Strategic Asset Management Plan)
3. Notes that a revised Strategic Asset Management Plan will be submitted for Council’s consideration in early 2023.

**CARRIED
1412/2022**

**4.1.5-AMSC4 Strategic Asset Management Plan - Urban Built
Assets - Playspaces**

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

- 1.1 Approves the following Hierarchy for playspaces, which will be used to inform revisions to Asset Management Plan and review Community Level of Service:
 - Regional
 - District
 - Local
 - Landscaped Amenity
- 1.2 Approves the following Community Levels of Service Criteria for playspaces:
 - Usage Numbers
 - Length of Stay
 - Provision of Play – Demographics
 - Provision of Play - Accessibility
- 1.3 Approves consideration of Technical Service Level Criteria for playspaces:
 - Age
 - Condition
 - Compliance

**CARRIED
1412/2022**

4.1.5-AMSC-MON1 Regulated and Significant Tree Removal Process

Moved Cr C Buchanan

Seconded Cr L Braun

That Council:

1. Requests the Mayor to meet with and write to the South Australian Minister for Planning as a matter of priority in relation to the ongoing issues with Significant and Regulated trees experienced by members of our community, and requests consideration of the introduction, and/or appropriate amendment, of relevant legislation to simplify the process to manage trees causing community nuisance and/or property damage.
2. Requesting staff to bring back a draft submission to be presented to the expert Planning, Development & Infrastructure Panel and suggested amendments to the relevant act and regulations in relation to Significant and Regulated Trees.

**CARRIED
1412/2022**

4.1.5-AMSC-MON2 DIT and Council Joint Multi-Storey Car Park Proposal at Mawson Lakes

Moved Cr C Buchanan

Seconded Cr L Braun

That Council:

1. Notes the ongoing parking issues in Mawson Lakes; in particular the inadequate existing state government interchange car park, which overflow significantly affects local surrounding streets.
2. Notes the completion of the Gawler line electrification, which is expected to increase the amount of current users on the Gawler line and users of the Mawson Lakes bus and train interchange.
3. Notes the opportunity for quality development and the provision of additional carparking facilities including a modern park and ride facility at the current site of the Mawson Lakes interchange carpark (which is owned by the State Government) and over the drainage land parcel owned by the City of Salisbury.
4. The outcome of the Mawson Lakes Parking Study be brought back in a report to Council outlining the findings for further consideration as to the directions to be taken by the Council.

**CARRIED
1412/2022**

4.1.6 Recommendations of the Tree Management Appeals Sub Committee meeting held on Monday 11 July 2022

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

Receives and notes the information contained in the Tree Management Appeals Sub Committee Minutes of the meeting held on 11 July 2022, with respect to the following recommendations contained therein to be adopted by Council:

**CARRIED
1412/2022**

4.1.6-TMASC2 Tree Removal Requests - Monthly Update for May 2022

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

1. Notes the report.
2. Approves the removal of the trees on Lombard Avenue (Items 38 and 41 listed on Attachment 1, TMASC2 – Tree Removal Requests – Monthly Update for May 2022 - Tree Management Appeals Sub Committee Meeting, 11 July 2022).

**CARRIED
1412/2022**

4.1.6-TMASC3 Review of Tree Removal Request - Various Locations

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

1. Approves the lodgement of a development application seeking removal of:
 - a. The regulated *Eucalyptus camaldulensis* tree at the rear of 13 Batten Crescent Pooraka, noting that should the application be approved two replacement trees are required to be planted.
 - b. The regulated *Eucalyptus sideroxylon* tree at the front of 4 Addison Street Parafield Gardens, noting that should the application be approved two replacement trees are required to be planted.

**CARRIED
1412/2022**

4.1.6-TMASC4 Tree Screen - Kings Road

Moved Cr C Buchanan

Seconded Cr L Braun

That Council:

1. Notes the engagement of Project Green to undertake an assessment and action plan for the trees along Kings Road from the expressway to Martins Road.
2. Notes that the action plan and the costs to remove the trees will be presented to the Tree Management Appeals Sub Committee in August 2022.

**CARRIED
1412/2022**

4.2.1 Food Organics Green Organics Bin Program Update

Moved Cr C Buchanan

Seconded Cr L Braun

That Council:

1. Notes the report.

**CARRIED
1412/2022**

The meeting then proceeded to consider item 4.1.1 which was withdrawn to be considered separately.

4.1.1 School Zones and Pedestrian Crossing Program

Moved Cr C Buchanan

Seconded Cr A Duncan

That Council:

1. Notes the report and attachments.
2. Defers the item pending the tabling of a report on the School Transport Management Framework priorities to be considered at the August 2022 Urban Services Committee.

**CARRIED
1413/2022**

US-MON1 District Level Playground for Amsterdam Reserve

Moved Cr K Grenfell
Seconded Cr L Braun

That Council:

1. Notes the partnership with Thomas More College and Council to develop a Master Plan.
2. Requests Administration to include the upgrade of the playground to district level, carparking facilities and other appropriate amenity as part of its future consideration of the Master Plan being developed for the Amsterdam Reserve.
3. Requests Administration to provide the draft Master Plan and associated costings to the Policy and Planning Committee meeting in six months' time.

CARRIED
1414/2022

US-MWON1 Lighting Costs - Para Hills Football Club, The Paddocks

Moved Cr K Grenfell
Seconded Cr L Braun

1. That the Administration bring back a report on the costings to upgrade lighting at the Para Hills Football Club at The Paddocks in December 2022.

CARRIED
1415/2022

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Minutes

**4.4.1 NAWMA - Capital Upgrade Agreement - Pooraka Resource
Recovery Centre - Research Road, Pooraka**

5 Community Wellbeing and Sport Committee Meeting

Moved Cr S Reardon
Seconded Cr S Ouk

That Council:

Adopts the recommendations of the Community Wellbeing and Sport Committee Meeting held on 19 July 2022, listed below, with the exception of items:

5.1.1 Bridgestone Athletics Centre Advisory Group

which were withdrawn to be considered separately.

**CARRIED
1416/2022**

5.0.1 Future Reports for the Community Wellbeing and Sport Committee

Moved Cr S Reardon
Seconded Cr S Ouk

That Council:

1. Notes the report.

**CARRIED
1416/2022**

5.1.2 Regional Public Health Plan

Moved Cr S Reardon
Seconded Cr S Ouk

That Council:

1. Adopts the draft Regional Public Health Plan for consultation with the community including the Chief Public Health Officer.
2. Authorises the Chief Executive Officer to approve the final Regional Public Health Plan following community consultation.

**CARRIED
1416/2022**

5.1.7 Proposed Event Calendar 2023-2025

Moved Cr S Reardon

Seconded Cr S Ouk

That Council:

1. Notes the report.
2. Requests that this matter be presented to the CEO Briefing session to be held in August 2022.

**CARRIED
1416/2022**

5.2.1 Youth Sponsorship Applications - July 2022

Moved Cr S Reardon

Seconded Cr S Ouk

That Council:

1. Notes the report.

**CARRIED
1416/2022**

The meeting then proceeded to consider item 5.1.1 which was withdrawn to be considered separately.

5.1.1 Bridgestone Athletics Centre Advisory Group

Moved Cr A Duncan

Seconded Cr C Buchanan

That Council:

1. Notes the Bridgestone Advisory Group action list included within Attachment 2 (Community Wellbeing and Sport Committee, 19 July 2022, Item No 5.1.1) - Bridgestone Athletics Centre - Advisory Group Minutes 15 June 2022.
2. Notes the verbal update from the General Manager regarding SLACs acceptance of using a digital honour board.
3. Approves the winding up of the Bridgestone Advisory Group and replacing with a Bridgestone Coordination Group. The group to consist of:
 - Presidents of the 3 tenant Athletic clubs
 - Manager Sport, Recreation and Community Planning
 - Bridgestone Athletic Centre Coordinator

-
- Chairman of Community Wellbeing & Sport Standing Committee
 - Hills Ward Councillors
4. Requests that the minutes of each Bridgestone Coordination Group meeting will be reported to the Community Wellbeing & Sport Committee.
 5. Notes strategic planning and advice regarding Bridgestone Athletics Centre and its optimisation will be reported through the Community Wellbeing and Sport Committee as required.
 6. Requests that the Terms of References for the Bridgestone Co-ordination Group be brought to the August 2022 Community Wellbeing and Sport Committee for consideration.

**CARRIED
1417/2022**

For Noting Only – Decisions Under Committee Delegation

5.1.3 Grant No. 01/2022-23: Para Broadcasters Association Incorporated PBA-FM 89.7 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 July 2022 round of Community Grants as follows:
 - a. Grant No. 01/2022-23 Para Broadcasters Association Inc. Community Grant Application: to the value of \$4,050: to assist with purchasing chairs to upgrade the PBA-FM 89.7 reception foyer.

5.1.4 Grant No. 02/2022-23: Northern Cobras Netball Club 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 July 2022 round of Community Grants as follows:
 - a. Grant No. 02/2022-23 Northern Cobras Netball Club Community Grant Application: to the value of \$4,991: to assist with purchasing various netball equipment including netball balls, first aid kits and netball bags.

5.1.5 Grant No. 03/2022-23: Salisbury Uniting Church 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 July 2022 round of Community Grants as follows:
 - a. Grant No. 03/2022-23 Salisbury Uniting Church Community Grant Application: to the value of \$2,000: to assist with purchasing a defibrillator.

5.1.6 Grant No. 04/2022-23: Penfield Bowls Club 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 July 2022 round of Community Grants as follows:
 - a. Grant No. 04/2022-23 Penfield Bowling Club Community Grant Application: to the value of \$5,000: to assist with purchasing sprinkler equipment and a new bar fridge.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Minutes

5.4.1 Transfer of Land & Buildings

5.4.2 TreeClimb

6 Innovation and Business Development Committee Meeting

Moved Cr C Buchanan
Seconded Cr K Grenfell

That Council:

Adopts the recommendations of the Innovation and Business Development Committee Meeting held on 19 July 2022, listed below.

**CARRIED
1418/2022**

6.0.1 Future Reports for the Innovation and Business Development Committee

Moved Cr C Buchanan
Seconded Cr K Grenfell

That Council:

1. Notes the report.

**CARRIED
1418/2022**

6.1.1 Digital Strategy

Moved Cr C Buchanan
Seconded Cr K Grenfell

That Council:

1. Notes the report.
2. Defers the Digital Strategy to the CEO Briefing session to be held in September 2022 to enable the Administration to consider the feedback provided by the Innovation & Business Committee to help formulate the Digital Strategy.
3. Requests that a further report to be presented in the September 2022 Innovation & Business Committee to include:
 - the total budget allocated towards the Digital Strategy year to date;
 - the proposed budget for the 2023/2024 financial year and subsequent financial years; and
 - Total estimated costs of the implementation of the Digital Strategy.

**CARRIED
1418/2022**

6.1.2 Shopfront Improvement Grant

Moved Cr C Buchanan
Seconded Cr K Grenfell

That Council:

1. Approves the reallocation of \$67,436 of the unspent funds from the COVID-19 Small Business Grant and the approved funds for a Discover Salisbury campaign, to implement a Shopfront Improvement Grant program to support local businesses in the Salisbury City Centre.
2. Notes that a further report will be presented to Council with the Shopfront Improvement Grant guidelines.

**CARRIED
1418/2022**

6.1.3 Recommendations of the Strategic Property Development Sub Committee meeting held on Monday 11 July 2022

The information contained in the Strategic Property Development Sub Committee minutes of the meeting held on 11 July 2022 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

6.1.3-SPDSC1 Future Reports for the Strategic Property Development Sub Committee

Moved Cr C Buchanan
Seconded Cr K Grenfell

That Council:

1. Notes the report.

**CARRIED
1418/2022**

6.2.1 Community Requests - Response Dashboard

Moved Cr C Buchanan
Seconded Cr K Grenfell

That Council:

1. Notes the report.

**CARRIED
1418/2022**

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Minutes

6.4.1 Recommendations of the Confidential Strategic Property Development Sub Committee meeting held on Monday 11 July 2022

7 Audit and Risk Committee Meeting

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

Adopts the recommendations of the Audit and Risk Committee Meeting held on 12 July 2022, listed below.

**CARRIED
1419/2022**

7.0.2 Actions List

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Notes the report.

**CARRIED
1419/2022**

7.1.1 BDO's Annual Audit Plan for 30 June 2022 covering the interim status update on Internal Controls Audit

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Notes the report

**CARRIED
1419/2022**

7.1.2 Audit & Risk Committee Annual Work Plan 2022/2023

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Approves the revised Audit and Risk Committee Annual Work Plan for the year 2022/2023 as set out in Attachment 1 to this report (Audit and Risk Committee, 12 July 2022, Item No.7.1.2), incorporating the following actions:
For next financial year, to consider bringing forward the following items to prior to 30 June:
 1. Reviewing significant accounting and reporting issues, recent changes in standards, and industry updates (Item 1.2 Attachment 1)
 2. External Audit Plan, prior to the commencement of Interim Audit testing (Item 5.6 Attachment 1).

**CARRIED
1419/2022**

7.1.3 3-Year Internal Audit Plan 2022/23-2024/25

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Notes the updates made to the 3-year Internal Audit Plan 2022/2023 to 2024/2025 as set out in Attachment 1 to this report (Audit and Risk Committee, 12 July 2022, Item No.7.1.3).
2. Notes that the Audit and Risk Committee will receive an out of session revised version of the Internal Audit Plan taking into consideration the timing of the IT Investment Strategy Audit in relation to the impact of ongoing Enterprise Resource Planning system acquisition, and provide the revised Internal Audit Plan to the October 2022 Audit and Risk Committee meeting.
3. Notes the accompanying high-level indicative scope for pending audits as set out in Attachment 2 of this report (Audit and Risk Committee, 12 July 2022, Item No.7.1.3).

**CARRIED
1419/2022**

7.1.4 Risk Management and Internal Controls Activities

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Notes the update on Risk Management and Internal Control Activities for the 2021/2022 reporting period since the 12 April 2022 Audit and Risk Committee meeting, as set out in Attachment 1 to this report (Audit and Risk Committee, 12 July 2022, Item No.7.1.4).
2. Notes the Enterprise Risk Management Framework as set out in Attachment 2 to this report (Audit and Risk Committee, 12 July 2022, Item No.7.1.4) and notes that further refinement of the Enterprise Risk Management Framework will take place with input from the external Audit and Risk Committee Craig Johnson.
3. Notes the Strategic Risk Register as set out in Attachment 3 to this report (Audit and Risk Committee, 12 July 2022, Item No.7.1.4).

**CARRIED
1419/2022**

7.1.5 Interim Report on Assurance Map for the City of Salisbury

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Notes the Interim Report on Assurance Map for City of Salisbury as set out in Attachment 1 to this report (Audit and Risk Committee, 12 July 2022, Item No.7.1.5).

**CARRIED
1419/2022**

7.1.6 Outstanding Actions Arising From Internal Audits

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Notes the update in this report and the full Internal Audit Log Actions Register in Attachment 1 to this report (Audit and Risk Committee, 12 July 2022, Item No.7.1.6).

**CARRIED
1419/2022**

7.1.7 Internal Controls Framework and Audit and Risk Committee section for Annual Report 2021/2022

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Approves the proposed inclusions in the annual report relating to the operations and membership of the Audit and Risk Committee for the 2021/2022 financial year as set out in Attachment 1 to this report (Audit and Risk Committee, 12 July 2022, Item 7.1.7), taking into account editorial changes highlighted.

**CARRIED
1419/2022**

7.1.8 Treasury Policy Review

Moved Cr G Reynolds
Seconded Cr K Grenfell

That Council:

1. Adopts the amended Treasury Policy, as set out in Attachment 1 to this report (Audit and Risk Committee, 12 July 2022, Item 7.1.8) reflecting change in the application of borrowing floors and to the calculation of the borrowing mix, as considered appropriate by the Audit and Risk Committee.

**CARRIED
1419/2022**

Confidential Items

Refer to CONFIDENTIAL ITEMS section of Council Minutes

7.4.1 Internal Audit Report on Cybersecurity Improvement Program Pre-Implementation Audit

8 Council Assessment Panel Meeting

Minutes of the Council Assessment Panel Meeting held on 28 June 2022 were considered by Council.

9 CEO Review Committee Meeting

Moved Cr S Reardon
Seconded Cr S Ouk

That Council:

Adopts the recommendations of the CEO Review Committee Meeting held on 12 July 2022, listed below.

**CARRIED
1420/2022**

9.1.1 CEO Personal Evaluation System FY2021/2022

Moved Cr S Reardon
Seconded Cr S Ouk

That Council:

1. Acknowledge that the CEO has, to the satisfaction of CEO Review Committee:
 - delivered the requirements of his position;
 - successfully achieved 2021/22 Key Performance Indicators;
 - for the eleventh year achieved consistently positive results (this year noting that the CEO continues to perform “extremely well” against the performance responsibilities, criteria and behaviours assessed), in relation to the Performance Appraisal Survey; and as a result achieved 5.53 out of 6 rating as a result of the assessment of CEO Performance according to the Personal Evaluation System.
 - achieved [Rating 5] as a result of the assessment of CEO Performance according to the Personal Evaluation System (refer Paragraph 1.2.9).
2. The CEO Position Description as set out in Attachment 1 to this Report, remains unchanged.

**CARRIED
1420/2022**

9.1.2 Annual Review of CEO Total Remuneration 2021/2022

Moved Cr S Reardon
Seconded Cr S Ouk

1. In accordance with Clause 13 of the Employment Agreement and the delegation of authority granted by Council to the CEO Review Committee, an amendment to the CEO Total Remuneration be made, with that amendment being a 2.5%

increase, having regard to the staff Enterprise Bargaining Agreement increase of 2.5%, and to apply from the 2022 anniversary of the CEO Commencement Date (effective 9 May 2022).

**CARRIED
1420/2022**

GENERAL BUSINESS

There were no General Business items.

MAYOR'S DIARY

MD1 Mayor's Diary

Moved Cr C Buchanan
Seconded Cr L Braun

That Council:

1. Notes this information.

**CARRIED
1421/2022**

REPORTS FROM COUNCIL REPRESENTATIVES

Cr S Ouk:

29 June: Dinner with the Rotary Club Mawson Lakes
4 July: Meeting with Salisbury Primary School Principal
15 July: Change over 2022 Rotaract Club
17 July: Salisbury Aquatic Centre - sod turning opening
16 July: Parafield family fun day
22 July: RCCA opening dinner

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.

MOTIONS WITHOUT NOTICE

MWON1 Hoon Drivers - Northwater Way/Heathpool Street, Burton

Moved Cr C Buchanan

Seconded Cr D Proleta

That Council:

1. Notes the regular occurrence of hoon drivers accessing the reserve on Northwater Way/Heathpool Street Burton and request Administration to:
 - a. Install barriers at both vehicle access points of the reserve within existing budget and;
 - b. Post on Council's social media asking for any relevant information or CCTV footage to be reported to SAPOL.

**CARRIED
1422/2022**

MWON2 Commemorative Event in Support of Afghanistan

Moved Cr C Buchanan

Seconded Cr S Ouk

That Council:

1. Reaffirms its solidarity with the people of Afghanistan and commemorates the hostile invasion of the Afghanistan Capital City of Kabul by the Taliban which occurred on 15 August 2021.
2. Reconfirms its previous decision calling on the Australian Government to implement the following actions:
 - a. Bring to Australia all Afghan residents, who have worked with or assisted Australian Defence or consular personnel in Afghanistan, including their family;
 - b. Announce humanitarian refugee visas for ethnic minorities, such as the Hazara community, and civilians at risk who have worked with and assisted the West;
 - c. Provide Australian protection visas for the thousands of Afghan's living in Australia with a clear pathway to permanent Australian residency;
 - d. Prioritise and increase the number of Australian family reunion visas for Australians who have family members in Afghanistan.
3. Approves partnering with the community to host an event on August 15th 2022 in a format to be determined in consultation with the Mayor, Deputy Mayor and relevant staff to commemorate this anniversary.

**CARRIED
1423/2022**

ORDERS TO EXCLUDE THE PUBLIC

1.4.1 Strategic Growth Framework Waterloo Corner and Bolivar Corridor

Moved Cr L Braun

Seconded Cr J Woodman

Pursuant to section 83(5) of the *Local Government Act 1999* the Council Orders , 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 **Strategic Growth Framework Waterloo Corner and Bolivar Corridor** 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
1424/2022

4.4.1 NAWMA - Capital Upgrade Agreement - Pooraka Resource Recovery Centre - Research Road, Pooraka

Moved Cr L Braun
Seconded Cr J Woodman

Pursuant to section 83(5) of the *Local Government Act 1999* Council orders, 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*
 - *non-disclosure of the matter and discussion of this item in confidence would protect confidential information provided by NAWMA relating to proposed commercial negotiations regarding capital upgrade works at the Pooraka Resource Recovery Centre*

*On that basis the public's interest is best served by not disclosing the **NAWMA - Capital Upgrade Agreement - Pooraka Resource Recovery Centre - Research Road, Pooraka** 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
1425/2022

5.4.1 Transfer of Land & Buildings

Moved Cr L Braun

Seconded Cr J Woodman

Pursuant to section 83(5) of the *Local Government Act 1999* Council orders, 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*

*On that basis the public's interest is best served by not disclosing the **Transfer of Land & Buildings** 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
1426/2022

5.4.2 TreeClimb

Moved Cr L Braun

Seconded Cr J Woodman

Pursuant to section 83(5) of the *Local Government Act 1999* Council orders, 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*

*On that basis the public's interest is best served by not disclosing the **TreeClimb** 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
1427/2022

6.4.1

Recommendations of the Confidential Strategic Property Development Sub Committee meeting held on Monday 11 July 2022

Moved Cr L Braun

Seconded Cr J Woodman

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders, 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 11 July 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
1428/2022**

7.4.1 Internal Audit Report on Cybersecurity Improvement Program Pre-Implementation Audit

Moved Cr L Braun

Seconded Cr J Woodman

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders, 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 (d)(i) and (e) 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*
 - *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*
 - *matters affecting the security of the council, members or employees of the council, or council property; or the safety of any person.*
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 **Internal Audit Report on Cybersecurity Improvement Program Pre-Implementation Audit** 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
1429/2022

The meeting moved into confidence at 7:11pm.

The meeting moved out of confidence and closed at 7:16pm.

CHAIRMAN.....

DATE.....