

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

22 APRIL 2024 AT 6.30PM

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
A/General Manager Community Development, Ms C Giles
General Manager City Development, Ms M English
Manager Governance, Mr R Deco
Team Leader Council Governance, Ms J O'Keefe-Craig

Council Meeting: 22 April 2024

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There are no Deputations or Presentations.

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There are no Petitions.

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Policy and Planning Committee: 15 April 2024 8

Chair: Cr C Buchanan

1.0.1 Future Reports for the Policy and Planning Committee

1.0.2 Recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 8 April 2024:

ISPS1 Future Reports for the Intercultural Strategy and Partnerships Sub Committee

1.1.1 Draft City Plan 2040 - For Consultation

1.1.2 1113-1131 Port Wakefield Road, Employment Land Code Amendment

-
- 1.1.3 Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment - Early Commencement - Chief Executive Department for Trade and Investment
****See Further Information Report**
 - 1.1.3FI Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment - Early Commencement - Chief Executive Department for Trade and Investment
 - 1.1.4 Draft Strategic Asset Management Plan 2024/2025

Finance and Corporate Services Committee: 15 April 2024

Chair: Cr B Brug

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- 2.0.1 Future Reports for the Finance and Corporate Services Committee
- 2.1.1 Higher Value Property Review
- 2.1.2 Long Term Financial Plan Scenarios and Rate Strategy 2024/25
- 2.1.3 Budget Status Update
- 2.1.4 Draft 2024/25 Long Term Financial Plan and Annual Business Plan
- 2.1.5 NAWMA Draft 2024/2025 Budget
- 2.1.6 Approval of Cash Advance Debenture Facility - NAWMA
- 2.1.7 Public Awareness - Rates Notice Information
- 2.1.8 NAWMA (Northern Adelaide Waste Management Authority) Second Quarter Budget Review 2023/24

Governance and Compliance Committee: 15 April 2024

Chair: Cr D Hood

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- 3.0.1 Future Reports for the Governance and Compliance Committee
- 3.1.1 Quarterly Update to Legislative Delegations
- 3.1.2 White Ribbon Workplace Accreditation
****See Further Information Report**
GB3 Recognising the Victims and Families of the Bondi Junction Attacks

Urban Services Committee: 15 April 2024

Chair: Cr S Ouk

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- 4.0.1 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Monday 8 April 2024
 - ESATS1 Future Reports for the Environmental Sustainability and Trees Sub Committee
 - ESATS2 Tree Removal Requests – February 2024
 - ESATS3 Tree Planting – Reacting Planting Timeframes
 - ESATS4 Internal Review of the Tree Management Removal Framework
- 4.0.2 Future Reports for the Urban Services Committee
- 4.1.1 Capital Works - March 2024
- 4.1.2 Internal Review of the Tree Management Removal Framework Adoption
- 4.1.3 Coogee Avenue Reserve, Paralowie - Basketball/Netball Half Court
- 4.1.4 Drink Container Deposit Refund Scheme
- 4.1.5 NAWMA Draft Annual Business Plan 2024/2025
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Community Wellbeing and Sport Committee: 16 April 2024

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- 5.1.1 Youth Sponsorship Applications - March 2024
- 5.1.5 Minor Capital Works Grant Application - Wat Khmer Santipheap Association of SA Inc
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 - 5.1.5FI Minor Capital Works Grant Application - Wat Khmer Santipheap Association of SA Inc
- 5.1.6 Bagster Road Community Centre Children's Services Update
- 5.1.7 Salisbury Commonwealth Home Support Program services up to June 2027
- 5.1.8 Social Worker in Libraries Partnership Opportunity

For Noting Only: Decisions Made Under Committee Delegation

- 5.1.2 Community Event Sponsorship Grant Application - Salisbury Run 2024
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- 5.1.4 Grant No. 32/2023-24: Para Hills Cricket Club Grant Application

Innovation and Business Development Committee: 16 April 2024

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Chair: Cr S Reardon

- 6.0.1 Future Reports for the Innovation and Business Development Committee
- 6.1.1 Streetscape Renewal Tree Planting Service Delivery

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Chair: Cr K Grenfell

- 7.0.1 LGA Financial and Sustainability Information Paper
- 7.0.2 Internal Audit Resourcing
- 7.1.1 Audit and Risk Committee Performance Self-Assessment Survey Outcome
- 7.1.2 BDO's Annual Audit Plan for 30 June 2024
- 7.1.3 Draft City Plan 2040 - For Consultation
- 7.1.4 Draft Strategic Asset Management Plan 2024/2025
- 7.1.5 Draft 2024/25 Long Term Financial Plan and Annual Business Plan

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No Council Assessment Panel meeting was held in March 2024.

CEO Review Committee

No CEO Review Committee meeting was held in April 2024.

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Committee Reports:

Policy and Planning Committee: 15 April 2024

Chair: Cr C Buchanan

1.4.1	Recommendations of the Confidential Intercultural Strategy And Partnerships Sub Committee meeting held 8 April 2024:
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	ISPS3 First Nations Strategic Group Recruitment Strategy

Finance and Corporate Services Committee: 15 April 2024

Chair: Cr B Brug

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

Urban Services Committee: 15 April 2024

Chair: Cr S Ouk

- 4.4.1 Tenancy Matter – Salisbury
 - ***See Further Information Report*
 - 4.4.1FI Tenancy Matter - Salisbury

Community Wellbeing and Sport Committee: 16 April 2024

Chair: Cr D Hood

- 5.4.1 Bridgestone Athletics Centre Management Model – Update
- 5.4.2 Recommendations of the Confidential Salisbury Living Sub Committee Meeting held on Monday 8 April 2024:
 - 5.4.2-SLSC2 Salisbury City Centre Land Facilitation Agreement and Concept Plan
 - ***See Further Information Report. to be provided as a Late Report.*
 - 5.4.2FI Recommendations of the Confidential Salisbury Living Sub Committee Meeting held on Monday 8 April 2024:
 - SLSC2 Salisbury City Centre Land Facilitation Agreement and Concept Plan

Innovation and Business Development Committee: 16 April 2024

Chair: Cr S Reardon

- 6.4.1 Project Connect Quarterly Status Update

Audit and Risk Committee: 9 April 2024

Chair: Cr K Grenfell

- MWON1 Motion Without Notice: Internal Audit Resourcing

General Business Items

- C1 Budget Update – Resource Alignment
- C2 Strategic Property Development Update
- C3 Sister Cities – Requests for Council Consideration

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

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LEAVE OF ABSENCE

PUBLIC QUESTION TIME

DEPUTATIONS / PRESENTATIONS

No Deputations have been received.

PRESENTATION OF MINUTES

Presentation of the Minutes of the Council Meeting held on 25 March 2024.

PETITIONS

No Petitions have been received.

COMMITTEE REPORTS

1 Policy and Planning Committee Meeting

Chairman - Cr C Buchanan

Consideration of the minutes of the Policy and Planning Committee Meeting - 15 April 2024 and adoption of recommendations in relation to item numbers:

Administration

1.0.1 Future Reports for the Policy and Planning Committee

It is recommended to Council:

That Council:

1. Notes the report.

1.0.2 Recommendations of the Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 8 April 2024

It is recommended to Council:

The information contained in the Intercultural Strategy and Partnerships Sub Committee of the meeting held on 8 April 2024 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

1.0.2-ISPS1 Future Reports for the Intercultural Strategy and Partnerships Sub Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

1.1.1 Draft City Plan 2040 - For Consultation

It is recommended to Council:

That Council:

1. Approves the Draft City Plan 2040 for the purposes of community consultation, as contained in Attachment 1 (Item No. 1.1.1, Policy and Planning Committee, 15 April 2024).
2. Approves the Draft Communications Plan to be implemented for community consultation, as contained in Attachment 3, (Item No. 1.1.1, Policy and Planning Committee, 15 April 2024).

1.1.2 1113-1131 Port Wakefield Road, Employment Land Code Amendment

It is recommended to Council:

That Council:

1. Approves the draft submission on the 1113-1131 Port Wakefield Road Employment Land Code Amendment as provided in Attachment 1 (Item No. 1.1.2, Policy and Planning Committee, 15 April 2024).
2. Authorises the Chief Executive to finalise the draft submission for the Code Amendment and include any relevant feedback on the 1113-1131 Port Wakefield Road Employment Land Code Amendment.

1.1.3 Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment - Early Commencement - Chief Executive Department for Trade and Investment

***See Further Information Item:*

1.1.3FI Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment - Early Commencement - Chief Executive Department for Trade and Investment

It is recommended to Council:

That Council:

Item Deferred for consideration at the April Council meeting.

Further Information Item

1.1.3FI Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment - Early Commencement - Chief Executive Department for Trade and Investment..... 11

It is recommended to Council:

That Council:

1. Approves the draft submission to the Chief Executive for Department for Trade and Investment on the Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment as provided in Attachment 1 (Item No. 1.1.3FI, Policy and Planning Committee, 22 April 2024).
2. Authorises the Chief Executive Officer or delegate to finalise the draft submission in accordance with Council deliberations.

1.1.4 Draft Strategic Asset Management Plan 2024/2025

It is recommended to Council:

That Council:

1. Notes that in line with Section 126 (4)(b) of the *Local Government Act 1999* the Draft Strategic Asset Management Plan 2024/25 was presented to the Audit and Risk Committee in April 2024 for comment and noting.
2. Approves the Draft Strategic Asset Management Plan 2024/25 included in Attachment 1 of this report (Item 1.1.4, Draft Strategic Asset Management Plan 2024/25, Policy and Planning Committee, 15 April 2024) for the purpose of public consultation, as part of Council's Strategic Management Plans.

Confidential Items

Refer to CONFIDENTIAL ITEMS section of Council Agenda

1.4.1 Recommendations of the Confidential Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 8 April 2024

Further Information Item

1.1.3FI Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment - Early Commencement - Chief Executive Department for Trade and Investment

DATE 15 April 2024

AUTHOR Sally Jenkin, Team Leader Strategic Urban Planning, City Development

CITY PLAN LINKS 3.4 Our urban growth is well planned and our centres are active

SUMMARY At the Policy and Planning Committee of 15 April 2024, this item was deferred to enable amendments to the submission relating the Code Amendment to amend the definition to ancillary dwellings and student accommodation.

RECOMMENDATION

That Council:

1. Approves the draft submission to the Chief Executive for Department for Trade and Investment on the Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment as provided in Attachment 1 (Item No. 1.1.3FI, Policy and Planning Committee, 22 April 2024).
2. Authorises the Chief Executive Officer or delegate to finalise the draft submission in accordance with Council deliberations.

ATTACHMENTS

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

1. Attachment 1 - Draft Submission

1. BACKGROUND

- 1.1 A report was considered at the Policy and Planning Committee on Monday 15 April 2024, (Item 1.1.3).
- 1.2 The report and proposed submission recognised the reasoning for the proposed changes to the land use definitions for Ancillary Accommodation and Student Accommodation, and supported the need to explore options to improve housing supply to cope with the housing and accommodation situation in the State.
- 1.3 It also identified a range of implications of the change to the definitions that should be considered by the Chief Executive for the Department for Trade and Investment.
- 1.4 At the Planning and Policy Committee meeting, members express the importance of providing these types of housing for improving our diversity and affordability.
- 1.5 Concern was also raised that student accommodation should not be limited to areas close to educational institutions and public transport.

2. CONSULTATION / COMMUNICATION

2.1 External

2.1.1 Nil

3. REPORT

- 1.1 Ancillary accommodation and student accommodation are two different types of housing with quite different forms.

Ancillary accommodation

- 1.2 Ancillary accommodation is small building (maximum 60m²) with up to two bedrooms located on an allotment with an existing dwelling. Ancillary accommodation can be occupied by anyone, including students.
- 1.3 The new definition for ancillary accommodation has almost the same definition as a dwelling. The potential implication of this definition is that ancillary accommodation would not be subject to the same policy that applies to dwellings, (eg the provision of carparking, private open space, etc) circumventing many of the established controls over additional housing on allotments. This is of particular concern in those areas that are experiencing significant infill across the Council area where existing controls are not meeting the community's expectations regarding character and amenity.
- 1.4 The proposed policy does not place a limit on the number (or location) of ancillary accommodation buildings on an allotment which would normally be assessed as group housing.
- 1.5 It is suggested the definition change could be more explicit, in that this type of accommodation should be '*located on the same allotment as an existing detached dwelling*' – to avoid any doubt and potential proliferation on sites that already contain group dwellings and residential flat buildings. It will also assist to minimise the amenity issues discussed above.

Student Accommodation

- 1.6 Student accommodation usually takes the built form that is more akin to a boarding house or apartments, where there are multiple rooms (used as bedrooms) for individual students, often with common shared facilities (eg kitchen, laundry, recreational areas).
- 1.7 Student accommodation can be purpose designed new building or a change of use through the retrofitting of an existing building or dwelling.
- 1.8 In areas close to universities, services and public transport the density of student accommodation buildings can be quite high and the space available to each student can be quite small. Most proposals are located in urban centres (eg City and Mawson Lakes) The Planning and Design Code provides policy to guide the assessment of student accommodation applications which could be improved to provide better outcomes as outlined in the report to the Policy and Planning Committee.

4. CONCLUSION / PROPOSAL

- 4.1 The submission has been amendment to reflect the Policy and Planning Committee discussion on the 15 April 2024 as discussed above.



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15 April 2024

Submissions: Ancillary accommodation and student accommodation definition
Code Amendment
State Planning Commission
Department for Trade and Investment
plansasubmissions@sa.gov.au

Contact: Peter Jansen

Dear Sir/Madam

Re: Submission - Ancillary Accommodation and Student Accommodation Definitions Review Code Amendment

The City of Salisbury thanks you for the opportunity to comment on the above Code Amendment for the two definition changes. I advise that the City considered the matter at its 22 April Council meeting and endorsed this submission.

The City of Salisbury concurs on the importance and need for all levels of Government and the housing industry to investigate measures to overcome the housing crisis. Council is acutely aware of the need to have affordable housing in its area and has wide experience in this matter. Council has made previous submissions on housing affordability to the Federal Government, and for many years now has operated a successful affordable housing program directly providing new built accommodation to purchasers.

It is understood that the proposed policy changes are a response to the current housing crisis, and are expected to increase rental housing stock and diversity, and provide affordable housing options for the community. Single person households in the City of Salisbury are growing rapidly, however there is limited suitable housing with the majority of housing being detached 3-bedroom dwellings on larger allotments. The proposed policy is intended to increase the attractiveness and supply of ancillary accommodation to the population. This is supported for its intent to provide housing flexibility and affordability.

Ancillary Accommodation

The new definition for ancillary accommodation has almost the same definition as a dwelling. The potential implication of this definition is that ancillary accommodation would not be subject to the same policy that applies to dwellings, (eg the provision of carparking, private open space, etc) circumventing many of the established controls over additional housing on allotments. This is of particular concern in those areas that are experiencing significant infill across the Council area where existing controls are not meeting the community's expectations regarding character and amenity.

The proposed policy does not place a limit on the number (or location) of ancillary accommodation buildings on an allotment which would normally be assessed as group housing.

It is suggested the definition change could be more explicit, in that this type of accommodation should be 'located on the same allotment as an existing detached dwelling' – to avoid any doubt and potential proliferation on sites that already contain group dwellings and residential flat buildings. It will also assist to minimise the amenity issues discussed above.

Whilst this code amendment does not have the scope to consider design policy, it is suggested that a future code amendment seek to provide some minimal guidance on matters such as access to private open space and carparking for the occupants of the ancillary accommodation. A similar approach to cabins and caravans in a residential park or tourist park could be taken, where the policy requires an open space area of 16m² which may be also used as a carparking space.

Student Accommodation

The amendment provides the option for student accommodation to be in self-contained dormitory accommodation. This intent of this housing is to provide affordable options for students through small, higher density and shared facilities.

The Council supports student accommodation and requests that future policy or design guidelines are developed to ensure that policy is established to set minimum standards in relation to the size of the rooms, common and recreation areas to ensure quality of living.

These standards may vary depending on the locality of the accommodation, for example the number of carparks and the size of the common and recreation areas could be dependent on access to public transport and the proximity of education institutions and other land uses, such as libraries that provide free places for students to study and recreate.

Thank you for your opportunity to comment.

Yours sincerely

John Harry
Chief Executive Officer

2 Finance and Corporate Services Committee Meeting

Chairman - Cr B Brug

Consideration of the minutes of the Finance and Corporate Services Committee Meeting - 15 April 2024 and adoption of recommendations in relation to item numbers:

Administration

2.0.1 Future Reports for the Finance and Corporate Services Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

2.1.1 Higher Value Property Review

It is recommended to Council:

That Council:

1. Approves for the Higher Property Value Rate Remission for 2024/25 for public consultation purposes and included in the Draft Long Term Financial Plan and Annual Business Plan be set on the following basis and applying to residential properties only:

Market Movement

Tier	Value Range	Rate Adjustment
1	0- \$779,000	0%
2	\$779,001 - \$868,000	10% reduction in the general rates payable on the value above \$779,000 up to and including \$868,000
3	\$868,001 - \$1,002,000	20% reduction in the general rates payable on the value above \$868,000 up to and including \$1,002,000
4	>\$1,002,000	35% reduction in the general rates payable on the value above \$1,002,000

With the following exclusions for either option:

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

2.1.2 Long Term Financial Plan Scenarios and Rate Strategy 2024/25

It is recommended to Council:

That Council:

1. Approves for consultation basis a rate increase based on a **5.9%** average increase, including the minimum, as the basis for setting rates in 2024/25 and year 1 of the Long-Term Financial Plan, considering the Long-Term Financial Plan and inflation scenarios presented and the advice provided by the Audit and Risk Committee, and approves for this to be included in the Draft 2024/25 Long Term Financial Plan and Annual Business Plan for public consultation.
2. Approves for the Long-Term Financial Plan be set with a rate increase of forecast CPI+0.6% for years two to ten.
3. Notes that the current general rate capping policy as set out in section 3.7 of this report (Finance and Corporate Services Committee 17/04/2023, Item No. 2.1.2) remains unchanged for 2024/25.
4. Approves for the Operating Ranges for Financial Sustainability Indicators to remain as follows:
 - a. Operating Surplus Ratio: between 0.5% and 5%
 - b. Net Financial Liabilities Ratio: less than 70%
 - c. Asset Renewal Funding Ratio: between 90% and 110%

2.1.3 Budget Status Update

It is recommended to Council:

That Council:

1. Notes the Budget Status Update, and the inclusion of:
 - a. Various amendments made to the operating budget as detailed in Attachment 3 of this report, Finance and Corporate Services Committee, 15 April 2024, Item 2.1.3.
2. Approves for inclusion in the Draft 2024/25 Long Term Financial Plan and Annual Business Plan for public consultation the four-year Budget Bid Program as per Attachment 4 to this report (Finance and Corporate Services Committee, 15 April 2024, Item 2.1.3) which is inclusive of parts 3 to 7 of this recommendation, with 2024/25 net expenditure totalling:

	Capital Expenditure	Operating Expenditure
Infrastructure	\$42,808,500	\$1,686,600
Information Technology	\$1,614,300	\$155,340
Plant, Furniture and Equipment	\$2,462,400	\$8,000
Operating	\$0	\$3,425,100
Total	\$46,885,200	\$5,275,040

3. Notes the following Operating Budget Bid has been added to the 2024/25 budget:
 - OPN001283 CONFIDENTIAL ITEM \$150k. (Attachment 5)
4. Notes the following 2024/25 Operating Budget Bid has been amended:
 - OPN001274 Footpath Maintenance operating expenditure increased \$221.4k aligning the bid with Council Resolution 0635/2024, 25 March 2024, Item AMSC6 Asset Management Improvement Plan - Footpaths Policy and Upgrade Program 2023/2024, bringing the total Footpath Maintenance operating budget for 2024/25 to \$1,750k (existing operational budget of \$1,085k plus budget bid OPN001274 \$665k). (Attachment 6).
5. Notes the following Operating Bid has been removed from the 2024/25 budget:
 - OPN001227 Climate Change Adaptation Plan operating expenditure removed from operating bids, reducing operating bids budget \$50k (Attachment 7) with this item to be progressed in the 2023/24.
6. Notes the following Infrastructure Budget Bid has been added to the 2024/25 budget:
 - PSN001285 SAMP: St Kilda Playground Service Continuity Program \$1,133k added as a stand-alone bid for 2024/25 as per Council Resolution 0635/2024, March 2024, (Attachment 8).
7. Notes the following changes to 2024/25 Infrastructure Budget Bids:
 - TRN001183 New Footpath and Kerb Ramps Service Continuity Program reduced \$100k aligning the bid with Council Resolution 0635/2024, March 2024, Item AMSC6 Asset Management Improvement Plan - Footpaths Policy and Upgrade Program 2023/2024, FRET Program budget of \$400k. (Attachment 9)
 - TRR001190 SAMP: Public Lighting Service Continuity Program decreased \$27k to align the bid with the Asset Management Plan – Street Lighting budget as per Item 4.0.1-AMSC3 Asset Management Plan – Street Lighting resolved via Council Resolution 0598/2024, February 2024. (Attachment 10).

2.1.4 Draft 2024/25 Long Term Financial Plan and Annual Business Plan

It is recommended to Council:

That Council:

1. Adopts the Draft 2024/25 Long Term Financial Plan and Annual Business Plan for the purposes of Public Consultation, subject to further editing and formatting improvements without changing the substantive nature of the document, and changes required to reflect relevant decisions of Council made at Finance and Corporate Services Committee Meeting 15 April 2024 and Council 22 April 2024.

2.1.5 NAWMA Draft 2024/2025 Budget

It is recommended to Council:

That Council:

1. Notes the information relating to the draft 2024/2025 NAWMA Budget.
2. Endorses the draft NAWMA 2024/2025 Budget.

2.1.6 Approval of Cash Advance Debenture Facility - NAWMA

It is recommended to Council:

That Council:

1. Approves NAWMA to establish a new Cash Advance Debenture facility to the value of \$1M for a maximum period of ten years.

2.1.7 Public Awareness - Rates Notice Information

It is recommended to Council:

That Council:

1. Notes that Administration coordinates and displays timely and relevant public awareness messages on rates notices and envelopes that are informative to our ratepayers, with the focus for 2024/25 being:

Quarter 1 – Opening of the Salisbury Aquatic Centre

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

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

2.1.8 NAWMA (Northern Adelaide Waste Management Authority) Second Quarter Budget Review 2023/24

It is recommended to Council:

That Council:

1. Approves the Second Quarter Budget Review of the Northern Adelaide Waste Management Authority as contained in Attachment 1 to this report (Finance and Corporate Services 20 May 2024, Item No. 2.1.8).

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

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

3 Governance and Compliance Committee Meeting

Chairman – Cr D Hood

Consideration of the minutes of the Governance and Compliance Committee Meeting - 15 April 2024 and adoption of recommendations in relation to item numbers:

Administration

3.0.1 Future Reports for the Governance and Compliance Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

3.1.1 Quarterly Update to Legislative Delegations

It is recommended to Council:

That Council:

1. Delegates powers and functions of the Council as provided for in the attached instruments of delegation: Attachment 2 (Item 3.1.1; Governance and Compliance Committee; 15 April 2024).

Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation at Attachment 2 (Item 3.1.1; Governance and Compliance Committee; 15 April 2024).

Instrument of Delegation under Planning Development and Infrastructure Act 2016

2. Delegates powers and functions contained in Section 100 of the *Planning, Development and Infrastructure Act 2016* and statutory instruments contained in the proposed Instrument of Delegation contained in Attachment 3 of this report (Item 3.1.1; Governance and Compliance Committee; 15 April 2024).

Such powers and functions may be further delegated by the persons occupying the position of Chief Executive Officer as they see fit, unless otherwise indicated herein or in each proposed Instrument of Delegation in accordance with Section 100(2)(c) of the *Planning, Development and Infrastructure Act 2016*.

3.1.2 White Ribbon Workplace Accreditation

That Council:

1. Approves the inclusion of expenditure savings from White Ribbon accreditation in the 2023/24 Third Quarter Budget Review.
2. Approves the removal of the 2024/25 White Ribbon expenditure budget of \$20,000.

4 Urban Services Committee Meeting

Chairman - Cr S Ouk

Consideration of the minutes of the Urban Services Committee Meeting - 15 April 2024 and adoption of recommendations in relation to item numbers:

Administration

4.0.1 Recommendations of the Environmental Sustainability and Trees Sub Committee meeting held on Monday 8 April 2024

It is recommended to Council:

The information contained in the Environmental Sustainability and Trees Sub Committee of the meeting held on 8 April 2024 be received and noted with respect to the following recommendations contained therein to be adopted by Council:

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

It is recommended to Council:

That Council:

1. Notes the report.

4.0.1-ESATS2 Tree Removal Requests - February 2024

It is recommended to Council:

That Council:

1. Notes the report.
2. Approves a 2023/24 third Quarter non-discretionary budget review bid of \$150,000 for the additional budget allocation required for reactive tree removals for the remainder of 2023/24.

4.0.1-ESATS3 Tree Planting - Reactive Planting Timeframes

It is recommended to Council:

That Council:

1. Notes and continues the existing process for tree replacement planting as per the report (Item ESATS3, Environmental Sustainability and Trees Sub Committee, 8 April 2024).
2. Approves to plant juvenile trees throughout the approved planting season, where a resident has requested one ahead of existing process and has agreed to care for the tree.

4.0.1-ESATS4 Internal review of the tree management removal framework

It is recommended to Council:

That Council:

1. Adopts the revised and updated Tree Management Policy (Attachment 1, Item ESATS4, Environmental Sustainability and Trees Sub Committee 8 April 2024) as amended at Environmental Sustainability and Trees Sub Committee, noting that a further draft with track changes applied will be presented at the Urban Services Committee Meeting in April 2024.
2. Adopts the revised and updated Tree Removal Procedure. (Attachment 3, Item ESATS4, Environmental Sustainability and Trees Sub Committee, 8 April 2024) as amended at Environmental Sustainability and Trees Sub Committee noting that a further draft with track changes applied will be presented at the Urban Services Committee Meeting in April 2024.
3. Adopts the revised and updated Environmental Sustainability and Trees Sub Committee Terms of Reference (Attachment 5, Item ESATS4, Environmental Sustainability and Trees Sub Committee, 8 April 2024) with the following amendment to clause 11.3 to read 'The Sub Committee shall consider appeals with regard to the appeal section of the Tree Removal Procedure and consideration to the Tree Removal Criteria'.

4.0.2 Future Reports for the Urban Services Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

4.1.1 Capital Works - March 2024

It is recommended to Council:

That Council:

1. Approves a transfer of \$100k available capital funding from PR27117 Community Bus New Bus Stops Program 2023/24, to PR22852 Bus Shelter Renewal and Stop Improvement Service Continuity Program 2023/24 to provide the required funding for expenditure incurred for variations, and will be administered as a Non-discretionary 2023/24 Third Quarter Budget transfer.

-
2. Approves the inclusion of a 2023/24 Third Quarter Non-discretionary Budget Review bid to the value of \$800,000, which is in addition to the current budget of \$450,000, to deliver the \$1,250,000 entrance upgrade and traffic flow improvement project for the entrance to Happy Homes Drive, Salisbury North, within PR13725 Major Traffic Improvement Program.
 3. Approves a Non-discretionary 2023/24 Third Quarter Budget Review Bid of \$ 35,710 for unforeseen pump replacement which occurred at Globe Derby pump station, Globe Derby.

4.1.2 Internal Review of the Tree Management Removal Framework Adoption

It is recommended to Council:

That Council:

1. Adopts the revised and updated Tree Management Policy as included in Attachment 1 of the report (Item 4.1.2, Internal Review of the Tree Management Removal Framework, Urban Services Committee, 15 April 2024).
2. Adopts the revised and updated Tree Removal Procedure as included in Attachment 3 of the report (Item 4.1.2, Internal Review of the Tree Management Removal Framework, Urban Services Committee, 15 April 2024).
3. Adopts the revised and updated Environmental Sustainability and Trees Sub Committee Terms of Reference as included in Attachment 5 of the report (Item 4.1.2, Internal Review of the Tree Management Removal Framework, Urban Services Committee, 15 April 2024).

4.1.3 Coogee Avenue Reserve, Paralowie - Basketball/Netball Half Court

It is recommended to Council:

That Council:

1. Notes the report.
2. Approves to consider in the 25/26 budget process a new basketball/netball half court for Coogee Avenue Reserve, Paralowie.

4.1.4 Drink Container Deposit Refund Scheme

It is recommended to Council:

That Council:

1. Approves a 6-month trial of Direct Collect at Bagster Community Centre, with available funds from the collected container deposits going to Puddle Jumpers, as a partnered charity/community group with an existing connection to the site. A report on the trial is to be provided to the Urban Services Committee at the end of the six months trial to include potentially extending the service to other community centres and other appropriate sites.

4.1.5 NAWMA Draft Annual Business Plan 2024/2025

It is recommended to Council:

That Council:

1. Notes the information provided regarding NAWMA's Draft Annual Business Plan 2024/2025 as included in this report (Item 4.1.5, NAWMA Draft Annual Business Plan 2024/2025 Urban Services Committee 15 April 2024)
2. Endorses the Northern Adelaide Waste Management Authority (NAWMA) Draft Annual Business Plan 2024/2025, as provided in Attachment 1 of the report (Item 4.1.5, NAWMA Draft Annual Business Plan 2024/25, Urban Services Committee, 15 April 2024).

4.1.6 Review of Council Decision Construction of Car park at Treetop Court, Paralowie

It is recommended to Council:

That Council:

1. Notes the outcome of the community consultation undertaken on the installation of a 12-bay rubble car park on Treetop Court, Paralowie and the negative impacts this will have on the immediate residents (Attachment 2 – Item 4.1.6, Treetop Court Consultation Feedback, 15 April 2024, Urban Services.).
2. Notes that 46 formalised car parks at Hausler Reserve are currently being constructed.
3. Notes that the CEO will submit a report under Regulation 21 of the Local Government (Procedures at Meetings) Regulations 2013, for consideration by Council to rescind parts 3 and 4 of resolution number 1316/2022 (Item 4.1.5 Boardwalk Carparking Investigation Urban Service Committee 19 April 2022).

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

4.4.1 Tenancy Matter - Salisbury

See Confidential Further Information Item

4.4.1FI Tenancy Matter - Salisbury

5 Community Wellbeing and Sport Committee Meeting

Chairman - Cr D Hood

Consideration of the minutes of the Community Wellbeing and Sport Committee Meeting - 16 April 2024 and adoption of recommendations in relation to item numbers:

Administration

5.0.1 Future Reports for the Community Wellbeing and Sport Committee

It is recommended to Council:

That Council:

1. Notes the report.

5.0.2 Recommendations of the Salisbury Living Sub Committee meeting held on Monday 8 April 2024

It is recommended to Council:

That Council:

1. The information contained in the Salisbury Living Sub Committee of the meeting held on 8 April 2024 and that the following recommendations contained therein be adopted by Council.

5.0.2-SLSC1 Future Reports for the Salisbury Living Sub Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

5.1.1 Youth Sponsorship Applications - March 2024

It is recommended to Council:

That Council:

1. Notes that 7 Youth Sponsorship Applications were assessed in March 2024, as included in this report (Item No. 5.1.1, Community Wellbeing and Sport Committee, 16 April 2024).

5.1.5 Minor Capital Works Grant Application - Wat Khmer Santipheap Association of SA Inc

****See Further Information Item:**

5.1.5FI Minor Capital Works Grant Application - Wat Khmer Santipheap Association of SA Inc

It is recommended to Council:

That Council:

1. Notes that an application for Minor Capital Works Grant funding has been received from the Wat Khmer Santipheap Association of SA Inc.
2. Notes that the Administration will prepare a further report for consideration by Council on 22 April 2024.

Further Information Item

5.1.5FI Minor Capital Works Grant Application - Wat Khmer Santipheap Association of SA Inc..... 32

It is recommended to Council:

That Council:

1. Approves, the allocation of funding from the 2023/24 Minor Capital Works Grant Program (MCWGP) budget as follows:
 - a. The Wat Khmer Satipheap Association Incorporated (Wat Khmer) in the amount of \$35,000 for the upgrade of toilets and kitchen facilities at the facility located at 172 Burton Road, Paralowie.
 - b. MCWG funding will only be provided to Wat Khmer upon confirmation that the additional funding required has been secured.

5.1.6 Bagster Road Community Centre Children's Services Update

It is recommended to Council:

That Council:

1. Notes the information regarding the limitations of the Bagster Road Community Centre in delivering high-quality, modern childcare services as outlined in paragraph 3.4 of this report (Item No. 5.1.6, Community Wellbeing and Sport Committee, 16 April 2024).
2. Notes to leverage the site, the Administration will prioritise a range of affordable children's programs and services at Bagster Road Community Centre.

5.1.7 Salisbury Commonwealth Home Support Program services up to June 2027

It is recommended to Council:

That Council:

1. Notes the – “Analysis of performance of current CHSP services” on the future directions for CHSP funding (Attachment 1, Item No. 5.1.7, Community Wellbeing and Sports Committee, 16 April 2024)
2. Approves to continue to provide all the current services to 30 June 2027 - Transport, Meals, Domestic Assistance, Home Maintenance and Modifications, Social Support Individual and Social Support Groups services
3. Approves to continue monitoring changes to Commonwealth Aged Care funding over the next two years.
4. Requests the administration provide a report to the Community Wellbeing and Sport Committee with the proposal to maintain and enhance the delivery of current service levels outlined in part 2 beyond 2027.
5. Requests the administration to undertake a review of transport services model and meal services model and options to improve service delivery and to report back within six months.

5.1.8 Social Worker in Libraries Partnership Opportunity

It is recommended to Council:

That Council:

1. Approves a partnership to trial the co-location of a full-time social worker employed by Sonder for 12 months to be primarily based in the Salisbury Community Hub delivering the Social Workers in Libraries pilot.
2. Approves a budget bid of \$100k for the delivery of the Social Worker in Libraries Pilot for consideration as part of the 2024/25 Business Plan and Budget process.

For Noting Only: Decisions Made Under Committee Delegation

5.1.2 Community Event Sponsorship Grant Application - Salisbury Run 2024

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

1. Approves the following application of the Community Events Sponsorship Program as follows:
 - a. Grant No. 1/2024 - Northern Districts Athletics Club Inc, application for \$5,000.00 for its Salisbury. RUN.

5.1.3 Community Event Sponsorship Grant Application - Adelaide Metropolitan Malayalee Association

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

1. Approves the following application of the Community Events Sponsorship Program as follows:
 - a. Grant No. 2/2024 – Adelaide and Metropolitan Malayalee Association, application for \$5,000.00 for its All Australian Tug of War Competition and Food Festival.

5.1.4 Grant No. 32/2023-24: Para Hills Cricket Club Grant Application

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

1. Approves the request for funding for the April 2024 round of Community Grants as follows:
 - a. Grant No. 32/2023-24 Para Hills Cricket Club Community Grant Application: to the value of \$5,000 to assist with and end of season event and essential sporting equipment.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

5.4.1 Bridgestone Athletics Centre Management Model - Update

5.4.2 Recommendations of the Confidential Salisbury Living Sub Committee meeting held on Monday 8 April 2024

ITEM	5.1.5FI
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	16 April 2024
HEADING	Minor Capital Works Grant Application - Wat Khmer Santipheap Association of SA Inc
AUTHOR	Ben Hopkins, A/Manager Sport, Recreation & Community Planning, Community Development
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 3.3 Our infrastructure supports investment and business activity 4.4 We plan effectively to address community needs and identify new opportunities
SUMMARY	Further to the recommendation from the 16 April 2024 Community Wellbeing and Sport Committee, this report presents further information in relation to the assessment of an application from the Wat Khmer Satipheap Association of SA Incorporated for the upgrade of toilets and kitchen facilities. An amount of \$35,000 is recommended for funding under the 2023/24 Minor Capital Works Grant Program budget available for grant allocation.

RECOMMENDATION

That Council:

1. Approves, the allocation of funding from the 2023/24 Minor Capital Works Grant Program (MCWGP) budget as follows:
 - a. The Wat Khmer Satipheap Association Incorporated (Wat Khmer) in the amount of \$35,000 for the upgrade of toilets and kitchen facilities at the facility located at 172 Burton Road, Paralowie.
 - b. MCWG funding will only be provided to Wat Khmer upon confirmation that the additional funding required has been secured.

ATTACHMENTS

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

1. MCWG Application - Wat Khmer

BACKGROUND

- 1.1 The MCWGP aims to assist organisations that provide services to the Salisbury community to undertake facility improvements.
- 1.2 The purpose of the program is to provide opportunities to improve Council or privately-owned assets and facilities in order to increase community participation and/or improve the services that the community access.
- 1.3 The MCWGP is open to all community organisations that meet the criteria set out in the guidelines and eligibility criteria document.

- 1.4 An application has been received from Wat Khmer, requesting \$70,000 of funding through the MCWGP.
- 1.5 Wat Khmer's application has been assessed against eligibility criteria established in March 2024 and has been deemed to be eligible as a Category B applicant, as the facilities that are the subject of the application are owned by the applicant.
- 1.6 The approved criteria established Category B Minor Capital Works Grants at a maximum of \$35,000.

2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 Wat Khmer Satipheap Association of SA Inc

3. DISCUSSION

- 3.1 Wat Khmer are a not-for-profit association, who own their own facility which is used to share culture and hold community events. The facility is located at 172 Burton Road, Paralowie and has approximately 500 members.
- 3.2 Wat Khmer are registered with the Australian Charities and Not-for-profit Commission (ACNC). ACNC records show that their registration and reporting is up to date. Wat Khmer are classified as a small charity by ACNC, with less than \$500,000 annual turnover.
- 3.3 The current kitchen and toilet facilities at the Wat Khmer property do not meet the need of the community members using the facility, particularly during large events. The planned works also include the relocation of the toilet facilities.
- 3.4 Adequate facilities for events are an integral part of ensuring that Wat Khmer can continue to provide valuable services to the community.

4. FINANCIAL OVERVIEW

- 4.1 Wat Khmer has provided the City of Salisbury (CoS) with quotes for this project. The overall cost for the proposed works is expected to be \$148,000.
- 4.2 Wat Khmer has also applied for \$50,000 from the State Government to assist in covering the cost of the project. The outcome of this application is still pending.
- 4.3 In their application to Council, Wat Khmer has indicated that they can cover the balance of the costs of the project, under an assumption that Council will provide \$70,000.
- 4.4 If the amount awarded by Council is \$35,000 (as they are eligible for under the MCWGP) Wat Khmer have not indicated whether or not they can fund the balance of the project cost.
- 4.5 This year to date 2023/24 MCWGP has awarded \$500,000. If this grant application for \$35,000 is approved, the total amount awarded would be \$535,000 and there would be \$310,000 remaining in the 2023/24 MCWGP budget.

5. CONCLUSION

- 5.1 The application by Wat Khmer Satipheap Association Incorporated meets the guidelines for the MCWGP and can be funded within the allocated budget for 2023/24.

- 5.2 It is recommended that MCWGP Category B funding is allocated to the Wat Khmer Satipheap, but that no funds are paid to the applicant until the outcome of their other funding application to State Government is known.

City of Salisbury - Minor Capital Works Grant Program Category A, B and C



Submitted on	9 April 2024, 8:00PM
Receipt number	MCW/GP77
Related form version	35

Organisation Information

Name of the Club / Organisation:	WAT KHMER SATIPHEAP ASSOCIATION OF SA Inc
Club Incorporation Number OR ASIC Registration Number:	A39378
Australian Business Number (ABN):	65073088215
Facility Name:	WAT KHMER SATIPHEAP ASSOCIATION OF SA Inc
Facility Address:	[REDACTED]
Postal Address:	[REDACTED]
Person Responsible for the Grant:	Sarah Ouk
Role/Position within Club:	Community Support
Contact Email:	[REDACTED]
Contact Mobile:	[REDACTED]

Club Membership

Male - Junior	0
Female - Junior	0
Social - Junior	0
Male - Senior	0
Female - Senior	0
Social - Senior	0

City of Salisbury - Minor Capital Works Grant Program Application

Total Membership: 500

Please provide membership numbers for the previous 3 seasons: 500

Funding Category

Category A – up to \$75,000 Clubs that meet one of the following may apply for Category A funding:

Category B – up to \$35,000

Not-for-profit associations that own their own facilities that are used to deliver sport and recreation outcomes to the community or incorporated community organisations e.g. faith based and human services, who are located within the City of Salisbury may apply for Category B funding.

Category C – up to \$10,000

Which category of funding is being applied for? Category A - up to \$75,000

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

If yes, please list the source/s and amount/s requested: Have already applied 50K

About the Project

Name of Project: upgrading toilets and kitchen facilities

What does the project involve? Current kitchen and toilets are old need modern facilities to accommodate community events and needs. Currently the kitchen is non-compliant and does not meet OHS requirements. There is not enough toilets for the number of people at events and as part of the proposed upgrade for the kitchen, the existing toilets will need to be relocated.

Are there any time constraints for the project? The project planning to start in July subject to funding availability and hoping to finish in February 2025. The quote is only current for a period of time and we also have development application approval commencement times to meet.

Why is the project needed? This project is necessary to eliminate or reduce risks and increase the safety of community members and officials who use the temple. Installing a new commercial kitchen and toilets will lower the risks associated with cooking, provide more space, increase efficiency, and save time. The toilet facilities will also cater for the number of members at the community hall and temple. We will also have disabled toilets which will enable all of our communities needs to be catered for.

How will the project increase participation opportunities within the City of Salisbury? Upgrading the facilities will increase community participation, as people will have peace of mind knowing that cooking or catering for community events is safe. This is especially important when preparing larger quantities of food, as it eliminates the need to rely on multiple gas bottles, cramped area that is not compliant. It will also enable us to cater for more members of the community and inviting neighbours and the wider community
To attend our premises and share our culture and participate in

2 of 5

community events. The upgraded toilet facilities will also enable members of our community with a disability to fully participate in the centre and temple activities.

How will the project increase inclusive opportunities for diverse people in the community and how does the project address Universal Design Principles?

"Watt Khmer Santipheap has always opened its doors to people of all cultures to utilize our facilities when needed. Our space is not limited by race or gender; anyone can access the facilities for funeral blessings and catering to other cultural needs."

Apart from your organisation and its members, are there any other groups within the community that will benefit from the project?

Yes

Please indicate which group/s and how they will benefit:

We will make our facilities available for other cultural and community groups who need to access a community hall space and kitchen for wider community use.

Budget Information

Total Project Cost 148000

Club/Organisation's Contribution 28000

Other grants / funds secured 50000

MCWGP Amount Requested: 70000

Can the proposed works proceed if the full amount requested is not provided? No

Please upload a copy of the completed MCWGP Project Budget Form:

[23-112 Footing Construction Report.pdf](#)
[23A1832_Detail\(0\)_MGA20P_\(2\).pdf](#)
[burton_receipt_\(1\).pdf](#)
[Concept_3_-_Temple_-_Merged_PDF.pdf](#)
[1.Certificate_of_Incorporation.pdf](#)
[mcwgp_budget_Watt_Santipheap.xlsx](#)
[DecisionNotificationForm-Application23025034-7302212.pdf](#)
[Stamped_Plans_-_23025034.pdf](#)

Quote 1 [burton_road_kitchen_\(1\).pdf](#)

Quote 2

Quote 3

Essential Documentation

Provide a Certificate of Incorporation demonstrating not-for-profit status

[1.Certificate_of_Incorporation.pdf](#)
[2.Australian_Business_Register_\(1\).pdf](#)
[3.Notice_of_endorsement_for_charity_tax_concessions.pdf](#)

Provide a signed copy of committee minutes endorsing the project, authorising an application to the MCW Grants Program and documenting the authorised project contact

[agm_2023_\(1\).pdf](#)

City of Salisbury - Minor Capital Works Grant Program Application

Club/organisation's most recent annual financial statement certified by the President/Treasurer or audited by a qualified accountant as presented at an AGM

[financial_doc.jpg](#)
[financial_doc2.jpg](#)
[audit_2023.jpg](#)

Where applicable supply evidence of cash support (e.g. recent bank statement)

A copy of building works drawings or concept plans for the project

[Stamped Plans - 23025034.pdf](#)
[23-112 Footing Construction Report.pdf](#)
[23A1832 Default\(D\).MGA2023.pdf](#)
[Concept 3 - Temple - Merged PDF.pdf](#)

Provide photos that clearly demonstrate why the works are needed

Where applicable provide letters of support for the project from each of the user groups:

Where applicable provide a letter/email from the head lessee supporting the application

Please upload any further information / documentation

Application Declaration

On behalf of (Club/Organisation)

Wat Khmer Santipheap

Name & Position (President/Chairperson)

Nop Ngou

Date of Signature

05/04/2024

Signature 1



[Uploaded signature image: Nop Ngou.jpg](#)

Name & Position (Representative 2)

Sarah Ouk

Date of application

09/4/2024

Signature 2

City of Salisbury - Minor Capital Works Grant Program Application



[Link to signature](#)

We agree to abide by the terms and conditions of funding:

I declare that I am authorised to complete this application on behalf of the applying community organisation and that the information contained in this application to the City of Salisbury's Minor Capital Works Grant Program is accurate at the date of submission, and that the application is eligible for consideration under the guidelines and specifications of the program. Further we accept the terms and conditions upon which funding for this project is offered.

6 Innovation and Business Development Committee Meeting

Chairman - Cr S Reardon

Consideration of the minutes of the Innovation and Business Development Committee Meeting - 16 April 2024 and adoption of recommendations in relation to item numbers:

Administration

6.0.1 Future Reports for the Innovation and Business Development Committee

It is recommended to Council:

That Council:

1. Notes the report.

For Decision

6.1.1 Streetscape Renewal Tree Planting Service Delivery

It is recommended to Council:

That Council:

1. Notes the delivery of the tree planting and establishment components of the capital Street Tree Renewal Program from contract delivery to internal teams commencing in the 2025 planting season.
2. Approves a staffing headcount increase of 2 FTE ongoing positions in the Field Services Division for 2024/25, with a capital budget of \$183k, which will be funded through the Street Tree Renewal Capital funding.
3. Approves a non-discretionary budget bid for the 2024/25 budget process for the purchase of two (2) additional planting/watering trucks, one (1) utility, and (1) skid steer and trailer, with a capital budget of \$625k. The ongoing costs of \$126.5k (excluding depreciation) for these plant items will also be funded through the Street Tree Renewal Capital program funding.

Confidential

Refer to CONFIDENTIAL ITEMS section of Council Agenda

6.4.1 Project Connect Quarterly Status Update

7 Audit and Risk Committee Meeting

Chairman - Chair K Grenfell

Consideration of the minutes of the Audit and Risk Committee Meeting - 9 April 2024 and adoption of recommendations in relation to item numbers:

Administration

7.0.1 LGA Financial and Sustainability Information Paper

It is recommended to Council:

That Council:

1. Notes the latest Local Government Association Financial Sustainability Information Paper (Attachment 1, Item 7.0.1, Audit and Risk Committee, 9 April 2024).

7.0.2 Internal Audit Resourcing

It is recommended to Council:

That Council:

1. Notes the internal audit function of Council is currently reduced in level of activity whilst the recruitment for the Audit and Risk Manager position is in progress and the vacancy for the position remains unfilled.
2. Notes that consistent with the new section 125A of the *Local Government Act 1999*, the Audit and Risk Committee will continue to be consulted before appointing a new person to be primarily responsible for the internal audit function.

For Decision

7.1.1 Audit and Risk Committee Performance Self-Assessment Survey Outcome

It is recommended to Council:

That Council:

1. Notes the report.

7.1.2 BDO's Annual Audit Plan for 30 June 2024

It is recommended to Council:

That Council:

1. Notes the report.

7.1.3 Draft City Plan 2040 - For Consultation

It is recommended to Council:

That Council:

1. Notes that, in accordance with the *Local Government Act 1999* Section 126(4)(b), the Audit and Risk Committee has reviewed the process and structure of the draft City Plan 2040 as outlined in this report (Item No. 7.1.3, Audit and Risk Committee, 9 April 2024), and that the draft City Plan has been prepared for Council's approval for the purposes of public consultation.

7.1.4 Draft Strategic Asset Management Plan 2024/2025

It is recommended to Council:

That Council:

1. Notes that, in line with Section 126 (4)(b) of the *Local Government Act 1999*, the Audit and Risk Committee considered and reviewed the Draft Strategic Asset Management Plan 2024/25 as attached in the report (Item 7.1.4, Draft Strategic Asset Management Plan 2024/25, Audit and Risk Committee, 9 April 2024).

7.1.5 Draft 2024/25 Long Term Financial Plan and Annual Business Plan

It is recommended to Council:

That Council:

1. Notes that the Audit and Risk Committee has reviewed the Council's Draft 2024/25 Long Term Financial Plan and Annual Business Plan in accordance with s126(4)(b) of the *Local Government Act 1999*.
2. Notes that the Audit and Risk Committee has considered and reviewed the scenarios provided within this report (Item No. 7.1.5, Audit and Risk Committee, 9 April 2024) and notes that Council should consider a rate increase within the range 5.5% and 6.5% with CPI + 0.6% for year two onwards to be appropriate to maintain Council's financial sustainability balanced with the needs of the community for affordability.

8 Council Assessment Panel Meeting

There was no Council Assessment Panel Meeting held in March 2024.

9 CEO Review Committee Meeting

There was no CEO Review Committee Meeting held in April 2024.

ITEM	GB1
	COUNCIL
DATE	22 April 2024
HEADING	Grant No. 33/2023-24: Salisbury Business Association Incorporated Grant Application
AUTHOR	Hayley Berrisford, PA to General Manager Community Development, Community Development
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected 1.4 We are proud of our strengths, achievements and cultural diversity
SUMMARY	The Salisbury Business Association Incorporated Community Grant Application is submitted to Council for consideration.

RECOMMENDATIONThat Council:

1. Approves the late submission request for funding for the April 2024 round of Community Grants as follows:
 - a. Grant No. 33/2023-24 Salisbury Business Association Incorporated Community Grant Application: to the value of \$4,000 to assist with the delivery of free family activities for the John Street Family Fun Day (Mainstreets Australia Week) on 18 May 2024.

ATTACHMENTS

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

1. Salisbury Business Association Grant Application - April 2024
2. Community Grant Eligibility Criteria and Guidelines

1. BACKGROUND

- 1.1 The Salisbury Business Association Incorporated (SBA) has applied for the April 2024 round of Community Grants to assist with the delivery of free family activities as part of the John Street Family Fun Day (Mainstreets Australia Week) on 18 May 2024.
- 1.2 The Salisbury Business Association has received prior Community Grant funding. In February 2022, the SBA was provided \$5,000 to assist with funding their 2022 Event Program (11 events in total).

2. REPORT

- 2.1 The SBA is a not for profit incorporated membership based organisation funded through an annual Special Rate levy collected by the City of Salisbury.

- 2.2 The SBA provides a range of services including but not limited to; advocacy on behalf of local traders, delivering and facilitating training seminars and workshops and organising engagement activities and events within the City of Salisbury.
- 2.3 This grant application is requesting funds to assist with the delivery of free family activities as part of the John Street Family Fun Day (Mainstreets Australia Week) on 18 May 2024.
- 2.4 This event is a partnered event with the City of Salisbury and is in its third year of operation with over 2,000 participants in previous years.
- 2.5 Following a decision by the Council in December 2024 to increase the Community Grant Program Budget, the allocation for 2023/2024 is \$170,000.
- 2.6 The money committed to this application for the April 2024 round, if approved, is \$4,000. Based on the Administration's recommendations, the money committed to all grant applications received for the April 2024 round is \$9,000.
- 2.7 The remaining balance of the grant funding if this grant application received for the April 2024 round are approved based on the Administration recommendations is \$39,212.

3. CONCLUSION / PROPOSAL

- 3.1 That Council approves the grant funding application from the Salisbury Business Association Incorporated: to the value of \$4,000 to assist with the delivery of free Family activities for the John Street Family Fun Day (Mainstreets Australia Week) on 18 May 2024.



Community Grants Program Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Community Wellbeing and Sport Committee the following month (providing the eligibility criteria is met).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



Live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs or Public Liability Insurance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months (<i>with the exception of Defibrillator funding</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Item GB1 - Attachment 1 - Salisbury Business Association Grant Application - April 2024

If you have answered YES to any of these questions, this application may NOT be eligible for grant funding.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Applicant Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name:	Salisbury Business Association Inc		
Address:	33 John Street		
Suburb:	Salisbury Postcode: 5108		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mr David Waylen		
Title (your role with the group/organisation):	Executive Officer		
Address:	33 John Street, Salisbury SA 5108		
Phone:	Landline: Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Other: David Waylen		
Title (role with the group/organisation):	Executive Officer		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i>	Board of Management		
Is your organisation:			
a) Incorporated:	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="width: 50%;"> No <input type="checkbox"/> (go to question b) </td> </tr> </table>	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)		
ASIC Registration Number:	A02674 Associations Inc. Act		
b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)		
Parent Organisation			
Name:			
ASIC Registration Number:			

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input checked="" type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> <i>(go to question e & f)</i>	No <input checked="" type="checkbox"/>
e) Funding source/s:	<i>Salisbury City Centre Special Rate Levy</i>	
f) Purpose:	<i>Promotion, Marketing and Activation of the Salisbury City Centre</i>	
g) Other (please specify):	Yes <input type="checkbox"/>	No <input type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	Branch Location: [REDACTED]
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	<i>Donatella Amos (Northern Volunteering SA Inc.</i>	
Referee's Contact Information:	[REDACTED]	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 2 6 8 7 1 2 4 5 7 4 8 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i>		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	\$ 0
Organisation's contribution:	\$ 6,000
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	\$ 0
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	\$ 0
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	\$ 0
Have you sought any other funding for the project/event: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes: <input checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 6,000
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Marketing</i>	\$ 800
<i>Children's Entertainment</i>	\$ 4,000
<i>Music and Performances</i>	\$ 2,000
<i>Event Crew & First Aid Services</i>	\$ 1,000
<i>Free Activities and Giveaways</i>	\$ 500
<i>Outdoor furniture/marquee hire</i>	\$ 900
<i>Signage</i>	\$ 300
<i>Event Insurance & Contingency</i>	\$ 500
TOTAL (including GST):	\$ 10,000

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable).</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding:	<i>John Street Family Fun Day (Mainstreets Australia Week)</i>
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	<i>18/5/24</i>
Total cost of Project/Event	<i>\$ 10,000</i>
Amount of Community Grant Funding Requested	<i>\$ 4,000</i>
Is there any other information that you may feel is relevant to your application?	<i>This is the third year that this event has been conducted, including last year where it was combined with the City of Salisbury John and Church Street Upgrade Launch.</i>
<input type="checkbox"/> There are no relevant attachments.	<input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 7 of 13

Project/Event Details	
Previous Community Grants Program Funding	
Has your Organisation previously received a Community Grant? <i>(If Yes – when, amount granted and what the grant was for:)</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <small>(go to Group/Organisation Information)</small>
When was the Grant funding received (month & year):	February 2022
What amount of Grant funding was provided:	\$ 5,000
When was the previous Grant acquitted (month & year):	October 2022
Group/Organisation Information	
Group/Organisation Name	Salisbury Business Association Inc.
Group/Organisation Description	Local Chamber of Commerce/Mainstreet Association
Group/Organisation Registered Address	Number/Street: 33 John Street Suburb: Salisbury Postcode: 5108
Is the Club Incorporated?	Yes
Number of Members:	470
% of Membership that reside in the City of Salisbury	65 %
Project/Event Details	
Project/Event Name	John Street Family Fun Day
Project/Event Summary	
Date(s) of Project/Event	18/5/24
Location of Project/Event:	Number/Street: Salisbury Community Hub and Civic Plaza Suburb: Salisbury Postcode: 5108
How will the Project/Event benefit the residents of the City of Salisbury?	With the high cost of living, this 4 hours of free family fun will allow our community to enjoy a ragen of activities and stalls across the day
How many individuals will benefit from the Project/Event?	3 ³⁰⁰⁰
% of project/event participants that reside in the City of Salisbury	90 %
If it is an Event, is it open to the public?	Yes <input type="button" value="v"/>
How will the Project/Event be promoted?	Social Media, Northern Living Magazine, various local publications etc

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Grant Money Requested	
Amount Requested	\$ 4,000
Itemised Breakdown of Costs:	
<i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
City of Elizabeth Pipe Band (Entertain)	\$ 400
Salisbury City Band (Entertain)	\$ 600
Children's Entertainment 60%	\$ 2,000
Razi Magician (50%)	\$ 300
South Australia Ghostbusters (CosPlay)	\$ 250
Children's Free Activities e.g.rock painting	\$ 450
	\$
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	\$
	\$
	\$
TOTAL (including GST):	\$ 4,000
Quote Attached: <i>A detailed, current quote must be provided with the application.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p><i>Our City Centre has a diverse range of businesses and traders, including multicultural cafes and restaurants, retail, Hoyts cinemas, Salisbury Community Hub, Parabanks Shopping Centre and so much more. The above are complemented by banking services, professional services, not for profit organisations and health and well-being providers.</i></p> <p><i>The day will celebrate the vibrancy of our Mainstreet and surrounds through market stalls, community BBQ, children's activities, music, entertainment, local community group engagement, giveaways, competitions and much, much more.</i></p> <p><i>Community Groups involved and showcasing their programs and activities</i> <i>Salisbury Country Fire Service</i> <i>Salisbury State Emergency Service</i> <i>Salisbury City Band</i> <i>United Way South Australia</i> <i>City of Elizabeth Pipe Band</i> <i>South Australian Ghostbusters</i> <i>Salisbury Football Club</i> <i>1st Salisbury Scout Group</i> <i>Rotary Club of Salisbury</i> <i>The Ark Lutheran Church and Hope Arabic Church</i> <i>GKR Karate</i></p> <p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none"> 1. 2. 3.

Benefits and Outcomes of the Project or Event
<p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>Strong community engagement</i> <i>Collaboration with 10+ community groups to showcase their activities</i> <i>Free family centred activity</i> <i>Promotion of the Salisbury Community Hub and Library</i> <i>Increased exposure of John Street, Parabanks and local businesses</i> <i>increased local economic activity</i></p>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Support for the Project or Event
<p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i> <i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>We'll received community event, in its third year of operation, 2,000+ attendees in each previous year.</i></p> <p><i>Partnered event with the City of Salisbury</i></p> <p><i>Salisbury Country Fire Service, Salisbury State Emergency Service, Salisbury City Band, City of Elizabeth Pipe Band, South Australian Ghostbusters, Salisbury Football Club, United Way South Australia, 1st Salisbury Scout Group, Rotary Club of Salisbury, The Ark Lutheran Church and Hope Arabic Church and GKR Karate</i></p> <p>Attachments</p> <p><input type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ol style="list-style-type: none"> 1. 2. 3.

Project or Event Management
<p><u>Ongoing Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed into the future:</i> <i>(outline how you will ensure sustainability and achieve outcomes for the project or activity)</i></p> <p><u>One-off Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed:</i> <i>(outline how you will achieve outcomes for the project or activity)</i></p> <p><i>This event is managed by an Events Operations Group, comprising of key stakeholders and will be programmed as an annual event celebrating the value and importance of mainstreets and business precincts and celebrating and showcasing the diverse business mix across the Salisbury City Centre.</i></p> <p><i>Through SBA operating budget and external sponsorship, this event will be SELF SUSTAINING over future years</i></p>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration

Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)

Please read, tick the **S1** and **S2** boxes and sign:

S1 **S2**

I acknowledge that I am authorised to make this application on behalf of the Organisation.

I acknowledge that the information provided in this application is true and correct.

I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.

I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.

I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.

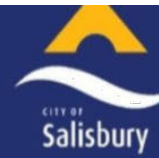
On behalf of Salisbury Business Association (Group/Organisation)

David Waylen / Executive Officer <small>(Name/Position)</small>	and	Toni Anne Smallman / Treasurer <small>(Name/Position)</small>
 <small>(Signature 1)</small>		 <small>(Signature 2)</small>
<u>27 March 2024</u> <small>(Date)</small>		<u>27 March 2024</u> <small>(Date)</small>
<small>Contact (phone number):</small>		<small>Contact (phone number):</small>

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your Application will not be submitted until contact and verification has occurred, no exception.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Effective 23 August 2021



Community Grants Program

Guidelines and Eligibility Criteria

Item GB1 - Attachment 2 - Community Grant Eligibility Criteria and Guidelines



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City of Salisbury Community Grants Program Guidelines and Eligibility Criteria

This document sets out the application process for organisations and groups wanting to apply for a Community Grant with the City of Salisbury. Applicants should review these Guidelines and Eligibility Criteria document carefully before submitting the organisation or group's application form. By submitting an Application Form your organisation or group agrees and acknowledges that it is bound by these Guidelines and Eligibility Criteria.

Applications must not be lodged unless all the eligibility criteria are met. The organisation or group must notify the Community Grants Program if it becomes aware that any of the criteria will not be met subsequent to the application being lodged.

If the organisation or group becomes aware that the application form is incorrect or requires updating the application form must be resubmitted with the correct and updated information.

The organisation or group acknowledges that it places no reliance on, and the Community Grants Program have not made any promise or statement, in association with the organisation or group's chances of receiving a Community Grant.

If you require any assistance in completing your application, please phone 8406 8352 and a City of Salisbury staff member will be happy to help you.

1. Introduction

- 1.1. The City of Salisbury, through its Community Grants Program, aims to encourage, develop and support community projects and events that provide a service to residents of the City of Salisbury, which foster opportunities for community participation and development.
- 1.2. The guidelines contained within this document outline the types of projects and events that will be considered for community grant funding. Eligible organisations or groups are invited to apply for up to \$5,000 to assist with projects and events:
 - Community Grants are bound to an upper limit of **\$5,000.00**;
 - For new groups an establishment grant may be available which is limited to a maximum of \$2,500 for an unincorporated (not-for-profit) group and \$5,000 for an incorporated group.
 - Up to \$2,000 funding towards the purchase of a Defibrillator.
- 1.3. The Community Wellbeing and Sport Committee may choose to allocate funding at an amount less than the maximum at its absolute discretion.
- 1.4. The Community Grants Program is open for applications year round and applications are submitted monthly.

Community Grants Program Guidelines and Eligibility Criteria - Page 3 of 18

2. Submitting an Application

- 2.1. A new application form is required every funding round and the **current** *Community Grant Application Form* must be accessed from the City of Salisbury website. The form can be downloaded from the City of Salisbury website:
www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/Community_Grants.
- 2.2. The application form can be completed by:
 - Downloading the *Current Community Grant Application Form - Print & Complete [Handwriting Version]* form, print the form and complete by hand; **or**
 - Downloading the *Current Community Grant Application - Fillable PDF Form [Electronic Version]* form, save to your computer, complete electronically and print the completed form for submission or email direct using the email button.
- 2.3. Organisations or groups may request a hard copy application form to be posted by telephoning the Community Grants Program on 8406 8352.
- 2.4. Applicants are encouraged to submit their completed application via email to: city@salisbury.sa.gov.au.
- 2.5. Where email is not possible applications can be:

Faxed to:	8281 5466
Posted to:	City of Salisbury Community Grants Program PO Box 8 SALISBURY SA 5108
Delivered in Person to:	City of Salisbury 34 Church Street SALISBURY SA 5108
- 2.6. To assist applicants a *Guide to completing the City of Salisbury Community Grant Application* is also available from the City of Salisbury website.
- 2.7. If assistance is required with completing your application, please call the Community Grants Program on 8406 8352 and a City of Salisbury staff member will be happy to help you.

3. Community Grants Program Aim and Objectives

Aim

- 3.1. The Community Grants Program aims to uphold and improve community participation and development by providing financial assistance for activities, services and projects that support activities and services that sustain and/or enhance health and wellbeing, community participation and sport and recreation.

Objectives

- 3.2. The objectives of the Community Grants Program are to:
 - Increase opportunities for social activity and community participation: *increases in engagement, trust, respectfulness or collaboration; capacity to get involved in community groups or networks;*
 - Improve health behaviours and support healthy choices: *increases in improved mental health, physical activity, resilience and optimism and nutrition;*
 - Provide funds for one off projects or events that have a benefit for residents of the City of Salisbury: *better connected community, safer community, resourcefulness and interaction.*

4. Funding Rounds Opening and Closing Dates

- 4.1. The Community Grants Program funding rounds are open on an ongoing, rolling basis and are assessed monthly. Applications can be submitted at any time and will be processed in the next funding round.
- 4.2. Application forms must be properly completed and successfully received by the 15th of each month to be assessed by the Community Wellbeing and Sport Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting). Due to the timing and assessment process applications will take a minimum of five (5) weeks. It is the responsibility of the Applicant to ensure the application form is properly completed and successfully submitted before the deadline.

5. Community Grants Program Categories

Community Grants Program funding is available under the following categories:

- Community Grant
- Community Grant – Establishment of a new group
- Community Grant - Event (*applicants must organise public liability insurance*)
- Community Grant - Project
- Community Grant Event - Christmas Carols
- Community Grant - Defibrillator

Community Grants Program Guidelines and Eligibility Criteria - Page 5 of 18

6. Types of Community Grants and Amount of Funding

Different levels of funding are available to eligible organisations under the following categories:

- Community Grant – Event: up to \$5,000 per year
- Community Grant Event – Christmas Carols: up to \$5,000 per year
- Community Grant – Project: up to \$5,000 per year
- Community Grant – Defibrillator: one-off funding up to \$2,000 (*conditions apply*)
- Community Grant: up to \$5,000 per year
- New Establishment Grant for Non-incorporated, Not for Profit, organisations: up to \$2,500
- New Establishment Grant for Incorporated organisations: up to \$5,000

7. Eligible Areas

- Health
- Establishment of a new group
- Education and Training
- Sport / Recreation
- Environment
- Culture / Arts
- Disability
- Youth
- Crime Prevention
- Aged
- Event

Community Grants Program Guidelines and Eligibility Criteria - Page 6 of 18

8. Eligibility to Apply

Eligible Organisations

- 8.1. The Community Grants Program will only provide funds to eligible organisations and groups that have not-for-profit objectives:
- Non-Government, Incorporated community organisation or group;
 - Non-incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission. DGR status must be maintained until such time as the community grant is acquitted and evidence must be provided with the community grant application.
 - The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury*.
 - The group/organisation has a satisfactory management structure (e.g. President, Secretary, Treasurer). Evidence must be provided by way of meeting minutes that the group/ organisation's committee has endorsed submission of the Community Grant Application.
 - Where applicable, the group/organisation has not received a Community Grant from the City of Salisbury within twelve months of submitting this application.
 - The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Community Grant must have their bank account in the same name).

** Legal entity details are checked with the Australian Business Register (ABR) website. If the organisation or group's legal entity is not clearly listed on the ABR website the Community Grants Program will request a copy of the legal entity's Certificate of Incorporation or Registration.*

Non-Eligible Organisations

- 8.2. Funding will not be considered for the following:
- An organisation trading as a Sole Trader or Individual including applications placed by organisations on behalf of individuals;
 - An organisation that is a non-incorporated body and is not auspiced by a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission;
 - Organisations that are seeking commercial gain from the project (either directly or indirectly);
 - Organisations that have any outstanding acquittals and associated documents for any previous Community Grants Program funding;
 - Money already spent or funding of existing debts or shortfalls;
 - Salaries (initial or on-going);

Community Grants Program Guidelines and Eligibility Criteria - Page 7 of 18

- Recurrent administration or ongoing costs;
 - Capital development (e.g. renovations or building changes, which will be permanently part of the structure);
 - Upgrading facilities which belong to Local, State or Commonwealth Governments;
 - Educational programs in schools and other formal educational institutions;
 - Employment and training programs which are the core responsibility of State and Commonwealth Governments;
 - Applications from Public or Private Schools (unless the application is for assistance with a Community event);
 - Organisations receiving Local, State or Federal Government funding either directly or indirectly via a third party for the same purpose;
 - Organisations located outside of South Australia.
- 8.3. An organisation is assessed as a whole business entity when determining eligibility, rather than broken down into different locations or operations - for example, an organisation that receives Community Grants Program funding for the provision of services, a project or event may not receive a second source of Community Grants Program funding for similar services, project or event, regardless of its operation or location, within twelve (12) months of receipt of their previous Community Grant.
- 8.4. An eligible organisation may apply for one-off Community Grants Program funding for up to \$2,000 to assist with the purchase of a defibrillator. Organisations may apply for defibrillator funding regardless of any Community Grants Program funding received within twelve (12) months however the previous funding must have been acquitted in full. The following conditions apply for Defibrillator funding:
- Active recreation or sport clubs or community organisations whose purpose is the delivery of active recreation or sport programs and services in South Australia are encouraged to apply for defibrillator funding through The Office of Recreation, Sport and Racing’s Active Club Program – Program and Equipment funding category;
- It is recommended that organisations register the availability of their AEDs to increase public awareness and availability of AEDs in emergency situations. SA Ambulance and St John Ambulance Australia manage separate voluntary registration platforms that organisations can utilize to register their AEDs availability for public use.
- The SA Ambulance register is only used by 000 emergency operators during suspected SCA episode to direct callers to the nearest public use AED location. The registration website can be accessed via <http://www.saambulance.com.au/NewsPublications/AEDRegister.aspx> The St John AED registration website can be accessed via <https://data.aed.stjohn.org.au/registration.aspx> and will be made available to the public via a website map or phone app.

Applicants are encouraged to contact the Community Grants Program to discuss the process for defibrillator funding prior to submitting an application.

9. Eligible Items

Funding will be considered for the following:

9.1. *Equipment*

- 9.1.1. Funding may be considered for equipment purchases that are integral to a project or event providing the application demonstrates how the equipment will support delivery of the program or event. All items must be justified and be relevant to the project/event.

9.2. *Administration and Organisational Costs*

- 9.2.1. An organisation or group's start-up administration costs, including:

- capital equipment (e.g. computers, office furniture, machinery, tools, sport equipment etc.);
- consumables;

All items must be justified and be relevant to starting up the organisation or group.

9.3. *Replacement Items*

- 9.3.1. Consideration will be given to replacing items previously funded through the Community Grants Program after a reasonable period of time has elapsed and where sufficient justification for replacement is provided.

9.4. *Public Events and Tournaments*

- 9.4.1. Funding may be considered for eligible items related to the costs associated with exhibitions, fairs, festivals, entertainment, sport and leisure events. Eligible items include costumes and accessories, sport uniforms and equipment, hall hire, bus hire, marquee & furniture hire, trophies, medals, musical instruments, public address equipment.
- 9.4.2. Applicants must organise public liability insurance and provide evidence of insurance with the grant application.

9.5. *New Establishment Grant*

- 9.5.1. Applications to establish a new organisation or group must address the sustainability of the service or program and must include evidence that the program and the organisation will have sufficient resources or foundation to maintain the program once the Community Grants Program funds have been expended.

9.6. *Defibrillator*

- 9.6.1. Funding may be considered to assist with the purchase of a defibrillator. All other eligibility criteria applies, with the exception that eligible organisations may apply for Defibrillator Funding if they have received Community Grants Program funding for a project or event within twelve (12) months, providing the funding has been acquitted in full.

Community Grants Program Guidelines and Eligibility Criteria - Page 9 of 18

10. Ineligible Items

Funding will not be considered for the following:

10.1. *Projects or items not deemed consistent with the Community Grants Program Aim and Objectives*

- 10.1.1. Funding for projects that support activities that are not consistent with the City of Salisbury's Aim and Objectives will not be considered.

10.2. *Existing Projects*

- 10.2.1. Projects or events that have already commenced with the exception of those considered to be a significant new direction or enhancement of an existing project.

10.3. *Expenses*

- Accommodation costs;
- Personal transportation costs such as fuel expenses and maintenance;
- Vehicle acquisition.

10.4. *Administration and Organisational Costs*

- 10.4.1. An organisation's **ongoing business**, administration or **day-to-day** running costs, including:

- capital equipment (e.g. computers, office furniture, machinery, tools etc.);
- vehicles (used for business or administration purposes);
- fundraising activities (for commercial, competition and/or event door prizes);
- consumables (e.g. paper, toner, stationery, equipment etc.);
- maintenance and repairs;
- service charges (including additional warranties, service agreements and maintenance).

However, some administrative costs may be considered if directly and exclusively associated with the establishment of the project.

10.5. *Wages and Salaries*

- 10.5.1. Wages, salary payments or consideration of any type (e.g. payment to presenters/trainers/instructors including gifts for services/guest speakers etc.).

10.6. *Memberships and Fees*

- 10.6.1. Memberships and fees (e.g. physical fitness centre memberships, club memberships, entrance fees).

Community Grants Program Guidelines and Eligibility Criteria - Page 10 of 18

10.7. Existing Debts and Shortfalls

- 10.7.1. Reimbursement of expenses incurred by the organisation prior to grant funds being approved.

10.8. Other Exclusions

- 10.8.1. Equipment and services that are not supported by a program of activities and services.
- 10.8.2. Public Liability Insurance.

10.9. Prior Funding Received for Defibrillators

- 10.9.1. Defibrillator Applications will not be considered for organisations that have already received prior (one-off) Community Grants Program funding for the purchase of a defibrillator.

11. Application Process

- 11.1. An acknowledgement letter will be posted within ten (10) working days of receiving the application. Community Grants Program Staff may contact you via post or email to seek further information. Community Grants Program Staff will contact both signatories to verify the application (application will not proceed until verification has occurred).
- 11.2. Applications that are incomplete or do not contain all essential documentation may be considered ineligible or result in deferral to a subsequent round to enable an assessment to be made pending receipt of the incomplete/additional information. Applicants are requested to submit additional information within the timeframe for submission to the next round. Should the additional information not be received within three (3) months of receipt of the original application the application will be deemed ineligible and the organisation or group must submit a new application should it wish to proceed with applying for Community Grant funding.
- 11.3. Any changes in circumstances with regard to the Application must be made in writing; such as: resignation of the person responsible for the Grant, contact person details, change of address, change of ABN or any other variation to that listed on the Application. Receipt of the variation will be acknowledged in writing and the organisation or group may be asked for further information or to resubmit their Application.

Assessment of Applications

- 11.4. All applications are submitted to and assessed by the Community Wellbeing and Sport Committee at their monthly meeting.
- 11.5. A copy of Community Grant applications and any other relevant document(s) are presented to the Community Wellbeing and Sport Committee in its entirety as an attachment to the Committee Report. This means that all information contained within the application forms part of a public document and as such can be inspected by anyone. Reports presented to the Community Wellbeing and Sport Committee is also accessible via the City of Salisbury website.

- 11.6. Applications received that are identified ineligible against the funding guidelines are submitted to the Community Wellbeing and Sport Committee for information. A copy of the application and any other relevant document(s) is presented to the Community Wellbeing and Sport Committee in its entirety as an attachment to the Committee Report as outlined in paragraph 11.4.
- 11.7. Applications are assessed on merit and a comparative assessment made of all applications to establish priority for funding. Funding should not be anticipated or believed to be automatic.
- 11.8. Final decisions on all applications are at the discretion of Community Wellbeing and Sport Committee.
- 11.9. Applications in excess of available grant funds may result in some applications not being approved, being approved for a reduced amount or being deferred to a subsequent funding round even though they meet the eligibility requirements.

12. Funding Criteria

The following criteria are examined when assessing applications:

12.1. *Aim and Objectives*

- 12.1.1. The project must meet the Aim and Objectives of the Community Grants Program.

12.2. *Target Group*

- 12.2.1. The primary target group for projects and events must be the City of Salisbury community.

12.3. *Project Outcomes*

- 12.3.1. The project must provide one or more of the following outcomes for the City of Salisbury community:
 - promote and enhance healthy lifestyles, particularly nutrition, physical activity and mental wellbeing;
 - encourage involvement in community activities;
 - reduce social isolation;
 - encourage supportive and safe communities;
 - address gaps in local services;
 - Social Connectedness; and
 - Mental Wellness.

12.4. *Contribution*

- 12.4.1. Organisations and groups are expected to contribute towards the project. This can be financial or in-kind (such as the provision of volunteer labour costs).

12.5. *Value for Money*

- 12.5.1. Grant funds requested must be proportional to the benefits provided and the number of members/residents targeted by the project.

Community Grants Program Guidelines and Eligibility Criteria - Page 12 of 18

13. Community Grant Application

- 13.1. Applicants must address the following points in their application for Community Grants Program funding:

Target Group

- 13.2. Applications must identify the target group in the City of Salisbury that is the subject of the project. Where possible it is advantageous to provide evidence that the target group:

- is the focus of the project or event;
- has been consulted about and is involved in the project or event;
- is committed to actively participating in the project or event in significant numbers; and
- has expressed support for the project or event.

- 13.3. The application must outline details of the relationship of the applicant to the target group.

Project or Event Plan

- 13.4. Provide a Project/Event Plan which details the activities and services that will be facilitated. The Project/Event Plan should include:

- details of the proposed program of activities and services including frequency and duration (this refers to the activities that will be supported by the project, or the items or services to be purchased with grant funds);
- timeframes and how the project will be implemented, facilitated, and monitored;
- details of the benefits/outcomes that the target group will derive from the project; and
- details of how the project will meet any of the Community Grants Program Aim and Objectives.

Budget Plan

- 13.5. Provide a Budget Plan with details of the items/services to be purchased or works to be undertaken for the project. The Budget Plan must be reasonably costed and include:

- total cost of the project or event;
- the amount of grant funds requested;
- funds committed to the project by the applicant (this contribution can be financial or in-kind);
- funds committed to the project from other sources, such as donations, funding from other stakeholders, funding from other grant sources; and
- one quotation for each item requested.

- 13.6. Note that quotations must include GST and be sufficiently formal to clearly identify the proposed supplier and the items requested.

Community Grants Program Guidelines and Eligibility Criteria - Page 13 of 18

Evaluation Plan

- 13.7. Provide an Evaluation Plan appropriate to the complexity of the project and the level of funding requested. This must include details of:
- measures that will be taken to gather information to evaluate the project;
 - criteria that will be used to measure the success of the project; and
 - how information gathered for evaluation will be used to enhance/direct the project.
- 13.8. The Evaluation Plan is essential to the application and will form the basis of the Project Evaluation that must be provided as part of the grant acquittal at the conclusion of the project.

Other Requirements

- 13.9. In addressing the above points, applications must provide a level of detail that is in proportion to the amount of funds requested and the complexity of the project. Organisations applying for funding must demonstrate, where applicable:
- a capacity to provide infrastructure, administrative and operating costs;
 - an ability to support the project beyond the grant period; and
 - the availability of volunteer support for the ongoing viability of the project.

14. Referees

- 14.1. Referees listed on the application may be contacted regarding their support and should be informed of their inclusion prior to the application being submitted. Members of the Management Committee cannot be a referee. Written evidence is not required of the referees support.

15. Financial Information

- 15.1. The organisation or group must hold a current bank account in South Australia in its name. The account name (the organisation or group, not the type of account – i.e. savings, cheque), financial institution name (the name of the bank or credit union) and the location (city/suburb of where the account is held) is the only information required. BSB and account numbers are not required to be submitted on the application.

16. Application Outcome

- 16.1. All applicants will receive written notification via post regarding the outcome of their application.

Unsuccessful Applicants

- 16.2. If applicants are unsuccessful they are encouraged to phone or request an appointment with the Community Grants Program staff to receive feedback about the decision and where applicable aspects of the application that may be improved should the applicant wish to resubmit.

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17. Expenditure of Community Grants Program Funds

Successful Applicants - Contractual Obligations

- 17.1. Successful applicants will receive a notification letter and Acceptance of Community Grant – Form 1 which is a legally binding agreement detailing the terms and conditions of funding. The Acceptance letter contains obligations which include agreed project or event outcomes and timeframes, acquittal, reporting and evaluation requirements. Agreements will be in place for a six (6) month period.
- 17.2. Organisations or groups that are awarded a community grant must only use their community grant to implement their project or event as outlined in their application form and spent in accordance with the conditions of the agreement.
- 17.3. Any proposed change to the project or expenditure of grant funds must be requested in writing to the Community Grants Program.
- 17.4. Organisations or groups must spend their Community Grant within six (6) months of receipt of Community Grant funding or they may be asked to return all or part of the funding. Unspent Community Grant funds must be returned to the City of Salisbury at the end of the project/event period. An unspent amount less than \$10.00 is not required to be returned.
- 17.5. Checks are undertaken to ensure that all information provided can be substantiated and that the Community Grant funding was spent on eligible items. All tax invoices and/or receipts submitted with the acquittal documentation must contain the business name, date of transaction, contact details and ABN number listed (where applicable) of the supplier. All items must be clearly identifiable and listed separately.
- 17.6. Where valid tax invoices or receipts cannot be produced the organisation or group will be requested to complete a statutory declaration, declaring that the Community Grant funding was used to purchase eligible items. Failure to provide valid tax invoices or receipts may result in the organisation or group's ineligibility for any future Community Grants regardless of completion of a statutory declaration. Failure to complete a statutory declaration will result in the organisation or group being requested to return the applicable Community Grant funding.

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18. Goods and Services Tax (GST)

- 18.1. If the organisation or group is registered for GST and the application for Community Grant funding is successful, a tax invoice must be provided with the Acceptance of Community Grant Form before payment can be made. Furthermore, the Grant will be subject to GST and the organisation or group will be liable to remit the GST component to the Australian Taxation Office.
- 18.2. The Tax Invoice must clearly state the words **TAX INVOICE, Business Name, ABN and the approved Grant funding amount including GST.**

ABN Declaration

- 18.3. If the organisation or group does not have an ABN, an ABN Declaration must be completed as part of the application process.
- 18.4. Furthermore, if the organisation or group does not have an ABN, the City of Salisbury may be obliged to withhold tax from Grant payments at the highest marginal tax rate (currently 48.5%) unless a "Statement by a Supplier" is completed to justify the City of Salisbury not withholding from the payment. This document is contained within the Community Grants Program Application Form "Declaration Where No Australian Business Number is Required".
- 18.5. For more details, contact the Australian Tax Office on **132 866**.

19. Presentation of Community Grants Program Cheques

- 19.1. Successful applicants will receive payment by bank cheque made out to the organisation submitting the application form. The presentation of Community Grant cheques will take place at a quarterly Ceremony held on the fourth Wednesday of the month in March, June, September and December. Successful applicants are invited to attend a Community Grants Program Cheque Presentation Ceremony on the 4th Wednesday of the relevant quarter at the City of Salisbury Municipal Offices.
- 19.2. Requests for early disbursement of funds must be made in writing. Approval is at the discretion of the Chairman of the Community Wellbeing and Sport Committee and the relevant General Manager.

20. Accountability and Reporting Requirements

- 20.1. The reporting and acquittal requirements are specified in the Acceptance of Community Grant Letter. This legally binding agreement must be signed and returned within seven (7) days of receipt of the Acceptance Letter.
- 20.2. All organisations and groups approved for Community Grants Program funding will be required to:
 - Measure the impact of the project or event and report the results in a Project/Event Evaluation;
 - Acknowledge the City of Salisbury as the funding body where applicable;
 - Provide valid tax invoices/receipts (*the organisation or group should maintain financial records in accordance with the generally accepted accounting principles and comply with the relevant laws in force in South Australia*);
- 20.3. These documents are due within six (6) months of receiving the grant funding and is detailed in the Acceptance of Community Grant Offer letter.
- 20.4. The Community Grants Program requires organisations and groups to comply with reporting requirements for past completed projects and events to be eligible to receive future community grants funding for another project or event. Failure to comply will result in the organisation or group being ineligible for future community grant funding.

Recognition of Community Grants Program Funding

- 20.5. Organisations must acknowledge the City of Salisbury's financial contribution to the project or activity where appropriate, e.g. through recognition of the grant in publicity and/or marketing material (use of the City of Salisbury Corporate Logo is prohibited without consent from the City of Salisbury Marketing Department).

21. Repayment of Community Grant

- 21.1. The City of Salisbury may take action to recover the Community Grant paid to the organisation or group if:
 - The organisation or group does not use the Community Grant as set out in the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria and/or the Acceptance of Community Grant Agreement;
 - If applicable, the organisation or group does not have Deductible Gift Recipient (DGR) status at the time of acquittal;
 - The organisation or group does not provide documentation as required under these guidelines by the times specified.

ATTACHMENT A – Community Grants Program Documents

- 1. Documents relating to the Community Grants Program**
 - 1.1. Application form for the City of Salisbury Community Grants Program;
 - 1.2. A Guide to completing the City of Salisbury Community Grant Application;
 - 1.3. The Acceptance of Community Grant Offer – Form 1 letter
- 2. Documents relating to the Acquittal of successful Community Grant funding**
 - 2.1. Acquittal – Form 2
 - 2.2. Tax Invoice/Receipt
 - 2.3. Project Evaluation Report (refer to Attachment D).

ATTACHMENT B – Likely Funded Project and Event Examples

Project/Event examples likely to be funded through the Community Grants Program

Project/Event	Grant funds can assist to:
Community Christmas Carols	Purchase of candles, booklets, stage hire, children’s entertainment (i.e. face painting, jumping castle); fireworks, catering, advertising).
New Group	Purchases to establish the group such as computer equipment, launch catering, costs associated with inaugural Annual General Meeting, forums and workshops – i.e. seal, venue hire, stationery, promotional materials, letterhead, envelopes and stamps.
Volunteer Lawn Mowing Service	Purchase of mowing equipment and garden tools appropriate to the project.
Fitness classes	Purchase equipment appropriate to the project (<i>a fitness trainer is not eligible as this is deemed a salary</i>).
Dance Club Competition	Purchase uniforms, material, costumes and related accessories.
Craft Groups	Purchase equipment and supplies appropriate to the project (<i>i.e. purchase of wool and knitting needles to knit knee rugs for the needy</i>).
Men’s Shed	Purchase equipment and furniture for woodworking, metalworking and social activities.
Sporting Club	Purchase training equipment and uniforms; bus hire to transport team to an event.
History Group	Purchase computer and scanning equipment for scanning of books.

*Community Grants Program Application Guidelines and Eligibility Criteria – Attachment B
Page 19*

ATTACHMENT C - Unlikely Funded Project and Event Examples

Examples of projects/events and items unlikely to be funded through the Community Grants Program

Project/Event	Items
<ul style="list-style-type: none"> Projects or events held outside the City of Salisbury region. 	<ul style="list-style-type: none"> Gifts for any purpose (i.e. judges, MC's, presenters).
<ul style="list-style-type: none"> Capital equipment that is stored at a residential address (e.g. computers, office furniture, machinery, tools etc.). 	<ul style="list-style-type: none"> Capital equipment (e.g. computers, office furniture, machinery, tools etc.) unless for the establishment of a new group.
<ul style="list-style-type: none"> Project that requests the purchase of a vehicle. 	<ul style="list-style-type: none"> Website Development.

Examples of items ineligible for funding through the Community Grants Program

<ul style="list-style-type: none"> Salaries, wages or compensation – i.e. payment for competition judges, trainers, presenters, umpires including gifts for service. 	<ul style="list-style-type: none"> Vehicle acquisition.
<ul style="list-style-type: none"> Payments to volunteers. 	<ul style="list-style-type: none"> Consumables.
<ul style="list-style-type: none"> Payments for fuel expenses/vehicle maintenance. 	<ul style="list-style-type: none"> Maintenance and repairs.

ATTACHMENT D - Project Evaluation Requirements

1. An evaluation of the project must be undertaken at the completion of the grant period as detailed in the Acceptance of Community Grant letter.
2. Where applicable, the Project Evaluation must detail the following:
 - 2.1. Introduction – *outline the project, its purpose and overall achievements.*
 - 2.2. People assisted (target group) – *provide details about the people assisted by the project. This could include families, individuals, age groups, type and level of needs/issues.*
 - 2.3. Number of people assisted by the project (*and outlining the number of residents of the City of Salisbury*).
 - 2.4. Assistance provided – *describe what was provided for the target group in terms of programs, activities, other actions or strategies, such as:*
 - 2.4.1. *Assistance to meet general and basic needs;*
 - 2.4.2. *Group programs, courses, activities and training;*
 - 2.4.3. *Improving resources/facilities/equipment or other initiatives.*
 - 2.5. Outcomes achieved by target group – *describe what the target group achieved through participation in the project, such as:*
 - 2.5.1. *Improvement in knowledge, skills, self-esteem, social contacts/networks, motivation, confidence, community participation, quality of life, empowerment and personal development;*
 - 2.5.2. *Enhanced healthy lifestyles, particularly physical activity and mental well-being;*
 - 2.5.3. *Reduction in social isolation.*
 - 2.6. Other achievements – *describe other achievements of the project, such as:*
 - 2.6.1. *Existing programs expanded or enhanced;*
 - 2.6.2. *Improvement in facilities or services;*
 - 2.6.3. *New programs or services established;*
 - 2.7. Any other comments or information relevant to the project or event, such as *newspaper articles, media releases, internal newsletters, etc.*

ATTACHMENT E – Frequently Asked Questions

About applying for a City of Salisbury Community Grant

1. Will late applications be accepted?

- 1.1. Applications for Community Grants must be received by the 15th of each month to be assessed by the Community Wellbeing and Sport Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting). Applications received after the 15th of the month will be submitted for the following round, without exception (i.e. an application received on the 16th of February will be assessed at the April meeting as it has missed the March deadline).

2. When will organisations or groups know if their application is successful?

- 2.1. All applicants will be advised in writing about the outcome of their application within ten (10) days of the relevant Community Wellbeing and Sport Committee meeting.

3. How do organisations and groups apply for Community Grants?

Applications can be submitted in the following ways:

- 3.1. A new application form is required every funding round and the current Community Grant Application Form must be accessed from the City of Salisbury website. The form can be downloaded from the City of Salisbury website: www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/Community_Grants.
- 3.2. The form can be saved to a computer, completed electronically and then printed for submission or printed and completed by hand for submission.
- 3.3. Organisations or groups may request a hard copy application form to be posted by telephoning the Community Grants Program on 8406 8352.
- 3.4. Applicants are encouraged to submit their completed application via email to: city@salisbury.sa.gov.au.

4. What if our organisation or group doesn't have access to the internet or email?

4.1. Where email is not possible applications can be:

Faxed to: 8281 5466
Posted to: City of Salisbury
Community Grants Program
PO Box 8
SALISBURY SA 5108

Delivered in
Person to: City of Salisbury
34 Church Street
SALISBURY SA 5108

5. Can I speak to someone about our organisation or group's Community Grant Application if I deliver it in person?

5.1. While City of Salisbury staff endeavour to make themselves available at short notice this is not always possible and therefore Applicants are encouraged to phone the Community Grants Program to make an appointment should they wish to speak to staff when submitting their Application.

6. Can our organisation or group get assistance to complete the Community Grant application?

6.1. To assist applicants a *Guide to completing the City of Salisbury Community Grant Application* is also available from the City of Salisbury website.

6.2. If assistance is still required with completing your application, please call the Community Grants Program on 8406 8352 and a City of Salisbury staff member will be happy to help you. Staff are unable to provide personal advice however will guide you as to the information required in the application.

7. Do documents need to be included with the application?

7.1. Yes. All relevant documents requested must be provided with your Application. Failure to provide the documents required will result in a delay with processing your application to the Community Wellbeing and Sport Committee; or the Application may be deemed ineligible.

- 8. Can organisations and groups submit more than one application per round?**
- 8.1. No. Organisations and groups that receive community grant funding will not be eligible to apply for funding for a period of twelve (12) months from the date of funding receipt. Furthermore community grant funding already provided for a project/event is not eligible to apply for further funding to assist with that same project/event regardless of when the funding was received.
- 8.2. Organisations may apply for one-off Defibrillator Funding regardless of having received Community Grants Program funding within twelve (12) months, providing the funding has been acquitted in full (*subject to conditions outlined in section 8.4*).
- 9. Who assesses the Community Grants Program Applications?**
- 9.1. The Applications are assessed initially by the Community Grants Program Team and the General Manager Community Development who make recommendations to the Community Wellbeing and Sport Committee based on the Community Grants Program Eligibility Criteria.
- 9.2. The Community Wellbeing and Sport Committee have delegation to authorise funding and make the final decision on offering grants.
- 10. How are the Community Grants Program Applications assessed?**
- 10.1. Applications are assessed on merit based on the following criteria:
- The level and type of need, evidence of the need provided and geographic area;
 - The benefit to the target group, specifically residents of the City of Salisbury;
 - Proposals that represent value for money;
 - Relevance to Community Grants Program Aims and Objectives and/or the City of Salisbury Strategic Plan;
 - New organisations or groups that can demonstrate sustainability and do not require ongoing funding to succeed;
 - Proposals that have secured in-kind support to reduce the project or event cost;
 - Proposals that demonstrate a level of community engagement;
 - The extent to which the applicant has the infrastructure, support or resources to successfully carry out the project or event;
 - The extent to which the application estimates, and proposes to measure, the impact of the project or event.

11. Can organisations and groups apply for another round if they are unsuccessful in a previous round?

11.1. Yes. Organisations and groups that are unsuccessful in a round can apply for another round providing the eligibility criteria has been met. An organisation or group that has been declined funding for a project or event can submit an application for a separate project or event (i.e. another application cannot be made for the same project or event that was declined). The application can be made at any time (the organisation or group doesn't need to wait twelve (12) months).

12. Our organisation/group's name on the application is different from our ABN and/or that registered with ASIC, are we eligible to apply?

12.1. No. The organisation or group applying for the Community Grant must have the same name registered with ASIC and the ASIC registration must be in the same name as the ABN registration. The only exception is where an organisation or group is auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.

13. If successful, when will our organisation receive the Community Grant cheque?

13.1. Successful applicants will receive payment by bank cheque made out to the organisation submitting the application form. The presentation of Community Grant cheques will take place at a quarterly Ceremony held on the fourth Wednesday of the month in March, June, September and the second Wednesday of the month in December, commencing at 6.30 pm. The table below outlines the cheque presentation schedule:

Application Received:	Application submitted to the Community Wellbeing and Sport Committee held in:	Successful Applicants - Community Grants Program Cheque Presentation Ceremony to be held in:
16 November to 15 December	January	March
16 December to 15 January	February	March
16 January to 15 February	March	June
16 February to 15 March	April	June
16 March to 15 April	May	June
16 April to 15 May	June	September
16 May to 15 June	July	September
16 June to 15 July	August	September
16 July to 15 August	September	December
16 August to 15 September	October	December
16 September to 15 October	November	December
16 October to 15 November	December	March

ITEM	GB2
	COUNCIL
DATE	22 April 2024
PREV REFS	Urban Services Committee 4.1.5 19/04/2022 Governance and Compliance Committee 3.1.9 17/04/2023
HEADING	Review of Council Decision Construction of Car park at Treetop Court, Paralowie
AUTHORS	Sharee Klein, Manager Strategic Development Projects, City Development Mark Purdie, Manager Field Services, City Infrastructure
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community 4.5 We engage meaningfully and our community is aware of Council initiatives
SUMMARY	This report outlines the outcome of the community consultation undertaken with four (4) properties most impacted by the proposed installation of a 12-bay rubble car park at Treetop Court, Paralowie.

RECOMMENDATION

That Council:

1. Notes the outcome of the community consultation undertaken on the installation of a 12-bay rubble car park on Treetop Court, Paralowie and the negative impacts this will have on the immediate residents (Attachment 2 – Treetop Court Consultation Feedback, 15 April 2024, Urban Services, Item 4.1.6).
2. Notes that 46 formalised car parks at Hausler Reserve are currently being constructed.
3. Revoke Parts 3 and 4 of Council’s Resolution Number 1316/2022 (detailed below) from the Council meeting held on 26 April 2022.

“3. Approves the construction of a twelve-bay car park in Treetop Court as per Attachment 5 – Option 3 Boardwalk Additional Parking (12) (Urban Services, 19th April 2022, Item No: 4.1.5.)

4. Notes that expenditure of approximately \$50,000 will be required to undertake the construction of the twelve-car park off Treetop Court, subject to detailed design and costing, and that this expenditure will be included as a budget bid for the financial year 2022/23.”

-in consideration of the feedback received as part of the community consultation undertaken and the formalised car parks being constructed at Hausler Reserve.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 On 19 October 2022, Council received an application to review certain decisions of the City of Salisbury (Council) in relation to the construction of a car park at Treetop Court (Car park proposal) in accordance with section 270 of the Local Government Act 1999. Administration engaged Kelledy Jones Lawyers to undertake the review and the findings were presented to the April 2023 Council meeting.
- 1.2 At its meeting held on Monday, 24 April 2023, it was resolved that Council:
- “2. Approves putting the Treetop Court carpark project on hold and undertaking public consultation, on a discretionary basis and in accordance with its Public Consultation Policy, with the applicants, as well as any other impacted resident(s), prior to its re-consideration of the Carpark proposal.”*

2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 Consultation was undertaken with residents at numbers 1, 2, 3, and 4 Treetop Court, Paralowie.

3. DISCUSSION

- 3.1 Community consultation was undertaken with residents of the four properties on Treetop Court, Paralowie. Consultation included a meeting on site on 19 December 2023.
- 3.2 Representatives from two (2) properties have provided written submissions objecting to the proposal. with concerns raised including obstruction of views, decrease in property value and public nuisance at all times of the day and night.

4. CONCLUSION

- 4.1 Consultation on the proposed 12-bay rubble car park has been undertaken with four (4) properties directly across from the proposed location of the Treetop Court Car Park.
- 4.2 Given the above information it is recommended that the previous decision of Council to construct a car park at Treetop Court be rescinded.

INFORMATION ONLY

ITEM	GB3
	COUNCIL
DATE	22 April 2024
HEADING	Recognising the victims and families of the Bondi Junction attacks
AUTHOR	Lauren Grant, Senior Social Planner – Community Safety & Homelessness, Community Development
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected 4.4 We plan effectively to address community needs and identify new opportunities

SUMMARY

RECOMMENDATION

That Council:

1. Receives the information.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 On 15 April, 2024, the Governance and Compliance Committee considered a report to place a hold on seeking reaccreditation as a White Ribbon organisation, while the Royal Commission into Domestic, Family and Sexual Violence takes place.
- 1.2 By not seeking ongoing reaccreditation at this time, Council will be asked to approve the inclusion of expenditure savings in Third Quarter Budget Review.
- 1.3 The Governance and Compliance Committee has asked for advice to allocate \$5,000 from these savings to donate to an appropriate charity or organisation in a show of support for the victims and families of the Bondi Junction attacks on 13 April 2024.

2. EXTERNAL CONSULTATION / COMMUNICATION

- 2.1 NA

3. DISCUSSION

- 3.1 The fundraising efforts to directly support victims and their families of the Bondi Junction attacks on the 13 April 2024, is currently occurring through various Go Fund Me campaigns. A Go Fund Me campaign is a community fundraising platform for people to directly donate money to a particular cause. These campaigns are usually coordinated by friends or family members or concerned community members.
- 3.2 The various campaigns relate to individual victims rather than an opportunity to donate as a whole. Council would be better placed to contribute to an organisation that has a strong reputation in delivering programs and services that work towards ending violence against women.
- 3.3 The following organisations are recommended for Council's consideration to donate \$5,000:
 - 3.3.1 Our Watch – A national, independent, not for profit organisation that leads primary prevention activities of violence against women and children.
 - 3.3.2 Women's Safety Services SA – A South Australian organisation that supports women and children who are experiencing domestic violence find safety and support.
 - 3.3.3 Zahra Foundation – A South Australian not for profit that provides free programs, services, education and grants for women impacted by domestic abuse.
- 3.4 By donating to one of these organisations, Council can recognise the impact that incidents such as the Bondi Junction attack has on the broader community along with men's violence more generally.

4. FINANCIAL OVERVIEW

- 4.1 The report from the Governance and Compliance Committee recommends that council approves the inclusion of expenditure savings of \$26,321 from White Ribbon accreditation in the 2023/24 Third Quarter Budget Review.
- 4.2 The Committee requested further information to use a portion of this amount to donate in recognition of the Bondi Junction attacks.

5. CONCLUSION

- 5.1 The Governance and Compliance Committee requested further information about donating to an appropriate organisation in recognition of the Bondi Junction attack.
- 5.2 The recommended organisations include:
 - 5.2.1 Our Watch
 - 5.2.2 Women's Safety Services SA
 - 5.2.3 Zahra Foundation

MAYOR'S DIARY REPORT

ITEM MD1

COUNCIL

DATE 22 April 2024

HEADING Mayor's Diary

RECOMMENDATION

That Council:

- Note this information.

Date	Time	Function
22/03/2024	10:00 AM	Harmony Week Celebration
22/03/2024	02:00 PM	Meeting with Councillor
22/03/2024	02:30 PM	Meeting with CEO
23/03/2024	03:45 PM	BAPS Community - Women's Day Celebrations
23/03/2024	06:00 PM	Dinner with Councillor
24/03/2024	02:00 PM	John Fulbrook Meeting - Salisbury Bicycle Users Group (BUG)
25/03/2024	01:00 PM	Meeting with Member for Playford - Mr John Fulbrook
25/03/2024	02:00 PM	Transition to Microsoft 365
25/03/2024	04:00 PM	OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
25/03/2024	04:30 PM	Pre-Council Meeting Briefing
25/03/2024	05:30 PM	Tree Climb Discussion
25/03/2024	06:30 PM	Council Meeting
26/03/2024	11:00 AM	Coffee with Councillor
26/03/2024	01:00 PM	Mayor/CEO/EA - Regular Meeting
26/03/2024	02:30 PM	On-Site Meeting
26/03/2024	12 Noon	Council Meeting Filming
26/03/2024	12 Noon	Media Issues - Regular Catch-up
27/03/2024	04:30 PM	Review of Budget Presentation
27/03/2024	06:30 PM	Third Budget Workshop
28/03/2024	02:00 PM	Author Talk - An afternoon with Peter Goers
1/04/2024	03:30 PM	Regular catch-up re: Community Safety
1/04/2024	04:00 PM	OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
2/04/2024	01:00 PM	Mayor/CEO/EA - Regular Meeting
2/04/2024	03:00 PM	Meeting with Resident - Council Tree Concern
2/04/2024	04:00 PM	Meeting with Local Business Owners
2/04/2024	06:30 PM	CEO Briefing/Workshop Session
3/04/2024	12:30 PM	Walkthrough of Aquatic Centre
3/04/2024	02:00 PM	Author Talk - Fleur McDonald
3/04/2024	03:00 PM	Regular Catchup to Discuss Current/Upcoming Planning/Building Issues

8/04/2024	11:00 AM	Meeting with Peter Goers
8/04/2024	03:00 PM	Meeting with Resident
8/04/2024	03:30 PM	Signing Document for Resident
8/04/2024	04:00 PM	OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
8/04/2024	06:30 PM	Sub Committee Meetings: Salisbury Living; Environmental Sustainability and Trees; and Intercultural Strategy and Partnerships
9/04/2024	10:00 AM	Celebrate the construction progress at Bedford Group's new Advanced Manufacturing Hub at Salisbury
9/04/2024	11:30 AM	Watershed Creative Prize Briefing
9/04/2024	08:15 PM	BCA Chand RAAT Festival 2024
9/04/2024	12 Noon	Meeting with Resident & Cr Mazzeo
11/04/2024	02:00 PM	Meeting with Resident
13/04/2024	10:30 AM	Tug of War Competition - Adelaide Metropolitan Malayee Association
14/04/2024	10:30 AM	Khmer New Year
14/04/2024	12:30 PM	Lions club of Salisbury Autumn Market
15/04/2024	01:30 PM	Briefing ahead of meeting with Minister - Re Homelessness
15/04/2024	02:30 PM	Discuss response from Mayor to Resident
15/04/2024	03:00 PM	OFFICE TIME - Schedule upcoming week/ Signing/Speeches and Resident Enquiries
15/04/2024	03:00 PM	Monthly Meeting with the Mayor & GM Community Development
15/04/2024	03:30 PM	Catch up Pre-Council meeting
15/04/2024	04:00 PM	Briefing Session with CoS and Clinton Jury and Mayor Johnson LGA
15/04/2024	06:30 PM	Committee Meetings: Policy and Planning; Finance and Corporate Services; Urban Services and Governance and Compliance
16/04/2024	09:00 AM	Meeting with Mayor Marijka Ryan - Tea Tree Gully Council Homelessness
16/04/2024	10:30 AM	Catch up with Councillor
16/04/2024	01:00 PM	Mayor/CEO/EA - Regular Meeting
16/04/2024	02:00 PM	Celebration and Blessing of Ingle Farm Salvation Army House
16/04/2024	03:00 PM	Phone Conversation with Staff
16/04/2024	04:00 PM	First round of judging – Watershed Art Prize
16/04/2024	04:30 PM	Meeting with Cr Chewparsad
16/04/2024	06:30 PM	Committee Meetings: Innovation and Business Development and Community Wellbeing and Sport
16/04/2024	12 Noon	Media Issues - Regular Catch-up
17/04/2024	05:15 PM	Women in Business Networking Event

Events attended by Elected Members on behalf of the Mayor

Date	Time	Function
28/03/2024	10.30am	Cr S Reardon: Represented the Mayor at the RAAF Commemorative Service

REPORTS FROM COUNCIL REPRESENTATIVES

QUESTIONS ON NOTICE

QON1 Question on Notice Cr B Brug: Tree Policy Submission response

A Question on Notice was received from Cr B Brug:

What response did State Government provide on Council's submission on Tree Policy to the Expert Panel for the Planning System Implementation Review and what is the status of this review?

Administration response:

Council Submission

On the 31 January 2023, Council wrote two submissions to the Expert Panel on the Planning System Implementation Review.

One submission was on Significant and Regulated Tree Policy. In summary, the submission recommended:

- Revised tree policy and funding to support removing large trees within close proximity to a house and the planting of a more suitable species nearby by:
 - o Increasing the exemption distance from 15 metres.
 - o Including eucalyptus as an exempted species.
- That Significant and Regulated tree controls not apply to Council streetscape renewal programs.
- Increasing the offset fees for tree removal.
- Policy encouraging the planting of trees in the front of dwellings.
- Education to promote the benefits of trees and landscaping in the urban environment.

There has been no direct response to Council's submission; the Expert Panel response relates to the key issues raised from all submissions.

All information including Council's submission is provided at [Final report and government response | Planning Review](#)

Expert Panel Report and Government Response

The Expert Panel's report was referred to the State Government in March 2023.

As requested by the Government the Expert Panel prepared seven early recommendations regarding trees on 23 January 2023.

In general, these sought to increase the number of trees protected by:

- decreasing the prescribed circumference that defines a significant or regulated tree.

- reducing the exemption distance from a dwelling.
- re-considering the need for the inclusion of an exempted species.

They also sought to investigate tree canopy as a measure of tree protection.

The Minister for Planning accepted these recommendations.

In their Final Report and Recommendations 2023, the Expert Panel provided additional recommendations about trees.

The Government response to the Expert Panel was released on 28 March 2024.

The following recommendations are relevant to the City of Salisbury.

Recommendation Number	Expert Panel Recommendation	Council Recommendation	Government Response
37	The Planning and Design Code policy should support design innovation to enable the retention of trees.	Yes	Support
40	The Urban Tree Canopy Off-Set Scheme fees are increased.	Yes	Support
41	Investigate additional and/or alternative penalties for tree damaging activities.	No	Support
42	Investigate the establishment of an independent arboriculture advisory body to provide advice on significant tree applications.	No	Support
43	Apply the tree regulations to all State Government projects	No	Support
44	Investigate opportunities and mechanisms available to encourage tree retention and planting on private land.	No	Support

QON2 Question on Notice Cr B Brug: Community Garden Funding Mawson Lakes UniSA

A Question on Notice was received from Cr B Brug:

Can the Administration advise what the status is of the UniSA Mawson Lakes Community Garden Funding?

Administration Response:

The Mawson Lakes Community Garden is on UniSA land and is managed by a small number of volunteers.

The Administration understands that funding is sourced through a number of fundraising avenues and donations directly to the group.

QUESTIONS WITHOUT NOTICE

MOTIONS ON NOTICE

MON1 Motion on Notice Cr Jensen - Para Hills Oval Facilities

Cr P Jensen has submitted the following Motion on Notice:

That Council:

1. Requests the Administration to present a report with a concept design and costing estimates on a joint club room and change room facility at Para Hills Oval (off Nelson/Murell Road), including opportunities for applicable state/federal grant funding opportunities.
2. Approves that the costs for the detailed design of the facility be considered for the 2025/26 budget, with construction during 2026/27, unless state/federal grant application for funding can be obtained to allow earlier delivery of the facility.

MOTIONS WITHOUT NOTICE

OTHER BUSINESS

ORDERS TO EXCLUDE THE PUBLIC

1.4.1 Recommendations of the Confidential Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 8 April 2024

Recommendation

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

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

*On that basis the public's interest is best served by not disclosing the **Recommendations of the Confidential Intercultural Strategy and Partnerships Sub Committee meeting held on Monday 8 April 2024** item and discussion at this point in time.*

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

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

Recommendation

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

1. Pursuant to Section 90(2) and (3)(a) and (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 would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and
 - 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

*On that basis the public's interest is best served by not disclosing the **Update on Action on Rates Assessments Outstanding under Section 184 of the Local Government Act 1999** item and discussion at this point in time.*

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

4.4.1 Tenancy Matter - Salisbury

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

4.4.1FI Tenancy Matter - Salisbury

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

5.4.1 Bridgestone Athletics Centre Management Model - Update

Recommendation

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

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

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

5.4.2 Recommendations of the Confidential Salisbury Living Sub Committee meeting held on Monday 8 April 2024 5.4.2FI – late item

Recommendation

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

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

*On that basis the public's interest is best served by not disclosing the **Recommendations of the Confidential Salisbury Living Sub Committee meeting held on Monday 8 April 2024** item and discussion at this point in time.*

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

6.4.1 Project Connect Quarterly Status Update

Recommendation

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

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) and (d)(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; and*
 - *commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
 - *commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*

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

MWON1 Internal Audit Resourcing

Recommendation

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

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

*On that basis the public's interest is best served by not disclosing the **MWON1 Internal Audit Resourcing** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

C1 Budget Update - Resource Alignment

Recommendation

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

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

*On that basis the public's interest is best served by not disclosing the **Budget Update - Resource Alignment** item and discussion at this point in time.*

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

C2 Strategic Property Development Update

Recommendation

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

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

*On that basis the public's interest is best served by not disclosing the **Strategic Property Development Update** item and discussion at this point in time.*

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

C3 Sister Cities – Requests for Council Consideration

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 90(3)(e) of the Local Government Act 1999, the Council orders that the public be excluded from attendance at the part of the meeting relating to Agenda Item **Sister Cities – Requests for Council Consideration***
 - *it relates to matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person; and*
 - *information the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*

*On that basis the public's interest is best served by not disclosing the **Sister Cities – Requests for Council Consideration** 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