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*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**

**29 JANUARY 2024 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  
Deputy Chief Executive Officer, Mr C Mansueto  
General Manager City Infrastructure, Mr J Devine  
General Manager Community Development, Mrs A Pokoney Cramey  
General Manager City Development, Ms M English  
Manager Governance, Mr R Deco  
Team Leader Council Governance, Ms J O'Keefe-Craig



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## **Council Meeting: 29 January 2024**

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*There are no Deputations or Presentations.*

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*No Petitions have been received.*

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*There are no Questions on Notice.*

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*There are no Motions on Notice.*

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## **KAURNA ACKNOWLEDGEMENT**

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

## **PRAYER**

*Father in heaven*

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

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

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

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

*Amen.*

## **APOLOGIES**

## **LEAVE OF ABSENCE**

## **PUBLIC QUESTION TIME**

## **DEPUTATIONS / PRESENTATIONS**

There are no Deputations or Presentations.

## **PRESENTATION OF MINUTES**

Presentation of the Minutes of the Council Meeting held on 18 December 2023.

## **PETITIONS**

No Petitions have been received.

## **COMMITTEE REPORTS**

### **Council Assessment Panel Meeting**

Council to note the minutes of the Council Assessment Panel Meeting held on 19 December 2023.



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## GENERAL BUSINESS ITEMS

<b>GB1</b>	<b>Playspace Renewal at Laurence's Green</b>
<b>DATE</b>	29 January 2024
<b>AUTHOR</b>	Peter Young, Senior Landscape Architect, City Infrastructure
<b>CITY PLAN LINKS</b>	1.1 Our City is attractive and well maintained 4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	Council requested Administration to review the timing and potential design considerations for the renewal of the Laurence's Green, Parafield Gardens playspace. Administration has undertaken a high level cost estimate for the playground renewal based on current market conditions and provided a general assessment of the play equipment.

### RECOMMENDATION

#### That Council:

1. Notes the report.
2. Notes that Administration do not support the renewal of the playground at Laurence Green, Parafield Gardens at this time because it meets the level of service adopted by Council on condition and compliance.

### ATTACHMENTS

There are no attachments to this report.

### 1. BACKGROUND

- 1.1 At its meeting held on Monday, 27 November it was resolved that Council:

*"1. Requests the Administration to present a report to the January 2024 Asset Management Sub Committee on the scheduled timing and planned extent of play space renewal at Laurence's Green, Parafield Gardens, including indicative costs of the renewal."*

- 1.2 At its meeting held on Monday, 22 August 2022 Council considered the Strategic Asset Management Plan – Playspaces – Stage 2 report on Levels of Service and Financial Impacts and it was resolved that Council:

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

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

### **2.1 Nil**

## **3. DISCUSSION**

3.1 The existing playground equipment at Laurence's Green, Parafield Gardens was installed in 1997, thus it is approximately 27 years old. In terms of age of playgrounds, this playground is one of twenty playgrounds that were constructed between 1991 and 2000.

3.2 The playground consists of the following elements;

3.2.1 Action station with slide

3.2.2 Double spring rocker

3.2.3 Monorail

3.2.4 Swing set

3.2.5 Soft fall surfacing and edge restraint

3.3 Comprehensive Level 3 playground audits are undertaken annually to update the Playground Service Continuity Program to ensure that risk is managed appropriately. A playground audit was conducted in 2023, with no safety risk concerns identified at Laurence's Green, Parafield Gardens playground

3.4 All the play equipment listed in paragraph 3.2 were found to be in fair condition and not requiring renewal on that basis. Consistent with Resolution 1460/2022, this playground, being compliant and of fair condition, meets the level of service and has not been included in the Playground Service Continuity Program for renewal.

## **4. FINANCIAL OVERVIEW**

4.1 Based upon present day estimated costs (A like for like renewal of all the play equipment at this location) the existing play equipment will cost approximately \$190,000 to renew.

## **5. CONCLUSION**

5.1 A playground audit was conducted in 2023, with no safety risk concerns identified for playground located at Laurence Green, Parafield Gardens. There are twenty other playgrounds of similar age and condition in the City.

5.2 Consistent with Resolution 1460/2022, this playground being compliant and of fair condition meets the level of service and has not been included in the Playground Service Continuity Program for renewal over the next five years at least.

5.3 The estimated cost for renewal of this playground is \$190,000 based on current market conditions.

<b>GB2</b>	<b>Granting of Easement - Coomurra Gully Reserve, Salisbury Heights</b>
<b>DATE</b>	29 January 2024
<b>AUTHOR</b>	Tim Starr, Team Leader, Property, City Development
<b>CITY PLAN LINKS</b>	2.1 Salisbury has a balance of green spaces and natural environments that support biodiversity 3.3 Our infrastructure supports investment and business activity 4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	This report considers granting of a three (3) metre wide easement over a portion of Council owned land known as Coomurra Gully Reserve, Salisbury Heights to SA Water to facilitate the development of an adjoining property.

## RECOMMENDATION

### That Council:

1. Approves the request to grant SA Water a three (3) metre wide easement for sewerage purposes over Allotment 31 in Deposited Plan 49513 as described in Certificate of Title Volume 5572 Folio 28. The easement will be contained within the area marked blue as outlined in Attachment 1 – Overhead Delineating Area of Proposed Easement (Item GB2, Granting of Easement – Coomurra Gully Reserve, Salisbury Heights, Council, 29 January 2024).
2. Authorises the Chief Executive Officer or delegate to execute all required documentation.
3. Notes that should the easement be granted, consideration of \$5,000 is payable and the applicant is responsible for all costs including surveying and conveyancing.

## ATTACHMENTS

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

1. Attachment 1 - Overhead Delineating Area of Proposed Easement

### 1. BACKGROUND

- 1.1 Council owns Coomurra Gully Reserve, identified as Allotment 31 in Deposited Plan 49513 and described in Certificate of Title Volume 5572 Folio 28.
- 1.2 Coomurra Gully Reserve is a drainage reserve located within a gully adjoined by residential allotments. The topography of the land renders this site reasonably inaccessible for other uses and therefore the land has little value other than for its current use.
- 1.3 The land division has been approved with the sewer alignment within the Coomurra Gully Reserve.

## **2. DISCUSSION**

- 2.1 In 2018, the property at 52 Coomurra Drive in Salisbury Heights received approval for a land division, transforming it from a single lot into twenty separate allotments with the addition of a public road. Due to the natural slope of the development site toward the drainage reserve, the sewer mains were strategically designed and built to operate on a gravity-fed system. This resulted in a requirement for the sewer to continue through land at the bottom of the site being Coomurra Gully Reserve, land in the ownership of the City of Salisbury.
- 2.2 In order to install infrastructure across land that does not belong to the developer, the acquisition of an easement is necessary. This report, therefore, considers a proposal from the owners of 52 Coomurra Drive, Salisbury Heights for Council to approve an easement in favor of SA Water over Coomurra Gully Reserve, specifically for sewerage purposes.
- 2.3 It should be noted that the land downstream that the easement will join into, (identified as allotment 243 DP 15589) is already subject to an easement for the required purpose. Therefore, the requested easement is the only easement required to facilitate sewerage connection for this development.

## **3. FINANCIAL OVERVIEW**

- 3.1 Council has historically issued easements which have little impact on the land to service providers for a nominal consideration of \$5,000. In addition, the applicant is responsible for all costs incurred which include surveying and conveyancing.
- 3.2 Given that the subject land holds limited value beyond its current use, and the inclusion of the easement does not diminish this value, it is suggested that a fee of \$5,000 be applied, with the applicant assuming responsibility for all associated costs.

## **4. CONCLUSION**

- 4.1 It is proposed that Council grants a three (3) metre wide easement in favor of SA Water for Sewerage Purposes. The easement is to be contained within the area delineated in blue within Attachment 1 – Area of Proposed Easement (Item GB2, Granting of Easement – Coomurra Gully Reserve, Salisbury Heights, Council, 29 January 2024).

Attachment 1 – Overhead Delineating Area of Proposed Easement







<b>GB3</b>	<b>Capital Works - December 2023</b>		
<b>DATE</b>	29 January 2024		
<b>AUTHOR</b>	Christy Martin, Team Leader Project Support, City Infrastructure		
<b>PREV REFS</b>	Urban Services Committee	4.1.1	20/03/2023
	Urban Services Committee	4.1.1	15/05/2023
<b>CITY PLAN LINKS</b>	1.1 Our City is attractive and well maintained 4.2 We deliver quality outcomes that meet the needs of our community 3.3 Our infrastructure supports investment and business activity		
<b>SUMMARY</b>	The following monthly status report and requests for amendments are presented to effectively manage the City Infrastructure Capital Works Program.		

## **RECOMMENDATION**

### That Council:

1. Approves the inclusion of a Non-discretionary 2023/24 Second Quarter Budget Review Bid of \$500,000, noting this is in addition to the existing \$300,000 capital budget, to enable the replacement of failed pipe infrastructure at Brickwork Place, Walkley Heights, as the extent of failure/damage is greater than initial investigations.
2. Approves a Non-discretionary 2023/24 Second Quarter Budget Review Bid of \$450,000 to reflect the successful State Government income of \$300,000 and \$150,000 Council capital contribution to deliver a new \$450,000 PR27539 Changing Places facility at Carisbrooke Park, Salisbury Park.
3. Approves a Non-discretionary 2023/24 Second Quarter Budget Review Bid of \$315,000 to reflect the successful Commonwealth Government income and expenditure associated with PR27540 Disaster Ready Fund, Globe Derby Flood Mitigation.
4. Approves the transfer of \$20,000 available capital funding PR30162 Kingswood Crescent Reserve, Paralowie, New Playspace, which is now completed, to PR30242 Camelot Drive Reserve, Paralowie, New Playspace, to cover additional expenditure incurred due to earthworks, which will be administered as a non-discretionary 2023/24 Second Quarter Budget transfer.
5. Approves the inclusion of a new bus shelter at Stop 60, Waterloo Corner Road, South West Side, servicing Springbank Plaza, within PR22852 Bus Shelter & Stop Improvement Program with no impact to budget as there is sufficient State Government grant funding available and approved for this work.
6. Approves a Non-discretionary 2023/24 Second Quarter Budget Review Bid of \$43,348 for unforeseen pump replacements which have occurred at Keyhole Park and the Cascades, Mawson Lakes.

## ATTACHMENTS

There are no attachments to this report.

### 1. BACKGROUND

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

### 2. EXTERNAL CONSULTATION / COMMUNICATION

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

### 3. DISCUSSION

- 3.1 With the construction industry Festive Season closures, most construction sites and consultancy services were closed over this period. The Salisbury Aquatic Centre was the exception to this, with works continuing and making use of the cooler climate. Surface prep and waterproofing of the outdoor 50m pool is currently in progress.



- 3.2 Construction will commence this month on the replacement of Bridge 117 at Greenfields. The existing bridge will be replaced with a culvert crossing and is expected to be completed by March 2024 pending weather conditions.
- 3.3 The replacement of the aged Pratt Avenue, Pooraka, road bridge is currently out to tender. This project will then move into tender assessment in preparation for award in the first quarter of 2024. This is a significant and complex project for the City due to existing services, working in a waterway and traffic management, however will result in a new modern road bridge which also has the supporting waterway infrastructure to see it last for many years to come.

- 3.4 The renewal of the playspace at Yalumba Drive Reserve, Paralowie, was successfully opened to the community just prior to Christmas 2023. The installation of a new picnic shelter and landscaping will occur in February, to complement this invigorated playspace.



- 3.5 The new playspace at Camelot Drive Reserve, Paralowie, was also successfully opened to the community in December 2023. This is a new playground destination for the community. Irrigation and turf works are continuing in 2024 and expected to be completed in March this year.



- 3.6 There are a series of program amendments and / or changes being sought this reporting period, as outlined below.

### Program Amendments

#### *Amendment to Budget*

#### **PR22229 Major Flood Mitigation**

As reported via Urban Service Committee, May 2023, due to age and failure, pipework located adjacent to Brickwork Place, Walkley Heights, required urgent flood mitigation works. At the time, it was estimated to cost \$300k to do this work which was approved and funded, however subsequent to that the extent of the pipe damage and failure is greater than the initial investigations. In order to complete the required works an additional \$500k is now being sought. This section of pipework is a critical piece of drainage infrastructure within a catchment area of greater than 20 Ha. To mitigate risk until the failure has been fixed tree roots have been pruned where possible and the site will continue to be monitored and appropriate corrective actions taken if required.

Recommendation: Approves a Non-discretionary 2023/24 Second Quarter Budget Review Bid of \$500,000, noting this is in addition to the existing \$300,000 capital budget, to enable the replacement of failed pipe infrastructure at Brickwork Place, Walkley Heights, as the extent of failure / damage is greater than initial investigations.

Impact: Additional funding allocation in order to complete the now detailed required works.

#### **PR27539 Carisbrooke Park Changing Places Facility**

The City of Salisbury was recently offered \$300k new State Government grant funding to contribute towards the construction of a new \$450,000 Changing Places facility at Carisbrooke Park, Salisbury Park. This accessible changing facility would complement the community recreational spaces at the reserve which include playspaces, trails, picturesque waterways, public toilets and venue fire facilities. Carisbrooke Park has also been a key location for significant community events such as the Food Truck event.

Within the City there are Changing Places facilities within the Salisbury Community Hub and Unity Park, Pooraka, with this new proposed facility being the third for the City.

Approval is requested for a new Council capital contribution of \$150,000 to complement the \$300,000 State Government income to deliver this new community facility. This is proposed to be administered via the 2023/24 Second Quarter Budget Review as a non-discretionary bid, with construction scheduled in the second half of 2024/25

Recommendation: Approves a Non-discretionary 2023/24 Second Quarter Budget Review Bid of \$450,000 to reflect the successful State Government income of \$300,000 and \$150,000 Council capital contribution to deliver a new \$450,000 PR27539 Changing Places facility at Carisbrooke Park, Salisbury Park.

Impact: New grant funding and Changing Places Facility within the City

*Amendment to Budget***PR27540 Globe Derby Flood Mitigation**

The City of Salisbury was recently awarded Commonwealth Government grant funding via the Disaster Ready Fund grant program to construct tidal flood gates and associated improvements, to improve protection to the community at Globe Derby from Dry Creek flood flows combined with high tidal conditions. The total project value is \$645,000, of which the City of Salisbury was successfully awarded \$315,000 of grant funding. The required \$330,000 City of Salisbury contribution for this grant is accounted for within existing budgets. Approval of this grant funding is requested, with it proposed for administration via the 2023/24 Second Quarter Budget Review as a Non-discretionary bid.

Recommendation: Approves a Non-discretionary 2023/24 Second Quarter Budget Review Bid of \$315,000 to reflect the successful Commonwealth Government income and expenditure associated with PR27540 Disaster Ready Fund, Globe Derby Flood Mitigation.

Impact: New grant funding for flood mitigation works at Globe Derby

**PR30162 Kingswood Crescent Reserve, Paralowie, New Playspace**  
**PR30242 Camelot Drive Reserve, Paralowie, New Playspace**

At both Kingswood Crescent Reserve and Camelot Drive Reserve, Paralowie, the construction of new playspaces have been delivered. These playspaces provide new recreational and play amenities for the community to use and enjoy. Due to the grade of the site, Camelot Drive Reserve Playspace encountered additional expenditure due to earthworks. With savings within the completed Kingswood Crescent Reserve Playspace, a request to transfer \$20k from this project into Camelot Drive Reserve Playspace is being sought to cover the additional earthworks expenditure, and is proposed to be included and administered within 2023/24 Second Quarter Budget Review.

Recommendation: Approves the transfer of \$20,000 available capital funding PR30162 Kingswood Crescent Reserve, Paralowie, New Playspace, which is now completed, to PR30242 Camelot Drive Reserve, Paralowie, New Playspace, to cover additional expenditure incurred due to earthworks, which will be administered as a Non-discretionary 2023/24 Second Quarter Budget transfer.

Impact: Budget adjustment to align with expenditure occurred

*Amendment to Budget***PR22852 Bus Shelter & Bus Stop Improvement Program**

As reported via Urban Services Committee, March 2023, the Department for Infrastructure and Transport (DIT) offered grant funding to the City of Salisbury to enable the delivery of three new bus shelters within the City. This was able to be achieved under the \$50k grant value, therefore approval has been given to install a fourth shelter with the balance of the funding at the following priority location;

- Stop 60 Waterloo Corner Road, South West Side, adjacent Spring Bank Plaza, Burton

Approval is now formally being sought to include this additional new shelter within PR22852 Bus Shelter & Bus Stop Improvement Program.

Recommendation: Approves the inclusion of a new bus shelter at Stop 60, Waterloo Corner Road, South West Side, servicing Springbank Plaza, within PR22852 Bus Shelter & Stop Improvement Program with no impact to budget as there is sufficient State Government grant funding available and approved for this work.

Impact: New amenity for the community which will be included into the relevant future maintenance and renewal schedules

**PR27298 Keyhole Park Pump Replacement**  
**PR27537 Cascades Pump Replacement**

Two submersible pumps at Mawson Lakes at the Cascades and Keyhole Park have recently failed beyond repair and required replacement. This replacement cost of \$43k is requested is to provide capital funding to align with the nature of this expenditure which is no longer operational.

Recommendation: Approves a Non-discretionary 2023/24 Second Quarter Budget Review Bid of \$43,348 for unforeseen pump replacements which have occurred at Keyhole Park and the Cascades, Mawson Lakes

Impact: New capital funding due to failure

#### 4. FINANCIAL OVERVIEW

- 4.1 As at the end of December 2023, the City Infrastructure Capital Works Program is \$21M or, 23.9%, expended together with \$20.7M of commitment. Collectively, the spend and commitments are 47.6% of the \$87.8M Revised Budget. These figures exclude Salisbury Water, Information Technology and Strategic Property capital works.



4.2 The following table displays the financial status by asset category which are covered within this report:



5. CONCLUSION

- 5.1 The Capital Works Program continues to be progressively delivered, noting the recent construction industry festive season closures meant minimal construction changes to report this period.
- 5.2 A series of requests have been included this reporting period to address funding and associated program changes as follows;
  - 5.2.1 Due to a greater extent of pipe failure, an additional \$500k is being sought to address this drainage issue at Brickwork Place, Walkley Heights.
  - 5.2.2 The City of Salisbury was successfully awarded \$300k State Government grant funding to contribute towards the construction a new \$450k Changing Places facility at Carisbrooke Park, Salisbury Park. In order to deliver this new community facility, a \$150k Council contribution is required and requested as part of this report.
  - 5.2.3 To support the delivery of flood mitigation works at Globe Derby, the City of Salisbury was successfully awarded \$315k of Commonwealth grant funding, noting the required \$330k Council contribution is funded and can be offset by existing budgets.
  - 5.2.4 A transfer of \$20k available funding is requested from Kingswood Crescent Reserve New Playspace to Camelot Drive Reserve New Playspace to cover earthworks expenditure.
  - 5.2.5 With the construction of three new bus shelters being delivered below State Government grant funding, approval is requested to construct an additional shelter with the available funds.
  - 5.2.6 Due to failure beyond maintenance repair, \$43k of capital funding is requested to cover the cost associated with the replacement of two submersible pumps within Mawson Lakes.





<b>GB4</b>	<b>Abilities and Inclusion Strategic Plan (AISP) Review</b>
<b>DATE</b>	29 January 2024
<b>AUTHOR</b>	Vesna Haracic, Manager Community Health & Wellbeing, Community Development
<b>CITY PLAN LINKS</b>	1.3 People are valued and they feel safe, included and connected 1.2 The health and wellbeing of our community is a priority 4.5 We engage meaningfully and our community is aware of Council initiatives
<b>SUMMARY</b>	The Ability Inclusion Strategic Plan 2020 – 2024 is being reviewed during early 2024 as required by the Disability Inclusion Act 2018 (SA). Urban and regional Planning Solutions (URPS) has been engaged to facilitate the engagement process. The proposed engagement process has been developed in consultation with Disability Access and Inclusion Network (DAIN) members and the documents are provided for Council information.

## RECOMMENDATION

1. Notes the engagement plan and supporting documents for the first phase of consultation on the Ability inclusion Strategic Plan which targets residents living with a disability (with a focus on autistic people) and agencies involved in the development and implementation of the plan.
2. Notes that the report on outcomes of this targeted consultation will be presented in mid-2024 along with a draft Plan which will be the basis for the phase 2 consultation for the public to comment on as required by the Disability Inclusion Act.

## ATTACHMENTS

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

1. Background information on AISP
2. AISP survey
3. Engagement Tactical Plan
4. Community leader help sheet

## 1. BACKGROUND

- 1.1 The Disability Inclusion Act 2018 (SA) requires Councils to:
  - 1.1.1 review their Disability Access and Inclusion Plans (DAIPS) at least once in the DAIP's first four years (Section 18).
  - 1.1.2 Hold public consultation and Revise its DAIP within six months of the publication of a new State Disability Inclusion Plan being published (Section 16).

- 1.2 The current State Disability Inclusion Plan “Inclusive SA” has commenced its initial community consultation. Another consultation about a new draft Plan will occur early in 2024. The new Plan will be published in June 2024. This means that within 6 months of this date Council must hold a public consultation to comment on its draft plan and to finalise a new Ability Inclusion Strategic Plan 2020-2024 (AISP).
- 1.3 A new Initiative Bid in 2023/24 funded the review of Council’s Disability Access and Inclusion Plan, called the Ability Inclusion Strategic Plan 2020 – 2024. A consultant has been engaged to support the first consultation phase and to draft a new AISP for a further consultation phase.

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

- 2.1 Disability Inclusion and Access network (DAIN)
- 2.2 URPS

## **3. DISCUSSION**

- 3.1 This report provides the Project timeline and the attached “Engagement Tactical Plan” explains how the first phase of targeted consultation will occur. The other attachments are the documents to be provided to consultation participants.
- 3.2 A report will be made to the Committees and Council following Phase 1 of consultation. This report will include:
  - a review of the AISP including feedback from the community and staff
  - a draft AISP proposed as the basis for the phase 2 consultation derived on high priority matters identified in the consultation.
- 3.3 The Background paper and the consultation survey (attached) is framed to avoid raising expectations about Council’s capacity to deliver new or renewed infrastructure given current financial constraints. The focus is on how people with disability can participate most fully in Council’s programs, services, employment, places and spaces.
- 3.4 Timelines for AISP review:

(Please note that the first milestone in the table below is not part of the AISP Review but is included in the table because it occurs within the timeline. Council has to report to DHS by 31 March about AISP progress in calendar 2023, reflecting the State Disability Inclusion Plan reporting period transitioning from financial to calendar year from 2023)

Milestone	When	Who
Report to state govt on AISP progress	31 March	COS
Phase 1 engagement community and staff priorities for next AISP	March	URPS and COS
Review report on Current AISP including priorities for next AISP to be send to Minister for Human Services c/- Chief Executive Dept of Human Services for the Minister	May	URPS and COS
New State Disability Inclusion Plan released after early 2024 consultation	June	DHS
Draft AISP to address community priorities and align to new state Disability Inclusion plan	July-Aug	COS and URPS
Phase 2 consultation on draft AISP	September	COS
Update draft AISP to respond to consultation	Oct	COS
Council adopt draft AISP and send CoS website Link DHS	Dec or 6 months after State Disability Inclusion Plan published	COS
Procure Easy Read transcriber service and produce Easy Read version for publication and sending link to DHS	Oct 2024 – Feb 2025	CoS and consultant

3.5 The timeline above does not include Reports to Executive, Committee or Council. A report to Council will occur prior to Phase 2 of the public consultation on the revised AISP so that Council can contribute and provide staff direction on their priorities and agreed alignment on the State Disability Inclusion Plan.

3.6 The target population for the first consultation phase is:

- Residents and stakeholders who have some experience of the AISP over the past 4 years
- Autistic people, as resolved by Council in March 2023
- “intersectional” populations of people with disability, youth, First Nations, CALD and women required by the Disability Inclusion Act.

3.7 The second consultation on the revised AISP will be open to the general public and this will not occur until late 2024.

#### 4. CONCLUSION

4.1 This mandated review and revision of Council’s AISP will enable lessons learned and community and staff feedback about future priorities to shape the new AISP.





## Background Information

### Ability Inclusion Strategic Plan review

The Salisbury Council is writing a new plan based on learnings and feedback on the current plan to improve disability access and inclusion.

This document provides information that Council will use to prepare the plan and asks for your ideas.

#### **What does Salisbury Council do?**

The council supports the community to thrive by encouraging people to be more active and connected with others. It achieves this by:

- Managing the Salisbury and other Hubs, libraries, community centres, parks, playgrounds, ovals, footpaths, roads, commercial use of footpaths, parking and builds and maintains recreation centres including the Salisbury Aquatic Centre.
- Running events, training and activities for the community.
- Providing jobs and volunteer work at the Council.
- Inviting residents to be part of decision making through consultation, committees, networks, or by being elected to Council.

The new disability plan will list the things Council will do to improve access in these areas.

#### **What has Salisbury Council done so far for disability access and inclusion?**

- Established the Disability Access and Inclusion Network of people with lived experience of disability who provide advice to Council.
- Approved the first SA universal design guidelines for Council buildings, parks and playgrounds.
- Built the new Salisbury Community Hub with improved access – doorway width at least 10cm wider than minimum standard, where bright light can be dimmed in meeting rooms, Adult Change Facility and wheelchair refuges in stairwells during evacuation.
- Provided feedback on the SA Autism Strategy.
- Increased length disability parking zones for rear-loading vehicles.
- Working with Purple orange to develop peer networks and run workshops building knowledge about better NDIS experience, being part of the general community and growing the confidence to be a leader.
- Developing resources and training Salisbury Hub customer service and library staff to provide excellent service to as part of the national Communication Access program.
- Involved residents with disability in all stages of design of the \$29.9 million Salisbury Aquatic Centre re-development at Happy Home Reserve.

- Listened to young people as part of November 2023 Youth Summit, designed to support participation of autistic and other people living with disability.

**What can Salisbury Council do?**


Share your ideas by mid- March 2024 on how Council could make its places, activities and programs more inclusive of people of all abilities.

- Complete a survey at [salisbury.sa.gov.au/council/have-your-say](https://salisbury.sa.gov.au/council/have-your-say) or request a hard copy
- Call or text your feedback to 0403 001 158
- Email your feedback to [mtaggart@salisbury.sa.gov.au](mailto:mtaggart@salisbury.sa.gov.au) with "Ability Inclusion Plan" in the Subject line.

**The Salisbury community**

There are no statistics that measure how many people in the Salisbury Council area live with disability, are a carer or are neurodiverse. Below are some statistics from the Australian Bureau of Statistics Census for the Salisbury area in 2021. Some are compared to averages for the Greater Adelaide area.

Statistics are also provided about people from culturally and linguistically diverse backgrounds, Aboriginal and Torres Strait Islander peoples, women and children. These are the priority groups for the State Disability Inclusion Plan.

	145,806 people 50% male and 50% female 26% children (under 19 years) Growing number of retirees and older people
	More people with a profound or severe disability (PHIDU 2022) or who need assistance for core activities
	Fewer people who provide unpaid assistance to people with a disability, health condition or due to old age
	More Aboriginal and Torres Strait Islander peoples
	More people born overseas More people do not speak English well or at all

<div><div>\$</div><div>Lower household income More people receiving an unemployment benefit</div></div>	
<b>Ability inclusion laws and plans</b>	
<b>International</b>	
United Nations Convention on the Rights of Persons with Disabilities	Acknowledges that people living with disability have the same human rights as other members of the community and that the State and the community have a responsibility to facilitate the exercise of those rights.
<b>Australian</b>	
Disability Discrimination Act 1992	Makes it unlawful to discriminate against a person, in many areas of public life, because of their disability.
Australia's Disability Strategy 2021-2031	Sets out a plan for all levels of government to continue to improve the lives of people with disability in Australia in the areas of: <ul style="list-style-type: none"><li>- Employment and financial security</li><li>- Inclusive homes and communities</li><li>- Safety, rights and justice</li><li>- Personal and community support</li><li>- Education and learning</li><li>- Health and wellbeing</li><li>- Community attitudes</li></ul>
National Disability Insurance Scheme (NDIS)	Australian Government program that provides funding to about 610,000 eligible people with disability for services, equipment and activities that support their participation and quality of life. In total there are about 4.3 million people with disability in Australia.  Under review.
Royal Commission into Violence, Abuse, Neglect and	Has made 222 recommendations on how to improve laws, policies, structures and practices to ensure a more inclusive

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Exploitation of People with Disability	and just society that supports the independence of people with disability.
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<b>South Australian</b>	
<b>Disability Inclusion Act 2018</b>	<p>Acknowledges that people with disability have the same human rights as other members of the community.</p> <p>Promotes the independence and social and economic inclusion of people with disability.</p> <p>Requires all State authorities (and Councils) to develop and implement a Disability Access and Inclusion Plan (DAIP).</p>
<b>State Disability Inclusion Plan 2019-2023</b>	<p>Sets out specific actions for state and local governments to achieve the vision of an accessible and inclusive South Australia based on fairness and respect.</p> <p>The 2022 interim review updated the plan so that it follows the same areas as the National Strategy. Now there is a consultation to review this Plan – consultation closes 3 December 2023 – go to the YourSAy website <a href="https://yoursay.sa.gov.au/disability-inclusion-plan">https://yoursay.sa.gov.au/disability-inclusion-plan</a></p>
<b>State Autism Strategy</b>	<p>Is being developed by the South Australian Government. It will consider feedback provided by the autistic and autism communities which includes a desire for improved:</p> <ul style="list-style-type: none"> <li>- Awareness and attitudes</li> <li>- Employment and support</li> <li>- Access to affordable diagnosis</li> <li>- Support for carers</li> <li>- Safe and sensory friendly places and inclusive community</li> <li>- Ongoing consultation with the autistic and autism communities</li> <li>- Recognition of the diversity of autistic experiences and needs across the lifespan.</li> </ul>
<b>Salisbury Council</b>	
<b>City Plan 2035</b>	<p>Council's vision is for Salisbury to be a progressive, sustainable and connected community. Includes these actions:</p> <ul style="list-style-type: none"> <li>- Implement the 'Ability Inclusion Strategic Plan', including providing more equipment in our playgrounds that is able to be used by people with different abilities.</li> <li>- Ensure public spaces are accessible.</li> </ul>

<b>Strategic Asset Management Plan</b>	Identifies the need to consider universal access and ability inclusion, particularly for play spaces, bus stops, footpaths, and other public spaces.
<b>THRIVE Strategy</b>	<p>Identifies that a thriving Salisbury is one which is:</p> <ul style="list-style-type: none"> <li>- Socially connected</li> <li>- Physically active</li> <li>- Culturally enriched</li> <li>- Civically engaged</li> <li>- Learning and aspiring</li> <li>- Safe and secure.</li> </ul> <p>Action plans are being prepared for each of these areas and Disability Access and Inclusion Network has already provided feedback on the first two Action Plans.</p>
<b>Ability Inclusion Strategic Plan</b>	<p>Council's legally required Disability Access and Inclusion Plan. It is under review.</p> <p>The current plan aims to ensure that people of all types and levels of ability have equitable social and economic opportunities within the Salisbury Council area. It includes actions in the areas of:</p> <ul style="list-style-type: none"> <li>- Support for health and wellbeing through inclusive programs, services and events</li> <li>- Accessible buildings, streets and open spaces</li> <li>- Effective contribution to community and decision making</li> <li>- Proactive planning and building assessment processes</li> <li>- Informed and supportive working environments</li> <li>- Informed community with inclusive attitudes and behaviours</li> <li>- Ability inclusion planning is integrated across Council business.</li> </ul>



## Ability Inclusion Strategic Plan Survey

The Salisbury Council is writing a new plan to improve disability access and inclusion.

Council wants to know what is important to people living with disability.

By answering this survey, your ideas will help us to write the new plan. The survey closes 20<sup>th</sup> March 2024.

Please tick the circle next to your answers ☒ or write in the spaces provided.

### About you

1. Are you (tick all that apply) ☐ A person with disability ☐ A carer for someone with disability ☐ A worker that supports people with disability ☐ A community member
- ☐ Other (please write here) .....

2. What suburb do you live in?

Please write suburb here.....

3. How old are you? (tick one) ☐ A child (less than 12 years old)
- ☐ A young person (between 12 and 24 years old) ☐ An adult (between 25 and 59 years old) ☐ An older person (60 years old or more)

4. What gender are you? (tick one) ☐ Female ☐ Male ☐ Other

.....

☐ Prefer not to say

5. Do you identify as an Aboriginal or Torres Strait Islander person? (tick one)

☐ Yes ☐ No

☐ Prefer not to say

6. What language do you speak at home? (tick one) ☐ English

☐ A different language (please write here).....

7. Please tell us about a time that you had a good experience of disability access and inclusion in the Salisbury Council area? (please write below). (optional)

--

8. Where does Council most need to focus its efforts for disability access and inclusion? **Tick your top 3** from the list below:

- Accessible and inclusive outdoor activities and spaces
- Getting around my area safely
- Council buildings meet my needs (Community Centres, Libraries, Recreation)



- Centres, Salisbury Aquatic Centre)
- Council programs and events are inclusive
- Work or volunteer opportunities at Council
- Easy to understand communication from Council (website, documents, signage)
- I am treated with respect and dignity by Council
- Actively engaging with my Council (elections, consultations, community feedback)

9. Write in the boxes below up to 3 things or places you most would like improved for disability access and inclusion in the Salisbury Council area. (optional)

1.

2.

3.





City of Salisbury  
23ADL-0913  
14 December 2023

# Engagement Tactical PlanEngagement Tactical Plan

City of Salisbury Ability Inclusion Strategic Plan  
Review (Phase 1)

SHAPING  
GREAT  
COMMUNITIES



Item GB4 - Attachment 3 - Engagement Tactical Plan

Engagement Tactical PlanEngagement Tactical  
PlanEngagement Tactical PlanEngagement Tactical  
PlanEngagement Tactical Plan

14 December 2023

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Prepared for                              City of Salisbury

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Document history and status

Revision	Date	Author	Reviewed	Details
V1	9/11/23	Z. Hambour	E. Mansfield	Draft plan for council review
V2	22/11/23	Z. Hambour		COS updates
V3	6/12/23	Z. Hambour		Timeframes updated

We acknowledge the Kurna People as the Traditional Custodians of the land on which we work and pay respect to their Elders past, present and emerging.

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## 1. Background

The City of Salisbury is undertaking a review of its Ability Inclusion Strategic Plan (AISP) in line with requirements of the *Disability Inclusion Act 2018*.

Council's review will be happening in two phases.

1. Initial review and early engagement to prepare a review paper and initial draft Ability Inclusion Plan.
2. Update and consult on new draft Ability Inclusion Strategic Plan to bring it in line with new state Disability Inclusion Plan (anticipated for release mid 2024).

This engagement tactical plan relates to Phase 1 and documents:

- Engagement approach (objectives, key messages, key lines of enquiry).
- Stakeholders.
- Engagement activities, responsibilities and timing.

## 2. Engagement approach

### 2.1 Engagement objectives

- To understand the barriers to disability inclusion in the City of Salisbury area and what council could do to remove them.
- To identify experiences of good access and inclusion in the City of Salisbury area and where Council may have improved.
- To engage with previously underrepresented groups in engagement including autistic people, people with dementia and representative organisations.
- To understand views of particular "intersectional" groups identified in the State Disability Inclusion Plan including culturally and linguistically diverse communities (CALD), women, youth and Aboriginal and Torres Strait Islander peoples with disability.
- To ensure engagement activities and promotion are cognisant of access needs.

### 2.2 Key messages

- The Salisbury Council is writing a new plan to improve disability access and inclusion.
- Salisbury Council manages the Salisbury Hub, libraries, community centres, parks, playgrounds, the Salisbury Aquatic Centre, ovals and footpaths. They run events, training and activities for the community. They provide jobs and volunteer work.
- Council wants to know what people living with disability and the people who support them would like Council to do.
- The ideas provided will help us to prepare the new plan.

### 2.3 Key lines of enquiry

Assessable and Inclusive activities and spaces

- Getting around my area safely
- Council buildings meet my needs (Community Centres, Libraries, Recreation Centres, Salisbury Aquatic Centre)
- Council programs and events are inclusive
- Work or volunteer opportunities at Council
- I am treated with respect and dignity by Council



- Actively engaging with my Council (elections, consultations, community feedback)
- Easy to understand communication from Council (website, documents, signage)

### 3. Stakeholders

Type	Interest/Impact/Risk	Engagement needs
Elected Members	<ul style="list-style-type: none"> <li>Concern for constituents and desire that constituents are adequately engaged and supported</li> </ul>	<ul style="list-style-type: none"> <li>Kept informed of process</li> <li>Workshops to understand their views</li> <li>Reports for approval</li> </ul>
Council staff	<ul style="list-style-type: none"> <li>Responsible for various policy objectives that intersect with access and inclusion</li> <li>Manage assets, facilities and programs</li> <li>Manage employment workplace and volunteer programs</li> <li>Deliver communication and promotion</li> </ul>	<ul style="list-style-type: none"> <li>Information that demonstrates the importance of access and inclusion</li> <li>Face to face group discussions to explore how their roles intersect with access and inclusion and to gather their ideas for improvement</li> </ul>
Residents that had previously participated in access and inclusion engagement	<ul style="list-style-type: none"> <li>Demonstrated interest in access and inclusion planning and a longer view of Council's performance</li> </ul>	<ul style="list-style-type: none"> <li>Make aware of new opportunity to provide input</li> <li>Face to face opportunities to gather input</li> <li>Surveys</li> <li>Provide feedback by phone call, text or email</li> </ul>
Key disability groups and service/program providers	<ul style="list-style-type: none"> <li>Advocate and provide services or programs for people with disability</li> </ul>	<ul style="list-style-type: none"> <li>Face to face opportunities to hear views</li> <li>Reach out to leaders to encourage participation via surveys</li> <li>Communicate by social media groups</li> </ul>

Type	Interest/Impact/Risk	Engagement needs
Autistic and other neurodiverse people	<ul style="list-style-type: none"> <li>Previously less considered in access and inclusion planning</li> <li>Have considerations for making facilities more welcoming</li> <li>Increased Council staff awareness about value of autistic people in Council activities and employment</li> </ul>	<ul style="list-style-type: none"> <li>Face to face meetings with representative groups</li> <li>Reach out to leaders to encourage participation</li> <li>Provide feedback by phone call, text or email</li> <li>Communicate by social media groups</li> </ul>
Dementia groups	<ul style="list-style-type: none"> <li>Previously less considered in access and inclusion planning</li> <li>Have considerations for making facilities more welcoming</li> <li>Grow Council staff awareness about interacting with people with dementia</li> </ul>	<ul style="list-style-type: none"> <li>Face to face meetings with representative groups</li> <li>Reach out to community leaders to encourage participation</li> </ul>
CALD community	<ul style="list-style-type: none"> <li>Key demographic for State Disability Inclusion Plan</li> <li>City of Salisbury key destination for new arrival communities</li> </ul>	<ul style="list-style-type: none"> <li>May be less likely to participate through normal avenues</li> <li>Reach out to community leaders to encourage participation through surveys</li> </ul>
LGBTQI+ community	<ul style="list-style-type: none"> <li>Previously not specifically engaged in access and inclusion planning</li> </ul>	<ul style="list-style-type: none"> <li>Make key organisations aware of the consultation and how people can have a say</li> </ul>
Purple orange and SKILL	<ul style="list-style-type: none"> <li>Delivering existing program with Council</li> <li>14 year history of engagement with City of Salisbury</li> </ul>	<ul style="list-style-type: none"> <li>Face to face meeting to understand views and ideas</li> </ul>



Type	Interest/Impact/Risk	Engagement needs
Users of Council services and facilities and wider public	<ul style="list-style-type: none"><li>• General interest or family or friends with access needs</li></ul>	<ul style="list-style-type: none"><li>• Easy surveys to provide feedback</li></ul>

A contact list for key groups is provided in Appendix A.

## 4. Engagement activities

Consultation period 22/11/23 to March 2024

Activity + Description*	Stakeholders	Responsibilities
<b>Promotional materials</b> Promotional materials to direct people to the survey and other feedback avenues: copy for webpage, email and social media post	<ul style="list-style-type: none"> <li>All</li> </ul>	<ul style="list-style-type: none"> <li>City of Salisbury (CoS) to draft and distribute mid Feb 2024</li> </ul>
<b>Contact details for easy feedback</b> Identify email address and mobile number (for receiving texts and calls) for community to contact with their priorities for removing barriers	<ul style="list-style-type: none"> <li>General public</li> </ul>	<ul style="list-style-type: none"> <li>CoS to identify email, mobile number, person responsible and method of documenting feedback</li> <li>URPS to include number and email in promotional materials</li> </ul>
<b>Survey</b> (mid Feb-Mid to Mid-Mar 2023) Survey to capture feedback. Can be promoted to wider community as well as stakeholder groups, and as an option for those who are unable to attend workshop. Hard copy version will be available in centres and to champions (below)	<ul style="list-style-type: none"> <li>All</li> </ul>	<ul style="list-style-type: none"> <li>URPS to draft questions by Dec 2023</li> <li>CoS to load onto consultation webpage mid Feb 2024</li> </ul>
<b>Champions help sheet</b> Develop help sheet and cover email to provide to stakeholder groups to encourage members of that group to get feedback from their members or cohort via engagement activities and sheet that can be filled in one on one	<ul style="list-style-type: none"> <li>Targeted groups (CALD, Aboriginal, Dementia, Autistic people, youth, women)</li> </ul>	<ul style="list-style-type: none"> <li>URPS to draft by Dec 2023</li> <li>CoS to distribute mid Feb 2024</li> </ul>



Activity + Description*	Stakeholders	Responsibilities
<b>Staff workshop</b> (Late Feb 2023) In addition to key lines of enquiry, workshop will identify key project/upgrade opportunities	<ul style="list-style-type: none"> <li>Council staff</li> </ul>	<ul style="list-style-type: none"> <li>URPS to prepare running sheet and facilitate</li> <li>CoS to send invitation mid Feb 2023 and provide venue</li> </ul>
<b>Targeted workshop</b> (Late Feb 2023) 1.5 hr workshop at Salisbury Hub with residents who have participated previously. Promote that there is also an autistic specific workshop that day too and people can choose which to participate in	<ul style="list-style-type: none"> <li>Residents who have previously participated</li> <li>Representatives of key stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>CoS to send invitations on mid Feb 2024, provide venue and ensure access needs are catered for</li> <li>URPS to prepare running sheet and materials by mid Feb 2024</li> </ul>
<b>Autistic person workshop</b> (Late Feb 2023) Targeted participants through known contacts. Promoted via groups on Facebook and to key organisations	<ul style="list-style-type: none"> <li>Autistic people</li> </ul>	<ul style="list-style-type: none"> <li>CoS to send invitations and social media promotions mid Feb 2024, provide venue and ensure access needs are catered for</li> <li>URPS to prepare running sheet and materials by mid Feb 2024</li> </ul>
<b>Stakeholder meetings</b> (Early March 2023) Face to face meetings with key stakeholder organisations	<ul style="list-style-type: none"> <li>Purple Orange and SKILL</li> <li>Dementia friendly communities group</li> </ul>	<ul style="list-style-type: none"> <li>URPS to schedule and facilitate meetings Early March 2024</li> </ul>

## Appendix A – Contact list

### Organisational collaborators

#### JFA Purple Orange through:

Tracey Wallace,  
Strategy Leader

T: 8373 8326.

E: [traceyw@purpleorange.org.au](mailto:traceyw@purpleorange.org.au)

#### Dementia Friendly Communities

Liz Withall Community Development Officer Dementia Friendly Communities

Dementia Australia

27 Conyngham Street, Glenside SA 5065

P: 8372 2194

| M: 0491 691 663

Email [Liz.Withall@dementia.org.au](mailto:Liz.Withall@dementia.org.au)

### Organisations and groups involved in 2018 AISP consultation

#### Indigenous Community Professionals (InComPro) in association with Council's Social Planner responsible for the Reconciliation Action Plan

Raini Nailer

[mailer@salisbury.sa.gov.au](mailto:mailer@salisbury.sa.gov.au)

#### Bhutanese Community including:

Purple Orange led SKIL project with Bhutanese community

Bhutanese participants in the 2018 focus group to contribute to the original AISP, contact through Council's Mary Ceravolo (who is part of the Social Participation and Diversity Team in Community Health and Wellbeing)

[mceravolo@salisbury.sa.gov.au](mailto:mceravolo@salisbury.sa.gov.au)

#### Salisbury Youth Summit: Although a different cohort of young people, the Summit included people with disability but was a mainstream event distinct from the 2018 Youth Disability Summit.

Kathryn Brady

Community Programs Coordinator- General Programs & Twelve25 Youth Centre

Libraries & Community Centres

D: 8406 8319 | M: 0466 427 939

E: [KBrady@salisbury.sa.gov.au](mailto:KBrady@salisbury.sa.gov.au)



**More recent contacts:****Community Living Project**

Sarah Faulkner

Project Lead: Neighbourhood Circles Project

0479 157 856

**Community Bridging Service**

(Freddie Brincat OAM)

CE, CBS Inc.

[freddie.brincat@cbsinc.org.au](mailto:freddie.brincat@cbsinc.org.au)

0417 882 405

**Other DAIN member organisations****Novita Children's Services**

Emily Ayles

[Emily.Ayles@novita.org.au](mailto:Emily.Ayles@novita.org.au)

8172 9232

**Individual contacts****Residents**

Sisaleo Philavong

(Chair, SA Disability Minister's Advisory Council)

Bachelor of Disability Developmental Education

Multicultural Communities SA

Mobile: 0411411524

[sisaleo.philavong@mccsa.org.au](mailto:sisaleo.philavong@mccsa.org.au)

(Parafield Gardens resident, former Chair Salisbury Youth Advisory Council, Young South Australian of the year 2005.

Nicolette(??) former Chair Salisbury Youth Advisory Council and peer mentor contact through

Kathryn Brady

Community Programs Coordinator- General Programs &amp; Twelve25 Youth Centre

Libraries &amp; Community Centres

D: 8406 8319 | M: 0466 427 939



E: KBrady@salisbury.sa.gov.au

Tattfouy ("Tatt") Chea

[tattfouy.chea@gmail.com](mailto:tattfouy.chea@gmail.com)

Young Cambodian resident of Parafield Gardens who is vision impaired and part of a community awareness project with Council.

Jordy Rebers

Email

[mkatemis@hotmail.com](mailto:mkatemis@hotmail.com)

- This is Jordy's mum's email, her name is Malinda.

Direct mobile:

0403 896 542

Jordy is totally blind and also a member of the community awareness of vision impaired pedestrians project.

#### **DAIN individual members**

Some of the below are regular attenders of DAIN meetings (with an \* after their name) and others have participated in other ways over the past 5 years.

Tony Starkey

See Differently

[Tony.Starkey@seedifferently.org.au](mailto:Tony.Starkey@seedifferently.org.au)

8417 5563

Andrea Salisbury [andrea@sacid.org.au](mailto:andrea@sacid.org.au)

(works for SA Council on Intellectual Disability and is mother of children with multiple disability)SACID

0433696618

Anna Marsh (post only) 6 Birch Avenue Salisbury East SA 5108

Annette Young\* [annwhy185@gmail.com](mailto:annwhy185@gmail.com)

Annette is Deaf and can be contacted best by e-mail

Ben Waechter\* 0418 898 661 [waechter.ben@gmail.com](mailto:waechter.ben@gmail.com)

Daniella Fraser\* [daniellafraser89@gmail.com](mailto:daniellafraser89@gmail.com)



(Daniella was appointed inaugural Deputy Chair of DAIN on 14/11/2023)

Karinya Wong [karinya.wong@outlook.com](mailto:karinya.wong@outlook.com)

Penelope McMillan\* [pelj56@gmail.com](mailto:pelj56@gmail.com)

(Penelope is SA's leading advocate for people with ME/CFS and represents this population at national level, but can rarely attend events in person – usually Teams in to DAIN meetings but is travelling overseas for the ME/CFS movement in December)

Rhonda Maddigan\* 8182 5383 (please leave voicemail) also post 8 Birch Avenue Salisbury East SA 5109 – neighbour of Anna marsh

(Rhonda's health and even more her husband's health leads to many medical appointments and makes it hard to catch her at home)

Rosalind Wilton\* [rosalindwilton@outlook.com](mailto:rosalindwilton@outlook.com) 0478 502 228

Sarah Maculans [smaculans@hotmail.com](mailto:smaculans@hotmail.com)

(Sarah is completing 2<sup>nd</sup> year UniSA and is a guide dog user)

Sharon Carthew [sharcar99@outlook.com](mailto:sharcar99@outlook.com)

Sue Osborne\* [autumneveryday@gmail.com](mailto:autumneveryday@gmail.com)

(DAIN's autistic people's advocate)







## Ability Inclusion Strategic Plan

### Community Leaders Help Sheet

#### **Thank you for being an Access and Inclusion Community Leader**

You have been identified as someone with contacts in the community who can encourage those around you to have their say on access and inclusion.

As an Access and Inclusion Community Leader, you are helping Salisbury Council connect with people who may not otherwise contribute their views to inform our new Ability Inclusion Strategic Plan.

#### **What will an Access and Inclusion Champion do?**

As an Access and Inclusion Community leader, we are asking you to connect with people you know who have lived experience of disability. They may be family, friends, neighbours, colleagues or clients. They may have a disability, or they may care for someone with a disability.

We would like you to use our survey to gather input from people you know or have a direct connection to.

The information gathered will help prepare Council's new Ability Inclusion Strategic Plan. The Ability Inclusion Strategic Plan will help to make sure that people with disability can get around, use council services and feel welcome and engaged in the Salisbury Council area.

#### **How can I help people to participate?**

##### **1. Share the consultation details**

Let people in your community or network know about the consultation by sharing a link to the consultation webpage in emails, text, on social media or in conversations.

##### **2. Ask people to complete a survey**

If people are comfortable completing a survey by themselves you can provide them with a link to the online survey at [www.salisbury.sa.gov.au/council/have-your-say](http://www.salisbury.sa.gov.au/council/have-your-say) which is open until xxx. Or you can provide them with one of the hard copies provided and ask them to return it to you by xxx.

##### **3. Help someone complete a survey**

You can offer to sit with someone or talk to them on the phone and write their answers for them on one of the hard copy surveys provided.

##### **4. Phone call, text and email feedback**

If someone does not want to fill in the survey but still wants to provide feedback, they can:

- Call or text their feedback to 0403 001 158
- Email their feedback to [chwadmin@salisbury.sa.gov.au](mailto:chwadmin@salisbury.sa.gov.au)

**What should I say?**

When you make contact with someone, tell them:

- Salisbury Council is currently preparing a new Ability Inclusion Strategic Plan which is about making sure that people with disability can get around, use council services and feel welcome and engaged in the City of Salisbury.
- Council is genuine about wanting to hear from people with an experience of disability.
- That you put your hand up to talk to people you know who have lived experience of disability to help make sure all voices are heard as part of the process.
- That the survey will only take 5 minutes or so.
- Ask if they would like to fill in the survey together or provide feedback through the other ways listed above.

**What about privacy and safety?**

Please only discuss the survey with people you have an existing and safe relationship with.

Don't assume someone has a disability.

If someone would rather not discuss the survey, do not insist. Perhaps ask if you can leave them a hard copy or email them the link to the online version.

Reassure them that the names of people completing the survey will not be made public. People can choose to provide their names and contact details if they wish to be kept informed about the project. Council will keep their information confidential.

**Who do we want to engage in this process?**

We are looking for input from anyone who has the lived experience of disability. They may be family, friends, neighbours, colleagues or clients. They may have a disability, or they may care for someone with a disability.

In particular, we are keen to hear from people who don't often engage with this type of consultation process such as children, women, people from culturally and linguistically diverse backgrounds and Aboriginal and Torres Strait Islander people.





**What if I need help?**

Throughout the process, you can contact Mike Taggart, Inclusion Project Officer, from Salisbury Council via [mtaggart@salisbury.sa.gov.au](mailto:mtaggart@salisbury.sa.gov.au) or 0403 001 158 for support.

**When do I need to have the surveys completed by?**

The consultation for gathering input to help draft the Ability Inclusion Strategic Plan runs from xxx until 5pm xxx.

Please ask people to:

- Complete the online survey, call, text or email their feedback by xxx.
- Please complete hard copy surveys with people or ask them to return hard copy surveys to you by xxx. This will allow us time to collect and enter the hard copy surveys.

**How do I provide completed hard copy surveys back to you?**

We will arrange to collect hard copy surveys from you. If surveys are completed online, you don't need to do anything extra to get them to us.

**Where can people go for more information about the Ability Inclusion Strategic Plan and disability access and inclusion?**

- Visit our website at [www.salisbury.sa.gov.au/community/community-services/disability-inclusion-and-access](http://www.salisbury.sa.gov.au/community/community-services/disability-inclusion-and-access)
- Contact Mike Taggart, Inclusion Project Officer, at Salisbury Council at [mtaggart@salisbury.sa.gov.au](mailto:mtaggart@salisbury.sa.gov.au) or 0403 001 158



<b>GB5</b>	<b>Lake Windemere Water Fountain</b>
<b>DATE</b>	29 January 2024
<b>AUTHOR</b>	Jonathan Foong, Manager Urban, Recreation and Natural Assets, City Infrastructure
<b>CITY PLAN LINKS</b>	1.1 Our City is attractive and well maintained 4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	Council requested Administration to investigate the cost of installing a water fountain at Lake Windemere. Four (4) options have been developed for Council consideration; including the installation of a fountain system within Lake Windemere. Estimated capital costs and ongoing annual operational expenses have been tabled for consideration. The development of a water fountain within Lake Windemere is not included within the Strategic Asset Management Plan 2023/2024. If Council wants to proceed with the installation of a water fountain, a NIB is required to fund this development.

## RECOMMENDATION

### That Council:

1. Notes that the estimated capital and annual operating cost of installing a water fountain at Lake Windemere is approximately \$95,000 and \$47,000 respectively.

## ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

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

*“1. Approves that a budget bid of \$750,000, be prepared for consideration in the 2024/25 financial year for further upgrades to Lake Windemere including;*

*1.1 Sealing of the path around the lake*

*1.2 Installation of exercise equipment around the lake*

*1.3 Installation of barbeque facilities*

*1.4 Installation of toilet facilities*

*1.5 Installation of a dog park*

2. *Requests Administration to bring back a further report with costings for installation of a water fountain in the ornamental lake for consideration as part of the Quarter 1 Budget Review for the 2023/24 financial year.”*

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

- 2.1 Administration had gone to market previously and were unable to secure suitable contractors to undertake preliminary design work.
- 2.2 Subsequently, administration had undertaken a conceptual design in consultation with a contractor to develop a cost estimate for the installation of the proposed fountain, which is detailed in this report.

## **3. DISCUSSION**

- 3.1 Lake Windemere is a storm water detention basin with a catchment area of approximately 60 hectares. The lake outfall (overflow) discharges in a westerly direction to the existing underground drainage system in Holstein Drive.
- 3.2 In 2015 Lake Windemere was re-constructed to increase the detention capacity from 1 in 10-year storm event, up to a 1 in 100-year flood containment level. Thus, the overall depth of the lake was increased, the edges were stabilised and tiered to improve safety and provide aquatic vegetation to improve water quality.
- 3.3 Lake Windemere is considered an artificial ephemeral water body, in that the levels are not artificially maintained and are reliant only on stormwater inflows. Drying of the lake is expected to occur during periods of extended low rainfall. Administration have not actively monitored the water level at the lake. However, records indicate that the lake was dry on two occasions in the summer of 2015 and 2019.
- 3.4 Lake Windemere contains a central island that acts as a wildlife refuge and habitat. This is regularly found to host a wide array of water birds and other fauna which contributes to enhancing biodiversity.
- 3.5 Recent inspection indicates that the water quality is typical for an urban catchment and should not be a concern. The colour of the water is partly due to the depth of the water column, which reduces light penetration and gives an appearance of being “dirty”.
- 3.6 Large debris and litter are managed via two Gross Pollutant Traps (GPT) located on the north eastern and south eastern side of the lake, which intercepts litter from the stormwater network.
- 3.7 Lake Windemere is maintained by staff on a regular basis and there are no reports of odours arising from poor water quality. Typically, odours can arise from deoxygenated water bodies when oxygen is depleted due to the natural process of breaking down organic material. Vegetation can contribute to improving water chemistry by maintaining oxygen levels.
- 3.8 There is no evidence that additional water quality improvements are required at this time. Water quality will continue to be monitored through visual inspections as staff undertake routine maintenance in the reserve.
- 3.9 Dry periods for the lake will expose the fountain system, which increases the risk of theft or vandalism. Lake Windemere will have to be topped up artificially because water fountains require a minimum operating depth to operate. The practice of routine monitoring will be incorporated into regular work plans to maintain the appropriate water level.

- 3.10 Artificially topping up the water level in Lake Windermere will reduce the flood handling capacity of the lake increasing the risk of floods in extreme rain events. The additional flood handling capacity achieved from the work undertaken in 2015 (refer to paragraph 3.1) will be reduced to a level below the 1:100 flood event but more than the original 1:10 year flood event before the upgrade of the detention basin.
- 3.11 The proposed water fountain for Lake Windermere will be similar to that which is used at other ephemeral water bodies within Salisbury. The primary purpose of the fountain is to provide amenity for the reserve with little or no water quality benefits. Due to the size, shape and island in the middle of the lake their would be a substantial cost associated with improving water quality, and hence is not warranted for this location (refer to paragraphs 3.5 to 3.8). In addition to improved amenity, artificially maintaining the water level in Lake Windermere will also provide cooling benefits from the water body, particularly during the summer months.
- 3.12 Rossdale homes is partnering with Council to deliver 35 homes at Lake Windermere. The development will be located on the former community centre and carpark site and a small portion of the reserve area that abuts the adjacent school. This residential project, which will help activate the reserve overlooks the path and lake.
- 3.13 In discussion with some elected members, it is proposed that the fountain be located in the north western end of the lake as shown in the following figure.



Figure 1. Proposed location of the proposed Lake Windermere water.

- 3.14 Council's existing fountains are known to require a high level of maintenance, which includes weekly to fortnightly cleaning in certain times of the year and annual maintenance of associated infrastructure, such as pumps to ensure that assets reach useful life expectancy. The cost of ongoing maintenance is estimated to be approximately \$7,000 per year. The ongoing operating expense based on current cost associated with operating existing fountains is estimated to be \$40,000 per year. This equates to an annual ongoing operating and maintenance expense of \$47,000.

#### **4. FINANCIAL OVERVIEW**

- 4.1 The capital cost of installing a new fountain for the purpose of improving amenity of the reserve is estimated to be \$95,000. A significant proportion of the cost is associated with the electrical work and working within tree protection zones of significant and regulated trees. The estimated useful life of the fountain is 10 years.
- 4.2 The estimated annual maintenance and operating expense is \$47,000 per year.
- 4.3 There is no budget allocation for the proposed water fountain in Resolution 0342/2023 and a 2024/25 budget bid should be submitted if Council resolves to proceed with the installation of the fountain at Lake Windermere.
- 4.4 This project does not qualify with any current external grant funding opportunities.

#### **5. CONCLUSION**

- 5.1 The capital, operating and maintenance cost (\$95,000 capital and \$47,000 operation and maintenance) of the proposed fountain for Lake Windermere has been provided for Council's consideration.
- 5.2 There is no budget allocated to install the proposed fountain at Lake Windermere and an initiation bid should be submitted in support of the project.
- 5.3 Administration does not support the installation of the fountain at Lake Windermere because of:
- 5.3.1 the high capital, maintenance and operating cost; and
  - 5.3.2 the reduction in the flood handling capacity of the detention basin by artificially maintaining water levels.

<b>GB6</b>	<b>Ingle Farm Sporting Club Renewal Works - Rowe Park, Ingle Farm - Funding Requirements</b>		
<b>DATE</b>	29 January 2024		
<b>PREV REFS</b>	Urban Services Committee	4.1.10	20/06/2022
<b>AUTHOR</b>	John Devine, General Manager City Infrastructure, City Infrastructure		
<b>CITY PLAN LINKS</b>	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	
<b>SUMMARY</b>	This report seeks additional funding requirements for the upgrade of changerooms at the Ingle Farm Sporting Club, Rowe Park, Ingle Farm and recommends that Council write to the State Government seeking an increased contribution to the project.		

## RECOMMENDATION

### That Council:

1. Approves the Mayor write to the State Government seeking a further funding contribution of \$350,000 in addition to their committed funding of \$650,000, to a total of \$1,000,000 which equates to 50% contribution of the required funding to deliver the Ingle Farm Sporting Club Renewal Works at Rowe Park, Ingle Farm.
2. Approves a 2023/24 Third Quarter non-discretionary budget variation for the remaining amount required to deliver the Ingle Farm Sport Club Renewal Works at Rowe Park, Ingle Farm, up to the amount of \$1,350,000 and associated ongoing operational costs.

## ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

- 1.1 The Ingle Farm Sporting Club is a multiuse facility and is open six days a week. It is currently occupied by several sporting codes including Football (Juniors, Seniors & Women's), Cricket (Juniors, Seniors & Women's), Netball and 8-Ball.
- 1.2 Due to the Club's steady membership growth and the number of sporting teams that use the facility, the current changerooms do not meet the requirements of the Club.
- 1.3 In June 2022, Council considered a report relating to New Grant Funding for Infrastructure Projects following invitations from both the Department for Infrastructure and Transport (DIT) and the Office for Recreation, Sport and Racing (ORSR).

- 1.4 At that meeting, Council approved supporting a \$650,000 ORSR grant funding to be allocated for the upgrade of changerooms at the Ingle Farm Sporting Club, Rowe Park, Ingle Farm but did not allocate funding in the 2022/23 Budget as further site investigations were required to determine design solutions that would meet the Clubs needs while addressing the restrictions associated with the site location.
- 1.5 Preliminary concept designs and site investigations were undertaken, following which a budget allocation of \$750,000 was approved as part of the 2023/24 Budget Bid process.

## 2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 Ingle Farm Sporting Club
- 2.2 Mr Michael Brown MP, State Member for Florey

## 3. DISCUSSION

- 3.1 Administration have met with Michael Brown MP, State Member for Florey, Ward Councillors and Ingle Farm Sporting Club representatives to discuss design options for an upgraded unisex players' changerooms, toilet facilities, umpires change rooms and associated facilities.
- 3.2 The revised costings required to deliver the renewal works is \$2,000,000 and the purpose of this report is to consider how those costs will be met.
- 3.3 It is proposed that Council write to the State Government requesting a further funding contribution of \$350,000 in addition to their current commitment of \$650,000. This would bring the State Government's total contribution to \$1,000,000 which equates to 50% of the required funding to deliver the project.
- 3.4 It is also proposed that Council include a 2023/24 Third Quarter non-discretionary budget variation to meet the shortfall in funds following advice from the State Government. Currently the total shortfall is \$600,000, and assuming no further funding is available from the State Government the variation would be to increase the Council's current allocation from \$750,000 to \$1,350,000.
- 3.5 By approving this 2023/24 Third Quarter non-discretionary variation Council will enable the project to proceed to detailed design and construction, with a completion date currently expected in early 2025.

## 4. FINANCIAL OVERVIEW

- 4.1 The funding required to complete this project is \$2,000,000 with an ongoing annual operating budget of \$60,000.
- 4.2 **Scenario 1 – 50% Contribution from State Government:**

- 4.2.1 The following table shows the current commitments and a breakdown of the additional funding allocations should the State Government agree to a 50% contribution:

<b>Funding Source</b>	<b>Current Commitment</b>	<b>Additional Funding Sought</b>	<b>Total Funding Sought</b>
State Government	\$650,000	\$350,000	\$1,000,000
City of Salisbury	\$750,000	\$250,000	\$1,000,000
<b>Total</b>	<b>\$1,400,000</b>	<b>\$600,000</b>	<b>\$2,000,000</b>



**4.3 Scenario 2 - \$650,000 Contribution from State Government**

4.3.1 The following table shows the current commitments and a breakdown of the additional funding allocation required should the State Government not provide additional funding:

<b>Funding Source</b>	<b>Current Commitment</b>	<b>Additional Funding Sought</b>	<b>Total Funding Sought</b>
State Government	\$650,000		\$650,000
City of Salisbury	\$750,000	\$600,000	\$1,350,000
<b>Total</b>	<b>\$1,400,000</b>	<b>\$600,000</b>	<b>\$2,000,000</b>

**5. CONCLUSION**

- 5.1 The cost for renewal/upgrade works at the Ingle Farm Sporting Club, Rowe Park are estimated at \$2,000,000.
- 5.2 It is recommended that a further \$350,000 be sought from the State Government which will bring their total contribution to \$1,000,000, being a 50% contribution of the full cost of the project.
- 5.3 Administration is seeking Council's approval to meet any shortfall of funds through a 2023/24 Third Quarter non-discretionary budget variation up to the amount of \$1,350,000, enabling the project to proceed to detailed design and construction.



<b>GB7</b>	<b>Local Government Participation and Elections Review</b>
<b>DATE</b>	29 January 2024
<b>AUTHOR</b>	Rudi Deco, Manager Governance, CEO and Governance
<b>CITY PLAN LINKS</b>	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
<b>SUMMARY</b>	The Office of Local Government is conducting a state-wide consultation to give the community an opportunity to provide feedback on ideas and suggestions on how communities can better engage with their councils through a council term and, particularly, at election time. This review and consultation will focus on these key topics: 1) ways to better engage and participate with councils; 2) ways to encourage a greater number of more diverse candidates for election to councils; 3) ways to increase voter turnout; and 4) ways to ensure that council elections are run efficiently, with the highest level of integrity. The aim of this consultation is to inform reform proposals and the development of the bill to amend local government legislation.

**RECOMMENDATION**

That Council:

1. Notes the Local Government Participation and Elections Review Discussion Paper (Attachment 1, Item No. GB7, Council, 29 January 2024) and the associated Minister for Local Government announcement (Attachment 2, Item No. GB7, Council, 29 January 2024).
2. Notes that the community is encouraged to submit feedback on the Local Government Participation and Elections Review consultation directly to YourSAY at: <https://yoursay.sa.gov.au/council-participation-elections> by 1 March 2024.
3. Approves for the Chief Executive Officer to submit the following feedback on behalf of the City of Salisbury Council:  
(refer to survey form as Attachment 4, Item GB7, Council, 29 January 2024).
4. Approves for the Team Leader, Council Governance to submit the following feedback on behalf of the City of Salisbury Council:  
.....(refer to survey form as Attachment 4, Item GB7, Council, 29 January 2024) to form part of a sector wide response to the Office of Local Government.
5. Notes that the consultation outcomes will be published in May 2024.

## ATTACHMENTS

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

1. Discussion Paper Local Government Participation and Elections Review
2. Minister for Local Government Announcement
3. Summary Discussion Paper
4. Survey Form

### 1. BACKGROUND

- 1.1 Local councils are often described as the sphere of government that is ‘closest to the people’. The services they provide are often those that touch our day-to-day lives most closely. Yet this involvement with local services isn’t always reflected in how people engage with councils.
- 1.2 While local members are elected to represent their local communities, historically only around one-third of voters choose to vote in their local council elections.
- 1.3 Councils can also struggle to have a good number of diverse candidates willing to stand for election, to ensure that a local elected body has the best chance of representing and making the best decisions for its local community.
- 1.4 Over the past 20 years, the local government sector has been making increasingly large investments in promoting elections, both to encourage nominations, and to increase voter turnout. Despite these investments, engagement with councils at election times has remained at consistently low rates.
- 1.5 On 25 October 2023, the State Government announced a Local Government Participation and Elections Review (Attachment 2, media release).
- 1.6 The Local Government Participation and Elections Review Discussion Paper can be found in this link: [discussion paper](#) (Attachment 1) and a summary is available in this link: [Local Government Participation and Elections Review Summary Paper](#) (Attachment 3).

### 2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 Local Government Association

### 3. DISCUSSION

- 3.1 The community is encouraged to submit feedback directly to YourSAy at: <https://yoursay.sa.gov.au/council-participation-elections>
- 3.2 Council can also submit its collective feedback by resolution if it feels inclined to do so.
- 3.3 Consultation closes 1 March 2024 and consultation outcomes will be published in May 2024.

- 3.4 Council also has the option to submit Council endorsed feedback to the LGA to form part of the LGA's sector wide submission, with feedback required by 5pm Friday 2 February 2024.
- 3.5 The 2023 Local Government Participation and Elections Review will focus on participation and elections, including:

3.5.1 **ways to better engage and participate with councils:**

3.4.1.1 Community Engagement Charter (using modern methods of communication and engagement, flexible or prescriptive approach).

Ideas and questions provided in the discussion paper include:

- What requirements should be set for councils' community engagement for what decisions?
- What should be included in the Community Engagement Charter and what should be left for councils' own community engagement policies?
- Should councils have the capacity to determine how they will engage with their communities, or should the Community Engagement Charter be more directive in its approach?
- What other ideas do you have for councils' community engagement?
- How would you like to see councils engage with you?
- What are the types of information you would like to see councils include when they engage with you?

3.4.1.2 Council Meetings (livestreaming, audio recordings being made available, evening Council meetings).

Ideas and questions provided in the discussion paper include:

- Should councils be required to livestream their meetings, and make recordings available?
- All metropolitan councils hold their council meetings during the evenings, but councils in regional areas often hold their meetings during business hours. Should councils be required to hold their meetings at a particular time to maximise community participation?

3.5.2 **ways to encourage a greater number of more diverse candidates for election to councils:**

Ideas and questions provided in the discussion paper include:

- Increase council members' allowances
- Make council meetings more flexible
- More local promotion
- Term limits for council members
- Required training for candidates
- Consider real-time publishing of nominations
- Remove council wards
- Lack of nominations trigger for boundary reform

**3.5.3 ways to increase voter turnout:**

Ideas and questions provided in the discussion paper include:

- Make voting for councils compulsory
- Change the method for voting
- Consider who can vote for their council
- Change the timing of council elections
- Election promotion
- Remove council wards
- Consider candidate information

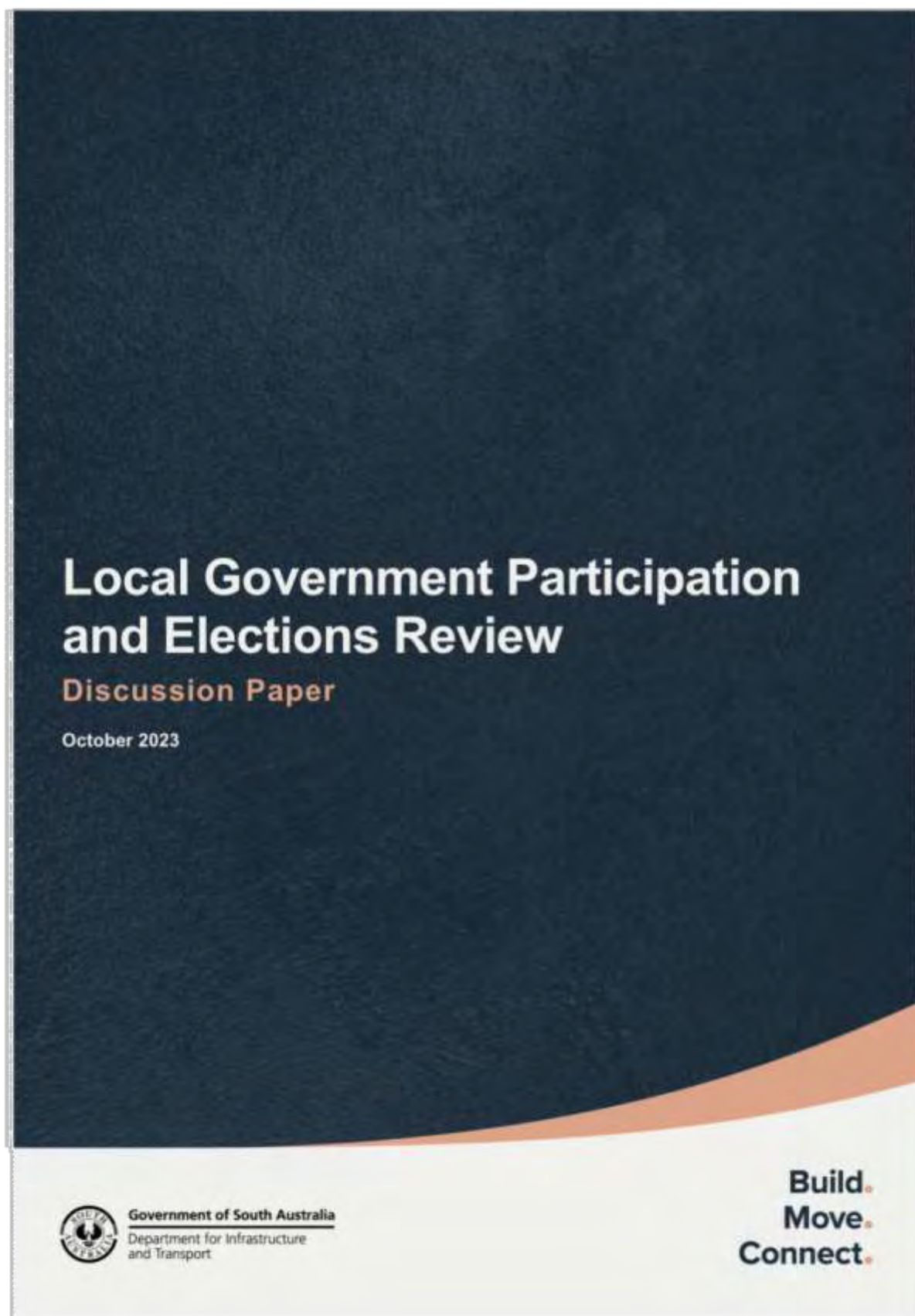
**3.5.4 ways to ensure that council elections are run efficiently, with the highest level of integrity:**

Ideas and questions provided in the discussion paper include:

- Any modifications that may be needed following changes introduced in 2022. In particular, the obligations for council election candidates to provide their campaign donations returns directly to ECSA, and the automatic loss of council office for failure to do so will be considered, given the significant issue this caused in early 2023, when special legislation needed to be passed to restore 45 council members to office who had lost their positions for this reason.
- Any matters raised by the Court of Disputed Returns, or other illegal practices found by the Electoral Commissioner, which may require legislative amendment to protect the integrity of council election processes.
- Any other matters raised, or improvements identified by the Electoral Commissioner in his review of the 2022 periodic council elections.

**4. CONCLUSION**

- 4.1 The community is encouraged to submit feedback on the Local Government Participation and Elections Review consultation directly to YourSAy at: <https://yoursay.sa.gov.au/council-participation-elections> by 1 March 2024.
- 4.2 The aim of this consultation is to inform reform proposals and the development of the bill to amend local government legislation.
- 4.3 Council may submit its own submission to this consultation.
- 4.4 Council also has the option to provide feedback as part of the LGA submission.



### **Disclaimer**

While every reasonable effort has been made to ensure that this document is correct at the time of publication, the Minister for Local Government, its agencies, instrumentalities, employees and contractors disclaim any and all liability to any person in respect to anything or the consequence of anything done or omitted to be done in reliance upon the whole or any part of this document.





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## Minister's foreword



Nearly 35 years ago, I threw my hat in the ring and stood for election to my local council. And after 20 years as a council member—including six as Mayor—and 14 as a Member of Parliament, I can confidently say that this was one of the best decisions of my life.

I stood for council for the same reasons that many South Australians do; because I wanted to get involved in the local decisions that have such an impact on our day-to-day lives. It's a challenging role, but one that also has tremendous rewards. I can honestly say—and often do—that my time as a local elected member has been one of the best of my life.

I'm passionate about local government, local leadership, and local decision-making. That's why I am also passionate about encouraging every South Australian to get involved with their council—to have your say about council decisions and activities, and,

at election time, to make sure you have your say about who will represent you and make decisions on your behalf by voting.

I'm also passionate about making sure that we have as many South Australians as possible making the same decision that I did so many years ago—to turn my commitment to my community into a decision to run for council and put that commitment into action.

This discussion paper poses a number of questions about how we can improve participation in local government, both throughout councils' terms, and at election times.

It poses some bold ideas that might be challenging or even controversial. But I firmly believe that it is time for us to take real action to better connect people to their councils; to get serious about tackling the persistently low voter turnout that we see every four years at council election time, and to make sure that the future of local government is in the hands of the most diverse and capable local representatives that we can find.

I encourage everybody reading this paper to respond to the questions it poses. Let us know how we can build a future for South Australia where our councils represent and are supported by a local community that truly feels connected to their local government.

Hon Geoff Brock MP

**MINISTER FOR LOCAL GOVERNMENT**

## Introduction

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Our local councils are often described as the sphere of government that is 'closest to the people'. The services they provide are often those that touch our day-to-day lives most closely—the footpaths and roads we walk and drive on, the bins we put our rubbish in, the parks, gardens and ovals where we walk, exercise and play with our children, and our local libraries to name just a few.

Yet this involvement with our local services isn't always reflected in close participation and engagement with our councils. While our local members are elected by the ratepayers and residents in their local areas, typically only around a third of voters choose to exercise their democratic right to vote for their council representatives. Councils can also struggle to have a good number of diverse candidates put their hand up to stand for election, to ensure that a local elected body has the best chance of representing and making the best decisions for its local community.

Over the past 20 years, the local government sector has been making increasingly large investments in promoting elections, both to encourage nominations, and to increase voter turnout. This participation is crucial, as elections establish the democratic foundations for the decisions that a council will make over a four-year term to spend ratepayers' money on the services and facilities that the council decides its community can and wants to pay for.

Despite these investments, engagement with councils at election times has remained at consistently low rates. This discussion paper therefore tackles some fundamental questions, not only about how council elections should be run to improve the number and diversity of council members and increase voter turnout, but also how people engage with their council over the whole of a council term, so that when election time rolls around, they are interested and engaged with the future of their local council.

There are four key topics covered in this paper. They are:

1. How people engage and participate with their council;
2. How we can encourage greater numbers and more diverse candidates;
3. How we can increase voter turnout; and
4. How we can make sure that council elections are run efficiently, with the highest level of integrity.

For each of these topics, this discussion paper provides a brief snapshot of current requirements, and changes over time. Each section also puts forward some ideas for improvements—and we want to hear from you! Are these ideas good ones? If not, why not? What other ideas do you have to improve people's engagement with councils—both at, and between, elections?



# Topic 1: How people engage with their council

## Community Engagement Charter

Councils continually engage with their communities on a range of critical decisions—their annual business plans and budgets, how council rates are set and collected, how parks and gardens and other council land should be used and managed, how a council's elected member body should be structured, and so on.

The *Local Government Act 1999* (the Act) requires all councils to have a public consultation policy in place. This policy must include some actions as a minimum—largely a requirement to consult for a minimum period of 21 days, to publish material on their website and in a newspaper, and to allow for submissions. The Act also requires councils to undertake more specific consultation on significant decisions, such as the requirement to hold an hour-long public meeting on its annual business plan and budget.

### Principles of engagement

The Charter is underpinned by these engagement principles:

1. Members of the community should have reasonable, timely, meaningful and ongoing opportunities to gain access to information about proposed decisions, activities and processes of councils and to participate in relevant processes.
2. Information about issues should be in plain language, readily accessible and in a form that facilitates community participation.
3. Participation methods should seek to foster and encourage constructive dialogue, discussion and debate in relation to proposed decisions, activities and processes of councils.
4. Participation methods should be appropriate having regard to the significance and likely impact of proposed decisions, activities and processes.
5. Insofar as is reasonable, communities should be provided with information about how community views have been considered and reasons for actions and decisions of councils.

These principles are consistent with principles adopted by individual councils over many years. They are informed by the International Association for Public Participation (IAP2) Core Values.

These basic requirements have now been in place in the Act for more than 20 years, however, community and council expectations regarding consultation have changed. For example, many councils have moved towards more modern methods of communication and engagement—for instance, using social media to 'get the word out' rather than relying on ratepayers reading notices published in the back of a local newspaper, or undertaking more fit-for-purpose engagement methods such as 'drop in' events at council venues.

Yet while councils may wish to invest in more modern and effective engagement—and their communities may expect them to—they must still comply with two-decades-old statutory requirements.

Changes to the Act will replace these inflexible requirements with a 'Community Engagement Charter' (the Charter). Councils' community engagement policies must be consistent with the Charter and comply with its requirements. These changes will commence when a Charter has been developed—which needs your input!

#### A flexible or prescriptive approach?

There is broad scope to create a Charter that reflects community and councils' views on how it should direct council's community engagement.

For example, the Charter could specify mandatory requirements that largely replicate the current requirements contained within the Act. Councils would then be required to undertake 'engagement tasks' as the Charter instructs them—for example, to release information online for a specific period of time; or to publish material elsewhere in a particular way. However, placing these requirements on councils may not support councils to invest in community engagement in a way that they feel best meets their community's particular needs.

Another option would be for the Charter to set out a range of general principles or performance outcomes then enable the specifics of each councils' community engagement to be determined in its own community engagement policy. With this approach, there might be concerns in the community that not all councils would engage in a similar way or might not engage to the level that a community may like to see.

The Charter could also be a mixture of these approaches. For example, it could contain more specific requirements for significant council decisions that affect the whole council area, but also allow for a more flexible approach for more localised matters.

While the public consultation requirements have traditionally covered the method of engagement (e.g., minimum consultation periods and publishing requirements), the Charter could also cover the type of information that should be made available during community engagement, or how public consultation feedback should be considered. This approach may fulfil the principle that engagement should encourage constructive dialogue and discussion.

A Charter might include that a council should provide information in a form that is appropriate for the council's community to engage with and make a submission on. Councils could then determine what this information looks like in their community engagement policies.

The intent of the change to a Charter is to enable councils to take a more fit-for-purpose approach to public consultation, taking into account the significance of the matter under consideration, the needs of their local community, and the advantages of new technology. It should also bolster community confidence that their council will engage with them properly on the decisions and actions that affect them.



To achieve this aim, the Charter may:

- include categories of consultation;
- specify mandatory requirements or set out more general principles and performance outcomes related to engagement, for each category;
- provide guidance on specific measures or techniques to achieve outcomes; and
- set out measures to evaluate how outcomes have been achieved, or to what degree.

And, of course, there will be mandatory public consultation on both the Charter and the related council community engagement policies.

One proposal is that the Charter set some minimum standards for more significant council tasks, such as the annual business plan and budget, but largely focus on a 'principles-based approach' to allow councils to determine the exact activities they will undertake to best engage with their communities on their business under their own policies. Another approach could be for the Charter to more specifically dictate exactly what activities councils must undertake to consult on particular matters and decisions, more like the current legislative requirements.

Of course, the Charter will not preclude councils from undertaking non-statutory consultation, which councils may choose to include in their community engagement policies.

### Ideas and questions

- What requirements should be set for councils' community engagement for what decisions?
- What should be included in the Charter and what should be left for councils' own community engagement policies?
- Should councils have the capacity to determine how they will engage with their communities, or should the Charter be more directive in its approach?
- What other ideas do you have for councils' community engagement?
- How would you like to see councils engage with you?
- What are the types of information you would like to see councils include when they engage with you?

## Council meetings

While community engagement on council decisions is a critical part of councils' business, councils also have other opportunities to engage their communities. Chief amongst these tools is council meetings, which are open, public meetings where all community members should have the opportunity to view council debates and decisions.

Traditionally, council meetings have been held in the council's chambers, with a gallery open to those who wish to spectate. The COVID-19 public health emergency, however, accelerated an increase in people's desire to watch council meetings at home, either at the meeting time or at a time of their own choosing. There is also an increasing need for councils to ensure the safety of people attending council meetings in person, particularly when contentious or highly debated matters are being discussed.

Many councils have met this demand by livestreaming their meetings, or by making recordings available after the meeting.

### Ideas and questions

- Should councils be required to livestream their meetings, and make recordings available?
- All metropolitan councils hold their council meetings during the evenings, but councils in regional areas often hold their meetings during business hours. Should councils be required to hold their meetings at a particular time to maximise community participation?

## Support council members to engage with communities

Council members are elected to represent their communities. However, many people do not realise that their local elected members are available to speak to about their concerns and priorities and to advocate on their behalf. Instead, people will contact their council administration directly, which can lead to a sense of frustration that they are not being heard, or that their concerns are not being acted on.

Members themselves may not feel empowered or supported to engage with community members, particularly if this is presented as engaging with operational rather than strategic council matters. Additionally, it can be difficult for members to spend time with their community, particularly if they are also busy with work and other life matters.

This can result in a lack of understanding that council members are elected to make decisions on their community's behalf and can also cause a sense of disconnection between citizens and their councils. Conversely, supporting stronger engagement between council members and constituents can increase engagement with local matters and decisions.

### Ideas and questions

- How should members be supported to engage directly with their communities?
- Should all council members be provided with a specific allowance to support constituent work, similar to the allowance that is provided to Members of Parliament?
- What other ideas do you have to strengthen the relationship between council members and their local community members?



## Topic 2: How can we encourage a greater number of more diverse candidates?

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Every four years, elections are held so that local communities can decide who should represent them and make decisions on their behalf about the services and facilities that are provided in their local area. These elections are the foundation of local government—as is the case with state and federal elections, communities exercising their choice on their representation is what makes councils governments in their own right.

For these elections to truly deliver this democratic foundation of councils, community members should be choosing who they vote for from as wide a selection of candidates as possible. Councils that reflect the diversity of their communities are better able to make decisions for, and provide services to, these communities.

However, council elections often struggle to attract enough candidates to fill all vacancies, let alone a wide range of candidates. For example, at the 2022 council elections, 683 positions needed to be filled, but 93 of these positions were filled without an election being held. The voters in these elections had no opportunity to exercise their democratic right to vote for their local representation. Additionally, some positions—including two mayoral positions—did not receive enough nominations, meaning that nine supplementary elections were then needed to fill these roles.

There is also a strong perception that councils are dominated by older people, usually men. Female representation has increased enormously in recent decades, but it is true that candidates for council continue to be dominated by older people.

While the commitment of every person who puts their hand up to stand for council should be acknowledged and appreciated, a more varied range of candidates would better reflect our increasingly diverse community.

### Ideas and questions

Many people choose to stand for their council as they have a real commitment to their local community and want to 'make a difference' by being part of the decision-making body that determines the vitality and sustainability of their local area. However, there would be many community-minded people who already commit many hours to community service but would not consider running in a council election. Why is this? Some ideas to tackle this issue are included below.

### 2022 periodic council elections—provisional statistics

Provisional statistical information provided by the Electoral Commission of South Australia shows that at the 2022 periodic council elections, elections were held for 565 of a possible 683 (82.7%) vacant positions. This was the lowest proportion of elections held for vacant positions since 2006. Related to this, nine supplementary elections were held following the 2022 periodic council elections, which was the highest number required since, at least, the elections held in 2000. Both statistics point to a drop in the number of candidates nominating, with a record number of positions receiving no nominations.

Of 791 male candidates, over a half (438, or 55.4%) were aged over 55 years.

#### Candidates at the 2022 Local Government Elections by gender by age cohort



Source: Provisional statistical information provided by the Electoral Commission of South Australia

Both the number and proportion of female candidates have continued to increase, with a record 466 females (37%) nominating for election. Of 466 female candidates, 224 (48%) were aged over 55 years.

Of all 1258 candidates, 1043 (82.9%) were born in Australia. The next largest group by birth was the United Kingdom (78, or 6.2%), followed by India (42, or 3.3%).

While the total number of nominations declined at the 2022 Local Government elections, the long-term trend has seen an increase in people nominating for election, particularly amongst women. From the 2000 council elections until 2014, women consistently made up between 25% and 29% of nominees. At the 2022 council elections, the number of women nominating reached an all-time high, with women representing 37% of all nominees.

## Increase council members' allowances

Most council members receive a small independently determined annual allowance of between \$7,192 and \$25,838, depending on the council. Mayors receive an allowance four times more than the councillors of their council. The City of Adelaide is an exception to this: council members' allowance is \$28,692, and the Lord Mayor's allowance is \$195,851.

These allowances are not intended to be remuneration or a salary, as is the case for Members of Parliament. This often results in council members performing their roles in addition to paid employment or other income, or—as is often the case—being retired.

Would more, and a more diverse range of, people be attracted to the role if allowances were increased?

## Make council meetings more flexible

Are there elements of council business that might put people off nominating?

For example, if a council meets during business hours, does that prevent people from standing for council if they are in the workforce or have family or other responsibilities? Or does it enable others, who may not be able to attend evening meetings, to run for council?

Currently, council members are required to attend council meetings in person. Enabling members to attend meetings electronically may also provide the flexibility that is needed to encourage a wider range of people to nominate for council. However, this should also be considered in the context of additional matters, including:

- Challenges that can arise when a meeting is held with some members in the room, and some are on screen, which can make meeting discussion and management difficult.
- The need to ensure that important integrity matters are properly managed, such as members not participating where they have a conflict of interest in a matter or ensuring that sensitive matters are discussed in confidence.
- Providing an assurance to communities that their council members are physically present in their local area, for at least a good proportion of time. If members are able to attend meetings electronically, there may be no guarantee that they are in the local area at any time.

Should council members be able to attend some council meetings electronically?

## More local promotion

Local government invests in raising the profile of councils and council elections shortly before elections to increase awareness of and interest in, nominating for elections.

Close to each council election, the Local Government Association of South Australia (LGA) runs a campaign on the sector's behalf to generate awareness of the upcoming elections, and to encourage interest in standing.



This approach has the benefit of providing a statewide, funded campaign, but may also mean that promotion on a local level doesn't necessarily reflect what is going on in each council area, or the local issues. It may also mean that people don't draw a strong connection between a wider, consistent campaign and their own local area and council.

Are there other efforts that councils could make to increase interest in standing over a council term, for example, by working with ratepayer or other community organisations?

Would councils get a better local result if they make greater investments in local promotion and initiatives, particularly ahead of election periods?

## Term limits for council members

Council members have no limit to the terms that they can serve on council—it's not unusual for council members to serve for 20, 30, or even 40 years. While this commitment is commended, limiting council members to a maximum of two or three terms may 'open up' vacancies to a wider range of candidates, who may otherwise be dissuaded by having to run against a long-established incumbent member. Limiting council members to a maximum of two or three terms may also allow for fresh ideas and perspectives to be brought in by new candidates.

Should term limits for council members be introduced?

## Required training for candidates

A question that is increasingly being asked is whether people considering nominating for council should be required to undertake some kind of formal or informal training, such as a short online course, before they nominate.

This might ensure that potential candidates better understand a council member's role before they put the time and energy into running, and also maximise the chances of a person being really committed before they stand and are potentially elected. It may also reassure people considering standing that if they are elected, they will be joining a group of people who all have sufficient commitment to the role to complete this training.

However, requiring some form of training might also put people, who would potentially make great elected members, off standing. Should people be required to complete an online course before nominating?

What forms of training could both benefit candidates and generate more community confidence in the people that are standing for election?

## Consider real-time publishing of nominations

Historically, candidates have deposited their nomination with the council, who would forward it to the Electoral Commission of South Australia (ECSA) for lodgement. Councils were then required to display names of people who had successfully nominated for election on the noticeboard in their principal office once notified by ECSA.

Following requests from councils, changes were made ahead of the 2022 periodic council elections that removed councils' role in displaying candidate details in council offices.

ECSA then managed the nominations as it does for State elections by receiving and publishing all of them online at the close of nominations—this is also the case for federal elections, as managed by the Australian Electoral Commissioner. This harmonised the nomination process for all three spheres of government, and also responded to concerns that some candidates were 'ward shopping', that is, withdrawing their nomination for a contested election to re-nominate for another, uncontested ward after reviewing nominations displayed at the council.

However, some councils reported that not publishing nominations at council offices meant that potential candidates did not know that not enough nominations had been received to fill all council positions, and—if local people had known that only two or three people, or no-one had nominated—they otherwise may have put their hand up to stand.

There is also a view, though, that the publication of these details encourages people to stand for reasons that may not be considered the best reasons—for example, because they know that they will not have to run in a contested election—rather than simply because they wish to contribute to improving their local community.

Should councils have a role in the nomination process?

If ECSA continues to receive nominations directly, should there be a requirement for nominations to be published throughout the nomination process, not just at the end? If so, how should these be published?

## Remove council wards

Thirty of South Australia's 68 councils have a ward structure, where a council is divided into smaller areas for the purposes of elections.

Traditionally, maintaining a ward structure has been regarded as a way to bolster representation from all parts of a council's whole area, rather than just its major population centres—although it should be remembered that all wards are required to have equivalent elector and member ratios to ensure the 'one vote, one value' principle.

Once a member has been elected from a ward, though, they have a clear obligation to make decisions in the interests of the whole council area, not just their ward. It can be difficult for members to be able to do this, as they will respond to the concerns and views of the constituency that elected them—the electors of their ward—even if this may not be consistent with the interests of the council as a whole.

Wards can also determine—and to a degree, restrict—who can stand, as they essentially require candidates to form a constituency from within a limited geographic area, rather than across a whole council area.

For example, one candidate may wish to stand on a platform of advocating for additional services for parents, and while they may not have a sufficient constituency within their local ward to support their views, they may well do so across the whole council. Yet the requirement to standing for a ward also restricts them to forming a like-minded community within that small area.

Removing wards from councils could 'open up' opportunities for a much wider, more diverse group of candidates, by giving them much more flexible options to find their own community of potential voters.

Many councils, particularly regional councils, have already removed wards as some wards were heavily contested, and others not at all. Occasionally, where wards had fewer nominations than positions, this resulted in the need for a supplementary election. It could also be possible for wards to be removed from a council if elections for all, or some wards, are not contested.

However, especially in larger councils, wards can provide a way for the council's population to maintain a closer level of connection to their council member. An alternative approach to removing wards for all councils may therefore be to set a 'size threshold' for councils to retain wards. This threshold could be the size of the council's roll, or the ratio of council members to voters.

Should councils continue to have wards? If so, why? And if not, what would be the benefits of removing them?

Should wards only be kept in councils where a council's size warrants their retention?

## Lack of nominations trigger for boundary reform

A council's existence as a local government is predicated on having a locally elected body. Smaller councils often point towards the support for their local elections as evidence that amalgamation, or other boundary change is not necessary or desirable to help the council deliver the services that their community expects. However, this is hard to argue when not enough people stand to fill all council positions at election time.

Increasing the size of a council's area, or making other structural changes, may support a greater number of more diverse candidates to stand for that council, giving its citizens greater choice and a stronger local representative body.

Should potential boundary changes be referred to the South Australian Boundaries Commission when a council receives significantly fewer nominations than it has vacancies?

What are other factors that might encourage—or dissuade—people to stand for election to their councils?

What ideas do you have to increase nominations?

### Topic 3: How can we achieve a better voter turnout?

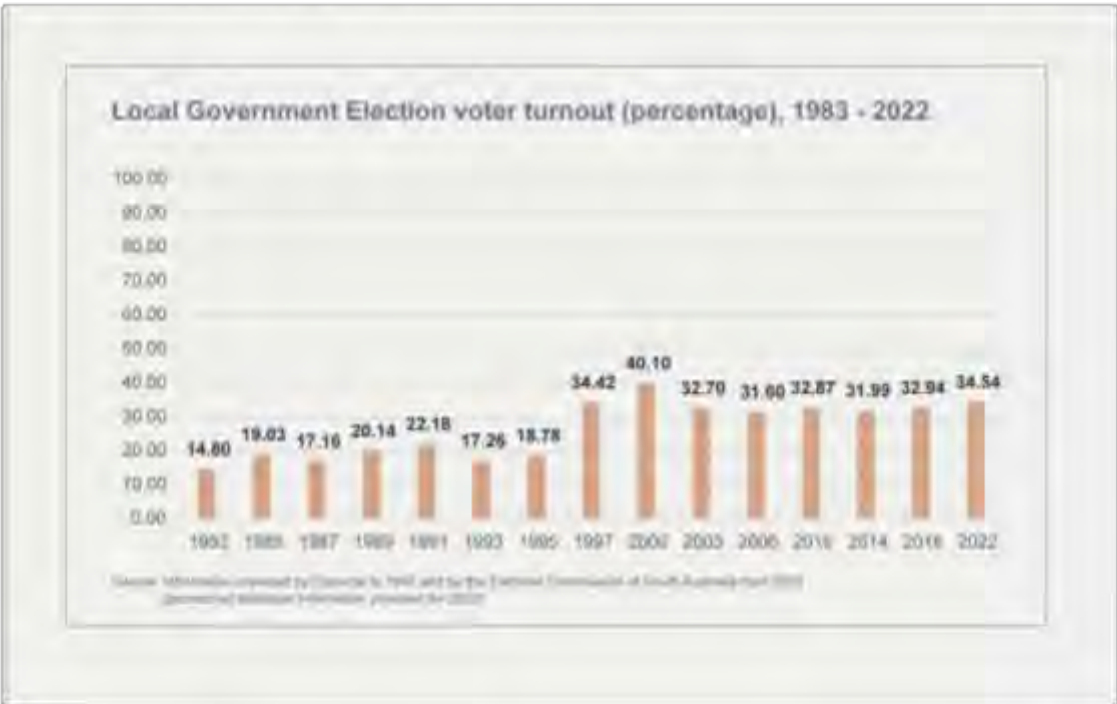
One of the unique factors about local government in South Australia is the way in which people vote for their council. Unlike federal and state elections, where voting is compulsory and in person, voting for councils is voluntary and done through the postal system.

Many people are not aware that postal voting was introduced in 1997. Before this, voting was done in person, but voter turnout rarely exceeded 20%. Over the six elections since the turn of the century, voter turnout has remained consistently low. This held true for the most recent periodic council elections held in November 2022, when the voter turnout was 34.5%.

This means that around two-thirds of people who could vote for their local council representatives are choosing not to vote.

Democratically elected councils are the foundation of local government. Yet citizens are not exercising their right to choose who will represent them, make the decisions about how to spend their rates, and determine what services their local area should receive.

Some ideas to improve voter turnout are detailed below.





## Make voting for councils compulsory

Over time, most other Australian jurisdictions have made voting in council elections compulsory. South Australia is now one of only two states that have maintained voluntary voting in council elections, along with Western Australia.

Tasmania is the most recent state to make this change, following concerns that voluntary voting had dipped to 68%. Following the introduction of compulsory voting, this increased to 84.8%, with the increase in participation higher amongst electors aged under 34 years, whose participation rates in past elections was below 46%.

Making voting for your council compulsory would be the most certain way to increase voter turnout. It would also remove a significant difference between council elections and both the Australian Government and South Australian Government elections.

Is there any particular reason why councils do not warrant compulsory voting, when the two other spheres of Australian governments do?

Should voting for councils be compulsory in South Australian council elections?

### How do people vote for their council in other Australian jurisdictions?

**Queensland**—voting for councils is compulsory in Queensland. Voting is by attendance, but councils can apply to the Minister to request postal voting to apply for all or part of their area. For the March 2024 Queensland council elections, the Minister approved full postal elections for 15 councils. Hybrid elections (a mix of attendance and postal voting) were approved for a further two councils.

**Victoria**—in Victoria, it is compulsory for residents in a council area who are enrolled for state elections to vote in council elections. However, voting it is not compulsory for other voters, including property-owning ratepayers, except in Melbourne City Council. The Victorian Minister for Local Government decides before an election whether council elections will be held by postal vote or attendance vote.

**Tasmania**—as with Victoria, voting at council elections is compulsory for voters on the state roll in Tasmania, but not for other voters. Postal voting is the voting method.

**New South Wales**—in NSW, voting is compulsory for electors on the residential roll, but not for other voters. Voting is by attendance.

**Western Australia**—voting for councils is not compulsory in Western Australia. Most voting is through the postal system—while attendance voting is also available to electors, it is not primarily used. Eight out of 139 local government areas run in-person elections.

States that have attendance voting for councils (Victoria, NSW and Queensland) allow voters to cast a 'pre-poll' vote at a polling centre before polling day, or apply for a postal vote, if they cannot attend a polling place on election day. Additionally, some states—including South Australia—offer telephone voting to assist vision-impaired voters, and/or voters who are overseas or interstate and may not otherwise be able to return a vote in time.



## Change the method of voting

Voting for Australian councils is done by postal or attendance voting, or a hybrid of the two. In a postal voting system, electors are sent their ballot papers in the post. They fill them out and then return via post, or by depositing the envelope in a ballot box at their local council. Attendance voting requires electors to 'attend a polling place' in person, where their enrolment details are checked, and they then vote—as is the case for state and federal elections.

Hypothetically, it should be easy for voters to open the envelope that is sent directly to them, read the candidate profiles, decide who they want to vote for, mark the ballot paper, sign the declaration, and return the vote in the post. However, the stubbornly low rate of people who do this indicates that in our busy lives, it can become one more administrative task to do—and easy to put to one side.

Given this, it may be worth re-visiting the question of whether voting for councils should be through the post, or return to attendance (in person) voting, particularly given the increase in pre-polling and postal voting in recent state and federal elections.

But it must also be acknowledged that voter turnout in a postal voting system for local government has always been higher than it was for in person voting. As noted, the change from attendance to postal voting in 1997 saw a bump in voter turnout, however, this turnout then dropped and has consistently stayed at around 32–34% since.

How should people vote for their councils?

## Consider who can vote for their council

People who can vote for their council are:

- Residents in a council area who are enrolled for state elections. These people automatically receive ballot papers in the post.
- Persons, business lessees, business owners, bodies corporate or groups that are ratepayers, or occupy a rateable property, within the council area (often referred to as the 'property franchise'). Those falling under this category, who wish to vote in council elections, must self-enrol for each council election by completing an enrolment form (except in the City of Adelaide, where they are automatically enrolled).

Voters exercising their property franchise do not need to live in the area of the election they are voting in, and do not need to be Australian citizens.

Additionally, residents within a council area who are not Australian citizens may also self-enrol to vote for their council, if they have been a resident in the area for at least one month immediately before the date they apply to vote. This reflects the general tenor of council elections—that local people who use local services should have a say in the local decision-making body that determines them. However, some people argue that this is not appropriate, or that a longer period of residency should be required before non-Australian citizens can enrol to vote.

While one month's residency may not sound like a long time, non-citizens choosing to vote for their council will have been living in their area for a longer period. For the 2022 council elections, the final date to enrol to vote was 29 July 2022. This means that a person would have needed to have resided in a council area for at least the period from 29 June 2022 to the point at which ballot papers were posted out at the end of October 2022—approximately four months in total.

Should the franchise for council elections be changed in any way?

### Online voting

Often people ask why they can't vote online for their council, particularly now that so many transactions—including government processes—are conducted online.

However, Australia is not yet in a position to introduce any large-scale system of online voting without seriously compromising the integrity of our elections. There is a very serious risk that personal computers, as well as servers, storing and counting votes could be hacked.

Any move to online voting must consider a number of factors:

- **Security**—can the system be made secure from tampering?
- **Operational**—can the system be securely and effectively administered by electoral officials?
- **Authenticity**—how does the system know that the person voting is who they say they are? Can votes be verified and scrutinised? How does the system guarantee the secrecy of a person's vote, and that it was cast without undue pressure?
- **Perception**—is the system robust enough to assure all citizens that the election is secure, and the results can be trusted?

These challenges explain why there are very few examples of fully online voting around the world.

NSW is the only jurisdiction in Australia where online voting has been permitted. The remote voting system iVote has been used in a limited capacity for state elections since 2011, and more recently in council elections. However, in March 2022, the NSW Supreme Court ruled that three council elections held in December 2021 were invalid due to an error with the iVote system.

Additionally, in these elections, the iVote system suffered outages—the NSW Electoral Commission estimated that more than 10,000 people could not cast a vote. iVote was then not used for the 2023 NSW State elections.

## Change the timing of council elections

Currently, council elections are held in November of the same year as State government elections. This can mean that three elections—state, federal and local—could be all held in the same year—as was the case in 2022. Many people argue that this generates 'voter fatigue'—that by the time council elections roll around, people struggle to have interest in and enthusiasm for another election.

Many will argue that giving council elections 'clear air', well separated from South Australian Government elections, gives local government the opportunity to gain the attention that it deserves as an independent sphere of government. Others argue that a close alignment between local and state elections means that councils and the South Australian Government have the majority of their respective four-year terms to build close working relationships.

Additionally, both councils and the Electoral Commissioner have also expressed concerns that requiring ECSA to hold South Australian Government and council elections in the same year places a huge burden on ECSA, which, while it has enormous experience in running multiple processes at once, cannot really turn its whole attention to council elections until all aspects of a state election are completed. This may not be the best result for councils.

Should council elections be moved to a different year from South Australian Government elections?

## Election promotion

As described in Topic 2, the LGA undertakes promotion before council elections to encourage people to stand for election. Councils also provide funding to the Electoral Commissioner to run a promotional campaign to let people know the election is underway, and to encourage people to vote.

While this approach results in a centrally funded and organised election promotion campaign, as is the case with encouraging nominations, it doesn't necessarily link the elections to a local area in a way that might prompt voters to consider voting for their council members.

Should councils have a stronger role in promoting elections locally to increase voter turnout?

## Removing wards

Topic 2 includes discussion on the reasons that councils have wards, and the impact that wards may have on nominations for council elections.

It is also noted that removing wards would provide voters with a greater choice of candidates to choose from and may therefore encourage more people to vote. Where wards are in place, voters only have the opportunity to consider and vote for a relatively small number of candidates for a small number of places. This can be particularly noticeable where voters in some wards do not get to vote at all, as there is the same number of candidates as positions, but other wards in the same council area are heavily contested.

Varying voter participation rates across different wards in the same council can also give rise to inconsistencies in the number of votes that are needed for a candidate to win a position at that council. For example, in the 2022 periodic elections, a candidate in one council ward was elected with 722 votes, while other candidates in different wards for that council did not get elected, despite receiving between 786 to 998 votes.

Would removing wards provide voters with greater choice, and produce fairer results?



## Consider candidate information

Currently, information about all candidates is included in the ballot pack distributed to voters. This includes the 'candidate profile' that is prepared by each candidate, along with information on any political party membership, and a 'tick the box' statement of whether the candidate lives in the area being contested.

This information is crucial in helping voters decide who they will vote for, particularly in larger council areas where it may be more difficult to know your candidates personally. But it can also be difficult for voters to work out who to vote for based on the brief candidate profile that is included in a ballot pack. If voters want more information about people running for their council, then they must generally make their own efforts to find it, by searching social media, or contacting councils directly.

There may be a role for councils to play in providing a platform for candidates to use to make themselves known to voters, and for voters to gain a better understanding of their choices. This may be through online 'town hall' or 'question and answer' sessions. Council administrations may have concerns, however, that this may be inappropriate involvement in an election for a body that must be, and must be seen to be, impartial.

Some feedback received after the 2022 periodic council elections was that the newly introduced requirement for members to include information on political party membership was helpful to voters, but also that additional information—including a National Police Check—may help people to know more about the candidates, and therefore encourage them to return their vote. This raises a question, however, as to whether requiring what can be sensitive information may dissuade people who may make good council members from standing. Is it fair for someone who has 'served their time' to have to release this information?

What information should candidates be required to include with their nominations?

Is there a role for councils to play in enabling all candidates to reach potential voters?

What are other factors that might encourage—or dissuade—people to stand for election to their councils?

What ideas do you have to increase nominations?

## Topic 4: Election improvements

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As the foundation of our local democracy, it is essential that council elections are run as efficiently as possible and with the greatest level of integrity. This review is therefore an opportunity to consider any needed improvements to our system of council elections, particularly considering that a number of changes were introduced before the 2022 periodic council elections.

After each periodic council election, the Electoral Commissioner undertakes a review of the elections. The Electoral Commissioner has advised that he will provide a report of his review of the 2022 periodic council elections to the Minister towards the end of the 2023 calendar year. Any recommendations that the Electoral Commissioner makes will be considered for inclusion in this review.

In summary, therefore, this review will look at the following:

- Any modifications that may be needed following changes introduced in 2022. In particular, the obligations for council election candidates to provide their campaign donations returns directly to ECSA, and the automatic loss of council office for failure to do so will be considered, given the significant issue this caused in early 2023, when special legislation needed to be passed to restore 45 council members to office who had lost their positions for this reason.
- Any matters raised by the Court of Disputed Returns, or other illegal practices found by the Electoral Commissioner, which may require legislative amendment to protect the integrity of council election processes.
- Any other matters raised, or improvements identified by the Electoral Commissioner in his review of the 2022 periodic council elections.

Do you have any ideas to improve council elections?





**Geoff Brock MP**  
Minister for Local Government

Wednesday 25 October 2023

## **Seeking SA's feedback on low engagement for council elections**

South Australians have the chance to shape major reforms as the State Government looks to tackle consistently low engagement in local government elections.

Launching today, as part of the State Government's Local Government Participation and Elections Review, Minister for Local Government Geoff Brock is seeking feedback from South Australians on several bold and innovative ideas, including the possibility of compulsory voting.

Council elections hold a unique place in South Australia's democratic system, allowing residents to choose who represents them and makes decisions on their behalf about local services, facilities, and rates.

Residents should be choosing who they vote for from as wide a selection of candidates as possible because councils that reflect the diversity of their communities are better able to make decisions and provide meaningful services.

However, council elections often struggle to attract enough candidates to fill vacancies. For example, at the most recent 2022 elections, 93 positions were filled without an election even being held.

Disappointingly, 16 vacancies across 10 council areas did not receive enough nominations meaning that supplementary elections had to be held earlier this year to fill these roles.

And despite the ease provided by postal voting, which was introduced in 1997, voter turnout has consistently remained at about 33 per cent. This means about two-thirds of eligible voters are choosing not to exercise their right to have a say.

The discussion paper puts forward some challenging ideas for discussion, like compulsory voting, term limits for elected members, removal of council wards and possible boundary changes where councils don't receive enough nominations at election time.

All South Australians are invited to provide their feedback and recommendations until consultation closes on Thursday, 29 February 2024.

To submit feedback, please visit <https://yoursay.sa.gov.au/council-participation-elections>

Read the Local Government Participation and Elections Review [discussion paper](#).

Media contact: Roshni Harding 0403 826 991

[premier.sa.gov.au](https://premier.sa.gov.au)

After each periodic council election, the Electoral Commissioner conducts a comprehensive review to ensure that elections are transparent, fair and maintain the highest standard of integrity. Any recommendations the Commissioner may make will also be incorporated into this review.

#### **Quotes attributable to Geoff Brock**

*Local democracy is often described as the sphere of government 'closest to the people', yet the people of South Australia are consistently choosing not to exercise their right to have a say when it comes to council elections.*

*It poses some bold ideas, that might be challenging or even controversial, but I firmly believe that it is time for us to take real action to better connect people to their councils, to get serious about tackling the persistently low voter turnout we see every four years at election time.*

*I want the ideas I have put forward to generate serious debate about the future of our local government. My goal is to create a more inclusive, representative, and participatory local government system that truly reflects the voices and aspirations of South Australia's diverse communities.*

*The input of community members, stakeholders and experts is invaluable as we embark on this vital process, and I urge everyone to take 15 minutes out of their day and provide their feedback. Your insights, suggestions, and concerns are crucial as we work towards strengthening our democratic foundations.*

#### **Quotes attributable to LGA President Mayor Dean Johnson:**

*Council elected members play a vital role in representing and serving the interests of their community – helping to shape our suburbs and regions into vibrant, thriving spaces.*

*Following last year's elections, we have been working closely with the State Government to undertake a review of the local democratic process and constructively look at ways to improve participation in local government.*

*For many years, we've seen voting in local government elections linger at around 33 per cent, which means a big portion of the community is unheard in the elections process.*

*We will be engaging with all South Australian councils on this process and welcome the chance to listen to the community on their thoughts to boost voter turnout, encourage more people to stand for council and improve the elections process overall.*

*As the most accessible level of government for South Australians, we want to hear different ideas and weigh up their merits – from compulsory voting, the timing of elections to the process for nominations, everyone's perspective matters.*

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## Background

Local councils are often described as the sphere of government that is 'closest to the people'. The services they provide are often those that touch our day-to-day lives most closely. Yet this involvement with local services isn't always reflected in how people engage with councils.

While local members are elected to represent their local communities, historically only around one-third of voters choose to vote in their local council elections.

Councils can also struggle to have a good number of diverse candidates willing to stand for election, to ensure that a local elected body has the best chance of representing and making the best decisions for its local community.

Over the past 20 years, councils have been making increasingly large investments in promoting elections, both to encourage nominations, and to increase voter turnout. Despite these investments, engagement with councils at election times has remained at consistently low rates.

The 2023 Local Government Participation and Elections Review will focus on participation and elections, including improving people's engagement with councils, increasing the number and diversity of council members, and increasing voter turnout.

The Office of Local Government, on behalf of the Minister for Local Government, the Hon Geoff Brock MP, is conducting a state-wide consultation to give the community an opportunity to provide feedback on ideas and suggestions on how communities can better engage with their councils through a council term and, particularly, at election time.

Please see overleaf the four key topics covered in this consultation.

Your feedback will play a key role in informing reform proposals and the development of the bill to amend local government legislation.

## Have your say on ideas and suggestions for changing the way councils operate in South Australia



Feedback can be provided via the following channels:

### YourSAy survey

To complete the online survey and view project background information, please scan the QR code.

Hard copies can be requested via [DfT.LocalGovernmentReform@sa.gov.au](mailto:DfT.LocalGovernmentReform@sa.gov.au)

Written surveys and feedback can be posted to:

*Office of Local Government*  
GPO Box 1533  
Adelaide, SA 5001

### YourSAy community forum

YourSAy community forum ('Guestbook') is your opportunity to share your ideas on the topic and ask questions.

Please scan the QR code above to access the forum.

### Enquiry hotline

To provide your feedback via phone, please call (08) 7133 3277.

### Enquiry email address

You can also email your feedback to [DfT.LocalGovernmentReform@sa.gov.au](mailto:DfT.LocalGovernmentReform@sa.gov.au)

Consultation will close at  
5pm on Friday, 1 March 2024






Government of South Australia  
Department for Infrastructure  
and Transport

## We are keen to hear your thoughts on the following key topics:

	<p><b>Ways to better engage and participate with councils</b></p> <p>This topic covers ideas and suggestions for:</p> <ul style="list-style-type: none"> <li>• A new Community Engagement Charter</li> <li>• More accessible council meetings</li> </ul>
<p><b>Ways to encourage more people from diverse backgrounds to run for council</b></p> 	<p>This topic covers ideas and suggestions for changing:</p> <ul style="list-style-type: none"> <li>• Council members' allowances</li> <li>• Flexibility of council meetings</li> <li>• Extent of local promotion for council nominations</li> <li>• Term limits for council members</li> <li>• Training requirements for candidates</li> <li>• Timing for publishing of nominations</li> <li>• Ward structure</li> <li>• Council boundaries</li> </ul>
<p><b>Ways to increase voter turnout</b></p> 	<p>This topic covers ideas and suggestions for changing:</p> <ul style="list-style-type: none"> <li>• The nature of voting for councils (compulsory vs voluntary)</li> <li>• Eligibility to vote in council elections</li> <li>• Methods of voting</li> <li>• Timing of council elections</li> <li>• Election promotion methods</li> <li>• Amount of candidate information provided to voters</li> </ul>
	<p><b>Ways to ensure that council elections are run efficiently with the highest level of integrity</b></p> <p>This topic provides an opportunity to share ideas to improve local government elections</p>

We are also open to any other feedback and ideas that could help improve people's engagement with councils

### For more information

-  Call (08) 7133 3277
-  Email [DLT.LocalGovernmentReform@sa.gov.au](mailto:DLT.LocalGovernmentReform@sa.gov.au)
-  Visit [dltsa.gov.au/local-government-reform-2023](http://dltsa.gov.au/local-government-reform-2023) or [yoursay.sa.gov.au/council-participation-elections](http://yoursay.sa.gov.au/council-participation-elections)



Government of South Australia  
Department for Infrastructure  
and Transport

**Name of Council:**

City of Salisbury

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**Submission to the LGA – to inform sector response to the  
State Government - Local Government Participation and Elections Review**



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## TOPIC 1 HOW PEOPLE ENGAGE WITH THEIR COUNCIL

(refer pages 7-10 – Local Government Participation and Elections Review Discussion Paper).

### 1.1—Community Engagement Charter

Once section 16 of the *Statutes Amendment (Local Government Review) Act 2021* commences, changes to publication consultation requirements for councils will take effect. The intent of these reforms is to simplify community engagement, provide greater flexibility and allow councils to design and deliver engagement that is the 'best fit' for the decisions and actions it is considering.

A core component of these reforms is the introduction of a Community Engagement Charter (CEC), which will be published by the Minister, and which will regulate arrangements relating to public consultation and giving of public notice by councils. The CEC will be supported by a council's mandatory Community Engagement Policy.

In November 2021 the LGA submitted a Proposed Community Engagement Charter (CEC) to the then Minister. This draft CEC was prepared with input from a working group of council community engagement specialists and Norman Waterhouse Lawyers and then informed by formal consultation with the sector. Given the extensive work undertaken on the proposed CEC and to support council's consideration of the questions below, the proposed CEC is provided as Attachment 1 to the LGA consultation paper.

<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 1.1—Community Engagement Charter</b>	<b>Comments</b>
What requirements should be set for councils' community engagement for what decisions?	
What should be included in the Charter and what should be left for councils' own community engagement policies?	





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<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 1.1—Community Engagement Charter</b>	<b>Comments</b>
Should councils have the capacity to determine how they will engage with their communities, or should the Charter be more directive in its approach?	
What other ideas do you have for councils' community engagement?	
What are the types of information you would like to see councils include when they engage with you?	

<b>LGA CONSULTATION QUESTIONS: 1.1—Community Engagement Charter</b>	
Are there changes required to the proposed Community Engagement Charter? If yes, what changes should be made and why?	
Is there anything else you would like to raise in relation to council community engagement policies and practices?	

## TOPIC 1 HOW PEOPLE ENGAGE WITH THEIR COUNCIL

(refer pages 7-10 – Local Government Participation and Elections Review Discussion Paper).

### 1.2—Council meetings (refer also Topic 2)

Pursuant to section 90(1) of the Local Government Act, council meetings are required to be conducted in places open to the public. One of the key guiding principles for council meetings as per the *Local Government (Procedures at Meetings) Regulations 2013* is that procedures should encourage appropriate community participation in the affairs of the council.

Attendance at council meetings via electronic means for councillors is specifically dealt with under Topic 2 as a means of encouraging a greater number of more diverse candidates. This topic relates to **public participation in meetings** and specifically seeks feedback on livestreaming of council meetings, making recordings available, and the commencement time of council meetings **to enable greater participation in the council meeting process by members of the community**.

#### Mandatory livestreaming/recording of council meetings

The primary methods for members of the community to participate in council meetings are currently by observing a council meeting, either from the public gallery (or if available via a livestream/recording of the meeting); making a deputation or contributing to a petition which is then presented at a council meeting for consideration.

During the COVID-19 Pandemic, specific arrangements were in place to allow councils to continue to meet when there were restrictions in place, one of which included a requirement that council meetings conducted via electronic means were to be livestreamed. Changed practices introduced during the pandemic have led to increased expectations for greater use of technology in many ways, including community access to council meetings.

Many councils have voluntarily continued a practice of livestreaming meetings undertaken from the council chamber or provide access to a recording of the council meeting via the council's website after the meeting has concluded. The approach adopted is generally informed by each council's available technology and resources to facilitate such services.

More recently, some councils have encountered disruptive and aggressive behaviours from members of the public, which poses risks to council member and staff safety as well as potentially compromising decision-making processes for the council. In this context, the option to satisfy the provision of access to council meetings via livestreaming or recording could be an effective risk management strategy for councils.



## TOPIC 1 HOW PEOPLE ENGAGE WITH THEIR COUNCIL

(refer pages 7-10 – Local Government Participation and Elections Review Discussion Paper).

The Participation Review is exploring whether there should be a mandatory requirement for councils to livestream meetings and make recordings available?

### Timing of council meetings

Sections 81(5) and (6) of the Local Government Act require that council meetings may not be held on Sundays or public holidays, and metropolitan councils may not commence meetings prior to 5:00pm unless councils resolve to do so by unanimous vote of **all** council members. This limitation is not imposed on regional councils, where council meetings may be convened during business hours. Presently, each council determines its meeting schedule and makes the information publicly available in accordance with the legislative requirements.

The timing of council meetings impacts the ability of members of the community to attend those meetings.

The Participation Review is exploring whether a particular time should be specified for councils to be held with a view to maximising community participation.

Live streaming and/or putting a video recording of the meeting may also lessen any impact as people can watch from wherever they are and at a time that suits. Is that preferable to having public present at the meeting? These considerations can also be considered in conjunction with council's response to Topic 2, part 2 (How can we make council meetings more flexible?).

PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 1.2—Council Meetings	Comments
Should councils be required to livestream their meetings, and make recordings available?	
All metropolitan councils hold their council meetings during the evenings, but councils in regional areas often	



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<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 1.2—Council Meetings</b>	<b>Comments</b>
hold their meetings during business hours. Should councils be required to hold their meetings at a particular time to maximise community participation?	

<b>LGA CONSULTATION QUESTIONS: 1.2—Council Meetings</b>	
Does your council currently livestream council meetings and/or make recordings available after the meeting has concluded?	
What would impact (or has impacted) your council's ability to livestream council meetings or make recordings of meetings available? (e.g., available technology, reliable internet service, installation/ongoing costs)	
Are there any other issues relating to livestreaming and/or making recording of council meetings available you would like to raise?	
Do you have any other suggestions/comments to enhance community participation in council meetings?	





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**TOPIC 1 HOW PEOPLE ENGAGE WITH THEIR COUNCIL**

(refer pages 7-10 – Local Government Participation and Elections Review Discussion Paper).

**1.3—Support council members to engage with communities**

The role of a council member is extensive and the circumstances of individual members are wide and varied, resulting in differing approaches for engaging with and representing their constituents.

Council members receive an allowance, determined by the independent Remuneration Tribunal SA (RTSA) and changes to allowances are specifically discussed in Topic 2 as a means of encouraging a greater number of more diverse candidates.

Council members also have access to a range of facilities and support (determined by each council) to assist them with the delivery of their role and functions.

The Participation Review canvases whether the introduction of a specific allowance to support constituent work similar to that which Members of Parliament (MPs) receive would assist council members to engage more effectively with their communities. State MPs receive an electorate allowance in respect of expenses associated with discharging parliamentary, electoral or community duties (but not party political duties) in their electoral district. This allowance is determined by the RTSA, having regard to a range of factors, and is in addition to any salary paid to the MP. The electorate allowance recognises the requirement for MPs to be actively involved in community affairs and represent and assist their constituent in dealings with governmental, other public agencies and authorities, in addition to their parliamentary duties.

<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS:</b> <b>1.3—Support council members to engage with communities</b>	<b>Comments</b>
How should members be supported to engage directly with their communities?	



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<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 1.3—Support council members to engage with communities</b>	<b>Comments</b>
Should all council members be provided with a specific allowance to support constituent work, similar to the allowance that is provided to all Members of Parliament?	
What other ideas do you have to strengthen the relationship between council members and their local community members?	

<b>LGA CONSULTATION QUESTIONS: 1.3—Support council members to engage with communities</b>	
Are there any other matters relating to supporting council members to engage with communities you wish to raise?	



**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

**2.1—Increase council members' allowances**

Council member allowances are determined by the Remuneration Tribunal SA (RTSA) in accordance with section 76 of the Local Government Act. In making a determination the Tribunal must have regard to the following:

- nature of the office and representative role of council members on council's governing body
- size, population and revenue of the council and any relevant economic, social, demographic and regional factors
- ratio of members to ratepayers
- fact that an allowance is not intended to be a salary
- separate provisions of the Local Government Act relating to reimbursement of expenses (refer section 77 of the Local Government Act).

The allowance is not intended to be remuneration or a salary, and some council members also undertake paid employment in addition to their council member. There may be merit in considering the manner in which council members are remunerated overall, rather than simply whether an increase to the current allowances would influence more people to consider nominating for council.

<p><b>PARTICIPATION REVIEW DISCUSSION PAPER</b> <b>IDEAS AND QUESTIONS:</b> <b>2.1—Increase council members' allowances</b></p>	<p><b>Comments</b></p>
<p>Would more, and a more diverse range of, people be attracted to the role if allowances were increased?</p>	



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<b>LGA CONSULTATION QUESTIONS:</b> <b>2.1—Increase council members' allowances</b>	
When considering council members allowances, what other factors warrant review that may attract more people to the role? (e.g., taxation implications, superannuation)	
Are there any other matters relating to council member allowances you wish to raise?	

**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

**2.2—Make council meetings more flexible**

Section 6(a) of the Local Government Act requires that councils are required to act as a *'representative, informed and responsible decision-maker in the interests of its community'* and one of the key principles to be observed by council in performing its roles and functions is to *'provide open, responsive and accountable government.'* Council meetings are the primary decision-making mechanisms for councils.

Section 86 of the Local Government Act and the *Local Government (Procedures at meetings) Regulations 2013* prescribes the procedure to be observed at council meetings to ensure council meetings are held in a consistent way to meet the following guiding principles:

- '(a) procedures should be fair and contribute to open, transparent and informed decision-making;*
- (b) procedures should encourage appropriate community participation in the affairs of the council;*
- (c) procedures should reflect levels of formality appropriate to the nature and scope of responsibilities exercised at the meeting;*
- (d) procedures should be sufficiently certain to give the community and decision-makers confidence in the deliberations undertaken at the meeting.'*

In considering the issue of greater flexibility for council meetings, the Participation Review talks primarily about timing of council meetings and enabling members to attend meetings electronically as mechanism to encourage a wider range of people to nominate.

**Council meeting times**

The issue of council meeting times and the impact this has on community participation was considered in Topic 1 of the Review. In this Topic, the focus is on the impact of the time of council meetings on council members/nominations for council. As noted previously, subject to the requirements of the Local Government Act, each council has the ability to determine the time and place for council meetings.

**Electronic council meetings**

The issue of electronic council meetings has been raised with the LGA on numerous occasions following the cessation of the COVID-19 emergency declaration and the removal of the ability to conduct council meetings via electronic means. Whilst the legislation allows committee meetings and information/briefing session to be conducted electronically, council meetings are not able to be.



**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

At the LGA AGM held on 29 October 2020 an item of business requested the LGA lobby the State Government to review the legislation to include provisions for attendance at council meetings and informal gatherings by electronic means. Consultation was undertaken with member councils and at that time, general support was expressed for the ability to conduct meetings electronically in certain circumstances and with a range of limitations, rather than a blanket support for council meetings to be able to be convened electronically.

Preliminary discussions were held with the Office of Local Government (OLG) in 2020, as part of progressing the item of business. However, in light of both the major emergency declaration in place and the status of local government reforms at the time, the State Government preferred to defer consideration of the issue. The LGA Secretariat provided this advice to councils at the time and indicated that consultation would likely occur in 2023 following commencement of the majority of local government reforms.

The COVID-19 experience has changed attitudes to electronic meetings and the Participation Review provides an opportunity for councils to provide input as to how and whether the ability to conduct council meetings electronically should be available on an ongoing basis.

As noted in Topic 1, recent experiences with disruptions to council meetings has introduced other reasons that may support consideration of electronic council meetings, such as ensuring the safety of all meeting participants/attendees.

The Participation Review specifically raises the proper management of integrity matters (e.g., a council member removing themselves from the meeting after declaring a conflict of interest or discussion of matters in confidence) and community members having assurance that their council members are physically present in their local area, for at least a good proportion of the time as matters for consideration.

There are likely other elements of council meetings that warrant discussion as part of this Topic, e.g., formality of council meeting procedures.

<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 2.2—Make council meetings more flexible</b>	<b>Comments</b>
Are there elements of council business that might put people off nominating? (for example, if a council meets	



<b>PARTICIPATION REVIEW DISCUSSION PAPER</b> <b>IDEAS AND QUESTIONS:</b> <b>2.2—Make council meetings more flexible</b>	<b>Comments</b>
during business hours, does that prevent people from standing for council if they are in the workforce or have family or other responsibilities? Or does it enable others, who may not be able to attend evening meetings, to run for council?)	
Should council members be able to attend some council meetings electronically?	

<b>LGA CONSULTATION QUESTIONS:</b> <b>2.2—Make council meetings more flexible</b>	
What issues should be considered if council meetings are to be conducted electronically?	
Should limitations be introduced relating to electronic council meetings? (e.g., specific circumstances under which a member may attend a meeting electronically, a limit on the number of times a member may attend electronically etc)	
Are there examples from your COVID-19 council meetings that demonstrate benefits/challenges with electronic council meetings that could inform this	



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<b>LGA CONSULTATION QUESTIONS: 2.2—Make council meetings more flexible</b>	
consideration? (e.g., managing ‘hybrid’ meetings compared with all members participating electronically, benefits/challenges for the presiding member, management of meeting procedures, minute taking etc)	
Are there any other matters relating to council meetings which may influence a person’s decision to nominate for council you wish to raise?	

**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

**2.3—More local promotion of nominating for elections**

Council elections are conducted by the Electoral Commission of SA (ECSA), with councils paying the full cost of the electoral process.

Whilst ECSA has formal responsibility for promotion of the 'enrolment' and 'participation (vote)' elements of the election, historically the LGA has facilitated promotional activities as efficient means of providing sector wide collateral for council elections and to maximise the value of advertising/promotion of council elections through a consistent look and feel.

For the 2022 council election process, the LGA secured \$300,000 of Local Government Research and Development Scheme (LGR&DS) funding for an advertising campaign aimed at raising awareness and increasing engagement with the elections across the three election stages: enrol, nominate and vote.

The approach used for local promotion of elections varies across councils and is generally driven by available resourcing and cost. A majority of councils access promotional materials from the LGA and use these for online, social media and other advertising. In addition, many councils host information sessions for potential candidates to provide details of the role of a councillor, the time/commitment involved and other general information about the council/local government.

Assigning an increased role for councils in the promotion of elections, either specifically for the nomination stage or more broadly, must have regard to the cost impact for councils. In relation to the 2022 election process, there were significant increases to ECSA costs to council based on factors such as inflation, transport, Australia Posts charges, ICT requirements and other amendments to the *Local Government (Elections) Act 1999*. Information on the actual total cost of the election is not yet available, however, estimated increases advised to councils prior to the election by ECSA were in the order of 30%.



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<b>PARTICIPATION REVIEW DISCUSSION PAPER</b> <b>IDEAS AND QUESTIONS:</b> <b>2.3—More local promotion of nominating for elections</b>	<b>Comments</b>
Are there other efforts that councils could make to increase interest in standing over a council term, e.g., by working with ratepayer or other community organisations?	
Would councils get a better local result if they make greater investments in local promotion and initiatives, particularly ahead of election periods?	

<b>LGA CONSULTATION QUESTIONS:</b> <b>2.3—More local promotion of nominating for elections</b>	<b>Comments</b>
What strategies did your council use to promote nominating for council? What costs did you incur for your local promotion?	
Are there any other matters relating to the role of councils in promoting nominating for elections you wish to raise?	





**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

**2.4—Term limits for council members**

Currently there is no limit on the number of terms a council member may serve. The Participation Review discussion paper raises the idea that limiting council members to say a maximum of two or three terms will effectively increase turnover and therefore interest in becoming a council member, as potential candidates feel there is less risk in going up against a well-established incumbent council member.

From a general perspective it may be that term limits could assist with providing more people the opportunity to represent their community. Equally, there could be an argument that limiting terms could result in challenges in attracting enough candidates for the available roles.

<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 2.4—Term limits for council members</b>	<b>Comments</b>
Should term limits for council members be introduced?	

<b>LGA CONSULTATION QUESTIONS: 2.4—Term limits for council members</b>	<b>Comments</b>
What opportunities/risks do you consider may arise as a consequence of limiting council member terms?	
Are there any other matters relating to term limits for council members you wish to raise?	



**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

**2.5—Required training for candidates**

Currently there is no minimum skill, knowledge or experience necessary for a person to be able to nominate as a candidate in a council election.

Following election, council members must complete mandatory training within 12 months of the election, which ensures council members have necessary knowledge and skills across areas such as strategy and finance, legal, civic and council member behaviour/leaderships.

The Victorian Government has introduced compulsory training for all Victorians who wish to nominate as a candidate in any council election. The training is online and takes around an hour to complete. The training covers information about being a councillor, including understanding a conflict of interest, a code of conduct, and what support is available to help undertake the role. The training is not graded (there is no 'pass' or 'fail') and remains valid for two years. The training must be completed by anyone intending to nominate, including serving councillors and people who have been councillors in the past.

The mandatory course was introduced in the *Local Government Act 2020 (Vic)* to ensure candidates understand the role of councillor and the standards they are expected to uphold if elected (Refer: <https://www.localgovernment.vic.gov.au/council-governance/candidate-training>).

Candidate screening

Separate, but related to training for candidates, the LGA Secretariat has received proposed items of business relating to additional nomination information or screening for candidates. These matters have been included as LGA Consultation Questions in addition to the Participation Review questions below.

Candidate information is raised in Topic 3, Part 7-Consider candidate information of this discussion paper, however candidate screening has been included here on the basis that it relates to candidate eligibility requirements, which is consistent with establishing a required training for candidates before they are able to nominate.



<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 2.5—Required training for candidates</b>	<b>Comments</b>
Should people be required to complete an online course before nominating?	
What forms of training could both benefit candidates and generate more community confidence in the people that are standing for election?	

<b>LGA CONSULTATION QUESTIONS: 2.5—Required training for council members</b>	<b>Comments</b>
What are the opportunities/risks associated with the introduction of mandatory <b>candidate</b> training?	
If mandatory candidate training requirements are introduced, who should have responsibility for developing and delivering the training and maintaining required records?	
Are there other options available to ensure candidates have the necessary information to support their decision to nominate?	
Should the criteria for individuals seeking candidacy be strengthened by requiring a Department of Human	



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<b>LGA CONSULTATION QUESTIONS: 2.5—Required training for council members</b>	<b>Comments</b>
services Working with Children clearance and that candidates should be considered fit and proper?	
Are there any other screening criteria or eligibility requirements that should be considered for candidates?	
Are there any other matters relating to training for council members you wish to raise?	

**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

**2.6—Consider real-time publishing of nominations**

As part of the local government reform process, the LGA on behalf of members, successfully advocated to remove councils from the candidate nomination process on the basis that ECSA holds responsibility for the conduct of council elections. Prior to the passage of the *Statutes Amendment (Local Government Review) Act 2021* (the Local Government Review Act) and subsequent changes to the *Local Government (Elections) Act 1999* council officers (appointed as Electoral Officers by ECSA) would receive candidate nominations, with the majority of nominations submitted via councils, rather than directly to ECSA for processing.

Previously, nominations were displayed on a notice board at the council office immediately following acceptance by ECSA. This meant that at any time, a member of the community could attend the council office and see who had nominated for election to the council. It also meant there was visibility of the overall number of nominations received throughout the entirety of the nomination period.

Following the commencement of legislative changes in November 2021, candidate nominations are now made directly to ECSA (using the candidate nomination portal) and council officers no longer play a role in relation to receipt/processing of candidate nominations or publication of nomination details. Information regarding accepted nominations is made available after the conclusion of the nomination period (the legislation requires ECSA to publish the information within 24 hours of close of nominations). The approach to display of nomination information is consistent with State and Federal election processes.

In the November 2022 council elections there were a number of councils who did not receive sufficient candidate nominations to fill all vacancies. As a consequence, supplementary elections were required, which not only contributed to election related costs but resulted in delays in commencement of the new council until early in 2023, some three months after the conclusion of the general election.

The LGA Secretariat has received proposed items of business relating to candidate nomination processes following the November 2022 council elections. These matters have been included as LGA Consultation Questions in addition to the Participation Review questions below.

ECSA has not yet published its report into the November 2022 council elections, however, it is anticipated the issue of insufficient nominations is likely to be canvassed in that report.



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<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 2.6—Consider real time publishing of nominations</b>	<b>Comments</b>
<p>Should councils have a role in the nomination process?</p> <p><i>LGA Note – This question relates to whether councils should be directly involved in the receipt/processing of candidate nominations, <u>not</u> the real-time publishing of nominations - that question is below.</i></p>	
<p>If ECSA continues to receive nominations directly, should there be a requirement for nominations to be published throughout the nomination process, not just at the end?</p> <p>If so, how should these be published?</p>	

<b>LGA CONSULTATION QUESTIONS: 2.6—Consider real time publishing of nominations</b>	<b>Comments</b>
<p>What other changes could be made to the <b>candidate nomination process</b> that may encourage a greater number of more diverse candidates?</p>	
<p>What other changes could be made to <b>publishing of candidate nominations</b> that may encourage a greater number of more diverse candidates?</p>	



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LGA CONSULTATION QUESTIONS: 2.6—Consider real time publishing of nominations	Comments
Are there any other matters relating to real time publishing of nominations you wish to raise?	



**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

**2.7—Removal of council wards**

Councils currently have the power to determine the composition of the council, including whether to divide the area of the council into wards, alter the division of the council or abolish the division of the council area into wards, subject to complying with the requirements of section 12 of the *Local Government Act 1999*.

Councils use the Representation Review process and, based on a schedule determined by the Minister (approximately every 8 years), must review the representation structure, including examining the advantages/disadvantages of various options available for the composition of the council (ward structures) and the number of members. Councils must undertake public consultation when conducting a Representation Review.

Changes arising from the passage of the *Statutes Amendment (Local Government Review) Act 2021* have introduced a 'member cap' which provides that a council must not be comprised of more than 13 members unless the council is granted an exemption certificate by the Electoral Commission SA.

Whilst it is often the case, candidates do not need to live in the ward they nominate in: they must be eligible for nomination within the council area, but are able to nominate in any ward within the council. Once elected to council, all council members must make decisions in the interest of the whole council.

Ward elections are managed separately. If a vacancy occurs in a council ward an election only involves eligible voters within that ward. This is likely to mean lower costs are incurred for supplementary ward elections. In a council with no wards, any vacancy would result in an election involving **all** eligible voters within the council area.

<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 2.7—Removal of council wards</b>	<b>Comments</b>
Should councils continue to have wards?	



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<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 2.7—Removal of council wards</b>	<b>Comments</b>
If so, why?	
If not, what would be the benefits of removing them?	
Should wards only be kept in councils where a size warrants their retention?	

<b>LGA CONSULTATION QUESTIONS: 2.7—Removal of council wards</b>	<b>Comments</b>
What opportunities/risks do you consider may arise as a consequence of the removal of wards?	
Are there any other matters relating to the removal of wards you wish to raise?	



**TOPIC 2 HOW CAN WE ENCOURAGE A GREATER NUMBER OF MORE DIVERSE CANDIDATES?**  
(refer pages 11-16 – Local Government Participation and Elections Review Discussion Paper).

**2.8—Lack of nominations trigger for boundary reform**

The endorsed policy position of the LGA in relation to amalgamations is that they should only occur on a voluntary basis, where there is support of council and their communities and strong supporting evidence. It is important that councils maintain their autonomy and the ability to respond directly to the needs of their communities.

The Participation Review discussion paper suggests increasing the size of a council's area (e.g., through amalgamation with an adjoining council or councils), or making other structural changes (e.g., removal of existing ward structures), may support a greater number of more diverse candidates to stand for that council.

The Participation Review discussion paper proposes that where insufficient nominations are received at a general election, this should trigger the referral of a boundary review process to the SA Boundaries Commission, the end product of which could be forced council amalgamations or changes to ward structures within the council.

<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 2.8—Lack of nominations trigger for boundary reform</b>	<b>Comments</b>
Should a lack of nominations be a trigger for boundary reform?	



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<b>LGA CONSULTATION QUESTIONS:</b> <b>2.8—Lack of nominations trigger for boundary reform</b>	<b>Comments</b>
What opportunities/risks do you consider may arise as a consequence of boundary reform processes being triggered by a lack of nominations?	
If legislative changes are introduced that commence a boundary reform process following a lack of nominations, who should bear the cost of that process and why?	
Are there any other matters relating to the proposal to trigger boundary reform as a consequence of insufficient nominations you wish to raise?	



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**TOPIC 3**

**HOW CAN WE ACHIEVE A BETTER VOTER TURNOUT?**  
(refer pages 17-22 – Local Government Participation and Elections Review Discussion Paper).

**3.1—Make voting for councils compulsory**

There has been significant discussion over a long period of time about whether voting in council elections should be compulsory, as is the case for state and federal elections. Voter turnout in South Australian Council Elections has remained relatively static at around 32% over the past six elections (2003 – 2022).

South Australia and Western Australia are the two states where voting is not compulsory in council elections.

A primary consideration for compulsory voting relates to the impact on people’s perception of local government (low turnout can be seen as reducing the legitimacy of councils) and, potentially, the quality of election candidates. Compulsory voting would, however, result in a cost increase to councils (ECSA recovers the full costs for the conduct of council elections from councils). The issue of the potential for increased politicisation of councils has also been raised during discussions about the introduction of compulsory voting.

The LGA Secretariat has received a proposed items of business relating to the introduction of compulsory voting following the November 2022 council elections so is keen to understand the level of support across the sector for this proposal.

<div>PARTICIPATION REVIEW DISCUSSION PAPER</div> <div>IDEAS AND QUESTIONS:</div> <div>3.1—Make voting for councils compulsory</div>	Comments
Should voting for councils be compulsory in South Australian council elections?	



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LGA CONSULTATION QUESTIONS: 3.1—Make voting for councils compulsory	Comments
What opportunities/risks do you consider may arise as a consequence of making voting for councils compulsory?	
Are there any other matters relating to the proposal to make voting for councils compulsory you wish to raise?	



### TOPIC 3 HOW CAN WE ACHIEVE A BETTER VOTER TURNOUT?

(refer pages 17-22 – Local Government Participation and Elections Review Discussion Paper).

#### 3.2—Change the method of voting

The current method of voting in South Australian council elections is postal voting. As noted previously, voter turnout has been relatively static at around 32% over the past six elections (2003 – 2022). Some hold the view that voter turnout is connected to the method of voting with a greater risk of lower participation for postal voting.

Anecdotally it is claimed that people receive postal ballot papers, put them down to action later and then forget to do so, resulting in lower voter turnout.

Other factors for consideration with the current postal ballot process include:

- delivery times and reliability, particularly for regional areas, of the postal service
- increasing costs associated with postal voting processes (the service directly, fuel, logistics, processing)
- risks of vote tampering or interference/influencing the completion of ballot papers
- risks of interference with the election process through ballot paper theft

There are limited examples where voters are able to vote electronically. Whilst there would be up front costs to establish electronic voting for council elections, there is the potential for longer term savings to be achieved. However, given the limited operation of electronic voting systems in Australia, there are concerns about access, reliability and the potential for manipulation of electronic voting systems. Electronic voting may warrant further consideration.

The LGA Secretariat has received a proposed items of business relating to voting fraud and whether there is a need for legislative change to minimise the occurrence of this following the November 2022 council elections so is keen to receive councils' views on the method of voting and how this may affect voting fraud.



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<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 3.2—Change the method of voting</b>	<b>Comments</b>
How should people vote for their councils?	

<b>LGA CONSULTATION QUESTIONS: 3.2—Change the method of voting</b>	<b>Comments</b>
Is there a need for legislative change to minimise the risk of voting fraud?	
Do you support investigation of electronic voting systems? What are the opportunities and risks of this approach?	
What opportunities/risks do you consider may arise as a consequence of changing the method of voting?	
Are there any other matters relating to the proposal to change the method of voting you wish to raise?	



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### TOPIC 3 HOW CAN WE ACHIEVE A BETTER VOTER TURNOUT?

(refer pages 17-22 – Local Government Participation and Elections Review Discussion Paper).

#### 3.3—Consider who can vote for their council

Currently, residents on the state electoral roll receive an automatic entitlement to vote in council elections.

Residents within a council area who are not Australian citizens may also enrol to vote on the council electoral roll if they have been a resident in the council area for at least one month immediately before the date they apply to enrol.

In addition, persons, business lessees, business owners, bodies corporate or groups that are ratepayers, or occupy a rateable property, within the council are eligible to enrol to vote in council elections. This category of voter does not need to live in the area of the election they are voting in and do not need to be Australian citizens.

The LGA Secretariat has received proposed items of business relating to eligibility to vote following the November 2022 council elections. These matters have been included as LGA Consultation Questions in addition to the Participation Review questions below.

<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 3.3—Consider who can vote for their council</b>	<b>Comments</b>
Should the franchise for council elections be changed in any way?	



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<b>LGA CONSULTATION QUESTIONS:</b> <b>3.3—Consider who can vote for their council</b>	<b>Comments</b>
Should the eligibility to vote in council elections be restricted to only those persons on the State Electoral Roll?	
Should the residency time for non-property owners who are not on the State/Federal electoral roll be changed? If yes, what changes should be made?	
Are there additional regulatory arrangements needed in relation to supplementary roll applications to ensure the integrity of the enrolment process? If yes, what do you propose?	
What opportunities/risks do you consider may arise as a consequence of changing who can vote for their council?	
Are there any other matters relating to the proposal to change who can vote for their council you wish to raise?	

### TOPIC 3 HOW CAN WE ACHIEVE A BETTER VOTER TURNOUT?

(refer pages 17-22 – Local Government Participation and Elections Review Discussion Paper).

#### 3.4—Change the timing of council elections

The timing of council elections has been a longstanding concern for the sector with the alignment of elections for all three levels of government in 2022 highlighting the issue.

Legislation currently deems that both State and council elections occur on a four yearly cycle, with State elections generally held around March and council elections occurring in November. The Electoral Commission SA (ECSA) is responsible for the conduct of both elections. Federal elections occur on a three yearly cycle, which means that every fourth State/council election coincides with a Federal election.

During 2022 there was particular concern about potential 'voter fatigue' impacting voter turnout for council elections. Surprisingly, despite some electors having to participate in up to three compulsory election process prior to the voluntary council elections, voter turnout was approximately 34% in the November 2022 council elections.

Councils have previously expressed concern at the capacity of ECSA to effectively manage State and council elections within close proximity to each other. As council elections follow State elections, their view is that the quality of service provided to councils is compromised as ECSA cannot commence the council election process until it has effectively concluded the State election.

ECSA has not yet published its report into the November 2022 council elections, however, it is anticipated the issue of timing of council elections is likely to be canvassed in that report.

The LGA Secretariat has received proposed items of business relating to timing of council elections following the November 2022 council elections and is keen to receive councils views on this issue.





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<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 3.4—Change the timing of council elections</b>	<b>Comments</b>
Should council elections be moved to a different year from South Australian Government elections?	

<b>LGA CONSULTATION QUESTIONS: 3.4—Change the timing of council elections</b>	<b>Comments</b>
Should any change to the timing of council elections not only consider alignment with SA Government elections, but also whether the time of year (i.e., November) council elections are held?	
What opportunities/risks do you consider may arise as a consequence of changing the timing of council elections?	
Are there any other matters relating to the proposal to change the timing of council elections you wish to raise?	



### TOPIC 3 HOW CAN WE ACHIEVE A BETTER VOTER TURNOUT?

(refer pages 17-22 – Local Government Participation and Elections Review Discussion Paper).

#### 3.5—Election promotion

*(Refer also to section 2.3—More local promotion of nominating for elections)*

As noted previously, councils pay the Electoral Commission SA (ECSA) for the costs associated with the conduct of council elections. In relation to the November 2022 council elections, ECSA advised councils that advertising research, development, production and media campaigns funded by ECSA would come at an approximate cost of \$900,000 in order to encourage as many electors as possible to be enrolled and participate in the 2022 elections.

This expenditure is in addition to the LGR&DS funded promotion undertaken by the LGA.

#### Election signs

Election signs are one means of promoting candidates in council elections. There are a wide range of views on the use of election signs.

Changes made as part of the local government reform process introduced restrictions on the placement of local government electoral signs made of corflute/plastic. Whilst not raised in the Participation Review discussion paper, this issue of election signs presented a range of challenges for the sector during the November 2022 council elections.

Changes to section 226 inadvertently removed the timeframes within which electoral signs could be displayed. Whilst the changes prohibited the display of an 'electoral advertising poster' (being a poster display electoral advertising made of corflute or plastic), the removal of the provision allowing the display of signs relating to council elections in section 226 meant that the regulation of display of election signs was limited to council by-laws, which had not previously had to be relied upon for that purpose. As a consequence, there was significant confusion and a wide variation of arrangements in place for the display of election signs across the sector.

In addition, in response to the ban on signs made of corflute or plastic, signs made from alternative materials started to appear. It is anticipated that alternative signage materials will become more widely available ahead of the 2026 elections, which will mean that the corflute/plastic ban is likely to have less impact on the display of election signs.

The LGA Secretariat has received proposed items of business relating to display of election signs following the November 2022 council elections. These matters have been included as LGA Consultation Questions in addition to the Participation Review questions below.



<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 3.5—Election promotion</b>	<b>Comments</b>
Should councils have a stronger role in promoting elections locally to increase voter turnout?	

<b>LGA CONSULTATION QUESTIONS: 3.5—Election promotion</b>	<b>Comments</b>
What opportunities/risks do you consider may arise as a consequence of councils playing a stronger role in the promotion of elections to increase voter turnout?	
Are there any other matters relating to councils having a stronger role in promoting elections locally you wish to raise?	
Should changes be made to requirements for the display of election signs?  If yes, what changes are required? For example: <ul style="list-style-type: none"> <li>- specify a timeframe within which election signs may be displayed</li> <li>- specify requirements for the removal of election signs</li> <li>- limit the number of signs that may be displayed</li> </ul>	



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LGA CONSULTATION QUESTIONS: 3.5—Election promotion	Comments
- limit the locations in which signs may be displayed	
Should the rules relating to council election signs be the same as the rules for state and federal election signs?	
Are there any other matters relating to council election signs you wish to raise?	

**TOPIC 3 HOW CAN WE ACHIEVE A BETTER VOTER TURNOUT?**

(refer pages 17-22 – Local Government Participation and Elections Review Discussion Paper).

**3.6—Removing wards***(Refer also to section 2.7—Removal of council wards)*

In the context of achieving a better voter turnout, the Participation Review discussion paper suggests that the removal of wards would provide voters with a greater choice of candidates.

As noted previously, councils currently have the power to determine the composition of the council and are required to review this in accordance with a schedule determined by the Minister. The council considers a range of factors to arrive at the preferred representation structure and must consult with its community.

Ward elections are managed separately. If a vacancy occurs in a council ward an election only involves eligible voters within that ward. This is likely to mean lower costs are incurred for supplementary ward elections. The removal of wards, would mean that any vacancy would result in an election involving **all** eligible voters within the council area.

<b>PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 3.6—Removing wards</b>	<b>Comments</b>
Would removing wards provide voters with greater choice, and produce fairer results?	



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LGA CONSULTATION QUESTIONS: 3.6—Removing wards	Comments
What opportunities/risks (for achieving a better voter turnout) do you consider may arise as a consequence of removing wards?	
Are there any other matters relating to the removal of wards you wish to raise?	



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**TOPIC 3**

**HOW CAN WE ACHIEVE A BETTER VOTER TURNOUT?**  
(refer pages 17-22 – Local Government Participation and Elections Review Discussion Paper).

**3.7—Consider candidate information**

This section of the Participation Review discussion paper explores what, if any, additional information should be required from candidates to inform voters e.g., on the ‘Candidate Profile’ and whether councils should provide a platform or mechanisms to help disseminate information about candidates to voters.

*Refer also to 2.5—Required training for candidates: Candidate screening*

Currently the legislation provides that following the close of nominations candidates are able to access a copy of the electoral roll for the council or ward in which they are contesting election. This information assists candidates with election campaigning and accessible eligible voters.

During election periods, councils are also bound by caretaker provisions/policies, which prohibit the use of council resources for the advantage of a particular candidate or group of candidates. A council caretaker policy may allow the equal use of council resources by all candidates for election.

The LGA Secretariat has received proposed items of business relating to candidate information following the November 2022 council elections. These matters have been included as LGA Consultation Questions in addition to the Participation Review questions below.

<div><b>PARTICIPATION REVIEW DISCUSSION PAPER</b></div> <div><b>IDEAS AND QUESTIONS:</b></div> <div><b>3.7—Consider candidate information</b></div>	<b>Comments</b>
What information should candidates be required to include with their nominations?	





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Is there a role for councils to play in enabling all candidates to reach potential voters?	
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LGA CONSULTATION QUESTIONS: 3.7—Consider candidate information	Comments
Should candidates in council elections be required to declare any employment arrangements associated with a political party in the 12 months leading up to an election? If yes, should the declaration include the place of employment and where relevant, the name of the member of parliament?	
Should information relating to employment arrangements associated with a political party be required to be published as part of the candidate profile?	
Is there other candidate information that should be required as part of the nomination process, or to be distributed with voting materials, to assist voters?	
What opportunities/risks do you consider may arise as a consequence of changing candidate information requirements?	



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LGA CONSULTATION QUESTIONS: 3.7—Consider candidate information	Comments
What opportunities/risks do you consider may arise as a consequence of councils playing a role in enabling all candidates to reach potential voters?	
Are there any other matters relating to candidate information you wish to raise?	

#### **TOPIC 4 ELECTION IMPROVEMENTS**

**(refer page 23 – Local Government Participation and Elections Review Discussion Paper).**

The final section of the Participation Review discussion paper seeks feedback from council on any improvements that could be considered to council elections.

As noted in the discussion paper, the review of the Electoral Commissioner which is undertaken following each periodic council election is expected to consider:

- Any modifications that may be needed following legislative changes introduced in 2022. In particular, the obligations for members to provide their campaign donations returns directly to ECSA, and their automatic loss of office for failure to do so will be considered, given the significant issue this caused in early 2023, when special legislation needed to be passed to restore 45 members to office who had lost their positions for this reason.
- Any matters raised by the Court of Disputed Returns, or other illegal practices found by the Electoral Commissioner, which may require legislative amendment to protect the integrity of election processes.
- Any other matters raised, or improvements identified, by the Electoral Commissioner in his review of the 2022 periodic elections (this report is anticipated before the end of the 2023 calendar year).

The LGA successfully advocated for legislative change to reinstate members who lost office as a consequence of non-lodgement of campaign donation returns. There were a number of factors discussed following this event, in particular, the extreme nature of the consequence for non-lodgement of what was in many cases a 'Nil' return. This is an example of where a change to the legislation should be pursued, to avoid the significant disruption and costs to councils.

ECSA has not yet published its report into the November 2022 council elections. The LGA Secretariat will review the report once it becomes available to identify other matters that may warrant action as part of the Participation Review.



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PARTICIPATION REVIEW DISCUSSION PAPER IDEAS AND QUESTIONS: 4—Election improvements	Council comments
Do you have any ideas to improve council elections?	

LGA CONSULTATION QUESTIONS: 4—Election improvements	Comments
<b>Campaign donation returns:</b> What legislative changes should be pursued based on the campaign donation return experience in the 2022 council elections?	
What issues did your council encounter with the operation of the legislation during the 2022 council elections that warrant action? What action do you propose?	
What issues did your council encounter with the Electoral Commission SA and delivery of the 2022 council elections that warrant action? What action do you propose?	
Are there any other matters relating to election improvements you wish to raise?	

<b>GB8</b>	<b>Local Government Association Ordinary General Meeting - 24 May 2024 - Call for Items of Business</b>
<b>DATE</b>	29 January 2024
<b>AUTHOR</b>	Michelle Woods, Projects Officer Governance, CEO and Governance
<b>CITY PLAN LINKS</b>	4.4 We plan effectively to address community needs and identify new opportunities
<b>SUMMARY</b>	To consider items of business for the Local Government Association Ordinary General Meeting to be held 24 May 2024.

## RECOMMENDATION

### That Council:

1. Notes the call for Items of Business for the Local Government Association of South Australia Ordinary General Meeting to be held on Friday 24 May 2024.

## ATTACHMENTS

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

1. Considering Proposed Items of Business for LGA General Meetings

## 1. BACKGROUND

- 1.1 The Local Government Association of SA (LGA) schedules two General Meetings each year for member councils to consider items of strategic importance to local government and the LGA.
- 1.2 Proposing and voting on items of business for a General Meeting is one way that member councils can participate in policy and strategy issues.
- 1.3 The General Meetings for 2024 will be held in May and October/November 2024.
- 1.4 The LGA has called for proposed items of business to be submitted for consideration at the OGM on Friday 24 May 2024.

## 2. CONSULTATION / COMMUNICATION

- 2.1 Internal
  - 2.1.1 Nil.
- 2.2 External
  - 2.2.1 The LGA Latest News dated Friday 12 January 2024 was distributed to Elected Members via email containing the article titled 'Items of business due for the 2024 Ordinary General Meeting'.

**3. REPORT**

- 3.1 A key purpose of the OGM is to consider items of strategic importance to local government and the LGA, as recommended by the South Australian Region Organisation of Councils (SAROC), the Grater Adelaide Region Organisation of Council (GAROC) or the LGA Board of Directors.
- 3.2 Proposed items of business to be considered for inclusion on the agenda are due by 5:00pm Friday 9 February 2024. Any items submitted after this date will be considered for the next LGA General Meeting later in the year.
- 3.3 To be included on the agenda for a General Meeting, all proposed items of business should follow the Proposed Items of Business Guidelines, Attachment 1 to this report (Item GB8, Council, 29 January 2024).
- 3.4 The OGM agenda will be provided to councils at least 30 days prior to the meeting.
- 3.5 A report will be presented to Council prior to each OGM that provides a summary of the matters being considered and puts forward a recommended position for each matter, based on advice from the Chief Executive Officer. Council is then provided with the opportunity to provide direction to the voting delegate.
- 3.6 For the information of Council, LGA President, Dean Johnson and CEO, Clinton Jury will be in attendance at the CEO Briefing on 4 March 2024.
- 3.7 Council resolved at its meeting on 28 November 2022 that Deputy Mayor, Cr Buchanan and Cr Jensen as deputy, would represent the City of Salisbury as voting delegate.

*That Council Appoints Cr Buchanan as voting representative to the Local Government Association of SA, with Cr Jensen appointed as the deputy.*

*CARRIED  
0034/2022*

**4. CONCLUSION / PROPOSAL**

- 4.1 Council is asked to consider items of business that they would like to submit for the LGA OGM to be held in May 2024.





## Considering Proposed Items of Business for LGA General Meetings

Guidelines

February 2019

Version 1

Item GB8 - Attachment 1 - Considering Proposed Items of Business for LGA General Meetings



## Introduction

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

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

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

## LGA Constitution

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

### 16. Business of General Meetings

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

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

## Relevant bodies

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





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

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

### **LGA Board of Directors**

Items should be referred to the Board if related to:

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

### **SAROC or GAROC**

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

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

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

## **Guiding principles**

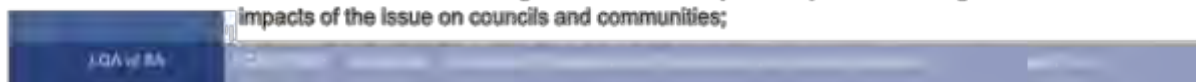
The following guiding principles have been developed to provide clarity and consistency to the Board, SAROC, GAROC and member councils about the relevant matters that will be considered in determining whether an item of business will be placed on the agenda of a General Meeting.

### **1. Strategic importance**

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

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

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





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

## 2. Supporting evidence

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

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

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

## 3. Alignment with LGA policy

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

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

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

## 4. Resourcing

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

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

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

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







## Determinations by the Board, SAROC and GAROC

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

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

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







<b>GB9</b>	<b>2024 National General Assembly of Local Government, Canberra - Call for Motions</b>
<b>DATE</b>	29 January 2024
<b>AUTHOR</b>	Michelle Woods, Projects Officer Governance, CEO and Governance
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	The National General Assembly (NGA) of Local Government will take place in Canberra from 2 to 4 July 2024. Motions are currently being called for the NGA and submissions close Friday 29 March 2024.

## RECOMMENDATION

### That Council:

1. Notes motions are being called for submission by 29 March 2024 for the National General Assembly of Local Government being held in Canberra from 2 to 4 July 2024 and that a voting delegate is to be appointed by Council should a motion be submitted.

## ATTACHMENTS

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

1. 2024 National General Assembly - Call for Motions Discussion Paper

### 1. BACKGROUND

- 1.1 The Australian Local Government Association (ALGA) is the national peak advocacy body for local government.
- 1.2 Established in 1947, ALGA's mission is '*to achieve outcomes for local government through advocacy with impact, and maximise the economic, environmental and social wellbeing of councils and our communities*'.
- 1.3 ALGA's work includes, but is not limited to the establishment of national policy and extensive liaison and lobbying with departments, Ministers and other parliamentarians at the Commonwealth level to achieve better outcomes for local councils.
- 1.4 The National General Assembly (NGA) of Local Government will be held 2 to 4 July 2024 at the National Convention Centre, Canberra.
- 1.5 The theme of the 2024 NGA is '*Building Community Trust*' (refer page 4 of the attached discussion paper for context around this theme).
- 1.6 The ALGA Board is currently calling for motions from councils.
- 1.7 Motions must be relevant to the work of local government and must compliment or build on the policy objectives of the state and territory associations.
- 1.8 The deadline for submitting motions to the NGA is Friday 29 March 2024.

## 2. CONSULTATION / COMMUNICATION

### 2.1 Internal

2.1.1 Chief Executive Officer and General Managers.

### 2.2 External

2.2.1 Nil.

## 3. REPORT

3.1 The 2024 National General Assembly (NGA) of Local Government is an opportunity for individual councils to identify matters of national relevance to the sector and for these matters to be considered by ALGA as national policy, for its advocacy role or for more immediate action by ALGA on behalf of the sector.

### Submission of Motions for Debate

3.2 The ALGA Board is calling for motions for the NGA under the theme of '*Building Community Trust*', and have asked motions for this year's NGA should consider:

- how all levels of government in Australia can build trust in each other and earn greater trust from the community;
- practical opportunities for the Australian Government to leverage the trust that local communities have in their local council;
- focus on practical programs that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities; and
- new program ideas that that would help the local government sector to deliver the Australian Government's objectives.

3.3 Motions should be concise, practical and be able to be implemented and meet the guidelines for motions set out in the attached discussion paper.

### Criteria for Motions

3.4 To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

- 3.4.1 Be relevant to the work of local government nationally.
- 3.4.2 Not be focused on a specific jurisdiction, location or region – unless the project or issue has national implications.
- 3.4.3 Be consistent with the themes of the NGA.
- 3.4.4 Complement or build on the policy objectives of ALGA and your state or territory local government association.
- 3.4.5 Be submitted by a council which is a financial member of their state or territory local government association.
- 3.4.6 Propose a clear action and outcome ie call on the Australian Government to act on something.

- 3.4.7 Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.
- 3.4.8 Address issues that will directly improve the capacity of local government to deliver services and infrastructure for the benefit of all Australian communities.
- 3.4.9 Not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
- 3.4.10 Be supported by sufficient evidence to support the outcome being sought and demonstrate the relevance and significance of the matter to local government nationally.
- 3.5 The ALGA Secretariat has prepared the attached discussion paper to help in identifying motions that address the theme of the NGA this year.
- 3.6 This year's call for motions focusses on twelve priority areas:
  - 3.6.1 Intergovernmental relations;
  - 3.6.2 Financial sustainability;
  - 3.6.3 Roads and infrastructure;
  - 3.6.4 Emergency management;
  - 3.6.5 Housing and homelessness;
  - 3.6.6 Jobs and skills;
  - 3.6.7 Community services;
  - 3.6.8 Closing the GAP and Aboriginal and Torres Strait Islander Reconciliation;
  - 3.6.9 Data, digital technology and cyber security;
  - 3.6.10 Climate change and renewable energy;
  - 3.6.11 Environment;
  - 3.6.12 Circular economy.
- 3.7 Councils submit motions directly to ALGA. When ALGA collates proposed motions, they will seek additional background material from state associations if required.
- 3.8 All motions will be reviewed by the ALGA Board's NGA Sub Committee prior to publishing the NGA Business Papers to ensure they meet criteria set out at paragraph 3.4.
- 3.9 The sub committee reserves the right to select, edit or amend motions to facilitate the efficient and effective management of debate at the NGA.
- 3.10 It should be noted that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

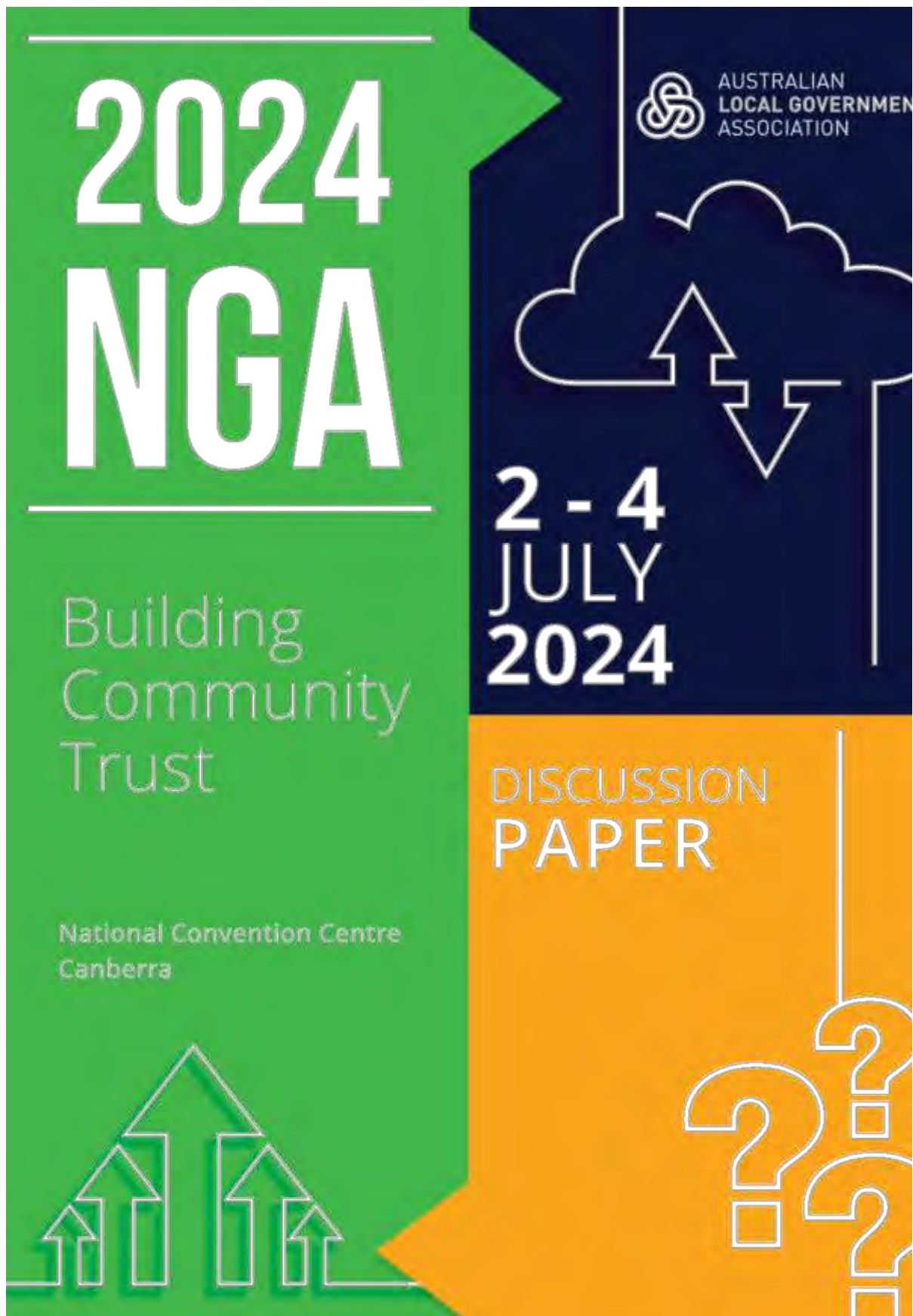
- 3.11 Motions must commence with the following wording:  
*This National General Assembly calls on the Australian Government to ....*
- 3.12 Motions that are accepted and placed on the Agenda for the NGA will be debated throughout the assembly.
- 3.13 There is an expectation that any council that submits a motion will be present at the NGA to move and speak to the motion.

**Attendance at NGA and Voting Delegate**

- 3.14 A provisional program is yet to be released. When this is available, it will be distributed to Elected Members.
- 3.15 Should Council resolve to submit a motion to the NGA, there is an expectation Council will register a delegate to move and speak to the motion.

**4. CONCLUSION / PROPOSAL**

- 4.1 Council is asked to determine if there are any issues that warrant a motion being submitted to the 2024 NGA of Local Government, being held in Canberra 2 to 4 July 2024:
- 4.2 Should Council resolve to submit a motion, council should also consider a voting delegate who will be appointed and registered to move and speak to the motion.



## KEY DATES

29 March 2024 | Acceptance of Motions

2 July 2024 | Regional Cooperation & Development Forum

3 - 4 July 2024 | National General Assembly

5 July 2024 | Australian Council of Local Government

## TO SUBMIT YOUR MOTION

**VISIT: [ALGA.COM.AU](https://alga.com.au)**







The Australian Local Government Association (ALGA) is pleased to convene the 30th National General Assembly of Local Government (NGA), to be held in Canberra from 2-4 July 2024.

As convenor of the NGA, the ALGA Board cordially invites all councils to send representatives to this important national event.

The NGA is the premier national gathering of local governments, and provides councils with the opportunity to come together, share ideas, debate motions, and most importantly unite and further build on the relationship between local government and the Australian Government.

This discussion paper contains essential information for Australian councils considering submitting motions for debate at the 2024 National General Assembly of Local Government (NGA).

It is recommended that all councils and delegates intending to attend the 2024 NGA familiarise themselves with the guidelines for motions contained in this paper on page 6.

## **BACKGROUND TO ALGA AND THE NGA**

ALGA was established 1947. In structure, ALGA is a federation of member state and territory associations. Its mission is to achieve outcomes for local government through advocacy with impact, and maximise the economic, environmental and social wellbeing of councils and our communities.

Since 1994, the NGA has built the profile of local government on the national stage, showcased the value of councils, and most importantly demonstrated - particularly to the Australian Government - the strength and value of working with local government to help deliver on national priorities.

Debate on motions was introduced to the NGA as a vehicle for councils from across the nation to canvas ideas. Outcomes of debate on motions (NGA Resolutions) could be used by participating councils to inform their own policies and priorities, as well as their advocacy when dealing with federal politicians.

At the same time, they help ALGA and its member state and territory associations gain valuable insight into council priorities, emerging national issues, and the level of need and support for new policy and program initiatives.

Given the structure of ALGA, its Constitution, and level of resources, the NGA does not bind the ALGA Board. However, the Board carefully considers NGA resolutions as it determines ALGA's policies, priorities and strategies to advance local governments within the national agenda.

This is your NGA and ALGA is pleased to act as the convenor. ALGA's policies and priorities will continue to be determined by the ALGA Board in the interests of all councils.

**The ALGA Board thanks all councils for attending the NGA and those that will take the time to reflect on the purpose of debate on motions outlined in this paper, and to submit motions for debate at the 2024 NGA.**

# SUBMITTING MOTIONS

Australia is one of the world's great democracies. It is held in high regard across the world but should never be taken for granted.

## **The theme of the 2024 NGA is – Building Community Trust.**

This theme aims to explore the critical importance of trust in governments, between governments, its institutions, and its citizens. This trust is a fundamental building block of our nation's democracy.

While relatively low key, over the past decade there has been increasing public debate by scholars and policy makers about the level of trust in government, its institutions and indeed the operation of our democracy more broadly.

Mark Evans et al (2019) published research in 'The Conversation' indicating that Australians' trust in politicians (our political representatives) and democracy has hit an all-time low. This report indicates 'fewer than 41% of Australian citizens are satisfied with the way democracy works in Australia, down from 86% in 2007.

Public satisfaction has fallen particularly sharply since 2013, when 72% of Australian citizens were satisfied. Generation X is least satisfied (31%) and Baby Boomers most satisfied (50%). Some political authors suggest that these trends in part explain the rise in popularity and the relative success of independents and micro or single-issue parties.

These statistics should be of concern to every level of government and those interested in the future of our communities and Australia's democratic system.

It is said that 'trust is hard-earned, easily lost, and difficult to re-establish – and a key to absolutely everything.' While media and public attention frequently focuses on levels of trust in the national and state governments, local governments have an equally important role in building, maintaining and indeed, often repairing government-community relationships.

At its most fundamental level, the 2024 NGA focusses on the role of local government and how all levels of government can help each other build, maintain and strengthen government-community relationships.

This discussion paper is a call for councils to submit motions for debate at the 2024 NGA to be held in Canberra from 2-4 July 2024.



Motions for this year's NGA should consider:

- how all levels of government in Australia can build trust in each other and earn greater trust from the community;
- practical opportunities for the Australian Government to leverage the trust that local communities have in their local council;
- focus on practical programs that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities; and
- new program ideas that that would help the local government sector to deliver the Australian Government's objectives.

Motions should be concise, practical and implementable and meet the guidelines for motions set out in the paper.

You are encouraged to read all the sections of the paper but are not expected to respond to every issue or question. Your council's motion/s must address one or more of the issues identified in the discussion paper.

Motions must be lodged electronically using the online form available on the NGA website at: [www.alga.com.au](http://www.alga.com.au) and received no later than 11:59pm AEST on Friday 29 March 2024.

All notices of motions will be reviewed by the ALGA Board's NGA Sub-committee prior to publishing the NGA Business Paper to ensure that they meet these guidelines. This sub-committee reserves the right to select, edit or amend notices of motions to facilitate the efficient and effective management of debate on motions at the NGA.

All NGA resolutions will be published on [www.nationalgeneralassembly.com.au](http://www.nationalgeneralassembly.com.au).

As the host of the NGA, ALGA will communicate resolutions to the relevant Australian Government Minister and publish Ministerial responses as they are received on this website.

Please note that if your council does submit a motion, there is an expectation that a council representative will be present at the NGA to move and speak to that motion if required.

We look forward to hearing from you and seeing you at the 2024 NGA.



## CRITERIA FOR MOTIONS

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. Be relevant to the work of local government nationally.
2. Not be focused on a specific jurisdiction, location or region – unless the project or issue has national implications.
3. Be consistent with the themes of the NGA.
4. Complement or build on the policy objectives of ALGA and your state or territory local government association.
5. Be submitted by a council which is a financial member of their state or territory local government association.
6. Propose a clear action and outcome ie call on the Australian Government to act on something.
7. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.
8. Address issues that will directly improve the capacity of local government to deliver services and infrastructure for the benefit of all Australian communities.
9. Not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
10. Be supported by sufficient evidence to support the outcome being sought and demonstrate the relevance and significance of the matter to local government nationally.

Motions must commence with the following wording:

***This National General Assembly calls on the Australian Government to ...***

**Please note that resolutions of the NGA do not automatically become ALGA's national policy positions.**



## OTHER THINGS TO CONSIDER

It is important to complete the background section of the submission form. Submitters of motions should not assume that NGA delegates will have background knowledge of the proposal. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion. Please note, motions should NOT be prescriptive in directing how the matter should be pursued.

**Try to keep motions practical, focussed and capable of implementation to ensure that relevant Australian Government Ministers provide considered, thoughtful and timely responses.**

Try to avoid motions that are complex, contain multi-dot points and require complex cross-portfolio implementation.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-committee, in consultation with state and territory local government associations, to determine their eligibility for inclusion in the NGA Business Papers.

When reviewing motions, the Sub-committee considers the criteria, clarity of the motion and the importance and relevance of the issue to local government.

If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. With the agreement of the submitting council, these motions may be edited before inclusion in the NGA Business Papers.

To ensure an efficient and effective debate, where there are numerous motions on a similar issue, the NGA Sub-committee will group these motions together under an overarching strategic motion. The strategic motions will have either been drafted by ALGA or will be based on a motion submitted by a council which best summarises the subject matter.

Debate will occur in accordance with the rules for debate published in the Business Papers and will focus on the strategic motions. Associated sub-motions will be debated by exception only or in accordance with the debating rules.

Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

All motions require:

- a contact officer;
- a clear national objective;
- a summary of the key arguments in support of the motion; and
- endorsement of your council.

Motions should be lodged electronically using the online form available at [www.alga.asn.au](http://www.alga.asn.au).

Motions should be received no later than 11:59pm AEST on Friday 29 March 2024.

## SETTING THE SCENE

The theme for NGA24 'Building Community Trust' aims to focus on the role of local government in the Australian system of government and explore the critical importance of trust in governments, between governments, its institutions, and our citizens.

In a recent essay on Capitalism after the Crisis (2023) the Treasurer the Hon Dr Jim Chalmers MP wrote:

*'Our mission is to redefine and reform our economy and institutions in ways that make our people and communities more resilient, and our society and democracy stronger as well.'*

The need to strengthen our democracy was also emphasised the Prime Minister the Hon Anthony Albanese MP in a speech at Queensland's Woodford Folk Festival toward the end of 2022:

*'I urge anyone who thinks our democracy is unassailable to have a look around the world. Even some of the oldest, most stable democracies have come under attack from a whole range of corrosive, insidious forces. No one is immune. Our democracy is precious, something we have carefully grown and nurtured from one generation to the next. One of our core responsibilities is to make it stronger, and the key to that strength is transparency and accountability.'*

In early 2023 the Australian Government established a taskforce to advise government on 'what can be done – practically – to strengthen Australian democracy'.





The 2024 NGA provides you - the elected representatives of Australia's local councils and communities - with the opportunity to engage with the Federal Government and key Ministers.

Further, it is your opportunity to advocate for new or expanded programs and key policy initiatives that could strengthen local governments, its capacity to deliver services and infrastructure to local communities across the nation. This service delivery is critical to build, maintain and strengthen the trust of our citizens.

This year's call for motion focusses on twelve priority areas:

- Intergovernmental relations;
  - Financial sustainability;
  - Roads and infrastructure;
  - Emergency management;
  - Housing and homelessness;
  - Jobs and skills;
  - Community services;
  - Closing the Gap and Aboriginal and Torres Strait Islander Reconciliation;
  - Data, digital technology and cyber security;
  - Climate change and renewable energy;
  - Environment; and
  - Circular economy.
- 

# 1. INTERGOVERNMENTAL RELATIONS

'Australia's federal structure, built upon reciprocal financial, legislative and policy responsibilities, requires intelligent cooperation on issues of strategic national significance.'

National Cabinet is a forum for the Prime Minister, Premiers and Chief Ministers to meet and work collaboratively. National Cabinet was established on 13 March 2020 and is chaired by the Prime Minister. The National Cabinet is a key mechanism in Australia's current intergovernmental architecture.

A representative of local government, the President of ALGA, is invited to meet with National Cabinet once each year. The President of ALGA also attends one meeting per year of the Council on Federal Financial Relations comprising the Commonwealth Treasurer as Chair and all state and territory treasurers.

A substantial body of research, from Australia and internationally, has highlighted that governments that work together are generally more successful in achieving shared national objectives, including economic recovery from events like the COVID-19 pandemic as well as in service and infrastructure delivery.

This research reinforces the need for local government to be included in relevant ministerial forums that support national priorities – from housing affordability to reaching net-zero emissions. ALGA currently participates in National Cabinet (1/year), Council on Federal Financial Relations (1/year), Infrastructure Transport Ministers Meeting, National Emergency Managers Meeting, Local Government Ministers Forum, Joint Council on Closing the Gap, Planning Ministers Meeting, Meeting of Environment Ministers, Energy and Climate Change Ministers and the Road Safety Ministers Meeting, to represent local government views.

Local government input can provide a community voice, enabling our intergovernmental forums to make decisions with greater legitimacy and authority.

*Given the importance of trust in governments, between governments and its citizens, how can intergovernmental arrangements be further improved in Australia?*

*Are there ways of maintaining and enhancing the community's trust in local government?*

*Are there new initiatives and programs that could be adopted to improve the level of cooperation and collaboration between the Australian Government and local government?*

## 2. FINANCIAL SUSTAINABILITY

Trust in governments is highly correlated with their ability to fulfill the implicit social contract between government and its citizens by keeping promises.

Local government is the third sphere of government in Australia's system of government. Councils are comprised of locally elected representatives who understand local needs and engage locally on strategies to meet those needs.

Councils are responsible for providing a wide range of critical local area services including planning, libraries, waste management systems, transport and infrastructure (eg roads and footpaths, parks, sporting grounds and swimming pools) and social services.

These services are critical to the wellbeing, liveability and productivity of all local communities, and therefore the nation. Equally important is the sustaining of democratic processes at the local and regional level.

Local government's total annual expenditure in 2021 -22 was approximately \$43.6 billion. Non-financial assets including roads, community infrastructure such as buildings, facilities, airports, water, and sewerage (in some states) including land, are valued at \$539 billion [ABS Government Finance Statistics, Australia, 2021-22].

In 2021-22, the Australian Government provided \$2.6 billion in Financial Assistance Grants funding to councils. This included \$1.3b which was brought forward from the 2021-22 estimate and paid through state and territory governments in 2020-21.

Nationally, local government derives nearly 90% of its revenue from its own sources (including rates and services charges), compared to around 50% for state governments. Grants from other levels of government make up just over 10% of local government's total revenue, however these grants are particularly important in areas with a low-rate base, and/or high growth rates, and rapidly expanding service and infrastructure needs.

In 2021-22 Financial Assistance Grants to local governments was less than 0.6% of Commonwealth taxation revenue (CTR), a significant drop from 1996 when these grants were at 1% of CTR. In 2023-24 Financial Assistance Grants have fallen to 0.5% of Commonwealth taxation.

*What improvements are needed to the intergovernmental financial transfer system, particularly the Commonwealth transfers to local government, to enhance the community's trust in local government and by extension all governments?*

*Noting that Commonwealth tied funding is provided with detailed requirements how can this system be improved to provide flexibility and maximize the benefit to local communities?*



### 3. ROADS AND INFRASTRUCTURE

ALGA's 2021 National State of the Assets Report (NSoA) is currently being updated and expected to be launched in 2024. The most recent NSoA shows that while most local government assets such as roads, bridges, buildings, parks and recreation, stormwater, water and wastewater, and airports and aerodromes are generally in good to very good condition, around 10% are not fit for purpose, and around 20–25% are only fair and over time will need attention.

The last NSoA found that in 2019–20 non-financial infrastructure assets were valued at \$342 billion and were depreciating at \$7.7 billion per year. Replacement costs of these infrastructure assets were in the order of \$533 billion.

Local government assets make up a significant proportion of the physical structure of local communities and often provide critical access to and support for citizens to engage in state and national assets and opportunities.

For example, local roads provide important "first and last-mile access" for communities and industry to road networks, integral to economic development and community connection. Local sporting grounds can provide access for community groups to build community participation that has social, health and economic benefits.

*Are there programs or initiatives that the Australian Government could adopt to improve the long-term sustainability of local government infrastructure?*

*Are there programs or initiatives that the Australian Government could provide to improve the sector's capacity to manage local government infrastructure and to integrate these plans into long-term financial plans?*

*Are there programs or initiatives that the Australian Government could develop to maintain, strengthen and enhance the reputation of Australia's infrastructure providers, including local government?*



## 4. EMERGENCY MANAGEMENT

In 2022 alone, 46 disasters were declared across Australia, covering more than 300 different council areas. In recent years, almost every Australian council has been impacted in some way by fires, floods, or cyclones.

Last year's flooding caused a damage bill of approximately \$3.8 billion to local roads across Queensland, New South Wales, Victoria and South Australia. This was just a fraction of the total disaster costs incurred by governments across the country.

There have been numerous NGA motions in recent years regarding natural disasters and this has been a significant priority in ALGA's advocacy program.

In 2022 ALGA successfully advocated for a new \$200 million per year Disaster Ready Fund, with the first round of funding allocated in June 2023. This fund will support councils and communities to mitigate against the risk of future disasters and help address the significant imbalance between mitigation and recovery spending.

Councils are encouraged to draw on their practical experience of the improvements that could be made to managing emergencies.

Please note that many aspects of emergency management are state or territory responsibilities, and your motions should focus on how the Australian Government could assist.

*What new programs, or improvements to existing programs, could the Australian Government develop to partner with local government to improve the current natural disaster management systems to further assist in recovery and build resilience?*

## 5. HOUSING AND HOMELESSNESS

Almost every Australian council and community is facing challenges around a lack of affordable housing.

Alarming research by the UNSW City Futures Research Centre shows 640,000 Australian households – or one in 15 households – are under housing stress.

All levels of government, including councils, have a fundamental role to play in addressing this crisis, which is being compounded by high interest rates, rising construction costs and skills shortages.

At a national level, ALGA is a signatory to the National Housing Accord, and in 2023 successfully advocated for a new \$500 million Housing Support Program for state and local governments to deliver supporting infrastructure for new housing developments.

While the provision of affordable housing is not a local government responsibility, councils have a role to play in ensuring there is enough suitably located land available for housing and that a diversity of housing stock is supported. Councils also want to ensure that new housing developments are supported with the necessary services and infrastructure to create liveable and sustainable communities.

Many councils are also addressing thin markets and developing land and housing themselves, delivering local solutions to meet the needs of their communities.

Councils also want to ensure that they engaged with planning decisions that affect local communities. Taking planning powers away from councils does not always support the best local outcomes.

Councils also play an important role addressing some of the causes of homelessness, including social inclusion programs that can assist mental health and family violence issues, as well as providing support for people currently experiencing homelessness.

*What new programs and policies could the Australian Government develop to partner with local government to support the provision of more affordable housing?*

*How can the Australian Government work with councils to address the causes and impacts of homelessness?*



## 6. JOBS AND SKILLS

Local government is a major employer in Australia providing employment, career advancement and training opportunities for more than 190,800 Australians, across an estimated 400 occupations.

However, councils are facing significant jobs and skills shortages that are constraining their capacity to deliver services and build and maintain local infrastructure.

ALGA's 2022 National Local Government Workforce Skills and Capability Survey indicated that more than 90 percent of Australia's 537 councils were experiencing skills shortages.

The survey also showed that for approximately two-thirds of these councils, these shortages were impacting on project delivery.

In particular, councils are facing a shortage of planners, engineers, building surveyors, environmental officers and human resources professionals.

Skills shortages occur for a variety of reasons including an inability to compete against the private sector, worker accommodation, support services for families, ageing of the workforce and geographic isolation.

*Are there programs or initiatives that the Australian Government could implement that would enhance local government's capacity to attract and retain appropriately skilled staff now and into the future?*

*Are there programs or changes to existing programs that would increase local government's ability to employ apprentices and trainees?*

*Are there other initiatives that the Australian Government could provide to improve the sector's ability to plan and develop skills fit for the future?*

## 7. COMMUNITY SERVICES

Councils provide a wide range of services based on local characteristics, needs, priorities, and the resources of their community. Indeed, it is this level of responsiveness and accountability to the local community that is an essential feature of democratic local governments worldwide.

Some of these services are provided to address market failure, and many of them are provided by councils on behalf of other levels of government.

It is important to note that nationally local government is more than 83% self-sufficient ie funded at the local level either through rates, fees and charges, sale of goods and services, or interest. The Australian Bureau of Statistics data shows that total local government annual expenditure in 2021-22 was \$43.6 billion.

Only 17% comes from grants and subsidies from other levels of government. Unfortunately, many of these grants and subsidies are tied, or require matching funding which restricts the ability to address local priorities in the way the council and community might need.

Arguably there is no greater obligation upon government than to maintain the trust that citizens have in meeting their community services obligations and promises, particularly to society's most vulnerable.

Local government community services are broadly defined, and may include but are not limited to:

- environmental health including food safety;
- childcare, early childhood education, municipal health;
- aged care, senior citizens;
- services to people living with disability;
- programs to address disadvantage, to reduce poverty and homelessness;
- sporting and recreational programs;
- arts and cultural activities, programs and festivals;
- tourism and economic development activities; and
- library services.

*Noting the funding arrangements for the provision of local government community services are there programs and initiatives that the Australian Government could implement to improve the delivery of these services?*

*Are there reforms or improvements in national community services program that would help local governments support the Australian Government to deliver on its national objectives?*

## 8. CLOSING THE GAP AND ABORIGINAL AND TORRES STRAIT ISLANDER RECONCILIATION

In 2021, ALGA co-signed a landmark national agreement to close the gap between Indigenous and non-Indigenous Australians. At the heart of the National Agreement on Closing the Gap Partnership are four agreed priority reform targets and 19 socio-economic targets in areas including education, employment, health and wellbeing, justice, safety, housing, land and waters, and Aboriginal and Torres Strait Islander languages.

The Indigenous Voice Co-design Final Report to the Australian Government was released in December 2021. The Local & Regional Voice will contribute to achieving the Closing the Gap outcomes by providing avenues for Indigenous voices to be heard, including to provide feedback to government on Closing the Gap.

As the level of government closest to the people, councils have an essential role supporting and helping to steer the development of policies and programs in partnership with local Indigenous peoples that address closing the gap priorities at the local and regional level.

Local government plays a positive role in reconciliation and celebrating Indigenous culture and identity, and sustainably funded could work effectively to reduce Indigenous disadvantage in all its forms.

On 14 October 2023, Australians voted in a referendum about whether to change the Constitution to recognise the First Peoples of Australia by establishing a body called the Aboriginal and Torres Strait Islander Voice. The referendum did not pass.

*Are there programs or initiatives that the Australian Government could adopt to assist local government to advance reconciliation and close the gap?*

*Are there practical programs or initiatives that local government and the Australian Government could introduce to maintain, build and strengthen the level of trust between Aboriginal and Torres Strait Islanders and governments?*



## 9. DATA, DIGITAL TECHNOLOGY AND CYBER SECURITY

Provision of information technology to all Australians is vital to innovation, economic growth, and social equity. However, it is potentially even more important to regional Australia where the tyranny of distance increases the inequity of services available – including education, health, economic and social. Innovative technology is becoming more broadly available and could boost productivity and economic growth.

Councils around Australia continue to embrace new technologies to improve their service delivery standards and broaden consultation and engagement with their local communities. However, implementation can be hindered without access to basic technological infrastructure and the necessary IT skills and resources.

In recent times, cyber-attacks on major corporations and other businesses have resulted in significant data breaches. It is a timely reminder as digital information, services and products become an increasing feature of modern business operation including in local government.

Like all risks, local government must manage the risk of cyber-attacks and address cyber security. At a national level, there is limited understanding of local governments' vulnerability to cyber-attacks, preparedness and adequacy of risk management strategies or business continuity planning.

While this is primarily a responsibility of the sector itself, governments at all levels must work together to ensure that the public have confidence in government information management systems and its security.

*Drawing upon your council's experience, and your knowledge of other councils within your state or territory, are there programs and initiatives that the Australian Government could implement to help local government develop its digital technology services and infrastructure?*

*Are there actions the Australian Government could take to improve cyber security within the local government sector?*



## 10. CLIMATE CHANGE AND RENEWABLE ENERGY

Australia's changing climate presents a significant challenge to governments, individuals, communities, businesses, industry, and the environment.

The Australian Government has committed to address climate change and in June 2022 submitted its revised National Determined Contribution (NDC) to the United Nations Framework Convention on Climate Change. The revised NDC included reaffirming a target of net zero emissions by 2050 and committing to reduce greenhouse gas emissions by 43% from 2005 levels.

Local governments have played an important leadership role in addressing climate change, and councils have supported a wide range of community-based programs and initiatives to lower the carbon footprint of their own business operations and of their local communities.

As a sector, local government has been an advocate and active participant in the debate for lowering carbon emissions, is sourcing renewable energy, has responded creatively to reduce greenhouse gas emissions from landfills, and facilitated the construction of green buildings and water sensitive design of cities and towns.

Local government has been at the forefront in addressing the impacts of climate change and adaptation to climate change. In particular, councils have a practical understanding of the risk and impact of climate change on Australia's infrastructure and physical assets, natural ecosystems, local economies and their community.

*Noting the Australian Government's approach to reducing emissions, are there partnerships, programs, and initiatives that local government and the Australian Government can form to achieve Australia's 2050 net zero emissions target?*

*Are there initiatives that could assist local governments to build trust in the community for implementation of key climate change and emissions reduction initiatives?*

## 11. ENVIRONMENT

Australia's 537 local councils play an essential role in providing, regulating and managing Australia's environmental services and infrastructure.

Whether it's biodiversity, biosecurity, natural resource management (NRM), contaminated lands, waste management, water resources, sustainability or roadside environments, councils are responsible for educating households and businesses on environment policy, as well as driving environmental programs and initiatives in their local communities.

In recent years the National General Assembly has considered a range of environmental issues, and passed resolutions on biodiversity, biosecurity, conservation, climate change and water security.

*How could the Australian Government partner with local government to strengthen Australia's environmental services and infrastructure?*

*What new programs could the Australian Government partner with local government in to progress local regional and national objectives?*





## 12. CIRCULAR ECONOMY

Local government is responsible for the management of household and domestic waste and has a critical role to play in further developing the circular economy.

Australia's 537 councils manage approximately 26 percent of Australian waste, either directly or through contractual arrangements. Each year, local governments collect around 9.7 million tonnes of waste from kerbside bin services, sort it at material recovery facilities (MRFs), and dispatch what can be recycled to reprocessing facilities in Australia and overseas.

Where waste cannot be recovered it is landfilled, and local governments in most jurisdictions must pay a significant levy per tonne for landfilled waste, as well as incur the operational costs of maintaining and managing a landfill.

Collecting, treating, and disposing of Australian domestic waste costs local government an estimated \$3.5 billion annually. Local government also dedicates resources to administering community waste-education programs, collecting litter, addressing illegal rubbish dumping, and ensuring compliance with waste bylaws.

In November 2023, Australia's Environment Ministers agreed that the Federal Government would establish new regulations for packaging as well as mandate how packaging is designed, develop minimum recycled content requirements and prohibit harmful chemicals being used. These changes are expected to have a positive impact on the amount of waste sent to landfill, and the costs borne by councils and their communities.

*How could the Australian Government further strengthen product stewardship arrangements to support local governments in their endeavours to increase recycling and reduce the volume of waste?*

*How could the Australian Government partner with local government to advance the circular economy?*

## CONCLUSION

Thank you for taking the time to read this discussion paper and your support for the 2024 National General Assembly of Local Government.

### A FINAL REMINDER:

- » Motions should be lodged electronically at [www.alga.com.au](http://www.alga.com.au) and received no later than 11.59pm on Friday 29 March 2024.
- » Motions must meet the criteria published in this paper.
- » Motions should commence with the following wording: 'This National General Assembly calls on the Australian Government to...'
- » Motions should not be prescriptive in directing how the matter should be pursued.
- » Motions should be practical, focussed and relatively simple.
- » It is important to complete the background section on the form.
- » Motions must not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
- » When your council submits a motion there is an expectation that a council representative will be present at the 2024 National General Assembly to move and speak to that motion if required.
- » Resolutions of the National General Assembly do not automatically become ALGA's national policy positions. The resolutions are used by the ALGA Board to inform policies, priorities and strategies to advance local governments within the national agenda.

We look forward to hearing from you and seeing you at the 2024 National General Assembly in Canberra.





**MD1****Mayor's Diary****RECOMMENDATION**

That Council:

- Notes this information.

<b>Date</b>	<b>Time</b>	<b>Function</b>
13/12/2023	09:00 AM	Diversity Statement Video Filming
13/12/2023	06:15 PM	Northern Business cocktail party
14/12/2023	02:00 PM	CEO Keeping Connected - Little Para Rooms
14/12/2023	06:00 PM	Friends of Ramsay Xmas Celebration
15/12/2023	06:30 PM	Elected Member & Executive Team Christmas Dinner
18/12/2023	01:00 PM	Mayor/CEO/EA - Regular Meeting
18/12/2023	02:00 PM	Monthly Meeting with the Mayor & GM Community Development
18/12/2023	02:00 PM	Mayor & GM Catch Up - Urban Services Committee Discussion
18/12/2023	03:00 PM	Meeting with Resident
18/12/2023	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
18/12/2023	04:30 PM	Pre-Council meeting review
18/12/2023	06:30 PM	Council Meeting
22/12/2023	12 Noon	Office correspondence
22/12/2023	12 Noon	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
7/01/2024	04:30 PM	Real Estate Partners Prestige Open Pairs
8/01/2024	10:00 AM	Meeting with residents (Concern re Educations issue)
12/01/2024	10:00 AM	Meeting with Residents (regarding dead bushes and general untidiness of streets)
15/01/2024	01:00 PM	Meeting with Resident
15/01/2024	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
15/01/2024	12 Noon	Esports Evolution
16/01/2024	01:00 PM	Mayor/CEO/EA - Regular Meeting
16/01/2024	02:00 PM	Media Issues - Regular Catch-up
16/01/2024	04:00 PM	Office Time - signing
18/01/2024	01:00 PM	LGA Board of Directors Meeting
22/01/2024	10:00 AM	LGA GAROC Meeting
22/01/2024	02:00 PM	Meeting with Member for Playford - Mr John Fulbrook
22/01/2024	03:00 PM	Meeting with Superintendent Julie Thomas & City of Salisbury
22/01/2024	03:00 PM	Mayor/CEO/EA - Regular Meeting
22/01/2024	04:00 PM	Office Time - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
24/01/2024	03:00 PM	Kelvin Trimper's Funeral Service

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**REPORTS FROM COUNCIL REPRESENTATIVES**

**QUESTIONS ON NOTICE**

There are no Questions on Notice.

**QUESTIONS WITHOUT NOTICE**

**MOTIONS ON NOTICE**

There are no Motions on Notice.

**MOTIONS WITHOUT NOTICE**

**OTHER BUSINESS**



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## ORDERS TO EXCLUDE THE PUBLIC

### C1            **Property Disposal - Salisbury West**

#### **Recommendation**

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

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

*On that basis the public's interest is best served by not disclosing the **Property Disposal - Salisbury West** 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.*

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## C2      **Property Matter - Relocation of Services**

### **Recommendation**

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

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

*On that basis the public's interest is best served by not disclosing the **Property Matter - Relocation of Services** 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.*

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**C3 Draft Road Management Plan - Nelson Road****Recommendation**

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

1. *Pursuant to Section 90(2) and (3)(j)(i) and (j)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
  - *it relates to information the disclosure of which would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the Council, or a person engaged by the Council); and*
  - *information the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
  - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
  - *non-disclosure of the matter and discussion of this item in confidence would protect confidential information provided by the Department for Infrastructure and Transport.*

*On that basis the public's interest is best served by not disclosing the **Draft Road Management Plan - Nelson Road** 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.*

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**C4            Draft Road Management Plan (Local Area Plan) and Parking Study -  
Mawson Lakes**

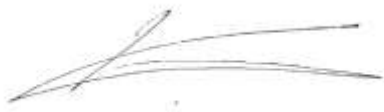
**Recommendation**

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

1. *Pursuant to Section 90(2) and (3)(j)(i) and (j)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
  - *it relates to information the disclosure of which would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the Council, or a person engaged by the Council); and*
  - *information the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
  - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
  - *non-disclosure of the matter and discussion of this item in confidence would protect confidential information provided by the Department for Infrastructure and Transport.*

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

**CLOSE**



John Harry  
**CHIEF EXECUTIVE OFFICER**