

*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**

**19 DECEMBER 2022 AT 6.30 PM**

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

### **MEMBERS**

Mayor G Aldridge  
Cr G Bawden  
Cr B Brug  
Cr L Brug  
Cr C Buchanan (Deputy Mayor)  
Cr S Burner  
Cr J Chewparsad  
Cr A Graham  
Cr K Grenfell  
Cr D Hood  
Cr P Jensen  
Cr M Mazzeo  
Cr S McKell  
Cr S Ouk  
Cr S Reardon

### **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

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## **Council Meeting: 19 December 2022**

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DEP1     Mr Jeff Pinney from the National Military Museum will address Council on the expansion of the Veterans' and Families' Hub Network

DEP 2     Mr David Waylen from the Salisbury Business Association will address Council on the John Street/Church Street Revitalisation Project

#### **Presentation of Minutes**

Presentation of the Minutes of the Council meeting held 28 November 2022.

#### **Petitions**

*No Petitions have been received.*

## Committee Reports

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### Audit and Risk Committee: 8 November 2022

- 7.0.1 Future Reports for the Audit and Risk Committee
- 7.0.2 Actions List
- 7.1.1 Audit and Risk Committee Annual Work Plan 2022/2023
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- 7.1.3 Risk Management and Internal Controls Activities
- 7.2.1 Outstanding Actions Arising from Internal Audits

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**Audit and Risk Committee: 8 November 2022**

**7.4.1** Cybersecurity Improvement Program (CIP) Audit Actions and Project Status Update

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C1 Complaint from Member of the Public

**Close**



John Harry

**CHIEF EXECUTIVE OFFICER**



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## **KAURNA ACKNOWLEDGEMENT**

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

## **PRAYER**

*Father in heaven*

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

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

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

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

*Amen.*

## **APOLOGIES**

## **LEAVE OF ABSENCE**

## **PUBLIC QUESTION TIME**

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## DEPUTATIONS

### DEP1      **Deputation: Mr David Waylen, Salisbury Business Association**

Mr David Waylen of the Salisbury Business Association will be in attendance at the 19 December 2022 Council Meeting to address the John Street/Church Street Revitalisation project.

### DEP2      **Deputation: Mr Jeff Pinney, National Military Museum**

Mr Jeff Pinney of the National Military Museum will be in attendance at the 19 December 2022 Council Meeting to address the expansion of the Veterans' and Families' Hub network into Northern Adelaide.

## PRESENTATION OF MINUTES

Presentation of the Minutes of the Council Meeting held on 28 November 2022.

## PETITIONS

No Petitions have been received.

## COMMITTEE REPORTS

### **Audit and Risk Committee Meeting**

Consideration of the minutes of the Audit and Risk Committee Meeting - 8 November 2022 and adoption of recommendations in relation to item numbers:

#### *Administration*

#### **7.0.1      Future Reports for the Audit and Risk Committee**

It is recommended to Council:

##### That Council:

1.      Notes the report.

#### **7.0.2      Actions List**

It is recommended to Council that:

##### That Council:

1.      Notes the report.

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***For Decision***

**7.1.1 Audit & Risk Committee Annual Work Plan 2022/2023**

It is recommended to Council:

That Council:

1. Approves the revised Audit & Risk Committee Annual Work Plan for the year 2022/2023 as set out in Attachment 1 to this report (Audit & Risk Committee, 8 November 2022, Item No. 7.1.1).

**7.1.2 3-Year Internal Audit Plan 2022/23-2024/25**

It is recommended to Council:

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, 8 November 2022, Item No. 7.1.2), incorporating the strategic risk register mapping of internal audits planned and completed.
2. Notes the accompanying high-level indicative draft scope for pending audits as set out in Attachment 2 of this report (Audit and Risk Committee, 8 November 2022, Item No. 7.1.2).

**7.1.3 Risk Management and Internal Controls Activities**

It is recommended to Council:

That Council:

1. Notes the update on Risk Management and Internal Control Activities for the 2022/2023 reporting period since the 12 July 2022 Audit & Risk Committee meeting, as set out in Attachment 1 to this report (Audit & Risk Committee, 8 November 2022, Item No. 7.1.3).
2. Notes the revised Enterprise Risk Management Framework as set out in Attachment 2 to this report (Audit & Risk Committee, 8 November 2022, Item No.7.1.3) and consider moving the section on risk appetite to a separate council approved document called Risk Appetite Statement.
3. Notes the Strategic Risk Register as set out in Attachment 3 to this report (Audit & Risk Committee, 8 November 2022, Item No. 7.1.3) with the inclusion of ERP as a separate risk in the strategic risk register.

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***For Information***

**7.2.1 Outstanding Actions Arising from Internal Audits**

It is recommended to Council:

That Council:

1. Notes the update in this report and the full Internal Audit Log Actions Register in Attachment 1 to this report (Audit Committee, 8 November 2022, Item No. 7.2.1).

<b>ITEM</b>	<b>GB1</b>
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	2023 Formal Meeting Schedule
<b>AUTHOR</b>	Michelle Woods, Projects Officer Governance, CEO and Governance
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	This report seeks Council's adoption of the proposed Formal Meeting Schedule for 2023.

## RECOMMENDATION

### That Council:

1. Adopts the Formal Meeting Schedule as set out in Attachment 1 to this report (Item GB1, Council, 19 December 2022) subject to the Chief Executive Officer's determination to set or vary the scheduling of Committee and Sub Committee meetings as required and in context of business needs, in consultation with the respective Presiding Member.

## ATTACHMENTS

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

1. Council Governance Structure Chart including Meeting Frequency
2. Proposed 2023 Formal Meeting Schedule

### 1. BACKGROUND

- 1.1 At the Council Meeting held on 28 November 2022, the following was adopted as part of the consideration of the Council Governance Structure:

5. *Notes that pending Council's decisions on the Governance Structure, Administration will prepare optimal scheduling of the required meetings, and present a proposed meeting schedule at the next Council meeting.*

- 1.2 This report addresses that decision.

### 2. REPORT

- 2.1 At the first meeting of the new Council held 28 November 2022, a report in relation to the governance structure was considered with the following adopted to commence from January 2023 (refer Attachment 1 for visual representation):

#### **Strategic and Policy**

**Policy and Planning Committee**, full membership of Council, meeting monthly.

- Intercultural Strategy and Partnerships Sub Committee, meeting bi-monthly or as required/determined by the Chairman.

**Innovation and Business Development Committee**, meeting monthly.

- Salisbury Living Sub Committee, meeting monthly or as required/determined by the Chairman.

### **Governance and Corporate Support**

**Finance and Corporate Services Committee**, meeting monthly.

**Governance and Compliance Committee**, meeting monthly.

### **Delivery**

**Community Wellbeing and Sport Committee**, meeting monthly.

**Urban Services Committee**, meeting monthly.

- Environmental Sustainability and Trees Sub Committee, meeting monthly.
- Asset Management Sub Committee, meeting monthly.

### **Statutory**

**CEO Review Committee**, pursuant to s102A of the Act. The Committee meets quarterly or as required.

**Audit and Risk Committee** pursuant to s126 of the Act. The Committee meets quarterly or as per adopted work plan.

- 2.2 In addition, the following was approved at the 28 November 2022 Council meeting:

2.2.1 *For ordinary Council meetings to take place at the Salisbury Community Hub, 34 Church Street Salisbury at 6.30pm every 4th Monday of the month, or following day if a public holiday, except the December meeting which will take place the 3rd Monday of the month.*

2.2.2 *Committee and Sub Committee meetings to take place at the Salisbury Community Hub, 34 Church Street Salisbury from 6.30pm, and subject to the Chief Executive Officer's advice to set or vary the scheduling of Committee and Sub Committee meetings as required and in context of business needs, as approved by the respective Chairman and the CEO.*

- 2.3 Traditionally, the following meeting cycle has taken place each month:

- Week one CEO Briefings and Workshops
- Week two Sub Committees
- Week three Committees
- Week four Council

- 2.4 Based on the adopted Council governance structure, the above meeting cycle is displayed for 2023 in Attachment 2.

- 2.5 The schedule of dates and times is anticipated for the full term of council, noting that various meetings may require rescheduling to accommodate public holidays.

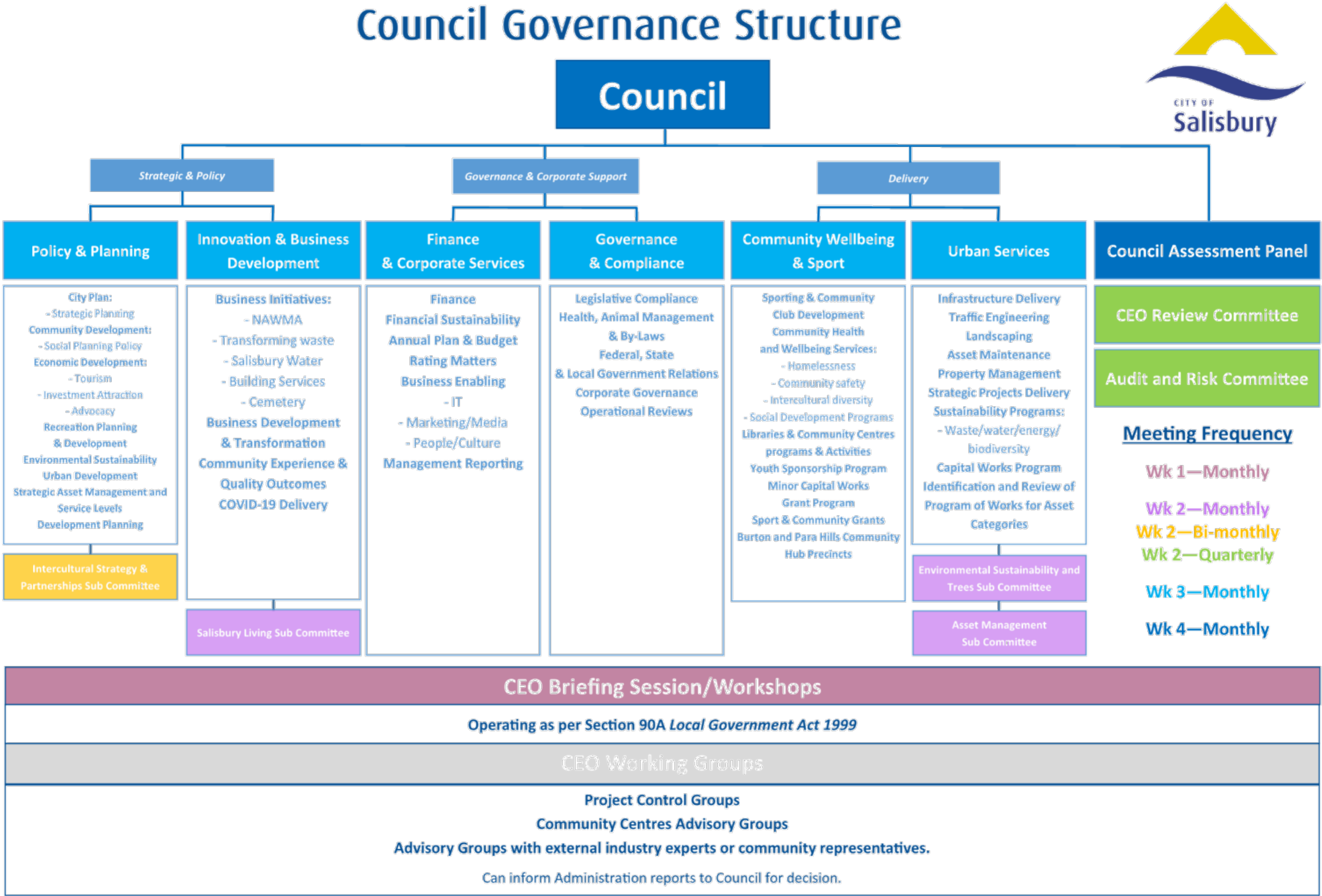
- 2.6 In order to accommodate the formal adoption of the budget and declaration of rates for 2023/24 to occur at the June 2023 Council Meeting, the Finance and Corporate Services Committee meeting is proposed to be held a week earlier in June 2023 (refer GB Item GB3 on this agenda).
- 2.7 As required under the CEO Briefing/Workshop Session Procedure, a separate schedule is prepared for CEO Briefings and Workshops. This is communicated to Elected Members separately and published on our website on a monthly basis, with amendments made as required.

### **3. CONCLUSION / PROPOSAL**

Council is asked to consider the proposed meeting schedule for 2023, based on the Council adopted meeting structure outlined in this report.

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## 2023 Formal Meeting Schedule

Month	Date	Time	Meetings
JANUARY	Mon 9	6:30pm	CEO Briefing/Workshop
	Tues 10		Workshops if required
	Mon 16	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte
	Tues 17		No meetings scheduled
	Mon 23	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 24	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
		6:30pm	TBC - Council Assessment Panel (CAP)
	Mon 30	6:30pm	Council
FEBRUARY	Mon 6	6:30pm	CEO Briefing/Workshop
	Tues 7		Workshops if required
	Mon 13	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte Intercultural Strategy & Partnerships Sub Cmte
	Tues 14	6:30pm	Audit & Risk Committee
	Mon 20	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 21	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 27	6:30pm	Council
	Tues 28		Council Assessment Panel (CAP)
MARCH	Mon 6	6:30pm	CEO Briefing/Workshop
	Tues 7		Workshops if required
	Tues 14 (Mon 13 P/H)	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte
	Wed 15	6:30pm	CEO Review Committee
	Mon 20	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 21	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 27	6:30pm	Council
	Tues 28		Council Assessment Panel (CAP)



## 2023 Formal Meeting Schedule

Month	Date	Time	Meetings
APRIL	Mon 3	6:30pm	CEO Briefing/Workshop
	Tues 4		Workshops if required
	Tues 11 (Mon 10 P/H)	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte Intercultural Strategy & Partnerships Sub Cmte
	Wed 12	6:30pm	Audit & Risk Committee
	Mon 17	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 18	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 24	6:30pm	Council
	Wed 26 (Tues 25 P/H)		Council Assessment Panel (CAP)
MAY (5 wks)	Mon 1	6:30pm	CEO Briefing/Workshop
	Tues 2		Workshops if required
	Mon 8	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte
	Tues 9		No meetings scheduled
	Mon 15	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 16	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 22	6:30pm	Council
	Tues 23		Council Assessment Panel (CAP)
JUNE	Mon 5	6:30pm	CEO Briefing/Workshop
	Tues 6		Workshops if required
	Tues 13 (Mon 12 P/H)	Consecutive from 6:30pm	Finance & Corporate Services Cmte Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte Intercultural Strategy & Partnerships Sub Cmte
	Wed 14	6:30pm	CEO Review Committee
	Mon 19	6:30pm	Policy & Planning Committee
		Concurrent @ concl of P&P	Governance & Compliance Committee Urban Services Cmte
	Tues 20	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 26	6:30pm	Council
	Tues 27		Council Assessment Panel (CAP)



## 2023 Formal Meeting Schedule

Month	Date	Time	Meetings
JULY	Mon 3	6:30pm	CEO Briefing/Workshop
	Tues 4		Workshops if required
	Mon 10	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte
	Tues 11	6:30pm	Audit & Risk Committee
	Mon 17	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 18	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 24	6:30pm	Council
	Tues 25		Council Assessment Panel (CAP)
AUGUST (5 wks)	Mon 7	6:30pm	CEO Briefing/Workshop
	Tues 8		Workshops if required
	Mon 14	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte Intercultural Strategy & Partnerships Sub Cmte
	Tues 15		No meetings scheduled
	Mon 21	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 22	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 28	6:30pm	Council
	Tues 29		Council Assessment Panel (CAP)
SEPTEMBER	Mon 4	6:30pm	CEO Briefing/Workshop
	Tues 5		Workshops if required
	Mon 11	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte
	Tues 12	6:30pm	CEO Review Committee
	Mon 18	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 19	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 25	6:30pm	Council
	Tues 26		Council Assessment Panel (CAP)



## 2023 Formal Meeting Schedule

Month	Date	Time	Meetings
OCTOBER (5 wks)	Tues 3 (Mon 2 P/H)	6:30pm	CEO Briefing/Workshop
	Wed 4		Workshops if required
	Mon 9	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte Intercultural Strategy & Partnerships Sub Cmte
	Tues 10	6:30pm	Audit & Risk Committee
	Mon 16	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 17	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 23	6:30pm	Council
	Tues 24		Council Assessment Panel (CAP)
NOVEMBER	Mon 6	6:30pm	CEO Briefing/Workshop
	Tues 7		Workshops if required
	Mon 13	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte
	Tues 14	6:30pm	Audit & Risk Committee
	Mon 20	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 21	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 27	6:30pm	Council
	Tues 28		Council Assessment Panel (CAP)
DECEMBER	Mon 4	Consecutive from 6:30pm	Asset Management Sub Cmte Environmental Sustainability & Trees Sub Cmte Salisbury Living Sub Cmte Intercultural Strategy & Partnerships Sub Cmte
	Tues 5	6:30pm	CEO Review Committee
	Mon 11	6:30pm	Policy & Planning Committee
		At concl of P&P	Finance & Corporate Services Cmte
		Concurrent @ concl of F&CS	Governance & Compliance Committee Urban Services Cmte
	Tues 12	Consecutive from 6:30pm	Community Wellbeing & Sport Cmte Innovation & Business Dvt Committee
	Mon 18	6:30pm	Council
	Tues 19		Council Assessment Panel (CAP)



<b>ITEM</b>	GB2
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Elected Member Training and Development Policy
<b>AUTHOR</b>	Joy O’Keefe-Craig, Team Leader Council Governance, CEO and Governance
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community

**SUMMARY** This report provides the opportunity for Council to consider the Elected Member Training and Development Policy. This policy is to establish Council’s position on training and development to assist Elected Members to perform or discharge official functions and duties.

## **RECOMMENDATION**

### That Council:

1. Adopts the Elected Member Training and Development Policy (Item No. GB, Council Meeting, 19 December 2022.
2. Adopts the Elected Members Training and Development Plan 2022-2023 as included in Attachment 2 (Item No. GB, Council Meeting, 19 December 2022.
3. Revokes the current Elected Member Induction Policy, noting that induction training is now contained within the Elected Member Training and Development Policy.

## **ATTACHMENTS**

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

1. Elected Member Training and Development Policy
2. Elected Member Training and Development Plan

### **1. BACKGROUND**

- 1.1 It is a requirement under Section 80A of the *Local Government Act 1999* that Council prepares and adopts a training and development policy.
- 1.2 Council’s Elected Member Training and Development Policy was last reviewed in December 2021.
- 1.3 The Training and Development Policy ensures the mandatory training requirements under the LGA Training Standards for Council members.
- 1.4 The policy has been reviewed and updated in line with the new LGA Training Standards.

## 2. CONSULTATION / COMMUNICATION

### 2.1 External

- 2.1.1 The Local Government Association (LGA) consulted on the draft LGA Training Standards for Council Members and feedback from the Local Government sector was incorporated into the revised training standards prior to the approval by the Minister for Local Government.

## 3. REPORT

- 3.1 The Elected Member Training and Development Policy was last reviewed by Council at its meeting held on 13 December 2021. The current Policy was based on the LGA Model Policy document which was developed in 2017 and therefore does not reflect the most recent changes under the Local Government Reform. The Policy has been updated to reflect changes arising from the commencement of the *Statutes Amendment (Local Government Review) Act 2021*.
- 3.2 Councils are legislatively required to adopt a training and development policy. Elected Members must undertake regular training in accordance with this policy, and at a minimum undertake the prescribed mandatory requirements in the LGA training standards within 12 months of being elected. The standards contain a suite of core leadership competencies with defined learning objectives and outcomes, consisting of four key competency areas:
- Behaviour
  - Civic
  - Legal
  - Strategy and Finance
- 3.3 Section 43(1) of the *Statutes Amendment (Local Government Review) Act 2021* provides for changes to the provision concerning training and development for Elected Members, including the suspension and disqualification of members for failure to undertake mandatory training requirements.
- 3.4 Following a Motion on Notice, Council resolved at its meeting held on 28 November 2022:
- That the Elected Member Training Policy be brought to the December 2022 Council Meeting for consideration.*
- 3.5 For ease of review, the track changes highlight the proposed amendment in the Elected Member Training and Development Policy, Attachment 1 to this report.

## 4. CONCLUSION / PROPOSAL

- 4.1 Council is asked to consider the Elected Member Training and Development Policy outlining Elected Member Training and Development and the provisions available to Elected Members to assist in the performance and discharging of official functions and duties.





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

## Elected Members Training and Development Policy

Adopted by:	Council
Responsible Division:	CEO and Governance
First Issued/Adopted:	2009
Last Reviewed:	<del>December 2021</del> December 2022
Next Review Date:	<del>December 2022</del> 2026

### 1. ~~Introduction~~/Purpose

- 1.1 The City of Salisbury is committed to training and development activities for its Elected Members, including the mandatory training requirements under the *LGA Training Standards*, and recognises its responsibility to develop and adopt a policy for this purpose under section 80A of the *Local Government Act 1999*.
- 1.2 This policy incorporates the requirements for Council Members to undertake mandatory training within the first year of election to office, which complies with the *LGA Training Standards* as defined in regulation 8AA of the *Local Government (General) Regulations 2013*.
- 1.3 This policy states the City of Salisbury's commitment to developing Elected Members' professional skills. It provides for a consistent and equitable approach to access to development opportunities by Elected Members, including opportunities to undertake the required training in accordance with the *LGA Training Standards* and any other appropriate training and development activities relevant to their roles and functions.

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<p>2. Scope</p> <p>This policy applies to Elected Members of the City of Salisbury, <u>who each have an obligation to abide by this Policy.</u></p>	
<p>3. Legislative Requirements and Corporate Policy Context</p> <p>3.1 <u>Local Government Act 1999</u></p> <p>3.1 <del>Local Government Act 1999</del> – section 78: Provision of facilities and support – section 79: Register of Allowances and Benefits – section 80A: Training and Development, <u>Schedule 4: Material to be included in the annual report of a council.</u></p> <p>3.2 <u>Local Government (Members Allowances and Benefits) Regulations 1999 2010</u> – Regulation 6: Expenses requiring council approval,–</p> <p>3.3 <u>Local Government (General) Regulations 2013</u></p> <p>–Regulation 8AA: Training and Development</p> <p>3.3 <del>Local Government Act 1999</del> – Schedule 4: Material to be included in the annual report of a council.</p>	
<p>4. Interpretation/Definitions</p> <p>4.1 <del>Conferences and Sseminars</del> (directly related to the role of an Elected Member) – includes workshops and forums, local or interstate, specific to, and directly related to, Local Government and <u>directly related to the performance or discharge of the role and function of an Elected Member.</u></p> <p>4.2 <u>Council Nominated Delegate</u> – an Elected Member who <u>is Councils nominated voting delegate or attendance delegate</u> has been nominated by Council to vote, or otherwise conduct business, on behalf of the City of Salisbury at specific forums and functions. <u>This inlcudes but is not limited to, meetings of the Local Government Association of SA (LGA SA) and Local Government Finance Authority (LGFA).</u> In the case of the Nominated Delegate and Deputy Delegate being unable to attend, <u>a proxy delegate will be nomindated at the discretion of the Mayor.</u></p> <p>4.3 <u>Elected Members</u> <del>–shall mean</del> the duly elected representatives of the community, including the Mayor and all Councillors.</p> <p>4.4 <u>Training and Development Activity</u> <del>–shall mean</del> any activity with the objective of increasing a Council Members knowledge, skills and competencies in relation to the performance of their roles and responsibilities as Elected Members at the City of Salisbury.</p>	
<p>Page 2 of 15 Record number: EGM, <u>The electronic version of this document is the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, ensure you are using the correct version.</u></p>	

5. Policy Statements

Training and Development Plan

- 5.1 Councils are required to prepare and adopt a training and development policy in accordance with the Local Government Act 1999. Elected Members must undertake regular training in accordance with this policy, and at a minimum undertake the prescribed mandatory requirements in the LGA training standards within 12 months of being elected.
- 5.2 In a periodic election year the focus on Elected Member training and development will be on the mandatory induction and training requirements for Elected Members.
- 5.2 Council will develop and adopt a Training and Development Plan so as to ensure that activities available to all Council Members comply with the Regulations and contribute to the personal development of the individual and the achievement of the strategic and good governance objectives of Council.
- 5.2 Particular emphasis will be given in the Training and Development Plan to the participation of all Council Elected Members in the development of a new team following a general election as well as the orientation of first time Council Elected Members.
- 5.3 In preparing its Training and Development Plan, a range of strategies will be utilised to identify the needs of Council and match these needs against its strategic and good governance objectives.
- 5.4 Training needs will be identified by assessment of committee performance, questionnaires and/or workshops.
- 5.5 Council recognises that in order to carry out their roles and responsibilities to the community, Council Elected Members will need specific training and refresher courses about their legislative and governance roles and functions.
- 5.6 At a minimum, Elected Members are required to undertake the prescribed mandatory requirements in the LGA Training Standards. The LGA Training Standards consist of the following modules:
- Module 1 - Introduction to Local Government - Role and function of Council members Behaviour
  - Module 2 - Legal Responsibilities Civic
  - Module 3 - Council and Committee meetings Legal
  - Module 4 - Financial Management and Reporting Strategy and Finance
- 5.6 Elected Members who are new to Council will be required to undertake all four

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modules:

- 5.7 ~~Returning Elected Members will undertake the appropriate modules identified through a gap analysis/self-assessment of their skills and training needs.~~
- 5.8 ~~Other training issues will emerge that are directly related to specific service areas and other community issues and address environmental, social and economic challenges facing the community.~~

All additional training and development activity must be directly relevant to Elected Members functions and duties and directed at improving performance, skills and knowledge.

- 5.9 It is recognised that a range of delivery methods will be required to support the training needs of Elected Members, including:
- CEO Briefing/Workshop Sessions conducted by Council with appropriate guest speakers and presenters;
  - Attendance at workshops, seminars and conferences offered by training providers such as the Local Government Association of SA, Australian Local Government Association, and other private providers that provide an opportunity for Elected Members to gain new skills and network with other Elected Members;
  - Printed material, including training booklets and discussion papers, that may be distributed for information;
  - On-line self-paced learning.
- 5.10 Council's Training and Development Plan will include the agreed delivery method to respond to the needs of Elected Members identified during the development of the training plan.

#### Annual Budget Allocation

- 5.11 Council will approve an allocation in the budget each financial year for Elected Members to attend training and development activities, Council nominated delegate activities and conferences and seminars. The budget allocation will provide for associated travel and accommodation. Progress against expenditure of the budget allocation will be reported on an six-month and annual basis.

- 5.12 The budget allocation will comprise:

- a) **Elected Members Training and Development:** An amount to be utilised for the purpose of Training and Development activities for the whole of Council. ~~This and~~ will include training in accordance with the *LGA Training Standards*. Funds from this allocation that are not spent do not accumulate and will return to the City of Salisbury budget at the end of each financial year.
- b) **Council Nominated Delegate Activities:** An amount to be utilised for the purpose of costs associated with Council nominated Delegate activities, where Elected Members are required to vote, or otherwise conduct

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business, on behalf of the City of Salisbury. Funds from this allocation that are not spent do not accumulate and will return to the City of Salisbury budget at the end of each financial year.

c) **Individual Elected Member Development:** ~~Each Elected Member has budget allocation for training and development for each financial year.~~ An amount for each Elected Member for the purpose of attending Training and Development activities, ~~and~~ Conferences and Seminars (including associated travel and accommodation costs), including any additional training in accordance with the LGA Training Standards undertaken separate to that already provided inhouse by Council. Unspent allocations (up to the amount provided by this clause) may be carried forward for one year.

5.13 Any additional funding required for Training and Development activities, Council **nominated** Delegate activities or attendance at Conferences and Seminars must be approved by Council.

5.14 The budget allocation will become available on 1 July of each year. In the event that it is an election year a pro-rata allocation (equivalent to four months) will be made to each Elected Member on 1 July. The balance of the allocation will be made to Elected Members after the conclusion of the election.

5.15 In the event of a mid term supplementary election, a new Elected Member will receive a pro-rata allocation for the period commencing on the date of their appointment and concluding on 30 June.

**Approval of expenditure**

The following approvals for expenditure will be required:

5.16 **Elected Members Training and Development:**

- approval required by the Chief Executive Officer prior to incurring the expense.

5.17 **Council **nominated** Delegate Activities:**

- for activities where costs do not exceed \$1,000, approval required by the Chief Executive Officer prior to incurring the expense.
- for activities where costs exceed \$1,000, approval required by Council prior to incurring the expense.

5.18 **Individual Elected Member Development:**

- for activities where costs are less than or equal to the individual allocation (as provided for in Clause 5.12.c) approval required by the Chief Executive Officer prior to incurring the expense;
- for activities where costs exceed the individual allocation (as provided for in clause 5.12.c) approval required by Council.

5.19 ~~The Training and Development Plan will determine the nature of training to be made available, however a~~ Access to training programs not directly conducted by the Council will require approval upon application and must ~~link to the~~

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~~training plan~~be directly relevant to Elected Members functions and duties unless otherwise agreed by the Council.

5.20 For all interstate activities, regardless of total costs, approval is required by Council, having regard to:

- Alignment with the Strategic Plan;
- Anticipated benefits to the Elected Member attending; and
- Anticipated benefits to the City of Salisbury.

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5.21 Where approval has been granted for an Elected Member to attend a training and development activity, the Elected Member may seek the reimbursement of approved expenses in accordance with the relevant provisions of the *Local Government Act 1999* and *Regulations* and Council's Elected Members Allowances and Benefits Policy.

5.22 Costs for attendance and travel by family members will not be met by Council.

Attendance at Training Programs and Record Keeping

5.23 Elected Members are encouraged to attend at least one professional development activity each year.

5.24 The CEO will keep a record of all training attended, but particularly the mandatory training requirements. Failure to complete the mandatory training requirements in the relevant time frame amounts to a breach of the Council Members Code of Conductsection 80A of the *Local Government Act 1999*.

5.25 Following attendance at a conference or seminar Elected Members must prepare and submit to Council a written report in relation to their attendance at the conference or seminar. Written reports should be submitted to the Project OfficerManager, Governance who will arrange for it to be presented to Council at the earliest opportunity. All written reports are to be provided within 3 months of attending the relevant activity. Should a written report not be provided within 3 months, funds for attendance at activities covered by this policy will be withheld for this particular Elected Member, with the exeption of the mandatory LGA tranning Standards training, until such time as the overdue report/s are presented by the Elected Member who attended the conference or seminar.

5.26 Following attendance at a training and development activity Elected Members may give a verbal report in relation to their attendance at the training and development activity at the next Council meeting following attendance where appropriate.

5.27 All written reports as required in clause 5.25 above are to be provided within 3 months of attending the relevant activity. Should a written report not be provided within 3 months, funds for attendance at activities covered by this policy will be withheld until such time as overdue reports are presented.

5.28 StaffThe Administration will prepare on an annual basis, a report to Council that sets out any outstandingdetailing Elected Member Training and Development Activity Report.

5.29 In accordance with Section 79 of the *Local Government Act 1999*, details of attendance at professional development activities by Elected Members will be recorded in the Elected Members' Allowances and Benefits Register.

5.30 Council's annual report will include a segment regarding the operation of this Policy, the nature of matters raised in the Training and Development Plan,

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Council Agenda - 19 December 2022

City of Salisbury

outlining the attendances training and development activities by Elected Members and expenditure allocated and used for training of Elected Members.

#### 6. Related Policies and Procedures

1. ~~Local Government Association of SA: Training and Development Policy and Plan for Council Members – Model Policy – September 2017~~
1. City of Salisbury Elected Member Allowances and Benefits Policy
2. LGA Training Standards – accessed on the LGA website at <https://training.lga.sa.gov.au/lg-equip-training/>

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## 7. Approval and Change History

Version	Approval Date	Approval By	Change
8	December 2021	Council	Minor editorial changes and changes to training provided by the LGA
<u>9</u>	<u>December 2022</u>	<u>Council</u>	<u>Legislative review and policy updated to reflect changes</u> <u>Policy updated to reflect changes as part of the Local Government Reform</u> <u>Policy updated to included changes to the LGA Training Standards</u>

## 8. Availability

- 8.1 The Policy is available to be downloaded, free of charge, from Council's website [www.salisbury.sa.gov.au](http://www.salisbury.sa.gov.au)
- 8.2 The Policy will be available for inspection without charge at the Civic Centre during ordinary business hours and a copy may be purchased at a fee as set annually by Council.
- City of Salisbury Community Hub  
34 Church Street, Salisbury SA 5108  
Telephone: 84068222  
Email: [city@salisbury.sa.gov.au](mailto:city@salisbury.sa.gov.au)

## 9. Review

This Policy will be reviewed:

- Within 12 months of a Council election and thereafter as necessary; or
- Earlier in the event of changes to legislation or related Policies and Procedures; or
- If deemed necessary by Council.

## Further Information

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For further information on this Policy please contact:

Responsible Officer: Manager Governance  
Address: 34 Church Street, Salisbury SA 5108  
Telephone: 8406 8222  
Email: [city@salisbury.sa.gov.au](mailto:city@salisbury.sa.gov.au)

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## CITY OF SALISBURY

## DRAFT COUNCIL MEMBERS TRAINING AND DEVELOPMENT PLAN

The following table provides mandatory training in accordance with the LGA Training:

Details	Available to	Provider
LGA Training Standards		
<b>Module 1 – Introduction to Local Government</b>	All new Elected Members	In-house
<b>Module 2 – Legal Responsibilities</b>	All Elected Members	In-house
<b>Module 3 – Council and committee meetings</b>	All new Elected Members	In-house
<b>Module 4 – Financial Management and Reporting</b>	All Elected Members	In-house / External

The following table provides Council/ Committee specific training

Details	Available to	Provider
Council and Committee Procedures and Chairing Skills	All Elected Members	In-house / Consultant
Media and social media skills for Elected members	All Elected Members	In-house / Consultant
Public Speaking	All Elected Members	In-house / Consultant
Risk Management	All Elected Members	In-house / Consultant
Council Assessment Panel Member Training	CAP Members	Consultant / Consultant

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Council Assessment Panel Workshops for relevant PGD issues eg Code of Conduct	CAP Members	In-house / Consultant
Other Committee specific training sessions	As appropriate	

The following table outlines additional courses, seminars and conferences that may be available to Elected Members. Details on dates are available on the LGA website.

Details	Available to	Provider
<b>LGA Education and Training Services</b>		
Audit Committees: General Overview and Mock Meeting	Audit Committee Members	LGA
Caretaker Policy Information Session	All Council Members	LGA
Code of Conduct for Elected Members	All Council Members	LGA
Community Engagement for Elected Members	All Council Members	LGA
Dispute Resolution for Elected Members	All Council Members	LGA
Effective Council Meetings	All Council Members	LGA
Effective Decision Making for Elected Members	All Council Members	LGA
Effective Financial Management and Reporting	All Council Members	LGA
Effective Leadership in Local Government	All Council Members	LGA
Electronic Council meetings – Everything you need to know	All Council Members	LGA

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Emotional Intelligence 101 for Elected Members	All Council Members	LGA
Meeting Procedures for Mayors and Chairs	Mayor and Chairmen of Committees and Sub Committees	LGA
Mindfulness Based Emotional Intelligence	All Council Members	LGA
Mock Council Meeting	All Council Members	LGA
Negotiating and Influencing Skills	All Council Members	LGA
Outrage Management Basics	All Council Members	LGA
Outrage Management in Public Participation	All Council Members	LGA
Psychological First Aid	All Council Members	LGA
Register of Interests – Elected Members	All Council Members	LGA
Enhanced Public Speaking and Presenting for Elected Members	All Council Members	LGA <sup>W</sup>
Council Meetings and Chamber Etiquette	All Council Members	LGA <sup>W</sup>
Reputation and Media Skills for Mayors and Chairpersons	Mayor, Deputy Mayor and Chairmen	LGA <sup>W</sup>
CEO Performance Review and Contractual Obligations	All Council Members	LGA <sup>W</sup>
Conflict of Interest for Elected Members	All Council Members	LGA <sup>W</sup>
ICAC Overview – Misconduct, Corruption for Elected Members	All Council Members	LGA <sup>W</sup>

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Strategy and Risk Management	All Council Members	LGA	Commented [J02]: What is the star for?
Other relevant training programs provided by LGA			
Elected Members and Mayor's Forums			
LGA Annual Conference and/or Showcase	All Council Members	LGA	
LG Professionals (SA) Annual Conference	All Council Members	LG Professionals	
Other relevant local conferences that may be identified throughout the year	All Council Members		
Other relevant short seminars and special interest sessions throughout the year			
Interstate Conferences and Seminars*			
Local Government Managers Australia (LG Professionals) National Congress [location]	All Council Members	LG Professionals	
ALGA National General Assembly of Local Government [location]	All Council Members	ALGA	
Other interstate conferences that may be identified throughout the year	As appropriate		
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**Note:** All interstate conferences or seminars require an individual Council approval by resolution

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## CITY OF SALISBURY



## Elected Member Training and Development Plan 2022-2023

The following table includes the mandatory training in accordance with the Local Government Association Training Standards

Session	Content	Facilitator
Induction Session 1	<p>Tour of Community Hub including Council Chamber and offices, overview of seating arrangements and location of pigeonholes for mail distribution.</p> <p>New Elected Member Induction:</p> <ul style="list-style-type: none"> <li>• ICT set up</li> <li>• Safety Vests</li> <li>• How Administration communicates with you: use of e-mail, receiving corporate text messages</li> <li>• Elected Member Portal, website overview</li> <li>• Records management and State Records Act obligations</li> <li>• Freedom of Information</li> <li>• Logging Customer requests and the process</li> <li>• Customer requests and complaint management</li> </ul> <p>Role of Local Government (brief induction and overview)</p> <ul style="list-style-type: none"> <li>• Roles, functions and objectives of Local Government</li> </ul> <p>Role of Elected Members (brief induction and overview)</p> <ul style="list-style-type: none"> <li>• Roles and Responsibilities of Members</li> <li>• Roles and Relationships of Council Members, the CEO and Council staff</li> </ul>	In-house



Induction Session 2	Induction – Council and Committee Meetings Run through of first Council meeting – running sheet Role of Local Government Functions of Local Government Principles of Local Government Principal Member of Council Elected Member of Council Elected Members, CEO and Administration Partnership Role of the CEO Register of Interest Confidentiality and Transparent Decision making Agendas and Minutes Recommendations Motions Questions CEO Briefing Sessions Code of Conduct/New Behavioural Standard New conflict of Interest provisions (since 17 November 2022)	In-house
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Induction Session 3	<b>Introduction to the City of Salisbury and Departmental Overview</b> Detailed Overview of Council Services and Portfolios <ul style="list-style-type: none"> <li>• Mandatory and Discretionary Service</li> </ul> City Plan City Overview and Corporate/Organisational and Operational Overview Key Strategic Issues and Projects Introduction to Executive Group  <b>Presentations from Executive Group</b> Overview Key roles and responsibilities Overview of Major Decisions for 2018-2022 Council Term Functional Areas Areas of Significant Activity Issues, Budgets, Resourcing	In-house
City Bus Tour	<b>City Bus Tour</b>	In-house
Behaviour – Mandatory Module – Part 1 of mandatory module	<b>Behaviour Module</b> <i>To identify attributes and develop skills that uphold the Behavioural Standards and principles of good governance</i>  <b>Values, ethics &amp; behaviour</b> <ul style="list-style-type: none"> <li>• Understanding values and ethics</li> <li>• Behavioural Standards for Council Members</li> <li>• WHS, Bullying &amp; Harassment</li> </ul>	Norman Waterhouse

Civic – Mandatory Module	<b>Civic Module</b> To develop knowledge of the Australian system of government and how council fulfil the objectives of the Local Government Act to deliver reputable community outcomes.	Kelley Jones
Legal – Mandatory Module	<b>Module – Legal</b> To develop the knowledge and skills required to meet the legal responsibilities of a Council Member	In-house (Governance)
Strategy and Finance – Mandatory Module	<b>Strategy and Finance – Module 4</b> To develop the knowledge of integrated strategic and annual business planning and the skill to manage public funds appropriately.	Kelley Jones and in-house Finance and Governance

Section 58 of the Local Government Act prescribes specific responsibilities for the Principal Member or Mayor to provide leadership and guidance for Council the following training (in addition to the council member training) is required by the Principle Member or Mayor.

Session	Content	Facilitator
Principal Member Leadership competency framework –for the Mayor and Deputy Mayor	<b>Principal Member Forum</b> The following topics are addressed: Behaviour – Effective Leadership Behaviour – Public speaking and media Civic – Meeting procedures (technical knowledge) Civic – Effective Meetings (Chairing skills)	LGA

Session	Content	Facilitator
Principal Member Leadership Program – for Committee Chairs	Civic – Effective Meetings (Presiding over meeting - relevant skills) Behaviour – Effective Leadership Behaviour – Public speaking & media (skills) Civic – Meeting procedures (technical knowledge)	Kelley Jones
Behaviour – Mandatory Module – Part 2 of mandatory module	Behaviour Module – Mandatory Effective communication and negotiation skills Leadership Skills – Strategic thinking and change management Leadership Skills – Resilience	TBC – external facilitator

<b>ITEM</b>	GB3
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Budget Timetable 2023/24
<b>AUTHOR</b>	Kate George, Manager Financial Services, Business Excellence
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	To enable appropriate diary management the budget workshops and meetings are being planned now. This report details proposed meeting and workshop dates, and associated draft agendas required to ensure the 2023/24 Budget is adopted at the June 2023 Council meeting.

## **RECOMMENDATION**

### That Council:

1. Approves the draft timetable for the preparation and presentation of the 2023/24 Budget, as included in this report (Council, 19 December 2022, Item no. GB3).

## **ATTACHMENTS**

There are no attachments to this report.

### **1. BACKGROUND**

- 1.1 To enable administration to plan for and prioritise budget meetings the proposed meeting and workshop schedule for the 2023/24 Budget process has been prepared.

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

NA

### **3. REPORT**

- 3.1 The 2023/24 budget planning process has commenced and it is anticipated that the formal adoption of the budget and declaration of rates for 2023/24 will occur at the June 2023 Council meeting. To ensure this timeframe is met a series of meetings with Council are required between February and June 2023.

3.2 A series of Council workshops and meetings are proposed between February and June. Public consultation of the Annual Plan and Budget is planned for May, with time set aside for any verbal representations at the May Council meeting.

3.3 Consultation feedback will be reported to Council at the June Budget and Finance meeting. The dates of the meetings and workshops and the associated draft agendas are detailed in the table below:

Meeting Date	Meeting Time	Purpose
Wednesday, 1 March 2023	First Budget Workshop 6.30pm - 9.30pm Council Chambers (Informal)	<ul style="list-style-type: none"> <li>Strategic Overview</li> <li>Long Term Financial Plan overview</li> </ul>
Monday, 6 March 2023	CEO Briefing 6.30pm - 9.30pm Council Chambers (Informal)	<ul style="list-style-type: none"> <li>Capital New &amp; Renewal Bids</li> <li>PF&amp;E Bids</li> </ul>
Wednesday, 8 March 2023	Second Budget Workshop 6.30pm - 9.30pm Council Chambers (Informal)	<ul style="list-style-type: none"> <li>Recap Elected Member Workshop Outcomes</li> <li>Base Operating Budget</li> <li>Operating New Initiatives</li> <li>IT New Initiatives</li> <li>Recreation Fees &amp; Charges</li> </ul>
Monday, 20 March 2023	Finance and Corporate Services Committee	<ul style="list-style-type: none"> <li>Business Units report on current year and overview of next year Budget</li> <li>Update from first budget workshop</li> <li>Budget Bids Report</li> </ul>
Wednesday, 29 March 2023	Third Budget Workshop 6.30pm – 9.30pm Council Chambers (Informal)	<ul style="list-style-type: none"> <li>Long Term Financial Plan</li> <li>NAWMA Presentation</li> <li>Recreation Services Presentation</li> <li>Any other matters required to complete budget discussions prior to finalising the draft budget for public consultation</li> </ul>
Wednesday, 12 April 2023	Audit and Risk Committee 6.30pm	<ul style="list-style-type: none"> <li>S126(4)(AB) <i>Local Government Act 1999</i> review of the draft annual plan</li> </ul>
Monday, 17 April 2023	Finance and Corporate Services Committee	<ul style="list-style-type: none"> <li>Updated Consolidated Summary</li> <li>Update on Budget Workshop Actions</li> <li>Other Budget Refinements</li> <li>Finalise Draft Budget</li> <li>Draft Annual Plan and Budget</li> <li>Recreation Services Fees and Charges</li> </ul>
Monday, 24 April 2023	Council Meeting 6:30pm	<ul style="list-style-type: none"> <li>Adoption of draft Annual Plan for consultation</li> </ul>
Monday, 15 May 2023	Finance and Corporate Services Committee	<ul style="list-style-type: none"> <li>Updated Consolidated Summary</li> <li>Rating Updated</li> <li>Update on any other outstanding items</li> </ul>
Tuesday, 13 June 2023*	Finance and Corporate Services Committee	<ul style="list-style-type: none"> <li>Feedback from Public Consultation</li> <li>Update Consolidated Summary</li> <li>Rating Update</li> <li>Final changes</li> </ul>

Meeting Date	Meeting Time	Purpose
Monday, 26 June 2023	Council Meeting 6.30pm	<ul style="list-style-type: none"> <li>Formal Adoption of the Budget and Declaration of Rates</li> </ul>

*\* June Finance and Corporate Services Committee meeting brought forward*

- 3.4 The timetable is generally consistent with prior years, noting that the fourth (4<sup>th</sup>) budget workshop is removed as it is used infrequently (1 year in the past 14 years). This enables the third budget workshop to be deferred one week and removes some of the meeting congestion away from the third week of March. Should a fourth workshop be required this can be accommodated during the process and decided at the time.

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

- 4.1 The proposed budget meeting and workshop dates are provided for consideration. The timing of these meetings is required to ensure smooth passage of the budget to enable its adoption at the June 2023 Council meeting.

**INFORMATION ONLY REPORT**

<b>ITEM</b>	GB4
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Tree Removal Requests - Monthly Update for October and November 2022
<b>AUTHOR</b>	Jamie Hosking, Team Leader Urban Built Assets, City Infrastructure
<b>CITY PLAN LINKS</b>	1.1 Our City is attractive and well maintained 4.1 Members of our community receive an exceptional experience when interacting with Council
<b>SUMMARY</b>	This monthly report provides Elected Members with updates on tree removal requests received from residents.

**RECOMMENDATION**

That Council:

1. Notes the report.

**ATTACHMENTS**

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

1. Tree Removal Requests October 2022
2. Tree Removal Requests November 2022

**1. BACKGROUND**

- 1.1 At its meeting held on Tuesday, 27 April 2021 Council resolved:

*“That a standing report be established for every meeting of the Tree Management Appeals Sub Committee to inform Council of every application received for tree removal and the outcome of that request.”*

*Resolution Number 0916/2021*

- 1.2 Staff currently upload a monthly tree removal request information table to the Elected Members Portal. This document has been adapted to provide further information and will now be reported to each meeting of the Environmental Sustainability and Trees Sub Committee.

**2. CONSULTATION / COMMUNICATION**

- 2.1 External
  - 2.1.1 Various relevant Residents



### 3. REPORT

- 3.1 The attached tables are a summary of requests for tree removals received and actioned by staff during the past months and have been provided on the Elected Member Portal for October and November 2022.
- 3.2 Ninety-five (95) tree removal requests were received in October. Of these requests sixty-seven (67) were approved for removal including fifteen (15) significant or regulated trees approved through development applications. Twenty-eight (28) requests were refused. Of these, sixteen (16) are related to significant or regulated trees under the *Planning Development and Infrastructure Act 2016*.
- 3.3 Eighty-six (86) tree removal requests were received in November. Of these requests fifty-seven (57) were approved for removal including three (3) significant or regulated trees approved through development applications. Twenty-nine (29) requests were refused. Of these, seventeen (17) are related to significant or regulated trees under the *Planning Development and Infrastructure Act 2016*.
- 3.4 Tree removal requests often result in ongoing dialogue between the owner of the property and Council on the proposed tree removal and subsequent discussions around the species type and location of the new street tree.
- 3.5 It is important to note that through various annual programs Council plants 2,000 trees each year. These programs include Street Tree Renewal Program, In-fill Planting Program, Tree Screen Renewal Program, Reserve Upgrade Program, Feature Landscape Renewal Program, Greening Program, School Tree Planting Program, Major Projects and ad-hoc planting requests. These tree renewal programs are cognizant of regulated, significant trees or those forming habitat corridors.

### 4. CONCLUSION / PROPOSAL

- 4.1 It is proposed that the information contained in the report be noted.

# TREE REMOVAL REQUESTS

MONTH: October 2022

Assessed by Parks and Open Space Assets team on site and removed based on Councils Tree Removal Criteria

	ADDRESS		DATE	REFERENCE	APP/REF
1	Brahma Lodge	cnr adj to front/side 58 Oxford Street - Regulated Tree opp 57 Oxford	27/10/22	CRM 409165	Refused - Regulated
2	Brahma Lodge	21 Dorset Street - Regulated	31/10/22	CRM 410895	Refused - Regulated
3	Brahma Lodge	159 Park Terrace	31/10/22	CRM 409663	Refused
4	Burton	8 Vanessa Drive - tree nearest drive	12/10/22	CRM 408162	Approved
5	Burton	8 Vanessa Drive - tree furthest from drive	12/10/22	CRM 408162	Refused
6	Burton	Shepley Crescent Reserve adjacent to front side corner of 42 Shepley Crescent - Significant	31/10/22	CRM 410943	Refused - Significant Tree
7	Burton	41 Hopner Avenue - Regulated	31/10/22	CRM 410594	Refused - Regulated
8	Burton	33 Condor Avenue - Regulated	31/10/22	CRM 410879	Refused - Regulated
9	Direk	Lot 304 Hercules Drive - New Warehouse - DA 22032892 - 2 Newly Planted Trees	13/10/22	CRM 409012	Approved x 2
10	Direk	16-18 Pilatus Drive - New Office and Warehouse - DA 22027048 - 2 newly planted trees	13/10/22	CRM 409290	Approved x 2
11	Gulfview Heights	38 Lipson Reach Road	12/10/22	CRM 407870	Refused
12	Heritage Drive Reserve	side 24 Burdett Drive - dead tree	28/10/22	CRM 410353	Approved - dead tree
13	Ingle Farm	side 40 Tarana Avenue - 2 trees	11/10/22	CRM 408906	Approved x 2
14	Ingle Farm	5 Gilbert Street	13/10/22	CRM 408886	Approved
15	Ingle Farm	31A Burri Street - New Dwelling - DA 22033798 - Tree 2 in conflict	18/10/22	CRM 409548	Approved @ Cost x 1
16	Ingle Farm	2A Pando Avenue - Regulated	19/10/22	CRM 408955	Refused - Regulated
17	Ingle Farm	58 Foster Row	19/10/22	CRM 408474	Approved
18	Ingle Farm	60 Foster Row	19/10/22	CRM 408474	Approved
19	Ingle Farm	26A Darren Avenue	25/10/22	CRM 409726	Approved
20	Ingle Farm	53 Milne Road	27/10/22	CRM 409693	Approved
21	Ingle Farm	18 Rothwell Crescent	31/10/22	CRM 410704	Approved x 1
22	Para Hills	8 Hodge Road - Lot 3 - DA 22028837 - 3 Single Storey Dwellings - tree front Lot 3	6/10/22	CRM 408788	Approved @ Cost x 1
23	Para Hills	73 Milne Road	19/10/22	ETF 317706	Approved
24	Para Hills	20 Williamson Road	26/10/22	CRM 409580	Approved
25	Para Hills	Carol Drive Reserve, opp 6 Mawson Street - Retrospective	28/10/22	CRM 408975	Approval Supported - Regulated Tree
26	Para Hills	Carol Drive Reserve, opp 6 Mawson Street - Retrospective	28/10/22	CRM 408975	D/A Approved - Regulated
27	Para Hills West	7 Dienelt Drive	24/10/22	CRM 410205	Refused
28	Para Vista	8 Ellwood Avenue	19/10/22	CRM 409088	Approved
29	Parafield Gardens	1 Hanlin Court - Grevillea	11/10/22	CRM 409059	Approved

FURTHER INFORMATION CONTACT COUNCIL'S PARKS AND OPEN SPACE ASSETS OFFICER - 8406 8403

# TREE REMOVAL REQUESTS

MONTH: October 2022

Assessed by Parks and Open Space Assets team on site and removed based on Councils Tree Removal Criteria

	ADDRESS		DATE	REFERENCE	APP/REF
30	Parafield Gardens	Lot 10, 532 Salisbury Highway - DA 22026410 - New Dwelling	11/10/22	DW 7498386	Approved @ Cost x 1
31	Parafield Gardens	34 Nathan Street - 1 at front and 1 at side	11/10/22	CRM 408189	Approved x 2
32	Parafield Gardens	4 Chesser Street - 3 New Dwellings - DA 2203386 - 4 trees in conflict	27/10/22	CRM 409559	Approved @ Cost x 4
33	Parafield Gardens	6 Carpenter Road	17/10/22	CRM 409069	Approved
34	Parafield Gardens	28 Pearson Street - dead tree	11/10/22	CRM 408992	Approved - dead
35	Parafield Gardens	26 Pearson Street - tree nearest no. 28	11/10/22	CRM 408992	Approved
36	Parafield Gardens	15 Woodfull Street - Regulated	27/10/22	CRM 410013	Refused - Regulated
37	Parafield Gardens	511 Salisbury Highway	27/10/22	CRM 410527	Approved
38	Parafield Gardens	16 Tregenza Court	27/10/22	CRM 410435	Refused
39	Parafield Gardens	side 2 Townsend Avenue - Piper Street	31/10/22	CRM 410179	Approved
40	Parafield Gardens	rear 9 Tahlia Court - 1 tree - Martins Road tree screen	31/10/22	CRM 410858	Approved
41	Parafield Gardens	21 Palm Court	31/10/22	CRM 410660	Approved
42	Paralowie	4 Bayonet Drive - Regulated	6/10/22	CRM 408512	Refused - Regulated
43	Paralowie	10 Middle Avenue - Regulated	6/10/22	CRM 408379	Refused - Regulated
44	Paralowie	249 Whites Road - Regulated	7/10/22	CRM 406703	Approval Supported - Regulated Tree
45	Paralowie	249 Whites Road - Regulated	12/10/22	CRM 406703	D/A Approved - Regulated
46	Paralowie	316 Whites Road - Regulated	18/10/22	CRM 406877	Approval Supported - Regulated Tree
47	Paralowie	316 Whites Road - Regulated	18/10/22	CRM 406877	D/A Approved - Regulated
48	Paralowie	4 Century Court	18/10/22	CRM 409437	Approved
49	Paralowie	67 Chartwell Crescent - 2 New Dwellings - DA 22016818 - 2 trees	20/10/22	CRM 409743	Approved @ Cost x 2
50	Paralowie	26 Hendrix Crescent - tree furthest from drive	21/10/22	ETF 318548	Approved
51	Paralowie	61 Vincent Road - central tree	19/10/22	CRM 409117	Approved
52	Paralowie	9 Blaess Drive	21/10/22	CRM 408764	Approved
53	Paralowie	181 Whites Road - tree furthest from drive	24/10/22	CRM 409952	Approved
54	Paralowie	181 Whites Road - Regulated - nearest drive	24/10/22	CRM 409952	Refused - Regulated
55	Paralowie	30 Caloundra Drive	25/10/22	CRM 409588	Approved
56	Paralowie	16 McQueen Court - Regulated	24/10/22	CRM 410329	Refused - Regulated
57	Paralowie	6 Newbury Crescent - APPEAL - 2 trees	25/10/22	CRM 407167	Approved x 2 - APPEAL

FURTHER INFORMATION CONTACT COUNCIL'S PARKS AND OPEN SPACE ASSETS OFFICER - 8406 8403

# TREE REMOVAL REQUESTS

MONTH: October 2022

Assessed by Parks and Open Space Assets team on site and removed based on Councils Tree Removal Criteria

	ADDRESS		DATE	REFERENCE	APP/REF
58	Paralowie	16 McQueen Court - Regulated Tree - front	24/10/22	CRM 410329	Refused - Regulated
59	Pooraka	12A Hussey Terrace - DA 22032334 - New Dwelling - STREE-52488	4/10/22	CRM 408472	Approved @ Cost x 1
60	Pooraka	9 Elva Avenue - tree nearest drive	4/10/22	ETF 316351	Approved x 1
61	Pooraka	Res Montague Rd/Cowan Dr Detention Basin - side 40 Wheeler Avenue - 5 trees poisoned and removed	18/10/22	CRM 407307	Approved x 5
62	Pooraka	side 19 Quinlivan Road - Coonong Avenue - Regulated	28/10/22	CRM 409076	Approval Supported - Regulated Tree
63	Pooraka	side 19 Quinlivan Road - Coonong Avenue - Regulated	31/10/22	CRM 409076	D/A Approved - Regulated
64	Pooraka	7 Elva Avenue - tree next to stobie pole	27/10/22	ETF 318233	Approved
65	Pooraka	58 Muriel Drive - Regulated	28/10/22	CRM 408998	Approval Supported - Regulated Tree
66	Salisbury	31 Brooklyn Avenue - Significant	31/10/22	CRM 409902	Refused - Significant Tree
67	Salisbury Downs	44 Norbury Drive - tree on property side of footpath	21/10/22	CRM 408751	Approved
68	Salisbury Downs	44 Norbury Drive - tree on roadside of footpath	21/10/22	CRM 408751	Refused
69	Salisbury East	side 14 Strathpine Street - 2 trees	4/10/22	CRM 408219	Refused x 2
70	Salisbury East	Onsley Green - Regulated Tree - 1 adj Hood Street	11/10/22	CRM 407130	Approval Supported - Regulated Tree
71	Salisbury East	onsley Green - Regulated Tree - 1 & 1 adj Northbri Avenue	11/10/22	CRM 407130	Approval Supported - Regulated Tree
72	Salisbury East	52 Dexter Drive	11/10/22	CRM 409303	Approved
73	Salisbury East	Cobbler Creek Reserve rear 1 Lesley Court	11/10/22	ETF 317865	Approved
74	Salisbury East	14 Strathpine Street - front	12/10/22	CRM 409497	Refused
75	Salisbury East	Onsley Green - Regulated Tree adj Hood Street	17/10/2022	CRM 407130	D/A Approvd - Regulated
76	Salisbury East	Onsley Green - Regulated Tree adj Northbri Avenue	17/10/2022	CRM 407130	D/A Approved - Regulated
77	Salisbury East	side 32 Jarman Avenue - Sobers Street	19/10/2022	CRM 408641	Refused
78	Salisbury East	1 Michael Street	27/10/2022	CRM 410837	Approved
79	Salisbury East	6 Piccadilly Road - Significant Tree at front	31/10/2022	CRM 409154	Refused - Significant Tree
80	Salisbury Heights	Cobbler Creek Reserve - adj to side 18 Trevalsa Court - 4 trees	11/10/2022	CRM 408808	Approved x 4
81	Salisbury Heights	123 Stanford Road	17/10/2022	CRM 350446	Approved
82	Salisbury Heights	123A Stanford Road	17/10/2022	CRM 350446	Approved

FURTHER INFORMATION CONTACT COUNCIL'S PARKS AND OPEN SPACE ASSETS OFFICER - 8406 8403

# TREE REMOVAL REQUESTS

MONTH: October 2022

Assessed by Parks and Open Space Assets team on site and removed based on Councils Tree Removal Criteria

ADDRESS			DATE	REFERENCE	APP/REF
83	Salisbury Heights	12 Minor Court	21/10/2022	CRM 407276	Approved
84	Salisbury Heights	103 Target Hill Road - 2 smaller outer trees	24/10/2022	CRM 410403	Approved x 2
85	Salisbury Heights	103 Target Hill Road - middle - Regulated	24/10/2022	CRM 410403	Refused - Regulated
86	Salisbury Heights	33 Pacific Circuit	24/10/2022	CRM 409942	Refused
87	Salisbury North	4 Deering Street	21/10/2022	CRM 408938	Refused
88	Salisbury North	5 Walter Street	31/10/2022	CRM 409371	Approved
89	Salisbury Plain	14 Wesley Court	19/10/2022	CRM 409083	Refused
90	Salisbury South	15 Acrylon Road - storm damage - STREE-35612	4/10/2022	ETF 316004	Approved
91	Salisbury South	21 Acrylon Road	4/10/2022	ETF 315999	Approved
92	Salisbury South	15 Acrylon Road - storm damage - STREE-35612	24/10/2022	CRM 316005	D/A Approved - Regulated
93	Valley View	60 Eyre Crescent - Regulated - southern tree	5/10/2022	CRM 405243	D/A Approved - Regulated
94	Valley View	19 Warburton Road - Regulated	13/10/2022	CRM 408911	Refused - Regulated
95	Valley View	14 Esperance Terrace	13/10/2022	CRM 408759	Approved

FURTHER INFORMATION CONTACT COUNCIL'S PARKS AND OPEN SPACE ASSETS OFFICER - 8406 8403

# TREE REMOVAL REQUESTS

MONTH: November 2022

Assessed by Parks and Open Space Assets team on site and removed based on Councils Tree Removal Criteria

	ADDRESS		DATE	REFERENCE	APP/REF
1	Brahma Lodge	11 Progressive Way	14/11/22	CRM 412139	Refused
2	Brahma Lodge	15 The Strand - Significant Tree	22/11/22	CRM 412240	Refused - Significant Tree
3	Gulfview Heights	Side 1 Swansea Circuit - Wynn Vale Drive	10/11/22	CRM 389692 - TMASC	Development Planning Refusal
4	Gulfview Heights	side 1 Swansea Circuit - Wynn Vale Drive - Significant Tree - APPEAL	10/11/22	CRM 389692 DA 22037142	Refused - Significant Tree
5	Ingle Farm	Opp 10 Creslin Avenue - 2 reserve trees	3/11/22	CRM 411042	Approved x 2
6	Ingle Farm	85B Beovich Road	8/11/22	CRM 410828	Refused - Pruning
7	Ingle Farm	24B Coondoo Avenue	14/11/22	CRM 412009	Approved + Replant
8	Ingle Farm	4 Finnis Avenue	9/11/22	CRM 403351	Approved @ Cost
9	Ingle Farm	side 9 Bottrell Avenue - Binderi Crescent - 3 trees	29/11/22	CRM 413136	Approved x 3
10	Mawson Lakes	67 Douglas Drive - DA 22038272 - 8 Two Storey Dwellings - Peppercorn	16/11/22	CRM 412572	Approved at Cost x 1 - Peppercorn
11	Mawson Lakes	Sir Douglas Mawson Lakes - 3 trees (bottlebrushes) for light clearance - M.Oborn	18/11/22	ETF 321642	Approved x 3
12	Mawson Lakes	14 McInlay Court	29/11/22	CRM 411774	Approved
13	Mawson Lakes	Sir Douglas Mawson Lake - North/West corner adjacent to Innovation House - 1 tree	30/11/22	ETF 321641	Approved x 1
14	Mawson Lakes	33 The Walk	30/11/22	CRM 413997	Approved x 3 (Conifer Bushes)
15	Para Hills	429 Bridge Road	16/11/22	CRM 412319	Approved @ Cost
16	Para Hills	side 15 Sleep Road	14/11/22	CRM 412132	Reg Refused - Pruning
17	Para Hills	10 Maru Court - DA 22022351 - 3 Trees - Tree 2, 3 & 4 - Liberman Road	29/11/22	CRM 413723	Approved at Cost x 3
18	Para Hills	61 Williamson Road - New Dwelling - DA 22040187	30/11/22	CRM 413993	Approved @ Cost x 1
19	Para Hills	15B Leabrook Drive - regrowth	29/11/22	CRM 412766	Approved - regrowth
20	Para Hills	Wilkins Reserve - side/rear 6 Hartley Crescent (access via Phillips Ave) - 2 trees	29/11/22	CRM 412992	Approved x 2
21	Para Hills West	Codd Street Reserve - rear 37 Codd	14/11/22	CRM 411553	Approved
22	Para Hills West	6 Rayner Court	29/11/22	CRM 411329	Refused
23	Para Vista	9 Waters Place	7/11/22	CRM 409562	Approved + Replant

FURTHER INFORMATION CONTACT COUNCIL'S PARKS AND OPEN SPACE ASSETS OFFICER - 8406 8403



# TREE REMOVAL REQUESTS

MONTH: November 2022

Assessed by Parks and Open Space Assets team on site and removed based on Councils Tree Removal Criteria

	ADDRESS		DATE	REFERENCE	APP/REF
24	Parafield	Adjacent 14 to 165 Anderson Drive, on Kings Road	16/11/22	CRM 412192	Approved
25	Parafield Gardens	8 Simon Court	3/11/22	CRM 411075	Approved + Replant
26	Parafield Gardens	51 Wyatt Road	9/11/22	CRM 408979	D/A Reg Approved + Replant
27	Parafield Gardens	15 Springwood Avenue	17/11/22	CRM 411254	Approved
28	Parafield Gardens	31 Pearson Street	16/11/22	CRM 411780	Refused
29	Parafield Gardens	49 Shorney Road	21/11/22	CRM 411047	Regulated Refused
30	Parafield Gardens	27 Magnolia Crescent - APPEAL - Regulated Tree - now dead	29/11/22	CRM 393847	Approved - dead - APPEAL
31	Parafield Gardens	73-75 Lantana Drive - middle tree	29/11/22	CRM 412888	Approved
32	Parafield Gardens	73-75 Lantana Drive - 2 x outer trees - both Regulated	29/11/22	CRM 412888	Refused x 2 - both Regulated
33	Parafield Gardens	12 Symor Court	30/11/22	CRM 413328	Approved
34	Paralowie	8 Sandown Avenue	1/11/22	CRM 410505	Approved x 2 + Replant
35	Paralowie	44 Princess Street	7/11/22	CRM 411441	Approved + Replant
36	Paralowie	63 Chartwell Crescent	3/11/22	CRM 411322	Refused - Regulated
37	Paralowie	17 Boyara Crescent	10/11/22	CRM 412037	Approved @ Cost
38	Paralowie	side 2 Correena Avenue - Mildara Avenue - Regulated Tree - DA 22030323	10/11/22	CRM 398666 Appeal - TMASC Council Meeting 4.1.5 - 22/08/22	D/A Refused - Regulated Tree
39	Paralowie	35 Firmin Street	16/11/22	CRM 412494	Regulated Refusal
40	Paralowie	side 20 Mullen Court	16/11/22	CRM 412203	Refused x 3
41	Paralowie	side 6 Tobin Way	16/11/22	CRM 412203	Refused x 3
42	Paralowie	Side 26 & 28 Hope Drive	16/11/22	CRM 412149	Refused - Pruning
43	Paralowie	70 Tintara Road - Regulated - APPEAL	22/11/22	CRM 390144 DA 22038505	D/A Refused - Regulated - APPEAL
44	Paralowie	3 Prescott Close - dead	16/11/22	CRM 412197	Approved - dead tree
45	Paralowie	side 38 Boyara Crescent - Barassi Street - Regulated	22/11/22	CRM 411121	Refused - Regulated
46	Paralowie	11 Boyaca Court - Regulated - APPEAL	28/11/22	CRM 399383	D/A Approved - Regulated - APPEAL
47	Paralowie	45 Vincent Road - tree furthest from drive	29/11/22	CRM 413341	Approved

FURTHER INFORMATION CONTACT COUNCIL'S PARKS AND OPEN SPACE ASSETS OFFICER - 8406 8403

# TREE REMOVAL REQUESTS

MONTH: November 2022

Assessed by Parks and Open Space Assets team on site and removed based on Councils Tree Removal Criteria

	ADDRESS		DATE	REFERENCE	APP/REF
48	Paralowie	45 Vincent Road - Regulated - tree nearest drive	29/11/22	CRM 413341	Refused - Regulated
49	Paralowie	12 Gretel Crescent	30/11/22	CRM 412297	Approved
50	Pooraka	14 Lock Crescent	8/11/22	CRM 411025	Approved x 2 + Replant
51	Pooraka	6 Chester Crescent	10/11/22	CRM 412058	Approved @ Cost x 2
52	Pooraka	112 South Terrace - 4 New Dwellings - DA 22039394	30/11/22	CRM 413918	Approved @ Cost
53	Salisbury East	7 Spearman Avenue	14/11/22	CRM 412222	Approved + Replant
54	Salisbury	98 Winzor Street	7/11/22	CRM 409386	Refused - Reg
55	Salisbury	8 Katrina Avenue - New Dwelling - Lot 101 - DA22037945	23/11/22	CRM 412211	Approved at Cost x 1
56	Salisbury	27 Magor Court - DA 7563065 - New Development - tree is exempt < 10m from dwelling	23/11/22	CRM 412045	Approved at Cost x 1
57	Salisbury	15 Devon Drive - dead	29/11/22	CRM 410648	Approved - dead tree
58	Salisbury Downs	Side 20A Univeral Road - Significant	1/11/22	CRM 410793	Refused - Significant Tree
59	Salisbury Downs	12 Empire Street	1/11/22	CRM 395139	Approved + replant
60	Salisbury Downs	Unit 2/15 Heidenreich Avenue	7/11/22	CRM 410074	Refused
61	Salisbury East	McIntyre Road (West) Reserve - Red Gum for SA Water repair	22/11/22	CRM 413303	Approved
62	Salisbury East	side 37 Turquoise Drive	21/11/22	CRM 411897	Approved x 2
63	Salisbury East	13 Prince Street	29/11/22	CRM 412923	Regulated Refusal - Pruning
64	Salisbury Heights	79 Stanford Road	7/11/22	CRM 409617	Approved + Replant
65	Salisbury Heights	2 Essex Court	8/11/22	CRM 411720	Approved x 2
66	Salisbury Heights	35 The Grove Way	10/11/22	CRM 409667	Approved
67	Salisbury Heights	29 Damian Drive - Regulated	30/11/22	ETF 314105	Approval Supported - Regulated Tree
68	Salisbury Heights	14 Immanuel Drive - tree nearest property boundary of no. 12	23/11/22	CRM 412980	Approved x 1
69	Salisbury Heights	1A Bowey Avenue - 3 trees	29/11/22	CRM 412675	Approved x 3
70	Salisbury Heights	33 Pacific Circuit	8/11/22	CRM 409942	Approved
71	Salisbury North	10 Penong Crescent - Regulated	1/11/22	CRM 410859	Refused - Regulated

FURTHER INFORMATION CONTACT COUNCIL'S PARKS AND OPEN SPACE ASSETS OFFICER - 8406 8403



# TREE REMOVAL REQUESTS

MONTH: November 2022

Assessed by Parks and Open Space Assets team on site and removed based on Councils Tree Removal Criteria

	ADDRESS		DATE	REFERENCE	APP/REF
72	Salisbury North	14 Coscia Avenue	2/11/22	CRM 411219	Approved x 2 - in front of property and side of property on the corner
73	Salisbury North	Greencroft Road - Salisbury North Oval - tree on verge at front of car pk/playground opp the intersection of Greencroft and Harcourt tce, Salisbury North.	22/11/22	ETF 321168	Approved x 1
74	Salisbury North	side 30 Abbot Street	18/11/22	CRM 411932	Refused
75	Salisbury North	13 Versine Road	44883	CRM 411932	Refused
76	Salisbury North	23 Edith Road	44887	CRM 412976	Approved
77	Salisbury North	23 Edith Road	44887	CRM 412976	Approved
78	Salisbury North	55 McCormack Crescent - tree furthest from drive	44888	CRM 412388	Approved x 1
79	Salisbury Plain	2 Osborne Avenue	44887	CRM 412008	Approved + Replant
80	Salisbury South	Building Cross Keys Road Operations Centre - adjacent to middle depot gate	44887	ETF 320158	Approved
81	Salisbury South	Building Cross Keys Road Operations Centre - centrally planted strip	44887	ETF 319852	Approved
82	Valley View	44 Flinders Drive - olive tree	44866	CRM 410990	Approved
83	Valley View	54 Eyre Crescent	44873	CRM 411251	Refused - Regulated
84	Valley View	side 2 Penelope Avenue	44883	CRM 411648	Refused
85	Valley View	side 19 Cheryl Avenue - Bell Court - 2 trees	44888	CRM 412275	Refused x 2
86	Valley View	7 Maidos Grove	44888	CRM 412819	Approved

FURTHER INFORMATION CONTACT COUNCIL'S PARKS AND OPEN SPACE ASSETS OFFICER - 8406 8403

<b>ITEM</b>	GB5
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Lighting Costs - Para Hills Football Club, The Paddocks
<b>AUTHOR</b>	Jamie Hosking, Team Leader Urban Built Assets, City Infrastructure
<b>CITY PLAN LINKS</b>	<p>4.2 We deliver quality outcomes that meet the needs of our community</p> <p>4.4 We plan effectively to address community needs and identify new opportunities</p>
<b>SUMMARY</b>	Council resolved that the Administration bring back the costings for upgrading the Para Hills Football Club Lighting

## RECOMMENDATION

### That Council:

1. Notes the existing lighting levels is suitable for the level of competition and at this site;
2. Notes the condition of the lighting infrastructure is currently satisfactory;
3. Notes the estimated costs of lighting upgrades at Para Hills Football Club is \$1.3M; and
4. Notes that there is no budget for this work.

## ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

- 1.1 At its meeting held on Monday, 25 July 2022 Council resolved 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.”*

*Resolution Number 1415/2022*

- 1.2 The implementation of the master plan has been ongoing for several years with a number of projects being completed and several currently in construction.

## 2. CONSULTATION / COMMUNICATION

- 2.1 Para Hills Football Club

## 3. REPORT

- 3.1 The upgrade of the sporting ground lights for the Para Hills Football Club have been previously investigated through the Paddocks Master Plan but there is no provision for an upgrade or replacement in the Master Plan.
- 3.2 An audit of the lights, towers and electrical equipment identified that the condition is stable but will require intervention in the medium term (5 – 10 years), The existing lights provide an appropriate level of lighting for the current use. At this time, there is no requirement for replacement.

- 3.3 The upgrade investigation included replacement of the 6 light towers, new caballing, new switchboard, new LED luminaires and upgraded SAPN transformer, to meet the lighting level within the Place Activation Strategy.
- 3.4 Expected costs to complete the upgrade are estimated to be approximately \$1.3M inclusive of contingency and project management costs.

**Probable order of costs**

DESCRIPTION	UNIT	NO OF UNITS	UNIT COST	SUB-TOTAL	TOTAL
<b>PRELIMINARIES</b>					
Lighting Design	Item	1	\$1,000	\$2,000	
Footing design verification	Item	1	\$1,200	\$1,200	
Geotechnical Report	Item	1	\$5,380	\$5,380	
Management Costs	Item	1	\$20,000	\$20,000	
Electrical Design	Item	1	\$21,600	\$21,600	
<b>Total Preliminaries</b>					<b>\$50,180</b>
<b>CIVILS</b>					
Directional Boring - 80mm HD Electrical Conduit	m	1410	\$130	\$183,300	
18m Light Pole footings		2	\$7,000	\$14,000	
25m Light Pole footings	Each	10	\$10,000	\$100,000	
P7 Electrical Pits	Each	0	\$2,000	\$0	
Remove Existing Light Pole	Each	10	\$3,000	\$30,000	
<b>Total Excavation</b>					<b>\$327,300</b>
<b>ETSA</b>					
New 500kVa Transformer	Each	1	\$191,878	\$191,878	
Trenching	m	120	\$80	\$9,600	
<b>Total ETSA</b>					<b>\$201,478</b>
<b>ELECTRICALS</b>					
16mm Cable	m	8850	\$10	\$88,500	
Install Poles and Fittings	Each	10	\$7,000	\$70,000	
Lighting DB's	Each	3	\$14,000	\$42,000	
New Main DB + Consumer mains	Each	1	\$40,000	\$40,000	
<b>Total Electricals</b>					<b>\$240,500</b>
<b>LIGHTING EQUIPMENT</b>					
25m Light Poles	Each	10	\$19,800	\$198,000	
18m Light Poles	Each	2	\$11,680	\$23,360	
Rear Louvers	Each	5	\$500	\$2,500	
2kW Flood Lights	Each	47	\$3,460	\$162,620	
<b>Total Lighting Equipment</b>					<b>\$386,480</b>
<b>SITE INVESTIGATION</b>					
service locations	Item	1	\$1,000	\$1,000	
<b>Total Site Investigations</b>					<b>\$1,000</b>
<b>Provisional Sums</b>					
	Item			\$0	
<b>Total Provisional Sums</b>					<b>\$0</b>
<b>SUB TOTAL</b>					<b>\$1,206,938</b>
<b>ADD 10% CONTINGENCIES</b>			10%		<b>\$120,694</b>
<b>TOTAL ESTIMATE</b>					<b>\$1,327,632</b>

- 3.5 There is currently no funding available within the Sports field Lighting Program over the next five years for replacement or upgrade of these lights.

**4. CONCLUSION / PROPOSAL**

- 4.1 Costing for the upgrade of the sports lights at Para Hills Football club have been undertaken. At this time there is no need to upgrade the lights based on condition or function.

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<b>ITEM</b>	GB6
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Capital Works - November 2022
<b>AUTHOR</b>	Christy Martin, Team Leader Project Support, City Infrastructure
<b>CITY PLAN LINKS</b>	1.1 Our City is attractive and well maintained 4.2 We deliver quality outcomes that meet the needs of our community 3.3 Our infrastructure supports investment and business activity
<b>SUMMARY</b>	The following monthly status report and requests for amendments are presented to effectively manage the City Infrastructure Capital Works Program.

## RECOMMENDATION

### That Council:

1. Approves the inclusion of Kaurna Park, Burton, and Carisbrooke Park, Salisbury Park, within PR22120 Fences and Bollards Renewal Program, replacing Kings Road, Parafield, due to reprioritisation of the program, with no impact to budget.
2. Approves the program inclusion of Boyara Crescent, Paralowie, within the 2022/23 Local Flooding Program where sufficient funding is available.
3. Approves the program inclusions as identified within Council, Item GB6, 19 December 2022, within PR14498 New Footpath Program and PR21412 Kerb Ramp Construction / Upgrade Program, to be delivered progressively in accordance with funding availability.
4. Approves the 2022/23 Second Quarter Non-Discretionary Budget Review Bid to reflect the \$50,000 income gain and corresponding \$50,000 in costs within PR14804 Bicycle Network Improvement Program associated with the successful grant application for network improvements Wilkinson Road to the Paddocks, noting this location replacing the original location of Gawler Green, Parafield Gardens for 2022/23.
5. Approves the 2022/23 Second Quarter Non-Discretionary Budget Review Bid to reflect the \$400,000 income loss not to be received within PR17190 City Wide Trails Program, noting the \$400,000 Council contribution associated is being used to deliver trail network connections in Globe Derby.
6. Approves a \$60,000 operating 2022/23 Second Quarter Non-Discretionary Budget Review Bid to cover the current Residual Current Device installation works occurring across various sites within the City which was actioned as a safety initiative.
7. Approves the inclusion of Dam 18 – Nelson and Kesters Road Para Hills, within PR25611 Dam Renewal and Rectification Works Program, due to reprioritisation of the program, with no impact to budget.

## ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

- 1.1 City Infrastructure is responsible for the capital works, associated plant and fleet, building, traffic and civil engineering services, landscape and environmental works. Specifically, these works involve project management, design specification development, construction and recurrent maintenance. Service provision is undertaken by both internal resources and external consultants/contractors. City Infrastructure provides periodic progress reports for these projects.

## 2. CITY PLAN CRITICAL ACTION

- 2.1 A welcoming and liveable City: Our City is attractive and well maintained: Ensure public spaces are accessible and sporting facilities are maintained

## 3. CONSULTATION / COMMUNICATION

- 3.1 As part of the management of the City Infrastructure Capital Works Program, updates on the program occurs on a monthly basis via the Urban Services Committee, with highlights included on the City of Salisbury internet site, social media and in the periodic publication *Salisbury Aware*.

## 4. REPORT

- 4.1 The Capital Works Program is a combination of various projects and programs across a series of asset categories. These projects and programs align with the capital budget bids which are sought on annual basis. Currently the program is valued at approximately \$107M, noting this includes \$26M associated with the construction of the exciting new Salisbury Aquatic Centre. This report has been prepared to provide program highlights and request any required amendments.

### Program Highlights

- 4.2 The Salisbury Aquatic Centre is progressing through detailed design and documentation from 90% to 100% complete. This has included undertaking consultancy peer reviews, energy and water modelling for operational efficiencies and an independent sustainability assessment to inform design documentation and decision making. Concurrently, site establishment has occurred and civil works are now underway.

#### *Salisbury Aquatic Centre*





- 4.3 Inclement weather conditions have hampered construction at Fairbanks Drive Reserve, Paralowie. Despite this, construction has commenced on the new carpark, dog park, path network and concrete pads in preparation for the installation of new shelters. Irrigation works will follow in December, with new play equipment being installed in the first quarter of 2024. This work complements the new rage cage and toilet delivered in this location in 2022 as part of the Federal Government grant funding program, Local Roads and Community Infrastructure, Phase 2.



- 4.4 The new accessible change facility at Unity Park, Pooraka, is now well advanced and expected to be completed by January 2023. This amenity is located adjacent the playspace and parking facilities.





- 4.5 As part of the Bridge Program, design is now well advanced for the new pedestrian bridge to be constructed at Mobara Park, Mawson Lakes. This has been developed in consultation with the adjacent school. Whilst a bridge renewal at Greenfields Wetland is currently in progress and set to be completed prior to Christmas this year.
- 4.6 The renewal of the netball courts and lighting at the Paddocks is now underway. Noting, wet weather conditions have impacted the construction schedule. This is also the case for the construction of the new sporting clubrooms at the Paddocks. Excavation for the new building has commenced with steel reinforcement and pouring of the slab to following, subject to weather conditions. This sporting building is part funded by the State Government via the Grassroots Facilities Program.

*The Paddocks, New Sporting Clubrooms*

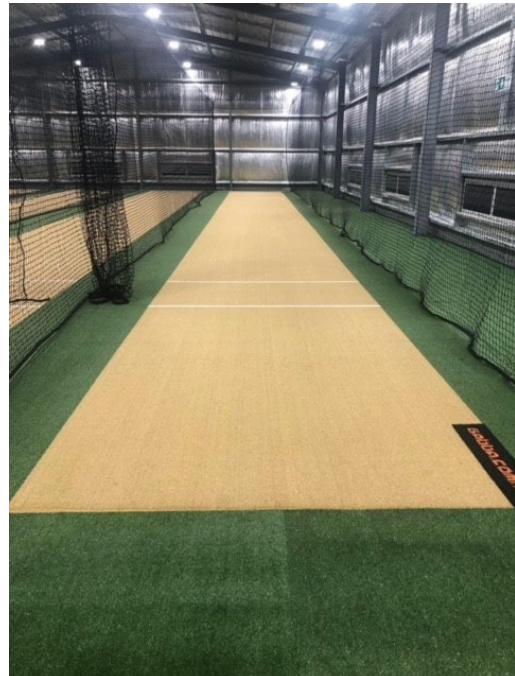


*The Paddocks, Netball Court Renewal*



- 4.7 The construction of the new indoor cricket training facility is now complete. This new community facility is located at Salisbury Oval and was delivered as part of the Federal Government grant funding stream, Local Roads and Community Infrastructure Phase 2. This four-lane training centre, enables teams to practice irrespective of weather conditions.

*Salisbury Oval Indoor Training Facility*





## Program Amendments

- 4.8 Coordination and monitoring of the Capital Works Program is ongoing, partly to ensure it best meets the needs of the community whilst maintaining infrastructure condition. As a result, the following changes are requested:

### Amendment to Program

#### PR22120 Fences and Bollards Renewal Program

Within the 2022/23 Fences and Bollards Renewal Program, fencing along Kings Road, Parafield, was scheduled to occur, however approval is being sought to alter the priority of works for 2022/23 to be the renewal of the following two sites:

- Carisbrooke Park, Southern Carpark, Salisbury Park
- Kaurna Park, Waterloo Corner/Helps Road, Burton

The change in priorities is due to asset condition and greater needs, noting both these sites are expected to be able to be delivered within the available \$52k program funds.

Recommendation: Approves the inclusion of Kaurna Park, Burton, and Carisbrooke Park, Salisbury Park, within PR22120 Fences and Bollards Renewal Program, replacing Kings Road, Parafield, due to reprioritisation of the program, with no impact to budget.

Impact: Reprioritisation of works which can be delivered within available program funding.

#### PR16999 Local Flooding Program

Approval is being sought to include Boyara Crescent, Paralowie, within the 2022/23 Local Flooding Program where sufficient funding is available to do so, in order to address a localised flooding issue. Accordingly, modifications to the existing stormwater configuration will occur to mitigate the current issues.

Recommendation: Approves the program inclusion of Boyara Crescent, Paralowie, within the 2022/23 Local Flooding Program where sufficient funding is available.

Impact: No impact, sufficient funding within the program available.

#### PR14498 New Footpath Program

#### PR21412 Kerb Ramp Construction / Upgrade Program

Following review by the FRET (Footpath Request Evaluation Team), the following locations are requested to be included within PR14498 New Footpath Program and PR21412 Kerb Ramp Construction / Upgrade Program respectively to address network connections and/or improved accessibility for the community:

- Camira Way, Salisbury North
- Carlingford Drive, Salisbury Park
- Charmaine Avenue & Connie Street, Para Vista
- Jackson Green Reserve, Salisbury East

**Amendment to Program**

- Jane Crescent, Salisbury
- Kings/Bishop Drive, Salisbury Downs
- Laurel Crescent, Parafield Gardens
- Lauren Drive, Paralowie
- Lawrie Avenue, Salisbury
- Linton/Julie Road, Para Hills
- Narino Street & Magdalena Crescent, Paralowie
- Narion Street & Liberator Drive, Paralowie
- Orchard Grove, Salisbury North
- Otoma Street, Paralowie
- Pinewood Street & Taarnby Drive, Salisbury Downs
- Prosser Street, Ingle Farm
- Shelby Street & Rundle Drive, Parafield Gardens
- Tripodi Circuit, Little Para Linear, Parafield Gardens
- Walkley Road, Valley View

Works will be delivered progressively in accordance with budget availability.

Recommendation: Approves the program inclusions as identified within Council, Item GB6, 19 December 2022, within PR14498 New Footpath Program and PR21412 Kerb Ramp Construction / Upgrade Program, to be delivered progressively in accordance with funding availability.

Impact: Improved footpath network within available budget funding

**Amendment to Budget****PR14804 Bicycle Network Improvement Program**

Council was successful in attaining grant funding for bicycle network improvements from the Para Hills Hub to the Paddocks to the value of \$100k, which is able to be matched by existing \$100k of Council funding within the program. This is an additional \$50k of income which has been included within this report to amend the budgets within the 2022/23 Second Quarter Non-Discretionary Budget Review. This location will replace the previously identified priority of Gawler Greenway, Parafield. There is sufficient funding within the program to enable the next stage of Gawler Greenway to be designed.

### Amendment to Budget

Recommendation: Approves the 2022/23 Second Quarter Non-Discretionary Budget Review Bid to reflect the \$50,000 income gain and corresponding \$50,000 in costs within PR14804 Bicycle Network Improvement Program associated with the successful grant application for network improvements Wilkinson Road to the Paddocks, noting this location replacing the original location of Gawler Green, Parafield Gardens for 2022/23.

Impact: Amendment of budgets to reflect the additional income and amend project priority to align with grant funding awarded.

#### PR17190 City Wide Trails

Within the 2022/23 City Wide Trails Program, the current budget reflects \$400k of income which is now not expected to be realised. The \$400k associated of Council contribution within the program has been redirected to deliver trail network connections in Globe Derby improving connections with Pt Wakefield Road. Approval is sought to amend the program budgets accordingly.

Recommendation: Approves the 2022/23 Second Quarter Non-Discretionary Budget Review Bid to reflect the \$400,000 income loss not to be received within PR17190 City Wide Trails Program, noting the \$400,000 Council contribution associated is being used to deliver trail network connections in Globe Derby.

Impact: Budget adjustment to reflect no income now to be received

#### RCD Installations

As a safety and compliance initiative, works have commenced to install Residual Current Device (RCD) safety devices across various Council owned sites within the City. These devices are designed to switch off electricity when a fault occurs. This requires a licensed tradesperson to undertake the assessment and installation. Due to the value expected per site being below capitalisation thresholds, an operating budget is requested to cover this cost, noting works commenced during caretaker period. From the inspections, should further funding be required to complete the works, a 2023/24 Budget Bid will be presented for consideration.

Recommendation: Approves a \$60,000 operating 2022/23 Second Quarter Non-Discretionary Budget Review Bid to cover the current Residual Current Device installation works occurring across various sites within the City which was actioned as a safety initiative.

Impact: New funding to support a safety initiative

#### PR 25611 Dam Renewal & Rectification Works

Within the 2022/23 Dam Renewal and Rectification Works Renewal Program, minor improvement works were scheduled to be undertake to Dam 17, Dam 20 and Dam 22, however following a wetter than usual winter and early summer approval is being sought to alter the priority of works for 2022/23 to be the renewal of the following site:

**Amendment to Budget**

- Dam 18 – Nelson and Kesters Road Para Hills

The change in priorities is due to asset condition and greater needs, noting this site is expected to be able to be delivered within the available program funds.

Recommendation: Approves the inclusion of Dam 18 – Nelson and Kesters Road Para Hills, within PR25611 Dam Renewal and Rectification Works Program, due to reprioritisation of the program, with no impact to budget.

Impact: Reprioritisation of works which can be delivered within available program funding.

**5. CONCLUSION / PROPOSAL**

- 5.1 The delivery of the Capital Works Program continues to progress. This report has been prepared to provide a highlight update of key works and activities associated with the program.
- 5.2 As part of this report a series of amendments were detailed requesting approval of including the following;
  - 5.2.1 Removal of Kings Road within the Fencing and Bollard Renewal Program and replacing this with Carisbrooke Park and Kaurna Park
  - 5.2.2 Inclusion of Boyara Crescent within the Local Flooding Program
  - 5.2.3 Footpath and kerb ramp program location inclusions
  - 5.2.4 Successful grant funding for path network improvements from the Para Hills Hub to the Paddocks as a program inclusion within the Bicycle Network Improvement Program
  - 5.2.5 Budget adjustment to reflect unsuccessful funding associated with the 2022/23 City Wide Trails Program
  - 5.2.6 New funding to support RCD installation across various Council owned building locations

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<b>ITEM</b>	GB7
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Review of Tree Removal Request - Various Locations
<b>AUTHOR</b>	Jamie Hosking, Team Leader Urban Built Assets, City Infrastructure
<b>CITY PLAN LINKS</b>	1.1 Our City is attractive and well maintained 1.2 The health and wellbeing of our community is a priority 2.1 Salisbury has a balance of green spaces and natural environments that support biodiversity
<b>SUMMARY</b>	In line with the approved tree removal procedure several decisions relating to the retention of trees have been appealed.

**RECOMMENDATION**That Council:

1. Approves the lodgement of a development application seeking removal of:
    - a. The regulated *Eucalyptus sideroxylon* tree at the front of 10 Penong Crescent Paralowie, noting that should the application be approved two replacement trees are required to be planted.
    - b. The significant *Eucalyptus camaldulensis* tree at the side of 20A Universal Road, Salisbury Downs, noting that should the application be approved three replacement trees are required to be planted.
- in line with Council's adopted appeals process.

**ATTACHMENTS**

There are no attachments to this report.

**1. BACKGROUND**

- 1.1 In line with the approved tree removal procedure, residents are able to appeal decisions relating to the retention of trees. This appeal process involves:
  - On-site meeting with residents and ward members, where required.
  - Report to the Environmental Sustainability and Trees Sub Committee
  - Notification of outcome to residents
- 1.2 The recommendations in this report are a result of the adopted process which provides for the Tree Management Sub Committee to review Administration decisions, and do not reflect the initial assessment of the tree.

**2. CONSULTATION / COMMUNICATION**

- 2.1 External
  - 2.1.1 Residents
  - 2.1.2 Ward Councillors in line with the adopted procedures



### 3. REPORT

- 3.1 Significant and regulated trees are offered protection through the *Planning Development and Infrastructure Act 2016* (the Act) and require development applications for removal. Objectives for assessment of development applications are contained within the Regulated and Significant Tree Overlay of the Act:

*Regulated trees are retained where they:*

- *make an important visual contribution to local character and amenity;*
- *are indigenous to the local area and listed under the National Parks and Wildlife Act 1972 as a rare or endangered native species; and/or*
- *provide an important habitat for native fauna.*

*Significant trees are retained where they:*

- *make an important contribution to the character or amenity of the local area;*
  - *are indigenous to the local area and are listed under the National Parks and Wildlife Act 1972 as a rare or endangered native species;*
  - *represent an important habitat for native fauna;*
  - *are part of a wildlife corridor of a remnant area of native vegetation;*
  - *are important to the maintenance of biodiversity in the local environment; and/or*
  - *form a notable visual element to the landscape of the local area.*
- 3.2 These objectives are distinct from City of Salisbury criteria for removal, which are not a consideration through the development assessment.
- 3.3 The following appeals have been lodged under the Tree Removal Policy and the residents are seeking removal of the trees.

Street	Suburb	Ward	Trees
10 Penong Crescent	Salisbury North	North	1 x regulated <i>Eucalyptus sideroxylon</i>
20A Universal Road	Salisbury Downs	Para	1 x significant <i>Eucalyptus camaldulensis</i>

- 3.4 The initial assessment for each appeal has identified that the trees are healthy, in good condition without any structural flaws and didn't meet City of Salisbury criteria for removal.
- 3.5 Where appropriate pruning or canopy reduction has been undertaken to help alleviate concerns raised and actively manage the trees.
- 3.6 Following notification of appeal, and where appropriate, site meetings were arranged given the history with the trees. Further information provided by residents were reviewed and the appeals are presented directly to the Urban Services Committee for recommendation to Council for consideration to progress the requests for removal via development applications.

**3.7 10 Penong Court, Paralowie**

Tree is in fair condition with no obvious structural defects, there is a history of resident concerns related to minor branch drop and lifting of the driveway. There is a history of requests going back to 2013 regarding nuisance caused by leaf drop, roots and lift of the kerb.

**3.8 20A Universal Road Salisbury Downs**

Tree is in fair condition with no obvious structural defects, there is a history of pruning, canopy reduction and kerb works to manage the tree. The resident concerns relate to impacts to private stormwater and nuisance leaf drop.

**4. CONCLUSION / PROPOSAL**

- 4.1 In accordance with the approved tree removal procedure, some decisions relating to the retention of trees have been appealed.
- 4.2 Site meetings have been completed and recommendations are made regarding the tree removal appeals and actions recorded.

**Item GB7**

<b>ITEM</b>	GB8
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Revocation of Community Land Classification Costa Court Reserve, Salisbury Plain
<b>AUTHOR</b>	Emma Robinson, Property Officer, City Infrastructure
<b>CITY PLAN LINKS</b>	<ul style="list-style-type: none"><li>1.5 Our community is resilient and adaptive to change</li><li>2.1 Salisbury has a balance of green spaces and natural environments that support biodiversity</li><li>3.2 Salisbury is a place of choice for businesses to start, invest and grow</li></ul>
<b>SUMMARY</b>	<p>This report considers a request from the owners of 41 to 43 Willochra Road, Salisbury Plain to allow access over a portion of Costa Court Reserve to the rear of their property. To facilitate this access it is recommended that the Community Land Classification of a portion of Costa Court Reserve measuring approximately 1.445m<sup>2</sup> be revoked. Upon revocation it is proposed to convert this land to road to form part of the adjoining Costa Court.</p>

## RECOMMENDATION

### That Council:

1. Approves the proposal to revoke the Community Land Classification of Allotment 15 in Deposited Plan 62879 as described in Certificate of Title Volume 5901 Folio 582 and delineated on the attached plan (Attachment 1 Item GB8 Council 19<sup>th</sup> December 2022) measuring approximately 1.445m<sup>2</sup> and that this be rededicated as road.
2. Approves that the Section 194 report contained in (Attachment 2 Item 0.0.0 Council 19<sup>th</sup> December 2022) for the purposes of Section 194 of the *Local Government Act 1999*, and the Manager of Property and Buildings be authorised to implement the public consultation process consisting of a public notice in the Advertiser and State Government Gazette, a notice on Councils public website, letters with the attached Section 194 Report posted to property owners in the immediate vicinity and a sign erected on site.
3. Notes that a further report will be presented to Council for consideration of any objections.
4. Authorises the Manager of Property and Buildings to prepare and submit the necessary documentation to the Minister for approval in the event that no objections received following the consultation.
5. Approves that upon compliance with all legislative requirements necessary to facilitate the revocation of classification of the Community Land of Allotment 15 in Deposited Plan 62879 as described in Certificate of Title Volume 5901 Folio 582 and delineated on the attached plan (Attachment 1 Item GB8 Council 19<sup>th</sup> December 2022), that the subject land be rededicated as road with the applicant being responsible for all costs incurred.

**ATTACHMENTS**

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

1. Attachment 1 Overhead Delineating the Portion of Costa Court Reserve for Revocation
2. Attachment 2 Section 194 Report

**1. BACKGROUND**

- 1.1 Costa Court Reserve is legally defined as Allotment 15 in Deposited Plan 62879 as described in Certificate of Title Volume 5901 Folio 582. The whole reserve measures approximately 1.445m<sup>2</sup> and is utilised as a Buffer Reserve. The Buffer Reserve runs from the end of Costa Court to the back of 41–43 Willochra Road Salisbury Plain and was originally put there to prevent access into the back of the site.
- 1.2 41–43 Willochra Road, Salisbury Plain is a privately-owned site measuring approximately 0.55ha with the site having future sub division potential. Costa Court Reserve which directly adjoins the southern boundary prevents access to this side of the allotment.
- 1.3 As a result of discussion between the property owner and staff it has been agreed that consideration will be given to revoking the Community Land Classification of Allotment 15 in Deposited Plan 62879 and will rededicate this as road forming part of Costa Court. It is agreed that the owner of 41-43 Willochra Road, Salisbury Plain as the applicant be responsible for all costs involved in the revocation and rededication of this portion of land to road. As the portion of reserve is to be converted to road, no transfer of ownership shall occur and the land will remain in Council ownership.

**2. CONSULTATION / COMMUNICATION**

- 2.1 External
  - 2.1.1 Telstra
  - 2.1.2 SA Water
  - 2.1.3 Electranet
  - 2.1.4 SA Power Networks
  - 2.1.5 Australian Pipeline Authority

**3. REPORT**

- 3.1 Costa Court Reserve is legally identified as Allotment 15 in Deposited Plan 62879 as described in Certificate of Title Volume 5901 Folio 582. The total site is approximately 1.445m<sup>2</sup> of land and is currently utilised as a Buffer Reserve.
- 3.2 Council Staff have undertaken an external consultation with service providers in relation to revocation and rededication as road with no objections being received, however comments were provided from Australian Pipeline Authority advising that they manage and operate a 40mm polyethylene (40P8) “high pressure gas main” in Costa Court that may be impacted by the proposal.

- 3.3 In order to allow access across this land to facilitate future development of 41 to 43 Willochra, it is required that the Community Land Classification be revoked and this land be rededicated as road to form part of Costa Court. To revoke the Community Land Classification, public consultation must be carried out in accordance with the Council's Public Consultation Policy. A further requirement is the adoption of the Section 194 Report for the purpose of the Public Consultation and submission to the Minister for approval. Following the conclusion of these statutory processes and the Ministers approval. Council may then make a formal resolution to revoke the Community Land Classification.
- 3.4 In accordance with Council's Public Consultation Policy, consultation will consist of a sign being erected on site advising of the proposal, a notice appearing in a newspaper circulating within the Council area (the Advertiser), a further notice to appear in the State Government Gazette and a notice to appear on Council's website, letters and the attached Section 194 Report to be posted to property owners likely to be impacted by the proposal.
- 3.5 Written submissions will be invited in relation to the proposal for Council's further consideration. In the event that no objections are received, Council is requested to authorise the Manager of Property and Buildings to prepare and submit the necessary documentation to the Minister for approval pursuant to Section 194 of the Act. A further report would then be presented to notify Council of the Minister's decision.

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

- 4.1 This report seeks Council's approval to commence the process to revoke the Community Land Classification of approximately 1,445m<sup>2</sup> of a portion of Costa Court Reserve identified as Allotment 15 in Deposited Plan 62879 as described in Certificate of Title Volume 5901 Folio 582.
- 4.2 In the event that no objections are received, Council is requested to authorise the Manager of Property and Buildings to prepare and submit all the necessary documentation to the Minister for approval pursuant to section 194 of the *Local Government Act 1999*. Should objections be received a further report will be prepared addressing these concerns and seeking Council's further decision.
- 4.3 Should the Revocation of Community Land Classification be successful, Council authorises the Manager of Property and Buildings to arrange execution of all necessary documentation to rededicate this land as Road.

Attachment 1 - Overhead Delineating the Portion of Costa Court Reserve for Revocation



## PROPOSAL FOR REVOCATION OF CLASSIFICATION AS COMMUNITY LAND

Costa Court Reserve, identified as Allotment 15 in Deposited Plan 62879

As described in Certificate of Title Volume 5901 Folio 582

Section 194 Local Government Act 1999

### REPORT

#### **1. Reasons for the Proposal.**

Council owns a significant number of properties throughout the city ranging from highly developed sporting complexes incorporating modern clubroom buildings, playing fields and supporting infrastructures, to single undeveloped allotments of land, most of which are classified as Community Land.

In South Australia it is regarded that 12.5% of the urban residential area is the optimal open space provision which is a much higher proportion than in other states or countries. The City of Salisbury has an open space provision of 13.2%.

The land proposed for Revocation and Rededication as Road is not regarded as usable open space and is only a small buffer reserve and was originally put there to prevent access into the back of the site. The whole of this Buffer allotment is to be converted to road.

Allotment 15 Deposited Plan 62879, Costa Court Reserve is surplus to Council and community needs and provides no public benefit as functional open space. As this land is no longer required for its intended purpose, it will be better utilised as road.

As a result of the above and to achieve the recommended equitable open space distribution and cost for service principles, Council proposes to revoke the Community Land Classification of portion of Allotment 15 in Deposited Plan 62879 as delineated on the plan attached.

#### **2. Statement of any Dedication, Reservation or Trust.**

The subject property being Allotment 15 in Deposited Plan 62879 and described in Certificate of Title Volume 5901 Folio 582.

The Corporation of the City of Salisbury was vested Allotment 15 in Deposited Plan 62879 as reserve in 1984 as a result of the land division.



The Land is classified as Community Land in accordance with the provisions of the *Local Government Act 1999*.

There is no dedication or trust

**3. Purpose of Proposal.**

The purpose of the proposal is to revoke the Community Land Classification to allow access over a portion of Costa Court Reserve to the rear of the property of 41-43 Willochra Road, Salisbury Plain. It is agreed that the owner of 41-43 Willochra Road, Salisbury Plain as the applicant be responsible for all costs involved in the revocation and rededication of this portion of land to road. No transfer of ownership shall occur and the land will remain in Council ownership.

The sale of any properties under the provisions of Section 194 of the *Local Government Act 1999*, subject to compliance with all legal requirements thereof, shall, deliver project outcomes detailed in the business case endorsed by Council, with net proceeds transferred to the property disposal reserve, and used to repay debt or reduce future borrowings.

**4. Affect of the Proposal.**

The subject land serves no useful purpose in terms of recreational open space and considering the availability of larger recreational open space within easy walking distance, for example Stanley Avenue Reserve, Stanley Avenue Salisbury and Pioneer Park Commercial Road Salisbury the removal of a portion of Costa Court Reserve will not have a detrimental effect on the residents in this locality.

**5. Owner of the Land**

The subject land is owned by the City of Salisbury.

*See Map Attached*



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<b>ITEM</b>	GB9
<b>COUNCIL</b>	
<b>DATE</b>	19 December 2022
<b>HEADING</b>	City Centre Revitalisation - Church/John Street Project
<b>AUTHORS</b>	Dameon Roy, Manager Infrastructure Management, City Infrastructure John Devine, General Manager City Infrastructure, City Infrastructure
<b>CITY PLAN LINKS</b>	1.1 Our City is attractive and well maintained 4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	The revitalisation of Church and John Streets is nearing completion. This report provides a summary of completed works, and those works that are planned in early 2023, along with a request for additional funding to enable the delivery of the complete scope of works, and the maintenance of the approved level of service. The report also addresses Council investment in privately owned lane ways..

## RECOMMENDATION

### That Council:

1. Notes that Council has entered into a long term Right of Way Agreement with the owner of Sexton Laneway to secure north/south public access through it, thereby improving the connectivity of the City Centre.
2. Approves a non-discretionary Capital budget bid for the second quarter 2022/23 budget review of \$950,000 to enable the completion of the additional project scope outlined in section 4.27 of the report (Item GB9 - City Centre Revitalisation – Church/John Street Project, Council Meeting, 19 December 2022).

## ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

- 1.1 The Church and John Street Revitalisation Project is part of a wider City Centre Revitalisation project, which looks to redevelop the whole of the City Centre with respect to economic uplift, encouraging private investment, liveability, creating a true city heart and accessibility as well as integrating both vehicle and pedestrian movement.

- 1.2 The three key objectives for the project are to enhance the activation and diversity of experiences of the Salisbury City Centre for residents, visitors and traders; set the foundations to encourage economic investment within the Centre; and improve community/visitor wellbeing and safety..
- 1.3 The project incorporates the following elements:
  - 1.3.1 Refreshment of street pavers and service pits
  - 1.3.2 New lighting and street furniture
  - 1.3.3 Extensive landscaping and tree planting along the streets
  - 1.3.4 A range of “smart” services including CCTV, wi-fi and provision for electric vehicle charging
  - 1.3.5 Upgrading laneways to encourage activation and improve pedestrian connectivity through the City Centre and connectivity between City Precincts.
  - 1.3.6 At its meeting held on 28 November 2022 Council considered this report and deferred consideration of the recommendation relating a non-discretionary Capital budget bid for the second quarter 2022/23 budget review of \$950,000 to enable the completion of the additional project scope outlined in section 4.26 of the report.
  - 1.3.7 A CEO Briefing was held on Monday, 5 December 2022 to provide Elected Members with further background information on the project. A key concern raised by Council member sat this briefing was the proposed Council investment in private laneways. This report is presented to address this major concern, and to enable Council to consider the non-discretionary Capital budget bid for the second quarter 2022/23 budget review of \$950,000.

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

- 2.1 Enhance the Salisbury City Centre by upgrading Church and John Streets and attracting investment by the private sector into surplus Council Sites.

## **3. CONSULTATION / COMMUNICATION**

- 3.1 Community consultation was undertaken between 13 January and 21 February 2020 via a number of consultation methods and 108 formal responses were received and showed strong support for the project.
- 3.2 Ongoing discussions and communication with Salisbury Business Association, traders and property owners have, and continue to occur.
- 3.3 Negotiations with the Department for Infrastructure and Planning regarding improvements to the Salisbury Interchange, and bus stops has occurred.

## 4. REPORT

### Stage 1

1.2 Stage 1 of the project has delivered, activated and programmed the following works:

- 1.2.1 Church Street pavement works and realignment of Church Street
- 1.2.2 Tree removals and new plantings
- 1.2.3 Extension of Civic Square
- 1.2.4 Landscaping delivery
- 1.2.5 Stockade Tower and Kiosk demolition
- 1.2.6 Road crossings
- 1.2.7 Light pole installations
- 1.2.8 Installation of new street furniture
- 1.2.9 Wiltshire bus stop works
- 1.2.10 Sexton Carpark and Church Street asphalt works
- 1.2.11 Rendering of entrance signage solutions at Park Terrace/Church Street
- 1.2.12 Artworks and laneways designed
- 1.2.13 Installation of procured artworks, including clock tower
- 1.2.14 Installation of public toilet at Sexton car park

### Stage 2

1.3 Stage 2 of the project includes the following:

- 1.3.1 Upgrade of Sexton, Judd and Mobara Laneways
- 1.3.2 Improvement to City Centre Wayfinding Signage
- 1.3.3 Rollout of the 'smart' components to activation nodes
- 1.3.4 Bringing forward the resurfacing of failures in road pavements sections of John and Church Street that were not previously failing.

### Artworks

4.3 The following Artworks have been procured as part of the Revitalisation Project:

*Music Melting Pot (Malicious Delicious) – Sexton Laneway*



*Family (Gerry McMahon) – South East Corner of Church and John Street*

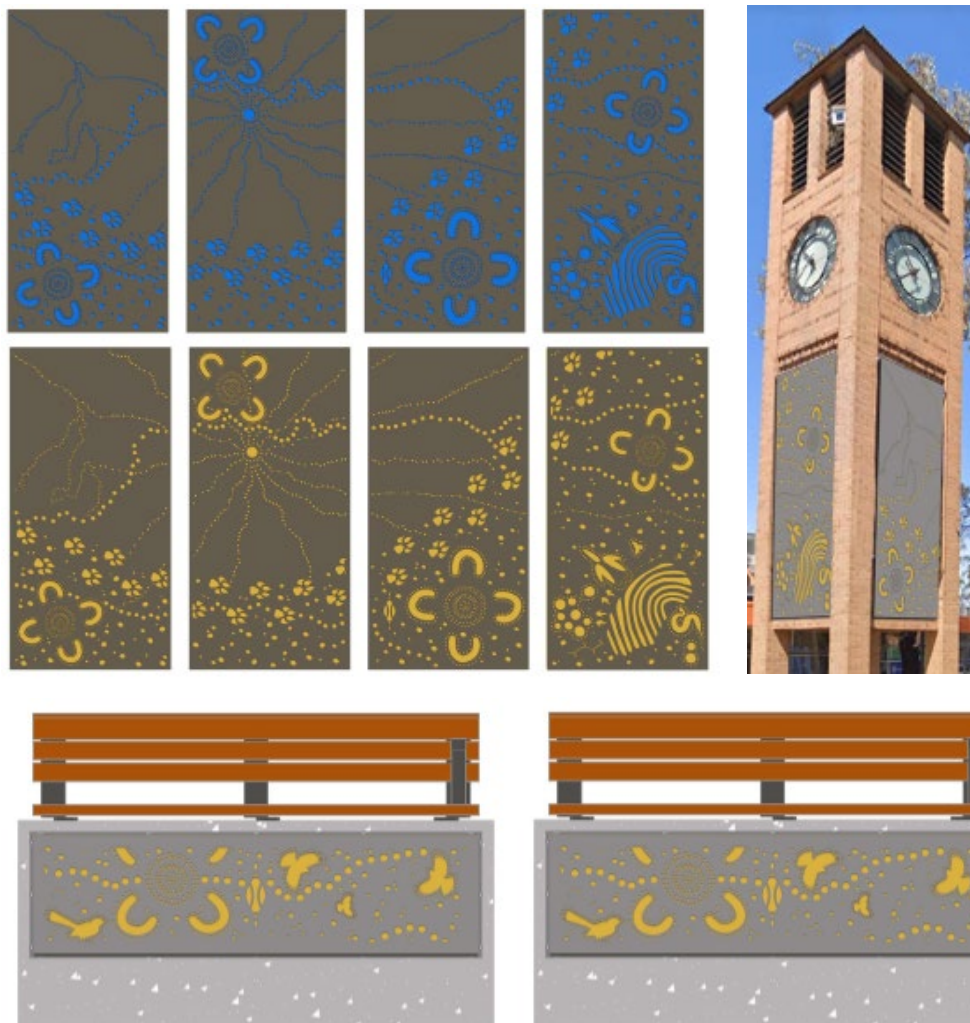


*Train Disaster Memorial (Dave Clarke) – Salisbury Interchange*





*Indigenous Art Work (Paul Herzec) – Clock Tower, Light Shrouds, Bench Seats*



Item GB9

**Street Planting Pallet**

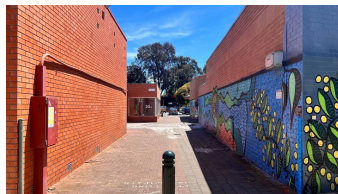
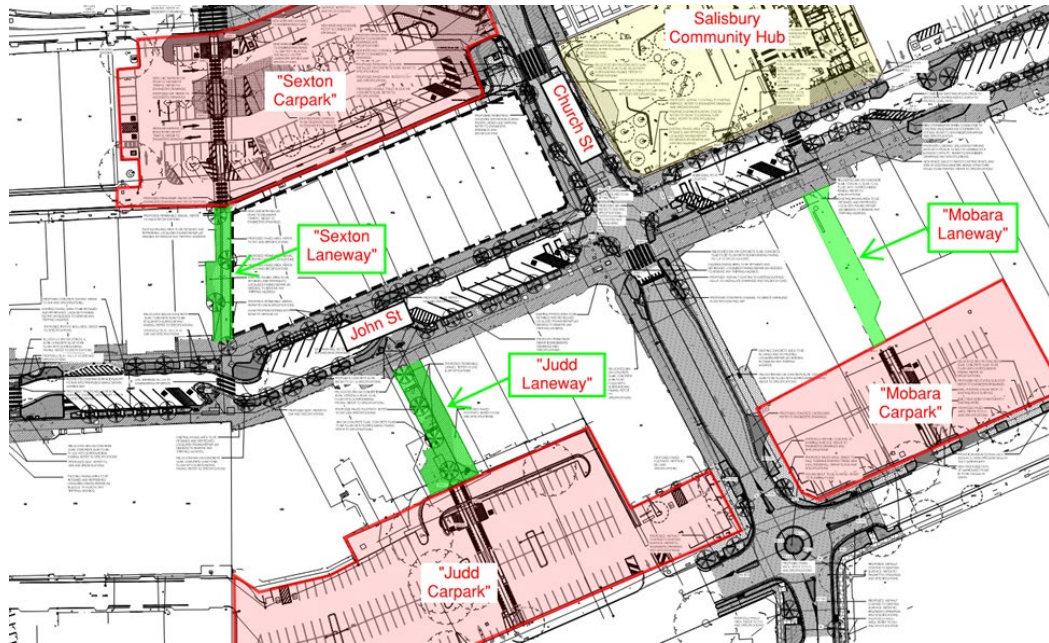
- 4.4 The following planting pallet has been selected and once established, will enhance and complement the existing plantings along Church and John Street creating a consistent, colourful and integrated streetscape:



## Budget Considerations

### Laneways

- 4.5 The City Centre has primarily a grid road pattern supplemented by 3 laneways, running North/South. These laneways play a significant role in providing access to the City Centre Precincts, connecting the Council's City Centre Carparks to precincts as shown below.



*Sexton Laneway*



*Judd Laneway*



*Mobara Laneway*

- 4.6 Over recent years the owner of the laneway, and the Salisbury Business Association have increased the safety and attractiveness of the laneway by having a mural painted on the eastern wall, removing the deteriorating wooden trellis, improving drainage and lighting.
- 4.7 Recognising the importance of the lane ways to the accessibility and activation of the City Centre, Council has recently entered into a long term Right of Way agreement with the owner of Sexton Laneway. This Right of Way helps ensure the public has long term north/south convenient connectivity across the City Centre.
- 4.8 Following consultation with the Salisbury Business Association and local traders, and further consideration of the important role the laneways play in north/south connectivity, it is considered important to capture the opportunity for the laneways to not only be a link to the City Centre, but also be activated in their own right, through additional features including artwork, landscaping, furniture and lighting.

- 4.9 These features will significantly increase the safety, accessibility and integration of these public spaces into the City Centre urban environment, providing a complete user experience.
- 4.10 The nature and position of the Mobara laneway, and particularly due to it not being open 24 hours per day, means that it is of lesser priority for investment than Judd or Sexton laneways. Furthermore, Council does not currently have a Right of Way agreement with the owner of Mobara laneway as it does with Sexton.

### ***Budget Considerations***

- 4.11 The initial contract scope for the project works in the Judd, Sexton and Mobara Laneways was to remove existing street furniture, remove existing trees and replace/relay portions of the paving. The estimated budget for these works was less than \$100k.
- 4.12 Recognising the key role the laneways can play in connectivity of the City Centre, and the opportunity to encourage further activation, the previous Council agreed to a change in scope and concept designs for the laneways subject to the review of budget requirements.
- 4.13 An indicative breakdown of the proposed works in the laneways is provided in the table below:

<b>Laneway</b>	<b>Estimated Cost</b>
Judd	\$345k
Sexton	\$130k
Mobara	\$50k
<b>Total</b>	<b>\$525k</b>

- 4.14 There is already \$80k in the approved budget. If Council does not approve the additional budget to enable the upgrade to the laneways this \$80k will be mostly used to reinstate Sexton Laneway following necessary trenching through the laneway for lighting, and remediation of paving. In other words Sexton laneway requires Council to approve an additional \$50k to facilitate a significant upgrade.
- 4.15 The visual perspectives for the proposed designs for the Sexton, Judd and Mobara Laneways, are currently being further developed and will be uploaded to the Council's web site for the information of the community once complete. These additional proposed works are considered necessary for the Laneways and will be at an estimated increased cost of \$445,000.

### ***Road Pavement Works***

- 4.3 There are a number of areas, previously not included in scope, relating to the renewal of the road pavement in two key locations of the City Centre being a portion of John Street from Church Street intersection to the first Pedestrian Crossing (opposite the Community Hub) and Church Street from John Street to Wiltshire Street. It is recommended that these works be undertaken as part of the project to complete the revitalisation of the City Centre, rather than coming back in the near future (next 2-3 years) to undertake the works. It is proposed that the



funding for this work be sourced from the Road Reseal Program, which is Council's adopted program to deliver such pavement renewal works) and is estimated to cost \$300,000. This work was approved by Council at its November meeting.

### ***Smart Components***

- 4.4 To keep to the original project schedule while maintaining continuity of service, a staged Smart City commissioning approach is required and this was not previously foreseen.
- 4.5 This staging includes temporary powering (excavations/conduit/cabling /repaving etc.) or relocating of pre-existing street lighting and CCTV while the new permanent system is commissioned, which has a budget implication of \$110,000 associated with these interim works, not previously included in the scope.
- 4.6 To maintain the City's cyber security protocols, while also reducing total whole-of-life costs, relocation of the existing CCTV to the new Smart City poles and return of services have been included with an additional expected to cost \$30,000.
- 4.7 The installation of Electric Vehicle Charging capability, to be delivered within the Project, requires the installation and commissioning of a new switch board at a cost of \$50,000.
- 4.8 This is also the case with the introduction of additional Smart City Technology to further enhance the Community User Experience in the City.
- 4.9 This additional work has been put on hold awaiting Council approval, post-election. Once approval has been granted, these works will commence immediately to ensure the current Contractor can deliver the works in the timeframes in Stage 2 as outlined below.
- 4.10 Stage 2 works are scheduled to be completed by April 2023, with key milestones including:
  - Upgrade of laneways (end March 2023)
  - Proactive Resurfacing of failing sections of Church Street and John Street (mid-February 2023)
  - Installation and commissioning of "smarts" (end March 2023)
- 4.11 The Stage 2 works will necessitate short closures of Church Street, John Street and the laneways. A Communication Plan including traffic management has been prepared to ensure all key stakeholders are aware of the works. This will include one on one conversations with the traders, and public notifications.

### ***Capital Expenditure Budget Considerations Summary***

- 4.12 The Council approved Capital budget for the project is \$10.1M, comprising:
  - City Commitment of \$8.2M
  - State Government Commitment of \$1.9M
- 4.13 Since the budget was approved there have been significant cost escalations in the construction market. Works that were not committed upon contract execution have been subject to this escalation.

- 4.14 The decision was made to purchase the street lighting rather than lease it, due to the long-term cost benefit of this arrangement.
- 4.15 While undertaking the works, the Project Team recognised the significant opportunity and impact of delivering some previously uncommitted works. These include:
- John St Road Renewal
  - Church St Road Renewal
  - Controlled Art lighting
  - Wayfinding Signage
- 4.16 Also, while undertaking the works, the Project Team has faced significant technical challenges in the execution of the Smart City Operating Contract. This has led to Smart City Delays which created the following increased costs:
- Installation of Smart Devices on site from EWP under Traffic Management rather than in Factory
  - Redeployment of CCTV Infrastructure
  - Mitigation of Loss of CCTV during commissioning phase
  - MSB Upgrade to power Electric Vehicle Charging
- 4.17 The required additional Capital budget to deliver the remainder of the Stage 2 works is provided in the table below:

Description	Value (\$)
Laneway enhancements	\$ 445,000
Lighting Control	\$ 55,000
Luminaire Supply Costs	\$ 105,000
PM and Contractual	\$ 155,000
Smart Components (refer 4.13 to 4.20)	\$ 190,000
<b>Total</b>	<b>\$ 950,000</b>

## 5. CONCLUSION / PROPOSAL

- 5.1 This report seeks approval for an additional Capital budget of \$950,000 to enable the completion of the delivery of the Church/John Street upgrades, and in particular the upgrade to the three key laneways to enhance the connectivity and activation of the City Centre.

<b>ITEM</b>	GB10
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Youth Sponsorship Applications - November 2022
<b>AUTHOR</b>	Hayley Berrisford, PA to General Manager Business Excellence, Business Excellence
<b>CITY PLAN LINKS</b>	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
<b>SUMMARY</b>	This report outlines the Youth Sponsorship Applications assessed in November 2022.

**RECOMMENDATION**That Council:

1. Notes the report.

**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 Elected Members
- 2.2 External
  - 2.2.1 Youth Sponsorship applicants

**3. REPORT**

- 3.1 The following Youth Sponsorship Applications were assessed and approved by the Chairperson and one other member of the Community Wellbeing and Sport Committee in November 2022.

<b>Funding per application</b>	<b>Event</b>	<b>Total Funding</b>
3 @ \$250	3 applications received to represent SA at the 2022 Junior Netball Championships in Melbourne.	<b>\$750.00</b>
2 @ \$250	2 applications received to represent SA at the VEX VRC Robotics National Championships in Sydney	<b>\$500.00</b>
1 @ \$1000	1 application received to represent SA at the Australiasion Soccer Academy in Dubai	<b>\$1000.00</b>
1 @ \$125	1 application received to represent SA at the Australian All Schools Championships (in 7 different sports) in Adelaide	<b>\$125.00</b>
1 @ \$250	1 application received to represent SA at National Championships for Cheeleading and Hip-Hop Dance in Queensland	<b>\$250.00</b>
<b>Total Funding for November 2022:</b>		<b>\$2,625.00</b>

Item GB10

#### 4. CONCLUSION / PROPOSAL

- 4.1 The Youth Sponsorship Program annual funding budget for 2022/2023 is \$45,000. The remaining balance accounting for the applications noted in this report is \$26,500.

<b>ITEM</b>	GB11		
	<b>COUNCIL</b>		
<b>DATE</b>	19 December 2022		
<b>PREV REFS</b>	Community Wellbeing and Sport Committee	5.4.1	21/09/2021
	Urban Services Committee	4.1.2	15/11/2021
	Community Wellbeing and Sport Committee	5.4.1	14/12/2021
	Community Wellbeing and Sport Committee	5.2.1	16/08/2022
<b>HEADING</b>	Salisbury Aquatic Centre Redevelopment - Project Update		
<b>AUTHOR</b>	Jared Bower, Project Manager, City Infrastructure		
<b>CITY PLAN LINKS</b>	1.2 The health and wellbeing of our community is a priority 3.3 Our infrastructure supports investment and business activity 3.4 Our urban growth is well planned and our centres are active		
<b>SUMMARY</b>	This report provides an update of the design progression of the Salisbury Aquatic Centre.		

**RECOMMENDATION**That Council:

1. Notes and endorses proposed approach to managing the project within the current project budget.
2. Notes six monthly progress reporting will be made to Council through the PCG.
3. Notes that this project remains on schedule for completion mid-2024.

**ATTACHMENTS**

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

1. Salisbury Aquatic Centre Concept Images (provided under separate cover)



## 1. BACKGROUND

1.1 At its meeting held on 27 September 2021, it was resolved that Council:

1. *Approves the Salisbury Aquatic Centre project scope (as per Option 3 design as illustrated in Attachment 5 – Design Option 3) and total budget of \$28.4m, including capital income of \$7.185 million from the South Australian Government, as recommended by the Project Control Group at their meeting on 15 September 2021.*
2. *Notes that any financial shortfall as a result of discussions with the State Government will be considered through a non-discretionary budget review bid to a maximum amount of \$9.7M in the next budget review.*
3. *Requests the CEO to write to the State Treasurer or the Department of Treasury and Finance requesting funding for the full \$9.7m difference and to authorise the CEO to negotiate to 50% or as agreed.*
4. *Requests the Mayor to write to State Government Members of Parliament and State Government nominated candidates within with the City of Salisbury area requesting support for the additional funding as contained within Part 3 of the recommendations.”*

*Resolution Number 1120/2021*

1.2 At its meeting held on Monday, 22 November 2021 it was resolved that Council:

- 1.2.1 *Approves the submission of a Non-discretionary, 2021/22, 2<sup>nd</sup> Quarter Budget Review Bid to reflect the \$3,367,692 of Federal Government grant funding which is to be received as part of the Local Roads and Community Infrastructure, Phase 3, program.”*
- 1.2.2 *‘A portion the LRCI funding to be allocated to fund the upgrade of car park/entrance road, and digital entry sign on Waterloo Cr Road.’*

*Resolution Number 1157/2021*

1.3 At its meeting held on 20 December 2021 it was resolved that Council:

- “1. *Approves the Prudential Report – Salisbury Aquatic Centre (November 2021) prepared by an independent consultant (included as Attachment 1) in accordance with the requirements of Section 48 of the Local Government Act 1999 (Item 5.4.1 – Salisbury Aquatic Centre Redevelopment - Prudential Report – Community Wellbeing and Sport Committee, 14 December 2021).*
2. *Notes that the South Australian Treasurer and the Public Works Committee have endorsed the revised Salisbury Aquatic Centre scope (refer Item 5.4.1, September 21 – Salisbury Aquatic Centre) and supported the project with a maximum of \$7.185m funding from the Local Government Infrastructure Partnership Program (LGIPP).*
3. *Notes that an Unsolicited Proposal has been received which is being pursued in accordance with City of Salisbury’s Unsolicited Proposals Procedure.”*

*Resolution Number 1208/2021*

1.4 At its meeting held on 16 August 2022 it was resolved 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.”*

*Resolution Number 1446/2022*

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

2.1 Continue to develop the capability of our people to deliver transformative projects, innovate and engage with the community.

## **3. CONSULTATION / COMMUNICATION**

3.1 External

- 3.1.1 Mossop Construction + Interiors
- 3.1.2 KPMG
- 3.1.3 Rider Levett Bucknall (RLB)

## **4. REPORT**

- 4.1 The design process for the new aquatic centre has now reached 90%. As per each key design milestone, the 90% design documentation has been reviewed by internal and external stakeholders including independent technical experts, to ensure the key project principles (functionality, sustainability and accessibility), have been met.
- 4.2 The tender documentation included a number of provisional sums (PC Sum) for discretionary and non-discretionary construction works, that were not able to be accurately defined and or costed, prior to the appointment of the head design and construct (D&C) contractor. The design progression has enabled PC Sum works to be developed and costed for review and consideration by the project team.
- 4.3 The project team is in the process of reconciling the 90% design cost estimate against the approved budget of \$30.2M, whilst maintaining a suitable sum within the budget for a construction contingency. As part of this reconciliation review process, a number of items have been considered to achieve a value outcome for the community, whilst delivering a highly functional and attractive facility. This has resulted in some non-critical elements of the project, such as entrance landscaping, to incur a reduction in scope of works, with an associated reduction in cost. One of the opportunities identified as part of this review, is to modify the formal enclosed café alfresco area, to be an open air and shaded seating area, that is able to service all precinct visitors, supporting the activation of the Happy Homes precinct.

- 4.4 In conjunction with the design progression, the head contractor Mossop Construction + Interiors, were able to mobilise to site and commence civil and bulk earthworks. In the new year as construction works continue, the size and scale of this exciting new community facility will become evident.
- 4.5 Currently based upon existing cost estimates and the review done to date, the existing approved project budget is exceeded by approximately \$300K - \$500K.
- 4.6 The project team is currently working with Mossop to identify savings opportunities to deliver the project within the approved budget, timeframe and high standard.
- 4.7 Draft renders depicting the likely waterplay and water slides, the 50 metre pool, indoor pools and foyer are included as Attachment 1.
- 4.8 Council will continue to negotiate variations that arise during construction, as a result of unknown factors such as latent conditions.

## **5. CONCLUSION / PROPOSAL**

- 5.1 90% design documents and cost estimate have been provided. These are currently being refined in alignment with the approved budget and endorsed Project Principles Requirement (PPR), to ensure a functional and quality outcome for the community. Key features of the new facility are:
  - New admin/reception and pool hall
  - Café & seasonal kiosk adjacent to waterslides/waterplay
  - Gymnasium
  - Indoor 25m and program pools
  - 50m outdoor pool
  - Waterplay
  - Waterslide
  - Renewed carpark and entrance road
- 5.2 The head contractor Mossop Construction + Interiors has mobilised to site and has commenced civil and bulk earthworks, and remains on schedule for completion in mid-2024.
- 5.3 Whilst the project scope and current cost estimate is slightly above the approved project budget, it is considered appropriate to continue with the delivery of this project, as negotiations are continuing to align both. It is also expected that opportunities will arise through the construction period to absorb the current budget overrun.
- 5.4 To this end the 6 monthly status reports will be provided to Council for consideration.

<b>ITEM</b>	GB12
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	18/2022-23: Uniting In Care Salisbury Inc. Community Grant Application
<b>AUTHOR</b>	Ollie Matiscsak, PA to General Manager Community Development, Community Development
<b>CITY PLAN LINKS</b>	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
<b>SUMMARY</b>	The Uniting In Care Salisbury Inc. Community Grant Application is submitted to the Council for consideration.

**RECOMMENDATION**That Council:

1. Approves funding for the December 2022 round of Community Grants as follows:
  - a. Grant No. 20/2022-23 Uniting In Care Salisbury Inc. to assist in providing their ‘Parcel of Love’ initiative to the value of \$5,000.

**ATTACHMENTS**

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

1. Uniting In Care Salisbury Inc. Grant Application

**1. BACKGROUND**

- 1.1 Uniting In Care Salisbury Inc. has applied for the December 2022 round of Community Grants to assist with providing their ‘A Parcel of Love’ initiative. Uniting In Care Salisbury Inc. submitted their grant application in August 2022, however due to Council’s caretaker period, this grant application was postponed for consideration in December 2022 round of grant applications.
- 1.2 Uniting In Care Salisbury Inc. have received previous grant funding in November 2021 (\$4,940) and in December 2020 (\$5,000) to provide ‘A Parcel of Love’ to the community.

**2. REPORT**

- 2.1 Uniting In Care Salisbury Inc. is a non-profit organisation based in Salisbury with Deductive Gift Recipient status.
- 2.2 The Uniting In Care Salisbury Inc. exists to provide various elements of support to residents in need within the City Of Salisbury.

- 2.3 This application is requesting funds to assist with providing emergency food relief to those in need. At Christmas the Salisbury Uniting Church community collect grocery items for the Christmas Table for 'A Parcel of Love' Appeal. These items consist of bon-bons, drinks, puddings, custard, fruit, chocolates, nuts, tinned vegetables, gravy, table cloths, serviettes, ham and stuffing.
- 2.4 The grant funding they are seeking will be used to purchase Tote bags and Essential Gift Cards.
- 2.5 The Community Grants Program funding budget allocation for 2022/2023 is \$120,000.
- 2.6 The money committed to this application for the December 2022 round, if approved, is \$5,000. The money committed to all grant applications received for the December 2022 round (1 in total) is \$5,000.
- 2.7 The remaining balance of the grant funding if all grant applications received (1 in total) for the December 2022 round are approved, is \$41,809.

### **3. CONCLUSION / PROPOSAL**

- 3.1 That the Council approves the grant funding application from The Uniting In Care Salisbury Inc. Community Grant Application: to the value of \$5,000: to assist with 'A Parcel of Love' initiative.



# Community Grants Program Application Form

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

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



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

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

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

Applicant Organisation Information	
<b>1. GROUP / ORGANISATION DETAILS</b>	
Name:	Uniting In Care Salisbury Inc
Address:	59-61 Park Terrace
Suburb:	Salisbury SA Postcode: 5108
<b>2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)</b>	
Name:	Mrs Cheryl Sachse
Title (your role with the group/organisation):	Chairperson
Address:	[REDACTED]
Phone:	[REDACTED]
Email:	[REDACTED]
<b>3. COMMUNITY GRANT RESPONSIBILITY</b>	
Name of Person Responsible for the Grant:	Mrs Cheryl Sachse
Title (role with the group/organisation):	Chairperson
<b>4. GROUP / ORGANISATION MANAGEMENT DETAILS</b>	
How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small>	Managed by a board
<b>Is your organisation:</b>	
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>
<b>Parent Organisation</b>	
Name:	
ASIC Registration Number:	

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

Community Grant Application - Page 3 of 13



Organisation Information (continued)		
c) Community/Non-Profit:	Yes <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 checked="" type="checkbox"/> <small>(evidence must be attached to this application)</small>	No <input type="checkbox"/>
d) Government Funded: <small>(If Yes, please list funding source/s and purpose in part e &amp; f)</small>	Yes <input checked="" type="checkbox"/>  <small>(go to question e &amp; f)</small>	No <input type="checkbox"/>
e) Funding source/s:	Department of Social Services	
f) Purpose:	Emergency food Relief provider to the Salisbury City Council area.	
g) Other (please specify):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5. BANKING INFORMATION		
Your organisation must have its own Bank/Credit Union Account or similar		
Full Account Name: <i>Uniting In Care Salisbury</i> <small>*do not provide account or BSB numbers*</small>	Financial Institution Name: [REDACTED] [REDACTED] [REDACTED]	
6. REFEREE INFORMATION		
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)		
Referee's Name:	Kay Gosnold	
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: <small>(If Yes : Please Quote ABN.)</small> <b>1 4 0 1 6 4 7 9 5 0 0</b> <small>(If No, the ABN Declaration Form attached must be signed)</small>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>NB: GST Registration</b> <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.)? <i>If Yes, provide details:</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>(enter '0' dollar amounts below)</i>
INCOME	\$ AMOUNT
Project or event generated income:	\$ 0
Organisation's contribution:	\$ 0
Income received from other Grants: <i>(list organisation(s) providing Grant funding and their contribution)</i>	Nil
Income received from sponsors: <i>(list sponsor(s) and their contribution)</i>	\$ 0
Donations: <i>(please specify the source, product or service and estimated amount of funding requested)</i>	Christmas items
Have you sought any other funding for the project/event: <i>(please specify the source and amount of funding requested)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 0
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	We will provide grocery items, volunteers & totes.
EXPENSES <i>(specify the proposed expense budget by item:)</i>	\$ AMOUNT
230 x \$20.00 essential cards	\$ 4,370
Shopping Totes	\$ 750
TOTAL (including GST):	\$ 5,120

*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 checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	'A parcel of Love'
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing" / "one-off")</i>	November-December 2022
Total cost of Project/Event	\$ 5,120
Amount of Community Grant Funding Requested	\$ 5,000
Is there any other information that you may feel is relevant to your application?	
<input type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. Quote/order form 2. DGR endorsement
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 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	
<b>Previous Community Grants Program Funding</b>	
Has your Organisation previously received a Community Grant? (If Yes – when, amount granted and what the grant was for:)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (go to Group/Organisation Information)
When was the Grant funding received (month & year):	December 2021
What amount of Grant funding was provided:	\$ 4,940
When was the previous Grant acquitted (month & year):	May 2022
<b>Group/Organisation Information</b>	
Group/Organisation Name	Uniting In Care Salisbury Inc
Group/Organisation Description	Uniting In Care is a Public Benevolent Institution
Group/Organisation Registered Address	Number/Street: 59-61 Park Terrace Suburb: Salisbury Postcode: 5108
Is the Club Incorporated?	Yes
Number of Members	1,500
% of Membership that reside in the City of Salisbury	100 %
<b>Project/Event Details</b>	
Project/Event Name	A Parcel of Love
Project/Event Summary	A parcel of Christmas supplies to assist those in need
Date(s) of Project/Event	November-December 2022
Location of Project/Event:	Number/Street: 59-61 Park Terrace Suburb: Salisbury Postcode: 5108
How will the Project/Event benefit the residents of the City of Salisbury?	It will assist those in need in our local community at Christmas.
How many individuals will benefit from the Project/Event?	250
% of project/event participants that reside in the City of Salisbury	100 %
If it is an Event, is it open to the public?	No
How will the Project/Event be promoted?	'A parcel of Love' brochures are distributed to participating donors.

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

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

**Project or Event Scope**

*Provide a description of the proposed project or event:*

*Throughout the Year Uniting In Care volunteers assist those in the Salisbury City Council area by providing Emergency Food Relief to those in need. At Christmas the Salisbury Uniting Church community collect grocery items for the Christmas Table for 'A Parcel of Love' Appeal. These items consist of all the special things that you might find on your Christmas Day Table. For most clients, they can not afford the 'Trimnings' but with the assistance of our church community, Pedare Christian College, and Parafield Gardens Uniting Church 'A Parcel of Love' provides those doing it tough a chance to experience a Christmas Day Feast!*

*Items that feature in our parcels are: Bon-Bons, drinks, puddings, custard, fruit, chocolates, nuts, tinned vegetables, gravy, table cloths, serviettes, Ham & Stuffing.*

*With the help of the Salisbury City Council Grant in previous years we have provided an Essential Card so that they may purchase meat for the Christmas Table.*

**Attachments**

- ☐ There are no attachments relating to the Project or Event Scope.
- ☒ The following documents are attached relating to the Project or Event Scope:
1. *Quote / Order form for essential cards*
  2. *Quote for Tote bags*
  3. *DGR gift Endorsement/ Board minutes*

**Benefits and Outcomes of the Project or Event**

*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:*

*We have had so many comments from clients in the past about how much this means to them especially those families that are struggling due to unemployment. Each Parcel given out is different some are aimed for single clients, some for families, some for migrant families, some gluten free. Every Parcel is packed as a gift from someone who cares. This year we hope to distribute 250 parcels.*



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

Support for the Project or Event
<p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>We have had wonderful support in the past from the Salisbury Uniting Church, Parafield Gardens Uniting Church, Pedare Christian College, Para Hills Uniting Church, Commonwealth bank, Mayors Breakfast and the Woodworkers Shed. (provides toys)</i></p> <p><i>I believe the support we receive is because those that donate pack the bag themselves and it becomes very personal to the giver and to the those that receive the gift. A Christmas card is included in the parcel.</i></p>
<p><b>Attachments</b></p> <p><input checked="" type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> </ol>

Project or Event Management
<p><u>Ongoing Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed into the future:</i></p> <p><i>(outline how you will ensure sustainability and achieve outcomes for the project or activity)</i></p> <p><u>One-off Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed:</i></p> <p><i>(outline how you will achieve outcomes for the project or activity)</i></p> <p><i>'A Parcel of Love' has always been a very successful appeal supported by the local churches and will continue to be a mission focus of the Salisbury Uniting Church. We usually do a 'launch' in September so that donations are collected well before the Christmas busy period.</i></p>

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

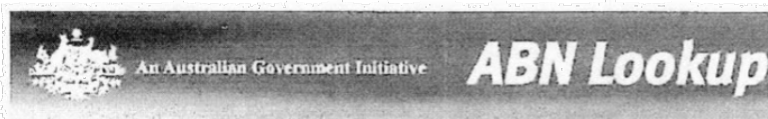


Application Declaration	
<p><i>Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)</i></p>	
<p>Please read, tick the S1 and S2 boxes and sign:</p>	
S1	S2
<input type="checkbox"/>	<input checked="" type="checkbox"/> I acknowledge that I am authorised to make this application on behalf of the Organisation.
<input type="checkbox"/>	<input checked="" type="checkbox"/> I acknowledge that the information provided in this application is true and correct.
<input 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 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 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>Uniting In Care Salisbury</u> (Group/Organisation)</p>	
<p>Cheryl Sachse / Chairperson (Name/Position)</p>	<p>and</p>
<p>Deirdre Myles / Secretary (Name/Position)</p>	
<p> (Signature 1)</p>	<p> (Signature 2)</p>
<p>24 August 2022 (Date)</p>	<p>24 August 2022 (Date)</p>
<p>Contact (phone number): 0415 098 364</p>	<p>Contact (phone number): 0487561084</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*

ABN Lookup - Current details for ABN: 14 016 479 500

<http://www.abr.business.gov.au/SearchByAbn.aspx?SearchText=140...>**Current details for ABN: 14 016 479 500****ABN details**

**Entity name:** UNITING IN CARE SALISBURY INC  
**ABN status:** Active from 07 Jun 2000  
**Entity type:** Other Incorporated Entity  
**Goods & Services Tax (GST):** Registered from 01 Jul 2000  
**Main business location:** SA 5108

**Australian Charities and Not-for-profits Commission (ACNC)**

**UNITING IN CARE SALISBURY INC** is registered with the Australian Charities and Not-for-profits Commission (ACNC) as follows:

**ACNC registration**

Registered as a charity view ACNC registration

**From**

03 Dec 2012

**Charity tax concession status**

**UNITING IN CARE SALISBURY INC** is a Public Benevolent Institution endorsed to access the following tax concessions:

**Tax concession**

GST Concession

**From**

01 Jul 2005

FBT Exemption

01 Jul 2005

Income Tax Exemption

01 Jul 2000

**Deductible gift recipient status**

**UNITING IN CARE SALISBURY INC** is endorsed as a Deductible Gift Recipient (DGR) from **01 Jul 2000**. It is covered by Item 1 of the table in section 30-15 of the *Income Tax Assessment Act 1997*.

**Important**

Please read Deductible Gift Recipient (DGR) information before making a gift.

**Disclaimer**

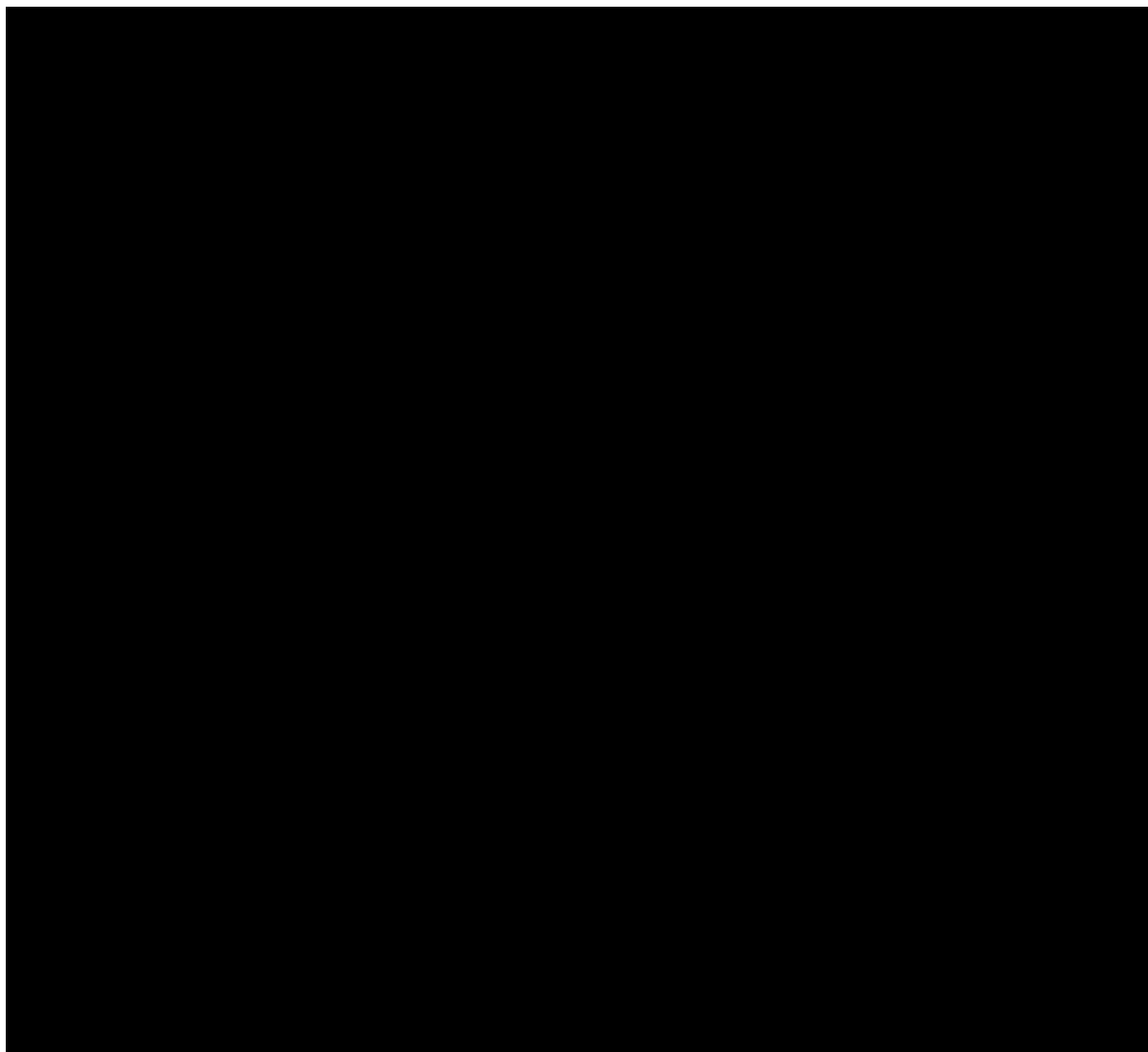
This extract is based on information supplied by businesses to the Registrar of the Australian Business Register. Neither the Registrar nor the Australian Government guarantee this information is accurate, up to date or complete. You should consider verifying this information from other sources.

**ABN last updated:** 29 May 2013

**Record extracted:** 08 Oct 2013

1 of 1

8/10/2013 10:18 PM



Item GB12 - Attachment 1 - Uniting In Care Salisbury Inc. Grant Application

Promotion Products Pty Ltd  
ABN: 67 108 269 585





**Item GB12 - Attachment 1 - Uniting In Care Salisbury Inc. Grant Application**



59-61 Park Terrace  
Salisbury SA 5108

Ph: 8258 2675  
Fax: 8281 6509  
E-mail: uicsalisbury@bigpond.com  
Web: salisbury.unitingchurchsa.org.au/uics

**UICS Emergency Relief:** Deborah Griggs is finalising 2 UICS clients Emergency Contact Lists from within the Salisbury Council area. A copy will be placed in UICS and church reception areas. The white table in UICS behind Monthly client shelves to be moved out, to put in shelving to store back packs, baby packs, gluten free homeless packs etc. Cheryl to ask Dennis and Rob to inspect to maximise space in UICS reception area.

**Wednesday4lunch:** Wed 4 Lunch currently being held 1/month on 2nd Wed of each month. Jan said that all went well and supplied 38 meals to clients and 10 to staff on Wednesday 10th August 2022. A BBQ lunch planned for September weather permitting. Cheryl is endeavouring to get back to some normality and give it a try by opening up Gathering Place to clients again.

**Correspondence In:** Auditors report : Peter A. Whiting CPA from Willunga conducted an Independent audit of Financial statements UICS year ended 31<sup>st</sup> December 2021. His opinion formed that Financial statements audited fairly represented the Financial position of UICS as at 31<sup>st</sup> December 2021. Peter gladly helped out by travelling by train and bus from down south. Cheryl showed appreciation by awarding him with 2 poetry books by our Claire Grosse as a thank you to Peter Whiting.

**Correspondence Out:** Nil

**Any other Business:**

- **Grant for Parcel of Love:** UICS committee approved Cheryl to apply to Salisbury City Council Grant \$5000 (\$4500 essential cards \$500 Tote bags).
- **Launch Parcel of Love:** Church members commence September preparing POL bags. Pedare? Salisbury primary?, Launch dates to give POL to client's 1<sup>st</sup> week 5<sup>th</sup> - 8<sup>th</sup> December. 2<sup>nd</sup> week 12<sup>th</sup> - 15<sup>th</sup> December 2022.
- **Child Safety And Food Safety:** Denise Franklin is checking if all volunteers are currently up to date and will advise who are due to renew Child/Food Safety Training courses.
- **Watershed Staff outing:** Proposed date Friday 9<sup>th</sup> September Noon. Deirdre to supply list of names.

Uniting In Care Salisbury Inc. ABN 14 016 479 500  
An Agency of Salisbury Uniting Church



59-61 Park Terrace  
Salisbury SA 5108

Ph: 8258 2675  
Fax: 8281 6509  
E-mail: uicsalisbury@bigpond.com  
Web: salisbury.unitingchurchsa.org.au/uic

**UNITING IN CARE SALISBURY INC.**

**MEETING Wednesday 17<sup>th</sup> August 2022 3.08 pm**

**In Conference Room.**

**Welcome:** Cheryl opened in prayer and welcomed everyone @ 3.08 pm

**Present:** Cheryl Sachse, Deirdre Myles, Deborah Griggs, Sue Stodart, Jan Tonkins, Graham Reynolds.

**Apologies:** Pastor Justine Gutteridge, Rob Howard, Marta Doupovec, Kate Lucas.

**Acceptance of minutes from last meeting:**

Moved : Sue Stodart, Seconded: Cheryl Sasche.

**W.H.S. Issues:** Deirdre hurt her anklebone by hitting it on protruding brake of Fruit/Veg rack while attempting to get an archived client file from shelf. Immediate Preventative Correction Action is to ensure that these brakes are turned inwards under the racks at all times and make files more easily accessible by relocation. A shelf to be supplied to hold long life milk presently stored on floor to avoid bending and lifting when needed for packing into monthly client small/large packages.

**Business arising:** Cheryl had applied for a \$7000 grant closing date 13<sup>th</sup> July from Communities Grants S.A. for purchase of New Barista coffee machine and separate grinder, currently received no word. Cheryl looking at other possible avenues to acquire funds.

**Reports: -**

**Treasurer:** Sue reported that Operating Profit of \$11,620 as of July 2022. A donation from Pancake day was to the value of \$314. Also have to be cautious with what is ordered as have to last till xmas time. Decision was made to only allocate regular clients with Essential cards on a **two monthly** basis to be given 2months from their last recorded essential card receipt. And all **new clients** to receive one on arrival.

**Community Visitors:** Kate Lucas reported that over last 2 months residential aged care homes had extended lockdowns due to Covid-19 outbreaks. Kate created letter writing kits for number of dedicated volunteers for their friends in residential care. Kate continues promoting CVS through UICS newsletter/Seek & social media, but still remains challenging. She remains positive for the months ahead with Covid cases dropping/warmer weather ahead. **"CVS Conversations"** volunteer training day was a big success.

Uniting in Care, Salisbury Inc. ABN 14 016 479 500  
An Agency of Salisbury Uniting Church



59-61 Park Terrace  
Salisbury SA 5108

Ph: 8258 2675  
Fax: 8281 6509  
E-mail: [uicsalisbury@bigpond.com](mailto:uicsalisbury@bigpond.com)  
Web: [salisbury.unitingchurchsa.org.au/uic](http://salisbury.unitingchurchsa.org.au/uic)

All reports accepted by Deborah Griggs, seconded Jan Tonkin.

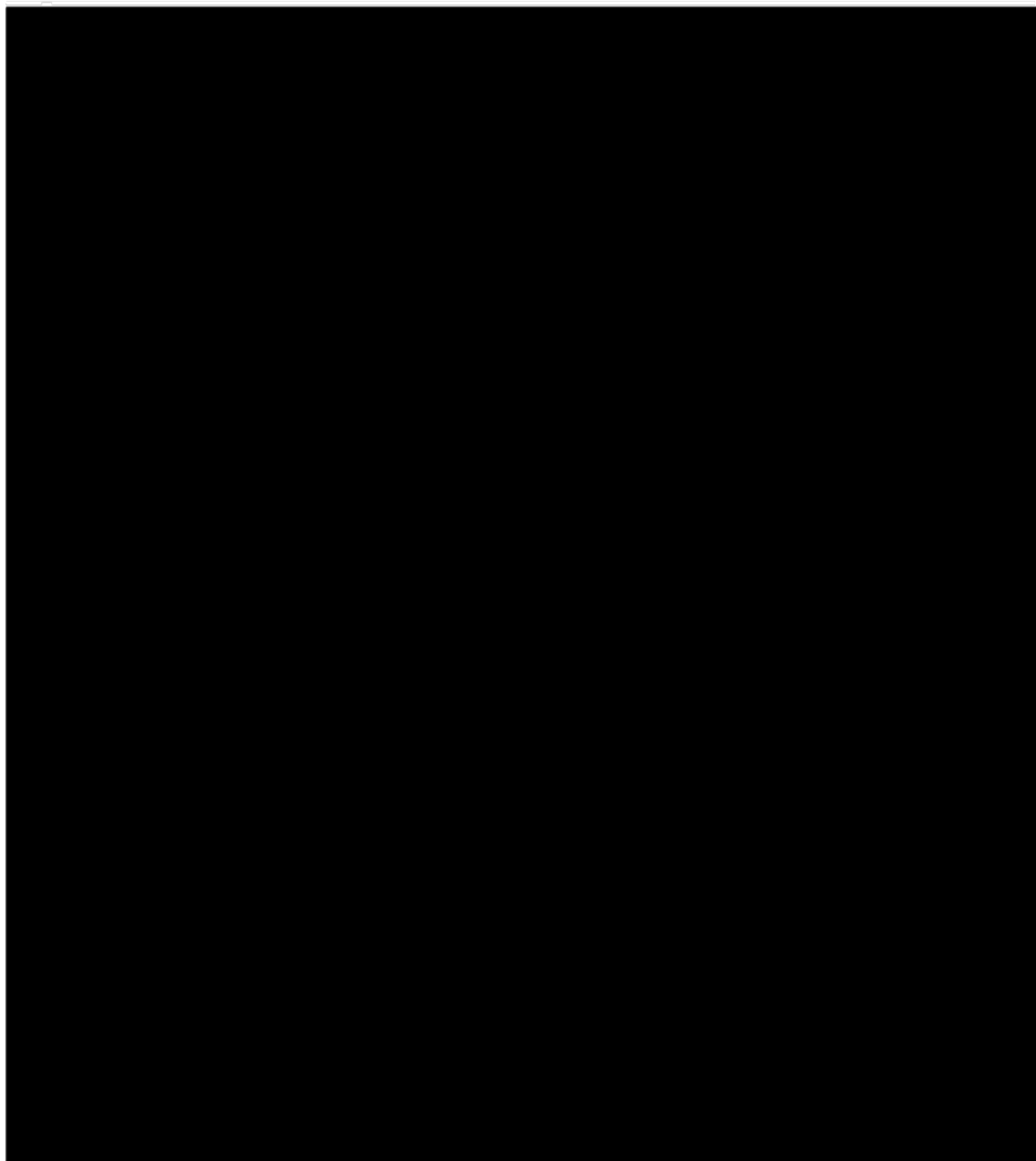
Jan closed Meeting in Prayer @ 4.16 pm

Confirmed as a true and correct record.

Signed.....  ..... (Chairperson) Date: 24/8/2022

Next meeting: Wednesday, October 19<sup>th</sup>, 2022 @ 3.00pm

Uniting in Care, Salisbury, Inc; ABN 14 016 479 500  
An Agency of Salisbury Uniting Church





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<b>ITEM</b>	MD1
	<b>COUNCIL</b>
<b>DATE</b>	19 December 2022
<b>HEADING</b>	Mayor's Diary
<b>RECOMMENDATION</b>	

That Council:

1. Note this information.

<b>Date</b>	<b>Time</b>	<b>Function</b>
20/11/2022	01:00 PM	Cancer council fundraiser
21/11/2022	10:00 AM	Resident - Signing Pension Forms
21/11/2022	10:30 AM	Mayor & GM Catch Up - Urban Services Committee Discussion
21/11/2022	11:00 AM	Meeting with CEO
21/11/2022	11:30 AM	Mayor / GM - Community Development Monthly Meeting
21/11/2022	11:30 AM	Device Training with Sharyn
21/11/2022	12 Noon	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
21/11/2022	12:30 PM	Meeting to Discuss IWD 2023
21/11/2022	01:30 PM	Device Training - Part 2
21/11/2022	02:30 PM	Speeches Review
21/11/2022	06:30 PM	Induction Session: Council Member Essentials Workshop
22/11/2022	11:30 AM	Media Issues - Regular Catch-up
22/11/2022	12 Noon	Briefing ahead of meeting with Resident - Carport DA
22/11/2022	12:30 PM	Meeting with Resident re Globe Derby
22/11/2022	01:00 PM	Regular meeting Mayor/CEO/EA
22/11/2022	02:00 PM	Meeting re Carport DA - Resident/ CEO/ Mayor/ Chris Z
24/11/2022	04:00 PM	Resident's Baptism
24/11/2022	06:30 PM	Citizenship Ceremony
25/11/2022	10:30 AM	Asbestos Victims Association Memorial Service
27/11/2022	10:00 AM	Reminder: The Mawson Centre Christmas Markets
27/11/2022	12 Noon	Philippine Fiesta 2022 Event
28/11/2022	11:00 AM	Pre-Council Meeting Briefing
28/11/2022	01:00 PM	Regular meeting Mayor/CEO/EA
28/11/2022	02:30 PM	Device Training with Sharyn
28/11/2022	03:00 PM	Meeting with Member for Playford - Mr John Fulbrook
28/11/2022	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
28/11/2022	04:30 PM	Official Requirements Prior to Council Meeting
28/11/2022	06:30 PM	Council Meeting
29/11/2022	11:00 AM	Meeting with Resident
29/11/2022	11:30 AM	David Waylen - SBA
29/11/2022	12 Noon	Media Issues - Regular Catch-up
29/11/2022	01:00 PM	Council Meeting Filming
30/11/2022	06:00 PM	Open new restaurant at Martin's Plaza

## ITEM MD1

1/12/2022	11:00 AM	TV interview
2/12/2022	09:50 AM	Speech – NDCO International Day of People with Disability
2/12/2022	10:30 AM	Meeting with CEO
2/12/2022	11:00 AM	Office Time – Appointments/ Invitations Etc
3/12/2022	09:00 AM	Salisbury Christmas Parade
3/12/2022	06:00 PM	St Joseph Christmas celebration
5/12/2022	02:30 PM	Regular catch-up re: Community Safety
5/12/2022	03:00 PM	Meeting with Haigh's and City of Salisbury
5/12/2022	04:00 PM	Briefing re Len Beadell
5/12/2022	06:30 PM	Induction Session: Introduction to City of Salisbury and Departmental Overview

Item MD1

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

Date	Member	Function
06/12/2022	Deputy Mayor Chad Buchanan	SBA Christmas Drinks
09/12/2022	Deputy Mayor Chad Buchanan	Candlelight Vigil (ZONTA)
10/12/2022	Deputy Mayor Chad Buchanan	Salisbury Christmas Carols

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## REPORTS FROM COUNCIL REPRESENTATIVES

### QUESTIONS ON NOTICE

#### **QON1      Question on Notice: Status of CCTV Camera Rollout for Hoon, Illegal Dumping and Graffiti Hot Spots**

Cr Chad Buchanan has submitted the following question:

1. Can the General Manager please advise on the status of the portable and fixed CCTV camera rollout for hoon, illegal dumping and graffiti hot spots?

General Manager Community Development, Ms Amy Pokoney Cramey has provided the following response:

The Administration is finalising a review of available fixed and mobile CCTV technologies and will workshop CCTV locations and prioritisation at the February CEO Briefing.

#### **QON2      Question on Notice: Pledger Wetlands**

Cr Beau Brug has submitted the following questions:

1. What is the status of the Pledger Wetlands irrigation project and intended completion date?
2. Were the Friends of Pledger Wetlands (FoPW) involved in the irrigation project?

General Manager City Infrastructure, Mr John Devine has provided the following response:

The irrigation of the Pledger Wetlands has now been completed. Mulching will be completed early 2023.

The planting element will be undertaken in participation with the FoPW during 2023 planting season (currently scheduled for Sunday, 28 May 2023).

The FoPW continue to be consulted as part of this project.

### QUESTIONS WITHOUT NOTICE

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## **MOTIONS ON NOTICE**

### **MON1 Motion on Notice: Ascot Drive Reserve, Paralowie - Playground Renewal**

Cr Chad Buchanan has submitted the following Motion on Notice:

That Council:

1. Requests Administration present a report in the first quarter of the new year on Ascot Drive Reserve playground renewal options and new irrigation, to align with the Playspace Policy.

#### **ADMINISTRATION COMMENT:**

Should this motion be carried by Council, Administration will prepare a report for consideration by the Urban Services Committee in March 2023.

### **MON2 Motion on Notice: Lakes at Mawson Lakes**

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Requests Administration present a report by April 2023 to the Urban Services Committee on algae growth in all lakes at Mawson Lakes (particularly, the Sir Douglas Mawson Lake, Cascades Lake, Shearwater Lake, and Sanctuary Lake), including short- and longer-term mitigation options and associated costing.

#### **ADMINISTRATION COMMENT:**

Should this motion be carried, Administration will prepare a report for consideration by the Urban Services Committee in April 2023.

### **MON3 Motion on Notice: Mosquito Control Program Funding**

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Writes to the Minister for Health and all Local State Members of Parliament to:
  - 1.1 acknowledge the support provided to Council and the recent increased funding for the local mosquito control measures, and

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- 1.2 advocate for ongoing and increased mosquito control program funding for Local councils due to increased mosquito activity associated with significant rainfall associated with La Niña, and the benefit of local control measures extending to broader communities in metropolitan localities, and
  - 1.3 advocate for the Department of Health to coordinate regional mosquito control activities to ensure councils affected by, and in proximity to coastal crown lands and saltmarsh and samphire environments are addressing mosquitoes in a coordinated manner and undertaking effective mosquito control programs to address their local breeding areas, and
  - 1.4 advocate for the Department of Health to commit to a feasibility study exploring the aerial application of larvicides to cover a broader area of crown lands and saltmarsh and samphire environments spanning from the City of Port Adelaide Enfield, City of Salisbury and extending north to the City of Playford to address the nuisance and public health risk from salt marsh species *Aedes camptorhynchus* and *Aedes vigilax*, and if feasible, commit to implementing the annual aerial larviciding program.

#### **ADMINISTRATION COMMENT:**

##### **Background**

SA Health have been providing Mosquito management subsidy funding to local councils that are responsible for ensuring appropriate mosquito management on public land, including Crown Land, in areas which impact their residents and visitors to their council area.

The local council subsidy funding for mosquito management supports mosquito surveillance and control activities undertaken by or on behalf of local councils. The subsidy is targeted to specific high-risk mosquito breeding areas of South Australia where the cost of effective mosquito management exceeds available local council resources.

The subsidy aims to cover up to half of the cost of mosquito control and surveillance undertaken by Council on public land, including Crown Land. Funding for local council activities is assessed and allocated on an annual basis and funding is prioritised based on public health risk first and secondly on amenity benefit, as determined by Health Protection Programs (HPP).

The City of Salisbury grant funding has been capped at \$5,000 for its annual control program since 2019/20 due to priority funding in other higher risk localities.

In 2021/22 SA Health provided additional funding to support the City of Salisbury's Mosquito Species and Breeding Sites Review and allocated an additional \$20,000 over a two-year period. This resulted in \$5,000 for the control program and \$10,000 for the project in 2021/22, and this was repeated in 2022/23.

In 2022/23, SA Health provided \$30,000 funding consisting of \$5,000 for the

program and \$10,000 for the project conducted in 2021/22, and an additional \$15,000 to support increased control measures due to Japanese Encephalitis Virus, the climate change impacts from La Nina and species of mosquitos present in the area, namely *Culex annulirostris*.

Over the last couple of years, SA Health has provided additional funding and the City of Salisbury's expenditure has also increased due to the requirement to treat more locations and more frequently due to increased rain events.

A summary of costs and grant funding over the last five years is detailed below:

Financial Year	City of Salisbury Expenditure	SA Health Grant Funding	Comments
2018/19	\$37,091	\$15,000	
2019/20	\$37,692	\$5,000	Fees were capped at \$5,000 due to priority funding of Riverland regions
2020/21	\$46,687	\$5,000	Fees were capped at \$5,000 due to priority funding of Riverland regions
2021/22	\$84,761	\$15,000	\$54,761 Control Program, \$30,000 Breeding sites and species review, Increase in grant funding to support CoS project \$10k per annum for 2 years
2022/23	\$71,450	\$30,000	Estimated expenditure and pre-approved grant of \$30,000. Grant funding was allocated as \$5,000 for program, \$10,000 for project along with an additional \$15,000 based on JEV, climate change impacts and species of mosquitoes present, namely <i>Culex annulirostris</i>
2023/24	\$75,000 to \$85,000	\$5,000*	Anticipated increase in expenditure *Grant subsidy may revert to previous levels

In addition to subsidising costs incurred by Councils for mosquito surveillance and control, SA Health provide the following support:

- Supplying mosquito traps
- Training and assistance in setting and collecting mosquito surveillance traps, and adult mosquito identification,
- Guidance in preparing arbovirus risk management plans and designing and implementing mosquito control programs
- Supplier information for surveillance and control equipment, consumables and chemicals
- Support for responding to media requests and provision of an expert when required.

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In addition, SA Health's aerial larvicide program occurring west of Globe Derby Park provides the greatest benefit to the residents of Globe Derby Park.

The findings of the recent review combined with the potential for increased disease risks in future indicates that a united approach to mosquito management is essential in reducing the impact from mosquitoes and as such it is important that there is a regional approach in addressing salt marsh and samphire areas extending from Port Adelaide, to Salisbury and Playford, and each of the respective Councils also undertake effective mosquito control programs addressing their local breeding areas.

Administration will prepare correspondence advocating for increased funding for Council's Mosquito Control Program if Council carries this Motion on Notice.

#### **MON4     Motion on Notice: Behavioural Standards**

Cr Chad Buchanan has submitted the following Motion on Notice:

That Council:

1. Notes that the LGA Model Behavioural Management Policy applies to all councils until such time as Council adopts its own policy, and that Council must within 12 months after the conclusion of each periodic election review its behavioural management policy.
2. Notes that Council must within 6 months after the conclusion of the periodic election consider whether it adopts a Behavioural Support Policy.
3. Approves the establishment of a working group consisting of the Mayor, Deputy Mayor Cr Buchanan, Cr B Brug, the CEO and the Manager Governance to prepare recommendations to the Policy and Planning Committee for consideration on Behavioural Management Policy and Support Policy, with input from Norman Waterhouse Lawyers.

#### **ADMINISTRATION COMMENT:**

If this motion is carried, the Administration will action accordingly.

### **MOTIONS WITHOUT NOTICE**

### **OTHER BUSINESS**



## Orders to Exclude the Public

### 7.4.1 Cybersecurity Improvement Program (CIP) Audit Actions and Project Status Update Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (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*
  - *information the disclosure of which would, on balance, be contrary to the public interest; 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 **Cybersecurity Improvement Program (CIP) Audit Actions and Project Status 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.*

## **C1 Complaint from Member of the Public.**

Reccomendation:

Pursuant to section 90(2) and 90(3)(a) of the *Local Government Act 1999* the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda Item C1 Complaint from Member of the Public, except the following staff :

Chief Executive Officer, General Manager Business Excellence, General Manager City Infrastructure, General Manager Community Development, General Manager City Development, Manager Governance, Team Leader Council Governance

to enable the Council to consider Item C1 Complaint from Member of the Public in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the matter in relation to Item C1 Complaint from Member of Public:

- Information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable.

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.

ORDER TO EXCLUDE THE PUBLIC