

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 public meeting will be recorded with the recording being available on Council's website for one month.



AGENDA

FOR COUNCIL MEETING TO BE HELD ON

24 APRIL 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
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
Governance Support Officer, Ms K Boyd

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Deputations / Presentations p9

There are no Deputations

Presentation of Minutes p9

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

Petitions p9

No Petitions have been received.

Committee Reports

Policy and Planning Committee: 17 April 2023

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Chair: Cr C Buchanan

- 1.0.1 Future Reports for the Policy and Planning Committee
- 1.1.1 Policy Review: Affordable and Community Housing Policy – Development of Surplus Council Owned Land
- 1.1.2 Draft Strategic Asset Management Plan 2023/24

Finance and Corporate Services Committee: 17 April 2023

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Chair: Cr B Brug

- 2.0.1 Future Reports for the Finance and Corporate Services Committee
- 2.1.1 Public Awareness - Rates Notice Information
- 2.1.2 Higher Value Property Review
- 2.1.3 Budget Status Update
- 2.1.4 Long Term Financial Plan Scenarios and Rate Strategy 2023/24
- 2.1.5 Draft 2023/24 Long Term Financial Plan and Annual Business Plan
- 2.1.6 NAWMA (Northern Adelaide Waste Management Authority) Second Quarter Budget Review 2022/23
- 2.2.1 Financial Hardship Policy Review

Governance and Compliance Committee: 17 April 2023

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Chair: Cr P Jensen

- 3.0.1 Future Reports for the Governance and Compliance Committee
- 3.1.1 Salisbury Water Flow Restriction Policy for Residential Customers Review
- 3.1.2 Dog Registration Fees 2023/2024
- 3.1.3 Review of Food Act 2001 Inspection Fees Policy
- 3.1.4 Review of Enforcement Policy
- 3.1.5 Review of Private Parking Areas Act 1986 - Private Parking Agreements Policy
- 3.1.6 Review Local Government Act 1999 Order Making Policy
- 3.1.7 Footpath Trading Policy Review
- 3.1.8 Review of Prudential Management Policy
- 3.1.9 Review of Council Decision Construction of Carpark at Tree Top Court

Urban Services Committee: 17 April 2023

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Chair: Cr S Ouk

- 4.0.1 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Tuesday 11 April 2023:
 - ESATS1 Future Reports for the Environmental Sustainability And Trees Sub Committee
 - ESATS2 Tree Removal Requests – Monthly Update for February 2023
 - ESATS3 Review of Tree Removal Request – Various Locations
- 4.0.2 Future Reports for the Urban Services Committee
- 4.1.1 Independent Planning Consultant & Arborist Engagement - Regulated or Significant Tree Removal Appeals
- 4.1.2 Capital Works - March 2023
- 4.1.3 Gulfview Heights Lake - Hot Weather Contingency Update
- US-OB1 Construction Contracts
- US-OB2 Terrace Area – Mawson Lakes Model Yacht Club Deputation

Community Wellbeing and Sport Committee: 18 April 2023

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Chair: Cr D Hood

- 5.0.1 Future Reports for the Community Wellbeing and Sport Committee
- 5.1.1 Community Event Sponsorship Grant Application
- 5.1.2 Christmas Carols
 - **see Further Information Report (see p31)**
 - 5.1.2FI Christmas Carols**
- 5.1.7 Tregoning Green Mural Consultation Feedback
- 5.1.8 St Kilda Tramway Museum Assistance Request
- 5.2.1 Youth Sponsorship Applications - March 2023
- 5.1.6 Community Grant Report
 - Grant No. 32/2022-23: Ex-Military Rehabilitation Centre Incorporated - Community Grant Application

For Noting Only: Decisions Made Under Committee Delegation:

- 5.1.3 Community Grant Report
 - Grant No. 29/2022-23: Para Hills East Soccer Club - Community Grant Application
- 5.1.4 Community Grant Report
 - Grant No. 30/2022-23: Salisbury United Junior Soccer Club – Community Grant Application
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Innovation and Business Development Committee: 18 April 2023 **p36**

Chair: Cr M Mazzeo

- 6.0.1 Future Reports for the Innovation and Business Development Committee
- 6.1.1 City Centre Revitalisation Project Update
- 6.1.2 Digital Strategy - Community Communication Framework
- 6.1.3 Community Bus Service
- 6.1.4 Recommendations of the Salisbury Living Sub Committee meeting held on Tuesday 11 April 2023:
 - SLCC1 Future Reports for the Salisbury Living Sub Committee
 - SLCC2 Salisbury City Centre Expression of Interest Outcome
- 6.2.1 Project Connect (ERP Implementation) Update

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Chair: Cr K Grenfell

- 7.0.1 Future Reports for the Audit and Risk Committee
- 7.0.2 Actions List
- 7.1.1 BDO's Annual Audit Plan for 30 June 2023
- 7.1.2 Draft 2023/24 Long Term Financial Plan and Annual Business Plan
- 7.1.3 Audit & Risk Committee Performance Self-Assessment Survey Outcome
- 7.1.4 Draft Strategic Asset Management Plan 2023/24
- 7.1.5 Asset Policy Review
- 7.1.6 3-Year Internal Audit Plan 2022/23-2024/25
- 7.1.7 Audit & Risk Committee Annual Work Plan 2022/2023 and 2023/2024
- 7.2.1 Salisbury Aquatic Centre Project
- 7.2.2 Outstanding Actions Arising from Internal Audits
- 7.2.3 Position Paper Revenue Recognition

Council Assessment Panel: 28 March 2023

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

CEO Review Committee

No CEO Review Committee meeting was held in March 2023.

General Business Reports **p44**

GB1	Elected Members Behavioural Support Policy	p44
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GB4	Salisbury Aware Revitalisation	p83

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MD1	Mayor’s Diary Report
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Reports from Council Representatives

Questions on Notice **p90**

QON1:	Homelessness in Salisbury
QON2:	Online Direct Debit Scheme

Questions Without Notice

Motions on Notice **p91**

MON1:	Ingle Farm Shopping Centre
MON2:	Lighting Quality for Pedestrians, Mawson Lakes
MON3:	New Playground and Upgrade to the Existing BMX Track at Diruwa Drive, Paralowie
MON4:	Valley View Tennis Club Lighting
MON5:	Condolences

Motions Without Notice

Other Business

Committee Reports:**Finance and Corporate Services Committee: 17 April 2023***Chair: Cr B Brug*

- 2.4.1 Update on Action on Rates Assessment Outstanding under Section 184 of the Local Government Act 1999

Urban Services Committee: 17 April 2023*Chair: Cr S Ouk*

- 4.4.1 Acquisition of Surplus Land - Bolivar
- 4.4.2 Acquisition of Land - Direk
- 4.4.3 Disposal of Council Property - Salisbury

Community Wellbeing and Sport Committee: 18 April 2023*Chair: Cr D Hood*

- 5.4.1 Salisbury Memorial Park and Chapel of the Holy Family Mausoleum Review
- 5.4.2 Autism SA Tenancy Proposal
- 5.4.3 Indoor Recreation Centres - Strategic Review and Management Contract

Innovation and Business Development Committee: 18 April 2023*Chair: Cr M Mazzeo*

- 6.4.1 Recommendations of the Confidential Salisbury Living Sub Committee meeting held on Tuesday 11 April 2023
SLSCC2 Salisbury City Centre Expression of Interest Outcome

Audit and Risk Committee: 12 April 2023*Chair: Cr K Grenfell*

- 7.4.1 Quarterly Cybersecurity Report October 2022-December 2022
- 7.4.2 ERP / Project Connect – Verbal Update

General Business:

- C1 Request for Extension of Confidentiality Orders
- C2 Elected Member Behaviour – Complaints
- C3 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 March 2023.

PETITIONS

No Petitions have been received.

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COMMITTEE REPORTS

1 Policy and Planning Committee Meeting

Chairman - Cr C Buchanan

Consideration of the minutes of the Policy and Planning Committee Meeting - 17 April 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 Policy Review: Affordable and Community Housing Policy - Development of Surplus Council Owned Land

It is recommended to Council:

That Council:

1. Defers consideration of the Affordable and Community Housing Policy – Development of Surplus Council Owned Land (Attachment 1, Item 1.1.1, Policy and Planning Committee, 17 April 2023).
2. Requests a further report be provided investigating the following amendments to the Affordable and Community Housing Policy – Development of Surplus Council Owned Land :
 - a. Increasing the percentage of affordable housing from a minimum of 15% to 15-20% where appropriate when developing surplus Council owned land for residential purposes.
 - b. Increasing the City of Salisbury affordable housing to be set at 15% below the State Government's affordable housing price points.
3. Considers including in this report, a new objective that Council will seek to partner with Community Housing Providers to provide affordable housing outcomes, including through the identification of land.
4. Requests that Administration investigates opportunities to partner with the Not for Profit sector and the State Government to identify opportunities to deliver a homeless shelter in northern Adelaide.

1.1.2 Draft Strategic Asset Management Plan 2023/24

It is recommended to Council:

That Council:

1. Notes that the Draft Strategic Asset Management Plan 2023/24 was presented to the Asset Management Sub Committee held on Tuesday, 14 March 2023 for information.
2. Notes that in line with Section 126 (4)(ab) of the Local Government Act 1999 the Draft Strategic Asset Management Plan was presented to the Audit and Risk Committee in April 2023 for comment and noting.
3. Approves the Draft Strategic Asset Management Plan 2023/24 included in Attachment 1 of the report (Item 1.1.2 - Draft Strategic Asset Management Plan 2023/24 – Policy and Planning Committee, 17 April 2023) for the purpose of public consultation, as part of Council’s Strategic Management Plans.

2 Finance and Corporate Services Committee Meeting

Chairman - Cr B Brug

Consideration of the minutes of the Finance and Corporate Services Committee Meeting - 17 April 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 Public Awareness - Rates Notice Information

It is recommended to Council:

That Council:

1. Notes that Administration coordinates and displays timely and relevant public awareness messages on rates notices and envelopes that are informative to our ratepayers, with the focus for 2023/24 being:

Quarter 1 – Notification of State Government changes to Regional Landscape Levy.

NAWMA insert – Calendar for Bin collection (will be a separate insert).

Quarter 2, 3 and 4 – to be used to further promote Council's vision of being a progressive, sustainable and connected community. Potential topics could include (but not limited to) are Major Projects (e.g. the opening of the Salisbury Aquatic Centre), Community Wellbeing programs and services and the introduction of the new Customer Request Management system.

2.1.2 Higher Value Property Review

It is recommended to Council:

That Council:

1. Approves for the Higher Property Value Rate Remission for 2023/24 for public consultation purposes and included in the Draft Long Term Financial Plan and Annual Business Plan be set on the following basis and applying to residential properties only:

OPTION 2 – Improved Comparability

Tier	Value Range	Rate Adjustment
1	0- \$700,000	0%
2	\$700,001 - \$780,000	10% reduction in the general rates payable on the value above \$700,000 up to and including \$780,000
3	\$780,001 - \$900,000	20% reduction in the general rates payable on the value above \$780,000 up to and including \$900,000
4	>\$900,000	35% reduction in the general rates payable on the value above \$900,000

With the following exclusions for either option:

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

2.1.3 Budget Status Update

It is recommended to Council:

That Council:

1. Notes the Budget Status Update, and the inclusion of:
 - a. A contingency amount of \$500k provided in the 2023/24 budget to cater for increases in contract renewal increases and authorises the CEO to allocate these funds as required with subsequent reporting in the respective quarterly budget review.
 - b. Expenditure of \$500k in the Consolidated Summary for a CONFIDENTIAL ITEM which is the subject of an April 2023 Council report for consideration and which will form a future budget bid should the item be approved by Council, noting that financial impacts of this item will be amended as detailed in para 3.5 of this report, Finance and Corporate Services Committee, 17 April 2023 Item 2.1.3.

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- c. Various amendments made to the operating budget as detailed in Attachment 2 of this report, Finance and Corporate Services Committee, 17 April 2023, Item 2.1.3.
 2. Approves for inclusion in the Draft 2023/24 Long Term Financial Plan and Annual Business Plan for public consultation the four-year Budget Bid Program as per Attachment 3 to this report (Finance and Corporate Services Committee, 17 April 2023 Item 2.1.3), which is inclusive of parts 3 to 6 of this recommendation, with 2023/24 net expenditure totalling:

	Capital Expenditure	Operating Expenditure
Infrastructure	\$35,967,300	\$1,265,000
Information Technology	\$784,200	\$134,600
Plant, Furniture and Equipment	\$2,143,000	\$0
Operating	\$0	\$882,100
Total	\$38,894,500	\$2,281,700

3. Notes the following changes to Operating Budget Bids:
 - OPN001106 Local Heritage Review \$20k be deferred as per Council Resolution 0175/2023, March 2023 noting that a report titled *Thematic Heritage Study – Stage 2 Item Identification* was provided to Council in March 2023.
 - OPN001141 CONFIDENTIAL ITEM expenditure increased \$37k and income increased \$54k following review and update of this item (Attachment 4 and paragraph 3.8.1).
4. Notes the following changes to Infrastructure Budget Bids:
 - PSN001017 Time Bound Program: Dog Parks for Small Dogs Unity Park Pooraka \$84k - brought forward from 2024/25 to 2023/24 as per Council Resolution 0175/2023, March 2023 (Attachment 5 and Paragraph 3.13.1).
 - PSR001024 SAMP Dog Park Continuity Program \$138k brought forward from 2024/25 to 2023/24 and annual budgets for years 2 \$120k and 3 \$123 added as per Council Resolution 0175/2023, March 2023 (Attachment 6 and Paragraph 3.13.2).
 - STN001125 CONFIDENTIAL ITEM capital expenditure reduced \$110k and operating component income reduced \$85k following finalisation of review and analysis of this item (Attachment 7 and Paragraph 3.11.1).
 - STN001142 CONFIDENTIAL ITEM operating component expenditure reduced \$121k following finalisation of review and analysis of this item (Attachment 8 and Paragraph 3.11.2).

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5. Notes the following Infrastructure Bids have been removed from the 2023/24 budget:
 - PSN0000960 ELECTED MEMBER BID: Seniors Outdoor Exercise Equipment capital \$80k - removed as per Council Resolution 0175/2023, March 2023 (Paragraph 3.12.1).
 - PSN001133 - ELECTED MEMBER BID: Model Yacht Club Terrace Area capital \$40k - removed as per Council Resolution 0175/2023, March 2023 (Paragraph 3.12.2).
 - PSN001137 - ELECTED MEMBER BID: Playground Shade Heron Reserve, Parafield Gardens capital \$80k - removed as per Council Resolution 0175/2023 (Paragraph 3.12.3).
 - PSN001138 - ELECTED MEMBER BID: New BBQ, Playground Shade & Toilet - Baltimore Reserve capital \$245k - removed as per Council Resolution 0175/2023, March 2023 (Paragraph 3.12.4).
 6. Approves the amendment of Information Technology bid ITN0001069 IT Asset Renewal 2023/24 as detailed in paragraph 3.15.1 of this report to be incorporated into the 2023/24 Long Term Financial Plan and Annual Business Plan for Public Consultation.
 7. Approves the following reports be added to the appropriate Committee Future Reports:
 - City Infrastructure to prepare a report for the Urban Services Committee detailing the program of works provided in budget bids TRR001053 SAMP Bituminous Footpath Service Continuity Program and TRR001055 SAMP Road Reseal Service Continuity Program for the 2023/24 and 2024/25 financial years.
 - City Infrastructure to prepare a report for the Finance and Corporate Services Committee addressing fleet vehicles, including manager vehicles, and the potential to transition to Hybrid and Electric alternatives.

2.1.4 Long Term Financial Plan Scenarios and Rate Strategy 2023/24

It is recommended to Council:

That Council:

1. Considering the risk of costs increasing above current budget estimates eventuating as detailed in paragraph 3.8 of this report (Item 2.1.4, Long Term Financial Plan Scenarios and Rate Strategy 2023/24) approves for consultation basis a rate increase based on a **7.9%** average increase, including the minimum, as the basis for setting rates in 2023/24 and year 1 of the Long Term Financial Plan, considering the LTFP and inflation scenarios presented and the advice provided by the Audit and Risk Committee, and approves for this to be included in the Draft 2023/24 Long Term Financial Plan and Annual Business Plan for public consultation.

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2. Approves for the Long Term Financial Plan be set with a rate increase of forecast CPI+0.6% for years two to ten, as detailed in scenario 1 (Item 2.1.4, Finance and Corporate Services Committee, 17 April 2023 – Long Term Financial Plan Scenarios and Rate Strategy 2023/24).
 3. Notes that the current general rate capping policy as set out in section 3.7 of this report (Item No. 2.1.4, Finance and Corporate Services Committee, 17 April 2023 – Long Term Financial Plan Scenarios and Rate Strategy 2023/24) remains unchanged for 2023/24.
 4. Approves for the Operating Ranges for Financial Sustainability Indicators to remain as follows:
 - a. Operating Surplus Ratio: between 0.5% and 5%
 - b. Net Financial Liabilities Ratio: less than 70%
 - c. Asset Renewal Funding Ratio: between 90% and 110%

2.1.5 Draft 2023/24 Long Term Financial Plan and Annual Business Plan

It is recommended to Council:

That Council:

1. Adopts the Draft 2023/24 Long Term Financial Plan and Annual Business Plan for the purposes of Public Consultation, subject to further editing and formatting improvements without changing the substantive nature of the document, and changes required to reflect relevant decisions of Council made at Finance and Corporate Services Committee Meeting 17 April 2023, and Council 24 April 2023.
2. Notes that the following which have been included in the Draft 2023/24 Long Term Financial Plan and Annual Business Plan (LTFP&ABP) as required by S122(1h) of the *Local Government Act 1999*:
 - a. “ESCOSA Advice Strategic Management Plan Scheme” proposed Action Plan (commencing page 20 of the Draft LTFP&ABP)
and
 - b. “ESCOSA Advice and City of Salisbury Comments” (commencing page 135 of the Draft LTFP&ABP)

2.1.6 NAWMA (Northern Adelaide Waste Management Authority) Second Quarter Budget Review 2022/23

It is recommended to Council:

That Council:

1. Approves the Second Quarter Budget Review of the Northern Adelaide Waste Management Authority as contained in Attachment 1 to this report (Finance and Corporate Services, 17 April 2023, Item No. 2.1.6).

For Information

2.2.1 Financial Hardship Policy Review

It is recommended to Council:

That Council:

1. Adopts the Financial Hardship Policy as contained in Attachment 1 to this report (Finance and Corporate Services Committee, 17 April 2023, Item 2.2.1), with a review date of March 2027.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

2.4.1 Update on Action on Rates Assessment Outstanding under Section 184 of the Local Government Act 1999

3 Governance and Compliance Committee Meeting

Chairman - Cr P Jensen

Consideration of the minutes of the Governance and Compliance Committee Meeting - 17 April 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 Salisbury Water Flow Restriction Policy for Residential Customers Review

It is recommended to Council:

That Council:

1. Adopts the Salisbury Water Flow Restriction Policy for Residential Customers as set out in Attachment 1 to this report (Governance and Compliance 17 April 2023, Item No. 3.1.1) with a review date of March 2026.

3.1.2 Dog Registration Fees 2023/2024

It is recommended to Council:

That Council:

Approves the 2023/2024 registration categories, fees, eligible rebates and exemptions and late fees as shown in the Proposed Dog and Cat Management Act 1995 Fee Schedule 2023/2024 forming Attachment 3 to the Governance and Compliance Committee agenda, 17 April 2023, Item No. 3.1.2. with the following amendments to Attachment 3:

- a) 2023/24 registration dog fees are set at:
 - o non standard - \$85.00
 - o Standard - \$42.50
 - o Non-standard concession - \$42.50
 - o Standard concession - \$21.25
- b) Seizure fees - \$85.00
- c) Daily and long term fee - \$55

3.1.3 Review of Food Act 2001 Inspection Fees Policy

It is recommended to Council:

That Council:

1. Adopts the Food Act 2001 Inspection Fees Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 17/04/2023, Item No. 3.1.3).

3.1.4 Review of Enforcement Policy

It is recommended to Council:

That Council:

1. Adopts the Enforcement Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 17/04/2023, Item No. 3.1.4).

3.1.5 Review of Private Parking Areas Act 1986 - Private Parking Agreements Policy

It is recommended to Council:

That Council:

1. Adopts the Private Parking Areas Act 1986 - Private Parking Agreements Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 17/04/2023, Item No. 3.1.5).

3.1.6 Review Local Government Act 1999 Order Making Policy

It is recommended to Council:

That Council:

1. Adopts the *Local Government Act 1999 Order Making Policy* as set out in Attachment 1 to this report (Governance and Compliance Committee 17/04/2023, Item No. 3.1.6).

3.1.7 Footpath Trading Policy Review

It is recommended to Council:

That Council:

1. Adopts the Footpath Trading Policy as set out in Attachment 1 to this report (Governance and Compliance Committee 17/04/2023, Item No. 3.1.7).

3.1.8 Review of Prudential Management Policy

It is recommended to Council:

That Council:

1. Adopts the revised Prudential Management Policy as set out in Attachment 1 to this report (Governance and Compliance Committee, 17 April 2023, Item No. 3.1.8).

3.1.9 Review of Council Decision Construction of Carpark at Tree Top Court

It is recommended to Council:

That Council:

1. Receives the Kelledy Jones internal review as set out in Attachment 1 (Governance and Compliance Committee, 17 April 2023, Item No. 3.1.9).
2. Approves putting the Treetop Court carpark project on hold and undertaking public consultation, on a discretionary basis and in accordance with its Public Consultation Policy, with the applicants, as well as any other impacted resident(s), prior to its re-consideration of the Carpark proposal.

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4 Urban Services Committee Meeting

Chairman - Cr S Ouk

Consideration of the minutes of the Urban Services Committee Meeting - 17 April 2023 and adoption of recommendations in relation to item numbers:

Administration

4.0.1 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Tuesday 11 April 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 11 April 2023 with respect to the following recommendations contained therein to be adopted by Council:

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

It is recommended to Council:

That Council:

1. Notes the report.

4.0.1-ESATS2 Tree Removal Requests - Monthly Update for February 2023

It is recommended to Council:

That Council:

1. Notes the report.

4.0.1-ESATS3 Review of Tree Removal Request - Various Locations

It is recommended to Council:

That Council:

1. Notes that the following recommendations are a result of appeals lodged by residents and/or Ward Councillors following Administrations initial decision to refuse removal of tree/s in line with Council's approved tree appeals process.
2. Approves the lodgement of development applications that were deferred from the February meeting of Environmental Sustainability and Trees Sub Committee, seeking removal of:
 - a. The regulated *Eucalyptus sideroxylon* tree at the front of 49 Shorney Road, Parafield Gardens, noting that should the application be approved two replacement trees are required to be planted.

-
- b. The two regulated *Angophora costata* trees in front of 33 and 35 Statham Avenue, Salisbury East, noting that should the application be approved 4 replacement trees are required to be planted.
 - c. The regulated *Eucalyptus sideroxylon* tree at the front of 5 Banksia Crescent, Parafield Gardens, noting that should the application be approved two replacement trees are required to be planted.
 3. Approves the lodgement of a development application seeking removal of:
 - a. The regulated *Corymbia maculata* tree adjacent of 1 Whelstone Court, Salisbury Downs, noting that should the application be approved two replacement trees are required to be planted.
 4. Approves the commencement of the appeal process in line with Council's approved tree appeals process for the following trees:
 - a. The tree at the front of 7 Hodges Court, Parafield Gardens
 - b. The tree at the front of 29 Shepley Crescent, Burton.

4.0.2 Future Reports for the Urban Services Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

4.1.1 Independant Planning Consultant & Arborist Engagement - Regulated or Significant Tree Removal Appeals

It is recommended to Council:

That Council:

1. Notes that as part of the current process for appeals an independent arborist is already engaged to assess regulated and significant trees to inform the lodgement of Development Applications.
2. Notes that tree damaging activity, which includes removal is subject to a performance assessment pathway under the *Planning, Development and Infrastructure Act 1999* and cannot be privately certified for planning approval.
3. Notes the increase costs of \$480,000 pa associated with the engagement of a consultant to manage the planning, assessment and Development Application lodgement if the alternate process is implemented
4. Approves that no change be made to the current appeal process due to the increased budget impact and little expected success for the appeals.
5. Requests the administration to present a report to the Environmental Sustainability and Trees Sub Committee to initiate a tender for selection of an arborist to provide independent assessment of Council tree removal requests and such advice be considered by Council's Development Assessment Manager.

4.1.2 Capital Works - March 2023

It is recommended to Council:

That Council:

1. Approves the \$20,000 Non-discretionary 2022/23 Third Quarter Budget Review Bid to transfer this value of available operating funds from GL388-120-3221 Reconciliation Program into \$20,000 capital funds within PR26737 John Street Artwork project as part of the development for the Salisbury City Centre, Indigenous Artwork.
2. Approves the Non-discretionary retiming of \$24,010,000 capital budget funding within the 2022/23 Third Quarter Budget Review Bid, into the 2023/24 Capital Budget, as detailed within Item 4.1.2, Urban Services Committee, 17 April 2023, to align the budget with the revised forecast spend.
3. Approves a non-discretionary bid of \$600k in the 23/24 budget bid process as additional budget for the construction of the new changeroom facility at Hausler Reserve, Paralowie outlined as Option 2 in the Council report (27 March 2023, GB5). This will accommodate an increased floor area, formalisation of the carpark and drainage which is required for Development approval.

4.1.3 Gulfview Heights Lake - Hot Weather Contingency Update

It is recommended to Council:

That Council:

1. Notes the report.
2. Requests for staff to continue to provide written reports every six months to Ward Councillors via email.

US-OB1 Construction Contracts

It is recommended to Council:

That Council:

1. Requests the administration to present a report to the Urban Services Committee regarding the status of delivery, key learnings and opportunities for improvement of construction contracts.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

4.4.1 Acquisition of Surplus Land - Bolivar

4.4.2 Acquisition of Land - Direk

4.4.3 Disposal of Council Property - Salisbury

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5 Community Wellbeing and Sport Committee Meeting

Chairman - Cr D Hood

Consideration of the minutes of the Community Wellbeing and Sport Committee Meeting - 18 April 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.

For Decision

5.1.2 Christmas Carols

It is recommended to Council:

That Council:

1. Requests staff to bring back a further information report to Council on a revised Council-delivered Christmas Carols event for a maximum budget of \$50,000.

See Further Information Item:

5.1.2FI Christmas Carols (see p28)

It is recommended to Council:

That Council:

1. Approves hosting the 2023 City of Salisbury Christmas Carols with a budget of \$50k at Carisbrooke Park on a tentative date of Saturday 9 December 2023 from 6.00pm until 9.00pm.
2. Approves the inclusion of an additional non-discretionary \$20k in the Draft 23/24 Operating Budget and notes that the \$30k for Christmas Carol Grants will be transferred to this event fund.
3. Notes that a small community carols working group will be formed including representatives from volunteer organisations, local schools and not for profit organisations to assist with organising and delivering the event.
4. Approves that Cr Grenfell, who is a member of the Public Art and Activations Working Group, will represent Council on the Community Carols working group.

5.1.6 Community Grant Report
Grant No. 32/2022-23: Ex-Military Rehabilitation Centre Incorporated -
Community Grant Application

It is recommended to Council:

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

1. Approves the request for funding for the April 2023 round of Community Grants as follows:
 - a. Grant No. 32/2022-23 the Ex-Military Rehabilitation Centre Incorporated Community Grant Application: to the value of \$2,000: to assist with costs towards the purchase of a Defibrillator.

That Council:

Approves a further \$600 to support the purchase of a defibrillator.

5.1.7 Tregoning Green Mural Consultation Feedback

It is recommended to Council:

That Council:

1. Approves Option 3: Design Concept – Zhuzhu (Guiung Zhu) (included as Attachment 4) for the Tregoning Green rebound wall and basketball court.
2. Notes that Option 3: Design Concept – Zhuzhu (Guiung Zhu) (included as Attachment 4) was the preferred submission following consultation with Salisbury Park Primary School students.

5.1.8 St Kilda Tramway Museum Assistance Request

It is recommended to Council:

That Council:

1. Notes the current agreement with the St Kilda Tramway Museum (Australian Electric Transport Museum (SA) Inc) expires on 30 June 2023.
2. Authorises the Chief Executive Officer or delegate to negotiate and execute a new three-year agreement being entered into with the St Kilda Tramway Museum (Australian Electric Transport Museum (SA) Inc) with a fixed payment of \$5,702 per annum payment covering the three-year agreement.

5.2.1 Youth Sponsorship Applications - March 2023

It is recommended to Council:

That Council:

1. Notes the report.
2. Approves the application to represent NSW at the 2023 Australian National Tenpin Championships and Presidents Junior Interstate Shield (in Tasmania from 2 – 7 July 2023), sits outside of the delegation of the Community Wellbeing and Sport Committee.
2. Notes the application to represent Australia at the ESU International Global Public Speaking Competition (London 8-12 May 2023) has been withdrawn by the applicant

For Noting Only: Decisions Made Under Committee Delegation:

5.1.1 Community Event Sponsorship 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 following application through Round twelve (12) of the Community Events Sponsorship Program as follows:
 - a. Grant No. 1/2023:, Northern Districts Athletics Club Inc, application for \$5,000.00 for its Salisbury.RUN.

5.1.3 Community Grant Report

Grant No. 29/2022-23: Para Hills East Soccer Club - Community Grant Application

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

1. Approves the request for funding for the April 2023 round of Community Grants as follows:

Grant No. 29/2022-23 the Para Hills East Soccer Club Community Grant Application: to the value of \$5,000: to assist with the purchase of playing uniforms for the senior men's and women's teams.

5.1.4 Community Grant Report

Grant No. 30/2022-23: Salisbury United Junior Soccer Club - Community Grant Application

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

1. Approves the request for funding for the April 2023 round of Community Grants as follows:

Grant No. 30/2022-23 the Salisbury United Junior Soccer Club Community Grant Application: to the value of \$5,000: to assist with the purchase of various sporting equipment to utilise at training, for their junior teams.

5.1.5 Community Grant Report

Grant No. 31/2022-23: Pooraka Tennis Club 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 April 2023 round of Community Grants as follows:

- a. Grant No. 31/2022-23 the Pooraka Tennis Club Incorporated Community Grant Application: to the value of \$4,000: to assist with costs towards items required for the AGM and End of Season Presentation Day, along with the purchase of additional sporting equipment & apparel: tennis weights & cloth, tennis racquets, balls & uniforms.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

5.4.1 Salisbury Memorial Park and Chapel of the Holy Family Mausoleum Review

5.4.2 Autism SA Tenancy Proposal

5.4.3 Indoor Recreation Centres - Strategic Review and Management Contract

ITEM	5.1.2FI
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	18 April 2023
HEADING	Christmas Carols
AUTHOR	Team Leader Events, Place Activation and Curation, Business Excellence
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 4.2 We deliver quality outcomes that meet the needs of our community 4.5 We engage meaningfully and our community is aware of Council initiatives
SUMMARY	This report outlines key elements to host a corporate Christmas Carols event at Carisbrooke Park in 2023. Council will work with different organisations to assist in hosting the event.

RECOMMENDATION

That Council:

1. Approves hosting the 2023 City of Salisbury Christmas Carols with a budget of \$50k at Carisbrooke Park on a tentative date of Saturday 9 December 2023 from 6.00pm until 9.00pm.
2. Approves the inclusion of an additional non-discretionary \$20k in the Draft 23/24 Operating Budget and notes that the \$30k for Christmas Carol Grants will be transferred to this event fund.
3. Notes that a small community carols working group will be formed including representatives from volunteer organisations, local schools and not for profit organisations to assist with organising and delivering the event.
4. Approves that Cr Grenfell, who is a member of the Public Art and Activations Working Group, will represent Council on the Community Carols working group.

ATTACHMENTS

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

1. Budget for Carols

1. BACKGROUND

- 1.1 A successfully run Salisbury Christmas Carol in 2022 was achievable when partnering with Salisbury Lions Club for the \$30k grant budget.
- 1.2 In kind support by Council was in addition to the \$30k budget to assist in the running of the 2022 event.
- 1.3 At the completion of the event, the Salisbury Lions Club informed Council that they would not be submitting an application for a Christmas Grant for 2023.

-
- 1.4 A report regarding the future of Christmas Carols and preferred models of delivery was presented to the April Community Wellbeing and Sport committee
 - 1.5 At its meeting on the 18 April 2023 the Community Wellbeing and Sport Committee requested a further information report outlining what could be achieved with \$50k.

2. CONSULTATION / COMMUNICATION

- 2.1
 - 2.1.1 Tyndale Christian College
 - 2.1.2 Rotary Club of South Australia
 - 2.1.3 RAAF Edinburgh
 - 2.1.4 SES
 - 2.1.5 Military Vehicle Museum
 - 2.1.6 Salisbury Business Association

3. REPORT

- 3.1 To be able to host a large corporate scale Christmas carol event on a \$50k budget Council will need to seek assistance of external organisations. These will need to include organisations that are able to volunteer and provide in kind support to Council.
- 3.2 Representatives from some of these organisations will be approached to be a part of our community Christmas carol working group.
- 3.3 An Elected Member will represent Council on the working group. It is proposed that this Elected Member be the member of the Public Art and Activations working group.
- 3.4 We will also be looking for organisations to provide vehicles (CFS/ SES/ Military trucks), school choirs and stage performances.
- 3.5 An outline of the proposed event is as follows:
 - 3.5.1 Location details – Carisbrooke Park
 - 3.5.2 Stage Performance duration – 6.00pm to 9.00pm
 - 3.5.3 Proposed date of event – Saturday 9 December 2023
 - 3.5.4 Santa appearance
- 3.6 Items included in budget for hosting the event
 - 3.6.1 Marketing and communications
 - 3.6.2 Light towers (3)
 - 3.6.3 Infrastructure – utilizing existing stage, will require sound and vision and lighting (includes Sound Engineer)
 - 3.6.4 Traffic and carpark management
 - 3.6.5 Limited seating provided for food vendors area
 - 3.6.6 First Aid
 - 3.6.7 Security
 - 3.6.8 Welcome to Country
 - 3.6.9 Extra toilets

-
- 3.6.10 Insurance
 - 3.6.11 Community Bus provision
 - 3.6.12 Cleaning
 - 3.6.13 Staffing out of hours (overtime)
 - 3.6.14 Headline Performer (of district/regional level)
 - 3.6.15 Brass Bands
 - 3.6.16 Kids performer
- 3.7 We will be engaging paid contractors to set up and dismantle infrastructure in accordance with our risk assessments.
 - 3.8 We will be engaging some food trucks for the community to purchase food during the event. Free food will not be achievable on this budget however, we will provide free drinking water.
 - 3.9 We will not be engaging the services of a pyrotechnic to perform fireworks for the event, as this will be cost prohibitive for Council.

4. CONCLUSION / PROPOSAL

- 4.1 It is proposed for Council to:
 - 4.1.1 Host a City of Salisbury Christmas Carols at Carisbrooke Park on a tentative date of Saturday 9 December from 6.00pm until 9.00pm.
 - 4.1.2 Form a small community carols working group which will include representatives from volunteer organisations, local schools and not for profits to assist with organising and delivering the event.
 - 4.1.3 Include representation from an Elected Member from the Public Art and Activations working group.
 - 4.1.4 Include a range of carols and onstage performances with food trucks in attendance.

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City of Salisbury Christmas Carols Budget 2023

EXPENSES - Performers				
3.5.4		Santa Claus	Hand out candy canes	\$600.00
		MC	in kind	might need to add \$1000
EXPENSES - Food Vendors				
		BBQ	in attendance	
		Ice Cream truck	in attendance	
		Hot Donuts	in attendance	
		Coffee Van	in attendance	
		Popcorn	in attendance	
		Volunteer refreshments		\$500.00
EXPENSES - Marketing				
		Facebook boosted posts		\$300.00
		Radio advertising		\$3,500.00
		Social Media Influencer	(South Aussie with Cosi for example)	\$2,500.00
		Printing flyers		\$300.00
		Paid Media Release	Channel 9 or 7	\$200.00
		Photography		\$1,000.00
EXPENSES - Other Event Costs				
3.6.2		Light towers	x3	\$3,000.00
3.6.3		Infrastructure	stage risers etc	\$600.00
3.6.3		Sound Engineer		\$6,500.00
3.6.3		Lighting Technician		\$6,000.00
3.6.4		Traffic Mgt	car park and traffic management	\$3,000.00
3.6.5		Furniture	chairs and tables	\$1,000.00
3.6.6		First Aid		\$300.00
3.6.7		Security		\$1,800.00
3.6.8		Welcome to Country		\$1,500.00
3.6.9		Toilets		\$2,600.00
3.6.10		Insurance		\$150.00
3.6.11		Community Bus	Des' Mini Buses	\$1,300.00
3.6.12		Cleaning		\$400.00
3.6.13		Labour	Out of hours staffing time	\$5,000.00
3.6.14		Headliner Performer		\$5,000.00
3.6.15		Brass Bands		\$1,600.00
3.6.16		Kid performer		\$1,500.00
TOTAL				\$41,250.00
				\$50,150.00
				Add MC cost if school can't do it
				\$1,000.00

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6 Innovation and Business Development Committee Meeting

Chairman - Chairman M Mazzeo

Consideration of the minutes of the Innovation and Business Development Committee Meeting - 18 April 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 City Centre Revitalisation Project Update

It is recommended to Council:

That Council:

1. Notes the report.

6.1.2 Digital Strategy - Community Communication Framework

It is recommended to Council:

That Council:

1. Approves the proposed approach to communicate the Council activities on the use of technology to support delivery of enhanced Council services to the community, as outlined in this report (Item No. 6.1.2, Innovation and Business Development Committee, 18 April 2023).

6.1.3 Community Bus Service

It is recommended to Council:

That Council:

1. Reaffirms its commitment to providing an essential community bus service for residents of the City of Salisbury and approves the budget bid TRN001143 for inclusion as a non-discretionary budget bid as part of the 2023/24 budget process.
2. Approves:
 - a. The extension of the existing service up to 31 December 2023 to enable time to implement the revised service, should this be included in the 2023/24 budget.

-
- b. Writing to the South Australian Government seeking:
 - i. Approval to utilise their public transport network bus stops to support a proposed new community bus route.
 - ii. Funding for upgrades for proposed new bus stops.
 3. Approves the establishment of a working group consisting of a representative from Central, Para, Hills and West Wards (Crs C Buchanan, K Grenfell, S McKell and P Jensen) to provide a recommendation to the Community Wellbeing and Sport Committee on proposed bus routes and other matters related to the community bus service by 30 June 2023.

6.1.4 Recommendations of the Salisbury Living Sub Committee meeting held on Tuesday 11 April 2023

It is recommended to Council:

SLSCC1 Future Reports for the Salisbury Living Sub Committee

That Council:

1. Notes the report.

For Information

6.2.1 Project Connect (ERP Implementation) Update

It is recommended to Council:

That Council:

1. Notes the report.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

6.4.1 Recommendations of the Confidential Salisbury Living Sub Committee meeting held on Tuesday 11 April 2023

7 Audit and Risk Committee Meeting

Chairman - Chair K Grenfell

Consideration of the minutes of the Audit and Risk Committee Meeting - 12 April 2023 and adoption of recommendations in relation to item numbers:

Administration

7.0.1 Future Reports for the Audit and Risk Committee

It is recommended to Council:

That Council:

1. Notes the report.

7.0.2 Actions List

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

7.1.1 BDO's Annual Audit Plan for 30 June 2023

It is recommended to Council:

That Council:

1. Notes the report.

7.1.2 Draft 2023/24 Long Term Financial Plan and Annual Business Plan

It is recommended to Council:

That Council:

1. Notes that the Audit and Risk Committee has reviewed the Council's Draft 2023/24 Long Term Financial Plan and Annual Business Plan in accordance with s126(4)(a,b) of the *Local Government Act 1999*.
2. Notes that the Audit and Risk Committee have considered the following which have been included in the Draft 2023/24 Long Term Financial Plan and Annual Business Plan (LTFP&ABP) as required by S122(1h) of the *Local Government Act 1999*:
 - a. "ESCOSA Advice Strategic Management Plan Scheme" proposed Action Plan (commencing page 20 of the Draft LTFP&ABP)
and
 - b. "ESCOSA Advice and City of Salisbury Comments" (commencing page 135 of the Draft LTFP&ABP)

-
3. Notes that the Audit and Risk Committee has considered the scenarios provided within this report and has formed the view, that considering the costs at risk of higher than current budget increases eventuating which will be further discussed with Council, a rate increase within the range of 7.0% and 8.0% is appropriate to maintain Council's financial sustainability balanced with the needs of the community for affordability, and further the Committee advised that should Council determine a rate increase of less than 6.5%, consideration will need to be given to reduction in service levels.

7.1.3 Audit & Risk Committee Performance Self-Assessment Survey Outcome

It is recommended to Council:

That Council:

1. Notes the report.

7.1.4 Draft Strategic Asset Management Plan 2023/24

It is recommended to Council:

That Council:

1. Notes that, in line with Section 126 (4)(ab) of *the Local Government Act 1999*, the Audit and Risk Committee considered the Draft Strategic Asset Management Plan 2023/24 as attached in the report (Item 7.1.4 - Draft Strategic Asset Management Plan 2023/24, Audit and Risk Committee – 12 April 2023)

7.1.5 Asset Policy Review

It is recommended to Council:

That Council:

1. Notes that the Audit and Risk Committee recommends the Asset Depreciation Policy, as set out in Attachment 1 to this report (Audit Committee 12/04/2023 Item No. 7.1.5), to Council for adoption.

7.1.6 3-Year Internal Audit Plan 2022/23-2024/25

It is recommended to Council:

That Council:

1. Notes the updates made to the 3-year Internal Audit Plan 2022/2023 to 2024/2025 as set out in Attachment 1 to this report (Audit and Risk Committee, 12 April 2023, Item No. 7.1.6).
2. Notes the mapping of internal audits to the current identified risks in the strategic risk register as set out in Attachment 2 of this report (Audit and Risk Committee, 12 April 2023, Item No.7.1.6).
3. Notes the accompanying high-level indicative draft scope for pending audits as set out in Attachment 3 of this report (Audit and Risk Committee, 12 April 2023, Item No.7.1.6).

7.1.7 Audit & Risk Committee Annual Work Plan 2022/2023 and 2023/2024

It is recommended to Council:

That Council:

1. Approves the updated Audit & Risk Committee Annual Work Plan for the year 2022/2023 and 2023/2024 as set out in Attachment 1 to this report (Audit & Risk Committee, 12 April 2023,Item No.7.1.7).

For Information

7.2.1 Salisbury Aquatic Centre Project

It is recommended to Council:

That Council:

1. Notes that the Audit and Risk Committee reviewed the risk management methodology and strategy for the Aquatic Centre Project.
2. Notes that construction works are progressing in accordance with the construction program, and the current practical completion date of 4 April 2024 remains unchanged.
3. Notes that clearly defined project management processes and systems, consistent with Council's Capital Delivery Framework, are being implemented to provide management principles and guidance, transparency and the ability to capture learnings for future project delivery.
4. Notes that the governance framework is based on other recent major capital projects such as the Salisbury Community Hub and the Burton Community Hub.
5. Notes that KPMG has been engaged for the duration of the project, in a project management advisory and quality assurance role, to support the project team.

-
6. Notes that Rider Levett Bucknall (RLB) has been engaged for the duration of the project, to prepare pre-tender, 30% and 60% design milestone cost estimates, certify monthly progress claims, assess and negotiate contract variations, and provide project finance modelling and reporting at bimonthly PCG meetings.
 7. Notes that Kelledy Jones Lawyers are supporting the project team as required, in relation to contract management.
 8. Notes that extensive site investigation and analysis works were undertaken by Council pre-tender, and that the associated reports including known risk and limitation were communicated to the tenderers, in the tender documents.
 9. Notes that the project Risk Register is an active document which is used by the project team to record and monitor all project and financial risks, throughout the different project stages.

7.2.2 Outstanding Actions Arising from Internal Audits

It is recommended to Council:

That Council:

1. Notes the update in this report and the full Internal Audit Log Actions Register in Attachment 1 to this report (Audit and Risk Committee, 12 April 2023, Item No.7.2.2).
2. Notes the update on the Capital Works Project Audit Pressure Points Action List in Attachment 2 to this report (Audit and Risk Committee, 12 April 2023, Item No.7.2.2).

7.2.3 Position Paper Revenue Recognition

It is recommended to Council:

That Council:

1. Notes the Revenue Recognition Position Paper (as included in Attachment 1, Audit and Risk Committee meeting, 12 April 2023, item no 7.2.3) which is an internal document developed to support the administration in correctly accounting for revenue in relation to Accounting Standards AASB 1058 *Income of Not-for-Profit Entities* and AASB 15 *Revenue from Contracts with Customers*.

Confidential Items

Refer to CONFIDENTIAL ITEMS section of Council Agenda

7.4.1 Quarterly Cybersecurity Report October 2022 - December 2022

7.4.2 ERP / Project Connect Verbal Update

8 Council Assessment Panel Meeting

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

9 CEO Review Committee

No CEO Review Committee meeting was held in April 2023.

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ITEM	GB1
	COUNCIL
DATE	24 April 2023
HEADING	Elected Members Behavioural Support Policy
AUTHOR	Manager Governance, CEO and Governance
CITY PLAN LINKS	1.3 People are valued and they feel safe, included and connected
SUMMARY	In accordance with the new section 75F of the <i>Local Government Act 1999</i> , Council is asked to consider whether or not to adopt an Elected Member Behavioural Support Policy within 6 months after the conclusion of the November elections. It is recommended that Council resolves it will not adopt such policy at this point in time, in anticipation of the findings and recommendations of the Working Group, which will subsequently further inform Council's position on the adoption of a new Behavioural Management Policy and Behavioural Support Policy.

RECOMMENDATION

That Council:

1. Notes that Council resolved at its meeting on 19 December 2022 to establish a Working Group consisting of the Mayor, Deputy Mayor Cr Buchanan, Cr B Brug, the CEO and the Manager Governance to prepare recommendations to the Policy and Planning Committee for consideration on Behavioural Management Policy and Support Policy, with input from Norman Waterhouse Lawyers.
2. Notes that Council needs to consider whether or not to adopt an Elected Member Behavioural Support Policy within 6 months after the conclusion of the November elections, and that Council resolves it will not adopt such policy at this point in time, in anticipation of the findings and recommendations of the Working Group which will further inform Council's future position.
3. Notes that in context of various complaints being managed under the current LGA Model Behavioural Management Policy, the Working Group will be reviewing the experiences and lessons learned from this first application of the complaints management process, which will further inform its recommendations on the Behavioural Management Policy and Support Policy.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 The new section 75F of the *Local Government Act 1999* (the Act) on Council behavioural support policies commenced operation on 17 November 2022. This section requires all councils to consider whether to adopt a Behavioural Support Policy within six months after the conclusion of the November 2022 council election (i.e. by 18 May 2023).
- 1.2 A Behavioural Support Policy may:
 - (a) Specify directions relating to behaviour that must be observed by members of the council.
 - (b) Set out guidelines relating to compliance by members with the behavioural standards and directions under paragraph (a).
 - (c) Include any other matter relating to behaviour of members considered appropriate by the council.
- 1.3 A Behavioural Support Policy must not be inconsistent with the Behavioural Standards for Council Members.
- 1.4 Councils are not required to adopt a policy before 18 May 2023, but councils must decide whether to adopt one.

2. CONSULTATION / COMMUNICATION

- 2.1 External
 - 2.1.1 The Local Government Association issued its Local Government Reform advice on 4 April 2023, issuing a Behavioural Support Policy template and draft notes

3. REPORT

- 3.1 At its meeting on 19 December 2022 Council resolved to establish a Working Group consisting of the Mayor, Deputy Mayor Cr Buchanan, Cr B Brug, the CEO and the Manager Governance to prepare recommendations to the Policy and Planning Committee for consideration on Behavioural Management Policy (s262B of the Act) and Support Policy (s75F of the Act), with input from Norman Waterhouse Lawyers.
- 3.2 It is recommended that Council resolves it will not adopt such support policy at this point in time, in anticipation of the findings and recommendations of the Working Group which will further inform Council's future position on its policy and support policy.
- 3.3 In context of various complaints being managed under the current LGA Model Behavioural Management Policy, the Working Group will be reviewing the experiences and lessons learned from this first application of the complaints management process, which will further inform the recommendations on the Behavioural Management Policy and Support Policy for Council consideration and decision

-
- 3.4 Pursuant to section 75F(7), before adopting a Behavioural Support Policy, councils must undertake public consultation on the proposed Behavioural Support Policy.

4. CONCLUSION / PROPOSAL

- 4.1 In accordance with the new section 75F of the *Local Government Act 1999*, Council is asked to consider whether or not to adopt an Elected Member Behavioural Support Policy within 6 months after the conclusion of the November elections.
- 4.2 It is recommended that Council resolves it will not adopt such policy at this point in time, in anticipation of the findings and recommendations of the Working Group, which will subsequently further inform Council's position on the adoption of a new Behavioural Management Policy and Behavioural Support Policy.

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ITEM	GB2
	COUNCIL
DATE	24 April 2023
HEADING	New Drainage Works (DWN00132 - Elected Member Bid)
AUTHOR	Senior Stormwater Engineer, City Infrastructure
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This report provides a brief outline of the scope of works proposed for each of the locations listed in the Elected Member Bid DWN00132. This Bid was prepared in response to Council resolution and was carried (1397/2022)

RECOMMENDATION

That Council:

1. Notes the report.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 **Bid Executive Summary:** To fund the design and construction of flood mitigation and drainage works. The aim is to address the localised flood risk of properties affected by the flood events of December 2016 and May 2022, in areas of Paralowie, Parafield Gardens, Burton, and to a lesser extent, Salisbury Park,
- 1.2 **Bid Scope:** This program will implement drainage improvement works to address sites at locations where flood risks have been identified. Many of the sites were identified as a result of the flood incidents caused during the May 30, 2022 event. Other sites that have been identified include those where drainage capacity has low standard and frequent flooding is exhibited by residents.
- 1.3 **Bid Justification:** Several locations have been identified where properties are subject to a flood risk in the areas of Paralowie, Parafield Gardens and Burton, and to a lesser extent, Salisbury Park. Many of the locations, such as Paralowie, exist in areas where the plains are considered hydraulically flat (<0.5% grade), resulting in low drainage capacity. Other locations are prone to flood risk due to increased runoff associated with greater levels of urbanisation. This project does not include the construction of street pipework, but rather a more holistic approach to flood management in the mentioned areas including the construction of overland flow paths, detention systems and the raising of street levels as required.

1.4 Localised flood risk has been identified include the following streets:

- Henry Street, Paralowie
- Bolivia Crescent, Paralowie
- Magdalena Crescent, Paralowie
- Metala Drive, Paralowie
- Bauhinia Drive, Parafield Gardens
- General Drive, Paralowie
- Heidenreich Avenue, Salisbury Downs

2. CONSULTATION / COMMUNICATION

2.1 Internal

2.1.1 City Infrastructure

3. REPORT

3.1 Proposed brief scope of works for each of the locations listed in the Elected Member Bid DWN00132

- 3.1.1 **Henry Street**, Paralowie: Proposed works, involves remediation work to prevent ingress of tree roots between pipe joints.
- 3.1.2 **Bolivia Crescent**, Paralowie: Post event street road surface ponding will be addressed by works to the kerb and gutter. Additional works will be carried out to improve the hydraulic discharge capacity in the Little Para overflow channel.
- 3.1.3 **Magdalena Crescent**, Paralowie: Proposed works include new storage in Settlers Park to reduce runoff entering the drainage network. It is also proposed to lift a section of pavement on Liberator Drive (at the Burton Road intersection) to prevent runoff from Burton Road entering Liberator Road, which then drains to the Magdalena drainage network via Narino Street.
- 3.1.4 **Metala Drive**, Paralowie: Existing works at Camelot Drive Reserve. \$150k from the Major drainage program will detain significant runoff from the drainage system at Metala Drive. This work is expected to resolve minor flooding issues along Yalumba Drive and Metala Drive.
- 3.1.5 **Bauhinia Drive**, Parafield Gardens: Proposed works includes modifications to the easement connecting Bauhinia Drive to Shepherdson Road. The modifications will allow surface runoff to drain along the easement to Shepherdson Road.
- 3.1.6 **General Drive**, Paralowie: Proposed to lift pavement on General Drive at the intersection with Liberator Drive. This will prevent runoff from Liberator Drive entering General Drive and also reduce the runoff to Bolivia Crescent. In addition, the receiving detention basin along Port Wakefield will be modified to improve the capacity of outfall conditions.

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- 3.1.7 **Heidenreich Avenue**, Salisbury Downs: Proposed works include the creation of a separate outfall to the open channel drain, south of the Bridgestone Park running along the eastern side of railway corridor. This will reduce the hydraulic restriction at the end of the Heidenreich drainage network.
 - 3.1.8 **Breda Court**, Salisbury Downs: Proposed works include lifting of Breda Court pavement at Amsterdam Crescent and the construction of a spoon drain. In addition, traffic plateau treatment will be relocated or removed.
 - 3.1.9 **Pine View Drive**, Paralowie: Proposed works include reshaping of the easement surface to convey excess runoff to the Little Para overflow channel.
 - 3.1.10 **Karingal Crescent**, Salisbury Park: Proposed works include the creation of a surcharge stormwater basin at Tregoning Green park. The basin will reduce stormwater runoff to Karingal Crescent and thereby taking pressure off the drainage network. Alternative options are also being considered at Canterbury Drive Reserve.
 - 3.1.11 **Kings Road** service road: Proposed works include raising crossover entrance to service road by 200mm. This will prevent surface runoff from Kings Road spilling into the service roads. In addition, improvements will be made to the service road minor drainage pipe system that only services the adjoining properties.
- 3.2 The review of the minor drainage system (pits and pipes) in Paralowie, found that to meet a particular engineering standard there would be a need to increase the number of side entry pits by 160 and upgrade approximately 9km of pipe. The cost of this is between \$15M and \$25M. The uncertainty of the cost estimate is largely attributed to unknowns associated with underground services and construction in a developed area. It should be noted that while Council has adopted the engineering standard for new infrastructure, Council's adopted level of service is not the same for existing minor drainage infrastructure. As such, we can expect to observe greater road surface flows in many of the older areas of Salisbury and in particular locations where there is significant infill development and where flat topography exists, such as Paralowie.

4. CONCLUSION / PROPOSAL

- 4.1 The scope of works presented in this report is generally focused on resolving some localized flooding issues at minimum cost, and as a result the extent of new infrastructure has been minimized.
- 4.2 The proposed works have been scoped with consideration given to Council's level of service for major and minor drainage.

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ITEM	GB3
	COUNCIL
DATE	24 April 2023
HEADING	Electric Vehicle Charging Stations - RAA
AUTHOR	Technical Officer - Energy & Lighting Assets, City Infrastructure
CITY PLAN LINKS	<p>2.3 Our community, environment and infrastructure are adaptive to a changing climate</p> <p>3.1 Salisbury's businesses are successful and part of our community</p> <p>3.3 Our infrastructure supports investment and business activity</p>
SUMMARY	This report provides information to Council on the RAA's proposal to install 2 Electric Vehicle Charging Stations at Mawson Lakes.

RECOMMENDATION

That Council:

1. Approves that the RAA locate a Tier 2 Electric Vehicle Charger at:
 - a. James Street, Salisbury car park next to the SA Power Network transformer;
2. Approves that the RAA locate a Tier 2 Electric Vehicle Charger at either:
 - a. Option 1 – The north-east side of the Mobara Car Park off Mawson Lakes Boulevard
 - or**
 - b. Option 2 – The south-east side of the Mobara Car Park off Mawson Lakes Boulevard
3. Authorises the Chief Executive Officer to negotiate and execute the RAA EVCN Agreement - DC T2 (Attachment 1, Item GB3, Electric Vehicle Charging Stations – RAA, Council, 24 April 2023).

ATTACHMENTS

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

1. Attachment 1 - RAA EVCN Agreement - DC Tier 2
2. Attachment 2 - Map of EV Charging points within the City of Salisbury

1. BACKGROUND

- 1.1 An Executive Meeting was held on 11 January 2023 with recommendations

1.1.1 *Approve City of Salisbury and RAA to explore appropriate sites for the installation of public charging stations suitable for the current Federally funded RAA program.*

2. CONSULTATION / COMMUNICATION

- 2.1 External
 - 2.1.1 RAA

3. REPORT

- 3.1 EV Charging stations are being installed to reduce “Range Anxiety” in the buying population. Local Government is being encouraged into entering a new fueling paradigm for private vehicles, not seen before with any other transport requirements.
- 3.2 The City of Salisbury, or indeed any other council, has planned to be responsible for the full cost and investment, needed to install and maintain multiple EV charging points.
- 3.3 The proposal presented to the City of Salisbury by the RAA is a collaboration of cost sharing of site identification, with council’s risk to the hardware infrastructure removed. Refer RAA EVCN Agreement - DC Tier 2 attached
- 3.4 Current EV locations available within the council limits (all located on private property) include:
 - 3.4.1 Paralowie Village Shopping Centre, 9 Liberator Drive, Paralowie
CHAdEMO (2 Plug) - 350kW (Ultra Rapid Charge)
CCS/SAE (2 Plug) - 350kW (Ultra Rapid Charge)
 - 3.4.2 Parafield Airport, Tiger Moth Lane, Parafield
Type 2 (1 Plug)
 - 3.4.3 University of South Australia, Mawson Lakes Campus
Wall Point (Power Point Only)
- 3.5 Attachment “EV Charging points - City of Salisbury” is a list of proposed Public EV charging sites, located within the City of Salisbury Council area, for consideration in line with RAA requirements.
- 3.6 The selection process for these proposed sites, took into consideration the following points:
 - 3.6.1 Destination or Journey travel
 - A “Destination” type charger is selected for sites with a longer dwell time, allowing for a longer charge interval (i.e. Salisbury Aquatic Center). This type of charger has lower infrastructure and installation costs. In this situation the high cost of Rapid charging would be pointless as the vehicle would be taking up a charging space while the owners were occupied with the activity. This type of location use selection, allows for the installation of multiple slower and more cost-effective chargers.
 - A “Journey” type charger is selected for sites with a shorter dwell time, allowing for fast fill or top up of the vehicle (i.e. Gawler, Barossa Valley, day trip). This type of charger has a very much higher infrastructure and installation cost. The assumption was made that most Electric Vehicles would be “topped up” before leaving the residence, from the home charger, and the City of Salisbury would not be a long enough distance for the need of a “top up” charge, hence the focus was on returning travel sites in our location selection.

-
- 3.6.2 Car Parking Space available.
 - 3.6.3 Amenities and activities
 - 3.7 As an emerging transportation shift and consumer behavior change, EV Vehicles, and the infrastructure to support them, has many hidden and unforeseen risks. The City of Salisbury will continue to monitor and assess these risks as well as the opportunities before investment decisions are recommended to Council.
 - 3.8 Nine possible sites were submitted for consideration by the RAA EV Team. The RAA filtered the list down to two sites, using the following factors:
 - 3.8.1 Cost to install underground infrastructure
 - 3.8.2 Proximity to amenities
 - 3.8.3 Proximity to major transport routes
 - 3.8.4 Proximity to SAPN transformer
 - 3.8.5 Cost to augment SAPN infrastructure
 - 3.9 The two sites identified were:
 - 3.9.1 James Street Car park, next to the SAPN transformer
 - 3.9.2 Mobara Car Park, Off Mawson Lakes Boulevard
 - Option 1, the north east side of the car park
 - Option 2 the south east side of the car park
 - 3.10 James Street Car Park was RAA's preferred option because of the proximity of SAPN infrastructure, Parabanks Shopping Centre, and the Salisbury Highway. However, Council staff lowered this priority based on the possible future works in this area
 - 3.11 Mobara Car Park is being presented as the preferred site, while still recognizing James Street Car Park as an alternative suitable site.

4. CONCLUSION / PROPOSAL

- 4.1 The RAA has approached Council about installing an EV charging station in Salisbury.
- 4.2 A number of sites were selected with two being recommended namely James Street Car Park and Mobara Car Park.
- 4.3 It is recommended that Council notifies the RAA of its two recommended sites, with Mobara being the preferred site.

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Licence Agreement

City of Salisbury
ACN 82 615 416 895

RAA Innovation Pty Ltd
(ABN 13 655 258 272)

Deed dated

03/01/2023

Parties

City of Salisbury ACN 82 615 416 895 of **34 Church Street, Salisbury SA 5108** (Licensor)

RAA Innovation Pty Ltd (ABN 13 655 258 272) of 101 Richmond Road, Mile End, SA 5031 (Licensee)

Introduction

- A. The Licensor is the owner of the Property, which includes the Licensed Area.
- B. The Licensor has granted and the Licensee has accepted a licence of the Licensed Area on the terms and conditions of this Deed.

Operative provisions

1 Definitions and Interpretation

1.1 Unless the context requires otherwise, in this Deed:

- (a) **Approved Use** means the use specified in Item 3 of the Reference Schedule.
- (b) **Business Day** means a day that is not a Saturday, Sunday, a public holiday or bank holiday in South Australia.
- (c) **Commencing Date** means 1 day after the date on which Practical Completion is achieved, as specified in the notice given under clause 3.5.
- (d) **Deed** means this document, including any schedule or annexure to it.
- (e) **DNSP** means the distribution network service provider.
- (f) **Further Term** means a further licence of the Licensed Area for the further term or terms of years specified in Item 5 of the Reference Schedule.
- (g) **Handover Date** means the date referred to in clause 3.3.
- (h) **Item** means an item in the reference schedule to this Deed.
- (i) **Licence** means the licence granted under clause 4.1.
- (j) **Licensed Area** means the licensed area specified in Item 2A of the Reference Schedule and, if extended by the Licensee under clause 4.8, includes the Optional Licence Area.

- (k) **Licensee Works** means works required by the Licensee to enable it to conduct the Approved Use from the Licensed Area, including Signage and where applicable a separate electricity meter for the Licensed Area.
- (l) **Optional Licence Area** means the optional licensed area specified in Item 2B of the Reference Schedule.
- (m) **Party** means a party to this Deed.
- (n) **Percentage Increase** means the percentage increase referred to in Item 9 of the Reference Schedule.
- (o) **Practical Completion** means that:
 - (i) the Licensee Works have been completed, including the commissioning of the chargers to be used in the Licensed Area; and
 - (ii) the required power supply has been connected to the Licensed Area and is fully operational,
 to the Licensee's satisfaction.
- (p) **Property** means land and the building (if any) described in Item 1 of the Reference Schedule.
- (q) **Signage** includes any information boards, advertisements, notices, directional signage to the Licensed Area on the Property and signs identifying charger equipped car parking spaces and limited time parking, both in the Licensed Area and on the Property if necessary.
- (r) **Sunset Date** means the date specified in Item 6 of the Reference Schedule, or some other date as agreed.
- (s) **Term** means the period of the Licence specified in Item 4 of the Reference Schedule, starting on the Commencing Date and includes any Further Term exercised by the Licensee under clause 4.2.

1.2 Reference to:

- (a) the singular include the plural and the plural includes the singular;
- (b) references to any document (including this Deed) include references to that document as amended, consolidated, supplemented, novated or replaced;
- (c) paragraphs, clauses, recitals and schedules are references to those parts of this Deed;
- (d) headings and any index or table of contents are for convenience only and must be ignored in interpreting this Deed;
- (e) any person or any **Party** include references to its respective successors, permitted assigns and substitutes, executors and administrators;
- (f) one gender includes the others;

- (g) **dollar** and **\$** are to lawful Australian currency, unless otherwise specified;
- (h) **month** means calendar month; and
- (i) any person include references to any individual, company, body corporate, association, partnership, joint venture, trust and governmental agency.

- 1.3 "Including" and similar expressions are not words of limitation.
- 1.4 Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning.
- 1.5 A provision of this Deed must not be construed to the disadvantage of a party merely because that party was responsible for the preparation of the Deed or the inclusion of the provision in the Deed.
- 1.6 Anything to be done on a Saturday, Sunday or a public holiday in South Australia may be done on the next day.
- 1.7 If a Party consists of more than 1 person, this Deed binds each of them separately and any 2 or more of them jointly.
- 1.8 An obligation, representation or warranty in favour of more than 1 person is for the benefit of them separately and jointly.

2 Licence conditional

- 2.1 The Commencing Date is subject to and conditional on:
 - (a) the Licensor's consent to the Licensee's plans and specifications for the Licensee Works on terms acceptable to the Licensee; and
 - (b) the DNSP's consent the Licensee's application for the Licensed Area to be connected to the required electricity network on terms acceptable to the Licensee; and
 - (c) the Licensee deciding to proceed with the Licensee Works, by 4pm on the Sunset Date.
- 2.2 If any of the conditions set out in clause 2.1 has not been satisfied or waived by the Licensee by 4pm on the Sunset Date, the Licensee may terminate this Deed by notice in writing to the Licensor.
- 2.3 If the Deed is terminated under clause 2.2, neither Party will be liable to the other to pay compensation or otherwise for such termination.
- 2.4 If this Deed is terminated under clause 2.2, the Licensor is not obliged to grant and the Licensee is not obliged to accept the Licence.

3 Approvals and Licensee Works

- 3.1 As soon as practicable after the date of this Deed, the Licensee must use reasonable endeavours to obtain:
- (a) the Licensor's consent to the Licensee's plans and specifications for the Licensee Works, not to be unreasonably withheld or delayed;
 - (b) the DNSP's consent to the Licensee's application for the Licensed Area to be connected to the required electricity network on terms acceptable to the Licensee.
- 3.2 The Licensor must, at the Licensee's cost, give the Licensee all necessary assistance and sign all necessary applications to enable the Licensee to prepare its plans and specifications and to obtain any authority approvals and any other consents for the Licensee Works and the Approved Use. For this purpose, the Licensor will on reasonable notice give the Licensee access to the Licensed Area and the Property to carry out any tests, measurements and other necessary things.
- 3.3 If the Licensee obtains the consents referred to in clause 3.1 on terms acceptable to the Licensee and decides to proceed with the Licensee Works, the Licensee will give the Licensor 14 days written notice that it requires handover of the Licensed Area to carry out the Licensee Works.
- 3.4 On the day following the expiry of the 14 day notice given under clause 3.3, the Licensor must grant to the Licensee (and the Licensee's agents and contractors) unlimited access to the Licensed Area (and the immediate surrounds within the Property as is necessary) to carry out the Licensee Works (**Works Area**). Immediately before the Licensee takes access of the Works Area, the Parties will carry out an inspection of the Works Area to document the condition of the Works Area at that time.
- 3.5 The Licensee must have the Licensee Works carried out and completed in a proper and workmanlike manner, in accordance with the consents referred to in clause 3.1 and all laws.
- 3.6 The Licensee must give written notice to the Licensor that the Licensee Works have reached Practical Completion within 3 Business Days of such completion.
- 3.7 If at any time during the carrying out of the Licensee Works any latent site conditions are discovered or encountered affecting the Licensed Area, the Licensee Works or the conduct of the Licensee's business or Approved Use from the Licensed Area, the Licensee may terminate this Deed by notice in writing to the Licensor without penalty or compensation being payable.
- 3.8 The Licensor and the Licensee acknowledge and agree that at all times the Licensee is, and remains, the owner of all of the Licensee's signage, fixtures, fittings, equipment and other property located on, installed in or affixed to or on top of the surface of the Licensed Area regardless of such installation or affixation.

4 Licence

- 4.1 Subject to the provisions of this Deed, the Licensor grants to the Licensee (and the Licensee's employees, agents and contractors) the exclusive licence to use the Licensed Area 24 hours per day 7 days per week during the Term for the purposes of the Approved Use and otherwise in accordance with the provisions of this Deed.
- 4.2 The Licensee may require renewal of the Licence for the Further Term by giving the Licensor written notice to that effect not more than 3 months before the end of the Term. If the Licensee gives such notice, this Licence will be renewed for the Further Term commencing on the day following expiry of the Term (or the last Further Term as the case may be) on the same terms and conditions as this Deed except that clauses 2 and 3 will be deleted and in the case of the last Further Term, this clause will be deleted.
- 4.3 Subject to clause 4.2, if the Licensor permits the Licensee to continue in occupation of the Licensed Area after the expiry of the Term, the Licensee does so on a monthly basis on the same terms and conditions as this Deed so far as applicable to a monthly licence. The monthly licence under this clause may be terminated by either Party giving to the other Party 1 month's written notice which may expire on any day.
- 4.4 The Licensee must, at its cost:
- (a) carry out the Approved Use and occupy the Licensed Area in accordance with all applicable laws and authority requirements;
 - (b) pay for all services separately connected and supplied to the Licensee for the Licensed Area or connected and supplied to the Property and separately metered by the Licensee to the Licensed Area, including electricity charges;
 - (c) except as otherwise provided in this Deed, from the Commencing Date only make alterations or additions to the Licensed Area with the prior written consent of the Licensor, not to be unreasonably withheld or delayed;
 - (d) promptly make good any damage the Licensee causes to the equipment in the Licensed Area;
 - (e) insure in an occurrence based policy against public liability for not less than \$20 million for a single claim;
 - (f) not paint or affix any Signage (not approved as part of the Licensee Works) on any part of the Licensed Area or the Property without the Licensor's prior written consent, not to be unreasonably withheld or delayed; and
 - (g) keep and maintain all of the Licensee's Signage in the Licensed Area in good repair and condition, fair wear and tear excepted.
- 4.5 At any time after the Handover Date, the Licensee may, at its own cost install security cameras and other equipment in or on the Licensed Area to monitor the Licensed Area remotely.

- 4.6 The Licensee may assign, subcontract, sublicense or otherwise deal with the Licensee's rights under this Deed and the Licence with the Licensors prior written consent, not to be unreasonably withheld or delayed.
- 4.7 The Licensee acknowledges and agrees that this Licence does not confer on the Licensee any estate or interest in the Licensed Area of a proprietary nature and this Licence does not create or must not be construed as creating any form of tenancy or any other right or interest in or to the Licensed Area.
- 4.8 The Licensee may extend the Licensed Area to include the Optional Licence Area at any time during the Term by providing 30 days' written notice to the Licensors and on expiration of such notice, the terms of this Deed will apply to the Optional Licence Area.

5 Electricity Meter Usage and Charges

5A RAA Installed Meter

- (a) This clause 5A only applies if Option A is selected in Item 7 of the Reference Schedule:
- (b) Subject to the Licensee obtaining the relevant approvals for the Licensee Works under clause 3.1, the Licensee will, at its own cost, arrange for the installation of a market facing meter with NMI (**Meter**) on the Licensed Area.
- (c) The Licensee will be solely responsible for the charges in relation to the electricity passing through the Meter (**Electricity Charges**) and is not liable to pay the Licensors for any other Electricity Charges in relation to the Licensed Area.

5B Licensors Supplies Electricity

- (a) This clause 5B **Error! Reference source not found.** only applies if Option B is selected in Item 7 of the Reference Schedule:
- (b) The Licensors will supply electricity to the Licensee to enable the operation of the Licensee's electric vehicle charging station on the Licensed Area.
- (c) The Licensors must ensure that electricity is made available at all times to the Licensee in respect of the Licensed Area.
- (d) The Licensee will arrange for installation of a non-market facing meter (**Software**) to the electric vehicle charging station to enable the Licensee to calculate its portion of electricity usage.
- (e) The parties mutually agree that in relation to the cost of electricity:
 - (i) the standard retail rates being paid by the Licensors at the Property will be the rates that the Licensee will pay in relation to its electricity usage (**Agreed Rates**);
 - (ii) the Agreed Rates will not include or be adjusted to include any margin or profit;

- (iii) if the Agreed Rates change due to the Licensor's electricity retailer amending their prices or the Licensor switching retailers, the Licensor will immediately notify the Licensee;
- (f) At the end of each quarter, the Licensee:
 - (i) will calculate the cost of its electricity usage using the Software by applying the Agreed Rates (**Electricity Charges**);
 - (ii) create and send an RCTI to the Licensor in accordance with clause 10.2(c)(i); and
 - (iii) pay the Licensor the Electricity Charges to the Licensor.
- (g) The Licensee has the right to change, at any time, the option selected in Item 7 of the Reference Schedule by sending a written notice to the Licensor.

6 Licensor rights and obligations

6.1 From the Handover Date, the Licensor:

- (a) subject to the Licensor's rights under this Deed, must not take, or permit anyone to take, any action which will interfere with, interrupt, impair or otherwise disturb the Licensee's use and occupation of the Licensed Area in accordance with the terms of this Deed;
- (b) must use reasonable endeavours to keep the Property, including the Licensed Area and any garden areas clean, tidy and free from rubbish;
- (c) not damage any equipment or Signage in or installed on the Licensed Area;
- (d) will give the Licensee prompt notice of any:
 - (i) accident in, damage to or need of repair to the Licensed Area or the Licensee's property in the Licensed Area or otherwise in the Property;
 - (ii) misuse of or impairment to the use of the Licensed Area by any person or thing;
 - (iii) without limiting clause 6.1(d), matter or thing which may prevent or restrict access to the Licensed Area by the Licensee,of which it becomes aware; and
- (e) may enter the Licensed Area with any materials and equipment at reasonable times, for a reasonable period and on reasonable notice of at least 30 Business Days, (such notice setting out the date, time, duration and scope of works) (except in the case of emergency), to carry out any maintenance and repair works to the Licensed Area (which the Licensee is not required under this Deed to do) or any other works necessary or required by law. In exercising its rights under this clause, the Licensor must take all reasonable steps to minimise any

interference or disturbance to the Licensee's use and occupation of the Licensed Area in accordance with this Deed.

- 6.2 If in exercising the Licensor's rights under clause 6.1(d) access to more than half of the car parking spaces forming part of the Licensed Area is or will be restricted, the Parties must, acting reasonably, agree to a location on the Property comprising the same number of car parking spaces as those to which access is restricted for the Licensee to install a temporary charger and any other necessary equipment to ensure continuity of service to the Licensee's customers during the period that such access is restricted. The terms of this Deed will apply to the Licensee's use of the temporary car parking spaces to the extent relevant. Once access is no longer restricted to such car parking spaces forming part of the Licensed Area, the Licensee will cease use of such temporary car parking spaces.
- 6.3 The Licensor acknowledges and agrees that:
- (a) despite any other provisions of this Deed, the Licensee may at any time during the Term on 7 days written notice to the Licensor install additional chargers in the Licensed Area to service the car parking spaces forming part of the Licensed Area, together with associated Signage; and
 - (b) the Licensor has no right to and must not request or accept payment from the Licensee's customers or any other third parties in connection with any of the Licensee's charging services provided at the Licensed Area or otherwise, and if it receives any such payment, it will immediately pay the amount received in full to the Licensee.
- 6.4 The Licensor may sell the Property or the Licensed Area or transfer or assign its interest in the Property or in the Licensed Area at any time without the Licensee's consent but if it does so, the Licensor must sell, transfer or assign subject to the terms and conditions contained in this Deed. The Licensor must give written notice to the Licensee of any such sale, transfer or assignment within 14 days of any agreement being entered into to do so and must give written evidence to the Licensee of the sale, transfer or assignment being subject to the terms and conditions contained in this Deed within 14 days of the completion of the sale, transfer or assignment.
- 6.5 The Licensor must comply with the special conditions set out in Item 8 of the Reference Schedule (if any).
- 6.6 The Licensor must, prior to offering any third party the right to install an electric vehicle charging station at any other location within the Property:
- (a) notify the Licensee of its intention to make that offer and the terms of the intended offer; and
 - (b) instead offer the Licensee the right to install additional electric vehicle charging stations at the Property on the same terms as that intended to be offered to the third party.
- 6.7 The Licensee must respond to the Licensor within twenty Business Days of receiving a notification and offer under clause 6.6 informing the Licensor of whether it intends to accept the Licensor's offer and:

- (a) if the Licensee notifies the Licensor that it intends to accept the Licensor's offer:
 - (i) the Licensor must not offer the third party the right to install a charging station at the Property; and
 - (ii) the Licensor and Licensee must enter into a legally binding agreement for the Licensee's use of Property for those additional charging stations; and
- (b) if the Licensee notifies the Licensor that it does not intend to accept the Licensor's offer, or fails to respond to the Licensor within the timeframe set out in clause 6.7, the Licensor's offer will be deemed to be rejected and the Licensor may proceed with its offer to the third party.

7 Indemnity and release

- 7.1 The Licensee releases the Licensor from any claim which the Licensee may have against the Licensor in connection with the Licensee 's occupation and use of the Licensed Area except if and to the extent that a claim arises because of the Licensor 's default under this Deed or negligence.
- 7.2 The Licensee indemnifies and must keep the Licensor indemnified against all claims against the Licensor as a consequence of the Licensee's:
 - (a) use of the Licensed Area; or
 - (b) default under this Deed or gross negligence,except if and to the extent that that claim arises because of the Licensor's default under this Deed or negligence.
- 7.3 The Licensor indemnifies and must keep the Licensee indemnified against all claims against the Licensee (or any of the Licensee's employees, agents or contractors) as a consequence of the Licensor's default under this Deed or negligence, except if and to the extent that that claim arises because of the Licensee's default under this Deed or gross negligence.
- 7.4 Despite the provisions of this clause 7, neither Party will be liable to the other Party for any indirect, special, punitive, economic or consequential loss or damage incurred or suffered by a Party arising out of the other Party's default under this Deed or negligence.

8 End of Licence, termination

- 8.1 On expiry of this Licence or its earlier termination, the Licensee must perform the following make good obligations at the Licensed Area:
 - (a) remove from the Licensed Area all of the Licensee's fixtures, fittings and other property owned by the Licensee affixed to or on top of the surface of the Licensed Area;
 - (b) otherwise make the surface of the Licensed Area safe and free of any trip hazards created by the Licensee; and

(c) remove all of the Licensee's Signage in the Licensed Area.

- 8.2 This Deed may be terminated by the Licenser by giving written notice to the Licensee at any time or by re-entry if the Licensee fails to remedy any breach of a material term or material condition of this Deed on the part of the Licensee to be performed or observed within a reasonable period after receipt of written notice from the Licenser requiring remedy of such breach, which period must be not less than 30 days.
- 8.3 This Deed may be terminated by the Licensee by giving written notice to the Licenser at any time:
- (a) if the Licenser fails to remedy any breach of a material term or material condition of this Deed on the part of the Licenser to be performed or observed within a reasonable period after receipt of written notice from the Licensee requiring remedy of such breach; or
 - (b) for convenience, upon 30 days' written notice.
- 8.4 If the whole or any part of the Licensed Area or the Property is destroyed or damaged so that the Licensed Area is unfit for use and occupation by the Licensee or inaccessible, the Licensee may terminate this Deed by written notice to the Licenser without penalty or compensation being payable.

9 Personal Property Securities Act

- 9.1 Expressions used in this clause that are defined in the Personal Property Securities Act 2009 (Cth) (**PPSA**) have the same meaning as in the PPSA. The Licenser consents to the Licensee doing whatever the Licensee considers necessary at any time to register (including registering a financing statement and/or a financing change statement), perfect (with the priority required by the Licensee) or enforce any security interest (including as a purchase money security interest or a PPS Lease) that arises under this Deed or any other agreement with the Licenser and/or in respect of any personal property of the Licensee.
- 9.2 The Licenser must execute any documents, provide any information and otherwise assist the Licensee as required by the Licensee at any time to enable the Licensee to do anything contemplated by this clause.
- 9.3 In accordance with s115 of the PPSA, the Licenser and the Licensee contract out of the provisions, to the extent such provisions grant rights in favour of the Licenser or create obligations upon the Licensee, of sections 95, 96, 117, 118, 120, 125, 130, 135, 142, 143 and 157, subsections 121(4), 132(3)(d) and 132(4), and Division 6 of Part 4.3 of the PPSA.

10 GST

- 10.1 If a party (the supplier) is required to pay GST in respect of a supply made under, or pursuant to, or by reason of a breach of, this Agreement, the recipient of the supply must (in addition to any other payment for, or in connection with, the supply) upon the issue of a RCTI (or, in respect of Other Costs, upon the provision of a Tax Invoice), pay to the supplier an amount equal to such GST (GST gross-up).

10.2 The Licensor and the Licensee confirm that:

- (a) each party is registered for GST;
- (b) if either party deregisters for GST, they will notify the other party immediately;
- (c) if clause 5B applies then in respect of the Electricity Charges (under clause 5):
 - (i) the Licensee will issue a RCTI under this Agreement; and
 - (ii) the Licensor will not issue a Tax Invoice
 - (iii) by entering into this Agreement, they are parties to a RCTI agreement for the purpose of the GST Law.
- (d) in respect of all other costs under this Agreement (**Other Costs**):
 - (i) where payment is made for a Taxable Supply made by the Licensor to the Licensee, the Licensee will pay to the Licensor the GST Amount applicable to that Taxable Supply in addition to any other amount payable under this agreement in respect of that Taxable Supply concurrently with the payment of the relevant Other Costs;
 - (ii) the Licensor will provide the Licensee with a Tax Invoice in a form which complies with the GST Law before any GST Amount is payable;
 - (iii) in calculating the Value of the Taxable Supply, the Licensor's obligations are limited to those contained in this agreement and the GST Law; and
- (e) Save for defined terms in this Agreement, capitalised expressions set out in this clause have the same meanings as those expressions in the GST Law.

11 General Provisions

- 11.1 Each Party must keep details of this Deed, any negotiations between them in relation to this Deed, all information exchanged between the Parties and in the case of the Licensor, details of the Licensee's business and intellectual property, confidential unless and until any such details come into the public domain without a breach of this undertaking and may only disclose that information to their advisors for the purposes of completing this Deed or to comply with any law.
- 11.2 Neither Party will use the other Party's intellectual property, including a Party's name, logo or trademarks, without that Party's prior written consent.
- 11.3 A notice, approval or consent given in relation to this Deed:

- (a) must be in writing and left or posted to the address for the Party set out in this Deed as varied by notice;
 - (b) is taken to have been given if left, at the time of leaving and if posted, on the third day after posting; and
 - (c) may be signed by a Party's solicitor.
- 11.4 Each Party will pay its own legal costs and disbursements of the preparation, finalisation, execution and performance of this Deed.
- 11.5 Each Party must promptly at its own cost do everything reasonably necessary to give full effect to this Deed.
- 11.6 If anything in this Deed is unenforceable, void or illegal, it is severed and the rest of this Deed remains in force.
- 11.7 This Deed may only be amended by a document signed by all Parties.
- 11.8 A provision of or a right under this Deed may not be waived or varied except in writing signed by the Party to be bound.
- 11.9 This Deed is the entire agreement of the Parties about the subject matter of this Deed, and with the exception of any confidentiality agreement or agreement relating to a Party's intellectual property, supersedes all other representations, negotiations, arrangements, understandings or agreements and all other communications.
- 11.10 This Deed may be signed in counterparts and all counterparts taken together constitute one document.
- 11.11 This Deed is governed by the laws of the South Australia and each Party irrevocably submits to the non-exclusive jurisdiction of the courts of South Australia.

Executed as a deed

[Individual]
EXECUTED by **[Licensor]**)
 in the presence of:)

 Witness

 Licensor

 Name of Witness

 Name of Licensor

Date:

[Company]
EXECUTED by **[insert Licensor details]** in
 accordance with section 127 of the
Corporations Act 2001 (Cth):

 Director

 *Director/*Company Secretary

 Name of Director

 Name of *Director/*Company Secretary

BLOCK LETTERS

BLOCK LETTERS

Date:

*please strike out as appropriate

EXECUTED by **RAA Innovation Pty Ltd**
(ACN 655 258 272) by its duly authorised
 representative:

Name

 Signature

Position:

Date:

REFERENCE SCHEDULE

ITEM 1	Property: The land and the building (if any) situated at [insert address] (contained in certificate of title volume [insert title details] folio [insert])
ITEM 2A	Licensed Area: [3] car parking spaces together with an area of approximately [45] square metres to house charging and related electrical equipment as shown in the site diagram attached as Annexure A
ITEM 2B	Optional Licence Area [0] car parking spaces together with an area of approximately [0] square metres to house charging and related electrical equipment as shown in the site diagram attached as Annexure A Approved Use:
ITEM 3	Electric vehicle charging station to charge electric vehicles and incidental purposes, including generating photovoltaic electricity and operating an energy storage system
ITEM 4	Term: The period commencing on the Commencing Date and expiring on 31 May 2029.
ITEM 5	Further Term: 2 x five (5) years
ITEM 6	Sunset Date: Twelve (12) months from the date of this Deed

ITEM 7

Electricity Meter

Option A

RAA to install a market facing meter with NMI and purchase electricity direct from an energy retailer.

Option B

~~Licensor supplies electricity to the Licensee~~

ITEM 8

Special Conditions

[Insert Site-specific conditions, if any]

**ANNEXURE A – SITE DIAGRAM OF LICENSED AREA AND OPTIONAL
LICENCE AREA**



Destination charging

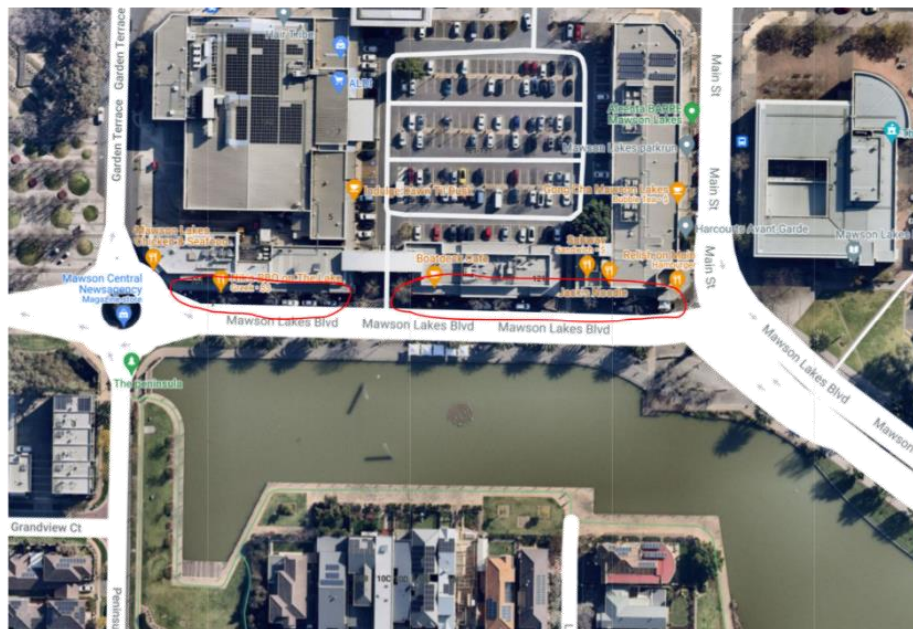
Longer dwell time



Item GB3 - Attachment 2 - Attachment 2 - Map of EV Charging points within the City of Salisbury

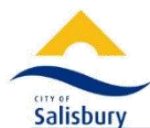


The Lakes Boulevard:
131 Mawson Lakes Boulevard
Mawson Lakes SA 5095

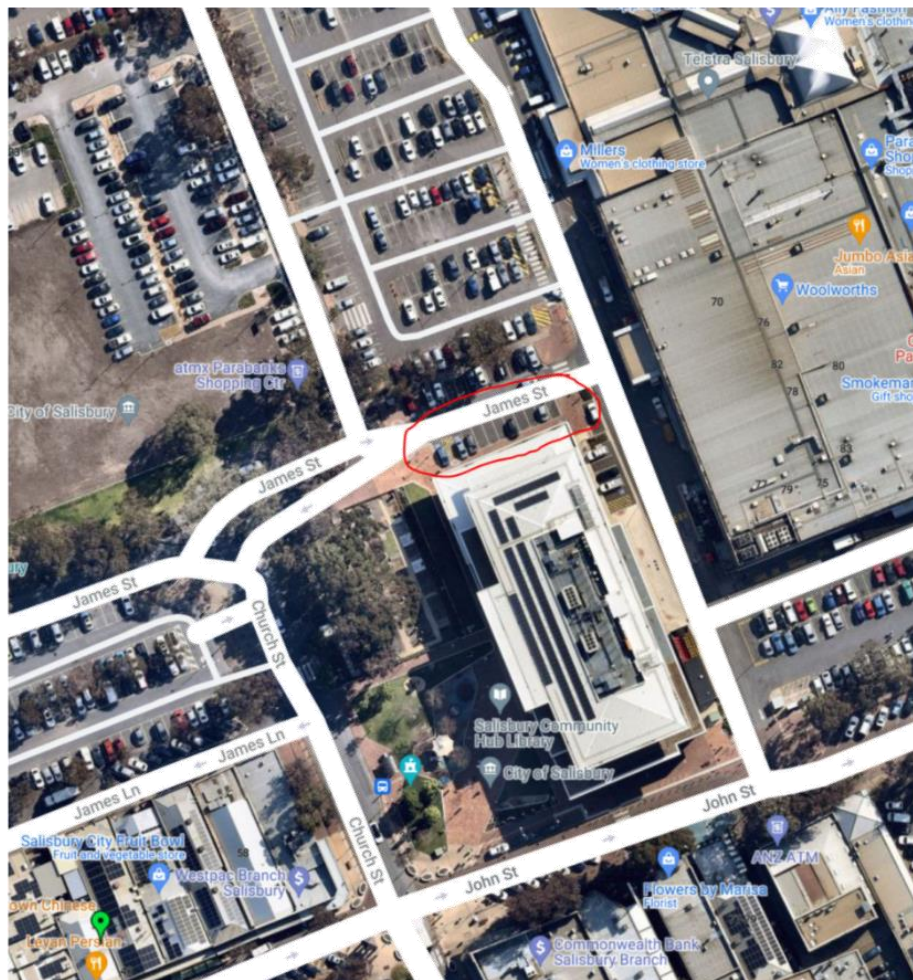


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Salisbury Community Hub
34 Church St
Salisbury SA 5108



December 22

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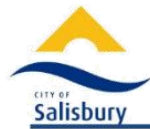


Para Hills Community Hub
18-22 Wilkinson Road,
Para Hills SA 5096



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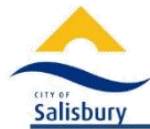


Burton Community Hub
380 Waterloo Corner Road,
Burton SA 5110



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The Watershed
665 Salisbury Highway,
Mawson Lakes SA 5095





Journey Charging

Shorter dwell time

Carisbrooke Park / Old Spot Hotel

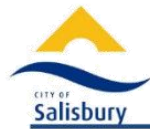
North / South travel path



Red dotted line is council boundary

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Main North Road near South Terrace

North / South Travel path



Item GB3 - Attachment 2 - Attachment 2 - Map of EV Charging points within the City of Salisbury

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Waterloo Corner Road near Kaurua Wetlands

East / West travel path



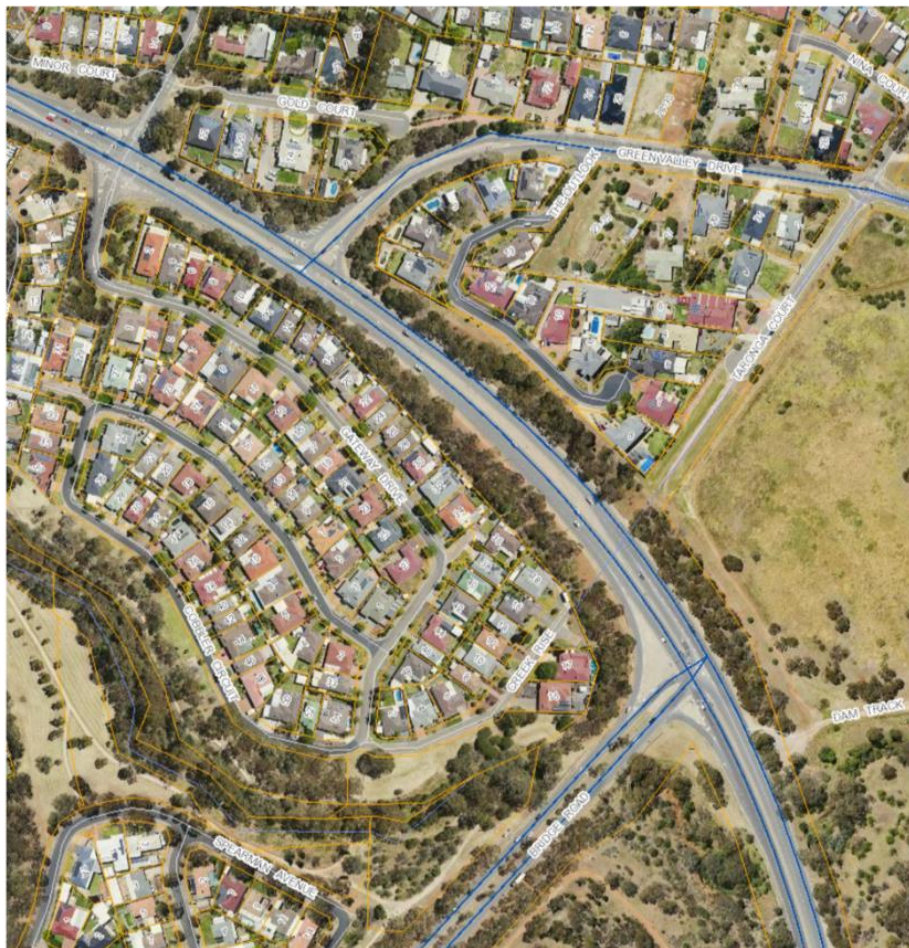
December 22

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The Grove Way, before Bridge Road turn off

East / West travel path



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ITEM	GB4
	COUNCIL
DATE	24 April 2023
HEADING	Salisbury Aware Revitalisation
AUTHOR	Team Leader Communications and Marketing, Business Excellence
CITY PLAN LINKS	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	Approval is sought for the proposed revitalisation concept for Salisbury Aware, which aims to provide an exceptional community experience that delivers quality outcomes in a fully inclusive and accessible publication.

RECOMMENDATION

That Council:

1. Approves the change to the production and distribution of Salisbury Aware as outlined in this report (Section 3.7, Council, 24 April 2023, item no GB4).

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Salisbury Aware is the City of Salisbury's (CoS) flagship publication which officially launched in December 2001.
- 1.2 It is an essential tool for communicating and engaging with the community and provides a physical medium for communication and fosters a sense of connection between CoS and its community, building a sense of identity and belonging.
- 1.3 Salisbury Aware has been firmly established as a trusted and credible publication for the community and it allows a medium for Council to broadcast its stories and inform the community of Council's future plans and initiatives.
- 1.4 Currently, Salisbury Aware is published three times a year in April, August and December and takes 20 weeks in production, producing 55,000 copies which are printed and distributed to resident's homes.
- 1.5 Salisbury Aware is an extra-large sized publication, comprising 32 pages with a 16 page lift out insert "Discover Salisbury" event guide.
- 1.6 An advertising agency is currently contracted to sell advertising space and approximately sells five to seven pages with a revenue of \$3,000 - \$5,000 per edition.

-
- 1.7 The annual budget for Salisbury Aware is the 2021-22 FY is \$96,800 with an additional \$26,000 to print the “Discover Salisbury” event guide.
 - 1.8 Escalating print and distribution costs have driven the overall production costs to \$180,000 per annum combined which equates to \$60,000 per edition to produce Salisbury Aware and the ‘Discover Salisbury’ event guide an overall increase of 30%.

2. CONSULTATION / COMMUNICATION

2.1 Internal

- 2.1.1 Executive team
- 2.1.2 Elected Members

2.2 External

- 2.2.1 Community via a survey (through Edition 68)

3. REPORT

3.1 Current challenges for Salisbury Aware production are:

- 30% increase in production costs;
- Current printing practices are not sustainable;
- Paper stock or ink is not sustainable;
- Distribution method is by a catalogue distributor with the monopoly and Salisbury Aware is delivered along with all the other catalogues and gets caught in ‘junk mail’;
- We cannot substantiate who receives the publication and have had many customer enquiries and complaints around lack of receipt;
- The current design has been in use since 2013 and is long overdue for a refresh;
- The long production time, means more often the currency of the stories are out of date by the time they are published and opportunities are missed; and
- We are not reaching the younger demographic who don’t read printed material as they would rather read bite size chunks online

3.2 These challenges prompted a review into the viability of Salisbury Aware continuing in its current format. The review entailed surveying the community, market trend research and aligning this publication to our communication strategies and our City Plan 2035.

3.3 The survey was conducted in Edition 68 of Salisbury Aware, published in August 2022. The community was asked to provide feedback on Salisbury Aware and the ‘Discover Salisbury’ event guide with a monetary prize incentive included to entice participation. The community was asked “who they were and what they loved or would change about Salisbury Aware”.

3.4 Key results from the survey include:

- Average reader is Female, aged 45 – 54 years old;
- 24% would rather read it monthly;

-
- 39% would rather read it quarterly;
 - 26% would like to read it twice a year;
 - 55% like the number of pages;
 - 51% read it printed;
 - 44% read it online;
 - 69% pull out the 'Discover Salisbury' event guide; and
 - 39% do not read the 'Discover Salisbury' event guide at all.
- 3.5 The communications team conducted some market research into current trends and the most significant trend to note is the widespread adoption of email as a primary form of communication. Email has become an integral part of daily life, with millions of people using it to send and receive messages, share documents, and to stay connected with friends, family and colleagues.
- 3.6 Email is an efficient and eco-friendly way of communicating and sharing information. In this context, there are significant reasons to introduce a digital option to compliment the printed publication.

PROPOSED CHANGES

- 3.7 With the survey data collection and noting market trends the following changes are proposed:
- 3.7.1 Continue to produce a printed publication, but reduce the number of copies printed to 20,000 or how many demand dictates.
 - 3.7.2 Print twice a year with a refreshed design and new A4 size for improved portability.
 - 3.7.3 Discontinue printing of the 'Discover Salisbury' event guide as a 16 page lift out, and incorporate the information into the center four (4) to eight (8) pages in the main magazine.
 - 3.7.4 Discontinue selling advertising and free up pages five (5) to seven (7) to accommodate the incorporation of the 'Discover Salisbury' event guide content.
 - 3.7.5 Design Salisbury Aware in-house.
 - 3.7.6 Introduce inclusive and accessible options ongoing through all available Council communication methods.
 - 3.7.7 Provide an option for the reader to 'opt-in' to have the publication posted to them.
 - 3.7.8 Provide collection points in Council facilities ie Hubs, Libraries, Community and Senior Centre's.
 - 3.7.9 Provide a full version of Salisbury Aware on the City of Salisbury website and when launches on the Community Portal.
 - 3.7.10 Provide an 'opt-in' Digital Version on a monthly basis via and eDM.
 - 3.7.11 Break down the number of stories published in the monthly eDM that derive from the full printed publication. Spreading the stories out over the following six months and allowing greater opportunity to add in stories and initiatives.

3.8 The benefits of this proposed revitalisation will be:

3.8.1 A cost saving of \$126,000 per annum.

3.8.2 Inclusive and fully accessible options which further our digital offerings.

3.8.3 Environmentally friendly, printed on sustainable paper stock and ink along with utilising sustainable printing practices.

4. CONCLUSION / PROPOSAL

4.1 Approval is sought for the proposed revitalisation concept for Salisbury Aware, which aims to provide an exceptional community experience that delivers quality outcomes in a fully inclusive and accessible publication. This is long overdue and expected to result in an annual cost-saving of \$126,000. To reach more vital members of the community, a digital delivery option is being added with a new monthly digital newsletter that can be received via email.

4.2 The full version of Salisbury Aware will still be available on the City of Salisbury website and the new community portal. For those who prefer a printed version, an opt-in option to receive Salisbury Aware twice per year via Australia Post is also offered. Community members can opt-in to both options, and Salisbury Aware will be available for collection at all City of Salisbury Hubs, Libraries, Community, and Senior Centres. A full marketing campaign will continuously communicate all options for accessing Salisbury Aware to ensure the community is well-informed.

RECOMMENDATIONThat Council:

1. Notes this information.

Date	Time	Function
23/03/2023	09:30 AM	Opening of Pooraka Pound Event
23/03/2023	06:00 PM	Lord Mayor's Civic Reception (State/Local Government Economic Partnership Forum)
24/03/2023	09:30 AM	Harmony Day Celebrations
24/03/2023	03:00 PM	Correspondence paper work speeches
24/03/2023	06:30 PM	Apex Steel Supplies-grand opening of custom-built state of the art manufacturing facility.
26/03/2023	03:00 PM	Commissioning Service of Parish Priest Reverend Peter Jin
26/03/2023	12 Noon	50 Year Celebration - Para Hills High School
27/03/2023	02:30 PM	Pre Council Meeting Briefing
27/03/2023	03:30 PM	Briefing on STEM event
27/03/2023	04:00 PM	Office Time - Schedule upcoming week/Signing/Speeches and Resident Enquiries
27/03/2023	05:00 PM	Public Art and New Event Panel Meeting
27/03/2023	06:30 PM	Council Meeting
28/03/2023	01:00 PM	Council Meeting Filming
28/03/2023	02:30 PM	Meeting with CEO
28/03/2023	03:00 PM	Meeting with GMBE
28/03/2023	12 Noon	Media Issues - Regular Catch-up
29/03/2023	02:30 PM	Meeting with Minister Koutsantonis
29/03/2023	04:00 PM	Meeting with Member for Playford - Mr John Fulbrook
29/03/2023	06:30 PM	Third Budget Workshop
2/04/2023	10:00 AM	Rotary Club of Mawson Lakes - Easter Family Fun Day & Run
3/04/2023	06:30 PM	CEO Briefing/Workshop Session
11/04/2023	02:30 PM	Office Time - Schedule upcoming week / Signing/Speeches and Resident Enquiries
11/04/2023	03:30 PM	Media Issues - Regular Catch-up
11/04/2023	04:00 PM	Photo Opportunity with Salisbury Writing Winner
11/04/2023	06:30 PM	Sub Committee Meetings: Salisbury Living and Environmental Sustainability & Trees Sub Committees
14/04/2023	08:30 AM	LGA Ordinary General Meeting
15/04/2023	05:30 PM	"The Spirit of Ramadan" Iftar Dinner
15/04/2023	07:00 PM	Khmer Buddhist Association of SA - Cultural New Year
16/04/2023	10:30 AM	Khmer New Year Celebration

17/04/2023	09:30 AM	Mayor & GM Catch Up - Urban Services Committee Discussion
17/04/2023	11:30 AM	Mayor / GM - Community Development Monthly Meeting
17/04/2023	12:30 PM	Office Time - Schedule upcoming week / Signing/Speeches and Resident Enquiries
17/04/2023	1:00 PM	Confirmed with Mayor - Meeting with Gail Freeman re: Plantings on Target Hill Road
17/04/2023	02:00 PM	Salisbury Aware run-through (Mayor, Charles and Helen Atkins)
17/04/2023	02:30 PM	Mayor GMCID Catch Up
17/04/2023	03:30 PM	Mayor/CEO/EA - Meeting
17/04/2023	04:30 PM	Mayor GMBE Catch Up
17/04/2023	06:30 PM	Committee Meetings: Policy & Planning; Finance & Corporate Services; Urban Services and Governance & Compliance Committees
18/04/2023	02:00 PM	Interview with Channel 9
18/04/2023	06:30 PM	Committee Meetings: Innovation & Business Development and Community Wellbeing & Sport Committees

Events attended by Elected Members on behalf of the Mayor

Date	Member	Function
31/03/2023	Deputy Mayor Chad Buchanan	Royal Australian Air Force -102nd Anniversary
04/04/2023	Deputy Mayor Chad Buchanan	Community Leaders Friendship and Dialogue Iftar Dinner

QUESTIONS ON NOTICE

QON1 Question on Notice: Online Direct Debit System

The following Question was asked by Ms Maria Blackmore at the 27 March 2023 Council Meeting and taken on notice:

1. *What remedial action is administration taking to respond to those who have been disadvantaged, and fined, after using their online direct debit system? And how is this being prevented in future?*

The following response is provided by the General Manager Business Excellence, Mr Charles Mansueto:

We acknowledge that the system can be improved and is being enhanced as part of Project Connect (update of our Customer Relationship Management system) with the aim of providing community members more flexibility in the frequency of direct debits, rather than just fortnightly, and also further consideration of providing more information to the resident around any implications on their proposed arrangement.

The incurring of fines and interest on direct debit arrangements generally only occurs in the first year, so that ratepayers that continue with direct debit into subsequent years the system calculates installments to avoid fines and interest applying. The issue arises in the first year as typically a ratepayer does not enter the arrangement in early July, and may also be in arrears at the time of entering the direct debit.

We currently have 466 ratepayers (from a total of 61,614 individual ratepayers/assessments) paying through fortnightly direct debit. Within the terms and conditions it is stated that where rates are not paid in full by the due date (of the quarterly installments) fines and interest will be applied in accordance with the Act (as would occur for any ratepayer with an overdue account irrespective of the payment method used), and that to avoid this the ratepayer should contact the rates team to determine what additional payment is required to bring quarterly payments to within due dates.

At this stage no further action is being considered.

QON2 Question on Notice: Homelessness in Salisbury

Cr B Brug has submitted the following Question on Notice:

What is the current update and status of our efforts to help address homelessness in Salisbury?

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

1. There are currently 7 rough sleepers on City of Salisbury and the Northern Homelessness Alliances 'By Name List'.
2. The following information was provided to Elected Members on 31st March 2023 via email titled *Update on City of Salisbury Actions Regarding Homelessness and Changes to Civic Square*.

QUESTIONS WITHOUT NOTICE

MOTIONS ON NOTICE

MON1 Motion on Notice: Ingle Farm Shopping Centre

Cr Lauren Brug has submitted the following Motion on Notice:

That Council:

1. Writes to the Management of Ingle Farm Shopping Centre to bring to its attention the community's concern with dumped shopping trolleys and the traffic management challenges caused by its Montague Road carpark entrance, and seeking its proposed solutions to address these concerns.
2. Writes to the Department for Transport and Infrastructure making them aware of the community's concern regarding traffic management challenges on Montague Road caused by the Ingle Farm Shopping Centre car park entrances and seeks feedback on their proposed solutions to address these concerns.

ADMINISTRATION COMMENT:

Background

Community members are encouraged to report the abandoned trolleys to the respective pick up services as listed on Council's web site <https://www.salisbury.sa.gov.au/services/waste-and-recycling/reporting-abandoned-shopping-trolleys>, and notify Council's Customer Experience team of the location and business owner of the trolley. This will enable Administration to contact the shopping centre and the business to facilitate prompt collection.

Further it is noted that as per Item 3.1.2 *Local Nuisance and Litter Control Act 2016 Proposed Legislative Amendments* that was presented to the Governance and Compliance Committee on 20 February 2023 proposed amendments to the *Local Nuisance and Litter Control Act 2016* will address trolleys. If passed, these amendments will provide improved legislative tools to address abandoned trolleys and will require the owners of trolleys to develop and commit to a documented program to address collection in streets and surrounding areas up to a 1 kilometre radius.

Discussion

If this Motion is carried, Administration will action accordingly

MON2 Motion on Notice: Lighting Quality for Pedestrians, Mawson Lakes

Cr Beau Brug has submitted the following Motion on Notice:

That Council:

1. Requests the Administration to present a report to the Urban Services Committee by September 2023, on the level of service and condition of lighting used around all lakes at Mawson Lakes (particularly Sir Douglas Mawson Lakes main lake), including any short and long-term improvement options and associated costings if required.

ADMINISTRATION COMMENT:

Should this motion be carried, Administration will action accordingly.

MON3 Motion on Notice: New Playground and Upgrade to the Existing BMX Track at Diruwa Drive, Salisbury North

Cr D Hood has submitted the following Motion on Notice:

That Council:

1. Requests Administration to present a report to the Urban Services Committee on the construction of a new playground and upgrade to the existing BMX Track at Diruwa Drive, Salisbury North, with the report to include cost estimates to inform future budget bids

MON4 Motion on Notice: Valley View Tennis Club Lighting

Cr Lauren Brug has submitted the following Motion on Notice:

That Council:

1. Requests the Administration to investigate the lighting concerns of the Valley View Tennis Club and meet with the club after hours to discuss these concerns.
2. Requests the Administration to report back before the June 2023 Council meeting with the findings and proposed solutions, including costs to upgrade the lighting to allow safe night time operation.

MON5 Motion on Notice: Condolences

Cr Chad Buchanan has submitted the following Motion on Notice:

That Council:

1. Extends its sympathies to family, friends and colleagues following the sudden passing of City of Salisbury Titanium Security Guard Dennis Gauci, who provided excellent support to Council and its community since 2014, and will be remembered for his work ethic and commitment, providing cheerful and exemplary customer service.

ADMINISTRATION COMMENT:

Following this resolution, the Mayor and CEO will send Council's condolences.

MOTIONS WITHOUT NOTICE

OTHER BUSINESS

ORDERS TO EXCLUDE THE PUBLIC

2.4.1 Update on Action on Rates Assessment Outstanding under Section 184 of the Local Government Act 1999

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

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

*On that basis the public's interest is best served by not disclosing the **Update on Action on Rates Assessment Outstanding under Section 184 of the Local Government Act 1999** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

4.4.1 Acquisition of Surplus Land - Bolivar

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

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

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

4.4.2 Acquisition of Land - Direk

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

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

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

4.4.3 Disposal of Council Property - Salisbury

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

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

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

5.4.1 Salisbury Memorial Park and Chapel of the Holy Family Mausoleum Review Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

1. *Pursuant to Section 90(2) and (3)(d)(i) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*

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

5.4.2 Autism SA Tenancy Proposal

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that 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 **Autism SA Tenancy Proposal** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

5.4.3 Indoor Recreation Centres - Strategic Review and Management Contract

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that 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 **Indoor Recreation Centres - Strategic Review and Management Contract** 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 11 April 2023

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that 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 11 April 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.*

7.4.1 Quarterly Cybersecurity Report October 2022 – December 2022

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that 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 (e) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:
 - it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
 - matters affecting the security of the council, members or employees of the council, or council property; or the safety of any person.
2. In weighing up the factors related to disclosure,
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations
 - Cybersecurity Information

On that basis the public's interest is best served by not disclosing the **Quarterly Cybersecurity Report October 2022 - December 2022** item and discussion at this point in time.
3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.

7.4.2 ERP / Project Connect Verbal Update

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (e) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - *information the disclosure of which would, on balance, be contrary to the public interest; and*
 - *matters affecting the security of the council, members or employees of the council, or council property; or the safety of any person.*
2. *The disclosure of this information would, on balance, be contrary to the public interest because the public interest in the Council preserving its commercial sensitivity of information discussed between Administration and Audit & Risk Committee would be compromised by disclosure of the information.*

On that basis the public's interest is best served by not disclosing the ERP / Project Connect Verbal Update item and discussion at this point in time.

C1 Request for Extension of Confidentiality Orders

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

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

*On that basis the public's interest is best served by not disclosing the **Request for Extension of Confidentiality Orders** item and discussion at this point in time.*

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

C2 Elected Member Behaviour - Complaints

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that 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 - 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.*

C3 Elected Member Behaviour - Complaints

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Council orders that 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 - 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