

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

28 AUGUST 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

Council Meeting: 28 August 2023

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There are no Deputations or Presentations

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No Petitions have been received.

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Chair: Cr C Buchanan

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|-------|---|
| 1.0.1 | Future Reports for the Policy and Planning Committee |
| 1.1.1 | Strategic Asset Management Plan 2023/2024 Adoption |
| 1.1.2 | Recommendations of the Intercultural Strategy and Partnerships
Sub Committee meeting held on Monday 14 August 2023 |

Finance and Corporate Services Committee

No Finance and Corporate Services Committee meeting was held in August 2023

Governance and Compliance Committee: 21 August 2023

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Chair: Cr P Jensen

- 3.0.1 Future Reports for the Governance and Compliance Committee
- 3.2.1 Communication Protocols for Elected Member Notifications
- 3.2.2 Summary of Elected Member Training and Development Expenditure
- GC-MON1 Motion on Notice: Training and Development Budget

Urban Services Committee: 21 August 2023

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Chair: Cr S Ouk

- 4.0.1 Recommendations of the Asset Management Sub Committee meeting held on Monday 14 August 2023
- 4.0.2 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Monday 14 August 2023
- 4.0.3 Future Reports for the Urban Services Committee
- 4.1.1 Capital Works - July 2023
- 4.1.2 Budget Workshops Actions Update - Program of Works (Footpaths and Road Reseal)
 - **Further Information Report**
 - 4.1.2FI *Budget Workshops Actions Update – Program of Works (Footpaths and Road Reseal)* see p21
- 4.1.3 Repurposing Playground Equipment
- 4.1.4 Local Roads and Community Infrastructure, Phase 4 - Grant Funding
 - **Further Information Report**
 - 4.1.4FI *Local Roads and Community Infrastructure, Phase 4 – Grant Funding* see p24
- 4.1.5 Adelaide Coastal Councils Network Update
- 4.1.6 Parkrun Course Condition Audit
- 4.1.7 Street Tree Inspection and Pruning Program 2023-24
- 4.1.8 5 Tonne Excavator
- 4.1.9 Revocation of Community Land Classification - Portion of Correena Avenue Reserve, Correena Avenue Paralowie
 - **Further Information Report**
 - 4.1.9FI *Revocation of Community Land Classification – Portion of Correena Avenue Reserve, Correena Avenue, Paralowie* see p28
- US-QWON1 Question Without Notice: West Avenue, Edinburgh – Speed Limit Change
- US-QWON2 Question Without Notice: Valley View Tennis Club
- US-MWON1 Motion Without Notice: Kings Road Corridor
- US-MWON2 Motion Without Notice: Park Bench – Salisbury Cinemas

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Chair: Cr D Hood

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- 5.1.1 Youth Sponsorship Applications - July 2023
- 5.1.10 Community Perception Survey 2023
- 5.1.11 Salisbury Community Christmas Carols Update
- 5.2.1 Community Development - Quarterly Service Update
- 5.2.2 Financial Inclusion Action Plan

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- 5.1.2 Community Event Grant Application - Rotary Club of Mawson Lakes – LJ Rare and Classic Car Show Mawson Lakes
- 5.1.3 Community Grant Report Grant No. 03/2023-24 - Gilles Plains Lions Club (Blue Tree Project) Community Grant Application
- 5.1.4 Community Grant Report Grant No. 04/2023-24 - Ceylon Tamil Association of SA Inc. Community Grant Application
- 5.1.5 Community Grant Report Grant No. 05/2023-24 - Salisbury Branch of Meals on Wheels Community Grant Application
- 5.1.6 Community Grant Report Grant No. 06/2023-24 - ONE Life Community Assist Community Grant Application
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- 5.1.8 Community Grant Report Grant No. 08/2023-24 - Mawson Lakes Community Early Learning - Community Grant Application
- 5.1.9 Community Grant Report Grant No. 09/2023-24 - Adelaide Bangladeshi Cultural Club Community Grant Application

Innovation and Business Development Committee

No Innovation and Business Development Committee meeting was held in August 2023

Audit and Risk Committee

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

Council Assessment Panel: 25 July 2023

Council to note the minutes of the Council Assessment Panel meeting held on 25 July 2023.

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Chair: Mayor G Aldridge

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Committee Reports:

CEO Review Committee – 15 August 2023

Chair: Mayor G Aldridge

9.2.1	Annual Review of CEO Total Remuneration 2022/2023
CEO-OB1	CEO Update – Organisational 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

There are no Deputations or Presentations.

PRESENTATION OF MINUTES

Presentation of the Minutes of the Council Meeting held on 24 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 held on 21 August 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 Strategic Asset Management Plan 2023/2024 Adoption

It is recommended to Council:

That Council:

1. Adopts the final Strategic Asset Management Plan as presented in Attachment 1 of the report (Item 1.1.1 – Strategic Asset Management Plan 2023/2024 Adoption – Policy and Planning Committee, 21 August 2023).
2. Requests administration to begin discussions with the Asset Management Sub Committee in September on the development of the 2024/2025 Strategic Asset Management Plan noting previous resolutions in regards to playspace, pathways, footpaths, verge development and tree palette selections.

1.1.2 Recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 14 August 2023

It is recommended to Council:

The information contained in the minutes of the Intercultural Strategy and Partnerships Sub Committee meeting held on 14 August 2023 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

ISPS1 Sister Cities Update

It is recommended to Council:

That Council:

1. Approves for the Mobara International Friendship Association Secretariat, Mobara City Hall to be invited to visit the City of Salisbury in October 2024 as part of a delegation to coincide with 20th Anniversary of Mobara Park, Mawson Lakes.
2. Approves the carry forward of the \$20,000 2023/24 operating budget to the 2024/25 financial year budget to fund the delivery of the Mobara Festival in October 2024.
3. Approves for the Administration to conduct a strategic review of the City of Salisbury's Sister City and Friendship City program. This will be reported back to Council by February 2024.

ISPS2 Intercultural Strategic Alliance (SISA) Key Priorities

It is recommended to Council:

That Council:

1. Approves that the Mayor writes a formal submission to The Hon Nat Cook MP, Minister for Human Services on behalf of Council regarding renting affordability (Attachment 1, Intercultural Strategy and Partnerships Sub Committee, 14 August 2023, Item No. ISPS2).
2. Notes that the Salisbury Intercultural Strategic Alliance identified key priorities in relation to some key issues affecting the City of Salisbury, as outlined in the report (Intercultural Strategy and Partnerships Sub Committee, 14 August 2023, Item No. ISPS2).

2 Finance and Corporate Services Committee Meeting

No Finance and Corporate Services Committee meeting was held in August 2023.

3 Governance and Compliance Committee Meeting

Chairman - Cr P Jensen

Consideration of the minutes of the Governance and Compliance Committee Meeting held on 21 August 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 Information

3.2.1 Communication Protocols for Elected Member Notifications

It is recommended to Council:

That Council:

1. Note the report.

3.2.2 Summary of Elected Member Training and Development Expenditure

It is recommended to Council:

That Council:

1. Notes the report.

Other Business

3.3.1 Motion on Notice: Training and Development Budget

It is recommended to Council:

That Council:

1. Approves for a non-discretionary budget bid to be presented to the next quarter budget review to provide a total annual individual Elected Member development budget of \$5,000 per elected member per year.

4 Urban Services Committee Meeting

Chairman - Cr S Ouk

Consideration of the minutes of the Urban Services Committee Meeting held on 21 August 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 14 August 2023

It is recommended to Council:

The information contained in the minutes of the Asset Management Sub Committee meeting held on 14 August 2023 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

AMSC1 Future Reports for the Asset Management Sub Committee

It is recommended to Council:

That Council:

1. Notes the report.

AMSC2 Ascot Drive Reserve, Paralowie - Playground Renewal

It is recommended to Council:

That Council:

1. Approves that staff prepare a New Initiative Bid for \$107,000 for consideration as part of the 2024/25 budget to install approximately 2,000m² of new irrigation system on the Ascot Drive Reserve.

AMSC3 CCTV Policy and Procedure

It is recommended to Council:

That Council:

1. Adopts the revised Closed-Circuit Television (CCTV) Policy and Closed-Circuit Television (CCTV) Procedure, as detailed in Attachment 1 - Closed-Circuit Television (CCTV) Policy and Attachment 2 - Closed-Circuit Television Procedure (Item AMSC3 - CCTV Policy and Procedure - Asset Management Sub Committee, 14 August 2023) with additional amendments as follows:
 - a) Section 5.4.2 of the Policy to read *“That CCTV data is not sold to third parties nor provided to third parties outside of those listed in 5.4 of the Policy”*.
 - b) Section 5.4.2 also to include reference to data not being provided to third parties for marketing purposes.
2. Requests that Administration provides an additional policy clause under Section 5.4 of the Policy to include Council’s contractual services as appropriate.

-
3. Notes that the locations from the 2018 mobile CCTV pilot will be circulated and a further CEO briefing will be scheduled to discuss the new locations for this program once the Council's procurement process for these services is completed, as per Council's resolution in paragraph 1.4 (Item AMSC3 - CCTV Policy and Procedure - Asset Management Sub Committee, 14 August 2023).

4.0.2 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Monday 14 August 2023

It is recommended to Council:

The information contained in the minutes of the Environmental Sustainability and Trees Sub Committee meeting held on 14 August 2023 be received and noted with respect to 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 Council:

1. Notes the report.

ESATS2 Tree Removal Requests - Monthly Update for June 2023

It is recommended to Council:

That Council:

1. Notes the report.

ESATS3 Review of Tree Removal Request - Various Locations

It is recommended to Council:

That Council:

1. Approves the lodgement of development applications seeking removal of:
 - a. The three regulated *Eucalyptus sideroxylon* trees at the side of 306 Whites Road Paralowie, noting that should the application be approved 6 trees are required to be replaced.
 - b. Notes the previous requests for removal, damage caused by the trees on the residents' property on multiple occasions.

ESATS4 Save St Kilda Mangroves Alliance - St Kilda Mangroves Community Vision and Strategic Plan

It is recommended to Council:

That Council:

1. Notes the report.
2. Endorses the vision and principles outlined in this report (Item ESATS4 - Save St Kilda Mangroves Alliance - St Kilda Mangroves Community Vision and Strategic Plan - Environmental Sustainability and Trees Sub Committee – 14 August 2023), as it closely aligns with the City Plan 2035 direction of ‘A sustainable City’ and the Sustainability Strategy.
3. Authorises the Mayor to write to the Minister for Environment and Water in support of the Vision and Principles stated in the St Kilda Mangroves Community Vision and Strategic Plan, emphasising the need for the renewal of the St Kilda mangrove trail boardwalk, and reminding the Minister of Council’s vision for the construction of a multi-purpose facility as outlined in Section 3.10 of this report (Item ESATS4 - Save St Kilda Mangroves Alliance - St Kilda Mangroves Community Vision and Strategic Plan - Environmental Sustainability and Trees Sub Committee – 14 August 2023).
4. Authorises the Mayor to write to the secretary of the St Kilda Alliance advising of Council’s support and shared vision of the Community Vision and Strategic Plan and invite them to present to Council at a future CEO Briefing Session.

4.0.3 Future Reports for the Urban Services Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

4.1.1 Capital Works - July 2023

It is recommended to Council:

That Council:

1. Notes, community consultation and engagement will commence September 2023 to inform the design for the dog park for small dogs at Unity Park, Pooraka, which is scheduled for delivery this financial year.

4.1.2 Budget Workshops Actions Update - Program of Works (Footpaths and Road Reseal)

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

4.1.2FI Budget Workshops Actions Update - Program of Works (Footpaths and Road Reseal)..... p21

It is recommended to Council:

That Council:

1. Approves the 2023/24 Road Reseal Service Continuity Program as outlined in the report (Item 4.1.2 – Budget Workshops Action Update – Program of Works (footpaths and Road Reseal - Urban Services Committee, 21 August 2023).
2. Approves the 2023/24 Bituminous Footpath Service Continuity Program as outlined in the report (Item 4.1.2 – Budget Workshops Action Update – Program of Works (footpaths and Road Reseal - Urban Services Committee, 21 August 2023).
3. Requests Administration provide a further information report on the breakdown of the total budget and programs identified for 2023/24 in relation to the Bituminous Footpath Service Continuity Program.

Further Information Item

4.1.2FI Budget Workshops Actions Update - Program of Works (Footpaths and Road Reseal)

It is recommended to Council:

That Council:

1. Notes the breakdown of the total budget and programs identified for the 2023/24 Bituminous Footpath Service Continuity Program.
2. Approves the 2023/24 Road Reseal Service Continuity Program as outlined in the report (Item 4.1.2 – Budget Workshops Action Update – Program of Works (footpaths and Road Reseal - Urban Services Committee, 21 August 2023).
3. Approves the 2023/24 Bituminous Footpath Service Continuity Program as outlined in the report (Item 4.1.2 – Budget Workshops Action Update – Program of Works (footpaths and Road Reseal - Urban Services Committee, 21 August 2023).

4.1.3 Repurposing Playground Equipment

It is recommended to Council:

That Council:

1. Notes that suitable playground equipment at end of its life in Salisbury, can be repurposed.
2. Requests Administration to run an Expression of Interest to re-purpose end of life playground equipment to community groups and schools within the City of Salisbury.

4.1.4 Local Roads and Community Infrastructure, Phase 4 - Grant Funding

***See Further Information Item*

4.1.4FI Local Roads and Community Infrastructure, Phase 4 – Grant Funding..... p24

It is recommended to Council:

That Council:

1. Notes the Federal Government has released Phase 4 of the Local Roads and Community Infrastructure grant funding program and as part of this has allocated \$1,683,846 to the City of Salisbury.
2. Approves the Salisbury Recreation Precinct Playspace (allocation of \$1,000,000), and the School Transport Framework projects (to the value of \$683,846), as the projects to be submitted to the funding body for Phase 4 of the Local Roads and Community Infrastructure Program to a total of \$1,683,846 as per allocated funding value.
3. Delegates authority to the Chief Executive Officer to select projects to the value of \$683,846 from previously identified works as part of the School Transport Framework, in lieu of wayfinding signage along our City Wide Trails.

Further Information Item

4.1.4FI Local Roads and Community Infrastructure, Phase 4 - Grant Funding

It is recommended to Council:

That Council:

1. Notes the Federal Government has released Phase 4 of the Local Roads and Community Infrastructure grant funding program and as part of this has allocated \$1,683,846 to the City of Salisbury.
2. Approves the Salisbury Recreation Precinct Playspace (allocation of \$1,000,000), and the School Transport Framework projects (to the value of \$683,846), as the projects to be submitted to the funding body for Phase 4 of the Local Roads and Community Infrastructure Program to a total of \$1,683,846 as per allocated funding value.

-
3. Notes that the following works identified in the School Transport Framework will be included in the submission as part of the Phase 4 Local Roads and Community Infrastructure grant program to a total cost of \$683,846 as per Paragraph 1.1 of this report:

Bethany Christian and Temple School (Byron Bay Drive, Paralowie)	Indented parking bay	\$275,000
Gulfview Heights Primary School (Elliot Avenue, Gulfview Heights)	Refuge Crossing	\$106,282
Salisbury North Primary School (Bagster Road, Salisbury North)	Median Strip Fencing or Landscaping	\$90,000
Salisbury North Primary School (Rolleston Avenue, Salisbury North)	Emu Crossing or Refuge	\$106,282
Keller Road Primary School (Keller Road, Salisbury East)	Emu Crossing	\$106,282

4.1.5 Adelaide Coastal Councils Network Update

It is recommended to Council:

That Council:

1. Notes the status update of the Adelaide Coastal Councils Network as included in this report (Item No. 4.1.5 - Adelaide Coastal Councils Network Update - Urban Services Committee, 21 August 2023).
2. Approves the annual membership fee for the Adelaide Coastal Councils Network of \$10,000 (for Financial Year 2023/24) as a non-discretionary item to be included in the First Quarter Budget Review.
3. Approves preparation of a budget bid for the Financial Year 2024/25 membership fee.

4.1.6 Parkrun Course Condition Audit

It is recommended to Council:

That Council:

1. Notes this report.

4.1.7 Street Tree Inspection and Pruning Program 2023-24

It is recommended to Council:

That Council:

1. Notes the utilisation under CEO delegation of \$111k of the provision for contractual services increases provided in the 2023/24 budget to enable the 5 yearly proactive street tree inspection and pruning program for 2023/24 to be completed at the current service levels as adopted by Council.
2. Requests Administration to undertake a review of the service level and service methodology of tree services and pruning services and provide a further report by March 2024; this report to include costs and options of an annual, bi-annual and five yearly program.

4.1.8 5 Tonne Excavator

It is recommended to Council:

That Council:

1. Approve the re-allocation of \$170,000 from the 2023/24 fleet budget to facilitate the purchase of a 5-tonne excavator to deliver improved operational efficiencies and reduce contractual expenditure on plant hire.

4.1.9 Revocation of Community Land Classification - Portion of Correena Avenue Reserve, Correena Avenue Paralowie

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

4.1.9FI Revocation of Community Land Classification - Portion of Correena Avenue Reserve, Correena Avenue Paralowie p28

It is recommended to Council:

That Council:

1. Approves the revocation of the Community Land Classification of portion of Allotment 87 in Deposited Plan 10869, as described in Certificate of Title Volume 5552 Folio 449, also known as Correena Avenue Reserve and measuring approximately 2014.92m², pursuant to the provisions of Section 194(3) (b) of the Local Government Act 1999 having complied with all the requirements.
2. Authorises the Chief Executive Officer or delegate to remove the above-mentioned portion of land from the City of Salisbury's Community Land Register.
3. Authorises the Chief Executive Officer or delegate to lodge all necessary documentation with the Land Titles Office to allow for the removal of this portion of land as Community Land and that this be rededicated as road pursuant to Section 208 of the Local Government Act 1999, with the City of Salisbury as the applicant being responsible for all costs incurred.
4. Requests staff to bring back a further information report to Council on 28 August 2023, on the process of renaming this road to McKay Road after long serving Principal, Mr Peter McKay.

Further Information Item

4.1.9FI Revocation of Community Land Classification - Portion of Correena Avenue Reserve, Correena Avenue Paralowie

It is recommended to Council:

That Council:

1. Approves the revocation of the Community Land Classification of portion of Allotment 87 in Deposited Plan 10869, as described in Certificate of Title Volume 5552 Folio 449, also known as Correena Avenue Reserve and measuring approximately 2014.92m², pursuant to the provisions of Section 194(3) (b) of the Local Government Act 1999 having complied with all the requirements.
2. Authorises the Chief Executive Officer or delegate to remove the above-mentioned portion of land from the City of Salisbury's Community Land Register.
3. Authorises the Chief Executive Officer or delegate to lodge all necessary documentation with the Land Titles Office to allow for the removal of this portion of land as Community Land and that this be rededicated as road pursuant to Section 208 of the Local Government Act 1999, with the City of Salisbury as the applicant being responsible for all costs incurred.
4. Notes the further information provided in this report.
5. Approves administration undertaking the process to name the newly created section of road as McKay Road after the long serving Principal of the Paralowie R-12 School, Mr Peter McKay.

US-QWON1 Question Without Notice: West Avenue, Edinburgh – Speed Limit Change

Cr A Graham asked the following question in relation to the speed limit change on West Avenue, Edinburgh:

Did Council have input into the decision to change the speed limit, and what were the recommendations?

The General Manager City Infrastructure provided the following response:

Discussions had been held with the Department of Defence regarding access to the site, and also the Department for Infrastructure and Transport regarding the inconsistency of speed on that section of the road, and because of the new development in the area, it was decided that, for safety reasons, the speed limit be reduced to 60kmh along West Avenue.

US-QWON2 Question Without Notice: Valley View Tennis Club

Cr A Graham asked the following question in relation to Valley View Tennis Club:

Has consultation commenced and if so, as part of that consultation, can staff liaise with the Club regarding State Government's Community Recreation and Sports Facility Grants Program?

The General Manager City Infrastructure took the question on notice.

US-MWON1 Motion Without Notice: Kings Road Corridor

It is recommended to Council:

That Council:

1. Welcomes the announcement by the State Government seeking feedback on the Kings Road corridor planning study which will identify potential opportunities to improve Kings Road to support development growth between Port Wakefield and Main North Roads.
2. Requests administration to provide a submission to the State Government Level Crossing Removal Planning Program in support of grade separation of the Kings and Park Terrace level crossings, and the duplication from Salisbury Highway to Port Wakefield Road.
3. Noting that feedback is due by Monday 18 September 2023, delegates to the CEO to provide a submission on behalf of Council in consultation with the Mayor, the Chair of Urban Services Committee and the Chair of the Policy and Planning Committee.

US-MWON2 Motion Without Notice: Park Bench – Salisbury Cinemas

It is recommended to Council:

That Council:

1. Notes that the Urban Services Committee acknowledged the representations made by Mr Matt Burnell, Federal Member for Spence, regarding the park bench located next to the Salisbury Cinemas.
2. Requests the General Manager Community Development to liaise with the Member for Spence on the relocation of the bench.

4.1.2FI

Budget Workshops Actions Update - Program of Works (Footpaths and Road Reseal)

DATE

21 August 2023

AUTHOR

Craig Johansen, Team Leader Natural Assets, City Infrastructure

CITY PLAN LINKS

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

SUMMARY

This further information report provides a breakdown of the total budget and programs identified for the 2023/24 Bituminous Footpath Service Continuity Program to be considered in conjunction with Item 4.1.2 – Budget Workshop Action Update – Program of Works (Footpath and Road Reseal) of the Urban Services Committee Agenda from 21 August 2023.

RECOMMENDATION

That Council:

1. Notes the breakdown of the total budget and programs identified for the 2023/24 Bituminous Footpath Service Continuity Program.
2. Approves the 2023/24 Road Reseal Service Continuity Program as outlined in the report (Item 4.1.2 – Budget Workshops Action Update – Program of Works (footpaths and Road Reseal - Urban Services Committee, 21 August 2023).
3. Approves the 2023/24 Bituminous Footpath Service Continuity Program as outlined in the report (Item 4.1.2 – Budget Workshops Action Update – Program of Works (footpaths and Road Reseal - Urban Services Committee, 21 August 2023).

ATTACHMENTS

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

1. City Bituminous Path Network

1. BACKGROUND

- 1.1 At its meeting held on Monday, 21 August 2023 the Urban Services Committee requested that:

“..... Administration provide a further information report on the breakdown of the total budget and programs identified for 2023/24 in relation to the Bituminous Footpath Service Continuity Program.”

2. REPORT

- 2.1 A small proportion of Councils pathways are bitumen and primarily sit within reserves. The works identified within the Bituminous Path program is a Service Continuity Program for the renewal of existing sealed pathways. With particular focus on critical links in the off-road path network across the City. The current bitumen path network within the City is shown in Attachment 1.
- 2.2 Construction methods utilised in landscape development for new housing estates established in the late 1990's and early 2000's delivered most pathways within reserves as a two-coat spray seal. This treatment does not have a long useful life as the paths erode overtime after the surface coat becomes compromised. A large number of the pathways constructed in this manner and throughout this time within the City have or are nearing the end of their useful life.
- 2.3 Due to this, the focus for the next couple of years is to re-establish the identified pathways with bitumen seal to maintain the current level of service and continue to deliver to meet customer expectation.
- 2.4 In alignment with the budget allocations within budget bid TRR001053 Bituminous Footpaths Service Continuity Program the following segments are proposed to be scheduled for works in the following years.
- 2.5 2023/24 budget allocation of \$200K with a carry forward from 2022/23 of \$208K. Works to be delivered is approximately 1,300m² of path Main North Road, Technology Drive to Mawson Lakes Boulevard, Mawson Lakes, approximately 200m² of path Shoalhaven Acoustic Reserve, Waterbrook Court to MacMillan Avenue, Mawson Lakes and approximately 990m² of path Stony Way Reserve and Chapman Court Reserve, Elder Drive to Dutton Avenue, Mawson Lakes totaling \$408K.
- 2.6 2024/25 budget allocation of \$205K, deliver approximately 1,300m² of path Little Para Trail, Salisbury Aquatic Centre to Gawler Street, Salisbury.
- 2.7 2025/26 budget allocation of \$210K, deliver approximately 1,100m² of path Dry Creek, Salisbury Highway to Gresham Place, Mawson Lakes.
- 2.8 2026/27 budget allocation of \$215K, deliver approximately 1,000m² of path Pledger Wetlands (eastern trail), Glen Court to Brookside Drive, Mawson Lakes.
- 2.9 With current priorities allocating, Dry Creek Drainage Reserve, Salisbury Highway to Waterbrook Court, Mawson Lakes for the following year to deliver approximately 1,100m² of path.

3. CONCLUSION / PROPOSAL

- 3.1 This report outlines the current priorities for the Bituminous Footpath Service Continuity Programs, for the next 5 years based on the adopted levels of service.



Item 4.1.2FI - Attachment 1 - City Bituminous Path Network

4.1.4FI Local Roads and Community Infrastructure, Phase 4 - Grant Funding

DATE 21 August 2023

PREV REFS Urban Services Committee 4.1.5 20/02/2023
Urban Services Committee 4.1.2 20/03/2023

AUTHOR Jarred Collins, Manager Infrastructure Delivery, City Infrastructure

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

SUMMARY This further information report provides recommendations for inclusion of high priority works previously identified as part of the School Transport Framework to the value of \$683,846 to be included as projects for submission as part of the Phase 4 Local Roads and Community Infrastructure grant funding program.

RECOMMENDATION

That Council:

1. Notes the Federal Government has released Phase 4 of the Local Roads and Community Infrastructure grant funding program and as part of this has allocated \$1,683,846 to the City of Salisbury.
2. Approves the Salisbury Recreation Precinct Playspace (allocation of \$1,000,000), and the School Transport Framework projects (to the value of \$683,846), as the projects to be submitted to the funding body for Phase 4 of the Local Roads and Community Infrastructure Program to a total of \$1,683,846 as per allocated funding value.
3. Notes that the following works identified in the School Transport Framework will be included in the submission as part of the Phase 4 Local Roads and Community Infrastructure grant program to a total cost of \$683,846 as per Paragraph 1.1 of this report:

Bethany Christian and Temple School (Byron Bay Drive, Paralowie)	Indented parking bay	\$275,000
Gulfview Heights Primary School (Elliot Avenue, Gulfview Heights)	Refuge Crossing	\$106,282
Salisbury North Primary School (Bagster Road, Salisbury North)	Median Strip Fencing or Landscaping	\$90,000
Salisbury North Primary School (Rolleston Avenue, Salisbury North)	Emu Crossing or Refuge	\$106,282
Keller Road Primary School (Keller Road, Salisbury East)	Emu Crossing	\$106,282

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 At its meeting held on Monday, 21 August 2023 the Urban Services Committee resolved to recommend to Council that:

“2. Approves the Salisbury Recreation Precinct Playspace (allocation of \$1,000,000), and the School Transport Framework projects (to the value of \$683,846), as the projects to be submitted to the funding body for Phase 4 of the Local Roads and Community Infrastructure Program to a total of \$1,683,846 as per allocated funding value.

- 3. Delegates authority to the Chief Executive Officer to select projects to the value of \$683,846 from previously identified works as part of the School Transport Framework, in lieu of wayfinding signage along our City Wide Trails.”*

- 1.2 At its meeting held on Monday, 27 March 2023 Council considered the School Transport Framework Project Listing & Current Priorities and resolved that:

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

Resolution Number 0180/2023

- 1.3 Administration are still in the process of undertaking consultation to determine what works will be carried out as part of the approved budget allocation for 2023/24.

2. REPORT

- 2.1 Under the requirements of the Local Roads and Community Infrastructure (LRCI) grant funding program, applications can only be submitted for new unfunded works.

- 2.2 The following priorities have been identified and budgeted for delivery over the next three financial years in accordance with the endorsed budget bid and are therefore ineligible to include in the LRCI submission:

- 2.2.1 The Holy Family Catholic School, Parafield Gardens (Martin Road) - A PAC
- 2.2.2 St. Augustine’s Parish School, Salisbury (Ponton Street) - A Pedestrian Refuge Treatment designed for both safer & staged crossing
- 2.2.3 Prescott Primary Northern (Wright Road) - A Pedestrian Refuge Treatment designed for both safer & staged crossing
- 2.2.4 Paralowie R-12 School (Halba Crescent) - Footpath & Bus Stop Upgrade;
- 2.2.5 Parafield Gardens High School, Parafield Gardens (Shepherdson Road) - Upgradation of “Emu” Type Pedestrian School Crossing to a “Koala” Type Pedestrian School Crossing (identified as a Budget Bid for FY 2023/24).

- 2.3 Due to the timeframe set to deliver projects approved through the Phase 4 LRCI grant funding program the following works are recommended for inclusion in Council's application submission:

School	Works	Justification	Cost
Bethany Christian and Temple School (Byron Bay Drive, Paralowie)	Indented parking bay	Each school has a high number of students and through consultation and site investigations it has been identified that indented parking bays would assist in improving safety due to the narrow, two-way street.	\$275,000
Gulfview Heights Primary School (Elliot Avenue, Gulfview Heights)	Refuge Crossing	There is currently no safe crossing at this location and these works were identified following consultation with the school.	\$106,282
Salisbury North Primary School (Bagster Road, Salisbury North)	Median Strip Fencing or Landscaping	Median improvements to the middle of Bagsters Road, will improve pedestrian safety by requiring the use of the current installed Pedestrian Actuated Crossing.	\$90,000
Salisbury North Primary School (Rolleston Avenue, Salisbury North)	Emu Crossing or Refuge	There is currently no safe crossing at this location and these works were identified following consultation with the school.	\$106,282
Keller Road Primary School (Keller Road, Salisbury East)	Emu Crossing	There is currently no safe crossing at this location and these works were identified following consultation with the school.	\$106,282
Estimated Total			\$683,846

- 2.4 It is important to note that Administration will continue to undertake the required consultation in delivery of the budgeted School Transport Framework priorities as part of that program.

3. CONCLUSION / PROPOSAL

- 3.1 The Federal Government has released Phase 4 of the Local Roads and Community Infrastructure grant funding program and as part of this has allocated \$1,683,846 to the City of Salisbury.
- 3.2 The Urban Services Committee has recommended to Council that the Salisbury Recreation Precinct Playspace (allocation of \$1,000,000), and the School Transport Framework projects (to the value of \$683,846), as the projects to be submitted to the funding body for Phase 4 of the Local Roads and Community Infrastructure Program to a total of \$1,683,846 as per allocated funding value.
- 3.3 The following works identified in the School Transport Framework are recommended for inclusion in the submission as part of the Phase 4 Local Roads and Community Infrastructure grant program at an estimated cost of \$683,846:

Bethany Christian and Temple School (Byron Bay Drive, Paralowie)	Indented parking bay	\$275,000
Gulfview Heights Primary School (Elliot Avenue, Gulfview Heights)	Refuge Crossing	\$106,282
Salisbury North Primary School (Bagster Road, Salisbury North)	Median Strip Fencing or Landscaping	\$90,000
Salisbury North Primary School (Rolleston Avenue, Salisbury North)	Emu Crossing or Refuge	\$106,282
Keller Road Primary School (Keller Road, Salisbury East)	Emu Crossing	\$106,282

4.1.9FI Revocation of Community Land Classification - Portion of Correena Avenue Reserve, Correena Avenue Paralowie

DATE 21 August 2023

AUTHOR Tim Starr, Team Leader, Property, City Development

CITY PLAN LINKS 1.3 People are valued and they feel safe, included and connected
1.5 Our community is resilient and adaptive to change
4.5 We engage meaningfully and our community is aware of
Council initiatives

SUMMARY This report provides further information to Item 4.1.9 Urban
Services Committee 21 August 2023 regarding the process of
naming a portion of road as McKay Road after the long-standing
Principal of Paralowie R-12 School.

RECOMMENDATION

That Council:

1. Approves the revocation of the Community Land Classification of portion of Allotment 87 in Deposited Plan 10869, as described in Certificate of Title Volume 5552 Folio 449, also known as Correena Avenue Reserve and measuring approximately 2014.92m², pursuant to the provisions of Section 194(3) (b) of the Local Government Act 1999 having complied with all the requirements.
2. Authorises the Chief Executive Officer or delegate to remove the above-mentioned portion of land from the City of Salisbury's Community Land Register.
3. Authorises the Chief Executive Officer or delegate to lodge all necessary documentation with the Land Titles Office to allow for the removal of this portion of land as Community Land and that this be rededicated as road pursuant to Section 208 of the Local Government Act 1999, with the City of Salisbury as the applicant being responsible for all costs incurred.
4. Notes the further information provided in this report.
5. Approves administration undertaking the process to name the newly created section of road as McKay Road after the long serving Principal of the Paralowie R-12 School, Mr Peter McKay.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 As a result of Item 4.1.9 Urban Services 21 August 2023 it was requested that "staff bring back a further information report to Council on 28 August 2023, on the process of renaming this road to McKay Road after long serving Principal, Mr Peter McKay".

2. REPORT

- 1.1 Council has a policy “Naming of Roads and Public Places Policy” which sets out the Council’s position in relation to road naming requests.
- 1.2 As the name change request has been instigated by Council it meets the first requirement as detailed in the Policy statement. Further to this there are no other roads within the area named McKay Road meaning the requested name is unique, which again meets the requirements of the policy.
- 1.3 The policy further states that sources for road names may include eminent persons, as Mr Peter McKay was a long-standing Principal of the Paralowie R-12 school this also meets the requirements of the policy.
- 1.4 There is no need to undertake consultation as the road is located within the City of Salisbury Council, does not impact on any other Councils and is being created by a land division.
- 1.5 Council will now need to give public notice of the assigning or changing of a road name. This will be by publication in the Government Gazette and by notice in a newspaper circulating generally throughout the State, as required under the Local Government Act 1999. Public notice will include the date that the new name takes effect and notice will also be published on the Council's website www.salisbury.sa.gov.au.
- 1.6 Council will provide written notice (e.g. by email) of Council's decision on a new road name or name change to all relevant parties, including:
 - Registrar-General;
 - Surveyor-General;
 - Valuer-General [see section 219(3)(a) of the Local Government Act 1999];
 - the owner of the road (if a private road);
 - owners of abutting properties;
 - Australia Post;
 - Telstra;
 - SA Water;
 - SA Power Networks;
 - SA Police;
 - SA Ambulance Service; and
 - SA Metropolitan Fire Service and/or Country Fire Service.
- 1.7 It is expected that the road name will come into effect at the time of gazette notice and to coincide with the road being dedicated pursuant to Section 208 of the Local Government Act 1999.

-
- 1.8 The process is to provide the LTO notification of Council's decision which will then result in the Registrar General assessing this advice and amending the title to reflect the classification as road. It is anticipated that this process will take no longer than one month from the time the advice has been provided to the Registrar General.

2. CONCLUSION / PROPOSAL

- 2.1 The request from the Urban Services Committee to consider the naming of the newly created road as McKay road meets the requirements of the Naming of Roads and Public Places Policy and can be initiated when the road is dedicated under Section 208 of the Local Government Act 1999.

5 Community Wellbeing and Sport Committee Meeting

Chairman - Cr D Hood

Consideration of the minutes of the Community Wellbeing and Sport Committee Meeting held on 22 August 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

5.1.1 Youth Sponsorship Applications - July 2023

It is recommended to Council:

That Council:

1. Notes the 51 Youth Sponsorship Applications assessed in July 2023, as included in this report (item 5.1.1, Community Wellbeing and Sport Committee, 22 August 2023).

5.1.10 Community Perception Survey 2023

It is recommended to Council:

That Council:

1. Approves the delivery of the 2023 Community Perceptions Survey in two parts
 - a. Part A to deliver the requirements of information required for the 2022/23 Annual Report
 - b. Part B to deliver the balance of the survey questions
2. Approves the carry forward of \$18,500 from the 2022/23 budget into the 2023/24 budget for the purposes of funding the shortfall in delivering the survey and carrying out a review in the delivery of future Community Perception Surveys.

5.1.11 Salisbury Community Christmas Carols Update

It is recommended to Council:

That Council:

1. Notes the report.

For Information

5.2.1 Community Development - Quarterly Service Update

It is recommended to Council:

That Council:

1. Notes the report.

5.2.2 Financial Inclusion Action Plan

It is recommended to Council:

That Council:

1. Notes the Northern Adelaide Financial Inclusion Action Plan Impact Report (Attachment 1, Community Wellbeing and Sport Committee, 21 August 2023, Item No 5.2.2).

For Noting Only: Decisions Made Under Committee Delegation

5.1.2 Community Event Grant Application - Rotary Club of Mawson Lakes - LJ Rare and Classic Car Show Mawson Lakes

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

1. Approves the following application through round fifteen of the Community Events Sponsorship Program:
 - Grant No 1/2023: Rotary Club of Mawson Lakes, Application for \$5,000 for LJ Rare and Classic Car Show Mawson Lakes 2023.
2. Notes the application has been reviewed and assessed and it is not recommended to provide the entirety of the grant amount requested.

5.1.3 Community Grant Report Grant No. 03/2023-24 - Gilles Plains Lions Club (Blue Tree Project) 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 August 2023 round of Community Grants as follows:
 - Grant No. 03/2023-24 Gilles Plains Lions Club Community Grant Application: to the value of \$5,000: to assist with painting trees as part of the Blue Tree Project.

5.1.4 Community Grant Report Grant No. 04/2023-24 - Ceylon Tamil Association of SA Inc. 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 August 2023 round of Community Grants as follows:
 - Grant No. 04/2023-24 Ceylon Tamil Association of SA Inc. Community Grant Application: to the value of \$5,000: to assist with hosting its Ilavenil 2023 Event.

5.1.5 Community Grant Report Grant No. 05/2023-24 - Salisbury Branch of Meals on Wheels 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 August 2023 round of Community Grants as follows:
 - Grant No. 05/2023-24 Salisbury Branch of Meals on Wheels Community Grant Application: to the value of \$2,500: to assist with providing Christmas Food Hamper for its clients.

5.1.6 Community Grant Report Grant No. 06/2023-24 - ONE Life Community Assist 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 August 2023 round of Community Grants as follows:
 - Grant No. 06/2023-24 ONE Life Community Assist Community Grant Application: to the value of \$5,000: to assist with holding its Christmas Carols 2023 event.

5.1.7 Community Grant Report Grant No. 07/2023-24 - Rowe Park United 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 August 2023 round of Community Grants as follows:
 - Grant No. 07/2023-24 Rowe Park United Community Grant Application: to the value of \$5,000: to assist with purchasing playing strips (jerseys) for its second women's team.

5.1.8 Community Grant Report Grant No. 08/2023-24 - Mawson Lakes Community Early Learning - 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 August 2023 round of Community Grants as follows:
 - Grant No. 08/2023-24 Mawson Lakes Community Early Learning Community Grant Application: to the value of \$5,000: to assist with hosting its Fun Day and 15 Year Anniversary event.

5.1.9 Community Grant Report Grant No. 09/2023-24 - Adelaide Bangladeshi Cultural 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 August 2023 round of Community Grants as follows:
 - Grant No. 09/2023-24 Adelaide Bangladeshi Cultural Club Community Grant Application: to the value of \$5,000: to assist with purchasing a keyboard and a digital mixer.

6 Innovation and Business Development Committee

No Innovation and Business Development Committee meeting was held in August 2023 due to a lack of quorum.

7 Audit and Risk Committee

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

8 Council Assessment Panel Meeting

Council to note the minutes of the Council Assessment Panel Meeting held on 25 July 2023.

9 CEO Review Committee Meeting

Chairman - Mayor G Aldridge

Consideration of the minutes of the CEO Review Committee Meeting held on 15 August 2023 and adoption of recommendations in relation to item numbers:

Reports

9.1.1 CEO Personal Evaluation System FY2022/2023

It is recommended to Council:

That Council:

1. Acknowledge that the CEO has, to the satisfaction of CEO Review Committee:
 - delivered the requirements of his position;
 - successfully achieved 2022/23 Key Performance Indicators;
 - for the twelfth year achieved consistently positive results (this year noting that the CEO continues to perform “extremely well” against the performance responsibilities, criteria and behaviours assessed), in relation to the Performance Appraisal Survey; and as a result achieved 5.68 out of 6 rating as a result of the assessment of CEO Performance according to the Personal Evaluation System.
 - achieved [Rating 5] as a result of the assessment of CEO Performance according to the Personal Evaluation System (refer Paragraph 1.2.9).
2. The CEO Position Description as set out in Attachment 1 to this Report (CEO Review Committee, 15 August 2023, item 9.1.1), remains unchanged.

9.1.2 Proposed CEO Key Performance Indicators 2023/2024

It is recommended to Council:

That Council:

1. Adopts the proposed 2023/24 CEO Key Performance Indicators with changes as requested to:
 - (a) Amend the Non-Rate Revenue to include the CEO to identify production and efficiency improvement.
 - (b) Remove the action related to Digital Strategy
 - (c) Amend Improvement Plan for Strategic Asset Management plan to reflect the 2023 Audit outcomes as considered by Council
2. Notes that the CEO Review Committee will give further consideration to the action related to the Thrive Strategy.

GB1	Future Reports for the Finance and Corporate Services Committee
DATE	28 August 2023
AUTHOR	Hayley Berrisford, PA to General Manager Business Excellence, Business Excellence
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This item details reports to be presented to the Finance and Corporate Services Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATION

That Council:

1. Notes the report.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Report authors and General Managers.
- 2.2 External
 - 2.2.1 Nil.

3. REPORT

- 3.1 The table below outlines the reports to be presented to the Finance and Corporate Services Committee as a result of a Council resolution.

Meeting Item	- Heading and Resolution	Officer
27/06/2022 4.1.10	New Grant funding for Infrastructure Projects 5. Authorises the Chief Executive Officer to distribute the \$1.1M across the grant related projects stated in paragraphs 4.2.2 and 4.2.4 of the report (Item 4.1.10 – New Grant Funding for Infrastructure Projects – Urban Services Committee, 20 June 2022) with these allocations to be summarised within the following Quarterly Budget. Due: February 2024	Christy Martin
24/04/2023 2.1.3	Budget Status Update 7. 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. Due: September 2023	Mark Purdie

4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Finance and Corporate Services Committee have been reviewed and are presented for noting.

GB2	Future Reports for the Innovation and Business Development Committee
DATE	28 August 2023
AUTHOR	Hayley Berrisford, PA to General Manager Business Excellence, Business Excellence
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This item details reports to be presented to the Innovation and Business Development Committee as a result of a previous Council resolution.

RECOMMENDATION

That Council:

1. Notes the report.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 A list of resolutions requiring a future report to Council is presented to each committee for noting.
- 1.2 If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Report authors and General Managers.
- 2.2 External
 - 2.2.1 Nil.

3. REPORT

- 3.1 The table below outlines the reports to be presented to the Innovation and Business Development Committee as a result of a Council resolution.

Meeting Item	- Heading and Resolution	Officer
24 July 2023 IBD- MWON1	Motion Without Notice – Tree Climb 3. Depending on the outcome of the car parking and traffic impact study Council will give consideration to additional car parking and traffic management solutions including alternative access points via Carisbrooke Park and Harry Bowie Reserve (priority key linkage), and an appropriate implementation strategy for Council’s consideration, with an additional access point proposal and estimated costings to be presented to Council by mid-2024	John Devine
Due:	June 2024	

4. CONCLUSION / PROPOSAL

- 4.1 Future reports for the Innovation and Business Development Committee have been reviewed and are presented to Council for noting.

GB3	Building Upgrade Agreement Policy Review
DATE	28 August 2023
AUTHOR	Lara Daddow, Coordinator Strategic Sustainability, City Development
CITY PLAN LINKS	2.2 We make the most of our resources including water, waste and energy 3.1 Salisbury's businesses are successful and part of our community 3.2 Salisbury is a place of choice for businesses to start, invest and grow
SUMMARY	This report presents the Building Upgrade Agreements Policy for consideration and adoption. This Policy was adopted by Council in August 2017 and then reviewed and adopted without change in April 2021. The Policy has now been reviewed based on the findings from the review of implementation of Building Upgrade Finance completed by the State Government in 2021/22.

RECOMMENDATION

That Council:

1. Adopts the updated Building Upgrade Agreements Policy as set out in Attachment 1 of this report (Item GB4 – Building Upgrade Agreements Policy Review – Innovation and Business Development Committee, 22 August 2023).
2. Approves the removal of the Building Upgrade Finance Fees from the Fees and Charges for 2023/24 upon execution of a service agreement with a third-party facilitation service to support administration of the Building Upgrade Finance program.

ATTACHMENTS

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

1. Building Upgrade Agreements Policy - Updated Version
2. Better Building Finance Fee Structure
3. Summary of changes to the Policy Statement section of the Building Upgrade Agreements Policy

1. BACKGROUND

- 1.1 The Building Upgrade Agreements Policy was adopted by Council in August 2017 and then reviewed and adopted without change in April 2021.
- 1.2 The Policy has been reviewed based on the findings from the review of implementation of Building Upgrade Finance completed by the State Government in 2021-22.
- 1.3 The *Local Government Act 1999* was amended in 2017 to enable councils to enter into Building Upgrade Agreements (BUA) to assist property owners with environmental upgrades to non-residential buildings as well as restoration and upgrades to non-residential heritage buildings.

1.4 A Building Upgrade Agreement is a voluntary agreement between a building owner, a finance provider and Council where:

- a Building Owner agrees to carry out upgrade works to a building as prescribed by the *Local Government (Building Upgrade Agreements) Regulations 2017*. These works cover both environmental upgrades and heritage works; and
- a Finance Provider agrees to advance funds to the Building Owner to finance those upgrade works; and
- Council levies a charge on relevant land (a building upgrade charge) for the purpose of recouping the money advanced by the finance provider for the upgrade works (and any interest or other charges payable to the finance provider under the agreement); and pays the finance provider any money paid to Council by way of the building upgrade charge.

1.5 To date there is one Building Upgrade Agreement in place in the City of Salisbury. Recently there have been two possible projects which are being considered for using Building Upgrade Finance.

2. CITY PLAN CRITICAL ACTION

2.1 Support new and existing businesses and industries to grow and create jobs.

3. CONSULTATION / COMMUNICATION

3.1 Internal

3.1.1 Revisions to the Building Upgrade Agreements Policy were discussed with relevant internal teams including Financial Services, Corporate Governance, Property, Development Services and City Shaping.

3.2 External

3.2.1 Discussions were held with Better Building Finance, who are the sole service provider in Australia to support councils to administer Building Upgrade Finance programs to understand the current market and demand for Building Upgrade Finance.

4. REPORT

4.1 The State Government completed a review of the implementation of Building Upgrade Finance in 2021/22. The review noted that despite a significant number of project leads and enquiries since 2017, the uptake of Building Upgrade Finance has been limited. The following factors were highlighted as influencing the low uptake:

- Low level of broad market awareness of the product.
- Council and building owner concerns about administrative complexity and costs.
- Availability of alternative low interest rate loan products and support options for building upgrades.
- Impacts of the COVID-19 response.

-
- 4.2 Based on lessons learnt from other jurisdictions such as Victoria, the review suggested councils in South Australia consider engaging third-party facilitation services to undertake some of the administrative functions associated with Building Upgrade Finance participation.
 - 4.3 There is currently one provider of facilitation or administration services for Building Upgrade Finance in Australia. Better Building Finance was established in 2016 by the Sustainable Australia Fund to support local councils with their Building Upgrade Finance programs. They now support 73 local councils throughout Victoria, SA and NSW.
 - 4.4 The Better Building Finance service is provided at no cost to councils. Fees are collected from the building owners as part of the loan from the finance provider, including a small fee that is retained by councils.
 - 4.5 Better Building Finance assists with promotion of Building Upgrade Finance, reduces the administration for councils and reduces complexity of the application process for building owners.
 - 4.6 In signing up to the Better Building Finance service the fee structure for Building Upgrade Agreements would need to be amended to be consistent with other councils that use the Better Building Finance service. Hence the current City of Salisbury Building Upgrade Agreement fees in the Fees and Charges for 2023/24 would no longer apply.
 - 4.7 The Better Building Finance fee structure is scaled based on the size of the loan (rather than a set fee regardless of loan value) so it is affordable for projects less than \$200,000 (which are 80% of Building Upgrade Finance projects in Australia). The fee structure is provided in Attachment 2.
 - 4.8 The Building Upgrade Agreements Policy has been converted into the new Policy template format, amended to improve clarity and simplify the criteria for when Council will consider entering into a Building Upgrade Agreement. The criteria listed under the Policy Statement section have been grouped into legislative criteria and Council specific criteria. The legislative criteria apply to all Building Upgrade Agreements, regardless of the Policy. The Council specific criteria that have been retained in the Policy are considered essential and include that:
 - 4.8.1 The proposed works align with the intent of the Council's strategic management plans.
 - 4.8.2 There are no outstanding Orders that have been issued in relation to the Building determined based on completion of a Council Section 7 search (in accordance with the *Land and Business (Sale and Conveyancing) Act 1994*).
 - 4.8.3 The Building Owner has no overdue rates debts with the City of Salisbury.
 - 4.8.4 The Building Owner is not in dispute with the City of Salisbury regarding any matter.
 - 4.9 The Council specific criteria that have been removed from the Policy Statement section are considered non-essential or more appropriately addressed in an operational procedure. A more detailed explanation of the amendments is provided in Attachment 3.

5. CONCLUSION / PROPOSAL

- 5.1 Once the current City of Salisbury Building Upgrade Agreement fees are redacted and the updated Policy is adopted, further consideration will be given to engaging the services of Better Building Finance to support the Building Upgrade Finance program.
- 5.2 It is anticipated that with support from Better Building Finance the City of Salisbury will be able to more effectively promote the availability of Building Upgrade Finance to local commercial building owners and support building upgrades to achieve business objectives, including reduction of energy bills.



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

Building Upgrade Agreements Policy

Adopted by:	Council
Responsible Division:	City Shaping
First Issued/Adopted:	28 August 2017 (Decision No. 1966/2017)
Last Reviewed:	27 April 2021 (Decision No. 0914/2021)
Next Review Date:	Draft for Council consideration

1. Purpose

The purpose of this policy is to specify the circumstances under which the City of Salisbury will enter into and administer a Building Upgrade Agreement.

Building Upgrade Agreements provide a mechanism to help building owners to access loans to improve the energy, water and environmental efficiency or sustainability of commercial (ie non-residential) buildings that are at least two years old by providing access to alternative long term finance secured against the property.

Building Upgrade Agreements can also support funding of heritage works to State and local heritage listed buildings (to maintain, repair, upgrade or reinstate heritage significance of a building; achieve compliance with requirements under Building Rules within the meaning of the *Planning, Development and Infrastructure Act 2016* or the Commonwealth's *Disability Discrimination Act 1992*; or facilitate ongoing occupation of a building).

2. Scope

This policy applies to all Building Upgrade Agreements involving the City of Salisbury.

A Building Upgrade Agreement is a voluntary agreement between a building owner, a finance provider and Council where:

- a Building Owner agrees to carry out upgrade works to a building as prescribed by the *Local Government (Building Upgrade Agreements) Regulations 2017*. These works cover both environmental upgrades and heritage works to non-residential buildings; and
- a Finance Provider agrees to advance funds to the Building Owner to finance those upgrade works; and
- Council levies a charge on relevant land (a building upgrade charge) for the purpose of recouping the money advanced by the finance provider for the upgrade works (and any interest or other charges payable to the finance provider under the agreement); and pays the finance provider any money paid to Council by way of the building upgrade charge.

3. Legislative Requirements and Corporate Policy Context

On 10 December 2015, the *Local Government (Building Upgrade Agreements) Amendment Act* passed through Parliament making South Australia the third jurisdiction in Australia to enable Building Upgrade Finance after New South Wales and Victoria. The Act was proclaimed and the Regulations made on 25 July 2017, with the mechanism becoming operational on 1 August 2017.

The legislation that enables Building Upgrade Agreements is:

- Schedule 1B of the *Local Government Act 1999*
- *Local Government (Building Upgrade Agreements) Regulations 2017*

Council's participation in the Building Upgrade Agreement program is consistent with its objective to position Salisbury as the place of choice for businesses to invest and grow and its desire to support business competitiveness through efficient resource use.

4. Interpretation/Definitions

Nil

5. Policy Statements

- 5.1 Council's consideration of approaches to enter into a Building Upgrade Agreement will be guided by its requirements under the *Local Government Act 1999* and its broader strategic objectives as articulated in the City Plan.

5.2 The following legislative requirements need to be met for Council to consider entering into a Building Upgrade Agreement:

- a) The proposed upgrade works are either environmental upgrade works or heritage upgrade works and are consistent with the relevant provisions of *Local Government Act 1999* and *Local Government (Building Upgrade Agreements) Regulations 2017*.
- b) The building is located in the City of Salisbury Local Government Area and was constructed at least 2 years ago.
- c) The building is a prescribed building used primarily for commercial, industrial or other non-residential purposes in accordance with the relevant provisions of *Local Government Act 1999* and *Local Government (Building Upgrade Agreements) Regulations 2017*.
- d) The Building Owner has provided the City of Salisbury with a Statutory Declaration that satisfies the *Local Government Act 1999* Schedule 1B clause 2 (5) and (6) requirements.

5.3 Council will only consider entering into a Building Upgrade Agreement if the following criteria are met, but reserves the right to consider other relevant matters:

- a) The proposed works align with the intent of the Council's strategic management plans.
- b) There are no outstanding Orders that have been issued in relation to the Building determined based on completion of a Council Section 7 search (in accordance with the *Land and Business (Sale and Conveyancing) Act 1994*).
- c) The Building Owner has no overdue rates debts with the City of Salisbury.
- d) The Building Owner is not in dispute with the City of Salisbury regarding any matter.

5.4 The City of Salisbury will:

- a) Issue billing notices to the Building Owner on a quarterly basis showing the Building Upgrade Charge in accordance with the Agreed Repayment Arrangements;
- b) Only accept payment of a Building Upgrade Charge via direct debit;
- c) Only accept pre-payments of the Building Upgrade Charge when twenty-eight (28) days prior notice in writing is given;
- d) Charge the Building Owner all applicable fees/charges (as defined in the Building Upgrade Agreement); and
- e) Require all parties to the Building Upgrade Agreement to acknowledge, as a condition of the Building Upgrade Agreement, that the Building Upgrade Agreement does not imply or constitute consent or approval as required

under any relevant legislation including the *Planning, Development and Infrastructure Act 2016*.

6. Related Policies and Procedures

6.1 Building Upgrade Finance Enforcement Procedure

7. Approval and Change History

Version	Approval Date	Approval By	Change
1	28 August 2017	Council	N/A
2	27 April 2021	Council	No change
3	TBC	TBC	New template and amendments to simplify process

8. Availability

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

8.2 The Policy will be available for inspection without charge at the Civic Centre during ordinary business hours and a copy may be purchased at a fee as set annually by Council.

City of Salisbury Community Hub
34 Church Street, Salisbury SA 5108
Telephone: 8406 8222
Email: city@salisbury.sa.gov.au

9. Review

9.1 This Policy will be reviewed every two years.

Further Information

For further information on this Policy please contact:

Responsible Officer: Manager City Shaping
Address: 34 Church Street, Salisbury SA 5108
Telephone: 8406 8222
Email: city@salisbury.sa.gov.au

Attachment 3: Better Building Finance Fee Structure

The Better Building Finance fee structure incorporates three types of fees that are paid to Better Building Finance by the borrower (building owner):

1. Application Fee

An Application Fee of \$600 (plus GST) is charged upfront for each Building Upgrade Agreement application.

2. Processing Fee

A Processing Fee is charged on signing and execution of a Building Upgrade Agreement. This fee is subject to variation and is calculated based on the value of the Building Upgrade Agreement loan – see table below.

Building Upgrade Finance Loan Value	Better Building Finance Processing Fee
Less than \$50,000	\$0
\$50,000 - \$200,000	\$612.50
\$200,001 - \$400,000	\$1,350.00
\$400,001 - \$800,000	\$2,340.00
\$800,000 - \$1,400,000	\$3,630.00
\$1,400,001 - \$2,500,000	\$4,875.00
\$2,500,001 - \$4,000,000	\$6,175.00
\$4,000,001 - \$8,000,000	\$9,600.00
More than \$8,000,000	TBD

3. Service Fee (Annual)

The Service Fee is 0.0675% of the value of the Building Upgrade Agreement loan and is collected on a quarterly basis for the term of each Building Upgrade Agreement signed by Council during the term of the Service Agreement.

A comparison of the Better Building Finance and City of Salisbury fee structure is provided in the table below.

Loan Value	Application Fee (GST incl.)	Processing Fee (GST incl.)	Total Service Fee (GST incl.) Example for 10 years	TOTAL BBF FEES (incl. GST) Example for 10 years	TOTAL BBF FEES (ex. GST) Example for 10 years	Percent of loan amount that is BBF fee	CoS fees (ex. GST) Example for 10 years	Percent of loan amount that is CoS fee
\$100,000	\$660.00	\$673.75	\$2,970.00	\$4,303.75	\$3,912.50	4.3%	\$4,586.00	4.6%
\$200,000	\$660.00	\$673.75	\$5,940.00	\$7,273.75	\$6,612.50	3.6%	\$4,586.00	2.3%
\$400,000	\$660.00	\$1,485.00	\$11,880.00	\$14,025.00	\$12,750.00	3.5%	\$4,586.00	1.1%
\$800,000	\$660.00	\$2,574.00	\$23,760.00	\$26,994.00	\$24,540.00	3.4%	\$4,586.00	0.6%
\$1,400,000	\$660.00	\$3,993.00	\$41,580.00	\$46,233.00	\$42,030.00	3.3%	\$4,586.00	0.3%
\$2,500,000	\$660.00	\$5,362.50	\$74,250.00	\$80,272.50	\$72,975.00	3.2%	\$4,586.00	0.2%

A subset of the fees collected are paid to Council including:

1. Signing Fee

A Signing Fee of up to \$250 per Building Upgrade Agreement is paid to Council after the Agreement is signed and the Building Upgrade Charge Declaration is entered in Council's Rates and Finance System.

2. Administration Fee (Quarterly)

The Administration Fee paid to Council is 0.0125% of the value of the Building Upgrade Finance loan, a minimum of \$5 and a maximum of \$50, and is collected on a quarterly basis for the term of each Building Upgrade Agreement. The quarterly Administration Fee for a loan of \$400,000 and above is \$50.

Attachment 3 – Explanation of the changes to the Policy Statement section of the Building Upgrade Agreements Policy

Original Policy Statement	Explanation of amendment
1. Council's consideration of approaches to enter into a Building Upgrade Agreement will be guided by its requirements under the <i>Local Government Act 1999</i> and its broader strategic objectives as articulated in the City Plan.	Retained
2. Council will only consider entering into a Building Upgrade Agreement if the following criteria are met:	Retained
2.1 <u>Upgrade Works</u>	Heading deleted
a) The proposed works are consistent with the relevant provisions of Schedule 1B of the <i>Local Government Act 1999</i> .	Retained
b) The proposed works are consistent with the relevant objectives of Council's City Plan.	Council specific criteria retained. Amended to "The proposed works align with the intent of the Council's strategic management plans."
2.2 <u>Building</u>	Heading deleted
a) The building is located in the City of Salisbury Local Government Area and was constructed at least 2 years ago.	Legislative criteria retained
b) The building is a prescribed building under the <i>Local Government Act 1999</i> , used primarily for commercial, industrial or other non-residential purposes.	Legislative criteria retained
c) There are no outstanding Orders that have been issued in relation to the Building pursuant to any relevant legislation.	Council specific criteria retained, but amended to indicate that this requirement would be checked based on the Council Section 7 search
d) There are no encumbrances noted or registered on the title for the Building which may impact on the City of Salisbury exercising its enforcement rights.	Deleted based on internal consultation that found there are no encumbrances that would impact enforcement of non-payment
2.3 <u>Building Owner</u>	Heading deleted
a) The Building Owner has successfully completed and submitted a BUA Application Form to City of Salisbury.	Criterion deleted as it is confusing for building owners who may apply via a third-party service provider, not directly to Council. This criterion can be addressed by administrative procedures that implement the Policy as required.
b) The Building Owner has provided the City of Salisbury with a Statutory Declaration that satisfies the <i>Local Government Act 1999</i> Schedule 1B clause 2 (5) and (6) requirements.	Legislative criteria retained
c) The Building Owner has no overdue debts to City of Salisbury and is not in dispute with City of Salisbury regarding any matter.	Council specific criteria retained. The criteria was divided into two criteria – one relate to overdue debts and one related to disputes.
d) The Building Owner has consulted City of Salisbury to ensure that all property development compliance requirements have been met or will be met prior to the earlier of the date that the BUA is executed by the Building Owner, City of Salisbury and Finance Provider or the Commencement Date.	Criterion deleted. Instead of this criterion, a clause was added into the Policy Statement to indicate that the City of Salisbury will "Require all parties to the Building Upgrade Agreement to acknowledge, as a condition of the Building Upgrade Agreement, that the Building Upgrade Agreement does not imply or constitute consent or approval as required under any relevant legislation including the

Original Policy Statement	Explanation of amendment
	<i>Planning, Development and Infrastructure Act 2016."</i>
e) The Building Owner agrees to be bound by the requirements of the BUA (including any additional conditions as required by City of Salisbury), this Policy and Council's broader approach to enforcing non-payment of rates and other charges.	Criterion deleted. This criterion is considered unnecessary as in signing a Building Upgrade Agreement all parties agree to comply with the requirements and conditions of the agreement.
2.4 Finance Provider	Heading deleted
a) The Finance Provider acknowledges and agrees that it has undertaken a credit assessment of the Building Owner and is satisfied that at the Commencement Date the Building Owner is able to comply with its obligations under the BUA.	Criterion deleted as there is no mechanism to require the finance provider to comply with this Policy. A finance provider is providing the loan and accepting the risk therefore it is their responsibility to complete credit or other assessments as applicable.
b) The Finance Provider agrees to be bound by the requirements of the BUA (including any additional conditions as required by the City of Salisbury) and this Policy.	Criterion deleted as there is no mechanism to require the finance provider to comply with this Policy and will be bound by the Building Upgrade Agreement once signed.
3. The City of Salisbury will:	
a) Issue billing notices to the Building Owner on a quarterly basis showing the Building Upgrade Charge (BUC) in accordance with the Agreed Repayment Arrangements;	Retained
b) Only accept payment of a BUC via direct debit;	Retained
c) Only accept pre-payments of the BUC when twenty eight (28) days prior notice in writing is given;	Retained
d) Charge the Building Owner all applicable fees/charges (as defined in the BUA) in the event that the Building Owner fails to pay the BUC on the Charge Payment Date; and	Retained
e) Not be a party to any dispute that may arise between the Building Owner, a tenant or the Finance Provider as to any matter relating to a BUA.	Deleted as this clause may be considered contradictory to relevant legislation and the Building Upgrade Agreement which dictates City of Salisbury's responsibilities.
4. To provide a consistent approach to the receipt and assessment of applications, building owners will be required to complete and submit a Building Upgrade Agreement application form to the City of Salisbury.	As per 2.3 a) the reference to submission of an application form is deleted as it is confusing for building owners who may apply via a third-party service provider, not directly to Council. This criterion can be addressed by administrative procedures that implement the Policy as required.

GB4	Project Connect (ERP Implementation) Update		
DATE	28 August 2023		
PREV REFS	Innovation and Business Development Committee	6.4.1	24/01/2023
	Finance and Corporate Services Committee	2.1.2	18/07/2022
	Innovation and Business Development Committee	6.4.2	17/05/2022
	Innovation and Business Development Committee	6.1.1	22/02/2022
	Innovation and Business Development Committee	6.2.2	17/08/2021
	Innovation and Business Development Committee	6.4.1	18/05/2021
	Innovation and Business Development Committee	6.2.1	18/04/2023
AUTHOR	Jayne Emerson, Director Business Transformation, 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 4.4 We plan effectively to address community needs and identify new opportunities		
SUMMARY	This report provides an update on the implementation of the ERP solution.		

RECOMMENDATION

That Council:

1. Notes the report.

ATTACHMENTS

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

1. Phase 1: Project Connect Timeline - February 2023 - October 2023
2. Phase 2: Project Connect Timeline - October 2023 - October 2024

1. BACKGROUND

- 1.1 To deliver critical actions in the City Plan 2035 the organisation needs to change the way we design and deliver our services to the community and the business processes that support this.

-
- 1.2 A number of the current business processes are designed around the needs of the service provider (Council) rather than the community member. By designing and delivering our services from the perspective of the community member consuming the service, the City of Salisbury (CoS) will significantly contribute to the delivery of exceptional community experience, quality outcomes and a great place to work.
 - 1.3 To support this business change and provide the capability for the new way of delivering services, CoS is transitioning from a portfolio of (internally hosted) line of business applications to a digital platform-based Enterprise Resource Planning (ERP) business that provides the enabling technology to support the delivery of exceptional community experience.
 - 1.4 Further, the current Finance and Records Management systems which are based on internally hosted solutions, will no longer be fully supported by the vendor from October 2024 and Council's Asset Management solution is expected to no longer be fully supported within 2 years as the vendors have already transitioned their solutions to Cloud based technology.
 - 1.5 This presented an ideal opportunity to review our technology offerings. In essence, Council will be required to invest in transitioning these systems to the cloud model, but may not achieve the broader benefits of an integrated solution.
 - 1.6 The majority of CoS's core business systems and solutions were introduced in the late 1999's/early 2000's and, while the systems have been incrementally updated, the underlying technology platforms and the solutions themselves are not suited to delivering the functionality expected to deliver on Council's three success factors; exceptional community experience, quality outcomes and a great place to work.
 - 1.7 Optimising a number of systems will bring transparency and visibility across the system which will be designed with the community experience in mind.
 - 1.8 With automated workflows, the data will be timely and reliable, allowing for more informed decision-making using system dashboards. The solution will be accessible from any device, any place and at any time, and will introduce greater cybersecurity response due to the software as a service architecture and environment.
 - 1.9 This report provides an update on Phase One of the implementation of the solution which commenced in February 2023.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 General Manager Business Excellence
 - 2.1.2 Business Transformation Division team members

3. PROGRAM OVERVIEW

- 3.1 The City of Salisbury with primary vendor and partners are working towards the end of implementation for the phase 1 modules which were initiated in February 2023 (see attachment 1 – Phase 1: Project Connect Timeline).

3.2 Key achievements and summary include:

- 3.2.1 The Altus CRM module continues to progress with first phase implementation due in September 2023.
- 3.2.2 Significant progress has been achieved in the configuration of the mobile publisher application which will be used by Elected Members and our community members. Both the Google and Apple stores evaluate the Mobile Application through an approval process, and we are currently in this phase. The proposal is to undertake a soft launch of the application pending more functionality being added as part of Phase 2.
- 3.2.3 The implementation of an accessibility tool has been executed on the CoS website and also the Community Portal assisting inclusion to information by people with learning difficulties, disabilities and by translating the website into other languages.
- 3.2.4 The Altus Payroll module will go live by October 2023 with a new electronic timesheet and leave approval system.
- 3.2.5 Employee lifecycle module is due to be complete at the same time as Altus Payroll and the build is almost complete with data migration currently in progress.
- 3.2.6 Base integration is being built between Employee lifecycle and Altus Payroll and this will be thoroughly tested before Go Live.
- 3.2.7 Altus Procurement (Phase 1) upgrade successfully went live on Thursday 8th June 2023. The product is now part of business as usual.
- 3.2.8 A revised timeframe (moved to October 2024 from July 2023) has been put in place for Altus Content (document management system) to assist with the transition from the existing system given the volume of data residing in the current system and the need to integrate with the full application modules (rather than incrementally).
- 3.2.9 Altus Business Intelligence module (data dashboards) has commenced recently and has concentrated on establishing the technical framework.
- 3.2.10 Altus Finance module commenced on 29th May 2023, with this module due to go live late 2024.
- 3.3 As this is a large scale, multi-disciplinary transformation project, challenging the status-quo processes and thinking about the future is key. Another key challenge is to bring the key stakeholders up to date on the project and upskill them in the project approach using an Agile methodology.
- 3.4 The project team is continuing to engage widely with the stakeholders at showcases, workshops, newsletters, SharePoint, training sessions and meetings to ensure success.

RISKS

- 3.5 Due to the quantum of data in our current Document Management system, we need to cleanse our data before migrating to the new solution. To manage this risk and transition to the new solution, we are pushing out this implementation to 2024. There will be integration challenges along the way with temporary integrations required until we can decommission old solutions and phase new solutions online. We are managing this with our vendor who has nominated an integration expert, leading the way across all modules.
- 3.6 Change Management is one of the biggest risks for this project, impacting and changing current processes and daily tasks. This is being managed with a structured Change Management approach, communication cadences, engagement in workshops, showcases, training and awareness sessions at all levels of the organisation.

4. GOVERNANCE

- 4.1 To ensure strategic guidance for the Business Transformation Division and Project Connect to deliver on the roadmap, manage risks, roadblocks and help prioritise initiatives in line with the City of Salisbury's 3 success factors and the City Plan 2035, a strong governance model has been implemented.
 - 4.1.1 A Business Transformation Steering Committee, made up of the Executives as well as engaging in an external consultancy to support the Steering Committee.
 - 4.1.2 Quarterly updates to the Audit and Risk Committee and Innovation and Business Development Committee.
- 4.2 The vendor partner presented to the Business Transformation Steering Committee in July 2023 with no major issues identified by the vendor.

5. FINANCES

- 5.1 As at 31 July 2023 expenditure of \$491k has been incurred, funded from the Business Transformation Future Fund established by Council. The use of the Business Transformation Future Fund is governed by the Council endorsed policy.

6. CEO DELEGATION

- 6.1 As resolved at the January 2023 Council meeting the Chief Executive Officer has the delegation to allocate from the approved funding the relevant budget to ensure the appropriate resources are in place to successfully deliver the project.
- 6.2 Allocations of this delegation to date total \$358,284 which include various change management resources and a business analyst required to support the work on reviewing and defining new processes to achieve enhanced outcomes.
- 6.3 As our current Finance and Records Management systems (internally hosted solutions) will no longer be fully supported by our current vendor from October 2024, we are time critical in implementation for Phase 2 modules to transition to the Cloud based technology.

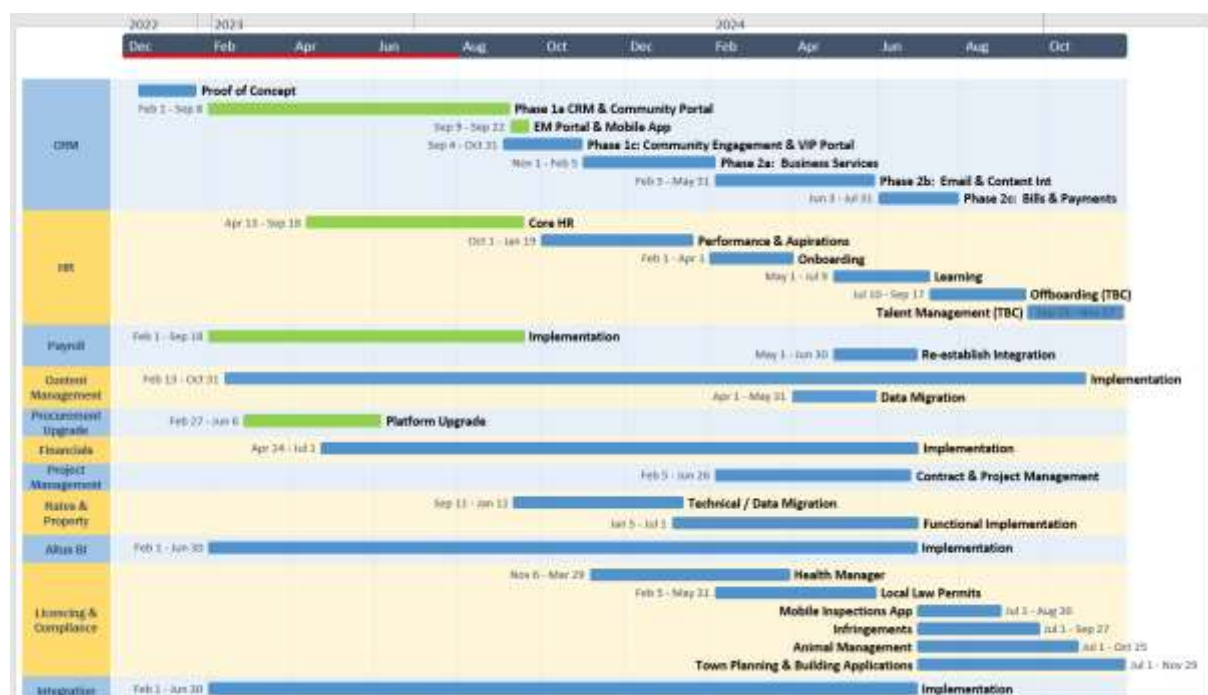
- 6.4 As the project progresses and further resourcing requirements are identified to ensure a successful outcome is achieved to meet the required these will be reported to the committee.

7. NEXT PERIOD REPORTING OUTCOMES

- 7.1 Within the next reporting period we forecast the following:

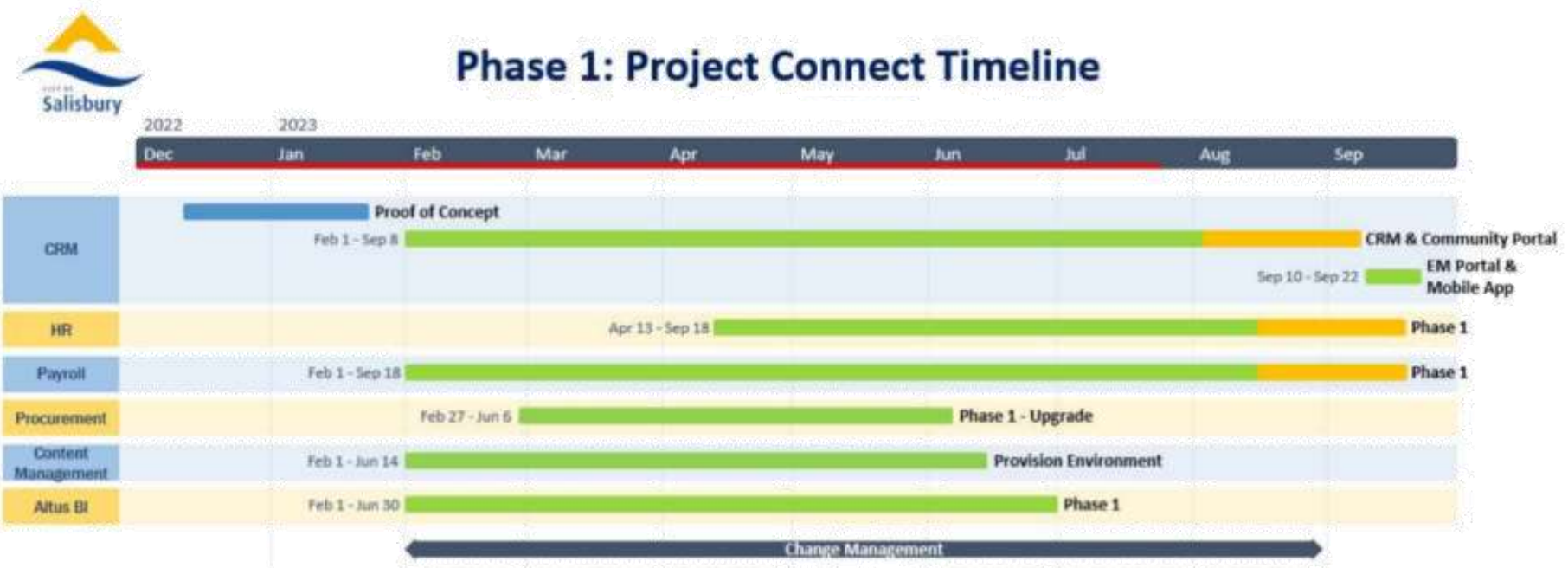
- 7.1.1 Go Live of CRM (Phase 1)
- 7.1.2 Go Live of Payroll
- 7.1.3 Go Live of Employee Lifecycle (Phase 1)
- 7.1.4 Kick off of Property and Rates Module
- 7.1.5 Kick off of Licensing and Compliance Module
- 7.1.6 Kick off of Performance and Aspirations module
- 7.1.7 Ongoing progress of the Finance, Altus Content module and Altus BI module implementation

8. PHASE TWO (SEE ATTACHMENT 2 FOR MORE DETAILS)

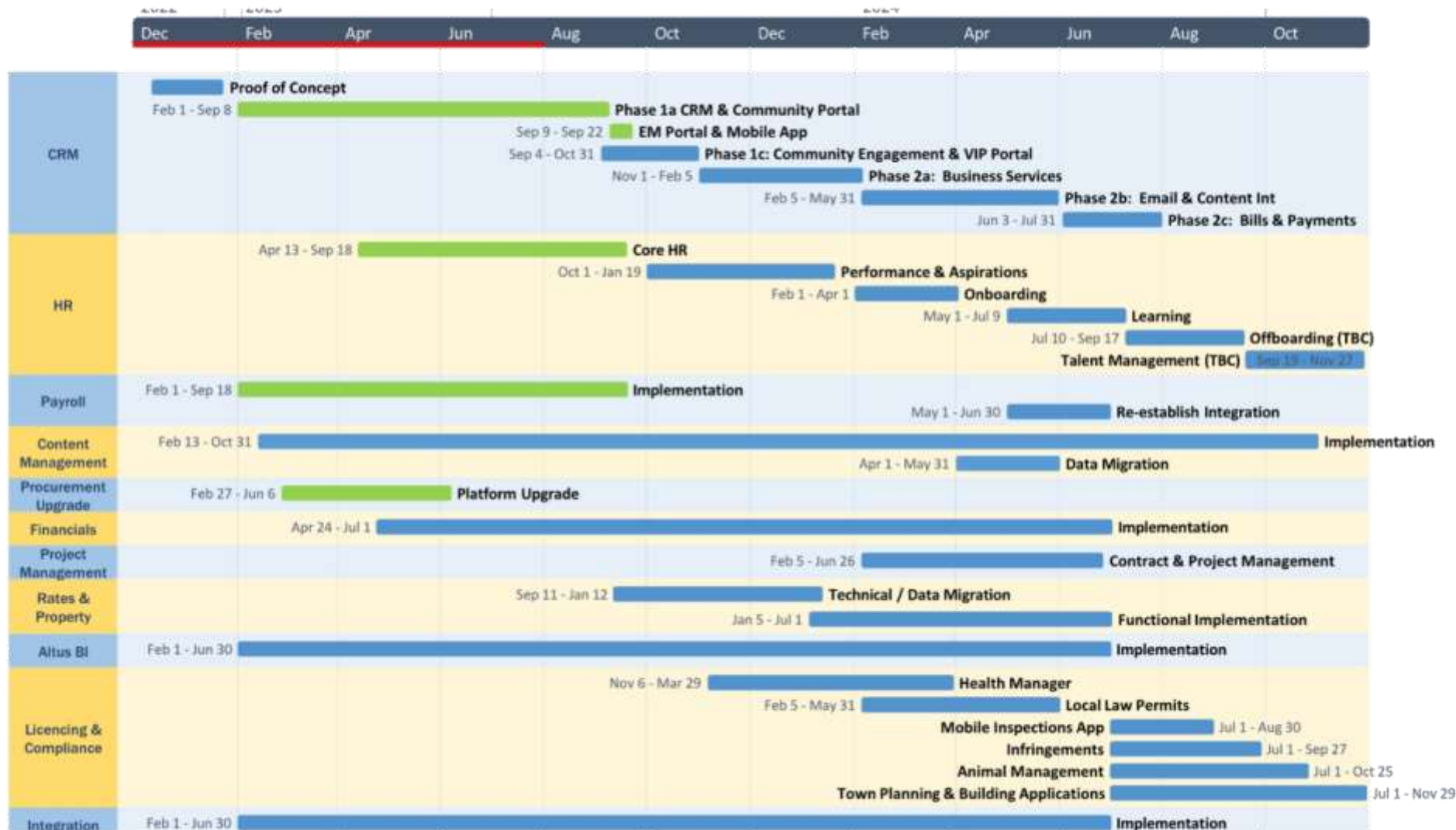


9. CONCLUSION / PROPOSAL

- 9.1 Project Connect has commenced and largely aligned to the original implementation plan, noting the change in the Content module to October 2024 from July 2023.
- 9.2 This project is complex and requires managing many stakeholders and running a number of modules concurrently. The governance framework and the team formed to manage the project will minimise any material issues arising during implementation.



Item GB4 - Attachment 1 - Phase 1: Project Connect Timeline - February 2023 - October 2023



GB5	Office for Recreation, Sport and Racing - Community Recreation and Sport Facilities Program
DATE	28 August 2023
AUTHOR	Christy Martin, Team Leader Project Support, City Infrastructure
CITY PLAN LINKS	1.1 Our City is attractive and well maintained 1.2 The health and wellbeing of our community is a priority
SUMMARY	The Office for Recreation, Sport and Racing recently opened the <i>Community Recreation and Sport Facilities Program</i> , a \$5,575,000 grant funding program to support the development of sustainable, functional, inclusive and fit for purpose, active recreation and sport facilities. Approval is being sought to support the submission of three applications via this program to deliver sports lighting improvements at Burton Park, Burton, and Lindblom Park, Pooraka, and sports court upgrade at Unity Park, Pooraka. This grant funding stream requires matching contribution from the City of Salisbury.

RECOMMENDATION

That Council:

1. Approves the submission of a \$600,000 State Government grant application for '*Burton Park Sportsfield Lighting Improvements*' via the '*Community Recreation and Sport Facilities Program*' in September 2023, noting the required matching \$300,000 City of Salisbury funding is already allocated within the 2023/24 Budget, PR17754 Sport Lighting Service Continuity Program in accordance with Resolution 0342/2023.
2. Approves the submission of a \$1,000,000 State Government grant application for '*Lindblom Park, Pooraka, Lighting Improvements*' via the '*Community Recreation and Sport Facilities Program*' in September 2023, noting the required matching \$500,000 City of Salisbury funding is already allocated within the 2023/24 Budget PR17754 Sport Lighting Service Continuity Program in accordance with Resolution 1442/2022.
3. Approves the submission of a \$1,000,000 State Government grant application for '*Unity Park, Pooraka, Tennis Courts Upgrade*' via the '*Community Recreation and Sport Facilities Program*' in September 2023, noting the required matching \$500,000 City of Salisbury funding has been identified as \$380,000 in 2023/24 and \$120,000 in 2024/25 Budget PR21409 Outdoor Sports Court Service Continuity Program.
4. Approves a 2023/24 Non-discretionary 1st Quarter Budget Review Bid to bring forward \$120,000 of capital funding from 2024/25 into 2023/24 within the PR21409 Outdoor Sports Court Service Continuity Program if the grant application is successful.
5. Notes the outcome of these grant funding applications will be provided to Council via a future report.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

1.1 At its meeting held on Monday, 22 August 2022, it was resolved that Council:

- ‘1. Approves a Non-discretionary Second Quarter 2022/23 Budget Review Bid to bring forward \$238,000 from 2024/25 and \$206,000 from 2025/26 both into 2022/23 within PR17754 Sports Lighting Renewal Program to enable the renewal of sports field lighting at Lindblom Park, Pooraka, in alignment with the approved Lindblom Park Master Plan.*
- 2. Approves a Non-discretionary Second Quarter 2022/23 Budget Review Bid to transfer \$200,000 of capital funding from within PR21478 Public Lighting Program into PR17754 Sports Lighting Renewal Program to support the delivery of sports field lighting renewal at Lindblom Park, Pooraka, in alignment with the approved Lindblom Park Master Plan.’*

Resolution Number 1442/2022

1.2 At its meeting held on Monday, 22 May 2023, it was resolved that Council:

- ‘2. Notes the unsuccessful grant application for Burton Park Sportsfield Lighting Improvements and that these funds be carried forward to 2023/24 financial year to accommodate a future submission for these works’*

Resolution Number 0342/2023

1.3 In August 2023, the Office for Recreation, Sport and Racing opened a new round of community grant funding, *‘Community Recreation and Sport Facilities Program’*. This \$5,575,000 program was established to support the development of sustainable, functional, inclusive and fit for purpose, active recreation and sport facilities. This report has been prepared to seek Council approval to apply for project co-funding via this program.

2. CITY PLAN CRITICAL ACTION

2.1 A welcoming and liveable City: *‘Provide support and grants to sporting and community groups’* and *‘Improve our playgrounds and sporting facilities and cycle paths’*

3. CONSULTATION / COMMUNICATION

3.1 External

3.1.1 Office for Recreation, Sport and Racing

4. REPORT

4.1 The Office for Recreation, Sport and Racing (ORSR), recently opened a new \$5,575,000 grant funding program *‘Community Recreation and Sport Facilities Program’*. This program was developed to support project delivery in South Australia that directly addresses demonstrated need and supports community recreation and sporting participation, with grant funding supporting the development of sustainability, functionality, inclusive and fit for purpose.

-
- 4.2 As a project delivered on Council owned land, it will require a 50% contribution by the City of Salisbury to match any ORSR sport / active recreation grant funded project up to a maximum grant application of \$500,000, or for a trails projects it will require a 25% contribution by the City of Salisbury to match a grant funding application up to a maximum of \$500,000.

Timing

- 4.3 The timing of this grant funding program is as follows;

Applications open	Wednesday 9 August 2023
Applications close	Monday 25 September 2023
Applications screened	October 2023
Assessment	November 2023
Applicants notified	End of January 2024
Agreements offered	Approx. February 2024
Projects must commence construction	Within 12 months from payment of grant
Projects must be completed	24 months from Execution of grant agreement

Eligible Grant Projects

- 4.4 The types of projects which can be considered for this grant funding program include;
- 4.4.1 Construction or upgrade of an active recreation and sport facility or multi-use sports hub;
- ☐ Significant upgrades to playing surfaces, including multi-sport upgrades and resurfacing that supports increased use
 - ☐ Building, expanding and/or upgrading changerooms, parent and child change spaces and officials' areas
 - ☐ Improved sports floodlighting and safety lighting
- 4.4.2 Upgrade of an aquatic facility
- 4.4.3 Modifications to ensure that an existing facility meets environmental and Occupational Health and Safety regulations
- 4.4.4 Construction/development of trails (walking, horse, bike, water-based)
- 4.4.5 Water and energy saving initiatives including water harvesting, installation of new or upgrades to existing irrigation infrastructure, connection to existing water infrastructure, more efficient lighting, installation of solar panels and other innovative smart technologies

Project Selection Criteria

- 4.5 In order to assess possible projects which could be considered for this grant funding stream, criteria was established as a guide to inform effective decision making. Eligible projects were considered against the following;
- 4.5.1 Being financially responsible, preference was given to projects with existing matching funding / no new funding was required to be sought.
 - 4.5.2 Community benefit and needs identified in alignment with health and wellbeing agendas.
 - 4.5.3 Asset condition and improvement opportunities.

Proposed Projects

- 4.6 Based upon the above criteria's and eligibility, three projects were identified as priorities for grant funding submission via the '*Community Recreation and Sport Facilities Program*' being:

Burton Park Sportsfield Lighting Improvements

- 4.6.1 Salisbury United Football Club has sought assistance from Council to submit a grant application via the '*Community Recreation and Sport Facilities Program*' to upgrade sports lighting configuration at Burton Park. The intent of the project would be to relocate / reconfigure sports lighting to improve sports field viewing for spectators, plus enable the flexibility to reconfigure pitch layouts.
- 4.6.2 This project directly aligns as an eligible project '*Improved sports floodlighting and safety lighting*' and also is located within a community experiencing socio-economic disadvantage as determined in the Australian Bureau of Statistics, therefore helps to justify the need for financial support. It also aligns with criteria assessment of supporting '*positive community participation and utilisation outcomes for active recreation and sport*'.
- 4.6.3 As per Resolution 0342/2023, the required \$300,000 Council contribution for this project was supported to be carried forward into the 2023/24 Budget and therefore no new funding allocation is required. This existing \$300,000 City of Salisbury funding, together with a matching grant application of \$300,000, would enable this project to be delivered at a total project cost of \$600,000.

Lindblom Park, Pooraka, Sportsfield Lighting Improvements

- 4.6.4 With the master plan for Lindblom Park, Pooraka, approved in May 2022, sportsfield lighting was identified as priority works to enable the required 200 lux to be achieved. Council approved a nominal \$600,000 in August 2022 to do this work. However, based upon further investigation it is expected that the cost to achieve the required 200 lux lighting level is closer to \$ 1,000,000 to cover new services, poles and luminaires. This current grant funding opportunity provides an avenue to fund the shortfall.

-
- 4.6.5 This project directly aligns as an eligible project '*Improved sports floodlighting and safety lighting*' and criteria assessment of supporting '*positive community participation and utilisation outcomes for active recreation and sport*'. It will also address an identified recreational and sporting need.
- 4.6.6 With existing matching funding allocated within the 2023/24 Budget, PR17754 Sport Lighting Service Continuity Program, in accordance with Resolution 0342/2023, the \$500,000 50% Council contribution is available to meet the requirements of the grant conditions. Therefore, no new funding is being requested of Council in order to submit this funding application.

Unity Park, Pooraka, Tennis Courts Upgrade

- 4.6.7 The renewal of the four tennis courts at Unity Park, Pooraka, are included within the current Outdoor Sports Court Service Continuity Program as priority works. In order to make this work financially affordable, they are currently funded for completion across the following two financial years, of 2023/24 and 2024/25. This grant funding provides the opportunity for a single year delivery which would minimise disruption and achieve a positive experience for the community. Allowing for contingency and understanding the fluctuating market conditions, it is proposed to apply for the maximum grant value of \$500,000 which can be matched by existing Council funding.
- 4.6.8 This project directly aligns as an eligible project '*Significant upgrades to playing surfaces, including multi-sport upgrades and resurfacing that supports increased use*' and criteria assessment of supporting '*positive community participation and utilisation outcomes for active recreation and sport*'. This upgrade will improve the quality and safety of playing surfaces for the community.
- 4.6.9 With existing matching funding allocated within the 2023/24 and 2024/25 Budget, PR21409 Outdoor Sports Court Service Continuity Program, the \$500,000 50% Council contribution is available to meet the requirements of the grant conditions. Therefore, no new funding is being requested of Council in order to submit this funding application, however \$120,000 of 2024/25 Council funding is being sought to bring forward into 2023/24.
- 4.7 Understanding the work required to apply, together with budget funding available, it is recommended that only three applications be submitted via this round of grant funding.

5. CONCLUSION / PROPOSAL

- 5.1 The Government of South Australia has opened a new round of grant funding to support community recreation and sporting groups, via the Office for Recreation, Sport and Racing. As part this grant funding program '*Community Recreation and Sport Facilities Program*' it requires 50% contribution from Council, with the maximum grant value of \$500,000. Three projects have been identified to be applied for via this funding stream being:

Burton Park Sportsfield Lighting Improvements

- 5.1.1 Salisbury United Football Club have sought assistance from Council to support an application to upgrade sportsfield lighting at Burton Park to improve viewing for community spectators and supporters, plus provide flexibility to reconfigure pitch layout. These works directly align with the types of projects eligible to apply for and support sporting activities for the community. It is estimated that this project will cost \$600,000 to deliver, with the required 50% Council contribution of \$300,000 already available within the 2023/24 Budget.

Lindblom Park, Pooraka, Sportsfield Lighting Improvements

- 5.1.2 Due to the revised estimated cost of \$1,000,000 to achieve the required 200 lux sportsfield lighting levels at Lindblom Park, Pooraka, this grant funding provides the opportunity to fund the current estimated project shortfall. There is existing Council funding to cover the required \$500,000 Council contribution, therefore no new funding from Council is being requested. The upgrade of the lighting at Lindblom Park, Pooraka, aligns with the grant criteria and eligibility and will result in a positive sporting outcome for the community.

Unity Park, Pooraka, Tennis Courts Upgrade

- 5.1.3 The condition and safety of the four tennis courts at Unity Park, Pooraka, remains a high priority for the City to address. Due to the cost of the works, it is currently funded across two financial years. This grant funding provides the opportunity to excel this programme and deliver the project in a single financial year which would minimise the disruption to the community whilst achieving a quality sporting and recreational outcome for the community. As the required 50% Council contribution is currently funded across two financial years, a request has been included to bring forward \$120,000 from 2024/25 in 2023/24 to provide the required \$500,000 Council funding. This funding together with an application for \$500,000 of State Government grant funding will collectively provide \$1,000,000 to complete the upgrade of the four tennis courts in a timely manner.
- 5.2 To meet the requirements of the grant funding terms and conditions, if supported, these applications will need to be submitted by 25 September 2023. All projects identified have existing budget funding streams and therefore no new Council budget contributions are being requested.
- 5.3 A further report will be provided to advise the outcome of these grant funding applications and any associated impacts.

RECOMMENDATIONThat Council:

1. Notes this information.

Date	Time	Function
20/07/2023	01:00 PM	LGA Board of Directors
20/07/2023	06:30 PM	Lions Club of Salisbury - Handover Dinner
21/07/2023	09:00 AM	Meeting with residents re tennis courts
24/07/2023	02:00 PM	Mayor/CEO/EA - Regular Meeting
24/07/2023	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
24/07/2023	04:30 PM	Pre Council Meeting Briefing
24/07/2023	06:00 PM	CEO Briefing/Workshop Session
24/07/2023	06:30 PM	Council Meeting
26/07/2023	11:00 AM	Meeting with residents re business opportunity
26/07/2023	01:00 PM	Media Issues - Regular Catch-up
26/07/2023	01:30 PM	Council Meeting Filming
26/07/2023	03:00 PM	Meet and Greet - City of Salisbury/Parafield Airport
26/07/2023	06:00 PM	Resident's birthday
27/07/2023	10:00 AM	Briefing with Airforce - Edinburgh Upgrade
27/07/2023	11:00 AM	Radio Interview 5AA - TreeClimb
29/07/2023	10:30 AM	Rotary Mawson Lakes - Catch Up
30/07/2023	10:00 AM	Church
31/07/2023	12:30 PM	Meeting with Resident
31/07/2023	01:00 PM	Meeting with Member for Playford - Mr John Fulbrook
31/07/2023	02:00 PM	Meeting to discuss Voice Referendum
1/08/2023	10:00 AM	Radio Show
1/08/2023	11:15 AM	Meeting with Resident
1/08/2023	12:30 PM	Regular Catchup to Discuss Current/Upcoming Planning/Building Issues
1/08/2023	01:00 PM	Office Time - PA
1/08/2023	02:00 PM	Bi-Monthly Catch Up - Mayor Gillian Aldridge/ Rhiannon Pearce MP
1/08/2023	12 Noon	Media Issues - Regular Catch-up
2/08/2023	10:00 AM	The Burton Community Hub Turns 1!
2/08/2023	11:00 AM	Councillor - family visiting from South Africa
5/08/2023	11:30 AM	Para Hills Bowling Club - Official Opening of New Synthetic Green.
5/08/2023	05:00 PM	Speech - Khmer Foods Festival
7/08/2023	10:30 AM	Author Talk - Mercedes Mercier & Nina D Campbell
7/08/2023	03:00 PM	Meeting with Resident

7/08/2023	03:30 PM	Regular catch-up re: Community Safety
7/08/2023	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
7/08/2023	05:30 PM	Vietnam Veterans' Day discussions
7/08/2023	06:30 PM	CEO Briefing/Workshop Session
8/08/2023	01:30 PM	Media Issues - Regular Catch-up
8/08/2023	02:00 PM	Mayor/CEO/EA - Regular Meeting
8/08/2023	03:00 PM	Discuss the research project on supporting African communities living in Salisbury
8/08/2023	04:00 PM	Welcoming Cities Accreditation
9/08/2023	06:00 PM	Community Leases & Licences Workshop
10/08/2023	07:00 PM	SALA Exhibition 2023
11/08/2023	12:30 PM	Lunch with residents Re reconciliation
12/08/2023	03:30 PM	Local Church Service - A celebration of life: There goes our hero. Watch him as he goes.
14/08/2023	06:30 PM	Sub Committee Meetings: Environmental Sustainability & Trees; Asset Management and Intercultural Strategy & Partnerships Sub Committees
15/08/2023	08:30 AM	ABC Radio Interview
15/08/2023	10:30 AM	SALA at Mawson Lakes - Launch
15/08/2023	01:00 PM	Mayor/CEO/EA - Regular Meeting
15/08/2023	02:00 PM	Signing of Council Minutes
15/08/2023	02:30 PM	Media Issues - Regular Catch-up
15/08/2023	04:00 PM	Event Briefing - Vietnam Vet & Unity Park
15/08/2023	06:30 PM	CEO Review Committee
16/08/2023	09:30 AM	ADVICE OF UPCOMING EVENT - Science Week 2023
17/08/2023	09:00 AM	REMINDER - FOR AMAZON EVENT
17/08/2023	10:00 AM	Amazon's Disaster Relief Hub Launch
17/08/2023	01:10 PM	Radio Interview with ABC
17/08/2023	04:00 PM	Signing of Council Minutes and Speech Review
17/08/2023	12 Noon	Meeting- John Fulbrook, Mayor Gillian Aldridge and Mawson Lakes Scouts
18/08/2023	11:00 AM	Vietnam Veteran's Day - Commemorative Ceremony
19/08/2023	05:30 PM	Onam 2023
21/08/2023	09:30 AM	Signing of Council Minutes
21/08/2023	10:00 AM	Understanding the Voice to Parliament - Key Guests Noel Pearson & Rev Tim Costello
21/08/2023	02:00 PM	Mayor & GM Catch Up - Urban Services Committee Discussion
21/08/2023	03:30 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
21/08/2023	04:00 PM	Catch up Pre-Council meeting
21/08/2023	06:30 PM	Committee Meetings: Policy & Planning, Urban Services and Governance & Compliance Committees
22/08/2023	06:30 PM	Committee Meetings: Innovation & Business Development and Community Wellbeing & Sport Committees
22/08/2023	12 Noon	Media Issues - Regular Catch-up
23/08/2023	10:30 AM	Citizenship Ceremony (run by Dept of Home Affairs)
23/08/2023	12:30 PM	Citizenship Ceremony (run by Dept of Home Affairs)
23/08/2023	2:30 PM	Citizenship Ceremony (run by Dept of Home Affairs)
23/08/2023	4:00 PM	Citizenship Ceremony (run by Dept of Home Affairs)

Events attended by Elected Members on behalf of the Mayor

Date	Member	Function
04/08/2023	Deputy Mayor Chad Buchanan	St Kilda Mangroves Community Vision Launch
16/08/2023	Cr Kylie Grenfell	Thomas More College Pathways and Wellbeing Expo

REPORTS FROM COUNCIL REPRESENTATIVES

QUESTIONS ON NOTICE

QON1 Cr B Brug: Question on Notice Sir Douglas Mawson Lake (main lake) & Shearwater Lakes, Mawson Lakes

Cr B Brug submitted the following Question on Notice:

1. What are the works being undertaken to repair the Sir Douglas Mawson Lake (main lake)?
2. What is the current timeline and when will the works definitely be completed?
3. What are the works being undertaken to repair the Shearwater Lakes, Mawson Lakes?
4. What is the current timeline and when will the works definitely be completed?

Administration Response:

As reported to the Urban Services Committee Agenda for 21 August 2023, the following works are currently out for tender:

1. Sir Douglas Mawson Lakes

The following works will be carried out at the locations depicted in the image below:

- Removal of roots
- Creation of root barriers
- Increase rock fill depth
- Localised paving repairs



2. *Shearwater Lake*

The following works will be carried out at the locations depicted in the image below:

2.1 *Replacement of existing footpath*

2.2 *Create structural tie back for lake wall*



The tender process closes in two weeks, following which we will be able to ascertain contract availability and methodology and confirm a schedule for the works.

QUESTIONS WITHOUT NOTICE

MOTIONS ON NOTICE

NOM1 Motion on Notice Cr Buchanan: Major Events Waste Recycling

Deputy Mayor Cr Chad Buchanan has submitted the following Motion on Notice:

That Council:

1. Demonstrates responsible waste management practices at its own major events.
2. Encourages those organising major events in Council event spaces, reserves and facilities, including hirers, to:
 - 2.1 Make an effort to avoid waste by reducing the number of unnecessary items brought to the event and the amount of waste created during the event
 - 2.2 Incorporate a food organics recycling stream
 - 2.3 Have a comprehensive waste bin system for the public and vendors
 - 2.4 Use clear and effective waste management signage
 - 2.5 Provide recycling bins, food organics waste bins as well as landfill bins, as part of its event waste management, to maximise recycling and reduce waste to landfill.

-
3. Requests the Administration to provide the event space hirers with the Waste and Recycling at Events and Venues Guidelines issued by the State Government
 4. Requests the Administration to present a report to the Policy and Planning Committee on event waste management

Administration Response:

If the above Motion is carried, the Administration will action accordingly.

MOTIONS WITHOUT NOTICE

OTHER BUSINESS

ORDERS TO EXCLUDE THE PUBLIC

9.2.1 Annual Review of CEO Total Remuneration 2022/2023

Recommendation

Pursuant to section 90(2) and 90(3)(a) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of this meeting relating to Agenda Item 9.2.1 Annual Review of CEO Total Remuneration 2022/2023 on the ground 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 **Annual Review of CEO Total Remuneration 2022/2023** 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.*

CEO-OB1 CEO Update – Organisational Matters

Recommendation

Pursuant to section 90(2) and 90(3)(a) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at the part of this meeting relating to Agenda Item CEO-OB1 CEO Update – Organisational Matters on the ground 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 **CEO Update – Organisational Matters** 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 the Chief Executive Officer of the City of Salisbury, be excluded from attendance at the meeting for this Agenda Item.*

CLOSE



John Harry
CHIEF EXECUTIVE OFFICER