
Please note: a sign-in process is in place for all attendees of public Council meetings. The capacity of the Council Chamber Gallery is a maximum of 20 persons seated.

Please note that the audio of this public meeting will be recorded and used for Minute taking purposes only.



AGENDA

FOR COUNCIL MEETING TO BE HELD ON

27 MARCH 2023 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
Deputy Mayor, Cr C Buchanan
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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There are no Deputations

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Presentation of the Minutes of the Council meeting held 27 February 2023.

Presentation of the Minutes of the Special Council meeting held 8 March 2023.

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No Petitions have been received.

Committee Reports

Policy and Planning Committee: 20 March 2023

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Chair: Cr C Buchanan

- 1.0.1 Future Reports for the Policy and Planning Committee
- 1.1.1 Recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 13 February 2023:
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Finance and Corporate Services Committee: 20 March 2023

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- 2.1.1 Salisbury Memorial Park Budget 2023/24 Report
- 2.1.2 Building Rules Certification Unit Budget 2023/24 Report
- 2.1.3 Salisbury Water Budget 2023/24 Report
- 2.1.4 Budget Workshops Actions Update
- 2.1.5 Financial Reserve Policies Review
- 2.1.6 Budget Bids 2023/24
- 2.2.1 Rate Rebate Policy and Endorsement of Discretionary Rebates for 2023/24 and 2024/25
 - **See Further Information Report: p14***
 - 2.2.1FI – Rate Rebate Policy and Endorsement of Discretionary Rebates for 2023/24 and 2024/25***
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Governance and Compliance Committee: 20 March 2023

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Chair: Cr P Jensen

- 3.0.1 Future Reports for the Governance and Compliance Committee
- 3.1.1 Council Assessment Panel - Appointment of Independent Members

Urban Services Committee: 20 March 2023

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Chair: Cr S Ouk

- 4.0.1 Future Reports for the Urban Services Committee
- 4.0.2 Recommendations of the Asset Management Sub Committee meeting held on Tuesday 14 March 2023:
 - AMSC1 Future Reports for the Asset Management Sub Committee
 - AMSC2 Playspaces Survey Results
 - AMSC3 Draft Strategic Asset Management Plan 2023/24
- 4.0.3 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Tuesday 14 March 2023
 - ESATS1 Future Reports for the Environmental Sustainability and Trees Sub Committee
 - ESATS2 Tree Removal Requests – Monthly Update for January 2023
 - ESATS3 Significant and Regulated Tree Requests – October, November, December
 - ESATS4 Review of Tree Removal Requests – Various Locations
 - ESATS5 Sustainability Strategy 2035 – For Community Engagement

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- 4.0.4 Algae growth in all lakes at Mawson Lakes
 - 4.1.1 Capital Works - February 2023
 - 4.1.2 School Transport Framework Project Listing & Current Priorities
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- 5.0.1 Future Reports for the Community Wellbeing and Sport Committee
- 5.0.2 Youth Collective Council (YCC) - Terms of Reference
- 5.0.3 Age Friendly Strategy 2022-2027 Implementation Report
- 5.1.1 Community Grant Program 2022/2023 Budget
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- CWS-OB1 Review of Community Grants
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For Noting Only: Decisions Made Under Committee Delegation:

- 5.1.2 Community Grant Report
Grant No. 25/2022-23: Punya Foundation Incorporated - Community Grant Application
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- 6.0.1 Future Reports for the Innovation and Business Development Committee
- 6.1.1 Shopfront Improvement Grant Application Review
- 6.1.2 Recommendations of the Salisbury Living Sub Committee meeting held on Tuesday 14 March 2023
SLSC1 Future Reports for the Salisbury Living Sub Committee

Audit and Risk Committee

No Audit and Risk Committee meeting was held in February 2023.

Council Assessment Panel

Council to note the minutes of the Council Assessment Panel meeting held on 28 February 2023.

CEO Review Committee

No CEO Review Committee meeting was held in March 2023.

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Committee Reports:

Policy and Planning Committee: 20 March 2023

Chair: Cr C Buchanan

1.4.1 Thematic Heritage Study – Stage 2 Item Identification

Finance and Corporate Services Committee: 20 March 2023

Chair: Cr B Brug

2.4.1 Budget Bids 2023/24 – Confidential Items

Innovation and Business Development Committee: 21 March 2023

Chair: Cr M Mazzeo

6.4.1 Recommendations of the Confidential Salisbury Living Sub
Committee meeting held on Tuesday 14 March 2023

General Business:

C1 Elected Member Behaviour - Complaint

C2 Elected Member Behaviour – Complaints

KAURNA ACKNOWLEDGEMENT

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

PRAYER

Father in heaven

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

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

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

Bless our efforts this day in God's name.

Amen.

APOLOGIES

LEAVE OF ABSENCE

PUBLIC QUESTION TIME

DEPUTATIONS

No Deputations have been received.

PRESENTATION OF MINUTES

Presentation of the Minutes of the Council Meeting held on 27 February 2023.

Presentation of the Minutes of the Special Council Meeting held on 8 March 2023.

PETITIONS

No Petitions have been received.

COMMITTEE REPORTS

1 Policy and Planning Committee Meeting

Chairman - Cr C Buchanan

Consideration of the minutes of the Policy and Planning Committee Meeting - 20 March 2023 and adoption of recommendations in relation to item numbers:

Administration

1.0.1 Future Reports for the Policy and Planning Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

1.1.1 Recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 13 February 2023

It is recommended to Council:

That Council:

Receive and note the information contained in the Intercultural Strategy and Partnerships Sub Committee of the meeting held on 13 February with respect to the following recommendations contained therein to be adopted by Council:

1.1.1-ISPS1 Intercultural Strategic Plan

It is recommended to Council:

That Council:

1. Notes the report.
2. Requests the Intercultural Strategy and Partnership Sub Committee conducts a review of the community alliance and the strategic alliance model and that staff bring back a further report by June identifying opportunities for further collaboration between the role of this Sub Committee and the role of the alliances.
3. Request Staff bring back a report to the Intercultural Strategy and Partnerships Sub Committee on relevant training policies and intercultural strategy training for Elected Members on cultural awareness and anti-semitism.

1.1.2 AISP and Support for Autistic Community

It is recommended to Council:

That Council:

1. Notes the report.

2 Finance and Corporate Services Committee Meeting

Chairman - Cr B Brug

Consideration of the minutes of the Finance and Corporate Services Committee Meeting - 20 March 2023 and adoption of recommendations in relation to item numbers:

Administration

2.0.1 Future Reports for the Finance and Corporate Services Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

2.1.1 Salisbury Memorial Park Budget 2023/24 Report

It is recommended to Council:

That Council:

1. Approves the Salisbury Memorial Park 2023/24 Budget and fees and charges as included in Attachment 1 (Finance and Corporate Services Committee, 20 March 2023, Item No. 2.1.1) for consideration in the 2023/24 Council Budget.
2. Authorises the General Manager Community Development to vary fees up to a maximum of \$300 (+/-) on the approved Salisbury Memorial Park fee schedule for special circumstances at discretion.

2.1.2 Building Rules Certification Unit Budget 2023/24 Report

It is recommended to Council:

That Council:

1. Approves the Building Rules Certification Unit 2023/24 Budget for consideration in the 2023/24 Council Budget.

2.1.3 Salisbury Water Budget 2023/24 Report

It is recommended to Council:

That Council:

1. Approves the Salisbury Water 2023/24 budget, including budget bids, fees and charges and the water pricing policy as included in Attachment 1 (Finance and Corporate Services Committee, 20 March 2023, Item No. 2.1.3) for consideration in the 2023/24 Council Budget.

2.1.4 Budget Workshops Actions Update

It is recommended to Council:

That Council:

1. Notes the actions and responses provided at paragraphs 3.3 and 3.4.
2. Approves that a future report detailing the program of works for 2023/24 and 2024/25 funded through budget bids TRR001053 SAMP Bituminous Footpath Service Continuity Program and TRR001055 SAMP Road Reseal Service Continuity Program be added to the Urban Services Committee with a planned reporting date of July 2023.

2.1.5 Financial Reserve Policies Review

It is recommended to Council:

That Council:

1. Adopts the Open Space Reserve Fund Policy as set out in attachment 1 to this report (Item No. 2.1.5, Finance and Corporate Services Committee 20/03/2023).
2. Adopts the Business Unit Reserve Policy as set out in attachment 2 to this report (Item No. 2.1.5, Finance and Corporate Services Committee 20/03/2023).
3. Adopts the Business Transformation Future Fund Policy as set out in attachment 3 to this report (Item No. 2.1.5, Finance and Corporate Services Committee 20/03/2023)
4. Adopts the Northern Futures Fund Policy as set out in Attachment 4 to this report (Item No. 2.1.5, Finance and Corporate Services Committee 20/03/2023)

2.1.6 Budget Bids 2023/24

It is recommended to Council:

That Council:

1. Approves the timing of the budgeted capital expenditure for PSN001017 Time Bound Program: Dog Parks for Small Dogs (Attachment 2):
Option 1: Bring forward capital expenditure budget for Unity Park Pooraka to year 2023/24;
2. Approves the timing of the budgeted capital expenditure for PSR001024 SAMP: Dog Park Continuity Program (Attachment 3):
Option 2: Bring forward capital expenditure budget from 2024/25 to 2023/24 and provide annual renewal expenditure;
3. Approves the retention of Elected Member Bid DWN001132: New Drainage Networks (Attachment 4) in its current form pending Report to Urban Services Committee planned for March or April 2023.

-
4. Considers the following bids that are above current service levels and/or currently not funded through existing programs, which were discussed by Council at the CEO Briefing and Budget Workshop 2:
 - a. PSN000960 Elected Member Bid: Seniors Outdoor Exercise Equipment (Attachment 5)
Option 1: Remove the bid from further budget considerations;
 - b. PSN001133 Elected Member Bid: Model Yacht Club Terrace Area (Attachment 6)
Option 1: Remove the bid from further budget considerations;
 - c. PSN001136 Elected Member Bid: Lighting at Jacaranda Grove (Attachment 7)
Option 3: Additional budget funding be provided.
 - d. Defer PSN001137 Elected Member Bid: Playground Shade – Heron Reserve, Parafield Gardens to the Asset Management Sub-Committee for further consideration
 - e. Defer PSN00138 Elected Member Bid: New BBQ, Playground Shade and Toilet – Baltimore Reserve to the Asset Management Sub-Committee for further consideration
 5. Approves the removal of budget bid OPN001106: Local Heritage Review (Attachment 10) in accordance with item WS2-4 of the Elected Member Second Budget Workshop, and a report listing the potential heritage sites be provided to Council for review and input.
 6. Approves the four-year program subject to further information being provided as noted in Item 2.1.4, Budget Workshop Actions Update.
 - Infrastructure Bids: net capital \$36,300,000 and operating \$1,301,000
 - Plant Furniture and Equipment Bids: net capital \$2,143,000
 - Operating Bids: operating \$919,000
 - IT Bids: net capital \$784,000 and operating \$135,000which will be updated following Council decision in relation to parts 1 to 5 of this recommendation and noting that three (3) bids subject to a confidential report of Council are not included in these expenditure estimates.

For Information

2.2.1 Rate Rebate Policy and Endorsement of Discretionary Rebates for 2023/24 and 2024/25

It is recommended to Council:

That Council:

1. Approves Discretionary rebates be provided for 2023/24 and 2024/25 as follows:
 - a. Meals on Wheels 25% discretionary rate rebate (noting that total rebate is 100%, given 75% mandatory rate rebate is required)
 - b. John Street Salisbury Pty Ltd (Northern Volunteering SA Inc) 100% discretionary rate rebate
 - c. SA Water (St Kilda Tram Museum Depot) 100% discretionary rate rebate
 - d. Military Vehicle Preservation Society of SA Inc (National Military Vehicle Museum) 100% discretionary rebate
 - e. Australian Migrant Resource Centre 75% discretionary rate rebate and 75% Salisbury City Centre Business Association Separate rate
 - f. Marra Murrangga Kumangka Inc 75% discretionary rate rebate
2. Adopts the Rate Rebate Policy as set out in Attachment 1 to this report (Finance and Corporate Services Committee 20/02/2023, Item No. 2.2.1).
3. Requests that staff bring back further information to the March 2023 Council meeting regarding the Wat Khmer Santipheap Association (Burton Temple) in regards to what rebates they receive or are eligible for.

See Further Information Item

2.2.1FI Rate Rebate Policy and Endorsement of Discretionary Rebates for 2023/24 and 2024/25 (see p14)

It is recommended to Council that:

That Council:

1. Approves Discretionary rebates be provided for 2023/24 and 2024/25 as follows:
 - a. Meals on Wheels 25% discretionary rate rebate (noting that total rebate is 100%, given 75% mandatory rate rebate is required)
 - b. John Street Salisbury Pty Ltd (Northern Volunteering SA Inc) 100% discretionary rate rebate
 - c. SA Water (St Kilda Tram Museum Depot) 100% discretionary rate rebate
 - d. Military Vehicle Preservation Society of SA Inc (National Military Vehicle Museum) 100% discretionary rebate
 - e. Australian Migrant Resource Centre 75% discretionary rate rebate and 75% Salisbury City Centre Business Association Separate rate
 - f. Marra Murrangga Kumangka Inc 75% discretionary rate rebate
2. Adopts the Rate Rebate Policy as set out in Attachment 1 to this report (Finance and Corporate Services Committee 20/02/2023, Item No. 2.2.1FI).
3. Notes the further information regarding Wat Khmer Santipheap Association of SA Inc.

2.2.2 Draft Sustainability Strategy - Budget considerations

It is recommended to Council:

That Council:

1. Notes the information in this report and that any subsequent changes to the budget will be undertaken as part of the 2023/24 budget considerations.

ITEM	2.2.1FI
	FINANCE AND CORPORATE SERVICES COMMITTEE
DATE	20 March 2023
HEADING	Rate Rebate Policy and Endorsement of Discretionary Rebates for 2023/24 and 2024/25
AUTHORS	Team Leader Revenue, Business Excellence Manager Financial Services, Business Excellence
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	At the Finance and Corporate Services Committee held on the 20 March 2023, the Committee sought further information in regards to the Wat Khmer Santipheap Association of SA Inc (Burton Temple) and what rebates they are eligible for. This further information item provides information in regards to applicable rebates in line with the <i>Local Government Act 1999</i> (the Act).

RECOMMENDATION

That Council:

1. Approves Discretionary rebates be provided for 2023/24 and 2024/25 as follows:
 - a. Meals on Wheels 25% discretionary rate rebate (noting that total rebate is 100%, given 75% mandatory rate rebate is required)
 - b. John Street Salisbury Pty Ltd (Northern Volunteering SA Inc) 100% discretionary rate rebate
 - c. SA Water (St Kilda Tram Museum Depot) 100% discretionary rate rebate
 - d. Military Vehicle Preservation Society of SA Inc (National Military Vehicle Museum) 100% discretionary rebate
 - e. Australian Migrant Resource Centre 75% discretionary rate rebate and 75% Salisbury City Centre Business Association Separate rate
 - f. Marra Murrangga Kumangka Inc 75% discretionary rate rebate
2. Adopts the Rate Rebate Policy as set out in Attachment 1 to this report (Finance and Corporate Services Committee 20/02/2023, Item No. 2.2.1FI).
3. Notes the further information regarding Wat Khmer Santipheap Association of SA Inc.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At the Finance and Corporate Services Committee meeting held on Monday 20 March 2023, the Committee considered the Rate Rebate Policy and Endorsement of Discretionary Rebates for 2023/24 and 2024/25. The Committee requested further information regarding the details of what rebates the Wat Khmer Santipheap Association of SA Inc (Burton Temple) is eligible for.

2. CONSULTATION / COMMUNICATION

- 2.1.1 N/A

3. REPORT

- 3.1 Wat Khmer Santipheap Association currently own two properties within Council, being 172 Burton Road, Paralowie SA 5108 and 174 Burton Road, Paralowie SA 5108.
- 3.2 The property at 172 Burton Road, Paralowie SA 5108 is currently used for the purposes of religious gatherings and is recognized as a church by the Office of the Valuer-General. In accordance with Section 162 of the *Local Government Act 1999* a 100% rebate has been granted as the land contains a church or other building used for public worship and/or land solely used for religious purposes.
- 3.3 For the 2022/23 financial year, the generated rates for this property (including the Regional Landscape Levy) is \$3,188.35 with this amount granted the 100% rebate.
- 3.4 The rebate for the property at 172 Burton Road, Paralowie SA 5108 has been in place since the 2012/13 financial year.
- 3.5 The property at 174 Burton Road, Paralowie SA 5108 is currently used solely for the purpose of additional carparking and is recognised as Car Parking by the Office of the Valuer-General. This property does not receive a mandatory rebate as the use of the land does not meet the requirements of either Section 161 (Community Services) or Section 162 (Religious Purposes) of the Act. The rates generated for the 2022/23 financial year total \$1,804.20.
- 3.6 It is common that places of worship are on one assessment, with carparking on a separate assessment, and there is consistency across our rating base as to the rebates applied to these circumstances, and this is also consistent with the treatment of other councils.

4. CONCLUSION / PROPOSAL

- 4.1 Council has taken a balanced approach in granting discretionary rebates, and given that each rebate granted shifts the rate burden to other ratepayers this is appropriate, especially in the light of the socio-economic status of the community.

3 Governance and Compliance Committee Meeting

Chairman - Cr P Jensen

Consideration of the minutes of the Governance and Compliance Committee Meeting - 20 March 2023 and adoption of recommendations in relation to item numbers:

Administration

3.0.1 Future Reports for the Governance and Compliance Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

3.1.1 Council Assessment Panel - Appointment of Independent Members

It is recommended to Council:

That Council:

1. Adopts the *Council Assessment Panel Terms of Reference* as contained in Attachment 1 to this report (Governance and Compliance Committee 20 February 2023, Item 3.1.1) to commence the expression of interest process for the appointment of Independent Members for the next term of the Council Assessment Panel.

4 Urban Services Committee Meeting

Chairman - Cr S Ouk

Consideration of the minutes of the Urban Services Committee Meeting - 20 March 2023 and adoption of recommendations in relation to item numbers:

Administration

4.0.1 Future Reports for the Urban Services Committee

It is recommended to Council:

That Council:

1. Notes the report.

4.0.2 Recommendations of the Asset Management Sub Committee meeting held on Tuesday 14 March 2023

It is recommended to Council:

That Council:

Receive and note the information contained in the Asset Management Sub Committee of the meeting held on 14 March 2023 with respect to the following recommendations contained therein to be adopted by Council:

4.0.2-AMSC1 Future Reports for the Asset Management Sub Committee

It is recommended to Council:

That Council:

1. Notes the report.

4.0.2-AMSC2 Playspaces Survey Results

It is recommended to Council:

That Council:

1. Notes that the community consultation with residents living within approximately 300m of nominated play spaces as outlined in paragraph 3.1 of the report (Item AMSC2 – Playspace Survey Results – Asset Management Sub Committee, 14 March 2023) has been completed.
2. Requests Administration bring back a further report to the September 2023 Asset Management Sub Committee on the recommendations identified in the survey results as outlined in paragraph 3.19 of the report (Item AMSC2 – Playspace Survey Results – Asset Management Sub Committee, 14 March 2023), and with specific examples of potential improvements to the playgrounds included in this survey (including costs) with a view to the recommendations being included in Council's Playspace Policy and being incorporated in the Strategic Asset Management Plan for 2024/25.

4.0.2-AMSC3 Draft Strategic Asset Management Plan 2023/24

It is recommended to Council:

That Council:

1. Notes the report and provides feedback on the Draft Strategic Asset Management Plan 2023/24.
2. Notes that in line with Section 126 (4)(ab) of *the Local Government Act 1999* the Draft Strategic Asset Management Plan 2023/24 will be presented to the Audit and Risk Committee in April 2023 for comment and noting.
3. Notes that comments from the Asset Management Sub Committee and Audit and Risk Committee on the Draft Strategic Asset Management Plan 2023/24 will be incorporated in the report to be presented to the April 2023 Policy and Planning seeking Council's approval of the draft document for the purpose of public consultation in May 2023.

4.0.3 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Tuesday 14 March 2023

It is recommended to Council:

That Council:

Receive and note the information contained in the Environmental Sustainability and Trees Sub Committee of the meeting held on 14 March 2023 with respect to the following recommendations contained therein to be adopted by Council:

4.0.3-ESATS1 Future Reports for the Environmental Sustainability and Trees Sub Committee

It is recommended to Council:

That Council:

1. Notes the report.

4.0.3-ESATS2 Tree Removal Requests - Monthly Update for January 2023

It is recommended to Council:

That Council:

1. Defers consideration of this Item (ESATS2 – Tree Removal Requests – Monthly Update for January 2023) to the March 2023 Urban Services Committee to allow Administration to provide clarification on whether the trees listed as 51 and 58 in Attachment 1 of the report (item ESATS2, Environmental Sustainability and Trees Sub Committee, 14 March 2023) are significant or regulated trees.

4.0.3-ESATS3 Significant & Regulated Tree Requests - October, November, December

It is recommended to Council:

That Council:

1. Approves the lodgement of development applications seeking removal of all regulated and significant trees for October, November and December 2022 as listed below:
 - 1.1 58 Oxford Street, Brahma Lodge
 - 1.2 21 Dorset Street , Brahma Lodge
 - 1.3 Shepley Crescent Reserve, Burton
 - 1.4 41 Hopner Avenue, Burton
 - 1.5 33 Condor Avenue, Burton
 - 1.6 2A Pando Avenue, Ingle Farm
 - 1.7 15 Woodfull Street, Parafield Gardens
 - 1.8 4 Bayonet Drive, Paralowie
 - 1.9 10 Middle Avenue, Paralowie
 - 1.10 181 Whites Road, Paralowie
 - 1.11 16 McQueen Court, Paralowie
 - 1.12 16 McQueen Court , Paralowie
 - 1.13 31 Brooklyn Avenue, Salisbury
 - 1.14 6 Piccadilly Road, Salisbury East
 - 1.15 103 Target Hill Road, Salisbury Heights
 - 1.16 19 Warburton Road, Valley View
 - 1.17 15 The Strand, Brahma Lodge
 - 1.18 1 Swansea Circuit - Wynn Vale Drive, Gulfview Heights
 - 1.19 15 Sleep Road, Para Hills
 - 1.20 49 Shorney Road, Parafield Gardens
 - 1.21 2 x trees at 73-75 Lantana Drive, Parafield Gardens
 - 1.22 63 Chartwell Crescent, Paralowie
 - 1.23 35 Firmin Street, Paralowie
 - 1.24 38 Boyara Crescent - Barassi Street, Paralowie
 - 1.25 45 Vincent Road, Paralowie
 - 1.26 98 Winzor Street, Salisbury
 - 1.27 20A Univeral Road, Salisbury Downs
 - 1.28 13 Prince Street, Salisbury East
 - 1.29 10 Penong Crescent, Salisbury North
 - 1.30 54 Eyre Crescent, Valley View
 - 1.31 9 Gregory Street, Brahma Lodge
 - 1.32 24 Adaleigh Avenue, Salisbury East
 - 1.33 Bristow Reserve rear 14 Jasper Street, Salisbury East
 - 1.34 40 Guernsey Crescent, Salisbury North
2. Notes that should any application be approved, two replacement trees per regulated tree and three replacement trees per significant tree are required to be planted in the near vicinity.

4.0.3-ESATS4 Review of Tree Removal Request - Various Locations

It is recommended to Council:

That Council:

1. Approves the lodgement of a development application seeking removal of:
 - a. The regulated *Angophora floribunda* tree at the front of 7 Cooper Place, Paralowie, noting that should the application be approved two replacement trees are required to be planted.
 - b. The regulated *Eucalyptus camaldulensis* tree at the front of 32 Devoncourt Avenue, Ingle Farm, noting that should the application be approved two replacement trees are required to be planted.
 - c. The three regulated trees to the adjacent 10 Newbury Crescent, Paralowie, being 1 x *Corymbia citriodora* and 2 x *Eucalyptus sideroxylon*. Should the application be approved six replacement trees are required to be planted.
2. Notes Council's resolution number 0125/2023 from its meeting held on Monday, 27 February 2023 in relation to Item ESATS4 - Review of Tree Removal Request – Various Locations, being that Council:

“Request that the Administration provide a further report to the Urban Services Committee providing options and processes for Council to appoint an independent arborist and planner to assess appeals related to regulated or significant trees”

and further requests that this report be brought back to the April 2023 Environmental Sustainability and Trees Sub Committee.

4.0.3-ESATS5 Sustainability Strategy 2035 - For Community Engagement

It is recommended to Council:

That Council:

1. Approves the draft Sustainability Strategy as detailed in Attachment 1, of this report (ESATS5 - Sustainability Strategy 2035 - For Community Engagement - Environmental Sustainability and Trees Sub Committee, 14 March 2023).
2. Approves the draft engagement plan and fact sheet as detailed in Attachment 2 and 3 of this report (ESATS5 - Sustainability Strategy 2035 - For Community Engagement - Environmental Sustainability and Trees Sub Committee, 14 March 2023).
3. Notes the draft implementation plan and associated draft budget as outlined in Attachment 4 of this report (ESATS5 - Sustainability Strategy 2035 - For Community Engagement - Environmental Sustainability and Trees Sub Committee, 14 March 2023), will be considered further as part of the 2023/24 budget deliberations.

Further Motion:

That a further report be presented to the March 2023 Finance and Corporate Committee providing detailed clarification of line items CN1, CN6, B1, B7, CR1 and CR2 as listed in Attachment 4 of the report (Item ESATS5 – Sustainability Strategy 2035 – For Community Engagement – Environmental Sustainability and Trees Sub Committee, 14 March 2023).

4.0.4 Algae growth in all lakes at Mawson Lakes

It is recommended to Council:

That Council:

1. Notes the report.

For Decision**4.1.1 Capital Works - February 2023**

It is recommended to Council:

That Council:

1. Approves the non-discretionary 2022/23 Third Quarter Budget Review Bid to the value of \$50k of capital State Government grant funding to cover the installation of three new bus shelters within the City.
2. Approves the non-discretionary 2022/23 Third Quarter Budget Review transfer of \$140k from the completed PR23921 Salisbury Oval Master Plan Program to PR30085 Animal Pound to cover additional expenditure incurred at this site.
3. Approves the demolition of the surplus aged clubroom at the Paddocks and repatriation of the area including construction of a new shade shelter with this work to be funded via PR18097 Building Renewal Program where sufficient funding is available to do so.

4.1.2 School Transport Framework Project Listing & Current Priorities

It is recommended to Council:

That Council:

1. Requests the administration to undertake further consultation with Ward Councillors to determine further priorities, timing and scope for future budget considerations relating to the School Transport Framework Program.

4.1.3 Transfer of Portion of Private Land to Council Road Reserve 56 Fenden Road

It is recommended to Council:

That Council:

1. Approves to accept a portion of 56 Fenden Road, Salisbury as delineated in Attachment 2 of the report (Item 4.1.3 – Transfer of Portion of Private Land to Council Road Reserve, 56 Fenden Road – Urban Services Committee, 20 March 2023) for nominal consideration noting that Council will be responsible for the payment of all costs associated with the transfer and land division.
2. Approves that all transfer and land division fees be paid from the existing Minor Land Acquisitions budget allocation for 2022/23.
3. Authorises the Manager Property and Buildings to lodge all necessary documentation with the Land Titles Office to allow for the transfer of this portion of land as privately-owned land measuring approximately 140.63m² to the City of Salisbury as Road.

For Information

4.2.1 Tree Removal Requests - Monthly Update for January 2023

It is recommended to Council:

That Council:

1. Notes the report.
2. Notes the additional information provided in paragraph 3.3 and 3.4 of the report relating to the trees listed as 51 and 58 in Attachment 1 of the report (Item 4.2.1 - Tree Removal Requests – Monthly Update for January 2023 – Urban Services Committee, 20 March 2023).
3. Approves the removal of the non-regulated, non-significant tree at 7 Sandown Avenue, Paralowie .
4. Approves the lodgement of a Development Application for the removal of the regulated tree at 7 Sandown Avenue, Paralowie.
5. Approves that the removal of the non-regulated, non-significant tree at 6 Bogota Crescent, Paralowie be undertaken as soon as possible.

US-OB1 Hausler Reserve Changerooms

It is recommended to Council:

That Council:

1. Requests that Administration provides an information report to the March 2023 Council meeting detailing the costs of a modified design to the Hausler Reserve Changerooms to include a small event space/kiosk and necessary carpark improvements.
2. Requests that the report also include the costs of providing a temporary toilet on site until the building is completed.

5 Community Wellbeing and Sport Committee Meeting

Chairman - Cr D Hood

Consideration of the minutes of the Community Wellbeing and Sport Committee Meeting - 21 March 2023 and adoption of recommendations in relation to item numbers:

Administration

5.0.1 Future Reports for the Community Wellbeing and Sport Committee

It is recommended to Council:

That Council:

1. Notes the report.

5.0.2 Youth Collective Council (YCC) - Terms of Reference

It is recommended to Council:

That Council:

1. Notes the report.
2. Approves the establishment of a working party comprising of the respective Chairman and Deputy Chairman of the Community Wellbeing and Sport Committee and the Policy and Planning Committee and the Mayor, to give consideration to a Youth Engagement Model and report back to the Community Wellbeing and Sport Committee in June 2023.

5.0.3 Age Friendly Strategy 2022-2027 Implementation Report

It is recommended to Council:

That Council:

1. Notes the report.
2. Requests Staff to provide a CEO briefing session to Council with an overview of the Age Friendly Strategy.

For Decision

5.1.1 Community Grant Program 2022/2023 Budget

It is recommended to Council:

That Council:

1. Notes that the Community Grant Program 2022/23 budget is close to being fully expended.
2. Approves a non-discretionary budget bid of \$40,000 for the Community Grant Program at the 2022/23 Third Quarter Budget Review.

For Information

5.2.1 Youth Sponsorship Applications - February 2023

It is recommended to Council:

That Council:

1. Notes the report.
2. Request that staff bring back a report to Community Wellbeing and Sport Committee in April 2023 on a proposed increase of the funding categories and other suggestions by staff.

CWS-OB1 Review of Community Grants

It is recommended to Council:

That Council:

1. Request that staff bring back a report to Community Wellbeing and Sport Committee reviewing the Community Grant category amounts and advising the Committee of other opportunities.

CWS-OB2 Little Para Golf Course Logo

It is recommended to Council:

That Council:

1. Approves in principle, and subject to minor variation, Option 3 of the Little Para Golf Course logo design.

For Noting Only: Decisions Made Under Committee Delegation:

5.1.2 Community Grant Report

Grant No. 25/2022-23: Punya Foundation Incorporated - Community Grant Application

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

1. Approves the request for funding for the March 2023 round of Community Grants as follows:
 - a. Grant No. 25/2022-23 Punya Foundation Incorporated Community Grant Application: to the value of \$5,000: to assist with costs towards eligible items - hall hire, catering, decorations, PA System and artwork material for their Multi-Cultural Spiritual Program Event.
 - b. The Administration will work with the Punya Foundation Incorporated to address the ineligible items ensuring funds are only provided as per the criteria and guidelines.

5.1.3 Community Grant Report

Grant No. 26/2022-23: Salisbury Art Society Incorporated - Community Grant Application

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

1. Approves the request for funding for the March 2023 round of Community Grants as follows:
 - a. Grant No. 26/2022-23 Salisbury Art Society Incorporated Community Grant Application: to the value of \$3,300: to assist with costs towards eligible items - venue hire, catering, art materials, for their John Ford Water Colour Workshop to be held at The City of Salisbury Community Hub.
 - b. The Administration will work with the Salisbury Art Society Incorporated to address the ineligible items ensuring funds are only provided as per the criteria and guidelines.

5.1.4 Parafield Gardens Mens Shed Proposal

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

1. Approves the request for a one-off funding payment as follows:
 - a. The Mens Shed Parafield Incorporated to the value of \$20,000 and to assist with costs towards construction of a new shed on their site at 171 Anderson Road, Parafield Airport SA 5106;
 - b. Upon the receipt of the relevant documentation and permissions as requested by the Administration.
2. Notes the funds will come out of the existing Community Development Budget 2022/2023.

6 Innovation and Business Development Committee Meeting

Deputy Chairman: Cr K Grenfell

Consideration of the minutes of the Innovation and Business Development Committee Meeting - 21 March 2023 and adoption of recommendations in relation to item numbers:

Administration

6.0.1 Future Reports for the Innovation and Business Development Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

6.1.1 Shopfront Improvement Grant Application Review

It is recommended to Council:

That Council:

1. Notes the Shopfront Improvement Grant Guidelines presented in Attachment 1 (21 March 2023 Innovation and Business Development Committee, Item 6.1.3), as approved by Council on 22 August 2022.
2. Approves the allocation of funding from the Shopfront Improvement Grant to the Salisbury Optometrist to the value of \$10,000 following its successful application to assist with the building and landscape repairs as detailed in the report (21 March 2023 Innovation and Business Development Committee, Item 6.1.3).
3. Authorises the Chief Executive Officer to allocate a Shopfront Improvement Grant and enter into an agreement with the eligible successful grant applicant.
4. Authorises the Chief Executive Officer or delegate to approve the allocation of the remaining funds to applicants that are successful after their application is reviewed against the criteria and accepted by the Evaluation Panel, until all the available budget is allocated.

6.1.2 Recommendations of the Salisbury Living Sub Committee meeting held on Tuesday 14 March 2023

It is recommended to Council:

That Council:

Receives and notes the information contained in the Salisbury Living Sub Committee of the meeting held on 14 March 2023 with respect to the following recommendations contained therein to be adopted by Council:

6.1.2-SLSCC1 Future Reports for the Salisbury Living Sub Committee

It is recommended to Council:

That Council:

1. Notes the report.

7 Audit and Risk Committee

No Audit and Risk Committee meeting was held in March 2023.

8 Council Assessment Panel Meeting

Council to note the minutes of the Council Assessment Panel Meeting held on 28 February 2023.

9 CEO Review Committee

No CEO Review Committee meeting was held in March 2023.

GENERAL BUSINESS REPORTS

ITEM	GB1
	COUNCIL
DATE	27 March 2023
HEADING	Code of Practice - Access to Council and Committee Meetings and Documents
AUTHOR	Team Leader Council Governance, CEO and Governance
CITY PLAN LINKS	4.5 We engage meaningfully and our community is aware of Council initiatives
SUMMARY	This report provides the opportunity for Council to consider the Draft Code of Practice – Access to Council and Committee Meetings and Documents. The report also seeks Council's approval for the Code of Practice to go out to public consultation as required under section 92(5) of the <i>Local Government Act 1999</i> (the Act).

RECOMMENDATION

That Council:

1. Approves the draft Code of Practice – Access to Council and Committee Meetings and Documents as set out in attachment 1 to this report (Item No GB1; Council meeting 27 March 2023) to go out to public consultation for 21 days in accordance with section 92(5) of the *Local Government Act 1999*.

ATTACHMENTS

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

1. Code of Practice for Access to Meetings and Associated Documents

1. BACKGROUND

- 1.1 It is a requirement under Section 92 of the *Local Government Act 1999* (the Act) that Council prepares and adopts a Code of Practice for Access to Meetings and Documents (the Code).
- 1.2 The Code was first adopted by Council in October 2017 and reviewed in November 2021 following the Elections.
- 1.3 Section 92 (5) of the *Local Government Act 1999* requires, before Council adopts, alters or substitutes the Code of Practice – Access to meetings and documents it must undertake public consultation by following the relevant steps in its Community Engagement Policy.

2. CONSULTATION / COMMUNICATION

- 2.1 External
 - 2.1.1 Public consultation is proposed from 1 April 2023 to 22 April 2023.

3. REPORT

- 3.1 Public access to Council and Committee meetings and documents is one of the means by which the community can gain access to information about the business of Council and Council Committees.
- 3.2 This Code is to establish Council's position on how the public access Council and Committee meetings, agendas and reports as well as information and briefing sessions. The Code also outlines how public access to Council and Committee meeting documents may be restricted.
- 3.3 The Code has been updated to reflect changes arising from the commencement of the Statutes Amendment (*Local Government Review*) Act 2021, including changes to information and briefing sessions, publication requirements and additional considerations for confidentiality orders.
- 3.4 There is a requirement to consult with the community regarding the Code, pursuant to section 92(5) of the Act and the City of Salisbury Community Consultation Policy.
- 3.5 Public consultation on the draft code is proposed from 1 April 2023 to 22 April 2023 as per Council Public Consultation Policy.
- 3.6 For ease of review, the track changes highlight the proposed amendments in the Code of Practice – Access to meetings and documents, Attachment 1 to this report.
- 3.7 In accordance with section 132(1), councils must also ensure that a Code of Practice – Access to meetings and documents is available on council website and if requested, provide a person with a printed copy on payment of a fee (if any).

4. CONCLUSION / PROPOSAL

- 4.1 Council is asked to consider the updated Code of Practice – Access to meetings and documents and the recommendation for Community consultation.
- 4.2 A further report will be provided to Council outlining outcomes of community consultation.

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

Code of Practice for Access to Meetings and Associated Documents

Approved by:	Council
Responsible Division:	Governance
First Issued/Approved:	October 2007
Last Reviewed:	22 November 2021 February 2023
Next Review Date:	November 2023

1. ~~Introduction/Purpose~~

~~1.1 In fulfilling the role of an effective Council that is responsive to the needs of the community and which operates within the legal framework as prescribed by the Local Government Act 1999 (the Act), the City of Salisbury is fully committed to open and transparent government. It recognises, however, on some occasions it may be necessary, in the broader community interest, to restrict public access to discussions or documents. This only happens after due consideration is given to the matter by the Chief Executive Officer.~~

~~The City of Salisbury supports the principle that a meeting of Council or a Council Committee should contribute to open, transparent, and informed decision-making, and encourage appropriate community participation in the affairs of the Council.~~

~~1.2 This Code sets out the commitment of the City of Salisbury to provide public access to meetings of Council and associated documents, and outlines the policies and procedures primary means by which the community can gain access to the information about the business of Council and Council Committees the City of~~

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<p>Salisbury will use in accordance with relevant provisions of the Act to restrict public access.</p> <p>The Code includes information relating to:</p> <ul style="list-style-type: none"> • 1.2.1 Information on the relevant provisions of the Act access to the agenda for meetings; • 1.2.2 Council's principles on public access and participation; 1.2.3 The process that will be adopted when public access is restricted to exclude the public from meetings; and • matters for which the Council, or a Council committee, can order that the public be excluded. • public access to documents, including minutes • Review of confidentiality orders • accountability and reporting to the community, and the availability of the Code of Practice • 1.2.4 Grievance—Grievance about the use of the Code of Practice by Council procedures if a member of the public believes that the Council has unreasonably restricted public access on a particular matter. <p>1.3—This Code of Practice clearly states the City of Salisbury's commitment to open and transparent decision making and provides the community with certainty in relation to access to meetings and associated documents.</p>	<p>Formatted: Indent: Left: 1 cm, First line: 0 cm</p> <p>Formatted: Font: DaxDT-Regular, 12 pt</p> <p>Formatted: List Paragraph, Bulleted + Level: 1 + Align: 2.63 cm + Indent at: 3.27 cm</p> <p>Formatted: Font: DaxDT-Regular, 12 pt</p> <p>Formatted: List Paragraph, Bulleted + Level: 1 + Align: 2.63 cm + Indent at: 3.27 cm</p>
<p>2. Scope</p> <p>This Code of Practice applies to all meetings of Council and associated documents.</p>	<p>Formatted: Indent: Left: 0 cm</p>
<p>3. Legislative Requirements and Corporate Policy Context</p> <p><u>Local Government Act 1999</u></p> <p>3.1 Chapter 6 of the Act sets out the arrangements for Meetings of Council. These meetings are to be held in public except where special circumstances exist as prescribed in the Act and a Council or Committee orders that the public be excluded.</p> <p>3.2 There are very strict circumstances in which a discussion or document considered in a meeting of Council can be kept confidential. These provisions are covered in the following sections of the Act:</p> <ul style="list-style-type: none"> • 83(5) Council and 87(10) Committee — the Chief Executive may, after consultation with the principal member of Council, or in the case of a Committee the presiding member, indicate on a document or report provided to the members of the Council or Committee that the matter may, if the Council 	<p>Formatted: Indent: Left: 1 cm, Hanging: 1 cm, Add space between paragraphs of the same style, No bullets or numbering</p>

or Committee so determines, be considered in confidence. The Chief Executive is required to specify at the same time the basis on which such an order can be made.

- ~~90(2) and (3) – circumstances where Council may order that the public can be excluded from attendance at a meeting, or part of it, to enable a matter to be considered in confidence. Appendix 1 provides a list of matters which fall into this category.~~
- ~~91(7) – circumstances where a document considered in confidence can be ordered to remain confidential.~~
- ~~91(8) – circumstances where a Council must not order that a document remain confidential.~~
- ~~91(9) – the Council or Committee must specify the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order will be reviewed. The power to revoke an order can also be delegated to an employee of Council.~~
- ~~92 – requires the Council to prepare and adopt a Code of Practice relating to access to meetings and documents. Prior to adoption, alteration or substitution the proposed Code (or changes) must be available for inspection and purchase. Council is also required to follow the relevant steps set out in its public consultation policy. (The Electronic Participation in Council Meetings Notice (No 7) 2020 provides for the suspension of this requirement).~~
- ~~94 – provides that the Ombudsman may, on receipt of a complaint, investigate the use of these provisions.~~

4. Interpretation/Definitions

4.1 **Associated documents** refers to agendas, reports, attachments and minutes of meetings of Council or Council Committees.

4.2 **Clear Days** means the number of calendar days between the giving of the Notice of the meeting. This excludes the day on which the notice is given and the day of the e-

- ~~Posting of a notice of a meeting and the day the meeting is held excluding both the day on which the notice is given and the day of the meeting, e-meeting. when notices are given on a Thursday for a following Monday meeting, the clear days are Friday, Saturday and Sunday; or~~
- ~~Holding of a meeting and the day the minutes are released excluding the day of the meeting and the day the minutes are released.~~

4.3 ~~Meetings of Council~~ refers to sub-committee, committee and council meetings held in accordance with Chapter 6 (Meetings) of the Act.

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5. Policy Statements

5.1 The City of Salisbury will:

- 5.1.1 Act in the best interest of the community, with honesty, integrity and transparency;
- 5.1.2 Represent the interests of the Salisbury community through responsible, open and accessible government;
- 5.1.3 Ensure confidentiality provisions will only be utilised when considered absolutely necessary;
- 5.1.4 Ensure that in all cases, the information be made publicly available at the earliest possible opportunity.

5.2 ~~The city of Salisbury is committed to the principles of open and accountable governance. The practices of the City of Salisbury Council and its Committees in dealing with confidential matters reflect these principles. The aim of this Code is to provide clear guidance for Council members and staff about their obligations in relation to Confidentiality.~~

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5.23 ~~The City of Salisbury will conduct all formal meetings of Council in public and will provide public access to all documents considered at those meetings, except where the meeting of Council is clearly satisfied that the need for confidentiality outweighs the principle of open decision making. In some instances, Council or Council Committee may form the view that it is necessary and in the broader community interest to exclude the public from the discussion of a particular matter. The public will only be excluded when it is considered necessary, the need for confidentiality outweighs the principle of open decision making.~~

5.43 At the City of Salisbury the following procedures and practices will apply when considering whether to restrict public access to a Council or Council Committee meeting or a report presented to these meetings:

- 5.43.1 Where the Chief Executive Officer believes that a matter should be considered in confidence, the nature of the matter and the reasons why it should be considered in confidence will be clearly stated on the agenda for the meeting which is made available to the public.
- 5.43.2 Information of a confidential nature will be placed in attachments to reports, where possible, so that the report itself can be made available to the public.

5.43.3 Recommendations and resolutions will be framed, where possible, so that public access to the minutes of these meetings does not need to be restricted.

5.43.4 Public access will be restricted for the minimum period of time necessary to allow the matter to be resolved.

5.34.5 Council reports on assessment of tenders for the provision of goods and services to Council will become public as soon as the contract documentation is executed and finalised.

5.34.6 Council and Committee items declared confidential will be recorded in a Register of Confidential Items listing the following information:

- title of the item
 - date of the Council or Committee meeting;
 - reason for holding the matter confidential and the legislative provision to which it applies;
 - date of release from confidentiality
- and the Register will be made available for public inspection.

~~5.3.7 Council will consider objections by a member of the public that a matter is subject to restricted access and will advise that person of their right to seek a review by the Ombudsman if they disagree with a decision to restrict access.~~ Council and Committee Meetings and Documents:

5.4 Notice, Agenda and Reports for Council and Sub/Committee Meetings

One of the main opportunities for the community to obtain information about the business of Council is from the agendas for Council and Committee meetings and associated reports and attachments. ~~Therefore public access to Council agenda papers is encouraged. In the City of Salisbury the following procedures process apply~~ to encourage public access:

At least three clear days before an ordinary meeting of Council or Council Committee meeting (unless it is a special council meeting) the Chief Executive Officer must give written notice of the meeting to all Council and Committee members setting out the date, time and place of the meeting. The notice must contain or be accompanied by the agenda for the meeting.

- ~~meeting, a copy of the Agenda for the meeting will be placed on public display in the foyer of the Council Offices (the Agenda is defined as being a list of items of business to be considered).~~

- ~~A copy of associated reports, attachments and recommendations prepared by Council Officers to be considered by the Members will be available for public inspection at the same time and place as the Agenda on Council's website www.salisbury.sa.gov.au. Members of the public may request a copy of a~~

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- particular report or reports in accordance with Council's Schedule of Fees and Charges for a small fee to cover the costs of duplication.
- ~~The notice of a meeting, agenda and reports. Copies of agendas, reports, attachments and minutes of all meetings of Council will be published on Council's internet site website - www.salisbury.sa.gov.au~~
 - if, in the opinion of the Chief Executive Officer, a matter is likely to be required to be dealt with in confidence, that matter will be noted on the Agenda together with the reason that it may need to be discussed in confidence. The reason must fall within the provisions of Section 90(3) of the Act (as outlined in Attachment 1 to this Policy).
 - ~~Where a report has been considered in confidence and restricted from public access, the report will be reviewed internally twice a year being January and July to determine its confidential status for possible release to the public.~~

5.5.5—Public Access to Meetings

~~Council and Council Committee meetings are open to the public and attendance is encouraged, noting there are circumstances where the Council or Council Committee believes it is necessary and in the broader community interest to exclude the public from the discussion and if necessary the decision of a particular matter.~~

~~In the City of Salisbury, public access to meetings of Council and Council Committees is always available, except where indicated on the Agenda that a matter may need to be discussed in confidence as outlined above. Examples where the public may be excluded include:~~

~~The public will only be excluded when considered appropriate and necessary, for example, the need for confidentiality outweighs the principle of open decision making.~~

- ~~The Council is intending to bid at auction to acquire land and would not want others involved such as the vendor to have prior knowledge of what the Council was settling as an upper limit to bid at the auction, as to do so would prejudice the position of the Council and disadvantage the community [s.90(3)(b)].~~
- ~~Matters affecting the security of the Council, members or employees of the Council, or Council property, or the safety of any person. [s.90(3)(c)]~~
~~The public will only be excluded when considered absolutely necessary and the need for confidentiality outweighs the principle of open decision making.~~

~~Section 90(4) of the Act stipulates that Council and Council Committees cannot make an order, that the public be excluded from a meeting, only on the basis that discussion of a matter in public may:~~

Field Code Changed

Commented [J01]: This may not always be the case.

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- Cause embarrassment to Council, the Committee, Elected Members, Independent members of a Committee or employees of the City of Salisbury; or
- Cause a loss of confidence in Council; or
- Involve discussion of a matter that is controversial within the Council area; or
- ~~Make the Council susceptible to adverse criticism.~~

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5.6 Process to Exclude the Public

~~The meeting will adopt the following procedure and practices before deciding to exclude the public:~~

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- a5.6.1. Before a meeting excludes the public from discussion of a particular matter or matters presented in confidence in the Agenda, the meeting Council or Council Committee must, in public, will formally determine if this is necessary and that it falls within the relevant provisions of Section 90(3) of the Act as a matter(s) justifying treatment in confidence. The meeting will then pass an appropriate resolution or resolutions to exclude the public.

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- ~~b. The debate on whether or not the public should be excluded will be held in public.~~

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- e. The public will only be excluded after a motion to that effect is carried.
- d. If a resolution or resolutions to exclude the public is/are made, the grounds for this will be communicated to the public present at the meeting and will be recorded in the Minutes together with the basis on which the information or matter(s) to which the order(s) relates falls within the ambit of each ground on which the order(s) was/were made and if relevant, the reasons that receipt, consideration or discussion of the information or matter(s) in a meeting open to the public would be contrary to the public interest.
- e. If this occurs then the public must leave the room in which the meeting is being held.
- f. ~~For the convenience of the public present at a meeting, where it is resolved to consider a matter or matters in confidence, the matter or matters are to be placed last on the agenda and deferred until all other business has been dealt with. This avoids the need to ask the public to leave the room and wait until the matter(s) is/are concluded and then allow them to return to the meeting room with the possibility of the same process being repeated for a subsequent matter.~~

- fg. Once debate on each matter is concluded, the meeting will then consider if it is necessary to make an order that some or all documents associated with the relevant matter remains confidential. In determining this, the meeting will have regard to the provisions of the Act and this Code. If an order is made the meeting will also determine for what period, or for what circumstances (~~e.g. settlement of land division~~) the document or portion of the document will remain restricted from public access.
- gh. Once discussion on the matters to be heard in confidence is concluded, the public are then permitted to re-enter the meeting.
- i. Council or the Council Committee, can permit a particular person or persons to remain in the meeting by including reference to them within the exclusion order.

5.7 CEO Briefing/Workshop Sessions

Section 90A of the Act provides that the Council or Chief Executive Officer may arrange for the holding of an information or briefing session.

Council or the CEO are permitted to facilitate an 'information or briefing' session where more than one member of the Council or Council Committee is invited.

A matter must not be dealt with at an information or briefing session in such a way so as to obtain, or effectively obtain, a decision outside of a formally constituted meeting of Council or Committee.

If the matter to be discussed at an information or briefing session will, or is intended to be, on the agenda for a formal council or committee meeting, the information or briefing session must be open to the public.

Under the Act, there is an obligation to conduct information or briefing sessions in a place open to the public when a matter that is, or is intended to be, on the agenda for a formal meeting of the Council is to be discussed.

An information or briefing session may be closed to the public to allow attendees to receive, discuss or consider any information or matter listed in section 90(3) of the Act. This decision can either be made by the Council at a Council meeting held prior to the information or briefing session or by the CEO before or at the session.

The relevant considerations for each of the relevant subsection in section 90(3) of the Act will be considered when determining to close the information or briefing session to the public and making an order to that effect.

Model order for closing an information or briefing session to the public

Pursuant to Section 90A(4) and 90(3)(a) of the Local Government Act 1999, the [Council/CEO] orders that the information or briefing session to be held on [insert date] be closed to the public for item [insert item description/title], and members of the public be excluded from attendance with the exception of required [council name] staff and:

— [insert names/description of other persons who may remain,

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When an order is made to close an information or briefing session to the public, as soon as practicable after the making of an order a record ~~should be made of the order must be kept:~~

- a) The grounds on which the order was made; and
- b) The basis on which the information falls within the ambit of each ground of section 90(3) on which the order was made; and
- c) If relevant, the reason that receipt, consideration or discussion of the information publicly would be contrary to the public interest.

In the interests of good governance, a notice of CEO Briefing/Workshop Sessions will be included in the Notice of Meetings and if a session is to be closed to the public, will include the relevant provisions under Section 90(3) of the Act.

~~5.8 Person Requesting a Matter to be kept Confidential~~

~~Where a person provides information to the Council and requests that it be kept confidential the Council is not able to even consider this request unless the matter is one that falls within the provisions of Section 90(3) of the Act. If this is the case, Council will then be in a position to consider the request on its relative merits in accordance with the Act and this Code.~~

5.8 Confidentiality provisions

In accordance with the requirements of section 90(3) of the Local Government Act, the Council or a Council Committee, may order that the public be excluded in order to receive, discuss or consider any of the information or matters in confidence that are included as attachment 1 to this Code.

5.9 Public Access to Documents

The Local Government Act 1999 requires Council to make available certain documents, which are set out in Schedule 5, in addition to other documents within the Act. Schedule 5 documents must be published on a website determined by the CEO. Provision of printed copies must be provided to any person upon request.

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~~Provision of printed copies of documents may require a payment of a fee in accordance with Council's Schedule of Fees and Charges.~~

~~The City of Salisbury will only order that a document associated with a discussion from which the public are excluded will remain confidential, if it is considered absolutely necessary in the broader community interest. Council can only make orders in relation to documents that were considered in confidence under section 90(2) of the Act.~~

Any inquiries in relation to the process for seeking access to documents held by the Council should be directed to the Freedom of Information Officer on 8406 8222 or email: city@salisbury.sa.gov.au

Field Code Changed

5.10 ~~Reviewing of and Revoking Confidential Orders~~

Where keeping a document confidential is considered absolutely necessary, a resolution to this effect is required, which shall include the grounds for confidentiality and the duration of the order or circumstances in which the order will cease to apply or when the order must be reviewed.

It is the general practice of this Council to review all confidential orders twice a year. Depending on the nature of the material, the confidentiality order may be lifted at the time of review, thereby providing access by the public, or another review period may be set.

Council may delegate to an officer or employee the authority to revoke a confidential order, and if relevant, may add conditions as to when the delegation can be used.

~~Orders that exceed 12 months must be reviewed annually and the Council must assess whether the grounds for non-disclosure are still relevant and, if so, provide the relevant grounds and reasons for the documents to remain confidential. The conduct of the annual review can be delegated to the CEO and sub-delegated to an employee of the Council if appropriate.~~

Example

~~Council resolved to bid \$100,000 at auction for a parcel of land. An order that this discussion be confidential could be made in accordance with section 90(3)(b). Council resolved that the document containing information on the value of land remain confidential in accordance with section 91(7). Council could delegate that the CEO have the authority to make this information public following the completion of the acquisition of the land in accordance with section 91(9)(c).~~

5.11. Accountability and Reporting to the Community Reporting

~~A report on the use of sections 90(2) and 91(7) by the Council and Council Committees must be included in the annual report.~~ will report on an annual basis in the Annual Report on its use of all confidentiality provisions. The report will include the following information:

~~as required by Schedule 4 of the Local Government Act 1999 the report will include the following~~

~~Number of occasions each of the provisions of sections 90(3-2), 90(3) and section 91(7) were utilised.~~

~~The date and subject of each order made under sections 90(-2), 90(3) and 91(7)~~

~~In relation to each ground specified in section 90(3), the number of times in the relevant financial year that an order was made under section 90(2) and 90(3) for each ground~~

~~The number of orders made under section 91(7) that expired, ceased to apply or were revoked during the relevant financial year and the date and subject for each order, and~~

~~• the number of orders made under section 91(2) since 15 November 2010 that remained operative at the end of the financial year.~~

~~• Number of occasions each of the provisions of section 90(3) and section 91(7) were utilised, expressed as a percentage of total agenda items considered.~~

~~• An indication of any particular issues that contributed to the use of confidentiality provisions on more than one occasion e.g. a proposal to acquire parcel of land x was considered on 4 separate occasions.~~

~~• An indication of the categories of section 90(3) that were used most frequently.~~

~~• Number of occasions that information originally declared confidential has subsequently been made publicly available.~~

~~The Annual Report is available on Council's website - www.salisbury.sa.gov.au Copies can be provided on request.~~

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5.13 Grievances

~~In the first instance, any questions or complaints in relation to this Code about the use of confidentiality provisions should be raised with the Manager Governance. The question or complaint should be made in writing (wherever possible) to ensure all grievances are considered and acted upon in a proper manner. Questions or complaints should be marked to the attention of the Manager Governance, City of Salisbury, PO Box 8, Salisbury SA 5108 or via email city@salisbury.sa.gov.au.~~

~~Initially information on the application of confidential provisions and full explanation of the details and circumstances relating to the complaint will be provided. It is~~

~~anticipated that most, if not all, questions or complaints will be resolved through this process.~~

Should this not resolve the matter, a formal application for internal review of this decision can be made. This will be dealt with in accordance with Council's Internal Review of Council Decisions Process.

If a person remains aggrieved about an action of Council, they have the option of seeking to have the Ombudsman review the matter. It is hoped that all grievances can be resolved with Council, but if not, Council Staff can provide details of how to contact the Ombudsman if required.

6. Related Policies and Procedures

6.1 Internal Review of Council Decisions - Section 270 *Local Government Act 1999*

6.2 City of Salisbury Code of Practice for Meeting Procedures

~~6.3 City of Salisbury CEO Briefing/Workshop Sessions Procedure~~

7. Approval and Change History

Version	Approval Date	Approval By	Change
5	22 November 2021	Council	Review following commencement of the Statutes Amendment (Review) Act 2021
<u>6</u>	<u>February 2023</u>	<u>Council</u>	<u>Updated reflect changes in the Statutes Amendment (Local Government Review) Act 2021</u>

8. Availability

8.1 The Code is available to be downloaded, free of charge, from Council's website www.salisbury.sa.gov.au

8.2 The Code 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

Field Code Changed

9. Review

This Code will be reviewed within 12 months of a Council election and thereafter as necessary.

In accordance with the Act, before Council adopts, alters or substitutes a code of practice under section 92 of the Act, it will undertake public consultation on the proposed code, alterations or substitute case (as the case may be). ~~(The *Electronic Participation in Council Meetings Notice (No 1) 2020* provides for the suspension of this requirement).~~

Further Information

For further information on this Code please contact:

Responsible Officer: Manager Governance

Address: 34 Church Street, Salisbury SA 5108

Telephone: 8406 8222

Email: city@salisbury.sa.gov.au

Field Code Changed

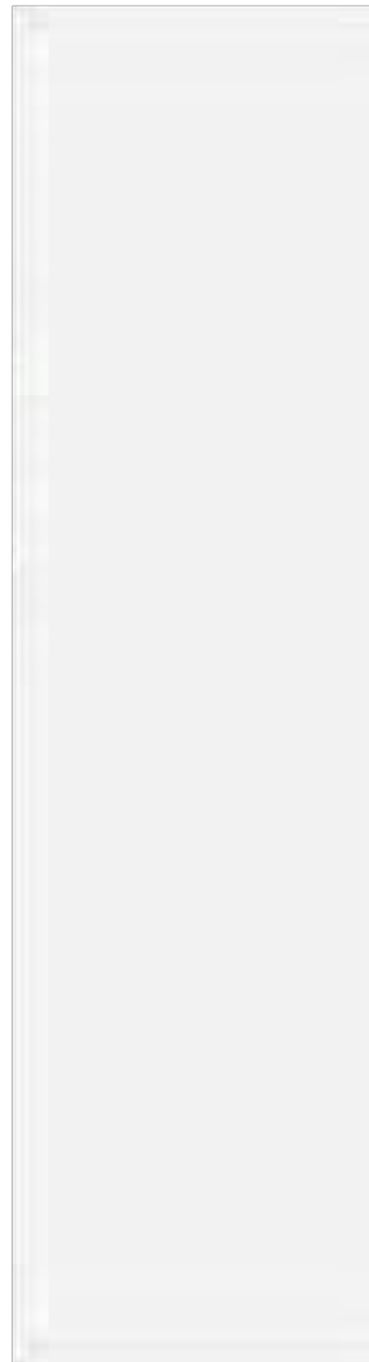
APPENDIX 1

MATTERS FOR WHICH COUNCIL, OR A COMMITTEE, CAN ORDER THAT THE PUBLIC BE EXCLUDED

In accordance with the requirements of section 90(3) of the Local Government Act, the Council, or a Council Committee may order that the public be excluded in order to receive, discuss or consider any of the in the following circumstances:

- a. information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
- b. information the disclosure of which-
 - (i) 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
 - (ii) would, on balance, be contrary to the public interest;
- c. information the disclosure of which would reveal a trade secret;
- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which-
 - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest.
- e. matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person;
- f. information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial;
- g. matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;
- h. legal advice;
- i. information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;
- j. information the disclosure of which-

- (i) would divulge information provided on a confidential basis by or to a Minister of the crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and
 - (ii) would, on balance, be contrary to the public interest;
 - k. tenders for supply of goods, the provision of services or the carrying out of works;
 - m. information relating to a proposed amendment to a ~~proposal to prepare or amend a designated instrument under Part 5 Division 2 of the Planning, Development and Infrastructure Act 2016 before the draft instrument or amendment is released for public consultation under the Act~~ ~~development plan under the Development Act 1993 before a Plan Amendment Report relating to the amendment is released for public consultation under that Act;~~
 - n. information relevant to the review of a determination of a council under the Freedom of Information Act 1991;
 - o. information relating to a proposed award recipient before the presentation of the award
- The Act provides for a definition of "personal affairs" being a person's financial affairs, criminal records, marital or other personal relationships, personal qualities, attributes or health status, or that person's employment records, employment performance or suitability for a particular position, or other personnel matters relating to the person.
- (Local Government Act 1999 – Section 90)



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ITEM	GB2
	COUNCIL
DATE	27 March 2023
HEADING	Local Government (Casual Vacancies) Amendment Act 2023
AUTHOR	Team Leader Council Governance, CEO and Governance
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	Council is advised that the <i>Local Government (Casual Vacancies) Amendment Act 2023</i> commenced operation on 9 March 2023.

RECOMMENDATION

That Council:

1. Notes this report
2. Welcomes back Cr Reardon to her position on Council.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 On 17 February 2023, the Local Government Association called for urgent changes to the *Local Government Act 1999* to reinstate over 40 duly elected members of councils who lost office due to an administrative error. The Amendment Act resolves this matter.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Elected Members and Staff advised of commencement
- 2.2 External
 - 2.2.1 Local Government Association of South Australia (LGA)

3. REPORT

- 3.1 The effect of this Act is to provide that the office occupied by Cr Reardon is taken not to be, and to never have been, vacant as a result of the ordinary operation of Section 54(1)(h) of the *Local Government Act 1999*.
- 3.2 Members whose positions became vacant under section 54(1)(h) of the *Local Government Act 1999* have had their position restored as of 9 March 2023.

4. CONCLUSION / PROPOSAL

- 4.1 This report is provided to Council to note the commencement of the Local Government (Casual Vacancies) Amendment Act 2023.

ITEM	GB3
	COUNCIL
DATE	27 March 2023
HEADING	Community Events Sponsorship Grant Application
AUTHOR	Event Coordinator, Community Development
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 4.1 Members of our community receive an exceptional experience when interacting with Council 4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This report outlines the community event sponsorship program (CESP) applications for round eleven (11). One (1) application have been submitted for consideration by the Community Wellbeing and Sport Committee.

RECOMMENDATIONThat Council:

1. Approves the following application through Round eleven (11) of the Community Events Sponsorship Program as follows:
 - a. Grant No. 1/2023: Para Hills Uniting Church, application for \$5,000.00 for their Spirit of Ramadan: Bringing together our diverse community for peace dinner.

ATTACHMENTS

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

1. Submission Application Form - Para Hills Uniting Church
2. Event Plan & Details

1. BACKGROUND

- 1.1 One (1) application has been received for Round eleven (11) of the Community Sponsorship Program for consideration. This round is for events that are due to occur in the 22/23 financial year.
- 1.2 Events form an important part of the community, cultural and economic fabric of the City of Salisbury. They are designed to stimulate, and provide learning and healthy lifestyle opportunities. The City Plan 2035 contains the following commitment the we will:
 - Provide experiences that make our places lively and interesting;
 - Celebrate our community's diversity.

2. GRANTS PURPOSE

- 2.1 The purpose of the Community Event Sponsorship Program (CESP) is to deliver outcomes in alignment with the Salisbury City Plan 2035. The program will assist in achieving the vision of *'A progressive, sustainable and connected community'*.
- 2.2 Furthermore, the CESP contributes to the critical action of *'from operational and site-specific projects that will have immediate impact, to strategic objectives that guide how and what Council achieves in the longer term'*.
- 2.3 The CESP aims to complement the City of Salisbury's existing events calendar, whilst increasing the capacity of community organisations to deliver events thereby increasing participation and attendances.

3. ASSESSMENT CRITERIA

- 3.1 To secure the funding, the organization conducting the event will need to demonstrate:
 - Maturity around risk and organisation management
 - Significant community impact
 - Attraction to the broader community (not limited to membership of an organisation)
 - The event will be hosted in the City of Salisbury
 - Positive promotion of the City of Salisbury
- 3.2 All eligible applications will be assessed against the following criteria:
 - *Completion of the application in full;*
 - *Demonstrated need for the event;*
 - *Stakeholder endorsement and support for the event*
 - *Consideration of, and with, existing events calendar and events;*
 - *Demonstrated multiple community, organisations or associations benefits;*
 - *Extent to which the project addresses strategic objectives and community needs;*
 - *Extent to which alternative, complementary sponsorship and funding sources have been explored or secured;*
 - *Adequate, comprehensive and value for money of event budget;*
 - *Extent to which the event meets the needs of CESP;*
 - *Alignment with the priorities of the CESP;*
 - *Risk management considerations*
 - *Extent to which the organization has the financial capacity to meet its financial obligations with the City of Salisbury (e.g does the organization have any bad debt with the City of Salisbury); and*

- *The number of other events that have been funded for the financial year (noting only eight (8) events will be sponsored for an amount up to \$5,000.00 each financial year).*

3.3 Due diligence is also undertaken in relation to the financial and governance credibility of the applicant organisations in line with the Community Grants Program.

4. REPORT

4.1 The application that is presented for Round eleven (11) of the Community Event Sponsorship Program for consideration for up to \$5,000.00 is:

Applicant:	Para Hills Uniting Church
Event:	Spirit of Ramadan: Dinner
Amount requested:	\$5,000.00

Spirit of Ramadan: Bringing together our diverse community for peace dinner is aimed to bring together multiple community's and promoting peace and harmony within our community.

Ramadan is a month of peace and is a time when Muslims fast from dusk till dawn. It is a time when people come together to break their first fast and share a community meal, regardless of faith and background.

The event will be creating volunteer opportunities, local business catering, artists, singers and a local photographer. The event will be held at the local Para Hills Community Club.

5. CONCLUSION / PROPOSAL

5.1 One (1) application have been received for the eleventh (11) Round of CESP.

5.2 The application received is:

Applicant:	Para Hills Uniting Church
Event:	Spirit of Ramadan: Dinner
Amount requested:	\$5,000.00

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Community Event Sponsorship Form



Submission date: **5 March 2023,**
6:00PM
 Receipt number: **18**
 Related form version: **6**

Application Form

Name of the organisation:	The Uniting Church in Australia Property Trust (SA)
ABN:	25,068,897,781
Facility Name/Address:	Uniting Church SA/ Level 2, 212 Pirie Street, Adelaide
Postal Address:	
Suburb:	
Person Responsible for the Sponsorship:	Mr
Name	Jesse Size
Title/Office:	Reverend/Minister
Phone	
Email	
Target Age?	All ages
What percentage (%) of your target population reside in	
80% City of Salisbury?	

1 of 7

What events has your organisation held before? **We hosted a similar event in December 2021 outside of the time of Ramadan - a Community Christmas BBQ as a partnership between Para Hills Uniting Church and Sindhi Sangat SA. Our focus has been to hold peace and together initiatives for the wider community during significant times in both the Christian and Muslim religious calendar.**

Approximately 250 people came to this event. We have also held other interfaith events including an Iftar Dinner event with Pinnacle College in May 2021 (150 attendees); a Noah's Pudding event alongside Pinnacle College in August 2020 (80 attendees).

Sponsorship category (please select one only): **up to \$5,000**

Have you sought, or intend to seek funds from another source for this project?

Yes

Source/s:

We will seek some additional funds through individual contributions from among our Christian and Muslim communities

Amount/s:

700

Name of Event:

The Spirit of Ramadan: Bringing Together Our Diverse Community for Peace

Date of Event:

15 April 2023

Location of Event:

Para Hills Community Hub

Has this organisation held this event before?

Yes

If yes to the above, please provide dates of previous **We hosted a similar event in December 2021**

events:

(Community Christmas BBQ) as well as another

similar event (co-hosted with Pinnacle College in May 2021).

Brief description of your Event:

Our event is aimed at bringing together multiple communities and spreading love and harmony among them. The main objective of the event is to promote peace and harmony (social cohesion and inclusion) among different faiths. We recognise that we live in a diverse community featuring different cultures,

beliefs, and religions. We want to model ways of moving towards each other with respect and the kind of welcome we believe all people desire.

What makes Ramadan special to many is the emphasis on being together with the wider community. Those fasting break their fast in the company of not only their family and friends, but also with people they have not met before.

The Holy Month of Ramadan is a month of unity, inclusiveness, belonging, giving, reflection, and compassion - an ideal time for Muslims and nonMuslims to come together and learn about each other's culture and beliefs.

Ramadan is a month of peace, and it is a time when Muslims fast from dawn to dusk and spend their time in prayer and reflection. It is also a time when people come together to break their fast and share a meal, regardless of their faith or background. Our event is aimed at building on this tradition and promoting a message of peace and unity in our community.

We are also lucky to have world-renowned singer, composer and music producer Mr Farhan Shah and his team willing to contribute his time and talents to the event. Farhan Shah, dubbed the Pakistani Pavarotti for his phenomenal voice, has performed all around the world and has also composed and produced music for feature films, television and other popular artists. He is adept at musical and crosscultural

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collaborations and has received many awards and recognition for his work.

The rich combination of community building, friendship, learning, food, music, and conversation will make for an entirely memorable and meaningful evening.

We have also attached a basic run sheet for the event for your information.

Why is the event needed?

The event has social cohesion and community building at the heart of its intent. We aim to promote greater understanding and harmony across different religions and cultures recognising the diversity of our surrounding community.

How will your event increase participation opportunities for community and economic development?

The event involves a great number of people and stakeholders coming together across different communities. The event will encourage volunteer development and will provide business opportunities for food providers, artists, photographers, and local venues.

How will you promote and advertise the Event?
(Christian and

Word of mouth, through faith networks

Islamic), community bulletins, posters, social media (Facebook), and through local council if possible

Apart from your organisation and its members, are there any other groups / businesses that will benefit from the event?

Muslim Australian Connections of SA (Letter attached)

The Sindhi Community of Para Hills (Letter attached)

Community Group / Business

The Afghan Culture Association

Wider Christian churches

How they will benefit

Primarily each will benefit through the shared hopes and goals to promote peace, love, harmony and mutual understanding among different faiths by providing opportunities for positive interactions and new awareness of culture and religion in an inclusive and welcoming context. This will widen each of our sense of belonging, understanding, friendship, tolerance, and togetherness (social cohesion and inclusion).

Attach letters of support where applicable

[Support letter to PHUC.pdf](#)

[Sindhi Community Letter.pdf](#)

Events seeking \$10,000What is the regional or state-wide significance of this event?:

****Events seeking \$10,000****What is the long term vision and sustainability of the event in the City of Salisbury:

Please upload your budget spreadsheet from the template provided. [event budget template 2019 - cesp - round 3.xlsx](#)

Please upload any additional documents that you want to include. [Ifar Runsheet.docx](#)
[Reflections from Iftar Dinner May 2021.pdf](#)

Position: Minister of Religion at Para Hills Uniting Church

9. APPLICATION DECLARATION Name of signatory: Jesse Size



[Link to signature](#)

We agree to abide by the terms and conditions of sponsorship Yes

On behalf of (Group/Organisation) Para Hills Uniting Church

Name: Jesse Size

Date: 5/3/2023

Para Hills

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Event Plan 2023

Description

Our event is aimed at bringing together multiple communities and spreading love and harmony among them. The main objective of the event is to promote peace and harmony (social cohesion and inclusion) among different faiths (especially Christianity and Islam).

We recognise that we live in a diverse community featuring different cultures, beliefs, and religions. We want to model ways of moving towards each other with respect and the kind of welcome we believe all people desire.

What makes Ramadan special to many is the emphasis on being together with the wider community. Those fasting break their fast in the company of not only their family and friends, but also with people they have not met before.

The Holy Month of Ramadan is a month of unity, inclusiveness, belonging, giving, reflection, and compassion – an ideal time for Muslims and non-Muslims to come together and learn about each other's culture and beliefs.

Ramadan is a month of peace, and it is a time when Muslims fast from dawn to dusk and spend their time in prayer and reflection. It is also a time when people come together to break their fast and share a meal, regardless of their faith or background. Our event is aimed at building on this tradition and promoting a message of peace and unity in our community.

We are also lucky to have world-renowned singer, composer and music producer Mr Farhan Shah and his team willing to contribute his time and talents to the event. Farhan Shah, dubbed the Pakistani Pavarotti for his phenomenal voice, has performed all around the world and has also composed and produced music for feature films, television and other popular artists. He is adept at musical and cross-cultural collaborations and has received many awards and recognition for his work.

The rich combination of community building, friendship, learning, food, music, and conversation will make for an entirely memorable and meaningful evening.

The event has social cohesion and community building at the heart of its intent. We aim to promote greater understanding and harmony across different religions and cultures recognising the diversity of our surrounding community.

The event involves a great number of people and stakeholders coming together across different communities. The event will encourage volunteer development and will provide business opportunities for food providers, artists, photographers, and local venues.

Background

We hosted a similar event in December 2021 outside of the time of Ramadan – a Community Christmas BBQ as a partnership between Para Hills Uniting Church and Sindhi Sangat SA. Our focus has been to hold peace and together initiatives for the wider community during significant times in both the Christian and Muslim religious

calendar. Approximately 250 people came to this event. We have also held other interfaith events including an Iftar Dinner event with Pinnacle College in May 2021 (150 attendees).

Pictures from previous events:

Christmas Street BBQ co-hosted with Sindhi Sangat



Iftar Dinner co-hosted with Pinnacle



Promotion

We intend to promote the event through word of mouth, through faith networks (Christian and Islamic), community bulletins, posters, social media (Facebook), and

through local council if possible. We do know that our major challenge will be limiting numbers from our networks to the attendance limit of the Para Hills Community Hub (100 in function centre).

Timelines and Planning

March 10th - 24th

Steering committee to delegate tasks and organise volunteer teams:

- Decorations/table set up
- Children's craft and activities and appropriate volunteers identified
- Welcoming team established
- Siraj to liaise with caterers
- Jesse to liaise with artists
- Promotion of event and invitations to key leaders/personnel/dignitaries
- Start receiving RSVP's
- Speakers invited and confirmed

March 25th – April 14th

- Continue receiving RSVP's
- Steering committee to meet and track progress of volunteer teams

April 15th

- Venue set up/decorations
- Artists, photographer, other teams, and caterers oriented to venue
- Pack down post-event

April 16th onwards

- Debrief from event
- Feedback gained
- Thank you cards/letters sent out
- Receipts, photos, feedback compiled for acquittal
- Grant acquitted

Prospective run sheet for the evening

Iftar Dinner at Para Hills Community Hub

Saturday April 15th, 2023
6pm-9:30pm

No	Time	Item	By	Duration
1	18:00-18:15	Welcome, program acknowledgments Housekeeping	TBC	5mins
2	18:15-18:30	Guests access buffet tables and serve food		
3	18:45-18:55	Scripture reading and reflections on Iftar	Mr Nuru deen Suraju	10 mins

4	19:00-19:10	Keynote Address on Peace, Social Cohesion and Unity	TBC	10 mins
5	19:30	Musical performance	Farhan Shah	30 Mins
6	20:15-20:30	Joint Interfaith Prayer of Goodwill and Forum for questions/comments	All Faith Leaders and representatives	10-15 mins
7	20:30-20:45	Guests and volunteers thanked and photographs		10-15 mins

Public Liability Information

The Uniting Church Insurance policy covers all activities under the control and direction of the Uniting Churches both on and off of their properties. Upon request a **Certificate of Currency** can be provided.

The Church's Liability policies provide protection from legal liability and Indemnity to the public (third parties) for bodily injury and/or damage to property and professional negligence. It also protects all persons or committees for whom the church is legally liable.

The policies cover any Uniting Church organised activity (such as fetes, excursions, camps, youth events, picnics, seminars, Pancake Day etc.) anywhere within Australia and all employees (including stipend) and volunteers are automatically covered for both Public & Products Liability and Professional Indemnity Insurance (subject to the terms and conditions of the policy) whilst engaged in an authorised activity of the church.



ITEM	GB4
	COUNCIL
DATE	27 March 2023
HEADING	Northern Adelaide Waste Management Authority Charter Review 2023
AUTHORS	PA to General Manager Business Excellence, Business Excellence General Manager Business Excellence, Business Excellence
CITY PLAN LINKS	2.2 We make the most of our resources including water, waste and energy 4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	Council consideration is sought on the review of the Northern Adelaide Waste Management Authority (NAWMA) Charter.

RECOMMENDATIONThat Council:

1. Notes the Northern Adelaide Waste Management Authority Charter as included in Attachment 1 of the report (Item GB4 – Northern Adelaide Waste Management Authority Charter Review 2023 – Council, 27 March 2023)
2. Approves the proposed amendments listed in paragraph 3.6 of the report (Item GB4 – Northern Adelaide Waste Management Authority Charter Review 2023 – Council, 27 March 2023) for consideration as part of the Charter Review Consultation Process by the NAWMA Board.

ATTACHMENTS

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

1. Current Charter of Northern Adelaide Waste Management Authority and letter from NAWMA Seeking Council consideration of the Charter

1. BACKGROUND

- 1.1 The Northern Adelaide Waste Management Authority (NAWMA) Charter has been circulated for review by the constituent Councils prior to consideration by the NAWMA Board. It was last reviewed in 2015 and is due for review.

2. CONSULTATION / COMMUNICATION

- 2.1 Nil

3. REPORT

- 3.1 At its Board meeting on 1 March 2023, the NAWMA Board resolved:

9.1 Charter Review

That the Report is received and noted, and that the Charter Review process include consultation with Constituent Councils.

- 3.2 NAWMA have engaged Kelledy Jones Lawyers to undertake the review and draft the necessary amendments to facilitate this change.
- 3.3 At this stage no changes have been considered or recommended with feedback being requested by the Constituent Councils.
- 3.4 The feedback from the Constituent Councils will be provided to Kelledy Jones Lawyers along with any feedback from the Board.
- 3.5 A revised draft Charter will then be considered by the Board at a Strategic Workshop scheduled for late April. A final draft will be recommended to the Constituent Councils for adoption as required under Clause 4.4 of the current Charter which notes:
- 3.5.1 *This Charter may not be amended except as all the constituent Councils may agree by each passing a resolution in the same terms. An amendment is not effective unless and until published in the Gazette.*
- 3.6 Administration have undertaken an initial review of the Charter and have tabled some comments and/or suggested changes for Council's consideration.

CURRENT CLAUSE	PROPOSED AMENDMENT / COMMENTS BY COS
7.1.6 The preparation and development of Business Plans to be considered in consultation with the Constituent Councils.	7.1.6 The preparation and development of Business Plans to be considered in consultation <i>and approved by</i> Constituent Councils.
7.2 Membership of the Board 7.2.1 The Board will be comprised of ten (10) members appointed as follows: a) three (3) persons each appointed for a term of two years by each Constituent Council with skills and/or knowledge in any of the following: 7.2.1.a.1 Marketing/public relations; 7.2.1.a.2 Finance; 7.2.1.a.3 Legal/governance 7.2.1.a.4 Business; and/or 7.2.1.a.5 The local community.	The current membership of the Board requires the appointment of 3 persons from each of the Constituent Councils and proxys, noting specific skills or background to be considered in these appointments. The independent Chairperson is the person appointed as required under Clause 7.2.1 b). Consideration could be given to seek alteration of this membership to also include additional external independent expertise in the waste industry given the complexities of operating NAWMA.

CURRENT CLAUSE	PROPOSED AMENDMENT / COMMENTS BY COS
<p>7.4.4 A quorum of members is five members of the Board.</p>	<p>Consideration to alter this clause to refer to half (removing any fractions) plus one as the required quorum rather than an absolute number or a specific number of members (including proxy) from each Constituent Council</p>
<p>7.4.5 For the purpose of this clause, the contemporary linking together by a telephone, audio-visual or other instantaneous means (“telecommunication meeting”) of a number of members of the Board provided that at least a quorum is present, is deemed to constitute a meeting of the Board.</p> <p>7.4.5 Each of the Board Members taking part in the telecommunications meeting must be able to hear and be heard by each of the other Board Members present.</p>	<p>Recommended to include more specific protocols for online meeting participation for the use of remote access to meetings via audio/video.</p> <p>(1) A Board Member may attend online meetings by video conferencing via the connection link provided by the Administration, subject to the following conditions: (a) All Members and the Minute Taker being able to hear other Members whilst a Member is participating online, and; (b) Members participating online shall have their video camera switched on to be able to be seen at all times and be located within a quiet environment to ensure they are able to hear and be heard clearly. Members participating online shall be located in a confidential environment with no other persons present when confidential items are considered, and; (c) Members participating online are encouraged to use a microphone and headset or combination of the two together, and; (d) When attending online, Members are encouraged to use a blurred digital background for open public meetings, and no digital background for confidential meetings, and; (e) Members participating online shall express their vote on each and every question in a manner that can be identified by all other persons present at the meeting (whether all other persons at the meeting are physically present or present online), and; (f) The Presiding Member (or Acting Presiding Member) is authorised to disconnect the Member in the event that the technology causes any disruption or nuisance to the meeting, and; (g) Should the online connection fail, any attempt(s) to re-connect are made at the discretion of the Presiding Member, and; (h) Whilst participating in a Meeting in accordance</p>

CURRENT CLAUSE	PROPOSED AMENDMENT / COMMENTS BY COS
	with this clause, a Member shall be considered as being present at the meeting for all purposes.
11.2.4 not to be adopted by the Board until 31 May but before 30 September;	Consideration of this clause to be amended to read “not to be adopted by the Board until 31 May but before 30 July”. This ensures that there isn’t a delay in the Board adopting a budget that may have implications on the Constituent Councils’ budgets.
19. WITHDRAWAL OF A CONSTITUENT COUNCIL and 21. DISPUTE RESOLUTION	<p>These clauses address the situation where a Constituent Council resolves to exit the Authority or is in dispute with the Authority. The current Charter does not address where a situation arises where the ongoing relationship either between the Authority or between two or more Constituent Councils is untenable (even after following the Dispute Resolution process) and what remedies can be applied.</p> <p>Consideration is sought on whether Council seeks NAWMA to consider this in the review of the Charter.</p>

4. CONCLUSION / PROPOSAL

- 4.1 The report and the attached Charter provide Council with an opportunity to provide feedback to NAWMA on the process currently being undertaken to review the Charter.
- 4.2 The feedback is sought by Friday, 31 March 2023 to NAWMA, which will allow the feedback to be considered along with the Board feedback on a revised Charter.
- 4.3 A final draft Charter adopted by the Board will be brought back to the Constituent Councils to adopt at a future date yet to be determined.



6/03/2023

Mr John Harry
Chief Executive Officer
City of Salisbury
PO Box 8
Salisbury SA 5108

Dear Mr Harry,

RE: NAWMA Charter Review

I write to you in accordance with Clause 4.5 of NAWMA's Charter, as follows:

The Constituent Councils may review this Charter at any time, but must in any event review this Charter at least once in every 4 years.

NAWMA's Charter was last reviewed in 2015 and is currently overdue for review. This action sits within NAWMA's FY23 Annual Business Plan for completion and is budgeted for in this current year. NAWMA have engaged Kellidy Jones to undertake this review.

At NAWMA's Board Meeting of Wednesday 1 March 2023 the following was resolved:

9.1 Charter Review

Moved Cr Buchanan that the Report is received and noted, and that the Charter Review process include consultation with Constituent Councils.

Seconded Cr Grenfell

Carried

This letter is sent alongside a copy of the current Charter, for Council's consideration, review and suggestions. If appropriate, I would appreciate a copy of City of Salisbury's suggested amendments to the NAWMA Charter by no later than Friday 31 March 2023 to NAWMA's Administration Support Officer - Corporate Services Jasmine Pugh (j.pugh@nawma.sa.gov.au).

All suggested amendments (including those put forward by Members of the NAWMA Board) will be collated and presented at a NAWMA Board Strategic Workshop in late April 2023 for consideration. The Charter will be subsequently returned to Constituent Councils for adoption in due course.

I am available at any time to brief you on any matter contained in this letter or on this subject, at your convenience.

Yours sincerely

Toby Terlet
Chief Executive Officer

Box 10 MDC, Edinburgh North, SA 5113
Phone (08) 8259 1100
www.nawma.sa.gov.au



CHARTER OF NORTHERN ADELAIDE WASTE MANAGEMENT AUTHORITY

Amended July 2015

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LOCAL GOVERNMENT ACT 1999

**NORTHERN ADELAIDE WASTE MANAGEMENT AUTHORITY –
REGIONAL SUBSIDIARY**

Charter – July 2015

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LOCAL GOVERNMENT ACT 1999

NORTHERN ADELAIDE WASTE MANAGEMENT AUTHORITY – REGIONAL SUBSIDIARY

Charter – July 2015

1. INTRODUCTION

This Charter governs the affairs of the Northern Adelaide Waste Management Authority (referred to in this Charter as 'the Authority') a regional subsidiary established pursuant to Section 43 of the Local Government Act 1999 ('the Act').

2. CONSTITUENT COUNCILS

The Authority has been established by the City of Playford, the Town of Gawler and the City of Salisbury (Constituent Councils), which comprise the Northern Adelaide Region of Local Government ("the Region").

The Constituent Councils have resolved to work together through the Authority to facilitate waste management within the Region.

The Authority is subject to the joint direction of the Constituent Councils.

The establishment of the Authority does not derogate from the power of the Constituent Councils to themselves act in a matter.

3. LOCAL GOVERNMENT ACT

This Charter must be read in conjunction with Parts 2 and 3 of Schedule 2 to the Act. The Authority shall conduct its affairs in accordance with Schedule 2 to the Act except as modified by this Charter in a manner permitted by Schedule 2.

4. ABOUT THIS CHARTER

4.1 This Charter is the charter of the Authority

4.2 This Charter binds the Authority and each Constituent Council.

4.3 Despite any other provision in this Charter:

4.3.1 if the Act prohibits a thing being done, the thing may not be done;

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4.3.2 if the Act requires a thing to be done, authority is given for that thing to be done; and

4.3.3 if a provision of this Charter is or becomes inconsistent with the Act, that provision must be read down or failing that severed from this Charter to the extent of the inconsistency.

4.4 This Charter may not be amended except as all the Constituent Councils may agree by each passing a resolution in the same terms. An amendment is not effective unless and until published in the Gazette.

4.5 The Constituent Councils may review this Charter at any time, but must in any event review this Charter at least once in every 4 years.

5 OBJECTS AND PURPOSE

The Authority is established to:

5.1 provide kerbside waste management collection services to the Constituent Councils;

5.2 receive and dispose or market waste and recyclables collected from within the Region;

5.3 receive and dispose or market waste and recyclables collected from outside the Region;

5.4 operate and maintain the Waste Processing Facility at Edinburgh North, South Australia;

5.5 operate and maintain the Baled Landfill Facility at Uleybury, South Australia;

5.6 undertake regional promotions and education on the principles of the nationally accepted waste management hierarchy to be expanded to councils outside the Region on approval of the Board;

5.7 provide customer service to Constituent Councils and residents on all waste management issues to be expanded to councils outside the Region on approval of the Board;

5.8 advance the optional use of waste materials as a potential resource for the achievement of the highest net benefit to the Constituent Councils;

5.9 oversee infrastructure requirements of local government in establishing, processing and resource recovery operations as appropriate;

5.10 proactively manage its business in a competitive and changing environment;

5.11 provide a forum for discussion and/or research for the ongoing improvement of management of waste;

5.12 associate, collaborate and work in conjunction with other local government bodies for the advancement of matters of common interest; and

5.13 be financially self-sufficient.

and in so doing will give due weight to economic, social and environmental considerations.

6 POWERS

6.1 The Authority is constituted as a body corporate under the Act and in all things acts through the Board.

6.2 Subject to Clause 6.3 the Authority has:

6.2.1 the power to acquire, deal with and dispose of real and personal property (wherever situated) and rights in relation to real and personal property;

6.2.2 the power to sue and be sued in its corporate name;

6.2.3 the power to enter into any kind of contract or arrangement;

6.2.4 the power to return surplus funding revenue to Constituent Councils in such proportions as the Board considers appropriate at the end of any financial year either by way of cash payment or reduction of annual contribution;

6.2.5 the power to set aside surplus revenue for future capital expenditure;

6.2.6 the power to invest funds provided that in doing so it takes into account Part 4 of Chapter 9 of the Act; and

6.2.7 the power to do anything else necessary or convenient for, or incidental to, the exercise, performance or discharge of its powers, functions or duties.

6.3 The Authority may enter into any contract arrangement or other transaction provided that it is within an approved budget and the Business Plan. Any contract arrangement or other transaction which will incur expenditure by the Authority in excess of \$100,000 and which is not referred to in an approved budget and the Business Plan requires the approval of all the Constituent Councils.

6.4 The Authority may operate an overdraft facility as approved in a budget or otherwise by the Constituent Councils.

The Authority must undertake any commercial activities which constitute a significant business activity of the Authority in accordance with the principles of competitive neutrality.

7 BOARD OF MANAGEMENT

7.1 Functions of the Board

- 7.1.1** The formulation of strategic plans including a Long Term Financial Plan and strategies aimed at facilitating the fulfillment of the objects and purpose of the Authority and improving the activities of the Authority.
- 7.1.2** Providing professional input and policy direction to the Authority.
- 7.1.3** Monitoring, overseeing and evaluating the performance of the Executive Officer of the Authority.
- 7.1.4** Ensuring that ethical behavior and integrity is established and maintained by the Authority and its Board Members in all activities undertaken by the Authority.
- 7.1.5** Subject to Clause 7.4.13 ensuring that the activities of the Authority are undertaken in an open and transparent manner.
- 7.1.6** The preparation and development of Business Plans to be considered in consultation with the Constituent Councils.
- 7.1.7** Exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons.

7.2 Membership of the Board

- 7.2.1** The Board will be comprised of ten (10) members appointed as follows:
 - a) three (3) persons each appointed for a term of two years by each Constituent Council with skills and/or knowledge in any of the following:
 - 7.2.1.a.1 Marketing/public relations;
 - 7.2.1.a.2 Finance;
 - 7.2.1.a.3 Legal/governance;
 - 7.2.1.a.4 Business; and/or

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7.2.1.a.5 The local community.

The Chief Executive Officer (or nominee) of each Constituent Council will meet to collectively discuss their proposed appointees, prior to final appointment for the purpose of ensuring that the required skill set is satisfied;

- b) One (1) person appointed jointly by the Constituent Councils for a term of two years and who is not a member or officer of a Constituent Council and who, in the opinion of the Constituent Councils, has expertise in waste management and/or business. This person will be nominated by the Board and circulated to the Constituent Councils to be appointed by resolution of each of the Constituent Councils.

7.2.2

- a) Subject to Clause 7.2.2(b) and (c) members of the Board shall be entitled to a sitting fee as determined by the Board.
- b) Any person who is an elected member of a Constituent Council and also a Board Member (irrespective of the basis of their initial appointment to the Board) is not entitled to a sitting fee.
- c) Any Council employees appointed to the Board are not entitled to a sitting fee.

7.2.3 Each Constituent Council shall appoint a deputy or deputies (to a maximum of three (3) for their Board members.

7.2.4 An Instrument of Appointment signed by the Chief Executive Officer of the appointing Constituent Council is sufficient evidence of an appointment of a Board Member and a Deputy Board Member.

7.2.5 The Board Member appointed under Clause 7.2.1 b) is the Chairperson of the Board.

7.2.6 There will also be a Deputy Chairperson of the Board elected by ballot of the Board for a two year period.

7.2.7 The Chair and Deputy Chair are eligible for re-appointment at the expiration of their respective terms of office.

7.3 Term of Office - The Board

7.3.1 Subject only to the following sub-clauses, the term of office of each member of the Board will be determined by the Constituent Council appointing the member.

7.3.2 The term of office of a member of the Board who is not an elected member of a Constituent Council ceases upon the appointing Constituent Council providing written notice to the Board, or upon the happening of any other event through which the member would be ineligible to remain as a member of the Board.

*(*See Clause 20, Part 2 of Schedule 2)*

7.3.3 The Board may by a two third majority vote of the members present (excluding the member subject to this clause) make a recommendation to the Constituent Council responsible for the appointment of the member requesting that it terminate the appointment of the member in the event of:

- a) any behavior of the member which in the opinion of the Board amounts to impropriety;
- b) serious neglect of duty in attending to the responsibilities of a member of the Board;
- c) breach of fiduciary duty to the Board or a Constituent council;
- d) breach of the duty of confidentiality to the Board and the Constituent Council;
- e) breach of the conflict of interest rules of the Board; or
- f) any other behavior which may discredit the Board.

7.3.4 The Constituent Council which appointed the member whose term of office has become vacant will be responsible to appoint the replacement member.

7.4 Meetings of the Board

7.4.1 Subject to Clause 7.4.2 the Board has the power to determine its meeting procedures.

7.4.2 However, the provisions of Part 2 of the Local Government (Procedures at Meetings) Regulations 2013 shall, insofar as the same may be applicable and not inconsistent with this Charter or meeting procedures set by the Board apply to the proceedings at and conduct of all meetings of the Board.

7.4.3 The Chair shall preside at all meetings of the Board and, in the event of the Chair being absent from a meeting, the Deputy Chair shall preside. In the event of the Chair and Deputy Chair being absent from a meeting,

the Board Members present shall appoint a member from amongst them, who shall preside for that meeting or until the Chair or Deputy Chair is present.

7.4.4 Subject only to the provisions of this clause, no meeting of the Board will commence until a quorum of members is present and no meeting may continue unless there is a quorum of members present. A quorum of members is five members of the Board.

7.4.5 For the purpose of this clause, the contemporary linking together by a telephone, audio-visual or other instantaneous means (*“telecommunication meeting”*) of a number of members of the Board provided that at least a quorum is present, is deemed to constitute a meeting of the Board. Each of the Board Members taking part in the telecommunications meeting must be able to hear and be heard by each of the other Board Members present. At the commencement of the meeting, each Board Member must announce his/her presence to all other Board Members taking part in the meeting. A Board Member must not leave a telecommunication meeting by disconnecting his/her telephone, audio visual or other communication equipment, unless that Board Member has previously notified the Chairperson of the meeting.

7.4.6 A proposed resolution in written form (including by email) and given to all Board Members in accordance with procedures determined by the Board will be a valid decision of the Board where a majority of Board Members vote in favour of the resolution either by signing and returning the resolution to the Executive Officer or otherwise giving written notice (including by email) to the Executive Officer of their consent to the proposed resolution. The resolution shall either fail or succeed at the time that the Executive Officer receives notification of majority support for or rejection of the proposed resolution. If the proposed resolution receives majority support it will be as valid and effectual as if it had been passed at a meeting of the Board duly convened and held.

7.4.7 In the event that there is not a quorum present at two consecutive meetings of the Board, an extraordinary meeting of the Board may be convened in the same manner as a special meeting (see Clause 7.4.11), at which the business which was on the agendas for the two previous but

failed meetings may be transacted at the extraordinary meeting of the Board where the requirement for a quorum is that there be at least one member appointed by each of the Constituent Councils in attendance. Decisions made at such a meeting will be binding on all members of the Board and the Constituent Councils.

- 7.4.8** Subject only to any specific requirement of this Charter, all matters for decision at a meeting of the Board will be decided by a simple majority of the Board Members present and entitled to vote on the matter. All Board Members present and entitled to vote on a matter are required to cast a vote. All Board Members (including the Chairperson) are entitled only to a deliberative vote. Board Members may not vote by proxy.
- 7.4.9** In the event of an equality of votes, the Chairperson will not have a casting vote and the matter will be deemed to have lapsed but may at some later time (including at the same meeting) be reconsidered.
- 7.4.10** Meetings of the Board will be held at such time and such place as the Board decides subject only to the requirement that there will be at least one meeting in every two calendar months.
- 7.4.11** A special meeting of the Board may be held at any time and may be called at the request of the Chairperson or at the written request of three members of the Board where each member is an appointee of a different Constituent Council. The request for a special meeting must be accompanied by the agenda.
- 7.4.12** Notice of all meetings will be given in accordance with the provisions applicable to a committee meeting under Part 2 of Chapter 6 of the Act and any associated regulations.
- 7.4.13** The Executive Officer may indicate on a document (Agenda) or report provided to Board Members that any information or matter contained in or arising from the document/report is confidential until such time as the Board determines whether the document/report will be considered in confidence under Clause 7.4.14
- 7.4.14** The Board may order that the public be excluded from attendance at any meeting in order to enable the Board to consider any information or matter listed in Section 90 (3) of the Act (after taking into account any relevant consideration under that sub-section).

- 7.4.15** All Board Members must keep confidential all documents and any information provided to them on a confidential basis for their consideration prior to a meeting of the Board.
- 7.4.16** The Board must ensure that accurate written minutes of its proceedings are kept and are produced for verification at the next or a subsequent meeting of the Board. The Minutes must be prepared and distributed to Board Members and Constituent Councils within 5 business days of the meeting to which they relate.
- 7.4.17** Subject to Clause 7.4.19 a person is entitled to inspect, without payment of a fee:
- a) minutes of a Board meeting;
 - b) reports received by a Board meeting;
 - c) recommendations presented to the Board in writing and adopted by resolution of the Board.
- 7.4.18** Subject to Clause 7.4.19, a person is entitled, on payment to the Authority of a fee fixed by the Board, to obtain a copy of any documents available for inspection under Clause 7.4.17.
- 7.4.19** Clauses 7.4.17 and 7.4.18 do not apply in relation to a document or part of a document if:
- a) the document or part of the document relates to a matter of a kind considered by the Board in confidence under Clause 7.4.14; and
 - b) the Board orders that the document or part of the document be kept confidential (provided that in so ordering the Board must specify the duration of the order or the circumstances in which it will cease to apply or a period after which it must be reviewed).

7.5 Governance Issues for Members of the Board

- 7.5.1** The principles regarding conflict of interest prescribed in the Act apply to all members of the Board as if they were elected members of a council.
- 7.5.2** The members of the Board are not required to comply with Division 2, Chapter 5 (Register of Interests) of the Act.
- 7.5.3** The members of the Board will at all times act in accordance with their duties of confidence and confidentiality and individual fiduciary duties including honesty and the exercise of reasonable care and diligence with

respect to the Board as required by Part 4, Division 1, Chapter 5 of the Act and Clause 23 of Part 2 of Schedule 2 to the Act.

7.5.4 The Board must prepare and adopt and thereafter keep under review policies on:

7.5.4.1 contracts and tenders, that would conform to Section 49 of the Act;

7.5.4.2 a code of conduct to be observed by Board Members;

7.5.4.3 governance including as concerns:

- (a) the operation of any account with a bank or Local Government Finance Authority;
- (b) human resource management;
- (c) improper assistance to a prospective contract party;
- (d) improper offering of inducements to Board Members or staff of the Authority;
- (e) improper lobbying of Board Members or staff of the Authority.

7.5.4.4 Work Health and Safety

7.5.4.5 Protection of the environment.

8 ADMINISTRATIVE MATTERS

8.1 There will be an Executive Officer of the Authority appointed by the Board on terms and conditions determined by the Board.

8.2 The Executive Officer will be responsible to the Board including for but not limited to the following:

- 8.2.1** ensuring that the policies and lawful decisions of the Authority are implemented in a timely manner;
- 8.2.2** the efficient and effective management of the operations and affairs of the Authority;
- 8.2.3** providing advice and reports to the Board on the exercise and performance of the Authority's powers and functions;
- 8.2.4** giving effect to the principles of human resource management generally applicable within the local government industry.

- 8.3** The Executive Officer has such powers, functions and duties prescribed by this clause and as determined by the Board from time to time to ensure the efficient and effective management of the operations and affairs of the Authority. The functions of the Executive Officer include, but are not limited to, those outlined in Section 99 of the Local Government Act 1999.
- 8.4** The Board may authorise the Executive Officer to employ such other officers of the Authority as are required for the efficient and effective management of the operations and affairs of the Authority.
- 8.5** In the absence of the Executive Officer for any period exceeding one week an acting Executive Officer will be appointed by the Executive Officer or in default by the Board.
- 8.6** The Board may engage professional consultants and it may authorise the Executive Officer to engage professional consultants to provide services to the Authority to ensure the proper execution of its decisions, the efficient and effective management of the operations and affairs of the Authority, and for giving effect to the general management objectives and principles of personnel management prescribed by this Charter or as otherwise mandated.

9 DELEGATIONS

As a matter of record, Schedule 2, clause 36 of the Act vests a power of delegation in the Authority. However, the Board may not delegate the following powers or functions:

- 9.1.1** the power to impose charges,
- 9.1.2** the power to enter into transactions in excess of \$100,000 which are not authorised in the Business Plan,
- 9.1.3** the power to borrow money or obtain any other form of financial accommodation which is not authorised in the Business Plan,
- 9.1.4** the power to approve expenditure of money on the work, services or operations of the Authority not set out in a budget approved by the Authority or, where required by this Charter, approved by the Constituent Councils,
- 9.1.5** the power to approve the reimbursement of expenses of payment of allowances to members of the Board,
- 9.1.6** the power to adopt or revise an approved budget,
- 9.1.7** the power to adopt or revise financial estimates or reports, and

9.1.8 the power to make any application or recommendation to the Minister.

10 FINANCIAL CONTRIBUTIONS TO THE AUTHORITY

10.1 The Board will be responsible to provide the Constituent Councils with sufficient information for each of them to ascertain the level of and understand the reasons behind the funding required in the next financial year. This will be achieved through the Business Plan and the annual budget.

10.2 Subject to Clause 10.1 the Board will annually determine the funds required by the Authority to enable it to function in accordance with this Charter. Subject to all of the Constituent Councils approving the annual budget, the Constituent Councils shall contribute the funds requested by the Board in the annual budget. The Board may during any year determine that additional funds are required for the continuing function of the Authority. The Board must gain agreement from the Constituent Councils regarding the need for additional funds before the Constituent Councils will be obliged to meet any request for additional funds.

10.3 The annual contribution will be paid by each Constituent Council in advance by monthly instalments.

10.4 Additional contributions (if any) will be paid by each Constituent Council in the manner and at the time determined by the Board.

10.5 The Board is accountable to the Constituent Councils individually and collectively to ensure that the Authority functions in accordance with its Business Plan and approved budget.

11 BUDGETS

11.1 The Authority must prepare a budget for each financial year.

11.2 The budget must:

- 11.2.1** deal with each principal activity of the Authority on a separate basis;
 - 11.2.2** be consistent with and account for activities and circumstances referred to in the Authority's business plan;
 - 11.2.3** be submitted in draft form to each Constituent Council for approval before 31 March for the next financial year;
 - 11.2.4** not be adopted by the Board until after 31 May but before 30 September;
- and

11.2.5 identify the amount of and the reasons for the financial contributions to be made by each Constituent Council to the Authority.

11.3 The Authority must provide a copy of its adopted budget to each Constituent Council within 5 business days after adoption by the Board.

(See Clause 25, Part 2, Schedule 2 to the Act for the contents of the Budget.)

12 BUSINESS PLAN

12.1 The Authority shall have a Business Plan that continues in force for the period specified therein or until the earlier adoption by the Authority of a new Business Plan.

12.2 The Authority must, in consultation with the Constituent Councils, review its Business Plan on an annual basis.

12.3 The Authority may, after consultation with the Constituent Councils, amend its Business Plan at any time.

12.4 The Business Plan must include:

12.4.1 the performance targets that the Authority is to pursue,

12.4.2 a statement of the financial and other resources, and internal processes, that will be required to achieve the Authority's performance targets; and

12.4.3 the performance measures that are to be used to monitor and assess the performance of the Authority against the adopted targets.

(See clause 24, Part 2, Schedule 2 to the Act for the content of the Business Plan).

13 SERVICE AGREEMENT

Where required, by agreement of all three Constituent Councils, the Authority will enter into a service agreement with each of the Constituent Councils in a form and upon terms and conditions agreed by the Constituent Councils.

14 AUDIT

14.1 The Authority shall appoint an auditor in accordance with the Local Government (Financial Management) Regulations 2011, on terms and conditions set by the Board.

14.2 The auditor will have the same powers and responsibilities as set out in the Local Government Act 1999, in relation to a council.

14.3 The audit of Financial Statements of the Authority, together with the accompanying report from the Auditor, shall be submitted to both the Board and the Constituent Councils.

14.4 The books of account and financial statements of the Authority shall be audited at least once per year.

14.5 The Authority must establish an audit committee.

(See Clause 30, Part 2, Schedule 2 to the Act for the functions of the Audit Committee).

15 FINANCIAL MANAGEMENT

15.1 The Authority shall keep its financial statements in accordance with the requirements of the Local Government (Financial Management) Regulations 2011.

15.2 The Authority must reconsider its budget between 30 September and 31 May (inclusive) in each Financial Year as required by the Local Government (Financial Management) Regulations 2011.

15.3 The Authority's financial statements must be available on request for inspection by any Board Member or authorised representative of any Constituent Council at any time.

15.4 The Authority must establish and maintain a bank account with such banking facilities and at a bank to be determined by the Board.

15.5 All cheques must be signed by two persons authorised by resolution of the Board.

15.6 Any payments made by Electronic Funds Transfer must be made in accordance with procedures which have received the prior approval of the auditor and been adopted by the Board.

15.7 The Executive Officer must act prudently in the handling of all financial transactions for the Board and must provide quarterly financial and corporate reports to the Board and if requested, the Constituent Councils.

15.8 The Board will, at the end of each financial year prepare a schedule of assets and liabilities. In addition, the Board must maintain a record to be known as the "Schedule of Constituent Council's Interest in Net Assets".

15.9 The "Schedule of Constituent Councils Interest in Net Assets" will reflect the proportionate contribution each Constituent Council has made to the growth of the net assets of the Authority having regard to the proportionate contribution to subscriptions. The Schedule when updated by the Board at the end of each financial year will reflect the proportionate contribution of each Constituent

Council since the commencement of the Authority and once accepted by each Constituent Council will be evidence of the agreed proportion of a Constituent Council's interests in the net assets as at 30 June in that year.

15.10 Where there is any dispute as to the Schedule Clause 20 shall apply.

16 REPORTING

16.1 The Board must submit to the Constituent Councils by 30 September in each Financial Year a report on the work and operations of the Authority detailing achievement of the aims and objectives of its Business Plan and incorporating the Audited Financial Statements of the Authority and any other information or reports required by the Constituent Councils.

16.2 The Board shall present its audited financial statements in accordance with the Local Government (Financial Management) Regulations 2011 to the Constituent Councils by 15 September of each Financial Year.

16.3 The Board shall report at any time on request from a Constituent Council on matters being undertaken by the Authority.

17 ALTERATIONS TO THE CHARTER

17.1 This Charter may be amended by a resolution in the same or similar terms passed by each of the Constituent Councils.

17.2 The Executive Officer of the Authority must ensure that the amended Charter is published in the Gazette and a copy provided to the Minister.

17.3 Before the Constituent Councils vote on a proposal to alter this Charter they must take into account any recommendations of the Board.

18 INSURANCE AND SUPERANNUATION REQUIREMENTS

18.1 The Authority shall register with the Local Government Mutual Liability Scheme and comply with the rules of that Scheme.

18.2 The Authority shall register with the LGAMS Local Government Association Mutual Asset Fund for its insurance requirements relating to Local Government Special Risks including buildings, structures, vehicles and equipment under the management, care and control of the Authority.

18.3 If the Authority employs any person it shall register with the Local Government Superannuation Scheme and the Local Government Workers Compensation Scheme and comply with the Rules of those schemes.

19 WITHDRAWAL OF A CONSTITUENT COUNCIL

19.1 Subject to the approval of the Minister, a Constituent Council may withdraw from the Authority by giving not less than six months notice of its intention to do so to all other Constituent Councils and the Executive Officer.

19.2 In any event a withdrawal cannot become effective until the 30th day of June following the expiry of the six months in the preceding sub-clause. Until withdrawal becomes effective, the Constituent Council proposing withdrawal from the Authority will remain liable for all financial contributions in the remaining period and through its members on the Board, the responsibility of ensuring the continued proper conduct of the affairs of the Authority.

19.3

19.3.1 A withdrawing Council shall indemnify the remaining Councils for all liabilities of the Authority caused or arising prior to the withdrawal taking effect.

19.3.2 The indemnity shall be in the same proportion as the withdrawing Council's interest in the net assets of the Authority calculated as at the date the withdrawal takes effect.

19.4 Upon withdrawal taking effect a Constituent Council will be entitled to be paid not more than 80% of its interest in the net assets of the Authority as determined and agreed under Clause 15. The withdrawing Constituent Council will be entitled to receive that sum by equal quarterly instalments to be paid over a period of two years with the first instalment being due on 1st day of January following the effective date of the withdrawal.

20 ADDITION OF A NEW MEMBER

20.1 The Board may consider the addition of a new member to the Authority.

20.2 The Constituent Councils must each resolve in the same or substantially the same terms to approve the addition of a new member to the Authority and must obtain Ministerial approval.

20.3 The Charter shall be amended to address the addition of the new member.

21 DISPUTE RESOLUTION

21.1 About this Clause:

21.1.1 The procedure in this clause must be applied to any dispute that arises between the Authority and a Constituent Council concerning the affairs of the Authority, or between Constituent Councils concerning the affairs of the Authority, including a dispute as to the meaning or effect of this Charter and whether the dispute concerns a claim in common law, equity or under statute.

21.1.2 The Authority and a Constituent Council must continue to observe and perform this Charter despite the application or operation of this clause.

21.1.3 This clause does not prejudice the right of a party:

- a) to require the continuing observance and performance of this Charter by all parties; or
- b) to institute proceedings to enforce payment due under this Charter or to seek injunctive relief to prevent immediate and irreparable harm.

21.1.4 Pending completion of the procedures set out in this clause, and subject to this clause, a dispute must not be the subject of legal proceedings between any of the parties in dispute. If legal proceedings are initiated or continued in breach of this provision, a party to the dispute is entitled to apply for and be granted an order of the court adjourning those proceedings pending completion of the procedures set out in this clause.

21.2 Step 1: Notice of dispute: A party to the dispute must promptly notify each other party to the dispute:

21.2.1 the nature of the dispute, giving reasonable details; and

21.2.2 what action (if any) the party giving notice thinks will resolve the dispute;

but a failure to give such notice does not entitle any other party to damages.

21.3 Step 2: Meeting of the parties: A party to the dispute who complied with the previous step may at the same or a later time notify each other party to the dispute that the first party requires a meeting within 14 business days after the giving of such notice. In that case, each party to the dispute must send to the meeting a senior manager of that party with the Board to resolve the dispute and at the meeting make a good faith attempt to resolve the dispute.

21.4 Step 3: Mediation: Despite whether any previous step was taken, a dispute not resolved within 30 days must be referred to mediation, as to which:

- 21.4.1** the mediator must be a person agreed by the parties in dispute or, if they cannot agree within 14 business days, a mediator nominated by the then President of the South Australian Bar Association (or equivalent officer of any successor organisation);
- 21.4.2** the role of a mediator is to assist in negotiating a resolution of a dispute. A mediator may not make a decision binding on a party unless that party has so agreed in writing;
- 21.4.3** the mediation must take place in a location in Adelaide agreed by the parties;
- 21.4.4** a party in dispute must cooperate in arranging and expediting mediation;
- 21.4.5** a party in dispute must send to the mediation a senior manager with authority to resolve the dispute;
- 21.4.6** the mediator may exclude lawyers acting for the parties in dispute and may co-opt expert assistance as the new mediator thinks fit;
- 21.4.7** a party in dispute may withdraw from mediation if there is reason to believe the mediator is not acting in confidence, or with good faith or is acting for the propose other than resolving the dispute;
- 21.4.8** unless otherwise agreed in writing:
 - a) everything that occurs before the mediator is in confidence and in closed session;
 - b) discussions (including admissions and concessions) are without prejudice and may not be called into evidence in any subsequent litigation by a party;
 - c) documents brought into existence specifically for the purpose of the mediation may not be admitted in evidence in any subsequent legal proceedings by a party;
 - d) the parties in dispute must report back to the mediator within 14 business days on actions taken, based on the outcome of the mediation;
- 21.4.9** a party in dispute need not spend more than one day in mediation for a matter under dispute;

21.4.10 a party in dispute must bear an equal share of the costs and expenses of the mediator and otherwise bears their own costs.

21.5 Step 4: Arbitration: Despite whether any previous step was taken, a dispute not resolved within 60 days must be referred to arbitration, as to which:

21.5.1 there must be only 1 arbitrator and who is a natural person agreed by the parties or, if they cannot agree within 14 business days, an arbitrator nominated by the then Chairperson of The Institute of Arbitrators and Mediators (South Australian Chapter);

21.5.2 the role of the arbitrator is to resolve the dispute and make decisions binding on the parties;

21.5.3 the arbitration must take place in an agreed location in Adelaide,

21.5.4 a party must cooperate in arranging and expositing arbitration;

21.5.5 a party must send out to the arbitration a senior manager with authority to resolve the dispute;

21.5.6 the parties may provide evidence and given written and verbal submissions to the arbitrator with the time set by the arbitrator;

21.5.7 the arbitrator must:

- a) consider the evidence and submissions;
- b) decide the dispute; and
- c) give written reasons to each party;

21.5.8 subject to this clause, the arbitration must take place under Rules 5 to 18 (inclusive) of the Rules of the Institute of Arbitrators and Mediators for the Conduct of Commercial Arbitrations and the provisions of the Commercial Arbitration Act 1986 (SA) and which Rules are taken to be incorporated by reference to this clause OR subject to this clause, the arbitrator must fix the rules of arbitration;

21.5.9 the costs and expenses of the arbitrator and of each party must be borne as the arbitrator decides.

22 WINDING UP

The Authority may be wound up in circumstances as Schedule 2, Clause 33 (1) of the Act allows or requires.

23 DISTRIBUTION OF ASSETS AND LIABILITIES ON WINDING UP

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In the event the Authority commences to wind up it must divide among the Constituent Council in kind all of the Authority's assets and liabilities in proportion to their interest in the net assets of the Authority as determined and agreed under Clause 15 or as otherwise directed by decision made in the same or similar terms by each of the Constituent Councils.

24 COMMITTEES

24.1 The Board may establish a committee of Board Members for the purpose of:

24.1.1 enquiring into and reporting to the Board on any matter within the Authority's functions and powers and as detailed in the terms of reference by the Board to the committee; or

24.1.2 exercising, performing or discharging delegated powers, functions or duties.

24.2 A member of a committee established under this clause holds office at the pleasure of the Board.

24.3 The Board may also establish advisory committees consisting of or including persons who are not Board members for enquiring into and reporting to the Board on any matter within the Authority's functions and powers and as detailed in the terms of reference which must be given by the Board to the advisory committee.

24.4 The Chair of the Board is an ex-officio member of any committee or advisory committee established by the Board.

25 COMMON SEAL

25.1 The Authority shall have a common seal upon which its corporate name shall appear in legible characters,

25.2 The common seal shall not be used without the express authorisation of the Board and every use of the common seal shall be recorded in the Common Seal Register of the Authority.

25.3 The affixing of the common seal shall be witnessed by the Chair or the Deputy Chair and the Executive Officer or any person acting in those offices or other such person as the Authority may appoint for the purpose.

25.4 The common seal shall be kept in the custody of the Executive Officer or such other person at the Authority may from time to time decide.

26 SAVING PROVISION

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As a matter of record, Schedule 2, Clause 40 of the Act provides that no act or proceeding of the Authority is invalid by reason of:

26.1 a vacancy or vacancies in membership of the Board;

26.2 a defect in the appointment of a Board Member.

27 PRINCIPAL OFFICE

The Authority's principal office is located at the Corner of Peachey and Belchambers Roads, Edinburgh North SA 5113 or as the Board may otherwise determine.

28 SERVICE OF DOCUMENTS

A document to be given by the Authority to a Constituent Council, or by a Constituent Council to the Authority may be given in a manner that Section 280 of the Act permits. A written notice given by the Authority to a Constituent Council must be marked "*Attention: Chief Executive Officer*" and a written notice given by a Constituent Council to the Authority must be marked "*Attention: Executive Officer*".

29 ACCESS TO INFORMATION/RECORDS

29.1 As a matter of record Schedule 2, Clause 27 of the Act entitles each Constituent Council to be furnished with information or records of the Authority.

29.2 A Constituent Council and a Board Member each have a right to inspect and take copies of the books and records of the Authority for any proper purpose.

30 CIRCUMSTANCES NOT PROVIDED FOR

30.1 If any circumstance arises about which this Charter is silent, incapable of taking effect or being implemented according to its strict provisions, the Chair may decide the action to be taken to ensure achievement of the objects of the Authority and its effective administration.

30.2 The Chair shall report any such decision at the next ordinary meeting of the Authority.

ITEM	GB5
	COUNCIL
DATE	27 March 2023
HEADING	Voting Advice to Council Delegate for the Local Government Association Ordinary General Meeting - 14 April 2023
AUTHOR	Projects Officer Governance, CEO and Governance
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This report presents the items to be considered at the Local Government Association Ordinary General Meeting (LGA OGM) to be convened on Friday 14 April 2023 and provides guidance to allow Council to instruct its delegate how to vote in relation to each agenda item.

RECOMMENDATION

That Council:

1. Authorises its Local Government Association (LGA) Ordinary General Meeting (OGM) voting delegate (Deputy Mayor Cr Chad Buchanan or Cr Peter Jensen as proxy) to use discretion when voting on the items presented at the upcoming LGA OGM 14 April 2023, except for those items for which Council would specifically resolve otherwise.

ATTACHMENTS

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

1. Local Government Association Ordinary General Meeting 14 April 2023 Voting Guidance

1. BACKGROUND

- 1.1 Prior to each LGA Ordinary General Meeting (OGM) and Annual General Meeting (AGM), the items of business being considered are presented to Council for consideration, including a summary and voting guidance for each agenda item, based on advice from the Chief Executive Officer (CEO).

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Voting Guidance contained within this report are as a result of discussions between the CEO and Manager Governance.

2.2 External

- 2.2.1 Not applicable.

3. REPORT

- 3.1 Deputy Mayor Cr Chad Buchanan is the current voting delegate to the Local Government Association Ordinary and General Meetings, with Cr Peter Jensen appointed as proxy delegate.
- 3.2 Attachment 1 to this report contains recommendations to be considered at the LGA OGM taking place on Friday 14 April 2023.
- 3.3 The attachment also includes associated guidance regarding the voting position for the City of Salisbury.

4. CONCLUSION / PROPOSAL

- 4.1 Council is asked to review the items listed in Attachment 1 and authorise the voting delegate on the voting position.

DRAFT VOTING GUIDANCE FOR LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING

Friday 14 April 2023, 9.45am, Adelaide Convention Centre

Item No	Item Description	Agenda Page No	CEO Guidance
6.	LGA BUSINESS		
6.1	LGA Member Services Update <i>That the Ordinary General Meeting notes the report.</i>	25	Support
6.2	LGA Advocacy Update <i>That the Ordinary General Meeting notes the report.</i>	30	Support
6.3	LGA Mutual Services Update <i>That the Ordinary General Meeting notes the report.</i>	34	Support
6.4	LGA Procurement Update <i>That the Ordinary General Meeting notes the report.</i>	36	Support
6.5	LGA Climate Commitment Action Plan Update <i>That the Ordinary General Meeting notes the report.</i>	38	Support
7.	RECOMMENDATION REPORTS FROM THE SAROC COMMITTEE		
	NII		

DRAFT VOTING GUIDANCE FOR LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING

Friday 14 April 2023, 9.45am, Adelaide Convention Centre

8.	RECOMMENDATION REPORTS FROM THE GAROC COMMITTEE		
8.1	<p>Environmentally Sustainable Development (City of Unley)</p> <p><i>That the Ordinary General Meeting requests the LGA to:</i></p> <ol style="list-style-type: none"> <i>Promote the concept of Environmentally Sustainable Development using Best Practice Principles;</i> <i>Advocate for commensurate change to the Planning and Design Code; and</i> <i>Advocate for better constructions standards.</i> <hr/> <p>Elected Members to note from the LGA OGM Agenda (pg 47): 'The LGA through its submissions on the Planning and Design Code and more recently with the Expert Panel Review of the Planning System have raised the concerns outlined by the City of Unley and have identified the need for improved planning policy relating to environmental sustainability. This activity has been anticipated in the LGA's work program and resources are available to progress this work.'</p>	46	Support

DRAFT VOTING GUIDANCE FOR LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING

Friday 14 April 2023, 9.45am, Adelaide Convention Centre

8.2	<p>State of Climate Emergency (City of Mitcham)</p> <p><i>That the Ordinary General Meeting requests the LGA to recognise the climate crisis and declare a Climate & Biodiversity Emergency.</i></p> <hr/> <p>Elected Members to note from the LGA OGM Agenda (pg 54): 'The LGA Secretariat will need to commit resources..... around \$170K p.a.'</p> <hr/> <p>Minutes of 28/10/2019 Council Meeting for reference: That the City of Salisbury:</p> <ol style="list-style-type: none"> 1. declare a climate change emergency; 2. call on State and Federal Governments to also formally declare a climate change emergency; 3. after Council adopts a sustainability strategy incorporating an energy plan, Council lobby other Councils, and the State and Federal Governments to prioritise the development of climate change policies for action to mitigate against and adapt to the effects of climate change; and 4. requests the administration to include in the sustainability strategy report that brings together and informs Council of all its current initiatives that mitigate and assist our community to adapt to the effects of climate change. 	51	<p>Support</p> <p>Based on Climate Emergency resolution by City of Salisbury (28/10/2019; Res. 0290)</p>
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DRAFT VOTING GUIDANCE FOR LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING

Friday 14 April 2023, 9.45am, Adelaide Convention Centre

9.	RECOMMENDATION REPORTS FROM THE LGA BOARD OF DIRECTORS		
9.1	<p>First Nations Voice to Parliament (LGA Secretariat)</p> <p><i>That the Ordinary General Meeting:</i></p> <ol style="list-style-type: none"> 1. <i>requests that the LGA advocates that the Australian Government:</i> <ol style="list-style-type: none"> a. <i>provides sufficient public funding for an effective information campaign to raise awareness of the national referendum on the First Nations Voice to Parliament;</i> b. <i>allocates sufficient resources to cover the costs of any local forums facilitated by the Australian Government to support the national referendum process; and</i> c. <i>in the event the national referendum is successful, ensures that any local government involvement in the establishment of Local and Regional Voices</i> <ul style="list-style-type: none"> – <i>as part of the governance structure of the Voice to Parliament – is fully funded by the Australian Government.</i> 2. <i>notes that the LGA does not have a policy position on the proposal for a First Nations Voice to Parliament and that councils may choose to adopt their own positions.</i> <p>Minutes of 27/02/2023 Council Meeting for reference:</p> <p><u>That Council:</u></p> <ol style="list-style-type: none"> 1. Acknowledges that it meets on Kaurna country and reaffirms its commitment to acknowledging and respecting Aboriginal culture and reconciliation. 2. Commends the Premier, Minister for Aboriginal Affairs and State Government for leading the nation as the first State to introduce the First Nations Voice Bill to the SA Parliament and that the City of Salisbury supports this new body and advocates for its success. 	57	<p>Support</p> <p>Based on Voice to SA and Australian Parliament resolution by City of Salisbury (27/02/2023; Res. 0139)</p>

DRAFT VOTING GUIDANCE FOR LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING

Friday 14 April 2023, 9.45am, Adelaide Convention Centre

9.1	First Nations Voice to Parliament (LGA Secretariat) cont... 3. Recognises the Uluru Statement from the Heart and Makarrata, and Commends the Prime Minister and National Government for putting forward a referendum to the Australian people for a First Nations Voice to the Australian Parliament and that the City of Salisbury supports this proposal, advocates for its success and supports the "Yes" campaign for the referendum. 4. Requests the Mayor, Deputy Mayor and Chair of Council's Reconciliation Working Group to write to both the Prime Minister and Premier expressing Council's support, and welcoming the commencement of the Indigenous Voice to Parliament.		
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ITEM	GB6
	COUNCIL
DATE	27 March 2023
HEADING	Elected Member Training and Development Policy
AUTHOR	Team Leader Council Governance, CEO and Governance
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This report provides the opportunity for Council to consider an update to the Elected Member Training and Development Policy, in context of the specific training needs of newly Elected Members who start a first Council term.

RECOMMENDATION

That Council:

1. Adopts an amendment to the Elected Member Training and Development Policy, set out in Attachment 1 to this report (Item No. GB Council meeting, 27 March 2023), to provide an annual individual training allocation of \$3,500 per newly elected Member who starts a first Council term in the first financial year of the new term or as adopted otherwise by Council as part of future budget processes.
2. Notes that any budget implications for the 2022/23 financial year allocation will be absorbed within the existing budget provisions.

ATTACHMENTS

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

1. Elected Member Training and Development Policy - updated March 2023

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 The Elected Member Training and Development Policy was last reviewed by Council at its meeting held on 27 February 2023.
- 1.3 An allocation for Elected Members Training and Development activities is made each year as part of the budget process.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Not applicable
- 2.2 External
 - 2.2.1 Not applicable

3. REPORT

- 3.1 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.
- 3.2 Clause 5.13 (c) of the current Elected Member Training and Development Policy has been updated to allow for an annual individual training allowance of \$3,500 for each newly elected member within the first financial year of the first term of Council or as adopted otherwise by Council as part of future budget processes.
- 3.3 For ease of review, the track changes highlight the proposed amendments in the Elected Member Training and Development Policy, Attachment 1 to this report.

4. CONCLUSION / PROPOSAL

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



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

Elected Member Training and Development Policy

Adopted by:	Council
Responsible Division:	CEO and Governance
First Issued/Adopted:	2009
Last Reviewed:	February 2023
Next Review Date:	2026

1. 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 *Local Government Association 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.

Page 1 of 7

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2. Scope

This policy applies to Elected Members of the City of Salisbury, who each have an obligation to abide by this Policy.

3. Legislative Requirements and Corporate Policy Context

3.1 *Local Government Act 1999*

- Section 78: Provision of facilities and support
- Section 79: Register of Allowances and Benefits
- Section 80A: Training and Development
- Schedule 4: Material to be included in the annual report of a council.

3.2 *Local Government (Members Allowances and Benefits) Regulations 2010*

- Regulation 6: Expenses requiring council approval

3.3 *Local Government (General) Regulations 2013*

- Regulation 8AA: Training and Development

4. Interpretation/Definitions

4.1 Conferences and Seminars

- includes workshops and forums, local or interstate, specific to, and directly related to, Local Government and directly related to the performance or discharge of the role and function of an Elected Member.

4.2 Council Nominated Delegate

- an Elected Member who is Council's nominated voting delegate or attendance delegate has been nominated by Council to vote, or otherwise conduct business, on behalf of the City of Salisbury at specific forums and functions. This includes but is not limited to, meetings of the Local Government Association of SA (LGA SA) and Local Government Finance Authority (LGFA). In the case of the Nominated Delegate and Deputy Delegate being unable to attend, a proxy delegate will be nominated at the discretion of the Mayor.

4.3 Elected Members

- the duly elected representatives of the community, including the Mayor and all Councillors.

4.4 Training and Development Activity

- any activity with the objective of increasing a Council Members knowledge, skills and competencies in relation to the performance of the roles and responsibilities as Elected Members at the City of Salisbury.

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5. Policy Statements

Training and Development

- 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.
- 5.3 Council will 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.
- 5.4 Particular emphasis will be given in the Training and Development Plan to the participation of all Elected Members in the development of a new team following a general election as well as the orientation of first time Elected Members.
- 5.5 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.
- 5.6 Training needs will be identified by assessment of committee performance, and/or workshops.
- 5.7 Council recognises that in order to carry out its roles and responsibilities to the community, Elected Members will need specific training and refresher courses about its legislative and governance roles and functions.
- 5.8 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 – Behaviour
 - Module 2 – Civic
 - Module 3 – Legal
 - Module 4 – Strategy and Finance
- 5.9 All additional training and development activity must be directly relevant to Elected Members functions and duties and directed at improving performance, skills and knowledge.
- 5.10 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;

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- 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.

5.11 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

5.12 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 annual basis.

5.13 The budget allocation will comprise:

- Elected Members Training and Development:** An amount to be utilised for the purpose of Training and Development activities for the whole of Council. This 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. In consideration of the Training and Development needs in the first year of the new Council term following elections, the budget will be staggered to accommodate this increased training need.
- 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 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.
- Individual Elected Member Development:** Each Elected Member has a budget allocation for training and development in the relevant for each financial year. ~~undertaken within Australia.~~ The allowance An amount for each Elected Member is for the purpose of attending Training and Development activities, 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. All training and development must be undertaken within Australia. All newly elected members who start a first Council term will within the first financial year of the first term have an annual individual training allocation of \$3,500 or as adopted otherwise by Council as part of future budget processes. Unspent allocations (up to

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provided by this clause) may be carried forward for one year.

- 5.14 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:

5.15 Elected Members Training and Development:

Prior to incurring the expense, a Training and Development application is to be submitted to the Chief Executive Officer for consideration within the policy criteria. A Council decision is required if the scope is deemed outside the policy or budget provision.

5.16 Council Nominated Delegate Activities:

- for activities where costs do not exceed \$1,000, consideration 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.

5.17 Individual Elected Member Development:

- for activities where costs are less than or equal to the individual allocation (as provided for in Clause 5.13.c) consideration required by the Chief Executive Officer prior to incurring the expense;
- for activities where costs exceed the individual allocation (as provided for in clause 5.13.c) approval required by Council.

- 5.18 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.

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

Attendance at Training Programs and Record Keeping

- 5.20 Following attendance at a conference or seminar Elected Members must prepare and submit to Council a written or verbal report in relation to their attendance at the conference or seminar. Written reports should be submitted to the Manager, Governance who will arrange for it to be presented to Council at the earliest opportunity. All reports are to be provided within 3 months of attending the relevant activity. Should a 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 exception of the mandatory LGA training Standards training, until such time as the overdue

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report/s are presented by the Elected Member who attended the conference or seminar.

- 5.21 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.
- 5.22 The Administration will prepare on an annual basis, a report to Council detailing Elected Member Training and Development Activity.

6. Related Policies and Procedures

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/>

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
9	February 2023	Council	Legislative review and policy updated to reflect changes Policy updated to reflect changes as part of the Local Government Reform Policy updated to include changes to the LGA Training Standards

8. Availability

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

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

9. Review

This Policy will be reviewed:

- 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

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

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Record number: Doc Set ID - 5519069

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ITEM	GB7
	COUNCIL
DATE	27 March 2023
PREV REFS	Urban Services Committee 4.1.3 17/05/2021 Urban Services Committee 4.1.1 19/04/2021
HEADING	Hausler Reserve Upgrade, Stage Two: New Change Facility
AUTHOR	Manager Property and Buildings, City Infrastructure
CITY PLAN LINKS	1.1 Our City is attractive and well maintained 1.2 The health and wellbeing of our community is a priority
SUMMARY	The upgrade of Hausler Reserve, Paralowie, was approved to be delivered in two stages. The first stage was completed in 2021 with the creation of a new irrigated cricket oval and unsealed carpark. Stage two of the upgrade was approved to deliver a new facility with change rooms, toilet facilities and storage in 2023. This report discusses two concepts, one of which is in the approved scope and budget and the other is an increased scope and level of service which has been requested by the club that currently licences this area.

RECOMMENDATIONThat Council:

1. Notes the report.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 In 2021, the request to upgrade Hausler Reserve, Paralowie, as an overflow facility for cricket and soccer was initiated, with funding endorsed in May 2021 to deliver Stage One works. These works included the construction of an unsealed carpark, irrigation, cricket wicket and fencing.
- 1.2 As part of the development of the 2022/23 budget, an Elected Member budget bid was presented and endorsed to complete Stage Two works at Hausler Reserve to construct a new facility which had uni-sex change rooms and toilet facilities to support overflow sports held at the reserve. This report has been prepared to provide an update in relation to stage two works and options for Council's consideration.

- 1.3 At the Urban Services Committee meeting held on the 20 March 2023 it was resolved that:

- “1. Administration provides an information report to the March 2023 Council meeting detailing the costs of a modified design to the Hausler Reserve Changerooms to include a small event space/kiosk and necessary carpark improvements.*
- 2. The report should also include the costs of providing a temporary toilet on site until the building is completed.”*

2. CITY PLAN CRITICAL ACTION

- 2.1 A welcoming and liveable City, Critical Action: Improve our playgrounds and sporting facilities and cycle paths

3. CONSULTATION / COMMUNICATION

3.1 External

- 3.1.1 South Australia Power Network
- 3.1.2 Northpines Redback, Football & Sporting Club Inc (licensee) & Elected Members (Central & Para Wards)

4. REPORT

- 4.1 To increase service provision to support community sports, Council endorsed and allocated a budget for the delivery of Stage Two for the upgrade at Hausler Reserve, Paralowie, following completion of Stage One works in 2021.
- 4.2 The scope of works endorsed by Council within the 2022/23 budget, included the construction of a new facility with uni-sex change rooms and toilets at Hausler Reserve and allocated a budget of \$1.2M. It was noted that as this site was identified as an overflow reserve not all assets, or service standard, normally specified within the Place Activation Strategy were required. The following was proposed to be provided as resolved by Council:
- 4.2.1 Unisex Accessible Change Rooms with Amenities
 - 4.2.2 Umpires Change rooms (optional)
 - 4.2.3 Patron Toilets (for patrons whilst sport is on)
 - 4.2.4 Storage
 - 4.2.5 Water Filling Station
 - 4.2.6 Utility Service Area
- 4.3 The project to deliver Stage Two commenced in 2022, with the development of a concept and specifications. This work enabled the project to progress to tender. Through this tender process, a preferred tenderer was identified who offered a design and modular solution which was able to meet the objectives of the Principal Project Requirements (PPR). The concept below was developed and was priced within the allocated budget.

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- 4.4 This original scope provided amenities for a home and away team, separate male/female and accessible toilet facilities, two referee rooms and verandah, in accordance with the endorsed Budget Bid and Project Brief. SAPN have also advised that there is an insufficient supply to the site and requires Council to undertake an upgrade at an approximate cost of \$100k which can be done within the allocated budget.
- 4.5 Staff consulted with the club on the concept design and a request was made to incorporate a small social space for patrons to sit and kiosk (to sell packaged food only). Based on this feedback an alternative concept was prepared with an increased service level (see below option 2).

4.5.1 Concept Plan Increased Scope (Option 2)

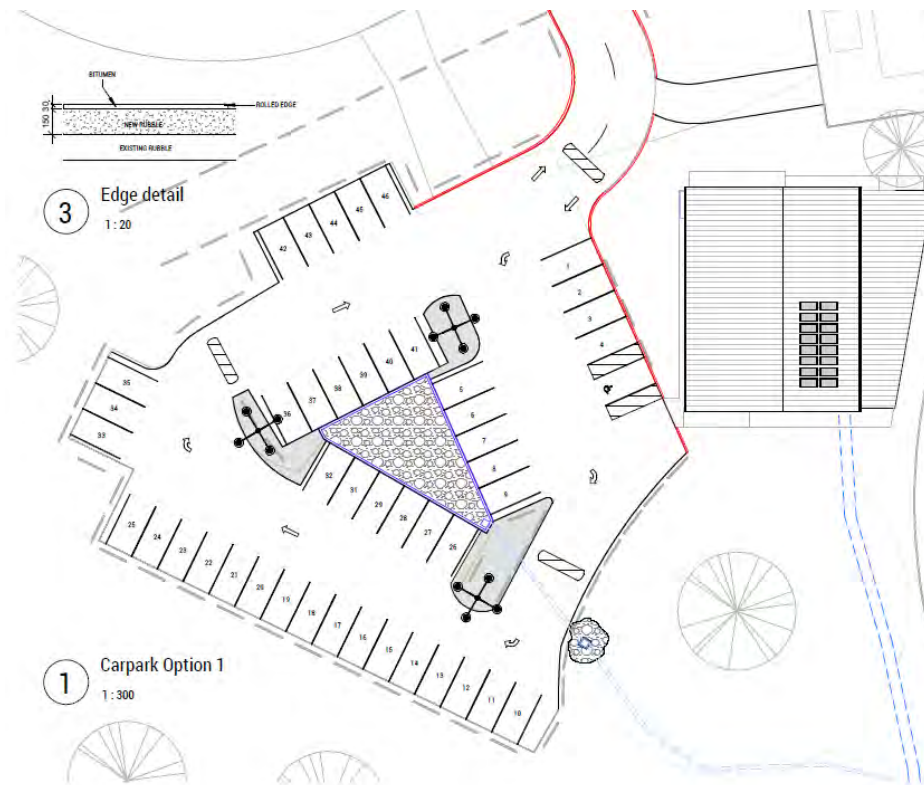


Item GB7

- 4.6 Further advice was sought on option 2 as part of the development application/approval process and this advice stated that due to having a social space & kiosk included in the design it would be assumed that patronage would increase to the site. Due to this a condition would be put on the development approval to formalise the carpark (stormwater, kerbing, linemarking & landscaping) and relocate/widen the entry point into the site.
- 4.7 This advice was tested to determine how likely the extra requirements would be enforced as part of the DA conditions. The advice was confirmed during these further discussions.

4.8 A design of the formalised carpark is below:

4.8.1 **Option Two – Formalised Carpark Design**



- 4.9 To increase the building footprint, formalise the carpark, relocate and widen the entrance an additional budget of \$600k would be required which would increase the project cost to \$1.8M.
- 4.10 Council will need to consider on whether to proceed with option 1 as per the Council resolution or increase the service level as outlined in option 2 with an increased budget of \$600k. This will need to be considered in conjunction with other priorities for the City, financial impacts and community needs.
- 4.11 The Urban Services Committee also resolved that staff investigate the provision of a temporary toilet on site until the construction of the building is completed. A (one) compliant DDA toilet can be located onsite but as there currently is no sewer connection waste will need to be directed into a tank and be emptied. It is being proposed to engage a contractor to empty the tank twice a month but this be monitored and the frequency increased if need be. It will be the responsibility of the club to stock/clean/lock the toilet once their teams have finished their games. This will not be a public toilet but one for the formal users of the playing field to use as Elected Members and staff are receiving complaints from residents that people using the reserve for formal sport are also toileting there. Costs for provision of a toilet can be costed in the current project budget.

5. CONCLUSION / PROPOSAL

- 5.1 Hausler Reserve, Paralowie, has been undergoing an upgrade to support community sport with Stage One completed in 2021 providing carparking and an irrigated cricket oval, and Stage Two was approved to provide change and toilet amenities for this local level reserve.
- 5.2 The scope of Stage Two is to deliver change rooms, toilet facilities and storage can be achieved within the allocated budget of \$1.2M as outlined as option 1 within this report.
- 5.3 As part of design development for Stage Two, an alternate design (option 2) was developed due to the clubs request and needs further consideration by Council in line with other priorities for the City. This option will increase the service level above that which was originally intended by the addition of a social space and kiosk. Option 2 will increase the building footprint, require formalisation of the carpark, widen and relocate the entry point. This will increase the original budget approved from \$1.2M to \$1.8M and requires additional funding of \$600k.
- 5.4 Provision of a club toilet can be provided in the current budget as outlined in 4.11.

ITEM	GB8
	COUNCIL
DATE	27 March 2023
HEADING	Response to January 2023 Deputations
AUTHOR	Manager Enabling Technology, Business Excellence
CITY PLAN LINKS	1.3 People are valued and they feel safe, included and connected 4.1 Members of our community receive an exceptional experience when interacting with Council 4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This report provides a response relating to Smart City Technologies queries raised through Deputations at the 31 January 2023 Council meeting.

RECOMMENDATION

That Council:

1. Notes the information provided in this report following Council's resolution requesting such information in response to the Deputations at the Council meeting on 31 January 2023.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At its meeting held on 31 January 2023, it was resolved that Council:

"Requests the Administration bring back a report on some of the genuine points raised as part of the Deputations, including associated costs and links to the long-term financial plan."

Resolution Number 085/2023

- 1.2 The Innovation and Business Development section of the City Plan 2035 contains the following Future Planning Critical Action (0-5years):
 - 1.2.1 Develop a digital strategy and framework to implement technology-based initiatives to improve the management of the City

2. CITY PLAN CRITICAL ACTION

- 2.1 Develop a digital strategy and framework to implement technology-based initiatives to improve the management of the City
- 2.2 Use technology so people can better access Council services
- 2.3 Improve how we will use data to better inform decision making

3. REPORT

3.1 Response to Deputations on Smart Cities Program

- 3.1.1 Based on the Deputations at the 31 January 2023 Council meeting and responding to the resolution noted at section 1.1, the key matters raised and able to be responded to are listed below with the Administration response:

Matter Raised in Deputations	Response
Smart City Initiative	<p>Council does not have a Smart City Initiative or policy.</p> <p>Council has at this stage only adopted a one-page Digital Strategy 2027 (at the Council meeting on 24 October 2022) which highlights the principles and priorities to guide the development of a more detailed strategy and implementation plan.</p> <p>The development of the detailed strategy and implementation plan will be informed by community feedback as part of a communication and engagement approach.</p>
Financial considerations including implementation costs and managing ongoing costs.	<p>Any technology related initiative is considered either as a standalone project or within a project depending on the technology being proposed. Any new initiative goes through a budget process and is included in Council's Draft Annual Budget and Business Plan which all are subject to community consultation as required by legislation. The community has the opportunity to provide its views before Council approves the budget as required under the relevant legislation.</p> <p>Further, Council in considering the Annual Budget and Business Plan also considers the various competing priorities to deliver a sustainable budget that meets the community's needs. Council over a long period of time has considered any rate increases against these priorities and the capacity of its community to pay the rates. For a number of years, Council's average residential rates payable have been the third lowest in the metropolitan area reflecting the aim of Council to maintain rates at a reasonable level while maintaining existing services and delivering new services.</p>

CCTV, Data Security and Privacy	<p>Council uses fixed and mobile CCTV solutions to support a safer community.</p> <p>How data from CCTV solution is managed is documented in the Closed-Circuit Television (CCTV) Policy (28 February 2022), which is available on the City of Salisbury website - Policies • City of Salisbury</p> <p>Access to CCTV footage is covered in section 5.4 of the policy, which in summary notes that access to CCTV footage is restricted to approved staff within the Council, and on request is made available to statutory bodies or entities that have the power to require that Council provide the information, (for example SAPOL).</p> <p>Data associated with CCTV solution is not held offshore.</p>
Cyber Security	<p>One of the principles in Digital Salisbury 2027 strategy-on-a-page (Attachment 1) approved by Council on 24 October 2022 is:</p> <ul style="list-style-type: none"> • Information is safe and secure – We will ensure the information we hold about the community and our people is safe, secure and used ethically. <p>Council, like all levels of government and the private sector, has an active cyber security program that serves to protect against unauthorised access to data. Council recognises that there is an increasing risk from unauthorised access to data and has an ongoing program to continually reviews and enhances its technology systems to minimise as much as reasonably possible these risks.</p>

4. CONCLUSION / PROPOSAL

4.1 Response to Deputation of Smart Cities Program

- 4.1.1 The Administration has reviewed the points raised in the Deputations and provided a response.

MAYOR'S DIARY

Recommendation

That Council:

1. Notes this information.

Date	Time	Function
24/02/2023	04:30 PM	Meeting with Resident
24/02/2023	05:30 PM	Salisbury Fringe Carnival Opening Night Official Start
26/02/2023	10:00 PM	The Wedding of Residents
27/02/2023	10:00 AM	GAROC Strategic Planning Workshop
27/02/2023	01:00 PM	GAROC Committee Meeting
27/02/2023	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
27/02/2023	05:00 PM	Pre Council Meeting Briefing
27/02/2023	06:30 PM	Council Meeting
28/02/2023	10:30 AM	Catch up City of Salisbury and Onkaparinga
28/02/2023	12:30 PM	Meeting with Resident
28/02/2023	01:00 PM	Meeting with Resident
28/02/2023	01:30 PM	Council Meeting Filming
28/02/2023	03:00 PM	Pastor Justin Guttridge
28/02/2023	04:00 PM	Meeting with Member for Playford - Mr John Fulbrook
1/03/2023	01:45 PM	Resident to deliver invitation to event
1/03/2023	02:00 PM	Regular Catchup to Discuss Current/Upcoming Planning/Building Issues
1/03/2023	02:30 PM	Meeting regarding email concern
1/03/2023	03:00 PM	Elected Member Training Discussion
1/03/2023	06:30 PM	First Budget Workshop
5/03/2023	10:00 AM	Honoring Service for Pastors Mark & Michelle Baker
6/03/2023	10:00 AM	Salisbury Intercultural Alliance Meeting
6/03/2023	12:30 PM	Meeting with Resident
6/03/2023	01:00 PM	Saints Rd Cafe - Anna & Cathy
6/03/2023	02:00 PM	FW: Catch up Mayor Aldridge/Mayor Docherty/Mayor Ryan
6/03/2023	03:30 PM	Regular catch-up re: Community Safety
6/03/2023	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
6/03/2023	05:00 PM	Catch up pre Briefing meeting
6/03/2023	06:30 PM	CEO Briefing/Workshop Session
7/03/2023	09:15 AM	CoS Familiarisation - Exec Induction
7/03/2023	10:00 AM	Radio Show
7/03/2023	12:30 PM	JP Services
7/03/2023	07:00 PM	ABC with Peter Goers
7/03/2023	12 Noon	Media Issues - Regular Catch-up
8/03/2023	07:15 AM	International Women's Day Breakfast

8/03/2023	05:00 PM	Pre-Special Council briefing
8/03/2023	06:00 PM	Special Council Meeting
8/03/2023	06:30 PM	Second Budget Workshop
9/03/2023	02:00 PM	Meeting with Resident
9/03/2023	02:30 PM	In Conversation with Leonie Kelsall (author)
9/03/2023	07:00 PM	International Women's Day Cocktail Evening
13/03/2023	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
14/03/2023	01:00 PM	Mayor/CEO Catch Up
14/03/2023	02:00 PM	Bi-Monthly Catch Up - Mayor Gillian Aldridge/ Rhiannon Pearce MP
14/03/2023	03:00 PM	Media Issues - Regular Catch-up
14/03/2023	06:30 PM	Asset Management Sub Committee
14/03/2023	06:35 PM	Environmental Sustainability and Trees Sub Committee
14/03/2023	06:40 PM	Salisbury Living Sub Committee
16/03/2023	02:00 PM	Citizenship Ceremony - Early Session
16/03/2023	06:30 PM	Citizenship Ceremony - Evening Session
20/03/2023	09:30 AM	Mayor & GM Catch Up - Urban Services Committee Discussion
20/03/2023	11:30 AM	Mayor / GM - Community Development Monthly Meeting
20/03/2023	02:30 PM	Mayor GMCID Catch Up
20/03/2023	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
20/03/2023	06:30 PM	Committee Meetings: Policy & Planning; Finance & Corporate Services; Urban Services and Governance & Compliance
21/03/2023	10:00 AM	Radio Show
21/03/2023	11:00 AM	Meeting with Minister Brock Mayor and CEO, City of Salisbury
21/03/2023	05:30 PM	Caretaker Policy Workshop
21/03/2023	04:00 PM	Meeting with Stan Denham - Potential New Media Advisor
21/03/2023	06:30 PM	Committee Meetings: Community Wellbeing & Sport and Innovation & Business Development
21/03/2023	12 Noon	Media Issues - Regular Catch-up

Events attended by Elected Members on behalf of the Mayor

Date	Member	Function
18/03/2023	Deputy Mayor Chad Buchanan	Opening of New Facility - Southern GoKarting

REPORTS FROM COUNCIL REPRESENTATIVES

QUESTIONS ON NOTICE

QON1 Questions on Notice: Infrastructure (Tregoning Green Salisbury Park and Playspaces)

The following Questions were asked by Mr Adam Duncan at the 27 February 2023 Council Meeting and taken on notice:

1. *Can the General Manager provide an update on the Expression of Interest process for the Tregoning Green Salisbury Park rebound wall mural. It commenced in October 2022 and I understood it was to be referred to the Community Wellbeing and Sport Committee for review but this has not happened.*

The following response is provided by the General Manager Community Development, Ms Pokoney-Cramey:

Expressions of Interest have been received in relation to the Tregoning Green Salisbury Park Rebound Wall Mural and is currently being considered under the "Create a Place" public art project. The Public Art and Event's Panel are meeting on Monday, 27 March 2023 and this matter is included on that Agenda.

2. *Can the General Manager provide an update on construction timeframes on the St Albans, Salisbury Heights, Carney Close, Salisbury Plain and Hedgerow Reserve, Gulfview Heights Playspaces.*

The following response is provided by the General Manager City Infrastructure, Mr John Devine:

Carney Close, Salisbury Plains and Hedgerow Reserve, Gulfview Heights (Barker Gully Reserve) are currently under construction with completion of the works expected by the end of May 2023.

St Albans Salisbury Heights playspace renewal is currently in the design finalisation phase. Once all elements are resolved, including the requirements of the detention basin, advice will be provided to the surrounding residents of the works, noting that public consultation was undertaken in early 2022. It is expected that this will occur in May 2023 followed by the construction later in 2023.

QON2 Question on Notice: Golding Oval Dog Park Works

Cr Lauren Brug has submitted the following Question on Notice:

1. When will Golding Oval Dog Park works in the South Ward be undertaken and what is the expected completion date?

The following response is provided by the General Manager City Infrastructure, Mr John Devine:

Works on the Golding Oval Dog Park commenced on Thursday, 16 March 2023 and it is expected that the works will be completed by the end of May 2023.

QON3 Questions on Notice: Dog Parks in West Ward

Cr Beau Brug has submitted the following Questions on Notice:

1. When is the Mawson Lakes regular dog park scheduled for renewal?
2. Has it been budgeted for?

The following response is provided by the General Manager City Infrastructure, Mr John Devine:

Council developed a Dog Park Improvement Program in 2020 identifying required improvements to existing dog parks. The Audit of the dog parks, completed in 2021, showed that the Mawson Lakes Dog Park was in good condition.

In line with the current budget bids, an indicative timeframe of future renewal and upgrade works would be within the next 6 to 8 years and consequently there are no works currently budgeted for this dog park in the 2023/24 budget process.

3. When is the Mawson Lakes small dog park scheduled for creation?
4. Has it been budgeted for?

The following response is provided by the General Manager City Infrastructure, Mr John Devine:

The creation of a new small dog part at Dry Creek Linear Park (Mawson Lakes) is scheduled for delivery this financial year. The works have commenced with completion by the end of April 2023.

5. When is the Pooraka regular dog park scheduled for renewal?
6. Has it been budgeted for?

The following response is provided by the General Manager City Infrastructure, Mr John Devine:

Council's Dog Park Improvement Program approved in 2020 did not include the Pooraka Dog Park as it was upgraded in 2014. Future works at this site are not currently budgeted.

7. When is the Pooraka small dog park scheduled for creation?
8. Has it been budgeted for?

The following response is provided by the General Manager City Infrastructure, Mr John Devine:

There is a regular dog park at Unity Park, Pooraka. The creation of a small dog park at this location is the last small dog park left to be delivered. These works are currently budgeted for delivery in 2024/25, however at the Finance and Corporate Services Committee meeting held on 20 March 2023 discussion occurred on the bids relating to Dog Parks and it was requested that it be included in the 2023/24 budget process and this will be addressed as part of this meeting.

Council should note that there are two small dog parks within close proximity, these being Golding Reserve, Ingle Farm and the recently completed small dog park at The Paddocks, Para Hills.

QON4 Question on Notice: St Kilda Mangroves

Cr Beau Brug has submitted the following Question on Notice:

1. What is the current health and status of the St Kilda Mangroves?

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

The St Kilda mangroves have not seen any further significant loss at this point in time.

The St Kilda mangroves furthest away from the salt pans suffered only minor or no impact due to the increased salinity levels experienced last summer, and these appear to be stable in health with most showing signs of flowering.

The area closest to the salt pans was impacted more by high salinity water from the salt pan with areas of the forest dying and showing no signs of regeneration. However, investigation on site has noted that there are a good number of juvenile trees occurring within this site as well as the summer providing a good number of propagules which also have been observed on site. However, the impact on the established mangrove trees has increased erosion of sediment from the root zones of the dead trees, which may impact on the capability for reforestation.

It is still too early to be confident of a full recovery of the mangrove forest, as it is unclear at this stage whether suitable environmental conditions (surface water, sediments, groundwater etc) have been established with the draining of the salt pan.

Monitoring of water depth and salinity has commenced of the ground water within the investigation wells that Department for Energy and Mines established in partnership with Council and this will continue to be monitored, particularly as winter approaches to see if the natural filling of the salt pan has any further impact on the mangrove forest.

QON5 Question on Notice: Cascade Lake, Mawson Lakes

Cr Beau Brug has submitted the following Question on Notice:

1. What is the current health and status of the Cascades Lake in Mawson Lakes?

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

There are currently no concerns with the quality of the water in the lake, which stabilised within approximately 14 days of the black water inversion event being diagnosed in early January 2023.

The Cascade Lake water quality continues to be monitored regularly, including monthly water samples for laboratory analysis and fortnightly spot checks using hand held water quality instruments.

There are now two new permanent water aerators in the lake providing increased oxygenation of the water. The recirculation systems circulating water to the southern small lake, the northern lake and swale loop, and the cube cascade aerators, are all fully operational.

QON6 Question on Notice: Mawson Lakes Pedestrian Bridge

Cr Beau Brug has submitted the following Question on Notice:

1. What is the current status and timeline for the full construction and public opening of the Mawson Lakes pedestrian bridge?

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

We have made significant progress with the installation of the Mawson Lakes School Bridge in partnership with our contractor Civil Tech Pty Ltd.

The installation of abutments, piers and piles will be completed by the end of this week.

Unfortunately, we received advice last week that the subcontractor undertaking the steel fabrication for the bridge, a Port Adelaide based shipbuilding and defence contractor, Smart Fabrication Pty Ltd, has been placed into liquidation.

Since receiving this advice we have been working closely with our contractor, Civil Tech and the Liquidator to work towards a positive solution.

We have been successful in engaging another company to complete the fabrication works required.

We are now working to the following expected timelines:

- *The steel will be transported to the new contractor by Friday, 24 March 2023*
- *Steel fabrication and welding is expected to take two weeks to complete*
- *Completed fabricated steel will be transferred for painting by 3 April 2023 and will be completed that week.*
- *Transfer of bridge to site*
- *Installation of the bridge is expected to commence the week of 10 April 2023*

Once these details have been confirmed we will provide a further update, along with the proposed completion and opening event timelines.

QON7 Question on Notice: Chinese Cameras

Cr Chad Buchanan has submitted the following Question on Notice:

1. Can the administration advise if the City of Salisbury has any Hikvision or Dahua cameras in any Council building or in the public realm?

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

Council does not have any Hikvision or Dahua cameras in any Council building or in the public realm.

QUESTIONS WITHOUT NOTICE

MOTIONS ON NOTICE

MON1 Motion on Notice: Cool Seal Road Surfacing in Mawson Lakes

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Notes that CoolSeal road surfacing was applied to the residential area of Bridges Estate of Mawson Lakes in 2018.
2. Requests Administration to assess the performance of the CoolSeal product in the Bridges Estate and bring back a report by August 2023, which includes:
 - a. evaluation of the product against the supplier's specifications and anticipated performance;
 - b. cost of the initial application;
 - c. cost of maintenance, and comparison against alternate treatments;
 - d. information on the product's heat reduction capability and performance, and the economic savings (if any) achieved from heat reduction;
 - e. the estimated cost to remove the CoolSeal and replace with an alternate treatment(s);
 - f. local community consultation outcomes from a hardcopy survey to be undertaken before report completion in July 2023, to receive and evaluate the community's feedback and level of satisfaction with the CoolSeal product;
 - g. any other relevant information for Council's consideration of this matter.

ADMINISTRATION COMMENT

Should this motion be carried, Administration will action accordingly.

MON2 Motion on Notice: Improved Public Transport Connectivity to Tea Tree Plaza

Cr Lauren Brug has submitted the following Motion on Notice:

That Council:

1. Requests that the Mayor writes to the Minister for Transport
 - a. advising of our community's concerns relating to the poor public transport connections from various areas within the City of Salisbury to the Tea Tree Plaza Interchange, and
 - b. seeking information on any planned improvements to the existing public transport services between Tea Tree Plaza and Salisbury.

ADMINISTRATION COMMENT:

Should this motion be carried, Administration will prepare a letter for the Mayor to send to the Minister for Transport.

MON3 Motion on Notice: Christmas Carols 2023

Cr Chad Buchanan has submitted the following Motion on Notice

That Council:

1. Thanks the Lions Club of Salisbury for delivering the 2022 Christmas Carols event at Carisbrooke Park in partnership with Council.
2. Provides in principle support to deliver or support an ongoing Christmas Carols event in the City of Salisbury.
3. Brings back a report reviewing the 2022 Christmas Carols event, including opportunities to improve the event, funding options and partnerships or grant opportunities.
4. Approves a maximum budget of \$30k.

ADMINISTRATION COMMENT:

Should this motion be carried, Administration will action accordingly.

MON4 Motion on Notice: Condolences - former Councillor Rod Wright

Cr Peter Jensen has submitted the following Motion on Notice:

That Council:

1. Expresses its condolences on the passing of former Councillor Rod Wright, elected 4 July 1967 for the then Salisbury West Ward.
2. Formally expresses and conveys our sympathies to the family and friends of former Councillor Rod Wright.

ADMINISTRATION COMMENT:

If this Motion is carried, the Mayor will send a condolences card accordingly.

MON5 Motion on Notice: Mawson Lakes Pedestrian Bridge Event

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Requests Administration to deliver an event to celebrate the opening and delivery of the Mawson Lakes pedestrian bridge, in consultation with the Mawson Lakes School, Michael Brown MP and the Ward Councillors.

ADMINISTRATION COMMENT:

In line with the advice provided in the Question on Notice relating to the Mawson Lakes Pedestrian Bridge on this Council Agenda, once a completion date has been confirmed, Administration will work with Michael Brown MP's office, Ward Councillors and the Mawson Lakes School to organise an event where we will invite the Minister for Education, The Hon Blair Boyer MP to formally open the Bridge.

MON6 Motion on Notice: Strategic Property Development Lake Windemere Amenities

Cr David Hood has submitted the following Motion on Notice:

That Council:

1. Noting the proposed Lake Windemere residential development will deliver 35 additional houses in proximity to the Lake Windemere reserve, requests that Administration bring back a report on the level of investment required to provide the following upgrades for the benefits of the local community:
 1. sealing of the path around the lake
 2. installation of exercise equipment around the lake
 3. installation of barbeque facilities
 4. investigation of the installation of a water fountain in the ornamental lake for the purpose of preventing stagnant water and improving water quality
2. Considers a budget bid to deliver the above amenities as part of the 2024/25 budget considerations.

ADMINISTRATION COMMENT:

If this Motion is carried, Administration will action accordingly.

MON7 Motion on Notice: Formal Meeting Schedule - Standing Committees

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Amends its meeting schedule as adopted at its meeting on 19 December 2022, only to change the order of the Standing Committees as follows, monthly or as required:

First: Innovation and Business Development Committee

Second: Community Wellbeing and Sport Committee

ADMINISTRATION COMMENT:

If this Motion is carried, the Meeting Schedule will be updated accordingly.

MON8 Motion on Notice: Formal Meeting Schedule - Sub Committees

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Amends its Sub Committee Meeting Schedule as adopted at its meeting on 19 December 2022, to the extent of changing the order of the Sub Committees as follows:

First: Salisbury Living Sub Committee (monthly or as required)

Second: Environmental Sustainability and Trees Sub Committee
(monthly or as required)

Third: Asset Management Sub Committee (monthly or as required)

Fourth: Intercultural Strategy and Partnerships Sub Committee (bi-
monthly or as required)

ADMINISTRATION COMMENT:

If this Motion is carried, the Meeting Schedule will be updated accordingly.

MOTIONS WITHOUT NOTICE

OTHER BUSINESS

ORDERS TO EXCLUDE THE PUBLIC

1.4.1 Thematic Heritage Study - Stage 2 Item Identification

Recommendation

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

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
 - it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - information the disclosure of which would, on balance, be contrary to the public interest; and
 - commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.
2. In weighing up the factors related to disclosure,
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
 - Non disclosure of this report at this time will protect Council's commercial position as public disclosure may provide third parties with a commercial advantage.

*On that basis the public's interest is best served by not disclosing the **Thematic Heritage Study - Stage 2 Item Identification** 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.

2.4.1 Budget Bids 2023/24 - Confidential Items

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) 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.*
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 **Budget Bids 2023/24 - Confidential Items** 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.*

6.4.1 Recommendations of the Confidential Salisbury Living Sub Committee Meeting held on Tuesday 14 March 2023

Recommendation

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

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - *information the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *Non disclosure of this report at this time will protect Council's commercial position as public disclosure may provide third parties with a commercial advantage.*

*On that basis the public's interest is best served by not disclosing the **Recommendations of the Confidential Salisbury Living Sub Committee Meeting held on Tuesday 14 March 2023** 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 Elected Member Behaviour - Complaint

Recommendation

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

1. *Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *Disclosure in public would implicate the personal affairs of the individual.*

*On that basis the public's interest is best served by not disclosing the **Elected Member Behaviour - Complaint** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

C2 Elected Member Behaviour - Complaints

Recommendation

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

1. *Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *Public disclosure would implicate the personal affairs of the individual.*

*On that basis the public's interest is best served by not disclosing the **Elected Member Behaviour - Complaints** item and discussion at this point in time.*

3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CLOSE



John Harry
CHIEF EXECUTIVE OFFICER