

Please note that the audio of this public meeting will be recorded and published on Council's website where it will be available for one (1) month, in accordance with Council's decision.



AGENDA

FOR COUNCIL MEETING TO BE HELD ON

24 JULY 2023 AT 6.30 PM

IN THE COUNCIL CHAMBER, 34 CHURCH STREET, SALISBURY

MEMBERS

Mayor G Aldridge
Cr B Brug
Cr L Brug
Deputy Mayor, Cr C Buchanan
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

Council Meeting: 24 July 2023

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Deputations / Presentations p7

There are no Deputations or Presentations

Presentation of Minutes p7

Presentation of the Minutes of the Council meeting held on 26 June 2023.

Presentation of the Minutes of the Special Council Meeting held on 28 June 2023.

Presentation of the Minutes of the Special Council Meeting held on 3 July 2023.

Petitions p7

No Petitions have been received.

Committee Reports

Policy and Planning Committee: 17 July 2023 p8

Chair: Cr C Buchanan

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1.1.1 Sustainability Coordination and Partnerships Update

1.2.1 Salisbury North Oval Precinct Plan - Project Update

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Chair: Cr B Brug

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- 2.1.2 Certification of the 2022/23 Annual Financial Statements

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Urban Services Committee: 17 July 2023 **p12**

Chair: Cr S Ouk

- 4.0.1 Recommendations of the Asset Management Sub Committee meeting held on Tuesday 13 June 2023
- 4.0.2 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Monday 10 July 2023
- 4.0.3 Future Reports for the Urban Services Committee
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- 5.1.1 South Australian Youth Action Plan 2023-26 Submission
 - 5.1.2 Funding and categories for Youth Sponsorship applications
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 - 5.1.10 New Fringe Venue 2024
- For Noting Only: Decisions Made Under Committee Delegation***
- 5.1.5 Community Grant Report Grant No. 01/2023-24 - Zonta Club of Para District Area Community Grant Application
 - 5.1.6 Community Grant Report Grant No. 02/2023-24 - Bharathiya Hindu International Malayalee Association Community Grant Application
 - 5.1.7 Event Sponsorship Grant Program - Lions Club of Salisbury
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 - 5.1.9 Minor Capital Works Grant Program Application - Para Hills Oval, Murrell Road, Para Hills - Para Hills Cricket Club Inc. and Para Hills East Soccer Club Inc.

Innovation and Business Development Committee: 18 July 2023 **P23**

Chair: Cr S Reardon

- 6.0.1 Future Reports for the Innovation and Business Development Committee
- 6.0.2 Recommendations of the Salisbury Living Sub Committee meeting held on Monday 10 July 2023

Audit and Risk Committee: 11 July 2023 **P24**

Chair: Cr K Grenfell

- 7.0.1 Actions List
- 7.0.2 Future Reports for the Audit and Risk Committee
- 7.1.1 Interim Management Letter for 2022/2023 Year End Audit.
- 7.1.2 Audit & Risk Committee Annual Work Plan 2023/2024
- 7.1.3 3-Year Internal Audit Plan 2022/23-2024/25
- 7.1.4 Internal Controls Framework and Audit and Risk Committee section for Annual Report 2022/2023
- 7.1.5 Risk Management and Internal Controls Activities
- 7.2.1 Outstanding Actions Arising from Internal Audits

Council Assessment Panel: 27 June 2023

Council to note the minutes of the Council Assessment Panel meeting held on 27 June 2023.

CEO Review Committee

No CEO Review Committee meeting was held in June 2023.

General Business Reports **P33**

- GB1 2023 Local Government Association Annual General Meeting - Proposed Items of Business

Mayor's Diary Report **p51**

- MD1 Mayor's Diary Report

Reports from Council Representatives

Questions on Notice

There are no Questions on Notice

Questions Without Notice

Motions on Notice

There are no Motions on Notice.

Motions Without Notice

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Committee Reports:

Governance and Compliance Committee:

- 3.4.1 Appointment of Independent Members on the Council Assessment Panel

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Innovation and Business Development Committee:

- 6.4.1 Recommendations of the Confidential Salisbury Living Sub Committee meeting held 10 July 2023
- IBD-C1 Salisbury Oval Development Site Update
- IBD-MWON1 Motion Without Notice: Tree Climb

Audit and Risk Committee

- 7.4.1 Cybersecurity Report – Jan-Mar 2023
- AR-OB1 CEO Update – Legal Matters

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 / PRESENTATIONS

No Deputations or Presentations have been received.

PRESENTATION OF MINUTES

Presentation of the Minutes of the Council Meeting held on 26 June 2023.

Presentation of the Minutes of the Special Council Meeting held on 28 June 2023.

Presentation of the Minutes of the Special Council Meeting held on 3 July 2023.

PETITIONS

No Petitions have been received.

COMMITTEE REPORTS

1 Policy and Planning Committee Meeting

Chairman - Cr C Buchanan

Consideration of the minutes of the Policy and Planning Committee Meeting - 17 July 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 Sustainability Coordination and Partnerships Update

It is recommended to Council:

That Council:

1. Notes the report.

For Information

1.2.1 Salisbury North Oval Precinct Plan - Project Update

It is recommended to Council:

That Council:

1. Approves the project scope, deliverables and timeframes, as included in this report (Policy and Planning Committee, 17 July 2023, Item No 1.2.1).

2 Finance and Corporate Services Committee Meeting

Chairman - Cr B Brug

Consideration of the minutes of the Finance and Corporate Services Committee Meeting - 17 July 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:

That Council:

1. Notes the report.

For Decision

2.1.1 Council Finance Report - June 2023

It is recommended to Council that:

That Council:

1. Notes the report.

2.1.2 Certification of the 2022/23 Annual Financial Statements

It is recommended to Council that:

That Council:

1. Authorises the Mayor and Chief Executive Officer to sign the Council Certificate certifying the Annual Financial Statements for the financial year ended 30 June 2023, following the Audit and Risk Committee's review of these Statements on 11 October 2023.

3 Governance and Compliance Committee Meeting

Chairman - Cr P Jensen

Consideration of the minutes of the Governance and Compliance Committee Meeting - 17 July 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:

That Council:

1. Notes the report.

For Decision

3.1.1 Smoke Free Areas - Salisbury Community Hub

It is recommended to Council that:

That Council:

1. Approves pursuant to clause 5.7 of City of Salisbury By-Law 4 of 2022, Local Government Land By-Law 2022, the local government land known as the Salisbury Community Hub located at 34 Church Street Salisbury SA 5108 and as shown in the attached plan (Attachment 2 No Smoking Areas – Proposed Area, Item 3.1.1, Smoke Free Areas - Salisbury Community Hub, Governance and Compliance Committee, 17 July 2023) is declared a no smoking area and a person must not smoke tobacco or other substance in any building or part of any building or on the local government land, under the provisions of City of Salisbury By-Law 4 of 2022, Local Government Land By-Law 2022, and this restriction shall begin on 1 September 2023 and remain in force until further notice.
2. Approves pursuant to *Section 238 of the Local Government Act 1999*, that a sign or signs shall be erected in a prominent position(s) in the immediate vicinity of the local government land known as the Salisbury Community Hub located at 34 Church Street, Salisbury SA 5108 and as shown in the attached plan (Attachment 2 No Smoking Areas – Proposed Area, Item 3.1.1, Smoke Free Areas - Salisbury Community Hub, Governance and Compliance Committee, 17 July 2023) to notify all attendees and members of the community that the land is declared a no smoking area and a person must not smoke tobacco or other substance in any building or part of any building or on the local government land.
3. Approves the Administration develop an application in accordance with the Application Guide for Smoke Free Areas under the *Tobacco and E-Cigarette Products Act 1997* and apply to the Minister of Health to declare a long-term smoking ban for the Salisbury Community Hub surrounding and Civic Square as identified in Attachment 2.

-
4. Approves the Administration apply to have appropriate Council Staff authorised under the *Tobacco and E-Cigarette Products Act 1997* to enforce the regulations regarding smoking in the designated area.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

3.4.1 Appointment of Independent Members on the Council Assessment Panel

4 Urban Services Committee Meeting

Chairman - Cr S Ouk

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

Administration

4.0.1 Recommendations of the Asset Management Sub Committee meeting held on Monday 10 July 2023

It is recommended to Council that:

That Council:

Receives and notes the information contained in the Asset Management Sub Committee of the meeting held on 10 July 2023 and that the following recommendations contained therein be adopted by Council:

AMSC1 Future Reports for the Asset Management Sub Committee

It is recommended to Council that:

That Council:

1. Notes the report.

AMSC2 Asset Management Improvement Plan - Update

It is recommended to Council that:

That Council:

1. Adopts the hierarchy in the below table for the pathway asset class for the undertaking of analysis on the level of service classes.

Location	Hierarchy
Road	High Profile
	Collector
	Industrial
	Residential
	Minor
Reserve	City Wide Trail / Shared Use Pathway
	Major Pathway
	Minor Pathway

2. Requests the Administration to review the below criteria for level of service for pathways and requests the Administration to provide costings on different levels of service with consideration to the following.
 - 2.1 Width
 - 2.2 Surface Finish – Material
 - 2.3 Location
 - 2.4 Functionality (could be defined as usability including DDA)
 - 2.5 Lighting
 - 2.6 Signage
3. Requests the Administration to review the footpath policy and provide advice, costings and service levels including types of footpath material for further consideration by the Asset Management Sub Committee by October 2023.
4. Notes the 2023 footpath audit and requests the Administration to bring back a repair/replacement upgrade program including a proposed budget based on \$500,000 for 23/24 and 24/25 for further consideration by the Asset Management Sub Committee by October 2023.
5. Adopts the hierarchy in the below table for the public lighting asset class for the undertaking of analysis on the level of service classes.

Location	Description
Road	Industrial Roads and Collector Roads
	Residential Roads
	Minor Roads
Sports field	Sports field Lighting - Sports Light – AFL - Sports Light – Baseball - Sports Light – Athletics - Sports Light – Baseball - Sports Light – BMX - Sports Light – Cricket - Sports Light - Lawn Bowls - Sports Light - Netball - Sports Light – Soccer - Sports Light – Tennis - Sports Light – Volleyball - Sports Light – Tennis - Sports Light - Volleyball
Decorative	
Shared use paths	
Reserves – informal/passive	

-
6. Adopts the below criteria for level of service for public light;
 - 6.1 Relevant Australian standards
 - 6.2 Pole type
 - 6.3 Environmental
 7. Requests the Administration to present a proposed public and street lighting policy to the Asset Management Sub Committee by December 2023.

4.0.2 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Monday 10 July 2023

It is recommended to Council that:

That Council:

1. Receives and notes the information contained in the Environmental Sustainability and Trees Sub Committee of the meeting held on 10 July 2023 and that the following recommendations contained therein to be adopted by Council:

ESATS1 Future Reports for the Environmental Sustainability and Trees Sub Committee

It is recommended to Council that:

That Council:

1. Notes the report.

ESATS2 Review of Tree Removal Request - Various Locations

It is recommended to Council that:

That Council:

1. Approves the lodgement of development applications seeking removal of:
 - a. The regulated *Eucalyptus sideroxylon* tree at the rear of 33 Seabright Avenue, Parafield Gardens, noting that should the application be approved four replacement trees are required to be planted.
 - b. The regulated *Eucalyptus leucoxylon* tree at front of 18 Ottoma Street Paralowie, noting that should the application be approved two replacement trees are required to be planted.
 - c. The regulated *Eucalyptus intertexta* tree at the front of 3 Venlo Court Salisbury Downs, noting that should the application be approved three replacement trees are required to be planted.
 - d. The three regulated *Angophora costata* to the side of 19 Forest

Avenue Paralowie noting that should the application be approved six replacement trees are required to be planted.

- e. The two regulated *Eucalyptus sideroxylon* trees at front of 41 Firmin Street Paralowie, noting that should the application be approved four replacement trees are required to be planted.
- f. The significant *Eucalyptus leucoxylon* tree at front of 17 Ascot Drive Paralowie, noting that should the application be approved three replacement trees are required to be planted.

ESATS3 Tree Removal Requests - Monthly Update for May 2023

It is recommended to Council that:

That Council:

- 1. Notes the report.

That the Environmental Sustainability and Trees Sub Committee, in accordance with its delegated powers set out in the adopted Terms of Reference:

- Approves that trees listed at lines 38, 52 and 70 in Attachment 1 – Tree Removal Requests – May 2023 of the report (Item ESATS3 – Tree Removal Requests – Monthly Update for May 2023 - Environmental Sustainability and Trees Sub Committee, 10 July 2023) be approved for removal.

4.0.3 Future Reports for the Urban Services Committee

It is recommended to Council that:

That Council:

- 1. Notes the report.
- 2. Approves not pursuing the CoolSeal Road Resurfacing in Mawson Lakes (MON1 Council meeting 27 March 2023) to save time and resources of Council administration.

See Further Information Item

4.0.3FI Future Reports for the Urban Services Committee..... 28

It is recommended to Council that:

That Council:

- 1. Notes the report.

For Decision

4.1.1 Capital Works - June 2023

It is recommended to Council that:

That Council:

1. Approves the 2023/24 Bus Shelter Renewal and Stop Improvement Service Continuity Program, subject to funding availability, as presented in this report (Item 4.1.1, Capital Works – June 2023, Urban Services Committee, 17 July 2023)
2. Approves the change from Wilkinson Road to the Paddocks, to the continuation of Gawler Greenway within the 2023/24 Bicycle Network Improvements Service Continuity Program due to Wilkinson Road to the Paddocks attaining funding in 2022/23, with no impact to the budget.
3. Approves the inclusion of Kesters Road, and Milne Road, Para Hills, within the 2023/24 Road Reseal Service Continuity Program where sufficient funding is available to do so, noting the remaining program locations will be presented in August 2023.

For Information

4.2.1 Kitchen Caddy Food Waste Update

It is recommended to Council that:

That Council:

1. Notes the savings achieved through the kitchen caddy/Food Organics Garden Organics (FOGO) improved services and the contribution made towards the objectives of the Sustainability Strategy 2035.
2. Notes the ongoing support of Green Industries SA and the Northern Adelaide Waste Management Authority (NAWMA) for the project.
3. Approves program funding for 2023/2024 to be serviced by GISA grant funding rolled over into 2023/24, combined with unspent Council funds carried forward into FY 2023/24 in order to facilitate ongoing provision of compostable liners, kitchen caddies and educational material to the community.

Motions on Notice

US-MON1 Motion on Notice: Drink Container Deposit Refund Scheme

It is recommended to Council:

That Council:

1. Requests the Administration to present a report to the Urban Services Committee on the container deposit refund scheme and the process for the collection, storage and recycling of eligible 10c recyclable beverage containers collected from City of Salisbury Council facilities such as, but not limited to, the Salisbury Community Hub, and the opportunity to form partnerships with community groups and charities

US-MON2 Motion on Notice: Solar Benches

It is recommended to Council:

That Council:

Requests the Administration to present a report to the Urban Services Committee on the installation of Solar Benches within the City of Salisbury and includes an analysis of its community benefits and recommendations on potential future additional installations.

US-MON3 Motion on Notice: Companion Animals Scheme

It is recommended to Council:

That Council:

1. Notes the City of Tea Tree Gully, City of Port Adelaide Enfield Council and City of Charles Sturt have among others, implemented a volunteer dog walking program to support eligible members of the community who are unable to walk their dog.
2. Requests that the Administration investigate and provide options on how a community-led managed service could be facilitated through our community centres and hubs, and reports back to the Urban Services Committee on such a scheme.
3. Requests that the Administration consider feedback from key stakeholders, including RSPCA of South Australia, Animal Welfare League of South Australia, the Dog and Cat Management Board and Councils who have implemented similar programs, and present in a report options and costings for consideration by December 2023.

Other Business

US-MWON1 Pledger Wetlands

That Council:

1. Notes and thanks Michael Brown MP and the State Government for the funding of the \$100,000 for irrigation of the Pledger Wetlands.
2. Requests the Administration to write to Mr Brown thanking him and the State Government.
3. Requests that a report be presented to the Urban Services Committee about the required works and costings needed to complete a full installation of irrigation at Pledger Wetlands in consultation with Friends of Pledger Wetlands.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

4.4.1 CCTV Policy and Procedures - Community Safety CCTV

5 Community Wellbeing and Sport Committee Meeting

Chairman - Cr D Hood

Consideration of the minutes of the Community Wellbeing and Sport Committee Meeting - 18 July 2023 and adoption of recommendations in relation to item numbers:

For Decision

5.1.1 South Australian Youth Action Plan 2023-26 Submission

It is recommended to Council:

That Council:

1. Approves the City of Salisbury's proposed submission to the South Australian Youth Action Plan 2023-26 in Attachment 2 (Community Wellbeing and Sport Committee, 18 July 2023, Item no. 5.1.1).

5.1.2 Funding and categories for Youth Sponsorship applications

It is recommended to Council:

That Council:

1. Notes the Youth Sponsorship budget and assessment process will be transferred to the newly formed Neighbourhood Development team within the Community Development Department, noting they work directly with young people and can be proactive in encouraging our youth to apply for Youth Sponsorship funding.
2. Approves the following categories and funds to be allocated to successful applications of the Youth Sponsorship program:
 - Representing South Australia at a National level in South Australia from \$125 increased to \$250.
 - Representing South Australia at a National level in Australia from \$250 increased to \$350.
 - Representing Australia at an International level in Australia remains at \$750.
 - Representing Australia at an International level Overseas remains at \$1,250.

5.1.3 Proposed Changes to Community Grant Program

It is recommended to Council:

That Council:

1. Approves amalgamating the Community Grant program to incorporate the Community Event Sponsorship Program and Youth Sponsorship Program under the newly created grant types including:
 - a. Active and Connected
 - b. Sustainability and
 - c. Economic Growth
2. Approves changing the Community Grant Sizes to consist of three different sizes including;
 - a. Mini Grant – Limit of \$2k
 - b. Small Grant – \$2k-\$7k
 - c. Medium Grant - \$7k-12k
3. Gives further consideration of options of increasing partnerships between Council and Community Grant Applicants to increase community connection considering the further report as per part 5.
4. Notes that the responsibility of the Community Grant Program will move to the Neighbourhood Development Team.
5. Notes that the update of the Community Grant application process, eligibility criteria and terms and conditions for each of the three types will be subject of a future report to Council for approval following a decision on the overall structure of the program.
6. Requests staff to provide a further report regarding proposed changes in Terms of Reference for the Community Wellbeing and Sport Committee no later than September 2023.

5.1.4 Youth Sponsorship Applications - June 2023

It is recommended to Council:

That Council:

1. Notes the 19 Youth Sponsorship Applications assessed in June 2023, as included in this report (Item 5.1.4, Community Wellbeing and Sport Committee, 18 July 2023).

5.1.10 New Fringe Venue 2024

It is recommended to Council:

That Council:

1. Defers this item to the Council meeting to be held on the 24th July 2023.
2. Requests the Administration bring back further information regarding the proposed expansion of ride options.

For Noting Only: Decisions Made Under Committee Delegation

5.1.5 Community Grant Report Grant No. 01/2023-24 - Zonta Club of Para District Area Community Grant Application

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

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

Grant No. 01/2023-24 Zonta Club of Para District Area Community Grant Application: to the value of \$5,000: to assist with hosting various activities relating to the United Nations 16 Days of Activism 2023.

5.1.6 Community Grant Report Grant No. 02/2023-24 - Bharathiya Hindu International Malayalee Association Community Grant Application

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

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

Grant No. 02/2023-24 Bharathiya Hindu International Malayalee Association Community Grant Application: to the value of \$5,000: to assist with hosting its Bhima Onam 2023 event.

5.1.7 Event Sponsorship Grant Program - Lions Club of Salisbury

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

1. Recommends the following application through round fourteen of the Community Events Sponsorship Program as follows:
 - a. Grant No 1/2023: Lions Club of Salisbury, Application for \$5,000 for Dogs Day Out Mawson Lakes.
2. Notes the application does not meet various criteria needed for the larger amount requested. This application has been reviewed and assessed and it is not recommended to provide the entirety of the grant amount requested.

5.1.8 Community Events Sponsorship Grant - Salisbury Cycle Speedway

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

1. Recommends the following application through round fourteen of the Community Events Sponsorship Programs as follows:
 - a. Grant No 2/2023: Salisbury Cycle Speedway Inc, Application for \$5,000 for International Cycle Speedway Championships.
2. Notes the application does not meet various criteria needed for the larger amount requested and this application has been reviewed and assessed and it is not recommended to provide the entirety of the grant amount requested.

Cr C Buchanan, with consent of the mover, sought and was granted leave of the meeting to vary the motion.

MOTION AS VARIED

1. That the Community Wellbeing and Sport Committee: in accordance with its delegated powers sets out in the adopted Terms of Reference:

1. Recommends the following application through round fourteen of the Community Events Sponsorship Programs as follows:
 - a. Grant No 2/2023: Salisbury Cycle Speedway Inc, Application for \$5,000 for International Cycle Speedway Championships.
 - b. Requests the Administration to make contact with the Salisbury Cycle Speedway Inc. to receive the additional information required to receive the full funding available for the Community Events Sponsorship and delegates the General Manager – Community Development to provide the balance of this grant funding.

5.1.9 Minor Capital Works Grant Program Application - Para Hills Oval, Murrell Road, Para Hills - Para Hills Cricket Club Inc. and Para Hills East Soccer Club Inc.

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

1. Approves the allocation of funding from the 2023/24 Minor Capital Works Grant Program budget as follows:
 - a. The Para Hills Cricket Club Incorporated in the amount of \$75,000 for the supply and installation of three (3) turf cricket nets at Para Hills Oval, Murrell Road, Para Hills noting that any additional costs are to be funded by the Para Hills Cricket Club Incorporated as per the funding agreement.
 - b. The Para Hills Sports Club Incorporated in the amount of \$75,000 for the supply and installation of permanent netting behind all four soccer goals on both pitches and in partnership with Para Hills Cricket Club Inc removal of existing shed and supply and installation of larger storage shed for both clubs to share as per the funding agreement.

6 Innovation and Business Development Committee Meeting

Chairman - Cr S Reardon

Consideration of the minutes of the Innovation and Business Development Committee Meeting - 18 July 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:

That Council:

1. Notes the report.

6.0.2 Recommendations of the Salisbury Living Sub Committee meeting held on Monday 10 July 2023

It is recommended to Council that:

The information contained in the Salisbury Living Sub Committee of the meeting held on 10 July 2023 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

SLSCC1 Future Reports for the Salisbury Living Sub Committee

It is recommended to Council that:

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 Monday 10 July 2023

6.4.2 Salisbury Oval Development Site Update

IBD-MWON1 Motion Without Notice – Tree Climb

7 Audit and Risk Committee Meeting

Chairman - Chair K Grenfell

Consideration of the minutes of the Audit and Risk Committee Meeting - 11 July 2023 and adoption of recommendations in relation to item numbers:

Administration

7.0.1 Actions List

It is recommended to Council that:

That Council:

1. Notes the report.

7.0.2 Future Reports for the Audit and Risk Committee

It is recommended to Council that:

That Council:

1. Notes the report.

For Decision

7.1.1 BDO's Interim Management Letter for 2022/2023 Year End Audit.

It is recommended to Council that:

That Council:

1. Notes the report

7.1.2 Audit & Risk Committee Annual Work Plan 2023/2024

It is recommended to Council that:

That Council:

1. Approves the updated Audit & Risk Committee Annual Work Plan for the year 2023/2024 as set out in Attachment 1 to this report (Audit & Risk Committee, 11 July 2023, Item No.7.1.2).

7.1.3 3-Year Internal Audit Plan 2022/23-2024/25

It is recommended to Council that:

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, 11 July 2023, Item No.7.1.3) and notes the Administration's undertaking to undertake the Rates Setting Process, Revenue and Debtors Audit on a co-sourced basis following the Audit and Risk Committee's recommendation.
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, 11 July 2023, Item No.7.1.3).
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, 11 July 2023, Item No.7.1.3).

7.1.4 Internal Controls Framework and Audit and Risk Committee section for Annual Report 2022/2023

It is recommended to Council that:

That Council:

1. Approves the proposed inclusions in the annual report relating to the operations and membership of the Audit and Risk Committee for the 2022/2023 financial year as set out in Attachment 1 to this report (Audit and Risk Committee, 11/07/2023, Item 7.1.4), subject to the inclusion of the full life cycle stages and status of internal audits that occurred during the year, and editorial changes as deemed required.

7.1.5 Risk Management and Internal Controls Activities

It is recommended to Council that:

That Council:

1. Notes the update on Risk Management and Internal Control Activities for the 2022/2023 reporting period, as set out in Attachment 1 to this report (Audit & Risk Committee, 11 July 2023, Item No.7.1.5).
2. Adopts the Strategic Risk Register categories and risk descriptions for the new Strategic Risk Register, considering input and feedback from Audit and Risk Committee, as set out in Attachment 2 to this report (Audit & Risk Committee, 11 July 2023, Item No. 7.13).
3. Notes the current Strategic Risk Register as set out in Attachment 3 to this report (Audit & Risk Committee, 11 July 2023, Item No. 7.13).

For Information

7.2.1 Outstanding Actions Arising from Internal Audits

It is recommended to Council that:

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, 11 July 2023, Item No.7.2.1).
2. Notes the update on the Capital Works Project Audit Pressure Points Action List in Attachment 2 to this report (Audit and Risk Committee, 11 July 2023, Item No.7.2.1).

Confidential Items

Refer to CONFIDENTIAL ITEMS section of Council Agenda

7.4.1 Cybersecurity Report - Jan-Mar 2023

8 Council Assessment Panel

Council to note the minutes of the Council Assessment Panel meeting held on 27 June 2023.

9. CEO Review Committee

No CEO Review Committee meeting was held in July 2023.

4.0.3FI Future Reports for the Urban Services Committee

AUTHOR John Devine, General Manager City Infrastructure, City Infrastructure

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

SUMMARY This report provides a status update of items that are listed in the Urban Services Future Reports Item that was reviewed at the Urban Services Committee meeting held on Monday, 17 July 2023. The status report provides an update on the Ingle Farm Junior Soccer Club, Verge Maintenance Contract and the Mawson Lakes Traffic Study.

RECOMMENDATION

That Council:

1. Notes the report.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At its meeting held on 17 July 2023, the Urban Services Committee requested an update on the following matters that were listed in Item 4.0.3 – Future Reports for the Urban Services Committee:

- 1.1.1 **Motion Without Notice: Ingle Farm Soccer Club (Requested on 27 February 2023)**

“Staff arrange a meeting with representatives from Ingle Farm Junior Soccer Club and Ward Councillors to discuss club requirements, including additional playing fields and building upgrades.

That staff provide a report to the Urban Services Committee no later than April 2023.”

Resolution Number 0147/2023

- 1.1.2 **Mawson Lakes Parking Study – Update Report (Requested on 22 May 2023)**

“Requests that Administration present a further report on Mawson Lakes Parking to the Urban Services Committee in six months’ time.”

Resolution Number 0343/2023

- 1.1.3 **Verge Maintenance Update (Requested on 22 August 2022)**

“5. Requests Administration bring back a further report with costings of increasing the caltrop spraying service to a minimum of twice a year, city wide.”

1.1.4 **Strategic Asset Management Plan Playspaces – Stage 2 – Levels of Service and Financial Impacts (Requested 22 August 2022)**

“Approves the priority of the next 4-year renewal program be based on the condition and compliance from the Level 3 Compliance Audit currently underway, noting whole of site renewal will not be undertaken, to be reported to Council in early 2023.”

Resolution Number 1460/2022

2. CONSULTATION / COMMUNICATION

2.1 Motion Without Notice: Ingle Farm Soccer Club (Requested on 27 February 2023)

2.1.1 Ingle Farm Junior Soccer Club

2.2 Mawson Lakes Parking Study – Update Report (Requested on 22 May 2023)

2.2.1 Department for Infrastructure and Transport

2.3 Verge Maintenance Update (Requested on 22 August 2022)

2.3.1 N/A

2.4 Strategic Asset Management Plan Playspaces – Stage 2 – Levels of Service and Financial Impacts (Requested 22 August 2022)

2.4.1 N/A

3. REPORT

Motion Without Notice: Ingle Farm Soccer Club (Requested on 27 February 2023)

3.1 Some 8 years ago Council built this Junior Soccer Club new changeroom facilities. Since then the junior club has grown and also formed an adult team resulting in the existing facilities being under capacity and not suitable for adults.

3.2 There is limited opportunity for expansion of the building without investing significant funds; expected costs are in the order for \$3 to \$5m.

3.3 A meeting was held with Council Administration, Ward Councillors and Representatives from the Ingle Farm Junior Soccer Club on Thursday, 16 March 2023.

3.4 Items discussed at that meeting included:

3.4.1 Growth of the Ingle Farm Junior Soccer Club;

3.4.2 Possibility for use of land adjacent to Rowe Park owned by the Department for Education;

3.4.3 Capacity of the current club room and facilities;

3.4.4 Challenges associated with building expansion due to location (utility locations and land type noting the clubrooms are built on a hill).

3.5 There is no funding currently available in Council’s long term financial plan to accommodate the future development of this site, either building or new playing surfaces.

3.6 Staff are intending to prepare a report for the August Urban Services Committee outlining the above information

Mawson Lakes Parking Study – Update Report (Requested on 22 May 2023)

-
- 3.7 An update report provided to the Urban Services Committee on Monday, 15 May 2023 outlined the inclusions of the Department for Infrastructure's (DIT) conceptual Mawson Lakes Road Management Plan as follows:
- 3.7.1 Collating existing data and representation in model;
 - 3.7.2 Benchmarking; investigating what a good multi-modal transport interchange and land use integration design involves;
 - 3.7.3 Strategic context and drivers of demand; policy and stakeholder review and contextual statistics;
 - 3.7.4 Site reviews;
 - 3.7.5 Surveys of park'n'ride and on street parking.
- 3.8 In March and April DIT conducted a five-week tailored engagement program seeking local insights to help inform planning for Mawson Lakes that yielded over 600 responses.
- 3.9 DIT is currently developing the draft Local Area Plan that is informed by technical analysis and local insights.
- 3.10 Whilst DIT was undertaking these investigations, Council Administration engaged a consultant to undertake the Mawson Lakes Parking Study. The data capture has recently been completed and analysis is now underway before findings are reported back to Council.
- 3.11 Council Administration is meeting with DIT to help ensure both organisations are aware of the outcomes of both studies and where possible are working on consistent outcomes.
- 3.12 Following this analysis Administration will be in a position to report back to Council with the outcomes.

Verge Maintenance Update (Requested on 22 August 2022)

- 3.13 The new Verge Contract commenced on 1 January 2023.
- 3.14 Currently the program is in Cut 4 of 8 cuts and is progressing as planned.
- 3.15 Following the engagement of the Field Service Quality Control Officer position, as resolved by Council, there has been a steady and noticeable decline in customer requests relating verge maintenance.
- 3.16 The broad leaf program, included in the Verge Maintenance Contract, has increased from 1 annual spray to 2 annual sprays. The spraying schedule commenced in June and to date 27 of the 88 areas identified have been serviced with the remaining areas expected to be complete in early August 2023. This program has seen a reduction in waste requiring collection from sweepers and improved the quality of the cutting program.
- 3.17 The Caltrop treatment is undertaken as part of a separate contract relating to pest and weed control.
- 3.18 The Caltrop prevention treatment programs Council has in place are built upon extensive historical data that has been collected and analyzed over many years.

-
- 3.19 It's important to note that Caltrop growth and proliferation are highly influenced by seasonal variations. For instance, a wet summer can lead to a significant increase in the Caltrop population. Conversely, in drier conditions, the impact may be less pronounced.
 - 3.20 Council's treatment programs are designed to adapt to these seasonal fluctuations and employ targeted measures to effectively manage Caltrop growth.
 - 3.21 By leveraging our historical data and closely monitoring environmental conditions, Administration aims to optimize implemented prevention strategies, limiting the impact of Caltrop, while minimising costs.
 - 3.22 The costings for the 2023 Caltrop program are scheduled to be reviewed at the end of spring and the beginning of summer.
 - 3.23 During this period, Administration will gather the necessary information to provide more accurate costings for the program and report back to Council.

Strategic Asset Management Plan Playspaces – Stage 2 – Levels of Service and Financial Impacts (Requested 22 August 2022)

- 3.24 The report requested was part of resolution number 1460/2022, from the meeting of Council held on 22 August 2022, relating to the Playspace Level 3 Compliance Audit.
- 3.25 The date listed in Item 4.0.3 – Future Reports for the Urban Services Committee held on 17 July 2023 relating to this matter inadvertently listed the incorrect reporting date.
- 3.26 This Audit is currently underway and is scheduled for completion at the end of July 2023 following which the data will be analysed and presented to the Urban Services Committee in September 2023.

4. CONCLUSION / PROPOSAL

- 4.1 That the status update of the following items included in this report be noted:
 - 4.1.1 Motion Without Notice: Ingle Farm Soccer Club (Requested on 27 February 2023)
 - 4.1.2 Mawson Lakes Parking Study – Update Report (Requested on 22 May 2023)
 - 4.1.3 Verge Maintenance Update (Requested on 22 August 2022)
 - 4.1.4 Strategic Asset Management Plan Playspaces – Stage 2 – Levels of Service and Financial Impacts (Requested 22 August 2022)
- 4.2 That Council note individual reports on these items will be submitted to the Urban Services Committee in due course.

GENERAL BUSINESS ITEMS

GB1	2023 Local Government Association Annual General Meeting - Proposed Items of Business
AUTHOR	Michelle Woods, Projects Officer Governance, CEO and Governance
CITY PLAN LINKS	4.4 We plan effectively to address community needs and identify new opportunities
SUMMARY	This report presents information with respect to the Annual General Meeting (AGM) of the Local Government Association (LGA) to be held on Thursday 26 October 2023 and to consider items of business for the meeting.

RECOMMENDATION

That Council:

1. Notes the information relating to the 26 October 2023 Local Government Association Annual General Meeting.

ATTACHMENTS

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

1. LGA AGM Items of Business Guidelines
2. LGA AGM Items of Business FAQ

1. BACKGROUND

- 1.1 The LGA AGM will be held on Thursday 26 October 2023.
- 1.2 The AGM is held to consider Items of strategic importance to local government and the LGA as recommended by the South Australian Regional Organisation of Councils (SAROC), Greater Adelaide Regional Organisation of Councils (GAROC) or the LGA Board of Directors. The City of Salisbury is a member of GAROC.
- 1.3 When a draft program for this event is released, it will be made available to all Elected Members to review and determine if they wish to attend.

2. CONSULTATION / COMMUNICATION

- 2.1 External
 - 2.1.1 Nil.

3. REPORT

Process for Submission of Proposed Items of Business

- 3.1 Member Councils may at any time throughout the year propose an item of business for a General Meeting.

- 3.2 Proposals should be accompanied by sufficient supporting information to assist SAROC, GAROC and the Board of Directors to make informed decisions and recommendations. Councils are encouraged to discuss proposed items of business with the LGA Secretariat prior to being submitted.
- 3.3 It is at the discretion of councils whether to refer an item to their relevant Regional Organisation of Councils (SAROC or GAROC) or the Board of Directors.
- 3.4 Guidelines and Frequently Asked Questions on how proposed items of business are submitted and considered are attached for reference. All items of business should comply with these guidelines.
- 3.5 In order for items of business to be considered for the 26 October 2023 AGM, **proposals must be received by the LGA no later than Friday 04 August 2023.**
- 3.6 Proposals received after this date will not be considered for the 2023 AGM, but will be considered for the LGA Ordinary General Meeting (OGM) in April 2024.
- 3.7 All proposed items will be considered by either SAROC, GAROC or the Board of Directors and must be approved by them for inclusion in the agenda for the AGM.
- 3.8 The LGA will supply the AGM agenda to Councils at least 30 days prior to the meeting.

Topics for Proposed Items of Business

- 3.9 At the 22 May 2023 Council Meeting, the following was resolved:

3.2.1 LGA Ordinary General Meeting

Moved Cr C Buchanan

Seconded Cr P Jensen

That Council:

1. *Notes the information relating to the 14 April 2023 Local Government Association Ordinary General Meeting as included in this report (Governance and Compliance Committee, 15 May 2023, Item 3.2.1).*
2. *Requests for a working group to be formed by the Mayor, the Local Government Association voting delegates (Deputy Mayor Cr C Buchanan and proxy Cr P Jensen), the CEO and the Manager Governance, to prepare a draft submission for Council's consideration, on a proposed item of business on Local Government Reform for the October Local Government Association Annual General Meeting.*
3. *Requests Governance Staff provide a briefing options paper in regards to potential amendments to the Local Government Association Constitution to ensure member Councils are better heard and represented*

and options to include the reform consultation process and the way that the Local Government Association consults on behalf of Councils.

CARRIED
Unanimously
0341/2023

- 3.10 The working party met on 10 July 2023 and proposed that the Mayor writes a letter to the LGA and the Minister for Local Government raising concerns about the emerging sector risk of meeting disruptions by radicalised groups and advocating for mitigating measures.
- 3.11 If there are issues Council considers appropriate to be submitted as an item of business for the LGA AGM, a resolution will need to be made.

Voting Delegates (for information)

- 3.12 In November 2022, Council resolved Cr Chad Buchanan be appointed as voting delegate for the LGA. The resolution also appointed Cr Peter Jensen as deputy voting delegate.
- 3.13 A summary of the matters being considered at LGA General Meetings (Annual and Ordinary) are presented to Council for information and to provide an opportunity to put forward a position on any item as it sees fit.
- 3.14 The Chief Executive Officer (CEO) then provides a recommended voting position where relevant.
- 3.15 Under the LGA Constitution the AGM agenda is due to be distributed at least 30 days before the meeting (3 October 2023 at the latest).
- 3.16 A report will therefore be presented to the October Governance and Compliance Committee, which will include advice from the Chief Executive Officer in relation to each item of business, allowing Members to provide direction to the voting delegate if deemed relevant.

4. CONCLUSION / PROPOSAL

- 4.1 Council is asked to consider items of business they would like to submit for the LGA AGM held on 26 October 2023.
- 4.2 A further report providing the items of business to be considered at the October AGM will be presented to allow Council the opportunity to provide direction to the voting delegate.

Considering Proposed Items of Business for LGA General Meetings

Guidelines

February 2019

Version 1

Introduction

The Local Government Association of South Australia (LGA) schedules two General Meetings each year for member councils to consider items of strategic importance to local government and the LGA. Proposing and voting on items of business for a General Meeting is one of the important ways that member councils participate in the development of policy and strategy on issues and influence the advocacy agenda for local government in matters affecting councils and their communities.

These guidelines have been prepared to assist the LGA Board of Directors (Board), South Australian Region Organisation of Councils (SAROC) and Greater Adelaide Region Organisation of Council (GAROC) to consider the items of business to be placed upon an agenda for an LGA Ordinary or Annual General Meeting. They also provide guidance to member councils to develop and prioritise proposals to submit for consideration.

The *Considering Proposed Items of Business for LGA General Meetings* Guidelines may be reviewed and amended by the LGA Board of Directors from time to time.

LGA Constitution

Section 16 of the LGA Constitution provides guidance about the matters to be discussed at a General Meeting, and the process by which items of business may be proposed for inclusion on the agenda. The requirements of Section 16 are outlined below.

16. Business of General Meetings

- 16.1 *The business of a General Meeting will be to consider items of strategic importance to local government and the LGA as recommended by SAROC, GAROC or the Board of Directors and matters which must be determined under this Constitution at a General Meeting.*
- 16.2 *Any Member may propose an item of business for an Annual General Meeting or an Ordinary General Meeting to SAROC, GAROC or the Board of Directors.*
- 16.3 *No business shall be brought before a General Meeting of the LGA unless:*
 - 16.3.1 *it has been placed on the agenda of an Annual General Meeting or an Ordinary General Meeting by SAROC, GAROC or the Board of Directors taking into account the purpose of a General Meeting set out in clause 16.1; or*
 - 16.3.2 *the business is as stated in the notice of a Special General Meeting, given in accordance with clause 10.*

In summary, the Constitution provides all member councils with the opportunity to submit a proposed item of business to the Board, SAROC or GAROC for approval to be placed on the agenda of a General Meeting. No item of business will be placed upon the agenda for a General Meeting unless it has been approved by one of the relevant bodies, which must consider whether a matter is of 'strategic importance' to local government and the LGA'.

Relevant bodies

As outlined in the Constitution, a member council may propose an item of business to SAROC, GAROC or the Board of Directors. This opportunity is also enshrined within the LGA Membership Proposition, which outlines the rights of members to participate in the development of LGA policy and strategy.

While the Constitution refers to members being able to refer items directly to the Board, the Membership Proposition specifically provides for members referring matters relating to policy and strategy development to either SAROC or GAROC (as relevant).

To provide greater clarity to members about the best pathway for submitting an item of business, the following guidance is provided.

LGA Board of Directors

Items should be referred to the Board if related to:

- the LGA Constitution or Ancillary Documents
- a subsidiary of the LGA
- a commercial service provided (or proposed to be provided) by the LGA
- an activity requiring the allocation of significant resources by the LGA
- any LGA operational matter

SAROC or GAROC

Items should be referred to the relevant ROC if related to:

- the development of LGA policy and strategy
- LGA advocacy activities
- an amendment or addition to the LGA Policy Manual
- an operational matter related to SAROC or GAROC

The Board, SAROC and GAROC may choose to refer items submitted by member councils to each other for advice or consideration. Such referrals will be at the discretion of the Board, SAROC and GAROC.

Guiding principles

The following guiding principles have been developed to provide clarity and consistency to the Board, SAROC, GAROC and member councils about the relevant matters that will be considered in determining whether an item of business will be placed on the agenda of a General Meeting.

1. Strategic importance

The matters discussed at General Meetings should be of strategic importance to local government and the LGA. The policies and activities that are resolved at the LGA General Meetings are important in guiding the priorities and work plans of the LGA, and it is important that the association's resources are focussed on the issues that will be of the greatest benefit to councils and communities.

In determining whether a matter is of strategic importance to local government and the LGA, the Board, SAROC and GAROC will consider:

- whether the item has relevance to and will benefit a particular group (eg regional or metro councils) or the sector as a whole;
- alignment with the strategic plans and business plans of the LGA, SAROC and GAROC;
- the level of urgency required to deal with the issue;
- relevance to the role of local government and the potential positive and negative impacts of the issue on councils and communities;

- whether there are other bodies or industry groups that are better placed to address the issue or undertake the proposed activity; and
- the resources required to execute the policies or activities.

2. Supporting evidence

Good public policy positions need to be supported by solid evidence that the issues are well understood and that the proposed course of action provides the most efficient and effective solution. A strong evidence base is critical to successful advocacy, particularly when trying to change government policy, influence public opinion or attract additional funding.

The Board, SAROC and GAROC will consider whether there is sufficient evidence provided in support of the policy position or course of action being sought. In some instances, an item may be referred back to the submitting council with a request for further information.

In many cases the evidence needed to support a position might not be readily available. In these circumstances it is best for a motion to seek further investigation of an issue and/or further consultation with councils, rather than seeking endorsement of a specific policy position or action. The Board, SAROC and GAROC may propose an alternative course of action, in consultation with the submitting council.

3. Alignment with LGA policy

The LGA Policy Manual is a compendium of principles and policies that have been developed and endorsed by a majority vote of member councils at previous General Meetings. There are a wide range of policies addressing a number of priority issues for the sector.

The policies act as a guide for advocacy and best practice in the sector. In most cases, the LGA Policy Manual can provide councils with a broad direction on how an issue can be resolved and whether further development of a policy position is required.

The Board, SAROC and GAROC will consider the LGA Policy Manual in determining whether a new or amended policy position is required to be endorsed by members to enable the LGA to take the requested action. If the LGA already has a supportive policy position in relation to the proposed item, further consideration by members at a General Meeting may not be required.

4. Resourcing

In some cases, the items of business put forward by members require significant resources to be allocated in order to achieve the desired outcome. Resources may not be available through the LGA to tackle every issue.

Before determining to place an item on the agenda of a General Meeting; the Board, SAROC and GAROC will consider:

- whether resources are available within the LGA to achieve the desired outcome;
- other resources that may be available;
- potential impacts on the LGA budget and business plan; and
- the level of input that will be required by councils or other stakeholders to progress the item.

The Board, SAROC and GAROC may determine not to proceed with (or defer) an item of business if the resourcing required would detract from the achievement of outcomes of greater priority for members.

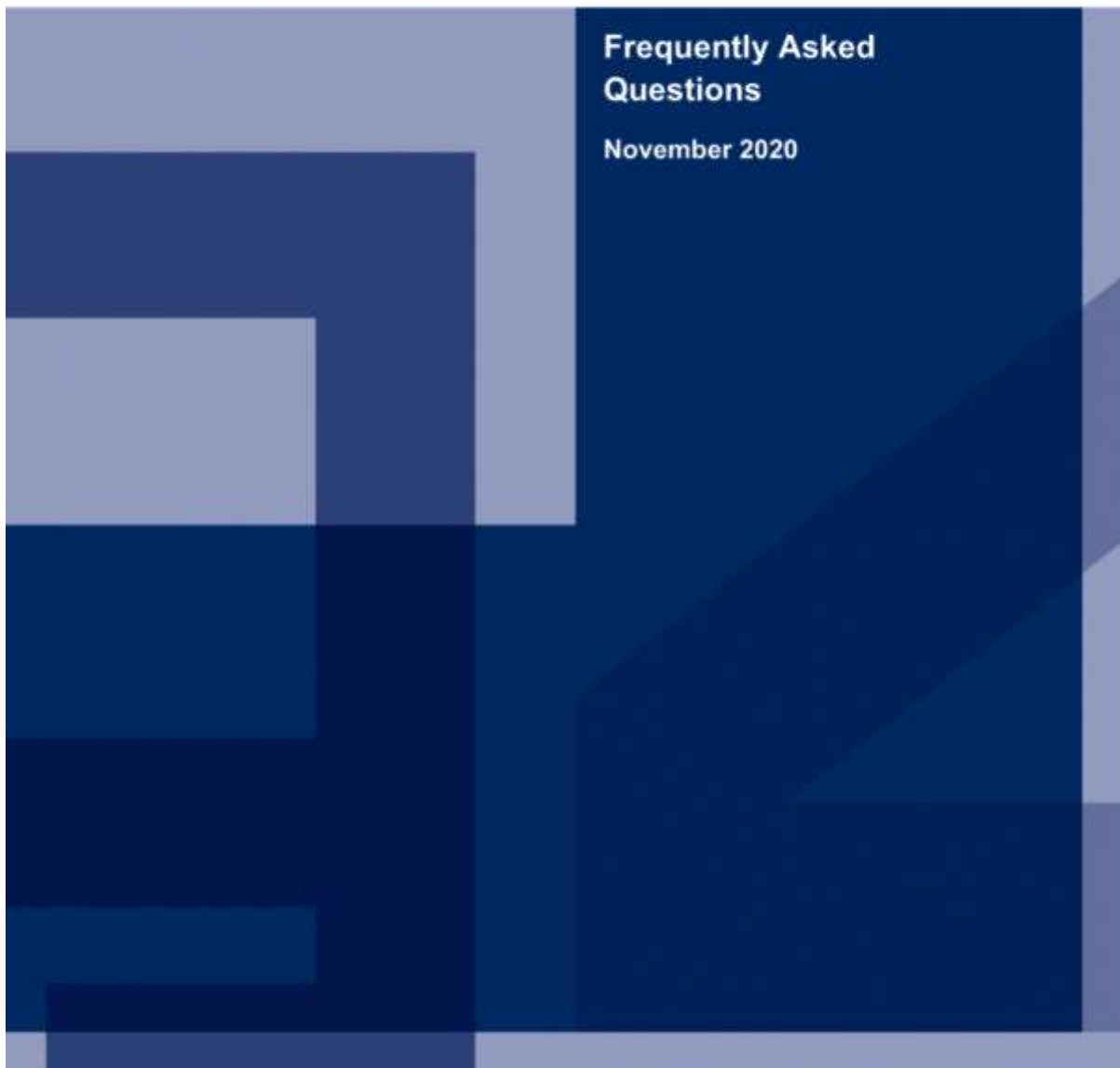
Determinations by the Board, SAROC and GAROC

After considering a proposed item of business against these guiding principles and having regard to any other relevant factors, the Board, SAROC and GAROC may determine to:

- approve an item of business for inclusion on the agenda of a General Meeting;
- approve an amended item of business for inclusion on the agenda of a General Meeting (in consultation with the submitting councils);
- take no further action;
- request additional information from the submitting council;
- refer an item back to the submitting council or regional LGA for action if it relates to a local or regional issue;
- resolve that the matter be dealt with by the LGA, SAROC or GAROC without progressing to a General Meeting (such as matters requiring urgent attention or actions that can be progressed immediately due to alignment with existing policies and work plans); or
- defer the item to a future General Meeting

The submitting council will be advised in writing of the determination of their proposed item of business.

Items of business for LGA General Meetings



Items of business for LGA General Meetings

Introduction

The Local Government Association of South Australia (LGA) schedules two General Meetings each year:

- the Ordinary General Meeting (OGM) is held annually in April or May; and
- the Annual General Meeting (AGM) is held annually in October or November.

A key purpose of the AGM/OGM is to bring together member councils to consider 'items of business' that are of strategic importance to local government.

Proposing and voting on items of business for a General Meeting is one of the important ways that member councils participate in the development of policy and strategy on issues and influence the advocacy agenda for local government in matters affecting councils and their communities.

This FAQ provides helpful guidance to councils about how to successfully participate in this process.

General overview of process

Items of business can be submitted by member councils, or a Regional LGA, to either SAROC, GAROC or the LGA Board of Directors for approval to be placed on the agenda of a General Meeting.

It is at the discretion of councils whether to refer an item to SAROC (regional councils), GAROC (metro councils) or the LGA Board of Directors. As a general guide, all policy and advocacy matters should be referred to SAROC or GAROC, and matters related to the operations of the LGA should be referred to the LGA Board.

Items of business can be submitted at any time during the year. Councils do not need to wait for the call for items from the LGA. However, to enable all items to be assessed by the relevant body and for reports to be prepared and included in the Agenda, a closing date is determined for each General Meeting. This closing date will typically be around 8-10 weeks prior to each General Meeting. If you miss the deadline, you can still submit your item, but it will be held until the following General Meeting.

Councils and Regional LGAs must submit their items by completing and submitting the LGA General Meeting - Proposed Item of Business form.

Proposals should be accompanied by enough supporting information to make informed decisions and recommendations. Councils and Regional LGAs are encouraged to discuss proposed items of business with the LGA Secretariat before they are submitted for advice on LGA policy, current activities and the type of supporting evidence or documentation that may be required.

SAROC, GAROC, or the LGA Board of Directors may decide to approve an item of business for inclusion on the agenda of a General Meeting. If appropriate, they may determine another course of action, including approving with amendments, requesting further information, referring the matter back to the council or Regional LGA, or resolving that the matter be dealt with by the LGA/SAROC/GAROC without progressing to an OGM/AGM.

Once an item of business has been recommended for inclusion on the agenda for a General Meeting, and subsequently carried by member councils by a majority vote, the LGA will use its best endeavors to achieve the outcomes sought by member councils.

Before proposing an item of business, member councils and Regional LGAs are encouraged to carefully consider the following *Frequently Asked Questions* and to refer to the *Guidelines on Considering Proposed Items of Business for LGA General Meetings*¹.

Frequently Asked Questions

- Why should I consider an item of business for an LGA general meeting?
- What is a 'strategically important' issue?
- What supporting evidence does the LGA need to consider my item of business?
- When should I submit a proposed item of business to the LGA?
- I have read the agenda for the next General Meeting and think an issue needs to be on there. Can I submit a late item of business?
- How do I submit a proposed item of business?
- Can I write a letter to the LGA President or CEO to submit a proposed item of business?
- Who makes the decision on my proposed item of business / where should I refer my item of business to?
- My council is not a member of a Regional LGA. Can I still submit a proposed item of business?
- Why might the LGA decide not to allow my proposed item of business to go to a General Meeting?
- Can I get help to prepare a proposed item of business?

Why should I consider an item of business for an LGA general meeting?

- Member councils and Regional LGAs should consider submitting a proposed item of business if they believe there is an opportunity for the LGA to take the lead on an issue that is strategically important to local government and will benefit the sector as a whole.
- There is significant value and impact in local government speaking with one voice through the LGA to influence State and Federal Government setting the policy, legislation and funding arrangements that support the delivery of council services and operations. Similarly, the LGA can bring councils together to assist with capacity building and knowledge sharing within local government.

What is a 'strategically important' issue?

- The policies and activities that are resolved at the LGA General Meetings are important in guiding the priorities and work plans of the LGA, and it is important that the Association's resources are focussed on the issues that will be of the greatest benefit to councils and communities.
- Generally, an item may be deemed to strategically important if:
 - it has direct relevance to the role of local government, or council services and operations; and

¹ https://www.lga.sa.gov.au/_data/assets/pdf_file/0032/467744/ECM_670949_v6_Guidelines-Considering-Proposed-Items-of-Business-for-LGA-General-Meetings-2.pdf

- it will benefit the local government sector as a whole; and
- there is alignment with LGA/SAROC/GAROC strategic and business plans; and
- there is alignment with the LGA Policy Manual.

What supporting evidence does the LGA need to consider my item of business?

- Good public policy positions need to be supported by solid evidence so that the issues are well understood and that the proposed course of action provides the most efficient and effective solution.
- A strong evidence base is critical to successful advocacy, particularly when trying to change government policy, influence public opinion or attract additional funding.
- To support SAROC, GAROC and the LGA Board of Directors in determining whether an item of business should be recommended to an LGA General Meeting, all submissions should provide a summary of the issue, a clear definition of the problem and its impact on local government or council services and operations. Information should be provided on any relevant legislation, policy settings and relevant research reports and papers.
- If sufficient supporting evidence is not provided, SAROC, GAROC or the LGA Board of Directors may refer an item back to the submitting council with a request for further information.
- In many cases the evidence needed to support a position might not be readily available. In these circumstances it is best for a motion to seek further investigation of an issue and/or further consultation with councils, rather than seeking endorsement of a specific policy position or action.

When should I submit a proposed item of business to the LGA?

- Items of business for LGA General Meetings can be submitted at any time throughout the year.
- A proposed item of business will be referred to SAROC, GAROC or the LGA Board of Directors at their next available meeting, along with a report with recommendations from the LGA Secretariat.
- The LGA will advise member councils of the final date for submitting proposed items of business for the next available General Meeting. This 'closing date' is required to ensure that the LGA Secretariat can engage with the submitting councils and make recommendations to SAROC, GAROC or the LGA Board of Directors at their meeting prior to preparation of the General Meeting Agenda.
- Generally, proposed items of business for the Annual General Meeting (October/November) need to be with the LGA in August and proposed items of business for the Ordinary General Meeting (April/May) need to be with the LGA in February.
- The 'closing date' for each General Meeting is communicated to councils via LGA Latest News, typically five months in advance.

I have read the agenda for the next General Meeting and think an issue needs to be on there. Can I submit a late item of business?

- No. Once the Agenda has been finalised for a General Meeting, no further items of business will be accepted for that Meeting. The Agenda is provided to councils at least 30 days prior to a

General Meeting to enable each council to discuss and determine a position on the items of business.

- Any items that are received after the closing date will be held until the following General Meeting.
- The LGA Board of Directors, SAROC and GAROC may decide to progress an issue that is strategically important to local government if there is a level of urgency required to deal with the issue outside of the scheduling for the LGA General Meetings.

How do I submit a proposed item of business?

- To submit a proposal please complete the *LGA General Meeting - Proposed Item of Business* form. This form requires councils to identify:
 - Which body the proposed item of business is being referred to ie SAROC, GAROC or the LGA Board of Directors
 - The subject of the proposed item of business - a short title is preferred.
 - The proposed motion for the General Meeting – a succinct and clear motion ie that the Annual / Ordinary General Meeting requests the LGA to....
 - Supporting information - attachments are permitted to ensure adequate supporting information is provided
 - Alignment to the LGA Policy Manual - consider if this item requires a change to the LGA Policy Manual (new policy or amendment to existing policy)?
 - Alignment to LGA Strategic Plan reference - identify links to one key initiative and one strategy
 - A Council Contact Officer responsible for submitting form - the LGA may wish to liaise with the proposing council to request additional information or consult on potential amendments to the motion
 - Council Meeting minute reference and date of meeting - all proposed items of business must be appropriately considered by the submitting council or Regional LGA before being sent to the LGA.

Can I write a letter to the LGA President or CEO to submit a proposed item of business?

- No. To ensure that all the required information is provided and that proposed items of business are handled correctly by the LGA Secretariat, please use the LGA General Meeting - Proposed Item of Business form and submit it to lqasa@lga.sa.gov.au

Who makes the decision on my proposed item of business / where should I refer my item of business to?

- It is at the discretion of councils and Regional LGAs whether to refer an item to SAROC, GAROC or the LGA Board of Directors.
- The Guidelines on Considering Proposed Items of Business for LGA General Meetings, suggests that items should be referred to SAROC (from regional member councils) or GAROC (from metropolitan member councils) if they relate to the development of LGA policy and strategy, advocacy issues, the LGA Policy Manual, and operational matters related to SAROC or GAROC.

- Otherwise items should be referred to the LGA Board of Directors if related to:
 - the LGA Constitution or Ancillary Documents
 - a subsidiary of the LGA
 - a commercial service provided (or proposed to be provided) by the LGA
 - an activity requiring the allocation of significant resources by the LGA
 - any LGA operational matter

Regional councils may choose to refer their proposed items of business to their Regional LGA prior to submitting with the LGA. This is not required, but it often assists councils with refining the proposed actions and may help to inform and build support for the proposed item of business in their region.

My council is not a member of a Regional LGA. Can I still submit a proposed item of business?

- Yes. Any member council from regional South Australia may submit a proposed item of business to SAROC or to the LGA Board of Directors.

Why might the LGA decide not to allow my proposed item of business to go to a General Meeting?

An item may not be recommended for consideration at a General Meeting:

- If it is not considered to be 'strategically important' to local government; for example, it is not an issue that is within the scope of local government to address or influence.
- If progressing the item would impact negatively on the reputation of local government in South Australia.
- If an issue is only relevant to a particular group of councils it may be referred back to a council or Regional LGA, or resolved that the matter be dealt with by SAROC (for regional issues) or GAROC (for metropolitan issues) without progressing to a General Meeting.
- If there is insufficient supporting evidence provided in support of the policy position or course of action being sought. In some instances, an item may be referred back to the submitting council with a request for further information.
- In circumstances where the evidence needed to support a position might not be readily available, it would be appropriate for a proposed item of business to request that the LGA seeks further investigation and/or further consultation with councils, rather than seeking endorsement of a specific policy position or action.
- If the LGA already has a supportive policy position in relation to the proposed item, further consideration by members at a General Meeting may not be required.
- If there are a lack of resources available to the LGA to progress the proposed item of business. In some cases, the items of business put forward by members require significant resources to be allocated in order to achieve the desired outcome. Resources may not be available through the LGA to tackle every issue. The Board, SAROC and GAROC may determine not to proceed with (or defer) an item of business if the resourcing required would detract from the achievement of outcomes of greater priority for members.

Can I get help to prepare a proposed item of business?

- Yes. All member councils are encouraged to contact the LGA Secretariat early in the process to discuss the development of their proposed items of business.
- Please contact Allison Down, Executive Coordinator, GAROC and SAROC Committees via email: allison.down@lga.sa.gov.au or telephone: 08 8224 2054.

RECOMMENDATIONThat Council:

1. Notes this information.

Date	Time	Function
22/06/2023	10:00 AM	Salisbury Community Health Expo
23/06/2023	03:00 PM	Mayor/CEO Catch Up
23/06/2023	12 Noon	Webster Services Networking Luncheon (NDIS)
26/06/2023	01:00 PM	Meeting with Member for Playford - Mr. John Fulbrook
26/06/2023	04:00 PM	OFFICE TIME - Schedule Upcoming Week/ Signing/Speeches and Resident Enquiries
26/06/2023	04:30 PM	Pre-Council Meeting Briefing
26/06/2023	05:00 PM	Public Art Meeting
26/06/2023	06:30 PM	Council Meeting
26/06/2023	12 Noon	Discussion Regarding Behavioural Management
27/06/2023	11:00 AM	Mayor/CEO/EA - Regular Catch Up
27/06/2023	01:00 PM	Media Issues - Regular Catch-Up
27/06/2023	01:30 PM	Council Meeting Filming
27/06/2023	12 Noon	Discussion - Renewable Energy- Climate Change
28/06/2023	11:15 AM	Street Walk (with Minister Andrew Giles
28/06/2023	04:00 PM	Meeting with Mayor, Cr Buchanan, Hon Tung Ngo & John Harry
28/06/2023	06:30 PM	CEO Briefing Followed by Special Council Meeting - Re Legal Matter
28/06/2023	12 Noon	Communities Graduation - Host International
29/06/2023	11:30 AM	Northern Adelaide Partnership Showcase
29/06/2023	03:00 PM	GAROC Discussion
30/06/2023	07:45 AM	Radio Interview Re Outlet Center Parafield
30/06/2023	02:30 PM	Opening of The New Mawson Lakes School Footbridge
30/06/2023	07:00 PM	Musical Show at Mobara
1/07/2023	08:00 AM	The District - Grand Opening
2/07/2023	05:00 PM	Indian Event - Woman's Night
3/07/2023	09:30 AM	GAROC Committee Meeting
3/07/2023	10:00 AM	NAIDOC Week- For Our Elders
3/07/2023	02:00 PM	Meet with Resident/ Local Business Owner
3/07/2023	04:00 PM	OFFICE TIME - Schedule Upcoming Week/ Signing/Speeches and Resident Enquiries
3/07/2023	04:30 PM	Pre-Special Council Meeting Discussion
3/07/2023	06:00 PM	CEO Briefing/Workshop Session
3/07/2023	07:30 PM	Special Council Meeting
4/07/2023	10:00 AM	PBAFM Radio Show
4/07/2023	12:30 PM	Meeting with Resident

4/07/2023	02:00 PM	Mayor/CEO/EA - Regular Catch Up
4/07/2023	02:05 PM	ABC Radio Interview
4/07/2023	06:30 PM	Mandatory Training Session - Elected Members
4/07/2023	12 Noon	Media Issues - Regular Catch-Up
5/07/2023	09:30 AM	Meeting with Resident
5/07/2023	10:30 AM	Regular Catchup to Discuss Current/Upcoming Planning/Building Issues
5/07/2023	07:20 PM	Peter Goers – Radio Interview
5/07/2023	12 Noon	Resident Meeting To Discuss The Condition Of The Lakes
6/07/2023	10:30 AM	Speaking to Local Community Women’s Group
6/07/2023	04:00 PM	Catch Up: Mayor Moira Were Am / Mayor Gillian Aldridge OAM
6/07/2023	06:00 PM	LGA - Mayor & CEO Forum
8/07/2023	11:00 AM	David Waylen (Salisbury Business Association) - High Tea
9/07/2023	11:45 AM	Rotary Club of Salisbury (SA) Inc - 2023 Presidential Changeover Dinner.
9/07/2023	01:00 PM	Race Day, Classic Car Day, Pinball Day
10/07/2023	11:00 AM	Meeting with Representatives of Select Homes
10/07/2023	01:00 PM	Official Launch of Safe Haven
10/07/2023	02:30 PM	OFFICE TIME - Schedule Upcoming Week/ Signing/Speeches and Resident Enquiries
10/07/2023	03:00 PM	Meeting Re “the Voice”
10/07/2023	03:30 PM	Regular Catch-Up Re: Community Safety
10/07/2023	06:30 PM	Salisbury Living Sub Committee
10/07/2023	06:35 PM	Environmental Sustainability and Trees Sub Committee
10/07/2023	06:40 PM	Asset Management Sub Committee
11/07/2023	02:00 PM	Resident Would Like to Meet the Mayor to Discuss Personal Matter
11/07/2023	03:00 PM	Mayor/CEO/EA - Regular Meeting
11/07/2023	04:00 PM	Media Issues - Regular Catch-Up
11/07/2023	05:00 PM	Public Art Panel Meeting
12/07/2023	02:15 PM	LGA / City of Onkaparinga / City of Salisbury
12/07/2023	05:30 PM	Meeting at Mawson Center Annual General Meeting
14/07/2023	03:00 PM	Meet with Resident
14/07/2023	05:00 PM	Lights at Mawson @ Mawson Lakes Main Lake
15/07/2023	11:00 AM	SPEECH REQ'D - Chief Guest at Punya Foundation Inc. Multicultural Spiritual Program
15/07/2023	03:00 PM	SPEECH REQ'D - The Launch of The Bishop Paride Taban Education Foundation (BPTEF) Inc
15/07/2023	06:00 PM	Salisbury East Neighbourhood Centre 25th Anniversary Celebration
16/07/2023	12 Noon	Local Business Car Club Event
17/07/2023	01:00 PM	Mayor/ GM City Dev - Catch Up Before Committee Meetings
17/07/2023	01:30 PM	Mayor/ GM Community Dev - Catch Up Before Committee Meetings
17/07/2023	02:00 PM	Mayor & GM Catch Up - Urban Services Committee Discussion
17/07/2023	04:00 PM	OFFICE TIME - Schedule Upcoming Week/ Signing/Speeches and Resident Enquiries

17/07/2023	05:30 PM	Behavioural Management Policy Working Group
17/07/2023	06:30 PM	Committees: Policy and Planning; Finance and Corporate Services; Urban Services and Governance and Compliance
18/07/2023	12:30 PM	Meeting with Resident
18/07/2023	01:00 PM	Mayor/CEO/EA - Regular Meeting
18/07/2023	02:30 PM	Media Issues - Regular Catch-Up
18/07/2023	03:00 PM	Complete Survey Requirements
18/07/2023	04:00 PM	Meeting with Resident
18/07/2023	06:30 PM	Committees: Innovation and Business Development and Community Wellbeing and Sport

Events attended by Elected Members on behalf of the Mayor

Date	Member	Function
01/07/2023	Deputy Mayor Chad Buchanan	68th Anniversary Commemoration of The Republic of Vietnam Air Force
12/07/2023	Deputy Mayor Chad Buchanan	Unveiling of Artwork to Celebrate Women's World Cup

REPORTS FROM COUNCIL REPRESENTATIVES

QUESTIONS ON NOTICE

There are no Questions on Notice

QUESTIONS WITHOUT NOTICE

MOTIONS ON NOTICE

There are no Motions on Notice.

MOTIONS WITHOUT NOTICE

OTHER BUSINESS

ORDERS TO EXCLUDE THE PUBLIC

3.4.1 Appointment of Independent Members on the Council Assessment Panel

Recommendation

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

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

*On that basis the public's interest is best served by not disclosing the **Appointment of Independent Members on the Council Assessment Panel** 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 CCTV Policy and Procedures - Community Safety CCTV

Recommendation

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

1. Pursuant to Section 90(2) and (3)(j)(i) and (j)(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 would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the Council, or a person engaged by the Council); and
 - information the disclosure of which would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure,
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations

*On that basis the public's interest is best served by not disclosing the **CCTV Policy and Procedures - Community Safety CCTV** 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 Monday 10 July 2023

Recommendation

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

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

*On that basis the public's interest is best served by not disclosing the **Recommendations of the Confidential Salisbury Living Sub Committee meeting held on Monday 10 July 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.

IBD-C1 Salisbury Oval Development Site Update

Recommendation

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

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) 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 **Salisbury Oval Development Site Update** item and discussion at this point in time.*

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

IBD-MWON1 Motion Without Notice – Tree Climb

Recommendation

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

- 1. Pursuant to Section 90(2) and (3)(d) of the Local Government Act 1999, the Committee orders that the public be excluded from attendance at the part of this meeting relating to item IBD-MWON Motion Without Notice – Tree Climb, except staff of the City of Salisbury on duty in attendance, Chief Executive Officer, A/General Manager Business Excellence, General Manager Community Development, General Manager City Development, A/General Manager City Infrastructure, Manager Governance, Personal Assistant to General Manager Community Development in order to receive, discuss or consider in confidence the matter relating to Item OBI:
 - 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; and*
 - information the disclosure of which would, on balance, be contrary to the public interest.**
- 2. The disclosure of this information would, on balance, be contrary to the public interest because the public interest in the Council preserving its negotiating position with the successful tender and obtaining best value for money for its community would be compromised by disclosure of the information.*
- 3. Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or matter confidential.*

7.4.1 Cybersecurity Report - Jan-Mar 2023

Recommendation

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

1. Pursuant to Section 90(2) and (3)(b)(i) and (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

*On that basis the public's interest is best served by not disclosing the **Cybersecurity Report - Jan-Mar 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.

AR-OB1 CEO Update – Legal Matters

Recommendation

Pursuant to section 90(2) and 90(3)(a) of the *Local Government Act 1999*, the public be excluded from attendance at the part of the meeting relating to Agenda “CEO Update – Legal Matters” except staff of the City of Salisbury on duty in attendance, to enable the Audit and Risk Committee to consider this item in confidence on the basis that the Audit and Risk Committee considers it necessary and appropriate to act in a meeting closed to the public in order to receive, discuss or consider in confidence information relating to this item as it relates to legal advice and actual legal proceedings (s90(3)(h) and (i) of the *Local Government Act 1999*); and

Accordingly, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to exclude members of the public.

CLOSE



John Harry
CHIEF EXECUTIVE OFFICER