



## **AGENDA**

**FOR FINANCE AND CORPORATE SERVICES COMMITTEE MEETING TO BE HELD ON**

**20 MAY 2024 AT THE CONCLUSION OF THE POLICY AND PLANNING COMMITTEE**

**IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,  
34 CHURCH STREET, SALISBURY**

### **MEMBERS**

Cr B Brug (Chairman)  
Mayor G Aldridge  
Cr L Brug (Deputy Chairman)  
Deputy Mayor, Cr C Buchanan  
Cr J Chewparsad  
Cr A Graham  
Cr K Grenfell  
Cr D Hood  
Cr P Jensen  
Cr M Mazzeo  
Cr S McKell  
Cr S Ouk  
Cr S Reardon

### **REQUIRED STAFF**

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

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**APOLOGIES**

**LEAVE OF ABSENCE**

**PRESENTATION OF MINUTES**

Presentation of the Minutes of the Finance and Corporate Services Committee Meeting held on 15 April 2024.

**REPORTS**

*Administration*

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*For Decision*

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*For Information*

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**QUESTIONS ON NOTICE**

*There are no Questions on Notice.*

**MOTIONS ON NOTICE**

*There are no Motions on Notice.*

**OTHER BUSINESS**

*(Questions Without Notice, Motions Without Notice, CEO Update)*

**CLOSE**



**MINUTES OF FINANCE AND CORPORATE SERVICES COMMITTEE MEETING  
HELD IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,  
34 CHURCH STREET, SALISBURY ON**

**15 APRIL 2024**

**MEMBERS PRESENT**

Cr B Brug (Chairman)  
Mayor G Aldridge  
Cr L Brug (Deputy Chairman)  
Deputy Mayor, Cr C Buchanan  
Cr J Chewparsad  
Cr A Graham  
Cr K Grenfell  
Cr D Hood  
Cr P Jensen (*via Video Conferencing Teams*)  
Cr M Mazzeo  
Cr S McKell  
Cr S Ouk  
Cr S Reardon

**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  
Governance Support Officer, Ms K Boyd  
Team Leader Strategic Urban Planning, Ms S Jenkin  
Manager Engineering Assets and Systems, Mr M Purdie  
Manager Infrastructure Delivery, Mr J Collins  
Manager Urban, Recreation and Natural Assets, Mr J Foong  
Manager Strategic Development Projects, Ms S Klein  
Manager City Shaping, Mr L Lopez Digon  
Senior Strategic Planner, Mr D Tian  
Senior Social Planner, Ms L Grant  
Manager Community Health and Wellbeing, Ms V Haracic  
Manager Finance and Procurement Services, Ms K George

The meeting commenced at 7.15 pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

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**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

**PRESENTATION OF MINUTES**

Moved Mayor G Aldridge  
Seconded Cr M Mazzeo

The Minutes of the Finance and Corporate Services Committee Meeting held on 18 March 2024, be taken as read and confirmed.

**CARRIED**

**REPORTS**

*Administration*

**2.0.1 Future Reports for the Finance and Corporate Services Committee**

Moved Cr L Brug  
Seconded Cr D Hood

That Council:

1. Notes the report.

**CARRIED**

**2.1.1 Higher Value Property Review**

Moved Mayor G Aldridge  
Seconded Cr S Reardon

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.

**CARRIED**

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

Moved Cr J Chewparsad  
Seconded Cr S McKell

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%

*Cr J Chewparsad sought leave of the meeting to VARY the MOTION as follows:*

1. Approves for consultation basis a rate increase based on a 6.5% 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.

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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%

*LEAVE WAS NOT GRANTED.*

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%

**CARRIED**

**2.1.3 Budget Status Update**

Moved Cr C Buchanan  
 Seconded Cr L Brug

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:

	<b>Capital Expenditure</b>	<b>Operating Expenditure</b>
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
<b>Total</b>	<b>\$46,885,200</b>	<b>\$5,275,040</b>

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).

**CARRIED**

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

Moved Cr K Grenfell  
Seconded Cr S McKell

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.

**CARRIED**

## 2.1.5 NAWMA Draft 2024/2025 Budget

*Cr L Brug left the meeting at 7:40 pm.*

*Cr K Grenfell declared a conflict of interest on the basis of being a board member of NAWMA. Noting the conflict of interest exemption under Regulation 8AAA(1)(f) of the Local Government (General) Regulations 2013 “the adoption or revision of a budget”. Cr Grenfell remained in the meeting and voted on the item.*

*Cr C Buchanan declared a conflict of interest on the basis of being a board member of NAWMA. Noting the conflict of interest exemption under Regulation 8AAA(1)(f) of the Local Government (General) Regulations 2013 “the adoption or revision of a budget”. Cr C Buchanan remained in the meeting and voted on the item.*

Moved Cr P Jensen  
Seconded Cr S Ouk

### That Council:

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

**CARRIED**

*The majority of members present voted IN FAVOUR of the MOTION.*

*Cr K Grenfell voted IN FAVOUR of the MOTION.*

*Cr C Buchanan voted IN FAVOUR of the MOTION.*

## 2.1.6 Approval of Cash Advance Debenture Facility – NAWMA

*Pursuant to section 75 of the Local Government Act 1999, Cr C Buchanan declared a material conflict of interest on the basis of being a Board member of NAWMA. Cr Buchanan managed the conflict by leaving the meeting. Cr C Buchanan left the meeting at 7:42 pm.*

*Pursuant to section 75 of the Local Government Act 1999, Cr K Grenfell declared a material conflict of interest on the basis of being a Board member of NAWMA and also the Chairman of the Audit and Risk Committee. Cr Grenfell managed the conflict by leaving the meeting. Cr Grenfell left the meeting at 7:43 pm.*

Moved Cr A Graham  
Seconded Cr J Chewparsad

### 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.

**CARRIED**

*Cr C Buchanan returned to the meeting at 7:45 pm.*

*Cr K Grenfell returned to the meeting at 7:45 pm.*

**2.1.7 Public Awareness - Rates Notice Information**

Moved Mayor G Aldridge  
 Seconded Cr D Hood

That Council:

- 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.

**CARRIED**

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

*Cr C Buchanan declared a conflict of interest on the basis of being a member of the NAWMA Board. Noting the conflict of interest exemption under regulation 8AAA (1)(e) – “the adoption or revision of an annual business plan”. Cr C Buchanan remained in the meeting and voted on the item.*

*Cr K Grenfell declared a conflict of interest on the basis of being a member of the NAWMA Board. Noting the exemption under regulation 8AAA (1)(e) – “the adoption or revision of an annual business plan”. Cr K Grenfell remained in the meeting and voted on the item.*

*Cr L Brug returned to the meeting at 7:49 pm.*

Moved Cr D Hood  
 Seconded Cr J Chewparsad

That Council:

- 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).

**CARRIED**

*The majority of members voted IN FAVOUR of the MOTION.  
 Cr C Buchanan voted IN FAVOUR of the MOTION.  
 Cr K Grenfell voted IN FAVOUR of the MOTION.*

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**QUESTIONS ON NOTICE**

*There were no Questions on Notice.*

**MOTIONS ON NOTICE**

*There were no Motions on Notice.*

**OTHER BUSINESS**

*(Questions Without Notice, Motions Without Notice, CEO Update)*

*There were no Other Business items.*

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

Moved Cr J Chewparsad  
Seconded Cr S Ouk

The Finance and Corporate Services Committee orders:

1. *Pursuant to Section 90(2) and (3)(a) and (b)(i) and (b)(ii) of the Local Government Act 1999, it is necessary and appropriate to exclude the public for the consideration of Agenda Item 2.4.1 Update on Action on Rates Assessments Outstanding under Section 184 of the Local Government Act 1999 with the exception of the following persons:*

- *Chief Executive Officer*
- *Deputy Chief Executive Officer*
- *General Manager City Infrastructure*
- *A/General Manager Community Development*
- *General Manager City Development*
- *Manager Governance*
- *Team Leader Council Governance*
- *Governance Support Officer*
- *Team Leader Strategic Urban Planning*
- *Manager Engineering Assets and Systems*
- *Manager Infrastructure Delivery*
- *Manager Urban, Recreation and Natural Assets*
- *Manager Strategic Development Projects*
- *Manager City Shaping*
- *Senior Strategic Planner*
- *Senior Social Planner*
- *Manager Community Health and Wellbeing*
- *Manager Finance and Procurement Services*

*On the basis that:*

- *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*

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*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.*

**CARRIED**

The meeting moved into confidence at 7.49 pm.

The meeting moved out of confidence and closed at 7.50 pm.

CHAIRMAN.....

DATE.....

<b>ITEM</b>	2.0.1
	<b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	20 May 2024
<b>HEADING</b>	Future Reports for the Finance and Corporate Services Committee
<b>AUTHOR</b>	Mercedes Healy, Personal Assistant Executive Office, CEO and Governance
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	This item details reports to be presented to the Finance and Corporate Services Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

#### **RECOMMENDATION**

##### That Council:

1. Notes the report.

#### **ATTACHMENTS**

There are no attachments to this report.

#### **1. BACKGROUND**

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

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

- 2.1 No external consultation was required in the development of this report.

### 3. REPORT

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

<b>Meeting - Item</b>	<b>Heading and Resolution</b>	<b>Officer</b>
27/06/2022	<b>New Grant funding for Infrastructure Projects</b>	Michelle Glover
4.1.10	5. Authorises the Chief Executive Officer to distribute the \$1.1M across the grant related projects stated in paragraphs 4.2.2 and 4.2.4 of the report (Item 4.1.10 – New Grant Funding for Infrastructure Projects – Urban Services Committee, 20 June 2022) with these allocations to be summarised within the following Quarterly Budget.	
<b>Due:</b>	February 2024	
<b>Deferred to:</b>	August 2024	
<b>Reason:</b>	A number of projects with in this program have been extended. Administration will report back to Council once division of the CoS contribution across the projects has been determined.	

### 4. CONCLUSION / PROPOSAL

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



<b>ITEM</b>	2.1.1 <b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	20 May 2024
<b>HEADING</b>	Globe Derby Community Club 2024/25 Separate Rate
<b>AUTHORS</b>	Melissa Hamilton, Team Leader Accounting Services, Business Excellence Kate George, Manager Finance and Procurement Services, Business Excellence
<b>CITY PLAN LINKS</b>	4.1 Members of our community receive an exceptional experience when interacting with Council 4.4 We plan effectively to address community needs and identify new opportunities
<b>SUMMARY</b>	As part of setting the budget and declaration of rates Council declares a separate rate each year on behalf of the Globe Derby Community Club in accordance with the Land Management Agreement. This report seeks Council's support to prepare a declaration of the separate rate for 2024/25, following the receipt of the formal request from Globe Derby Community Club. This report provides a copy of the correspondence received and seeks support to prepare a declaration of the separate rate for 2024/25.

## **RECOMMENDATION**

### That Council:

1. Approves in principle, the proposed separate rate of \$150 per share in common land, 63 shares in total, in the relevant area for the Globe Derby Community Club for 2024/25, noting that a formal recommendation for declaration of the separate rate will be brought forward to the June 2024 Council meeting.

## **ATTACHMENTS**

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

1. [Globe Derby Community Club Separate Rate Request](#)
2. [Globe Derby Community Club Budget 2024/25](#)
3. [Globe Derby Allotment Plan](#)

## **BACKGROUND**

- 1.1 In the Land Management Agreement with the Globe Derby Community Club, Council has agreed to raise funds by way of separate rates on properties with an interest in an area of common land (63 shares). The rates raised are for use by the club to maintain the common land area.

## 2. CONSULTATION / COMMUNICATION

### 2.1 External

- 2.1.1 Globe Derby Community Club has submitted their request to Council, a copy of which is included as an attachment to this report

## 3. REPORT

- 3.1 The Globe Derby Community Club (the Club) is a body consisting of owners of the allotments contained in DP9830 (lots 1-23 & 26-32), DP18972 (lots 50-51), DP9831 (lots 33-34 & 37-64) and FP14624 (lots 1-2) inclusive: 64 allotments in total.
- 3.2 Allotment 65 in DP9832 is common land (the Land) which is owned in 63 equal shares, held across the 64 allotments detailed in paragraph 3.1. The ownership is one share per allotment, except for lot 1 of FP14624 and lot 37 of DP9831 which has one share across the two allotments.
- 3.3 The Council and the Club entered into an Agreement in 1998 (the Agreement) for the management of the Land that requires, amongst other things, that the Club will maintain the Land. The Council agreed to assist the Club by declaring a separate rate for the purpose of funding the maintenance of the Land by the Club.
- 3.4 It should be noted that allotments and assessments are different concepts, and should land owners have multiple allotments that they seek to amalgamate as a single assessment, they will still be levied the separate rate on their respective share of the common land. Currently there are 64 allotments, 63 shares of interest in common land, and 62 assessments.
- 3.5 In the exercise of the power contained in section 154(2)(b) of the *Local Government Act 1999* the Council may declare a separate rate based on a proportional basis related to the estimated benefit to the occupiers of the land in the part of the area subject to the rate.
- 3.6 A formal request from the Globe Derby Community Club (Attachment 1) has been received and the separate rate required for 2024/25 which is consistent with the \$150 per share in common land that applied in the 2023/24 year. This meets the requirements of a separate rate as it is based on a proportional basis related to the estimated benefits to the occupiers of the land in the part of the area subject to the rate.
- 3.7 A rate of \$150 per share of Common Land is required to generate the requested and required revenue of \$9,450 to enable the Globe Derby Community Club to maintain the common land area (the Land) as detailed in budget information provided in attachment 3. The separate rate will apply as follows:

DP9830 Lots 1-23 & Lots 26-32	\$150 per allotment
DP18972 Lots 50-51	\$150 per allotment
DP9831 Lots 33-34 & Lots 38-64	\$150 per allotment
F14624 Lot 2	\$150 per allotment
FP14624 Lot 1 & DP 9831 Lot37	\$150 in total for the two lots combined

Attachment 4 contains the allotment plan detailing the land described in the table above.

**4. CONCLUSION / PROPOSAL**

- 4.1 It is recommended that Council approves in principle, the proposed separate rate of \$150 per share of interest in common land in the relevant area for the Globe Derby Community Club for 2024/25, noting a formal recommendation for declaration will be brought forward to the June 2024 Council meeting.





**GLOBE DERBY COMMUNITY CLUB**  
C/- THE SECRETARY  
30 ALABAR CRESCENT  
GLOBE DERBY PARK  
SA 5110

The CEO  
Corporation of the City of Salisbury  
PO Box 8  
SALISBURY SA 5108  
Attention: Mercedes Healy

Dear Mercedes,

Enclosed are the documents you require to collect our common land rate. The last AGM saw residents vote to keep the amount at \$150.00 per household as the move to use contractors to undertake slashing of the grass on the common land and rubbish disposal program continues to be supported by our members.

The following has been approved by our Committee:

*For the purposes of raising revenue for the maintenance of the Land and management of the facilities on the Land, being Lot 65 in deposited plan no. 9832, the Globe Derby Community Club requests that the Council declare a separate rate, based on a proportional basis related to the estimated benefit to the occupiers of the Land in the part of the area subject to the rate, of \$150 for each allotment numbered 1 – 32 in deposited plan no. 9830 and 36 – 64 inclusive in deposited plan no. 9831, of portion of section 3070 of Hundred Port Adelaide (laid out as Bolivar), pursuant to s154(2)(b) of the Local Government Act 1999 for 2024/25.*

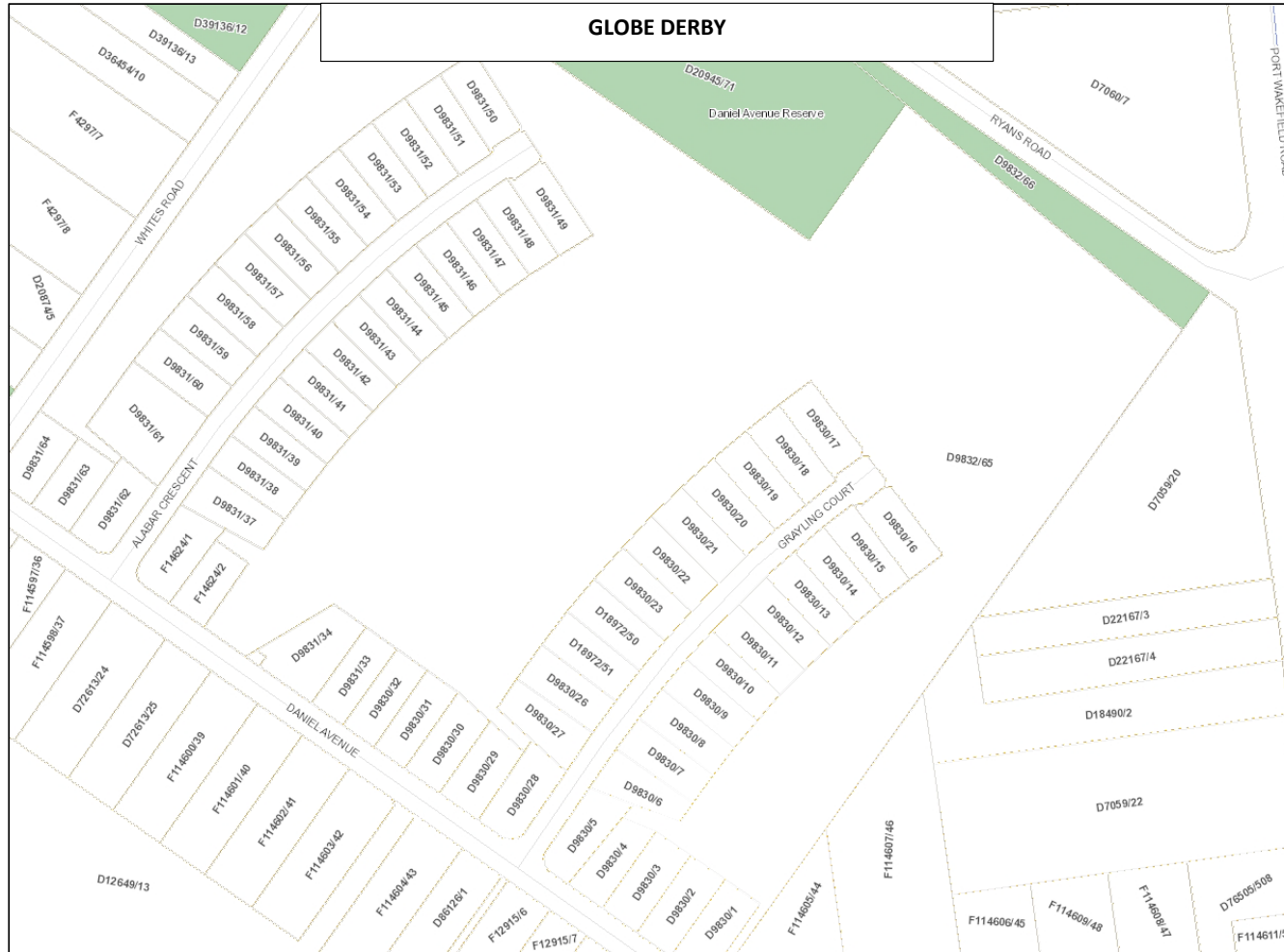
Yours faithfully,

*Fran Hurley*  
Secretary Globe Derby Community Club  
1/05/2024

## GLOBE DERBY COMMUNITY CLUB INC

### Budget 2024/2025

	Income	Expenditure
63 rateable properties @ \$150.00	\$9450.00	
bank interest	<u>\$ 10.00</u>	
Insurance - \$20M public liability \$2M Association & Officials Liability		\$1600.00
Lease of parcel of land adj. common		\$ 250.00
Maintenance & resurfacing of tracks & arenas		\$ 2900.00
Post & cash items		\$ 50.00
Slashing of grass on the Common		\$2500.00
Rubbish removal from Common		\$ 1510.00
Removal of tyres		\$ 450.00
Provision for future machinery replacement		<u>\$ 200.00</u>
<u>TOTAL</u>	\$9460.00	\$9460.00



Item 2.1.1 - Attachment 3 - Globe Derby Allotment Plan





<b>ITEM</b>	2.1.2
	<b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	20 May 2024
<b>HEADING</b>	Green Adelaide Board Regional Landscape Levy (Separate Rate)
<b>AUTHOR</b>	Kate George, Manager Financial Services, Business Excellence
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	<p>This report details the Regional Landscape Levy for 2024/25, collected by way of a separate rate as required by the <i>Landscape South Australia Act 2019</i>.</p> <p>The report is for information with Council’s declaration of the separate rate planned for the June 2024 Council Meeting</p>

## RECOMMENDATION

### That Council:

1. Notes the report and that the resolution for the Regional Landscape separate rate will be prepared for the June 2024 meeting of Council.

## ATTACHMENTS

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

1. Grean Adelaide Board Regional Landscape Levy 2024/25 [↓](#)

### 1. BACKGROUND

- 1.1 From 1 July 2020 the *Landscape South Australia Act 2019* (the Act) replaced the Natural Resources Management Act as the framework for managing State’s land, water, pest animals and plants, and biodiversity.
- 1.2 Each year Council is required to collect the Regional Landscape Levy (previously the Natural Resources Management Levy) on behalf of the Green Adelaide Board (previously on behalf of the Adelaide and Mount Lofty Ranges Natural Resources Management Board), through a separate rate, in accordance with the requirements of the Act.

**2. REPORT**

2.1 In accordance with the requirements under the Landscape South Australia Act 2019, Council is required to contribute \$2,507,807 to the Green Adelaide Board (GAB) for 2024/25 compared with \$2,289,374 for the 2023/24 year, which is a 9.54% increase.

2.2 We need to adjust the amount required to be remitted by the amount of any excess or shortfall in levy collected so that what is generated enables the remission to the Board of the appropriate amount:

• Board requirement	\$2,507,807	(LY \$2,289,374)
• Add estimate of rebates	\$35,113	
• Add prior period under-recovery	\$24,657	
	<b><u>\$2,567,577</u></b>	

2.3 The requirement is collected by way of a separate rate on the capital values of applicable properties in the Salisbury Council area, and the rate in the dollar will go down given the increase in capital values despite the percentage increase in the levy requirement. The rate in the dollar and declaration will be reported to Council in June.

**3. CONCLUSION / PROPOSAL**

3.1 These details are provided as information in preparation for the declaration of the separate rate planned for June.



Government of  
South Australia



GA-D00000347

1 March 2024

Mr John Harry  
Chief Executive Officer  
City of Salisbury  
PO Box 8  
SALISBURY SA 5108

81-95 Wymouth St  
Adelaide SA 5000  
GPO Box 1047  
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P: +61 (08) 7424 5760  
E: dew.greenadelaide@sa.gov.au

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

Dear Mr Harry

### **2024-25 - Regional landscape levy arrangements for the Green Adelaide Region**

The *Landscape South Australia Act 2019* (the Act) provides the framework for managing the state's land, water, pest animals and plants and biodiversity. The Act created eight new regional landscape boards and a metropolitan landscape board, Green Adelaide. Green Adelaide was specifically created in this new legislation, in recognition of the unique environmental challenges faced in urban areas. Local Government continues to play a key role in the collection of the regional landscape levy.

#### **Contributions and raising a levy in 2024-25**

There are no proposed changes to the basis of the regional landscape levy in 2024-25, and the total levy income increase is capped to CPI of 5.9%. The Green Adelaide Board's draft business plan will specify \$34,028,267 as the amount to be contributed by the constituent councils in the Green Adelaide Region. The indicative share for each Council of this contribution is listed in Attachment A.

Councils may also collect a fee from the regional landscape boards for the administrative costs of collecting a landscape levy. For 2024-25 the fee has been calculated using a fixed fee of \$3,013 (excluding GST) plus \$0.30 per rateable assessment. Please ensure the tax invoice includes GST. The proposed ongoing collection fee for each Council is provided in Attachment A.

If you have any queries, please do not hesitate to contact Ms Roisin McAlary, Manager Financial Services on 8429 7674. I look forward to working together to ensure the ongoing management of the Green Adelaide Region to create a cooler, greener, wilder and climate resilient city that celebrates our unique culture.

Yours sincerely

Brenton Grear  
**Director, Green Adelaide**

**Attachment A****Council contributions to the Green Adelaide Board and collection fees for 2024-25**

<b>Council</b>	<b>Council contribution (\$)</b>	<b>Proposed collection fee based on standard rates (\$)</b>
Adelaide City Council	1,872,596	10,383
City of Burnside	2,072,080	9,514
Campbelltown City Council	1,426,821	10,723
City of Charles Sturt	3,643,161	21,808
Holdfast Bay City Council	1,507,968	9,393
Corporation of the City of Marion	2,336,457	16,811
City of Mitcham	2,103,522	11,976
City of Norwood, Payneham and St Peters	1,594,523	9,451
City of Onkaparinga	3,269,053	26,237
City of Playford	1,537,032	17,534
City of Port Adelaide Enfield	3,334,072	23,269
City of Prospect	729,140	6,188
City of Salisbury	2,507,807	22,014
City of Tea Tree Gully	2,128,039	16,570
Corporation of the City of Unley	1,713,975	8,883
Corporation of the Town of Walkerville	402,359	4,269
City of West Torrens	1,849,662	12,680
<b>Total</b>	<b>\$34,028,267</b>	<b>237,704</b>

<b>ITEM</b>	2.1.3
	<b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	20 May 2024
<b>HEADING</b>	Salisbury Business Association Separate Rate
<b>AUTHORS</b>	Melissa Hamilton, Team Leader Accounting Services, Business Excellence Kate George, Manager Finance and Procurement Services, Business Excellence
<b>CITY PLAN LINKS</b>	4.4 We plan effectively to address community needs and identify new opportunities
<b>SUMMARY</b>	As part of setting the budget and the declaration of rates, Council declares a separate rate on behalf of the Salisbury City Centre Business Association to enable them to undertake a range of activities. This report seeks Council's support to declare the separate rate for 2024/25. The report also responds to the resolution 0486/2023 regarding the boundary which applies for the levying of the Salisbury Business Association separate rate.

## RECOMMENDATION

### That Council:

1. Approves the Salisbury Business Association separate rate totalling \$214,049.09 (excluding GST) and notes that the formal declaration of the Salisbury Business Association separate rate will be prepared for the June 2024 meeting of Council.
2. Approves that the Salisbury Business Association be supported to keep its member database up to date through the provision of assessment record details of those subject to the separate rate at the time of generating the first quarter rates notice at no charge to the Association, and periodically throughout the year as may be requested by the Association.
3. Notes the information pertaining to SBA separate rate boundary.

## ATTACHMENTS

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

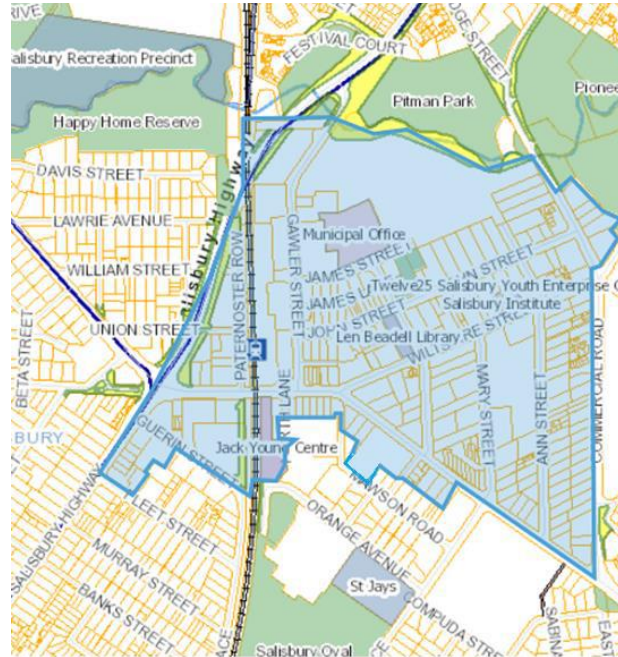
1. Salisbury Business Association Separate Rate Request and Budget 2024/25 [↓](#)

### 1. BACKGROUND

- 1.1 Each year Council declares a separate rate on behalf of the Salisbury Business Association (SBA) to enable them to undertake a range of activities including:
  - 1.1.1 Support and promote Salisbury City Centre Businesses;
  - 1.1.2 Attraction strategy and events including Community Christmas Parade, Food and Cultural Festival, and Salisbury Car Show; and
  - 1.1.3 Providing training, workshops and networking opportunities.

- 1.2 Further details of activities undertaken are contained in Attachment 1.
- 1.3 Additionally, at the October 2023, there was a Motion on Notice regarding the Salisbury City Centre Boundary. The first map below shows the SBA Levy boundary and the second shows the Salisbury City Centre planning zone.

Map of Salisbury Business Association Separate Rate Boundary



Map of Salisbury City Centre Zone



1.4 At the October 2023 Council meeting, the following was resolved:

That Council:

1. *Thanks Mr Waylen of the Salisbury Business Association for his public questions.*
2. *Requests the Administration to present a report to the relevant sub committee within six months, including consultation with the Salisbury Business Association.*
  1. *On the current geographical boundaries of the Salisbury City Centre planning zone and the boundary application of the Salisbury Business Association separate rate levy; and*
  2. *On the merits and process of modifying the boundaries of the Salisbury Business Association separate rate levy to align with the Salisbury City Centre planning zone*

*Resolution No. (0486/2023)*

1.5 This report provides the response to this Council resolution.

## 2. CONSULTATION / COMMUNICATION

2.1 Salisbury Business Association

## 3. REPORT

### Separate Rate 2024/25

- 3.1 The SBA has written seeking the continued support of Council for the raising of a separate rate to fund the activities of the SBA. A copy of their request outlining their activities for the next year, together with a budget for the 2024/25 is included in Attachment 1.
- 3.2 The SBA proposes to raise \$235,454.00 (inclusive of GST) which is an increase of 27.1% on the 2023/24 amount of \$185,270.80 (2022/23 \$178,145 which was consistent with pre-Covid 2019/20 amount).
- 3.3 After allowing for the Goods and Services Tax (GST) of \$21,404.91, the amount required to be collected as a separate rate in 2024/25 is \$214,049.09. Additionally, Council needs to add the estimated cost of any rebates and remissions applicable to the separate rate, and adjust for any excess or shortfall in prior period. Therefore, the total amount required to be collected from the separate rate is as follows:

SBA requirement	\$214,049.09
Rebates/Remission estimate 2024/25	\$699.64
Less prior period over-recovery	\$2,427.10
	<u><u>\$212,321.63</u></u>

- 3.4 It should be noted that the SBA has indicated in its request on page five of Attachment 1 that their key expenditure areas for the upcoming financial year include:
- 3.4.1 Significant precinct wide marketing campaigns including month long “Salisbury... Food, Glorious Food”, Keeping Your Health on Track community health expo, and 6+ week Pre Christmas Retail Campaign and up to 12 other minor campaigns.
  - 3.4.2 Addition of new events and promotions.
  - 3.4.3 Website and Social Media upgrade to include a Local Employment Opportunities section.
  - 3.4.4 Delivering key community events including Salisbury Community Christmas Parade and various free family friendly themed community Fun Days throughout the year.
  - 3.4.5 Delivering Business Showcase Month in partnership with City of Salisbury, Office for Small Business and Rotary Club of Salisbury.
  - 3.4.6 Developing a new member database/CRM.
  - 3.4.7 Maintaining a database of properties available to lease and showcasing these through multiple mediums such as E-Newsletter, Facebook and SBA website.
- 3.5 Staff will work with the SBA to ensure alignment of the SBA and Council initiatives deliver agreed outcomes.
- 3.6 The SBA has created a database of the members of the SBA, and to support the SBA in keeping this database current it would be of assistance for Council to continue to provide assessment record details for the properties subject to the SBA separate rate free of charge, and that this information be provided at the time of generating the first quarter rate notices, and on specific request of the SBA.
- 3.7 If the request for a separate rate for the SBA is approved the formal resolution to declare the rate will be brought to the June 2024 Council meeting in conjunction with Council’s rate declaration.

#### **Salisbury Business Association Separate Rate Boundary**

- 3.8 The *Local Government Act 1999* (the Act) details the requirements for separate rates and also the process to change separate rate parameters. Section 154(1) of the Act states that the Council can declare a separate rate for the purpose of “carrying out, making available, supporting, maintaining or improving an activity that is, or is intended to be, of particular benefit to the land or the occupiers of the land, within that part of the area”.
- 3.9 To change the area that the separate rate applies to s151(5) of the Act requires that Council must prepare a report on the proposed change and undertake public consultation in accordance with Council’s consultation policy. The report requirements are detailed in s151(6) of the Act and include the reason for the proposed change and the impact of the proposed change.



- 3.10 A meeting was held with the Executive Officer of the SBA to seek their feedback on the potential to review the current boundary for the separate rate. This was further considered by the SBA board who determined that the preference was to retain the current boundary.
- 3.11 On balance the benefits arising from any change in the boundary do not outweigh the effort required to undertake the process to change the boundary and as was noted by the SBA, they have other processes that allows members outside of the current boundary to join the association, for example an associate member.
- 3.12 Should Council wish to undertake a report and public consultation process it would need to be undertaken prior to the declaration of the separate rate, and consequently could not be achieved in time for the 2024/25 declaration in June 2024.

#### **4. CONCLUSION / PROPOSAL**

##### **Separate Rate 2024/25**

- 4.1 Council supports the request of the SBA, noting that the formal resolution to declare the rate will be brought to the June Council meeting in conjunction with Council's rate declaration.
- 4.2 That Council supports the SBA maintain its membership database by providing free of charge the assessment record details of properties subject to the separate rate.

##### **Separate Rate Boundary**

- 4.3 Given the consideration of the process to amend the current boundary and the view of the SBA Board to retain the current boundary, it is recommended that no changes are made to the separate rate levy boundary.



Good morning Charles, Kate, Belinda and Mercedes,

Welcome to Easter Eve! 🍷

Please find attached the **Proposed Budget** of the **Salisbury Business Association Inc. 2024 – 2025** for consideration relating to the **Salisbury City Centre Special Rate Levy**.

You will note an **Operational Increase** to 2023 – 2024 Budget Special Rate Levy of **\$40,164.00**.

This is to reflect an overall increase in all operational areas of the Association including salaries, insurances, events and event management, Superannuation, IT, electricity and phones, marketing and website to name a few specific ones.

For the past 3 years, we have tried to offset increases to operational costs, as well as the 2-year reduced levy (25%) request during COVID, but CPI and all Cost of Living expenses are now beyond the capacity for significant internal operational savings.

Plus, following discussions with the City of Salisbury and us, we have also requested \$10,000 for Collaborative CoS/SBA Projects/Opportunities as yet to be determined.

Should you have any queries or concerns, please don't hesitate to contact me.

Have a wonderful Easter!

Kind regards,

*David*

**David Waylen**  
Executive Officer

**Salisbury Business Association Inc.**  
Supporting LOCAL Business



**SALISBURY**  
Business Association

## 2024/25 BUDGET

Approved March 2024

### Key Objectives

- Property and Business Owner Engagement
- Working with the City of Salisbury on key Salisbury City Centre strategies that support/complement the SCC Revitalisation Strategy
- Stakeholder Consultation and Collaboration
- Facilitating B-2-B Relationships
- Precinct wide marketing
- City Centre Activation
- Delivery of key events to raise the profile of the City Centre
- Promoting the Salisbury City Centre as a destination for everyone



## Salisbury Business Association Inc.

20a John Street Salisbury SA 5108 / PO Box 971 Salisbury SA 5108  
M : 0414 813 202 Email : [info@salisburyba.com.au](mailto:info@salisburyba.com.au)

The Salisbury Business Association celebrated 30 years in 2020 and is a not-for-profit incorporated membership based organisation funded through an annual Special Salisbury City Centre Rate levy collected by the City of Salisbury.

### Association's Objectives

The objectives of the Association are to:

1. Improve the public image of the Salisbury City Centre;
2. Formulate, and oversee the implementation of, a marketing strategy for the Salisbury City Centre;
3. Promote the Salisbury City Centre as one destination;
4. Attract more people to the Salisbury City Centre;
5. Encourage ethical behaviour and good business practice amongst the Association's Members;
6. Liaise and co-operate with the City of Salisbury and other authorities and bodies for better achieving the objects of the Association;
7. Generate funds to fulfil objectives 1 to 5 above.

### Services we Provide

We provide a range of services, to meet the needs of our members. They include:

1. Quality and timely communication to/between property owners, local traders/businesses and stakeholders;
2. Lobbying and advocacy on behalf of local traders/businesses to Salisbury Council, government departments, other stakeholders,
3. Providing a *Spotlight on Salisbury* philosophy supporting/promoting anything and everything that can attract people to the Salisbury City Centre;
2. Engagement activities/events such as Community Christmas Parade, Salisbury Car Show, Food and Cultural Festival, and others, as well as *partnering* with other key events/initiatives.
3. Opportunities for businesses to develop and capitalise on Business2Business (B-2-B) activities;
4. Facilitation (through a *one-stop-shopfront* service) where to seek help and support;
5. Annual member survey to ascertain the needs of members;
6. Training seminars, workshops and networking opportunities, delivered/facilitated, by the Association;
7. Other services as required.

---

***Working for, and on behalf of, the Salisbury City Centre local businesses***

***Events include Salisbury Community Christmas Parade, Salisbury Community Health Expo, Salisbury ... Food, Glorious Food, and the Annual Salisbury Business Awards.***



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### 2024/25 BUDGET V2

For the year 01/07/2024 to 30/06/2024

#### Expenditure

<u>Item</u>	<u>Requested 2024/25</u>	<u>Current 2022/23</u>
Office - Rent	22,800	22,500
Office - Power	2,200	2,500
Office – Phones & Broadband	2,500	2,500
Office – Business Hardware	500	500
Office – Programmed Maintenance	500	500
Office – Cleaning	1,000	0
Software / I.T. Support/Licences	1,000	1,500
Australia Post	500	500
Stationery	500	500
Printing	1,500	1,000
Miscellaneous/Contingency	300	300
Accounting / Audit Fees	3,800	3,800
Staff Wages and Costs (incl Income Tax Withholding)	91,600	83,200
Staff Entitlements	5,000	0
Superannuation	10,534	8,736
Staff Training/Development	500	500
Return to Work Levy	2,000	1,800
Insurances incl. Public Liability	5,000	4,000
Collaborative CofS/SBA Project	10,000	0
Annual Christmas Parade	25,000	20,000
8 Precinct activation + 'minor' events	12,000	11,000
Business Awards Program	2,500	2,500
Precinct wide marketing	12,000	8,000
Member Events and Functions	1,200	1,200
Campaigns and Promotions	6,000	6,000
GST less GST credits	15,000	15,000
<b><u>TOTAL EXPENDITURE</u></b>	<b><u>\$235,434</u></b>	<b><u>\$200,536</u></b>

#### Income

<u>Item</u>	<u>Requested 2024/25</u>	<u>Received 2023/24</u>
Special Levy	\$235,434.00	\$185,270.80
Office Sub Lease	\$7,200.00	6,000.00
Sponsorships	\$ 11,500.00	\$ 16,000.00
<b><u>TOTAL INCOME</u></b>	<b><u>\$254,134.00</u></b>	<b><u>\$207,270.80</u></b>

**TOTAL SURPLUS** **\$18,700.00** **\$734.80**

**RETAINED OPERATIONAL SURPLUS 2024/25 (approx.)** **\$18,700.00** **\$10,000.00**

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### Notes to accompany the Budget 2024 - 25

- 1) Operational Increase to 2023 – 2024 Budget Special Rate Levy \$40,164\*

This is to reflect an overall increase in all operational areas of the Association including salaries, insurances, events and event management, Superannuation, IT, electricity and phones, marketing and website to name a few specific ones.

Plus \$10,000 for Collaborative CofS/SBA Projects/Opportunities as yet to be determined.

### Planned Expenditure of Retained Funds

- a) Significant precinct wide marketing campaigns including month long Salisbury ... Food, Glorious Food, Keeping Your Health on Track Community Health Expo, 6+ week Pre-Christmas Retail and Hospitality Campaign and up to 12 other minor campaigns.
- b) Website and Social Media Upgrade to include a Local Employment Opportunities section.
- c) Addition of new events and promotions as needed.
- d) Sponsor the Salisbury component of the Northern Business Breakfast to ensure that this key business networking and engagement event continues to thrive.
- e) Planning and delivering the annual Business Showcase Month (October) a partnered event with the City of Salisbury/Polaris Centre, Office for the Small Business Commissioner and the Rotary Club of Salisbury.
- f) Developing a new member database/CRM
- g) Maintaining an updated database of properties available to lease and showcasing these opportunities through multiple mediums such as the E-Newsletter, Facebook and [www.salisburyba.com.au](http://www.salisburyba.com.au).
- h) Delivering on key community events such as the annual Salisbury Community Christmas Parade and various FREE family friendly themed community Fun Days throughout the year
- i) Workshops and consultation opportunities with property owners around creating a shared long-term vision for the Salisbury City Centre and a commitment to working collaboratively to achieve this.
- j) Increased member engagement opportunities.
- k) Conduct our Annual Member Satisfaction Survey.

***Working for, and on behalf of, the Salisbury City Centre local businesses***

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### Highlights of 2023-2024

- 1) Providing quality and timely regular information and updates to our member businesses via our fortnightly business e-newsletter, social media and face-to-face engagement;
- 2) Continuing and enhancing crucial working partnerships with the City of Salisbury (both elected members and key staff), key State and Federal MP's including the Hon. Zoe Bettison MP (Member for Ramsay and her electorate office), Matt Burnell MP (Member for Spence and his electorate office) Parabanks Shopping Centre management, Hoyts Australia Salisbury Cinemas, state government departments including DIT, Office for Small and Family Business, SA Small Business Commissioner, Office for Consumer and Business Services and other key stakeholders;
- 3) Continuing to ensure that the Association is a professionally managed, progressive, relevant respected and engaging body of business entities and property owners committed to positioning the Salisbury City Centre as the commercial and cultural capital of Adelaide's North;
- 4) Continuing an effective engagement strategy based on quality and timely stakeholder communication, consultation and collaboration;
- 5) Working collaboratively with the City of Salisbury on a range of precinct improvement activities, including the John Street and Church Street Renewal Project, precinct safety and security concerns, waste management solutions for businesses, shopfront improvement grant program and precinct wide streetscaping;
- 6) Delivered a varied range of activities and initiatives to support our traders and local businesses as well as attracting more and more people into the Salisbury City Centre including events and other external focused activities. These included:
  - **National Volunteer Week 2022 Expo**, social media campaign and recognition program in partnership with Northern Volunteering SA Inc.
  - **Mainstreet of Australia Week John Street Family Fun Day**
  - **Salisbury Community Christmas Parade**
  - Annual **Salisbury Community Health Expo**
  - New **Salisbury Employment, Education and Training Expo**
  - Delivering an expanded exciting and diverse event calendar for 2024/25.
- 7) Supporting our property owners by assisting businesses to remain vibrant, dynamic, compliant and viable.
- 8) Website Enhancements including addition of Local Jobs page as an additional member service and to promote local employment opportunities

***Working for, and on behalf of, the Salisbury City Centre local businesses***

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### GOVERNANCE

- 1) We continued to be supported by a strong, diverse, highly skilled, passionate, refreshed and forward-thinking Board which oversees the strategic direction of the Association.
- 2) Continuing to implement our 2023 – 2025 Strategic Business Plan.

### PRUDENT FINANCIAL MANAGEMENT

- 1) Budget management strategies continuing across the organisation, with new and more effective KPI's implemented to measure success of Association activities and modifications to any activities which did not meet agreed targets.
- 2) Develop a model for any retain accrued income to consider major projects such as (a) City-wide marketing initiatives and other projects that will benefit our members and 'users' of the Salisbury City Centre.

### CONSULTATION and MEMBER ENGAGEMENT

- 1) Continue to work with the City of Salisbury and Association members on the City Centre development opportunities, trader mix, collaboration opportunities, parking concerns, etc. all of which support the City of Salisbury's City Centre Revitalisation Strategy (Master Plan).

### COMMUNICATION

- 1) Continuing our communication strategy keeping members and key stakeholders aware of both the activities of the Association as a whole, and initiatives/events/activities which would be beneficial to their businesses, such as:
  - a. Produced 24 editions of our fortnightly member e-newsletter the **Salisbury City Centre Business News** including provision of 50+ printed copies to traders and local 'hot-spots'. More than 750 organisations/businesses/business associations, MP's and Salisbury traders receive our newsletter
  - b. Maintained 7 **Facebook pages** promoting various facets of the Salisbury City Centre and its events and targeting specific broader demographic groups.
  - c. Enhancements to our Association website to include local employment opportunities, What's Happening/New initiatives, businesses and properties for sale or lease.

### MARKETING and PROMOTION

- 1) Delivered an enhanced range of campaigns to support our Precinct-wide Marketing Strategy to 'selling' the virtues of making Salisbury your destination for commerce, culture, retail, education, entertainment and business needs. These included:
  - New I ♥ Salisbury and I ♥ Salisbury City Centre Campaigns
  - Managing the **Salisbury City Centre Facebook page** promoting everything 'Salisbury'
  - Annual refresh of all marketing collateral and imagery.
  - **3 Facebook pages** to support our major events/promotions/space activation initiatives.
  - Promotional materials included in expos and information sessions such as Parabanks Shopping Centre promotional stand and others.

***Working for, and on behalf of, the Salisbury City Centre local businesses***

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- Continuing campaigns to support our member businesses, including
    - Shop Local campaigns, including partnering with Go Local First
    - Year round retail, hospitality and entertainment campaign
    - Christmas specific Retail and Hospitality Campaign
    - Promoting local businesses with Christmas functions and catering
  - Print Medium marketing including
    - Continuing our partnership with Northern Living
    - Northern Business Breakfast Connector Magazine
    - Salisbury Aware
- 2) Taking the Salisbury City Centre 'message' wider into the community with new partnerships and promotional attendance at other local events including:
- At least 1 Salisbury Plays, or its equivalent each year
  - Salisbury Football Club Markets, Burton Community Hub Markets, Salisbury East Twilight Markets,
- 3) Conducted the annual **Salisbury City Centre Business Awards** (*commenced in 2017*) with the following highlights:
- Increased to 14 individually sponsored categories,
  - Record number of businesses nominated, including many new businesses,
  - 11,000+ votes, an increase on the previous year,
  - Hosted a sit-down Awards dinner attended by 120+ people (capacity event at the Salisbury Community Hub),

### LOBBYING and ADVOCACY

Continued to lobby local MP's state and federal, Ministers and Shadow Ministers, as well as Elected Members and staff of the City of Salisbury and participate in discussions and roundtables on key issues that were impediments to business including:

- Crime statistics and Police resourcing levels across the Salisbury City Centre
- Jobs in the North – how can 'we' get suitable applicants
- GP issues around recruitment, Medicare Levy, GAP payments and bulk billing
- Safety and security for business operators
- Rising electricity costs
- Cost of Living increases, + rising business costs and concerns around supply chains
- Issues relating to rough sleepers in the SCC, homelessness and associated issues.

### SAFETY and SECURITY

- 1) The Association continues to manage the **Salisbury City Centre Business Watch** and works closely with property owners, SAPOL and the City of Salisbury around identified issues. The Business Watch is promoted via a section in the fortnightly E-Newsletter and a dedicated Facebook page <https://www.facebook.com/SalisburyCityCentreBusinessWatch>
- 2) Continuing to advocate for improved security and safety for our business and property owners and our customer base through increased CCTV and police resources across the City Centre.

***Working for, and on behalf of, the Salisbury City Centre local businesses***

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### EVENTS and SPACE ACTIVATION

- 1) Through stakeholder engagement and feedback, we continue to deliver and develop a range of family friendly FREE events and online promotions for the Salisbury City Centre, targeting different demographic groups and aiming to attract more people to visit the City Centre either for the first time or to make it a regular return destination:
  - a. Campaign to keep people well through Keeping your Health on Track campaign and community Health Expo. **Salisbury City Centre ... where your health and wellbeing are our #1 Priority.**
  - b. Book Them Out – encouraging increased dine-in at Cafes, Restaurants and Hotels
  - c. Salisbury Food Glorious Food 1 month campaign – dine out, takeaway and delivery
  - d. Spotlight on education, employment and training providers across the City Centre
  - e. Salisbury Business Showcase
  - f. Office Christmas Functions and Parties at local venues
  - g. 7 week Christmas retail and hospitality campaign
  - h. All our major events continue to be supported, and managed, by a multi community stakeholder Operational Group to ensure their ongoing engagement, relevance and success.
- 2) Our Executive Officer's continues to be involved in city-wide initiatives, such as: City of Salisbury Forums, political/interest forums hosted by local MP's and is a Member of the Organising Committee of the Northern Business Breakfast
- 3) Resource sharing through the loan of Association outdoor furniture (trestles, chairs, café tables and umbrellas) and generic signage for events including Salisbury Bowling Club events, Salisbury RSL ANZAC Day Commemoration, Hon. Zoe Bettison's Parents and Babies Expo and others. (*Reciprocal sharing arrangements in place with City of Salisbury and Rotary Club of Salisbury for equipment and logistics they hold*).

The Association's role continues to be to promote the Salisbury City Centre as a work, play, study, shop, invest, eat destination and our Board, through showcasing the cultural diversity and broad range of food, restaurants, cafes and businesses, seeks to position Salisbury as **the place the 'world comes to'**.

Every initiative we undertake aims to create a place to meet, and place to be and a place to feel safe whilst doing business, enjoying our diverse cultural offerings and our unique 'MainStreet' and shopping precinct environment.

Over the coming financial year, we will celebrate **35 years** of supporting the Salisbury City Centre business community, and together with our partners, we will continue to build upon the strong foundation that we have created, and we will focus on our strengths to hold events, activities and campaigns throughout the year that meet the needs of our local businesses, stakeholders and various target audiences and that continue to expose the wider community to a taste of what Salisbury has to offer.

We will continue doing all the above whilst being financially prudent in managing our budget and developing partnership and sponsorship opportunities on every possible occasion.

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**Working for, and on behalf of, the Salisbury City Centre local businesses**  
Events include **Salisbury Community Christmas Parade**, **Salisbury Community Health Expo**,  
**Salisbury ... Food, Glorious Food, and the Annual Salisbury Business Awards.**



## Salisbury Business Association Inc.

20a John Street Salisbury SA 5108 / PO Box 971 Salisbury SA 5108  
M : 0414 813 202 Email : [info@salisburyba.com.au](mailto:info@salisburyba.com.au)

### **UPCOMING OPPORTUNITIES**

We are excited about future opportunities which will help the Salisbury City Centre thrive including:

1. SCC Revitalisation Strategy strategic site/s sale and redevelopment;
2. Opening of the New Salisbury Aquatic Centre;
3. Increased commercial investments at Salisbury South and Edinburgh Parks which could have flow on effects for the City Centre;
4. Future Dry Creek development;
5. District Shopping Outlet (Phase 2) bringing more people out north.

Working collaboratively with our partner, the City of Salisbury, and all stakeholders, we will achieve great outcomes and results for the Salisbury City Centre.

On behalf of our Board, we thank you for your continued support of the Salisbury Business Association Inc and we look forward to continuing to work closely with the City of Salisbury over the coming years.

Kind regards,

A handwritten signature in blue ink, appearing to read "Marty Edwards".

Marty Edwards (Chair)

A handwritten signature in blue ink, appearing to read "David Waylen".

David Waylen (Executive Officer)

*On behalf of the Salisbury Business Association Inc.*

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***Working for, and on behalf of, the Salisbury City Centre local businesses***  
***Events include Salisbury Community Christmas Parade, Salisbury Community Health Expo,***  
***Salisbury ... Food, Glorious Food, and the Annual Salisbury Business Awards.***

<b>ITEM</b>	2.1.4
	<b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	20 May 2024
<b>HEADING</b>	Draft Fees and Charges 2024/25
<b>AUTHORS</b>	Joe Scordo, Senior Management Accountant, Business Excellence Brayden French, Assistant Accountant, Business Excellence
<b>CITY PLAN LINKS</b>	4.4 We plan effectively to address community needs and identify new opportunities
<b>SUMMARY</b>	This report is to seek Council's adoption of the 2024/25 Fees and Charges.

**RECOMMENDATION**That Council:

1. Adopts the Fees and Charges as set out in Attachment 1 of this report (Item No. 2.1.4, Budget and Finance Committee, 20 May 2024), and that it be updated to reflect delegations provided in other parts of this resolution.
2. Notes that where fees and charges are set by regulation, gazettal notice or other government agency those fees will be applied by Council, with staff authorised to update the 2024/25 Fees and Charges Booklet accordingly.
3. Delegates authority to the Manager Environmental Health and Community Compliance and Team Leader Community Compliance to refund 76% of the dog registration fee paid in the event of the registered dog passing away within 4 weeks of the payment due date and 50% in the event of the dog passing away within three months of the payment due date.
4. Delegates authority to the Manager Community Participation and Partnerships to vary Library fees for the purpose of introducing new programs and / or allowing for increases in supply costs.
5. Delegates authority to the Manager Community Health and Wellbeing to vary room hire fees for not for profit organisations where they are working in partnership with Council or have a demonstrated limited capacity to pay.
6. Delegates authority to the Manager Community Participation and Partnerships to:
  - assess events, activities and functions to determine whether the booking is low or high risk, and to vary hire fees and bond, as well as request additional services on this basis;
  - vary fees for regular bookings in accordance with a Memorandum of understanding with Council; and
  - vary fees to introduce new programs and allow for increase in supply costs, at Community Centres and Hubs.

7. Delegates authority to the General Manager Community Development to exercise discretion as to applying the Room Booking Policy at the Salisbury Community Hub in relation to:
  - The prioritisation parameters during application of the new framework to ensure it remains an effective model to activate the Hub and Civic Place/Inparrinthe Kurnangka
  - The application of the three categories (Community, Private and Business/Government) as to how they apply to requests for bookings received.
8. Delegates authority to the Manager Sports, Recreation and Community Planning to assess events and functions to be held at the Bridgestone Athletics Centre to determine whether the booking is low or high risk and vary hire fees on this basis and vary the bond for hiring the Bridgestone Athletics Centre depending on type of activity, the rate of subsidy and additional services as requested by the hirer.
9. Delegates authority to the General Manager Community Development to vary fees by up to \$300 (+ or -) for Salisbury Memorial Park on the approved Salisbury Memorial Park fee schedule for special circumstances at discretion and to recover additional costs associated with providing a non-standard product or service.
10. Delegates authority to the Manager Urban, Recreation and Natural Assets to vary casual hire of park facilities fees and bonds for Council activities, Community events, for not for profit organisations providing benefit to the community, and for the purpose of recovering additional costs associated with event bookings.
11. Delegates authority to the Manager Governance to waive fees for a single copy of any publicly available document.
12. Delegates authority to the Manager City Shaping to vary Room Hire fees to make it as attractive as possible for third party providers to deliver from the Polaris facility.
13. Delegates authority to the Chief Executive Officer to negotiate fees consistent with those adopted in the Fees and Charges Booklet to facilitate access to services/facilities in circumstances not specified within the Fees and Charges Booklet (for example, extended booking of a Council facility) and to waive or vary the requirement for payment of a fee, charge or bond where Council is providing 'in kind' support to an event or activity or there is a community benefit to be achieved.
14. Authorises the Administration to round fees to the nearest 5 cents, where applicable, for ease of processing.

## ATTACHMENTS

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

1. Draft Fees and Charges 2024/25 [↓](#)
2. Draft 2024/25 Fees and Charges - Fees added [↓](#)
3. Draft Fees and Charges 2024/25 - Fees removed [↓](#)

## 1. BACKGROUND

- 1.1 Each year as part of the budget process Elected Members are asked to review and adopt fees and charges for Council services. Fees and charges for Business Units have been reported within the Business Unit Reports to the March Finance and Corporate Services committee. A comprehensive review has been undertaken of all fees and charges applicable for 2024/25 which has resulted in a newly formatted Fees and Charges Booklet being presented to Council at the Finance and Corporate Services Committee meeting held on 20 May 2024.

## 2. CONSULTATION / COMMUNICATION

### 2.1 Internal

- 2.1.1 There has been extensive engagement within the organisation to set Fees and Charges, with each Manager responsible for this aspect of their budget.
- 2.1.2 The Draft Fees and Charges booklet was circulated to Elected Members on 9 May 2024 to provide Elected Members with an opportunity to review and provide feedback on Council's fees and charges as proposed for the 2024/25 financial year.

## 3. REPORT

- 3.1 This report's Attachment 1 includes the Draft Fees and Charges 2024/25 booklet.
- 3.2 Financial Services have undertaken a comprehensive review of all fees and charges set by Council and by regulation, gazettal notice or other government agency.
- 3.3 The Fees and Charges booklet is aligned to Council's Key Directions. Fees and charges that are set by regulation, gazettal notice or other government agency have only been included in the book where it is deemed they are of a high volume. Regulatory or gazetted fees and charges that attract low volumes have not been listed in the booklet, however Council reserves the right to charge these if required to do so by the relevant legislation. This is consistent with the practice in prior years.
- 3.4 Previous reports of fees and charges for business units presented 18 March 2024 to Finance and Corporate Services Committee are consistent with the detail provided attached to this report.

### **Proposed new fees or addition of existing fees**

- 3.5 New fees and existing fees that are proposed for inclusion in the fees and charges schedule for the first time are explained below with examples provided, noting the full scale of changes is provide in Appendix 2 – Draft Fees and Charges 2024/25 – Fees added.

#### New fees

- 3.5.1 A new Freedom of information fee is proposed for the Voters Roll for the Ward Area (Candidates only) as an alternative to the existing Voters Roll for the Whole Area (Candidates only).

Existing fees proposed for first time publication

- 3.5.2 The organisation has continued to adapt its fees and charges to meet community needs and has used existing delegations in the 2023/24 financial year to achieve this. These fees have been added to the book in 2024/25 and are detailed in Appendix 2 Draft Fees and Charges 2024/25 – Fees added

Publication of fees for assets in which care and control has vested to Council

- 3.5.3 During the 2023/24 year the control of Bagster Road Community Centre, Salisbury East Neighbourhood Centre and St Kilda Community Hall has vested back to Council. Fees and charges for these Centres are proposed in the Draft 2024/25 Fees & Charges book consistent with existing fees in other Community Centres. Typical fees include charges for bonds, room hire, cleaning, use of kitchen facilities, security and key management (refer pages 27, 30 and 31 of Appendix 1 - Draft Fees and Charges).
- 3.5.4 The care and control of the Mausoleum is vested to Council. Council endorsed the Mausoleum fees in February 2023, Resolution 0160/2023, resulting in an update of the 2023/24 Fees and Charges book in January 2024. Fees not published at that time for Memorialisation Goods and Services are proposed for publication in the Draft 2024/25 Fees and Charges book (refer page 44 of Appendix 1 - Draft Fees and Charges 2024/25).

Consistency

- 3.5.5 Fees for Security and City of Salisbury Partnership Projects are included in the Draft 2024/25 Fees & Charges book to provide consistency across Community Centres (refer page 35 of Appendix 1 - Draft Fees and Charges 2024/25 and also Appendix 2 – Draft Fees and Charges 2024/25 – Fees added).

**Fees proposed to be removed or amended**

- 3.6 A number of fees are proposed to be removed or amended from those published in the 2023/24 Fees and Charges book with explanations provided further in this report and details contained in Appendix 3 – Draft Fees and Charges 2024/25 - Fees removed.

Fees removed

- 3.6.1 Fees are proposed to be removed mainly to provide additional clarity and consolidation in the numbers of fees. Examples are as follows:
- Multiple instances of fees for similar services are proposed to be replaced with a single generic fee. For example, multiple meeting room hire fees are replaced with either a single per hour or single day rate (refer Appendix 3 - Draft Fees and Charges 2024/25 – Fees removed).
  - Removal of fees for services no longer provided at a Centre due to no or low demand, for example photocopying services, with the service offering reverting to the Salisbury Community Hub (refer Appendix 3 - Draft Fees and Charges 2024/25 – Fees removed).



- All Salisbury Community Hub fees on page 35 Appendix 1 – Draft Fees and Charges 2024/25 are quoted at the Business / Government (Commercial) hire rate with a reference provided that rates for all other hirers are at a 50% reduction from the (Commercial) rate (refer also to Appendix 3 - Draft Fees and Charges 2024/25 – Fees removed).
- Removal of unnecessary fee variants to remove barriers from use, such as for example bonds associated with room hires where activities are considered low or medium risk. Refer to page 35 Appendix 1 – Draft Fees and Charges 2024/25 and Appendix 3 - Draft Fees and Charges 2024/25 – Fees removed.

#### Consolidated fees

- 3.6.2 Multiple fee variations for room hire bonds have been consolidated into two bond fees being the “Out of hours room bond – Standard” and “Out of Hours room bond – High Risk” fees (refer Appendix 3 - Draft Fees and Charges 2024/25 – Fees removed).
- 3.6.3 The “Development Services – PDI Act Fees - Performance Assessed (Consent) - Value less than \$20.8k” itemised on page 61 of Appendix 1 - Draft Fees and Charges 2024/25 has been consolidated into a single “Performance Assessed (Consent)” fee, (refer also Appendix 3 - Draft Fees and Charges 2024/25 – Fees removed).

#### Standardisation of fee (title and/or type)

- 3.6.4 Making consistent a number of centre fees and descriptions used within Council’s Community Centres. Examples include bond fees and centre room hire fees (refer pages 28, 29, 32 & 33, Appendix 1 – Draft Fees and Charges 2024/25 and Appendix 3 - Draft Fees and Charges 2024/25 – Fees removed).
- 3.7 An explanation, for clarification, of the GST treatment across fees and charges is included on page 4 of the booklet which reads; “Where applicable, GST has been applied to the Fees and Charges set out in this booklet.”.
- 3.8 There are a number of delegations that are detailed in the recommendation for Council’s consideration, and are consistent with those provided in 2023/24, and expanded to reflect changed management model for community centres.

To assist members in their review of Fees and Charges, the table below provides a summary of the main driver utilised for each program area.

<b>PROGRAM</b>	<b>OVERVIEW COMMENT</b>
Environmental Health	Statutory Charges – gazetted in May/June
Community Compliance – Animal Control	Fees set by Council
Community Compliance – Parking & By-Law Control	Statutory Charges – gazetted in May/June
Library Services	Fees set by Council
Community Health & Wellbeing	Fees set by Council
Community Centres	Fees set by Council
Community Planning & Vitality	Fees set by Council
Salisbury Memorial Park and Mausoleum	Fees set by Council
Waste Management	Fees set by Council
Property & Buildings	Fees set by Council
Field Services – Tree Management	Fees set by Council – price on application
Field Services – Signs	Fees set by Council – developer contribution
City Development Administration	Statutory Charges – gazetted in May/June
Development Services – Planning	Planning, Development and Infrastructure Act 2016
Development Services – Building	Planning, Development and Infrastructure Act 2016
Development Services – Building Rules	Planning, Development and Infrastructure Act 2016
Corporate Signage	Price maintained as part of agreement with businesses
Sundry	Developer contributions – gazetted in May/June
Economic Development	Fees set by Council
Field Services - Roadworks	Fees set by Council – generally reimbursement for works requested by the community
Financial Services	Statutory Charges – gazetted in May/June
Governance	Fees set by Council
Salisbury Water	Fees set by Council
Community Experience & Relationships	Fees set by Council

#### 4. CONCLUSION / PROPOSAL

4.1 It is recommended that the Fees and Charges be accepted and adopted as presented.



Item 2.1.4 - Attachment 1 - Draft Fees and Charges 2024/25

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**CITY OF SALISBURY  
FEES AND CHARGES 2024-25**

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CITY OF SALISBURY  
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### DELEGATED AUTHORITY

The Chief Executive Officer be delegated authority to negotiate fees consistent with those endorsed in the Fees and Charges Booklet to facilitate access to services/facilities in circumstances not specified within the Fees and Charges Booklet (for example, extended booking of a Council facility) and to waive or vary the requirement for payment of a fee, charge or bond where Council is providing 'in kind' support to an event or activity, or there is a community benefit to be achieved.

### STATUTORY FEES AND CHARGES

Fees and charges set by regulation, gazettal notice or other government agency will be applied by Council.

Within this Fees and Charges Booklet, statutory fees and charges relevant to the City of Salisbury are recorded. These Fees and Charges will be updated within this Fees and Charges Booklet accordingly.

The Fees and Charges Booklet does not seek to record all statutory fees and charges, however, where relevant, these fees are applied by the City of Salisbury in accordance with relevant legislation, gazettal notice or as determined by the relevant government agency.

### GOODS AND SERVICES TAX (GST)

Where applicable, GST has been applied to the Fees and Charges set out in this booklet.

A welcoming and liveable City



Item 2.1.4 - Attachment 1 - Draft Fees and Charges 2024/25



# Foundations

- ✔ Our City is attractive and well maintained
- ✔ The health and wellbeing of our community is a priority
- ✔ People are valued and they feel safe, included and connected
- ✔ We are proud of our strengths, achievements and cultural diversity
- ✔ Our community is resilient and adaptive to change



## Council's commitment to develop a welcoming and liveable City

council will:

- ✔ deliver and support programs that promote active living, health and wellbeing throughout the community
- ✔ provide community and sporting facilities that cater for a diverse range of interests and needs
- ✔ support clubs and community groups to increase participation
- ✔ connect people to information, people and programs that help them achieve their goals
- ✔ celebrate our community's diversity
- ✔ design services, places and programs that are safe and welcoming for all
- ✔ inform, connect and empower people and neighbourhoods to increase self-reliance
- ✔ provide experiences that make our places lively and interesting
- ✔ facilitate housing choices
- ✔ encourage businesses to become more involved in our community

## ENVIRONMENTAL HEALTH

### HEALTH ACT ADMINISTRATION

#### FINES & COSTS

In its capacity as the Authority and or administering agency for the following Acts and associated regulations,

- *SA Public Health Act*
- *Food Act*
- *Environment Protection Act*
- *Supported Residential Facilities Act*
- *Local Nuisance and Litter Control Act*

and other legislation as prescribed to be administered by the Section, the City of Salisbury can prosecute and or expiate offences as stipulated in the Acts. The penalties and expiation fees are set by the Acts and are subject to review through legislative amendments. Details of the penalties and expiation fees are provided in the respective Acts. Expiation fees are paid to Council. Fines prescribed by the Acts plus any costs awarded against offenders are paid into Court and from thence remitted to Council.

Pursuant to Regulation 5 of the *Expiation of Offences Regulations 2011*, the expiation reminder notices are subject to an additional reminder fee and this is established under the Regulations and payable in addition to the Expiation fee.

If a vehicle was involved in the alleged offence to which the expiation notice relates and a fee incurred for searching the relevant motor vehicle register — the fee for 1 such search is added to the expiation notice.

Pursuant to Regulation 6 of the *Expiation of Offences Regulations 2011*, the Expiation Enforcement Warning Notices are subject to an additional fee and this is established under the Regulations and payable in addition to the Expiation fee.

If a vehicle was involved in the alleged offence to which the expiation notice relates and a fee incurred for searching the relevant motor vehicle register — the fee for 1 such search is added to the expiation notice.

## SUNDRY LICENCES

Permit to use a Public Road for Business Purposes (Mobile Ice Cream Vans).

A permit may be issued under Section 222 of the *Local Government Act 1999* for permission to sell commodities or articles in any street relating to Mobile Ice Cream Vans. Fees are fixed by Council pursuant to Section 188 of the *Local Government Act 1999* as amended.

## FOOD SAFETY AUDIT FEES

Pursuant to Section 188 of the *Local Government Act 1999*, a Council may impose fees and charges for services supplied to a person at their request. These fees or charges must not exceed a reasonable estimate of the direct cost to Council in providing the service.

Standard 3.3.1 Food Safety Programs for Food Service to Vulnerable Populations has been implemented in South Australia as a result of amendments to the *Food Act 2001*.

This standard requires businesses providing food to vulnerable people to implement a documented and audited food safety program. This Food Safety Standard will apply to food businesses generally including, hospital facilities, aged care facilities, delivered means (Meals on Wheels) and child care centres. These businesses must have a food safety program prepared, implemented and audited. The auditing services that are to be undertaken by Councils will be on a fee for service basis with associated costs for auditing being recovered from the businesses.

## A welcoming and liveable City

## Environmental Health

## Health Act Administration

Fees	2023/24 \$	2024/25 \$	GST
<b>Food Inspection Fees</b>			
Food Act 2001 Reg 11 Inspection Fee (2) (a) (i) in the case of a small business	140.00	140.00	No
Food Act 2001 Reg 11 Inspection Fee (2) (a) (ii) in any other case	350.00	350.00	No
<b>Food Safety Audit</b>			
Desktop Audit	95.00	98.00	Yes
On-Site Audit	194.00	200.00	Yes
Re-Audit (Follow Up Audit)	194.00	200.00	Yes
<b>Legionella Regulations Fees</b>			
Registration of one system	44.00	44.00	No
Each additional system on same premises	29.25	29.25	No
Application fee per system for renewal	22.20	22.20	No
Inspection of one system	176.00	176.00	No
Each additional system on same premises	117.00	117.00	No
Application to Minister for determination or approval	739.00	739.00	No
<b>Mobile Ice Cream Van Permit</b>			
Initial Licence (per annum)	635.00	635.00	No
Renewal (per annum)	610.00	610.00	No
Temporary permit (per day)	123.00	125.00	No

## Health Act Administration continued

Item	2023/24 \$	2024/25 \$	GST
<b>South Australian Public Health (Wastewater) Regulations 2019</b>			
Application for a product approval	559.00	559.00	No
Application for a wastewater works approval if the relevant authority is a Council			
a) for the installation or alteration of a temporary on-site wastewater system	0.00	0.00	No
i) if the system's capacity does not exceed 10 Equivalent Persons (EP)	56.00	56.00	No
ii) if the system's capacity exceeds 10 EP	112.00 plus 27.50 for each 2 EP in excess of 10 EP	112.00 plus 27.50 for each 2 EP in excess of 10 EP	No
b) installation or alteration of an on-site wastewater system (other than a temporary on-site wastewater system)			
i) if the system's capacity does not exceed 10 EP	125.00	125.00	No
ii) if the system's capacity exceeds 10 EP	125.00 plus 27.50 for each 2 EP in excess of 10 EP	125.00 plus 27.50 for each 2 EP in excess of 10 EP	No
c) for the connection of an on-site wastewater system to a community wastewater management system			
i) in the case of an existing on-site wastewater system	125.00	125.00	No
ii) in the case of a new on-site wastewater system			
i) if the system's capacity does not exceed 10 EP	125.00	125.00	No
ii) if the system's capacity exceeds 10 EP	125.00 plus 27.50 for each 2 EP in excess of 10 EP	125.00 plus 27.50 for each 2 EP in excess of 10 EP	No
Application for a wastewater works approval if the relevant authority is the Minister	559.00	559.00	No
Application for variation or revocation of a condition of a wastewater works approval			
a) if the relevant authority is a Council	125.00	125.00	No
b) if the relevant authority is the Minister	559.00	559.00	No
Application for postponement of expiry of a wastewater works approval	125.00	125.00	No
Inspections			
a) inspection in connection with an application or other matter under these regulations (Council)	139.00	139.00	No
b) inspection in connection with an application or other matter under these regulations (Minister)	0.00	0.00	No
i) for the first inspection	0.00	0.00	No
ii) for each subsequent inspection	220.00	220.00	No
<b>Supported Residential Facilities Act 1991</b>			
22(1)(a)(iii) Inspection fee for inspection of premises	219.00	219.00	No
24(2) Application for a licence	91.00	91.00	No
27(1)(b) Application for renewal of a licence	91.00	91.00	No
27(2) Late application for renewal of a licence	54.50	54.50	No
30(2)(b) Application for the transfer of a licence	91.00	91.00	No
43(5)(c) Application in relation to a dispute	54.50	54.50	No
Schedule 1.3(a) of Regulations	425.00	425.00	No

## COMMUNITY COMPLIANCE SERVICES

### DOG CONTROL

Subject to the Section 26 of the *Dog and Cat Management Act 1995* Council can set to collect the fees and charges associated with:

- the registration of dogs; and
- Fees for the receipt and management of information relating to a register contemplated by subsection (1)(ac);
- The provision of extracts from registers kept under this Act;
- Fees (which may be differential but which must not exceed an amount prescribed by the regulations for the purposes of this paragraph) –
  - (i) For the registration of dogs or businesses under Part 4; and
  - (ii) For late payment of registration fees; and
  - (iii) For meeting any other requirement imposed on councils under this Act.

The fees and charges are determined by Council and subject to the limitations of Section 41 of the Act. The Manager, Environmental Health and Community Compliance and Team Leader, Community Compliance are delegated the authority to refund 76% of the dog registration fee paid in the event of the registered dog passing away within 4 weeks of the payment due date and 50% in the event of the dog passing away within three months of the payment due date.

Business Registration Fees are applicable to a kennel at which dogs are bred or trained for the provision of security or other services involving the use of dogs. Each dog kept at the premises is subject to a “Business Registration” fee unless such dog is permanently housed at the facility and subject to a “standard dog fee”.

The Manager Environmental Health and Community Compliance and Team Leader Community Compliance has delegated authority to refund 76% of the dog registration fee paid in the event of the registered dog passing away within 4 weeks of the payment due date and 50% in the event of the dog passing away within three months of the payment due date.

### DANGEROUS DOG, MENANCING DOG AND GUARD DOG PRESCRIBED COLLARS

Under the provisions of the *Dog and Cat Management Act 1995*, Section 45D (1)(d) a person who owns, or is responsible for the control of:

- an attack trained dog, a guard dog or a patrol dog, or
- a dog subject to a Control (Dangerous Dog) Order, or
- a dog subject to a Control (Menacing Dog) Order

must ensure that the dog must, at all times, wear a collar that complies with the requirements of the Board (except while the dog is suffering from injury, disease or sickness to the extent that the wearing of a collar would be injurious to the health of the dog).

The first and initial collar for a dog subject to Control (Dangerous Dog) Order and or a Control (Menacing Dog) Order will be provided by Council however all subsequent and or replacement collars will be subject to the prescribed fee.

### **DOG FINES FROM PROSECUTIONS**

In its capacity as the Authority and or administering agency for the *Dog and Cat Management Act 1995* and associated Regulations, the City of Salisbury can prosecute and or expiate offences as stipulated in the Act. The penalties and expiation fees are set by the Act and are subject to review through legislative amendments. Details of the penalties and expiation fees are provided in the Act. Expiation fees are paid to Council. Fines prescribed by the Acts plus any costs awarded against offenders are paid into Court and from thence remitted to Council.

### **KENNEL LICENCE**

Pursuant to Section 33(4)(c) of the *Dog & Cat Management Act 1995* Council can approve a kennel within its area for the purposes of providing temporary board to dogs. Under the provision of Section 26(6) Council may charge a fee for issuing an approval (licence). Fees are fixed by Council resolution pursuant to Section 188 of the *Local Government Act 1999*.

### **PERMIT TO KEEP MORE THAN THE PRESCRIBED NUMBER OF DOGS**

Pursuant to City of Salisbury By-Law No. 5 made under Section 90 of the *Dog & Cat Management Act 1995*, Council may grant permission to keep more than the prescribed number of dogs per premises. The prescribed number of dogs per premises are defined by Council By-Laws and unless otherwise indicated (As defined in the by-law) are two dogs on a dwelling. Under the provision of Section 26(6) Council may charge a fee for an application for a permit to keep more than the prescribed number of dogs per premises by issuing a permit (licence). Fees are fixed by Council resolution pursuant to Section 188 of the *Local Government Act 1999*.

### **DOG SURRENDER FEES**

As a service to the community Council will, on request, collect and relocate unwanted or frail dogs to an appropriate shelter or Veterinary Surgery. Fees are fixed by Council resolution pursuant to Section 188 of the *Local Government Act 1999*.

Note: The fees for dog handover have been adjusted to ensure that Council recovers the costs associated with the relocation of the dogs to the Dog Relocation service provider. The

discounted rate is offered to eligible concession card holders that match the concession cards approved by the Dog and Cat Management Board and allow eligible concessions for dog registrations.

### OFFENCES UNDER THE DOG & CAT MANAGEMENT ACT 1995

Section 26 of the *Dog and Cat Management Act 1995* empowers Councils to charge:

- (a) Fees for the provision of extracts from registers kept under the Act; and
- (b) Fees (which may be differential) approved by the Minister –
  - (i) For the registration of dogs or businesses;
  - (ii) For late payment of registration fees; and
  - (iii) For meeting any other requirements imposed on Councils under the Act.

Councils set their own registration fees.

### FINES & COSTS

In its capacity as the Authority and or administering agency for the *Dog and Cat Management Act 1995* the City of Salisbury can prosecute and or expiate offences as stipulated in the Act. The penalties and expiation fees are set by the Act and are subject to review through legislative amendments.

Details of the penalties and expiation fees are provided in the Act and associated regulations. Expiation fees are paid to Council. Fines prescribed by the Acts plus any costs awarded against offenders are paid into Court and then remitted to Council.

Pursuant to Regulation 5 of the *Expiation of Offences Regulations 2011*, the expiation reminder notices are subject to an additional reminder fee and this is established under the Regulations and payable in addition to the Expiation fee.



Community Compliance  
Animal Control

Fees	2023/24 \$	2024/25 \$	GST
<b>Dog Disposal Fees</b>			
Surrender of dogs	270.00	300.00	Yes
Surrender of dogs (pensioners)	135.00	150.00	Yes
<b>Fees Unrelated to Registrations</b>			
Seizure Fee (Dog Wandering at large)	85.00	90.00	No
Daily Pound Fee	55.00	60.00	No
Mat Trap Cage Deposit	100.00 except for customers with a valid pension or concession card deposit fee is waived	100.00 except for customers with a valid pension or concession card deposit fee is waived	No
<b>Guard Dog Collars</b>			
Guard Dog Collars	40.00	45.00	Yes
<b> kennel Fees</b>			
Breeder Licence Application	75.00	75.00	No
Breeder Licence Renewal (per annum)	75.00	75.00	No
<b>Permit to Keep More Than the Prescribed Number of Dogs</b>			
Kennel Licence (keep more than 2 dogs at premises)	64.00	66.00	No
Renewal Fee	54.00	56.00	No
<b>Registration and Renewal Fees</b>			
Non-Standard Dog	85.00	90.00	No
Standard Dog	42.50	47.00	No
Non-Standard Dog - Concession	42.50	45.00	No
Standard Dog - Concession	21.25	23.50	No
Non-Standard Working Dog	85.00	90.00	No
Standard Working Dog	42.50	47.00	No
Business Registration	85.00	90.00	No
Assistance Dog	No fee	No fee	No
Concession Standard - Part Year 50% Rebate - Jan-May	10.65	11.75	No
Concession Non-Standard - Part Year 50% Rebate - Jan-May	21.25	22.50	No
Standard - Part Year 50% Rebate - Jan-May	21.25	23.50	No
Non-Standard - Part Year 50% Rebate - Jan-May	42.50	45.00	No
Standard Working Dog - Part Year 50% Rebate - Jan-May	21.25	23.50	No
Non Standard Working Dog - Part Year 50% Rebate - Jan-May	42.50	45.00	No
Whuppy - 1 Jan - May	21.25	23.50	No
Whuppy (Concession) - 1 Jan - May	10.65	11.75	No
Whuppy (Concession)	0.00	23.50	No
Replacement Disc Fee	10.00	10.00	No

## OFFENCES RELATED TO COMMUNITY COMPLIANCE AND PARKING ENFORCEMENT FUNCTIONS

In its capacity as the Authority and or administering agency for the following Acts and associated regulations,

- *Road Traffic Act*
- *Australian Road Rules*
- *Private Parking Areas Act*
- *Road Traffic (miscellaneous) Regulations*
- *Environment Protection Act and Associated Environmental Policies*
- *Local Nuisance and Litter Control Act*
- *And other legislation as prescribed to be administered by the Section,*

the City of Salisbury can prosecute and or expiate offences as stipulated in the Acts. The penalties and expiation fees are set by the Acts and are subject to review through legislative amendments. Details of the penalties and expiation fees are provided in the respective Acts. Expiation fees are paid to Council. Fines prescribed by the Acts plus any costs awarded against offenders are paid into Court and from thence remitted to Council.

Pursuant to Regulation 5 of the *Expiation of Offences Regulations 2011*, the expiation reminder notices are subject to an additional reminder fee and this is established under the Regulations and payable in addition to the Expiation fee.

If a vehicle was involved in the alleged offence to which the expiation notice relates and a fee incurred for searching the relevant motor vehicle register — the fee for 1 such search is added to the expiation notice.

Pursuant to Regulation 6 of the *Expiation of Offences Regulations 2011*, the Expiation Enforcement Warning Notices are subject to an additional fee and this is established under the Regulations and payable in addition to the Expiation fee.

If a vehicle was involved in the alleged offence to which the expiation notice relates and a fee incurred for searching the relevant motor vehicle register — the fee for 1 such search is added to the expiation notice.

## OFFENCES RELATED TO BY-LAWS EXPIATIONS

An expiation fee may be fixed by Council resolution in accordance with section 246(5)(b) of the *Local Government Act 1999*, as amended.

Expiation fee: \$188.00

In the case of a continuing offence: \$50 for every day on which the offence or breach of the by-law continues;

In the enforcement of the City of Salisbury By-Laws, Council may be required to instigate Court proceedings against offenders against those By-Laws. Penalties may be set down in the By-Laws or in the Act or Regulations under which the By-Law is made. Fines, plus any costs that may be awarded against offenders, are paid into Court and from thence remitted to Council.

In accordance with Section 246(3)(g) of the *Local Government Act 1999* Council may fix a maximum penalty for any breach of a By-Law provided that the maximum penalty so fixed does not exceed \$1,250.

Maximum Penalty: \$1,250

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### **BY LAW 2 - REMOVAL, STORAGE AND OR DISPOSAL OF MOVEABLE SIGNS**

Under By-Law 2 Moveable Signs, subparagraph 10.4, the owner or other person entitled to recover a Moveable Sign removed pursuant to subparagraph 10.3 of the By-Law must pay to the Council any reasonable costs incurred by the Council in removing, storing and attempting to dispose of the Moveable Sign before being entitled to recover the Moveable Sign.

Note:

\*1. Storage charges will not be charged for signs stored within a Council Facility. Any signs requiring external storage and incurring a fee for storage will result in the storage costs being charged as a direct cost recovery. \*\*2. Disposal costs will be charged as a direct cost recovery as these vary depending on the size of the sign and the material utilised in construction.

### **PERMIT FEES FOR BY LAW 3 - OBSTRUCTION OF ROAD**

Under By-Law 3 Roads, clause 2.6 Obstruction of Roads, a person must not without permission erect or install or place any structure, item or material of any kind so as to obstruct the road or any foot way, water channel or water course in a road. A hoarding permit is issued as the approval is for the use of the area for various activities.

Council may charge a fee for an application for a hoarding permit to obstruct a road. Fees are fixed by Council resolution pursuant to Section 188 of the *Local Government Act 1999*.

Hoarding Applications for major hoardings – construction road closures, site offices, crane, containers, skips and or road closure in any location.

## Community Compliance

Fees	2023/24 \$	2024/25 \$	GST
<b>Abandoned Car Explanation</b>			
Owing Fee - Car - Road Side Pick Up	250.00	400.00	Yes
Owing Fee - Truck - Road Side Pick Up	550.00	550.00	Yes
Owing Fee - Car/Truck - Alternate Locations (Creek, Reserve, Difficult Areas) and Burnt Out Vehicle and Road Debris	Price on Application	Price on Application	Yes
Daily Vehicle Impound Fees	20.00	30.00	Yes
Advertising Fees	Direct Costs as Incurred	Direct Costs as Incurred	Yes
Sales Fees	40% of the Items gross sale amount (hammer price)	40% of the Items gross sale amount (hammer price)	Yes
<b>Abatement Notices</b>			
Failing to comply with notice	500.00	500.00	No
<b>Footpath Trading Permits</b>			
Footpath Trading - Annual Permit Fee Business	85.00 - 220.00	90.00 (minimum fee) or 15.00 per square metre of trading area (whichever is the greatest), capped at 300.00	No
Footpath Trading - Annual Permit Fee Charity/Community Group	(85.00 - 220.00) x 50%	Standard rate at 50% discount	No
Outdoor Footpath Trading Notification Fee	105.00	110.00	No
Outdoor Footpath Trading Temporary Permit - Events	25.00	30.00	No
Outdoor Footpath Trading Temporary Permit - Charity/Community Group	15.00	20.00	No
Energy Absorbing Bollard Fee	Actual Costs (Supply and installation) plus 50% rebate, or as otherwise approved by Council	Actual Costs (Supply and installation) plus 50% rebate, or as otherwise approved by Council	Yes
<b>General Applications</b>			
Use of Footpath not covered by Footpath Trading Policy - Initial Application	65.00	70.00	No
Use of Footpath not covered by Footpath Trading Policy - Renewal	40.00	45.00	No
<b>Hoarding Fees</b>			
Hoarding Applications for Commercial/Industrial locations	545.00	560.00	No
Hoarding Applications for Residential locations and minor hoarding	66.00	70.00	No
Hoarding Applications for Charity/Community Group	12.00	15.00	No
<b>Litter Explanations</b>			
Depositing litter in public place	315.00	315.00	No
Disposing of litter - 50 litres or more of Class B Hazardous	1,000.00	1,000.00	No
Disposing of litter - up to 50 litres of general litter	210.00	210.00	No
Bill posting without consent	315.00	315.00	No
Litterer must remove litter if asked	210.00	210.00	No
PA Burning Policy Cause/Permit Burning	300.00	300.00	No
Failing to comply with abatement notice	500.00	500.00	No
Failure to Prevent Spread of Fire on Land	473.00	473.00	No
Local Government Act Provision for a Council to make By Laws	100.00	100.00	No
Local Government ACT Use public road for business purposes without authority	210.00	210.00	No

## Community Compliance continued

Item	2023/24 \$	2024/25 \$	GST
<b>Movable Sign Removal</b>			
Removal	60.00	65.00	Yes
Storage of Sign *1	Varies	Varies	Yes
Disposal of Sign **2	Varies	Varies	Yes
<b>Non-Trafficable Areas</b>			
Flammable Undergrowth Manual Block Clearing Fee	Charged at cost of services	Charged at cost of services	Yes
<b>Nuisance Expiations</b>			
Person must cease local nuisance if asked	210.00	210.00	No
Causing local nuisance	500.00	500.00	No
<b>Other Fees</b>			
Turning Permit Fees	50.00	55.00	No
<b>Parking Infringements</b>			
Stopping where 'no stopping' sign applies (167)	111.00	111.00	No
Stopping where 'no parking' sign applies (168(1))	93.00	93.00	No
Stopping on road with continuous yellow edge line (169)	111.00	111.00	No
Stopping on clearway (176(1))	310.00	310.00	No
Stopping in loading zone	79.00	79.00	No
Stopping in loading zone - exceeding time in loading zone (179(2))	79.00	79.00	No
Stopping in bus zone (183(1))	153.00	153.00	No
Stopping in permit zone (185(1))	75.00	75.00	No
Stopping in bicycle lane (187(2))	312.00	312.00	No
Double parking (189(1))	111.00	111.00	No
Stopping near fire hydrant etc. (194(1))	93.00	93.00	No
Stopping on path, dividing strip or nature strip (197(1))	113.00	113.00	No
Stopping on painted island (197(1A))	111.00	111.00	No
Obstructing access to and from footpath ramp etc.	91.00	91.00	No
Obstructing access to and from driveway etc.	93.00	93.00	No
Stopping heavy or long vehicle on road outside built-up area 200(1))	136.00	136.00	No
Stopping in parking area for people with disabilities (203(1))	433.00	433.00	No
Parking for longer than indicated where 'permissive parking' sign	61.00	61.00	No
Parking where there are parking bays - failing to park in bay	59.00	59.00	No
Further offence for continued parking contravention RTA (174B)	55.00	55.00	No
Expiation Offences Act 1996 s5 Reminder Notice s5(a)	71.00	71.00	No
5(b) If a vehicle is involved in an alleged offence to which the expiation notice relates and a search fee incurred	Equivalent to the Search Fee incurred	Equivalent to the Search Fee incurred	No
Expiation enforcement warning notices s6(a)	64.00	64.00	No
6(b)(i) a vehicle involved in the alleged offence to which expiation relates incurs a search fee	Equivalent to the Search Fee incurred	Equivalent to the Search Fee incurred	No
Parking in other Public Place	75.00	75.00	No
Purpose other than Parking (reg 7)	60.00	60.00	No
Damage to sign (reg 8)	110.00	110.00	No
Lot wholly within 1 parking bay (reg 4 (1) a)	59.00	59.00	No
Parking in a bay already occupied (reg 4 (1) b)	72.00	72.00	No
Protrusion over walkway or driveway (reg 5)	93.00	93.00	No

## Community Compliance continued

Item	2023/24 \$	2024/25 \$	GST
<b>Parking Infringements continued</b>			
Obstruct access (reg 6)	91.00	91.00	No
Further Offence (reg 11)	61.00	61.00	No
No standing area (8 (1))	104.00	104.00	No
Disabled persons parking area (8 (2))	405.00	405.00	No
Permit parking area (8 (3))	71.00	71.00	No
Loading area (8 (4))	79.00	79.00	No
Restricted parking area (8 (5))	72.00	72.00	No
Time Limit (8 (6))	57.00	57.00	No
Reminder Fee	67.00	67.00	No
Enforcement Warning Fee	60.00	60.00	No
Fail to Park Parallel & Close to Left of 2 Way Road	74.00	74.00	No
Fail to Park Facing Direction Vehicles Lawfully Travel	74.00	74.00	No
Fail to Park Vehicle Facing Direction of Travel	74.00	74.00	No
Fail to Park Vehicle to Face Direction of Traffic	74.00	74.00	No
Park Close to Dividing Line or Strip	74.00	74.00	No
<b>Permit to use a public road for business purposes</b>			
Annual Fee	1,000.00	1,000.00	No
Monthly Fee	100.00	100.00	No
Six Monthly Fee	500.00	500.00	No
<b>Flammable Areas</b>			
Flammable Undergrowth Block Clearing Admin Fee	225.00	235.00	Yes
Flammable Undergrowth Mechanical/Tractor Block Clearing Fee	Charged at cost of services	Charged at cost of services	Yes

## LIBRARY BRANCH SERVICES

The City of Salisbury maintains a comprehensive free lending library service for the benefit of the local community. Libraries are located at Burton, Ingle Farm, Mawson Lakes, Para Hills, and Salisbury. A mobile Home Library Service operates for the benefit of less mobile members of the community.

No lending fees are charged, but other sundry fees are fixed by Council in accordance with Section 188 of the *Local Government Act 1999*.

The Manager Community Participation and Partnerships has delegated authority to vary Library fees for the purpose of introducing new programs and / or allowing for increases in supply costs.



Children's Area, Burton Community Hub, 2023



Community Participation & Partnerships  
Library Branch Services

Item	2023/24 \$	2024/25 \$	GST
<b>Other Fees</b>			
Materials re-processing charges (i.e. damage to cases, labels, tags, covers etc.)	2.00	2.00	Yes
Laminating A4 (each)	2.00	2.00	Yes
Laminating A3 (each)	3.50	3.50	Yes
<b>Photocopy/Printing</b>			
Photocopying - Standard A4 (per copy)	0.20	0.20	Yes
Photocopying - Standard A3 (per copy)	0.40	0.40	Yes
Photocopying - Colour A4 (per copy)	1.00	1.00	Yes
Photocopying - Colour A3 (per copy)	2.00	2.00	Yes

Community Learning Program

Item	2023/24 \$	2024/25 \$	GST
<b>Miscellaneous Activities</b>			
Occasional Program Charges	5.00 - 30.00	5.00 - 50.00	Yes

## COMMUNITY HEALTH & WELLBEING

### Salisbury Home and Community Services

The City of Salisbury receives Commonwealth Home Support Programme funding to provide subsidised services to eligible people referred by My Aged Care.

### Seniors Centres

The Jack Young Centre, Para Hills Centre and Pine Lakes Centre provide leisure, socialisation and healthy ageing activities such as social support groups, meals, transport to attend the centres and health and wellbeing information.

### Home Assist

Salisbury Home Assist provides support to help people to remain living independently at home in the community. Services include domestic assistance, minor home maintenance, gardening and modifications, support with shopping and socialisation and transport.

Subsidised fee - for people aged 65 years and over, or 50 years and over for Aboriginal or Torres Strait Islander, who are assessed by My Aged Care as being eligible for Commonwealth Home Support Programme (CHSP) and referred for subsidised services.

Standard fees - for older people who are not eligible for subsidised aged care services through the Commonwealth Home Support Programme

The facilities at the Jack Young Centre and Para Hills Centre are available for hire when not in use. The Manager, Community Health and Wellbeing has delegated authority to vary hire fees for not for profit organisations where they are working in partnership with Council or have demonstrated limited capacity to pay.

All rates are hourly unless otherwise stated.

Community Health & Wellbeing  
 ICSP - Home and Community Services Program

Item	2023/24 \$	2024/25 \$	GST
<b>Catering and Cleaning</b>			
Meals - menu and seasonal driven	3.00 - 15.00	3.00 - 15.00	Yes
<b>HSP Services</b>			
Domestic Assistance	0.00	16.00 per hour	Yes
Social Support Individual	0.00	16.00 per event	Yes
Minor Home Maintenance and Gardening	0.00	20.00 - 30.00 per hour	Yes
Minor Home Modifications	0.00	16.00 per hour, plus hardware or 50% of cost max. subsidy 1,000.00	Yes
Transport	0.00	5.00 - 25.00	Yes
Social Support Groups	0.00	3.00 - 15.00 per event	Yes
Meals	0.00	3.00 - 15.00	Yes
<b>Membership Fees</b>			
Annual Membership fee for Centre Users - due each July	12.00	12.00	No
<b>Program Fees</b>			
Para Hills Centre - Friday Program	12.00 - 35.00	12.00 - 35.00	No
Activities - Leisure, Recreation, Wellbeing, Learning, Fitness	3.00 - 15.00	3.00 - 15.00	No
<b>Venue Hire</b>			
Black Young Centre Main Hall (Hourly Rate)	30.00	31.00	Yes
Black Young Centre Conference, Library or Craft Room - General	23.00	24.00	Yes
Para Hills Hall (Hourly Rate)	32.00	33.00	Yes

## COMMUNITY CENTRES AND HUBS

The City of Salisbury has a range of community facilities across its local government area that deliver programs and provides services that support the health and wellbeing of our residents, as well as providing a range of spaces available for hire for business, education or social purposes. These facilities include:

- Bagster Road Community Centre
- Burton Community Hub
- Para Hills Community Hub
- Salisbury East Neighbourhood Centre
- St Kilda Community Hall
- The Mawson Centre (jointly owned with UniSA and Department for Education)
- Twelve25 Youth Centre

The definitions of the types of hire available are:

- **Commercial Hire** - where an individual or organisation is expected to generate income from their venture and whose net profits are dispersed to individual members.
- **Private Functions** - individuals who hire a venue for a function such as a wedding, birthday etc.
- **Local Community Groups** - those whose membership is primarily made up of residents within the City of Salisbury or individuals or groups whose primary function is within the City of Salisbury area.
- **Community Groups/Not for Profit Organisations** - are those that meet for the purpose of providing a service for the community's benefit and do not profit from the function.

The rates listed in the attached schedule are commercial hire rates only. All other hirers are entitled to a 50% reduction of the commercial hire rate only.

The Manager, Community Participation and Partnerships has delegated authority to;

- assess events, activities and functions to determine whether the booking is low or high risk, and to vary hire fees and bond, as well as request additional services on this basis;
- vary fees for regular bookings in accordance with a Memorandum of Understanding with Council; and
- vary fees to introduce new programs and allow for increase in supply costs.

Please note that for high-risk events, Council reserves the right to require paid security staff (from Council's preferred contractor) in attendance at the hirer's cost.

## Community Centres

## Magister Road Community Centre

Item	2023/24 \$	2024/25 \$	GST
<b>Bond Fees</b>			
Out of hours Room Bond - Standard	0.00	0.00 - 500.00	No
Out of hours Room Bond - High Risk	0.00	250.00 - 750.00	No
<b>Ball Hire Fees</b>			
Interview Room per hour	0.00	15.00	Yes
Office per hour	0.00	20.00	Yes
Small meeting room per hour	0.00	30.00	Yes
Meeting Room 1 per hour	0.00	30.00	Yes
Meeting Room 2 per hour	0.00	30.00	Yes
Meeting Room 1 & 2 per hour	0.00	50.00	Yes
Training room per hour	0.00	50.00	Yes
Children's area per hour	0.00	50.00	Yes
Children's area day rate (over 7 hours)	0.00	350.00	Yes
Ball per hour	0.00	60.00	Yes
Ball rate over 7 hours	0.00	420.00	Yes
Kitchen per hour	0.00	20.00	Yes
After Hours and night use security call out fee	0.00	53.00	Yes
Cleaning Fees (per person per hour) - minimum 3 hours	0.00	55.00 - 77.00	Yes
Key/Pass replacement fee	0.00	32.00	Yes
City of Salisbury Partnership Projects	0.00	Variable	Yes

## Burlton Community Hub

Item	2023/24 \$	2024/25 \$	GST
<b>Bond Fees</b>			
Out of hours room bond - Standard	0.00 - 500.00	0.00 - 500.00	No
Out of Hours room bond - High Risk	250.00 - 750.00	250.00 - 750.00	No
<b>Facility Hire</b>			
Meeting Room 1 (per hour)	20.00	20.00	Yes
Meeting Room 2 (per hour)	20.00	20.00	Yes
Meeting Room 3a (per hour)	35.00	35.00	Yes
Meeting Room 3b (per hour)	35.00	35.00	Yes
Meeting Room 3c/Kitchen (per hour)	50.00	50.00	Yes
Ball (MRs 3a, 3b & 3c/Kitchen) - (per hour)	50.00	50.00	Yes
Ball (MRs 3a, 3b & 3c/Kitchen) - (day rate over 7 hours)	350.00	350.00	Yes
The Tech Lab (per hour)	30.00	30.00	Yes
The Studio (per hour)	40.00	40.00	Yes
The Workshop (per hour)	50.00	50.00	Yes
City of Salisbury Partnership Projects	Variable	Variable	Yes
Cleaning Fee (per person per hour - min. 3 hours)	55.00	55.00 - 77.00	Yes
Key/Pass Replacement Fee	32.00	32.00	Yes
After Hours and Night Use Security Call Out Fee	53.00	53.00	Yes

## Para Hills Community Hub

Item	2023/24 \$	2024/25 \$	GST
<b>Bond Fees</b>			
Out of hours Room Bond - Standard	0.00 - 500.00	0.00 - 500.00	No
Out of hours Room Bond - High Risk	250.00 - 750.00	250.00 - 750.00	No
<b>Facility Hire</b>			
Meeting Room 1	15.00	15.00	Yes
Meeting Room 2	20.00	20.00	Yes
Meeting Room 4	20.00	20.00	Yes
Meeting Room 5	20.00	20.00	Yes
Meeting Room 6	35.00	35.00	Yes
Meeting Room 7	35.00	35.00	Yes
Meeting Room 8	35.00	35.00	Yes
Combined Meeting room 1 and 2	35.00	35.00	Yes
Combined Meeting room 4 and 5	35.00	35.00	Yes
Combined Meeting room 7 and 8	50.00	50.00	Yes
Community Hall (includes use of Kitchen, 9am - 5pm)	30.00	30.00	Yes
Function Room (per hour)	60.00	60.00	Yes
Function Room (day rate over 7 hours)	360.00	420.00	Yes
Commercial Kitchen	40.00	40.00	Yes
After Hours and night use security call out fee	53.00	53.00	Yes
Cleaning Fees (per person per hour) - minimum 3 hours	55.00	55.00 - 77.00	Yes
Key/Pass replacement fee	32.00	32.00	Yes
City of Salisbury Partnership Projects	Variable	Variable	No

## Salisbury East Neighbourhood Centre

Fees	2023/24 \$	2024/25 \$	GST
<b>Bond Fees</b>			
Out of Hours Room Bond - Standard	0.00	0.00 - 500.00	No
Out of Hours Room Bond - High Risk	0.00	250.00 - 750.00	No
<b>Ball Hire Fees</b>			
Small Meeting Room / office (per hour)	0.00	15.00	Yes
Garden Room (per hour)	0.00	20.00	Yes
Large Meeting Room (per hour)	0.00	30.00	Yes
Ball (per hour)	0.00	40.00	Yes
Ball (day rate over 7 hours)	0.00	280.00	Yes
Kitchen (per hour)	0.00	20.00	Yes
After Hours and night use security call out fee	0.00	53.00	Yes
Cleaning Fees (per person per hour) - minimum 3 hours	0.00	55.00 - 77.00	Yes
Key/Pass replacement fee	0.00	32.00	Yes
Utility of Salisbury Partnership Projects	0.00	Variable	Yes

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## St Kilda Community Hall

Item	2023/24 \$	2024/25 \$	GST
<b>Room Fees</b>			
Out of Hours Room Bond	200.00	0.00 - 500.00	No
Key Deposit	130.00	130.00	No
<b>Ball Hire Fees</b>			
Ball with kitchen per hour	0.00	50.00	Yes
Ball with kitchen (day rate over 7 hours)	0.00	350.00	Yes
After Hours and night use security call out fee	0.00	53.00	Yes
Cleaning Fees (per person per hour) - minimum 3 hours	0.00	55.00 - 77.00	Yes
Key/Pass replacement fee	0.00	32.00	Yes
City of Salisbury Partnership Projects	0.00	Variable	Yes

DRAFT

Lawson Centre Development

Fees	2023/24 \$	2024/25 \$	GST
<b>Facility Hire</b>			
Room Hire - Per Hour	50.00	30.00 - 50.00	Yes
Room Hire - Day rate (over 7 hours)	160.00	210.00 - 350.00	Yes
Utility of Salisbury Partnership Projects	Variable	Variable	Yes

DRAFT

## Youth Enterprise Centre - "Twelve25"

Fees	2023/24 \$	2024/25 \$	GST
<b>Bond Fees</b>			
Out of hours Room Bond - Standard	350.00	0.00 - 500.00	No
Out of Hours room bond - High Risk	750.00	250.00 - 750.00	No
<b>Catering and Cleaning</b>			
Cleaning Fee (per person per hour - min. 3 Hours)	55.00	55.00-77.00	Yes
<b>Computer Room</b>			
Hourly Hire	31.00	31.00	Yes
Full Day Hire	226.00	226.00	Yes
<b>Consulting and Meeting Room Hire</b>			
Consulting and Meeting Room Hourly Hire	10.00	10.00	Yes
Consulting and Meeting Room Full Day Hire	65.00	65.00	Yes
<b>Ball Hire Fees</b>			
City of Salisbury Partnership Projects	Variable	Variable	Yes
Ball Hire Fees Various Rooms Hourly Rate	31.00	31.00	Yes
Ball Hire Fees Various Rooms Full Day Hire	226.00	226.00	Yes
<b>Other Fees</b>			
Lost Swipe Card (plus cost of replacement)	50.00	50.00	Yes
After Hours Security Callout per hour	53.00	53.00	Yes
Key Replacement Cost	32.00	32.00	Yes
<b>Project Art Room Hire</b>			
Project Art Room Hourly Hire	31.00	31.00	Yes
Project Art Room Full Day Hire	226.00	226.00	Yes
<b>Stage Room Hire</b>			
Stage Room Hourly Hire	15.50	15.50	Yes
Stage Room Full Day Hire	111.00	111.00	Yes
<b>Upper Room Hire</b>			
Upper Room Hourly Hire	16.50	16.50	Yes
Upper Room Full Day Hire	118.00	118.00	Yes

## SALISBURY COMMUNITY HUB

Located in the heart of Salisbury's central business district, the Salisbury Community Hub is a great place to hold your next meeting, workshop, seminar, convention or any other business or community related event. Offering a variety of flexible spaces and the latest technology, this site attracts a wide range of events including performances from the Adelaide Symphony Orchestra and a variety of Expos. The natural flow between the ground floor event space and the outdoor Salisbury Civic Plaza (Inparrinthe Kumangka) also provides an ideal space for larger community-based events. Built into the original design are also a range of spaces to showcase local and travelling exhibitions including wall and cabinet areas for hanging and displays.



Adelaide Symphony Orchestra Concert, 2023

The General Manager, Community Development has delegated authority to exercise discretion as to applying the room booking policy at the Salisbury Community Hub in relation to:

- The prioritisation parameters during application of the new framework to ensure it remains an effective model to activate the Hub and Civic Plaza/Inparrinthe Kumangka
- The application of the three categories (Community, Private and Business/Government) as to how they apply to requests for bookings received.

The rates listed in the attached schedule are Business/Government (Commercial) hire rates only. All other hirers are entitled to a 50% reduction of the commercial hire rate only.

All bookings for the Salisbury Community Hub are via the [SpacetoCo](#) booking platform.

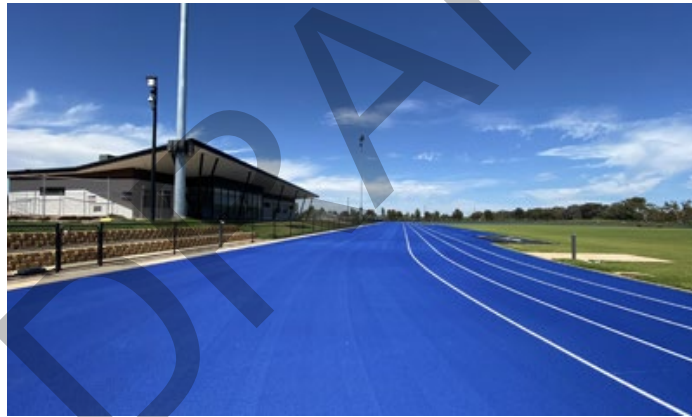
## Salisbury Community Hub

Fees	2023/24 \$	2024/25 \$	GST
<b>Sound Fees</b>			
Sound Fee (Baseline Rate) - Medium 2 (100 - 150 guests)	750.00	750.00	No
Sound Fee (Baseline Rate) - High 1 (150 - 250 guests)	1,200.00	1,200.00	No
Sound Fee (Baseline Rate) - High 2 (250+ guests)	1,500.00	1,500.00	No
Sound Fee (Add to Baseline Rate) - Alcohol being served (35% of baseline Rate)	35% of baseline rate	35% of baseline rate	No
<b>Salisbury Community Hub Hire Fees</b>			
John Harvey Community Hall 1 Hourly Rate	100.00	100.00	Yes
14 Secure Room Hourly Rate	30.00	30.00	Yes
13a Hourly Rate	20.00	20.00	Yes
13b Hourly Rate	20.00	20.00	Yes
13c Hourly Rate	20.00	20.00	Yes
13d Hourly Rate	20.00	20.00	Yes
Maurna Room 1 Hourly Rate	30.00	30.00	Yes
Maurna Room 2 Hourly Rate	30.00	30.00	Yes
Little Para Conference Room 1 Hourly Rate	100.00	100.00	Yes
Little Para Conference Room 2 Hourly Rate	100.00	100.00	Yes
Mr Ruby Davy Room Hourly Rate	40.00	40.00	Yes
Vittber Room Hourly Rate	40.00	40.00	Yes
03 Hourly Rate	20.00	20.00	Yes
04 Hourly Rate	20.00	20.00	Yes
Jelen Barnes Innovation Hub Hourly Rate	40.00	40.00	Yes
09 Hourly Rate	20.00	20.00	Yes
Outdoor Terrace 1 Hourly Rate	30.00	30.00	Yes
Event Kitchen Hourly Rate	80.00	80.00	Yes
Cleaning Charges	Up to 500.00	Up to 500.00	Yes
Damages	Variable Fee	Variable Fee	Yes
John Harvey event space including overflow (Half Day) (plus 15% setup/packup levy)	1,400.00	1,400.00	Yes
John Harvey event space including overflow (Full Day) (plus 15% setup/packup levy)	2,800.00	2,800.00	Yes
Ground floor event mode (Full Day) (plus 50% setup/packup levy)	4,000.00	4,000.00	Yes
Level 1 event space (Half Day) (plus 30% setup/packup levy)	1,500.00	1,500.00	Yes
Level 1 event space (Full Day) (plus 30% setup/packup levy)	3,000.00	3,000.00	Yes
ivic Plaza - Small Event Space Setup/Packup (Half Day)	750.00	750.00	Yes
ivic Plaza - Small Event Space Setup/Packup (Full Day)	1,500.00	1,500.00	Yes
ivic Plaza - Large Event Space Setup/Packup (Half Day)	1,300.00	1,300.00	Yes
ivic Plaza - Large Event Space Setup/Packup (Full Day)	2,600.00	2,600.00	Yes
ivic Plaza - Combined Spaces Setup/Packup (Half Day)	1,750.00	1,750.00	Yes
ivic Plaza - Combined Spaces Setup/Packup (Full Day)	3,500.00	3,500.00	Yes
ivic Plaza - General Hire	80.00 per hour	80.00 per hour	Yes
Cancellation Fee - More than 7 days prior to the booking	0.00	0.00	Yes
Cancellation Fee - Less than 7 days prior to the booking (50% of hire fee)	50% of hire fee	50% of hire fee	Yes
Security	0.00	Price on Application	Yes
ility of Salisbury Partnership Projects	0.00	Variable	No

## BRIDGESTONE ATHLETICS CENTRE

Bridgestone Athletics Centre is a comprehensive athletics facility, offering a global standard artificial running surface, as well as a centre field comprising of shot-put, hammer throw, javelin, high jump and pole vault facilities. The Centre is home to three athletics clubs; Northern Districts Athletics Club, Ingle Farm Little Athletics Club and Salisbury Athletics Club. The athletics facilities and club room are also available for community engagement and fee for service activation.

The Manager, Sport, Recreation and Community Planning has been delegated authority to assess events and functions to be held at the Bridgestone Athletics Centre to determine whether the booking is low or high risk and vary hire fees on this basis and vary the bond for hiring the Bridgestone Athletics Centre depending on type of activity, the rate of subsidy and additional services as requested by the hirer.



## Recreation Services

## Bridgestone Athletics Centre

Fees	2023/24 \$	2024/25 \$	GST
<b>Facility Hire</b>			
Bridgestone Reserve Coaching 3 month (Sunrise-Sunset)	90.00	95.00	Yes
Bridgestone Reserve Coaching 6 month (Sunrise-Sunset)	140.00	140.00	Yes
Bridgestone Reserve Coaching 12 month (Sunrise-Sunset)	230.00	240.00	Yes
Bridgestone Training/Function Room Hire Hourly (Room only) - Community	45.00	45.00	Yes
Bridgestone Training/Function Room Hire Hourly (Room only) - Private/Commercial	65.00	65.00	Yes
Bridgestone Training/Function Room Security Charges	As negotiated	As negotiated	Yes
Bridgestone Function Room Hire (catering access) Min 3hrs - Community	300.00	315.00	Yes
Bridgestone Function Room Hire (catering access) Min 3 hrs - Private/Commercial	360.00	375.00	Yes
Bridgestone Function Room Hire (catering access) - Additional Hour	40.00	40.00	Yes
Bridgestone Training light charge (per hour)	25.00	25.00	Yes
<b>Special Hire</b>			
Bridgestone Reserve Event/Carnival (Concession Group) pp	4.00 per person plus 25.00 per hour for lights after sunset	5.00 per person plus 25.00 per hour for lights after sunset	Yes
Bridgestone Reserve Event/Carnival (Adult Group) pp	6.00 per person plus 25.00 per hour for lights after sunset	7.00 per person plus 25.00 per hour for lights after sunset	Yes
Bridgestone Reserve Event/Carnival < 200 Athletes	625.00	650.00	Yes
Bridgestone Reserve Event/Carnival 200 to 400 Athletes	725.00	750.00	Yes
Bridgestone Reserve Event/Carnival 401 to 600 Athletes	825.00	850.00	Yes
Bridgestone Reserve Event/Carnival 601 plus Athletes	1,025.00	1,075.00	Yes
Bridgestone Reserve Event/Carnival Organisations	1,025.00	1,075.00	Yes
Bridgestone Reserve Event/Carnival Weekend Levy	420.00	430.00	Yes
Bridgestone Reserve Event/Carnival Half Day Hire <200 Athletes	310.00	325.00	Yes
Bridgestone Reserve Event/Carnival Half Day Hire 200 to 400	360.00	375.00	Yes
Bridgestone Reserve Event/Carnival Half Day Hire 401 to 600	410.00	425.00	Yes
Bridgestone Reserve Event/Carnival Half Day Hire 601 plus Athletes	510.00	530.00	Yes
Bridgestone Reserve Event/Carnival Half Day Hire Organisations	510.00	530.00	Yes
Bridgestone Reserve Event/Carnival Half Weekend Levy	210.00	220.00	Yes
Bridgestone Reserve Event - Staff fee per hour	45.00	50.00	Yes

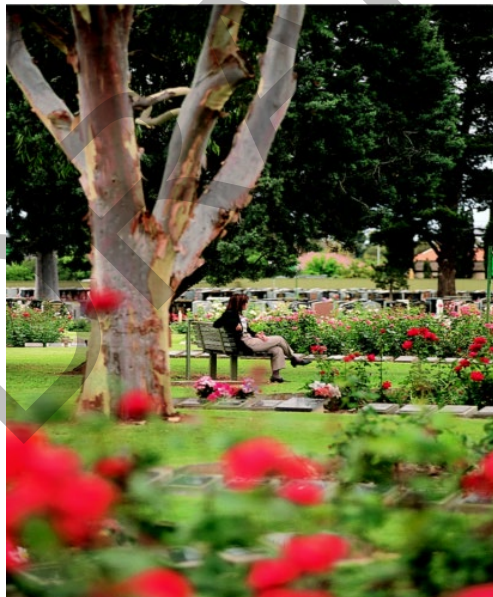
## SALISBURY MEMORIAL PARK

The City of Salisbury maintains the Salisbury Memorial Park Cemetery and Mausoleum located on Spains Road, Salisbury. Fees are fixed by Council in accordance with Section 188 of the *Local Government Act 1999*.

The General Manager, Community Development has delegated authority to vary fees by up to \$300 (+ or -) for Salisbury Memorial Park on the approved Salisbury Memorial Park fee schedule for special circumstances at discretion and to recover additional costs associated with providing a non-standard product or service.

Note 1: Vault charges are consolidated to include lease, vault and installation charges. These fees were individually displayed in the past.

Note 2: Where N/A is listed, there are no crypts available in this area of the Mausoleum. As Crypt spaces are limited, other areas of the Mausoleum may become fully subscribed during the course of the year.





Salisbury Memorial Park  
Salisbury Memorial Park Cemetery

Item	2023/24 \$	2024/25 \$	GST
<b>Cemetery Fees</b>			
Soil Removal	515.00	525.00	Yes
Lift & Lower - 0-9 years since burial	11,500.00	11,750.00	Yes
Lift & Lower - 10-15 years since burial	8,600.00	8,900.00	Yes
Lift & Lower - 16 years and more	5,500.00	5,650.00	Yes
Funerals - after 3:30pm	530.00	550.00	Yes
Funerals - Saturday	630.00	650.00	Yes
Funerals - Short Notice (less than 24 hours notice)	630.00	650.00	Yes
Cattering of Ashes	175.00	180.00	Yes
Insertion/removal of Ashes into an existing grave	440.00	450.00	Yes
Insertion of ashes in coffin at time of burial	170.00	175.00	Yes
Extension of existing lease (5yr increments)	410.00	430.00	Yes
Exhumation	9,000.00	9,250.00	Yes
Transfer of Licence	120.00	125.00	No
Licence in Perpetuity	24,900.00	24,900.00	Yes
Edge removal/replacement	765.00	785.00	Yes
Concrete floor removal/replacement	755.00	795.00	Yes
Levelling Headstone Permit	210.00	225.00	No
Reservation Fees 2 year with no right of renewal	400.00	410.00	No
Permit for Additional Works or Inscription Lawn Section	105.00	110.00	No
Permit Ledger Section for New Monument and Inscription	340.00	350.00	No
Permit Ledger Section for Additional Work and Inscription	105.00	110.00	No
Permit Vault Section for New Monument and Inscription	585.00	595.00	No
Permit Vault Section for Additional Work and Inscription	105.00	110.00	No
Remove Headstone and Reinstatement	255.00	260.00	No
Fee for Inurnment of Ashes when replacing a Plaque	225.00	230.00	Yes
Relinquish a Site	95.00	100.00	Yes
Transfer of Cremation Memorial to another Garden	60.00	65.00	Yes
Ceramic Photographs Coloured	175.00	190.00	Yes
Ceramic Photographs Black and White	110.00	120.00	Yes
Fee per letter when over 165 letters	2.95	3.25	Yes
Plaque with Flower or Motif	130.00	135.00	Yes
Perpetual Flower	130.00	135.00	Yes
Renew Lettering on an existing Garden Memorial in Natural	205.00	215.00	Yes
Renew Lettering on an existing Garden Memorial in Gold	235.00	240.00	Yes
Seat with Bronze Plaque	2,650.00	2,800.00	Yes
Artwork per motif	80.00	90.00	Yes
Replacement Plaque only Granite with Gold Lettering	695.00	715.00	Yes
Replacement Plaque only Granite with Natural Lettering	675.00	700.00	Yes
Replacement Plaque only Bronze	635.00	650.00	Yes
Replacement Detachable Bronze Plaque	200.00	210.00	Yes
Extension of existing lease (5yr increments) - Childrens Sites	45.00	50.00	Yes
Remove/Replace Headstone, Kerbing, Concrete and reinstatement	920.00	940.00	Yes
Remove and Replace Kerbing	270.00	280.00	Yes
Funerals - Public Holidays	825.00	850.00	Yes

## Salisbury Memorial Park Cemetery continued

Item	2023/24 \$	2024/25 \$	GST
<b>Cemetery Fees continued</b>			
Extension of existing lease (5yr increments) - general rose garden, remembrance water feature, bedrock memorial	220.00	230.00	Yes
Extension of existing lease (5yr increments) - rose garden 19, moss rock rose garden, shrub garden	220.00	230.00	Yes
Extension of existing lease (5yr increments) - rose garden 20, 21, 18, 27	190.00	200.00	Yes
Extension of existing lease (5yr increments) - rotunda garden bed, rotunda niche wall (single), Donnybrooke (single)	115.00	125.00	Yes
Extension of existing lease (5yr increments) - rotunda niche wall (double), Donnybrooke niche wall (double)	200.00	210.00	Yes
<b>Childrens Section</b>			
Children's Section (up to 10 years) Licence	410.00	425.00	Yes
Children's Section (up to 10 years) Burial Fee	555.00	570.00	Yes
<b>Remation Licences</b>			
Rose Garden Lease 25 years	1,175.00	1,200.00	Yes
Moss Rock Lease 25 Years	1,175.00	1,200.00	Yes
Water Feature Lease	1,175.00	1,200.00	Yes
Bedrock	1,175.00	1,200.00	Yes
Garden 19-25 Year Lease	1,175.00	1,200.00	Yes
Garden 20 & 21-25 Year Lease (single only)	920.00	930.00	Yes
Garden 28-25 Year Lease (single only)	920.00	930.00	Yes
Rotunda Garden Bed Paver Single Licence	540.00	550.00	Yes
Solid Marker Lease 25 years	930.00	950.00	Yes
Memorial Garden Bed/Wall of Life Pencil Pine	350.00	360.00	Yes
Shrub Gardens Lease 25 Years	1,175.00	1,200.00	Yes
Rotunda Garden Bed Cylinder Single Licence	540.00	550.00	Yes
Rotunda Niche Wall Single Licence	540.00	550.00	Yes
Rotunda Niche Wall Double Licence	975.00	1,000.00	Yes

## Salisbury Memorial Park Cemetery continued

Item	2023/24 \$	2024/25 \$	GST
<b>Interment</b>			
Flower Garden 1st Interment	1,420.00	1,450.00	Yes
Flower and Shrub Gardens 2nd Interment	570.00	580.00	Yes
Flower Garden 20,21	985.00	1,000.00	Yes
Flower Garden 28	750.00	765.00	Yes
Water Feature Placement and Plaque	935.00	950.00	Yes
Bedrock 1st Interment	1,600.00	1,650.00	Yes
Bedrock 2nd Interment	570.00	580.00	Yes
Moss Rock Granite Single 1st Interment	2,000.00	2,050.00	Yes
Garden 19 1st Interment	1,800.00	1,850.00	Yes
Garden 19 2nd Interment	570.00	580.00	Yes
Red Brick Interment	590.00	600.00	Yes
Jonnybrooke Sandstone - Single	930.00	950.00	Yes
Jonnybrooke Sandstone Double - 2nd Interment	570.00	580.00	Yes
Jonnybrooke Sandstone Double - 1st Interment	945.00	960.00	Yes
Lotunda Garden Bed Cylinder	1,695.00	1,720.00	Yes
Solid Marker	655.00	670.00	Yes
Lotunda Garden Bed - Paver/Bronze Plaque and Interment	610.00	630.00	Yes
Moss Rock Interment Bronze Plaque Single	2,195.00	2,250.00	Yes
Moss Rock Interment Granite Plaque Double	2,220.00	2,280.00	Yes
Moss Rock Interment Bronze Plaque Double	2,395.00	2,450.00	Yes
Moss Rock Second Interment and Inscription	570.00	580.00	Yes
Bedrock 1st Interment - Granite	1,575.00	1,600.00	Yes
Moss Rock Interment/Installation	295.00	300.00	Yes
Shrub Gardens 1st Interment	1,420.00	1,450.00	Yes
<b>Urn Section</b>			
Urn Section Lease	4,150.00	4,195.00	Yes
Interment adult single	2,075.00	2,125.00	Yes
Interment adult double	2,225.00	2,250.00	Yes
Interment adult triple	2,495.00	2,530.00	Yes

## Salisbury Memorial Park Cemetery continued

Item	2023/24 \$	2024/25 \$	GST
<b>Niche Wall</b>			
Niche Wall License 25 years Red Brick	365.00	375.00	Yes
Jonnybrooke Sandstone - Lease 25 years single	540.00	550.00	Yes
Jonnybrooke Sandstone - Lease 25 years double	970.00	985.00	Yes
Lotunda Niche Wall Single Single Plaque and Inurnment	725.00	740.00	Yes
Lotunda Niche Wall Double Plaque and Inurnment	930.00	950.00	Yes
Lotunda Niche Wall Double Second Inurnment and Inscription	570.00	580.00	Yes
<b>Stillborn Section</b>			
Stillborn Section Burial Fee includes Bronze Plaque	360.00	370.00	Yes
Stillborn Section Burial Fee - Plaque	230.00	240.00	Yes
Jew Stillborn Section Perpetual Licence - Plaque Included	480.00	490.00	Yes
Jew Stillborn Section Digging Fee	230.00	240.00	Yes
Stillborn Section (Old & New) - Ashes Burial	120.00	125.00	Yes
<b>Vaults</b>			
Vault plot license 50 yrs Standard Double Plot	15,500.00	15,950.00	Yes
Vault plot license 99 yrs Standard Double Plot	26,000.00	26,500.00	Yes
Reopen/Close existing vault	2,075.00	2,125.00	Yes
Vault triple license 50 yrs	20,150.00	20,350.00	Yes
Vault triple license 99 yrs	31,500.00	32,000.00	Yes

## Salisbury Memorial Park Cemetery continued

Item	2023/24 \$	2024/25 \$	GST
<b>Ausoleum</b>			
crypts - Colonnades Companion - Level 1	N/A	N/A	Yes
crypts - Colonnades Companion - Level 2	17,100.00	17,100.00	Yes
crypts - Colonnades Companion - Level 3	N/A	N/A	Yes
crypts - Colonnades Companion - Level 4	N/A	N/A	Yes
crypts - Colonnades Companion - Level 5	N/A	N/A	Yes
crypts - Colonnades Companion - Level 6	N/A	N/A	Yes
crypts - Colonnades Couch - Level 1	18,900.00	18,900.00	Yes
crypts - Colonnades Couch - Level 2	18,900.00	18,900.00	Yes
crypts - Colonnades Couch - Level 3	18,900.00	18,900.00	Yes
crypts - Colonnades Couch - Level 4	18,000.00	18,900.00	Yes
crypts - Colonnades Couch - Level 5	17,100.00	17,100.00	Yes
crypts - Colonnades Couch - Level 6	16,200.00	16,200.00	Yes
crypts - Vestibule - Level 1	N/A	N/A	Yes
crypts - Vestibule - Level 2	N/A	N/A	Yes
crypts - Vestibule - Level 3	N/A	N/A	Yes
crypts - Vestibule - Level 4	N/A	N/A	Yes
crypts - Vestibule - Level 5	17,100.00	17,100.00	Yes
crypts - Vestibule - Level 6	16,200.00	16,200.00	Yes
crypts - Fountain Section - Level 1	N/A	N/A	Yes
crypts - Fountain Section - Level 2	N/A	N/A	Yes
crypts - Fountain Section - Level 3	N/A	N/A	Yes
crypts - Fountain Section - Level 4	19,800.00	19,800.00	Yes
crypts - Fountain Section - Level 5	18,900.00	18,900.00	Yes
crypts - Fountain Section - Level 6	18,000.00	18,000.00	Yes
crypts - Nave - Level 1	N/A	N/A	Yes
crypts - Nave - Level 2	N/A	N/A	Yes
crypts - Nave - Level 3	N/A	N/A	Yes
crypts - Nave - Level 4	20,700.00	20,700.00	Yes
crypts - Nave - Level 5	19,800.00	19,800.00	Yes
crypts - Nave - Level 6	18,900.00	18,900.00	Yes
crypts - Family Room - Level 1	23,400.00	23,400.00	Yes
crypts - Family Room - Level 2	23,400.00	23,400.00	Yes
crypts - Family Room - Level 3	23,400.00	23,400.00	Yes
crypts - Family Room - Level 4	22,500.00	22,500.00	Yes
crypts - Family Room - Level 5	21,600.00	21,600.00	Yes
crypts - Family Room - Level 6	20,700.00	20,700.00	Yes
crypts - Chapel - Level 1	N/A	N/A	Yes
crypts - Chapel - Level 2	N/A	N/A	Yes
crypts - Chapel - Level 3	N/A	N/A	Yes
crypts - Chapel - Level 4	22,500.00	22,500.00	Yes
crypts - Chapel - Level 5	21,600.00	21,600.00	Yes
crypts - Chapel - Level 6	20,700.00	20,700.00	Yes
Other - Cremation Niche	4,050.00	4,050.00	Yes
Other - Entombment Fee	2,500.00 (or price specified within an existing signed contract)	2,600.00 (or price specified within an existing signed contract)	Yes
Other - Scissor Lift Fee	450.00	475.00	Yes
Other - Cleaning Fee - Monday to Friday (9:00am - 5:00pm)	150.00	175.00	Yes
Other - Cleaning Fee - After hours, weekends, public holidays	260.00	275.00	Yes

## Salisbury Memorial Park Cemetery continued

Item Description	2023/24 \$	2024/25 \$	GST
<b>Memorialisation - Goods</b>			
5mm Letters	0.00	14.60	Yes
10mm letters	0.00	17.90	Yes
15mm letters	0.00	21.20	Yes
20mm letters	0.00	23.70	Yes
Engraving	0.00	10.60	Yes
Photo plaque frame (9x12)	0.00	76.60	Yes
Photo plaque frame (11x15)	0.00	96.40	Yes
Lotif 31 156/26	0.00	274.10	Yes
Lotif 31 646/20 (left side)	0.00	147.60	Yes
Lotif 31 657/20 (right side)	0.00	147.60	Yes
Lotif 32 226/20	0.00	387.40	Yes
Lotif 23 247/18 (Crucifix)	0.00	165.70	Yes
Lotif 32 738/22	0.00	278.40	Yes
Lotif 31 533/19	0.00	287.40	Yes
Lotif 29 369/14	0.00	144.70	Yes
Lotif 29 369/18	0.00	189.20	Yes
Lotif 19 823/09	0.00	76.60	Yes
Lotif 19 823/11	0.00	96.40	Yes
Lotif 31 178/15	0.00	173.00	Yes
Lotif 32 567/15	0.00	462.10	Yes
Lotif 31 223/30	0.00	1,164.60	Yes
Lotif 32 603/21	0.00	627.70	Yes
Lotif 31 112/12	0.00	115.00	Yes
Urn vase 02 9586	0.00	98.90	Yes
Lotif Crucifix - Small - 23 373/15	0.00	128.50	Yes
Lotif Crucifix - Large - 23 373/20	0.00	150.70	Yes
<b>Memorialisation - Services</b>			
Urn Removal	0.00	375.00	Yes
Urn Reinstatement	0.00	375.00	Yes
WP surcharge (for levels 3-6)	0.00	480.00	Yes
Urn Removal & Reinstatement (L1 & L2)	0.00	745.00	Yes
Urn Removal @ Reinstatement (L3 - L6. Includes EWP Surcharge)	0.00	1,220.00	Yes
Single panel - New Inscription (Layout & Affixation of up to 120 letters)	0.00	750.00	Yes
Single panel - Additional Inscription (up to 80 letters & layout)	0.00	375.00	Yes
Double panel - New Inscription (Layout & Affixation of up to 150 letters)	0.00	1,000.00	Yes
Double panel - Additional inscription (up to 80 letters & layout)	0.00	375.00	Yes
Additional letters - per letter	0.00	2.50	Yes
Embellishment attachments - per piece	0.00	60.00	Yes

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## A sustainable City



Item 2.1.4 - Attachment 1 - Draft Fees and Charges 2024/25



## Foundations

- ✓ Salisbury has a balance of green spaces and natural environments that support biodiversity
- ✓ We make the most of our resources including water, waste and energy
- ✓ Our community, environment and infrastructure are adaptive to a changing climate



## Council's commitment to develop a sustainable City

council will:

- > manage the impacts of increased heat, flooding, intense storms and bushfires
- > work with our community so they are better prepared for extreme weather events
- > encourage our community to be actively involved in caring for our environment
- > enhance our natural spaces, including our coast, hills and creeks
- > support the establishment of a circular economy
- > improve the energy efficiency of Council's operations
- > help the community and businesses reduce waste, water and energy and associated costs

## PROPERTY MANAGEMENT

### AUTHORISATION TO USE A PUBLIC ROAD FOR BUSINESS PURPOSES

Under Section 221 a person may not make an alteration to a public road unless authorised to do so by the Council and under Section 222 of the *Local Government Act 1999* a permit may be issued on a public road for business purposes. A permit may grant rights of exclusive occupation to all or part of the public road.

*\*The Applicant must pay a permit fee, as well as all other costs that are deemed to be out of pocket expenses incurred by Council, such as public consultation costs, preparation of the agreement, advertising costs and other administration costs etc.*

### AUTHORISATION TO USE A PUBLIC ROAD FOR PRIVATE PURPOSES

Under Section 221 of the *Local Government Act 1999* an authorisation may be issued on a public road for private purposes. An authorisation may grant rights of exclusive occupation to all or part of the public road.

*\*The Applicant must pay an authorisation fee, as well as all other costs that are deemed to be out of pocket expenses incurred by Council, such as public consultation costs, preparation of the agreement, advertising costs and other administration costs etc.*

Application fees to cover administration costs associated with the legal procedures and requirements as set out in the *Local Government Act 1999*, for the revocation of community land and closing a public road.

### BOAT RAMP FEES

Research of surrounding and competing boat ramps indicates our fees are at a reasonable rate to encourage usage.

In addition, Council resolved to introduce pensioner concession for prescribed persons for Boat ramp fees. Pensioners pay a percentage discount of the full fee.

A sustainable City			
Strategic Development Projects			
Property Management			
Fees	2023/24 \$	2024/25 \$	GST
<b>Authorisation to use a public road for private purposes</b>			
Public road use for private purposes - Initial Authorisation exclusive use	900.00	962.00	No
Public road use for private purposes - Initial Authorisation non exclusive use	580.00	620.00	No
<b>Boat Ramp Licence Fees</b>			
City of Kilda Boat Ramp - Permit Parking Entry Fee	8.50	9.00	Yes
City of Kilda Boat Ramp - Pensioner Concession	6.50	7.00	Yes
City of Kilda Boat Ramp - Annual Permit	165.00	176.50	Yes
City of Kilda Boat Ramp - Pensioner Concession	120.00	128.50	Yes
City of Kilda Boat Ramp - Six Month Permit	90.00	96.00	Yes
City of Kilda Boat Ramp - Pensioner Concession	67.00	71.50	Yes
City of Kilda Boat Ramp - Replacement Permit	11.00	12.00	Yes
City of Kilda Boat Ramp - Pensioner Concession	8.00	8.50	Yes
<b>Miscellaneous Activities</b>			
Bus Shelter Advertising - per shelter	1,900.00	2,031.00	Yes
<b>Permit to use a public road for business purposes</b>			
Public road use for business purposes	Negotiated with the applicant and charged at full commercial rate.	Negotiated with the applicant and charged at full commercial rate.	Yes
<b>Revocation of Community Land and Closing a Public Road</b>			
Application fee payable by a business - Section 194 LGA 1999	2,000.00	2,138.00	Yes
Application fee payable by a private homeowner - Section 194 LGA 1999	920.00	983.50	Yes
Application fee payable by a business owner - Roads (Opening & Closing) Act 1991	2,000.00	2,138.00	Yes
Application fee payable by a private homeowner - Roads (Opening & Closing) Act 1991	920.00	983.50	Yes
Consent fee (signing and sealing) of documents	235.00	251.00	Yes
Preparation of permit fee	950.00	1,015.50	Yes
Title Production Fee	250.00	267.50	Yes

## URBAN, RECREATION & NATURAL ASSETS

Council has various reserves available for hire for the purposes of events or activities. Hiring fees are set by Council in accordance with Section 188 of the *Local Government Act 1999*. The Urban, Recreation & Natural Assets has delegated authority to vary casual hire of park facilities fees and bonds for Council activities, Community events, for not for profit organisations providing benefit to the community, and for the purpose of recovering additional costs associated with event bookings.

**Commercial Hirers** - are those who expect to generate income from their venture and whose net profits are dispersed to individual members.

**Private Functions** - are individuals who hire a venue for a function such as a wedding, birthday etc.

**Local Groups** - those whose membership is primarily made up of residents within the City of Salisbury or individuals or groups whose primary function is within the City of Salisbury area.

**Community Groups/Not for Profit Organisations** - are those that meet for the purpose of providing a service for the community's benefit and do not profit from the function.

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Urban, Recreation & Natural Assets

Urban & Recreation Assets

Item	2023/24 \$	2024/25 \$	GST
<b>Casual Hire of Park Facilities</b>			
Summer Season - Full Day Hire - Commercial	400.00	400.00	Yes
Summer Season - Full Day Hire - Private / Local Groups / Community / Not for Profit	160.00	160.00	Yes
Summer Season - Half day hire - Commercial	200.00	200.00	Yes
Summer Season - Half Day Hire - Private / Local Groups / Community / Not for Profit	85.00	85.00	Yes
Summer Season - Circuses or other events with performing animals	600.00	600.00	Yes
Winter Season - Full Day Hire - Commercial	280.00	280.00	Yes
Winter Season - Full Day Hire - Private / Local Groups / Community Not for Profit	135.00	135.00	Yes
Winter Season - Half Day Hire - Commercial	200.00	200.00	Yes
Winter Season - Half Day Hire - Private / Local Groups / Community Not for Profit	85.00	85.00	Yes
Winter Season - Circuses or other events with performing animals	600.00	600.00	Yes
Key Deposit	130.00	130.00	No
<b>Parisbrooke Reserve Hire</b>			
Summer Season - Full Day Hire - Commercial	500.00	500.00	Yes
Summer Season - Full Day Hire - Private / Local Groups / Community / Not for Profit	220.00	220.00	Yes
Summer Season - Half Day Hire - Commercial	300.00	300.00	Yes
Summer Season - Half Day Hire - Private / Local Groups / Community / Not for Profit	120.00	120.00	Yes
Winter Season - Full Day Hire - Commercial	330.00	330.00	Yes
Winter Season - Full Day Hire - Private / Local Groups / Community Not for Profit	175.00	175.00	Yes
Winter Season - Half Day Hire - Commercial	275.00	275.00	Yes
Winter Season - Half Day Hire - Private / Local Groups / Community Not for Profit	120.00	120.00	Yes
Key Deposit	130.00	130.00	No

## WASTE MANAGEMENT

### Domestic Refuse Collection

Residents who require additional capacity for their general waste can obtain a larger (240L) bin. In some circumstances, residents may be eligible for a subsidised fee. Requests for a larger bin should be directed to NAWMA.

Customers who request an upgraded bin (140L to 240L) and have a valid pension card are eligible to have the upgrade fee waived. To be entitled to have the fee waived annually, residents must hold a valid concession card as at 1 July for the relevant financial year.

Residents have the option to obtain a second general waste bin or second recycling bin for an annual fee. Fees for additional waste services are invoiced by NAWMA.



## Vaste Management

ees	2023/24 \$	2024/25 \$	GST
<b>Domestic Refuse Collection</b>			
Upgrade from 140 litre service to 240 litres general waste service per annum	115.00	115.00	No
Second 240 litre waste service per annum	184.00	184.00	No
Recycling Collection Second 240 litre recycling service per annum	47.00	47.00	No
Subsidised - Upgrade from 140 litre service to 240 litres general waste service (once only discount)	65.00	65.00	No

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## SIGNS

If not already installed by the Developer, Council requires the payment from the Developer to cover Council's cost of installation of street signs before clearance of a new land division is granted.

Council may also carry out additional street signage at the request of ratepayers or special interest groups. Such costs are recoverable from Council under Section 188 of the *Local Government Act 1999*.

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Field Services

Tree Management

Fees	2023/24 \$	2024/25 \$	GST
<b>Other Fees</b>			
Tree stump/removal	Price on application	Price on application	Yes

Signs

Fees	2023/24 \$	2024/25 \$	GST
<b>Signs</b>			
Developer Contribution	234.00	234.00	Yes

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A growing City that creates new opportunities



Item 2.1.4 - Attachment 1 - Draft Fees and Charges 2024/25

## Foundations

- ✓ Salisbury's businesses are successful and part of our community
- ✓ Salisbury is a place of choice for businesses to start, invest and grow
- ✓ Our infrastructure supports investment and business activity
- ✓ Our urban growth is well planned and our centres are active



### Council's commitment to develop a growing city that creates new opportunities

#### Council will:

- ✓ support and deliver initiatives to create jobs and increase investment
- ✓ build work readiness in our community so residents are aware of and can pursue job opportunities
- ✓ be business friendly
- ✓ provide services and infrastructure that support entrepreneurs and emerging industry sectors
- ✓ provide a safe transport network that enables efficient freight and commuter movement
- ✓ ensure Salisbury's activity centres are interesting places to visit, attractive places to invest and great locations to work
- ✓ have modern, well-maintained commercial areas
- ✓ ensure new housing developments enhance our community

## CITY DEVELOPMENT ADMINISTRATION

### SECTION 7 CERTIFICATES

Section 12 of the *Land and Business (Sale and Conveyancing) Act 1994* and Regulations require that councils supply prescribed particulars within 8 clear business days of receiving an application. These prescribed particulars are detailed in Forms 1 and 2 under the Regulations.

The Act and Regulations provide a statutory framework for councils (and other statutory bodies) to provide applicants who are interested in the status of particular land to find out whether there are any charges or prescribed encumbrances of which the Council has the benefit, together with relevant insurance under the *Building Work Contractors Act 1995* in relation to a building. The Act does not require or contemplate the provision of general information pertinent to the land outside the scope of the Regulations.

Section 187(1) of the Local Government Act 1999 requires Council to provide a certificate of liabilities in regard to land held within the City to a person with interest in the land. A certificate of liabilities must state the amount of any outstanding rates, charges or fines imposed upon the land plus any amounts which may have been received in advance of such liabilities falling due. The fee for providing the certificate is set down in Section 19 of the Local Government (General) Regulations and Section 184 of the Local Government Act 1999.



**A growing City that creates opportunities**

City Development Administration

City Development Administration

Fees	2023/24 \$	2024/25 \$	GST
<b>Certificate of Liabilities Search</b>			
Full Search	66.75	66.75	No
Expedited Search	80.50	80.50	No
Dates Only Search	39.00	39.00	No
<b>or a Council search report to be provided by a Council</b>			
i) in relation to 1 strata unit	27.75	27.75	No
ii) in relation to 2 strata units on the same strata plan	55.50	55.50	No
iii) in relation to 3 or more strata units on the same strata plan	83.00	83.00	No
iv) for each certificate of title to land under the Real Property Act 1886: or			
v) If the applicant requests that the particulars be provided within 4 hours	41.50	41.50	No
vi) In any other case	27.75	27.75	No

### DEVELOPMENT SERVICES

Financial contributions are made to Council by developers to satisfy prescribed statutory requirements under the *Planning, Development and Infrastructure Act 2016* or where an agreement has been made between the developer and Council in relation to the provision of infrastructure.

The *Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019* prescribe the fees relating to the Open Space Contribution Scheme by regulation 198(1)(d), which may be amended by the Minister for Planning from time to time

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## Development Services

## Planning

Fees	2023/24 \$	2024/25 \$	GST
<b>Other Fees</b>			
Certificates of Titles Request	37.00	37.00	Yes
Encumbrance Fees	340.00	350.00	No
<b>DI Act Fees</b>			
The amount payable for each replacement tree that is not planted	156.00	163.00	No
Public Notification	260.00	272.00	No
lodgement (hard copy)	87.00	87.00	No
Sign on Land (plus \$100 for each additional sign)	160.00	170.00	Yes
Deemed to Satisfy (Complying) - Less than or equal to \$10k	138.00	138.00	Yes
Deemed to Satisfy (Complying) - Greater than \$10k	228.00	228.00	Yes
Performance Assessed (Consent)	272.00	272.00 or 0.125% of cost, up to a maximum of 200k, whichever is greater	No
Land Division - Assessment	182.00	191.00	No
Land Division - > 5 lots or new road	16.60 per lot	plus 17.40 per additional lot	No
Land Division - Statement of requirements	208.00	218.00	No
Application for Assessment Panel Review	556.00	556.00	No
Extension of a Development Authorisation	116.00	116.00	No
<b>DI Act Fees (Lodged by Residents directly with Council)</b>			
Lodgement (Hard Copy)	Waived	Waived	No
Single Dwelling/Dwelling Addition (Class 1)	180.00	200.00	No
Minor Domestic Structure (Class 10) and Regulated/Significant Trees	110.00	115.00	No
Public Notification (Class 1 and 10)	55.00	60.00	No
Concession Card Holders and Pensioners	75% of total or lower amount of Published Fees & Charges Register	75% of total or lower amount of Published Fees & Charges Register	No

## BUILDING CONTROL

### BUILDING CONSENT

The *Planning, Development and Infrastructure Act 2016* as amended, requires that any building work to be performed in the City of Salisbury area must first be approved by a relevant authority. Application fees are calculated having regard to prescribed fees published under *Planning, Development and Infrastructure Act 2016*. Council offers reduced and waived fees for residents that submit lower cost value applications directly with Council.

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## Building

Item	2023/24 \$	2024/25 \$	GST
<b>Other Fees</b>			
Plan Search Fees (Residential)	52.00	54.00	No
Plan Search Fees (Commercial/Industrial)	131.00	135.00	No
Plan Search - Offsite Retrieval Fee (If Required)	44.00	46.00	Yes
<b>DI Act Fees</b>			
Application (hard copy)	83.00	83.00	No
Minor Amendment	132.00	132.00	Yes
Compliance - Certificate of Occupancy	54.50	54.50	Yes
Compliance - Class 1, for each dwelling	262.00	262.00	No
Compliance - Class 2-9	min 262.00 or 0.075% of cost to max 2,724.00	262.00 or 0.075% of cost, to max 2,724.00, whichever is greater	No
Compliance - Pools	262.00	262.00	No
Essential Safety Provision Class 2-9	262.00	262.00	Yes
Assignment of Classification	184.00	184.00	Yes

## Building Rules Certification Unit

Fees	2023/24 \$	2024/25 \$	GST
<b>DI Act Fees</b>			
Class 1a	Higher of 490.00 or 0.25% of Development Cost	Higher of 490.00 or 0.25% of Development Cost	Yes
Class 10	Higher of 141.00 or 0.25% of Development Cost	Higher of 141.00 or 0.25% of Development Cost	Yes
Class 2-9 - cost <= \$20k	730.00	730.00	Yes
Class 2-9 - cost \$20k to \$200k	730.00 plus 0.4% over 20k	730.00 plus 0.4% over 20k	Yes
Class 2-9 - cost \$200k to \$1M	1,513.00 plus 0.25% over 200k	1,513.00 plus 0.25% over 200k	Yes
Class 2-9 - cost > \$1M	3,692.00 plus 0.15% over 1M	3,692.00 plus 0.15% over 1M	Yes
Essential Safety Provision Class 2-9	262.00	262.00	Yes
Demolition	158.00	158.00	Yes
<b>DI Act Fees (Lodged by Residents directly with Council)</b>			
Application (hard copy)	Waived	Waived	No
Single Dwelling/Dwelling Addition (Class 1)	380.00	400.00	Yes
Minor Domestic Structure (Class 10)	110.00	115.00	Yes
Concession Card Holders and Pensioners	75% of total or lower amount of Published Fees & Charges Register	75% of total or lower amount of Published Fees & Charges Register	Yes

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### DEVELOPER CONTRIBUTIONS

Financial contributions are made to Council by developers to satisfy prescribed statutory requirements under the *Planning, Development and Infrastructure Act 2016* or where an agreement has been made between the developer and Council in relation to the provision of infrastructure.

The *Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019* prescribe the fees relating to the Open Space Contribution Scheme by regulation 198(1)(d). The current fee is \$7,908 but may be amended by the Minister for Planning from time to time.

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## Corporate Signage

## Corporate Signage

Item	2023/24 \$	2024/25 \$	GST
<b>Community Information Signs (Pole Mounted)</b>			
Community name blade only installed with lettering, brackets & fittings	89.00	89.00	Yes
Pole (for street/community sign) supply and install with 600mm pike	62.00	62.00	Yes
<b>Signs</b>			
Lawson Lakes Pedestrian Signs	204.00	204.00	Yes
New Small Sign - per Panel	Price on application	Price on application	Yes
New Large Sign - per Panel	Price on application	Price on application	Yes
Existing Small Sign - new Panel	432.00	432.00	Yes
Existing Large Sign - new Panel	905.00	905.00	Yes
Existing Small Sign - renewal of Panel	335.00	335.00	Yes
Existing Large Sign - renewal of Panel	524.00	524.00	Yes

## Industry

## Developer Contributions

Item	2023/24 \$	2024/25 \$	GST
<b>Development Application Fees</b>			
Stormwater Contribution - downstream headworks - per lot	1,575.00	1,575.00	No
Stormwater Contribution - downstream headworks - per hectare	34,125.00	34,125.00	No
Upgrade to existing infrastructure external to development site	Negotiated with Developer	Negotiated with Developer	No
Street Tree Contribution	540.00	540.00	No

## BUSINESS ADVISORY SERVICES

### Polaris Centre

The Polaris Business Development Centre has small meeting rooms, a board room and a training room that can be hired to the community and businesses. The Centre also offers a range of business programs to assist businesses grow across Salisbury and the region.

For details on Polaris venue hire fees please visit [www.polariscentre.com.au/](http://www.polariscentre.com.au/). For further information, please email [polariscentre.com.au](mailto:polariscentre.com.au) or call (08) 8260 8205.

The Manager, City Shaping has delegated authority to vary room hire fees to make it as attractive as possible for third party providers to deliver from the Polaris facility.



City Shaping  
Polaris Centre

Services	2023/24 \$	2024/25 \$	GST
<b>Venue Hire</b>			
Polaris Centre - Training Room Hire - Hourly Rate	50.00	50.00	Yes
Polaris Centre - Training Room Hire - Half Day (4 hours)	200.00	200.00	Yes
Polaris Centre - Training Room Hire - Full Day (9am to 5pm)	300.00	300.00	Yes
Polaris Centre - Room Hire Per Day - Block Booking 10+ Consecutive	200.00	200.00	Yes

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## FIELD SERVICES

### ROADS

Council may construct, remove or repair crossovers and carry out other minor works on behalf of property owners from whom the costs are recoverable under Section 213 of the *Local Government Act 1999*.

\*\*Residents wanting to purchase either storm water covers or storm water inserts for kerbing can purchase direct from Holbri Engineering. They can be contacted on 8287 4244 or at their place of operation at Wiley Street Elizabeth South. Costs will be determined between the resident and Holbri.

Council reinstates roads that have been opened or broken up by statutory authorities. The costs are recoverable by Council under Section 213 of the *Local Government Act 1999*.

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Field Services  
Roads

Item	2023/24 \$	2024/25 \$	GST
<b>Concrete Footpaths</b>			
Reconstruct upright kerb - 4m minimum (\$/per linear metre)	210.00	248.00	Yes
Replace concrete path with 75mm concrete (\$/per metre squared)	96.00	130.00	Yes
Replace concrete path with 100mm concrete (\$/per metre squared)	114.00	150.00	Yes
Replace concrete apron with 100mm reinforced concrete (\$/per metre squared)	204.00	248.00	Yes
Replace concrete with block paver for crossover/footpath (\$/per metre squared)	120.00	157.00	Yes
Paver lift and relay existing pavers (\$/per metre squared)	75.60	120.00	Yes
Bitumen (\$1/per metre squared) - Price on Application	Price on application	Price on application	Yes
<b>Private Works Income</b>			
Standard kerb crossover - 5.2m wide	1,302.00	1,600.00	Yes
Widening of crossover per linear metre above 5.2m wide (\$/m)	252.00	300.00	Yes
Industrial kerb crossover per linear metre (min 6 metres, max. 10 metres)	240.00	300.00	Yes
Stormwater outlet "standard kerb"	60.00	75.00	Yes
Stormwater outlet "roll up kerb" (inc. steel cover) contractor supply & install	60.00	75.00	Yes
Footpath stormwater covers (contractor works - supply only) - 60mm or 70mm	165.00	185.00	Yes
Steel stormwater insert for roll up kerb (contractor works - supply only)	66.00	80.00	Yes

# Innovation and Business Development



Item 2.1.4 - Attachment 1 - Draft Fees and Charges 2024/25

## Foundations

The delivery of these foundations will be underpinned by Council's values of respect, accountability, collaboration and helpfulness.

- ✔ Members of our community receive an exceptional experience when interacting with Council
- ✔ We deliver quality outcomes that meet the needs of our community
- ✔ The City of Salisbury is recognised as a great place to work
- ✔ We plan effectively to address community needs and identify new opportunities
- ✔ We engage meaningfully and our community is aware of Council initiatives



## Council's commitment to develop an organisation that is innovative and develops our business

council will:

- ▾ place the needs of our community first
- ▾ meaningfully engage with our community and stakeholders as we plan and make decisions
- ▾ consider the long term when we plan and innovate
- ▾ use data to inform decision-making and understand community needs and expectations
- ▾ seek partnerships to deliver facilities, services, programs and infrastructure to address community needs
- ▾ promote Salisbury and advocate for its priorities
- ▾ strengthen and promote the Salisbury brand
- ▾ embed our organisational values in all we do
- ▾ invest in the development of our staff and elected members
- ▾ maintain sound financial management within a transparent and accountable organisation

## RATE COLLECTION AND PROPERTY DATA

Section 187(1) of the *Local Government Act 1999* requires Council to provide a certificate of liabilities in regard to land held within the City to a person with interest in the land. A certificate of liabilities must state the amount of any outstanding rates, charges or fines imposed upon the land plus any amounts which may have been received in advance of such liabilities falling due. The fee for providing the certificate is set down in Section 19 of the Local Government (General) Regulations and Section 184 of the *Local Government Act 1999*.



## Innovation and Business Development

## Finance &amp; Procurement Services

## Rate Collection &amp; Property Data

Fees	2023/24 \$	2024/25 \$	GST
<b>Building Upgrade Finance</b>			
Admin Fee 1 year term	658.00	658.00	No
Admin Fee 2 year term	911.00	911.00	No
Admin Fee 3 year term	1,164.00	1,164.00	No
Admin Fee 4 year term	1,418.00	1,418.00	No
Admin Fee 5 year term	1,671.00	1,671.00	No
Admin Fee 6 year term	1,924.00	1,924.00	No
Admin Fee 7 year term	2,177.00	2,177.00	No
Admin Fee 8 year term	2,430.00	2,430.00	No
Admin Fee 9 year term	2,683.00	2,683.00	No
Admin Fee 10 year term	2,936.00	2,936.00	No
Admin Fee 11 year term	3,190.00	3,190.00	No
Admin Fee 12 year term	3,443.00	3,443.00	No
Admin Fee 13 year term	3,696.00	3,696.00	No
Admin Fee 14 year term	3,949.00	3,949.00	No
Admin Fee 15 year term	4,202.00	4,202.00	No
Rate Fees/Other	7.00	7.00	No
Dishonoured Payment Fees	75.00	75.00	No
Application Fee	1,650.00	1,650.00	Yes
<b>Rate Collection &amp; Property Data</b>			
Assessment Register per record up to 50 records	8.00	8.00	No
Assessment Register per record after 50 records	4.00	4.00	No
Dishonoured Payment Fee/Charge Back Payment Fee	15.00	25.00	No
Refunds via Cheque - Multiple Payment Requests	50.00	55.00	Yes
Refunds via Electronic Transfer - Multiple Payment Requests	16.50	16.50	Yes
Rating Information Detailed Transaction Listing - Per Year	30.00	30.00	Yes
Capital Value and Rating Information Summary - Per Year	5.00	5.00	Yes
Historical Rates Notices - Previous Financial Year via any method (per year)	25.00	25.00	No

## GOVERNANCE

### ACCESS TO INFORMATION

Pursuant to section 132 of the Local Government Act 1999, Council provides public access to specific Council documents and supplies copies upon request. The charges for these documents are established by resolution of Council. The Manager Governance has delegated authority to waive fees for a single copy of any publicly available document.

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## Governance

## Freedom Of Information

Items	2023/24 \$	2024/25 \$	GST
<b>Freedom of Information</b>			
Application Fee per request	40.75	40.75	No
Search Fee (per 15 minutes)	15.40	15.40	No
Photocopies (per page)	0.25	0.25	No
Transcripts (per page)	9.10	9.10	No
Photos, X-Rays, Video Tapes, Computer Tape or Disk (actual cost)	Actual cost incurred	Actual cost incurred	No
Internal Review	20.00	20.00	No
Personal Affairs (per 15 minutes after initial 2 hours free)	14.70	14.70	No
Personal Affairs (initial 2 hours free)	No charge	No charge	No
Post or Delivery of document	Actual cost incurred	Actual cost incurred	No

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## Freedom Of Information continued

Item	2023/24 \$	2024/25 \$	GST
<b>Publicly Available Documents</b>			
Allowances and Benefits - Elected Members (full set)	5.00	5.00	No
Allowances and Benefits - Elected Members (per page)	0.50	0.50	No
Allowances and Benefits - Policy	0.50	0.50	No
Long Term Financial Plan and Annual Business Plan	10.00	10.00	No
Annual Report (after fourth copy)	3.00	3.00	No
Audited Financial Statements	10.00	10.00	No
Audited Financial Statements (after first copy)	3.00	3.00	No
By-Laws (full set)	5.00	5.00	No
By-Laws (per page)	0.50	0.50	No
Ward Map (A0 size 841 x 1189) (per copy)	11.00	11.00	No
Campaign Donation Returns (full set)	7.50	7.50	No
Campaign Donation Returns (per page)	0.50	0.50	No
Code of Conduct - Council Members	3.00	3.00	No
Code of Conduct - Employees	3.00	3.00	No
Code of Practice for Access to Meetings and Associated Documents	3.00	3.00	No
Code of Practice for Meeting Procedures	3.00	3.00	No
Community Land Register (per page)	0.50	0.50	No
Council Initiated Proposals (per page)	0.50	0.50	No
Delegations Register (per page)	0.50	0.50	No
Fees and Charges (full document)	5.00	5.00	No
Fees and Charges (per page)	0.50	0.50	No
Financial Delegations (per page)	0.50	0.50	No
Financial Interests - Council Assessment Panel (per page)	0.50	0.50	No
Financial Interests - Elected Members (full set)	5.00	5.00	No
Financial Interests - Elected Members (per page)	0.50	0.50	No
Internal Review of a Council Decision Procedure (per page)	0.50	0.50	No
Land and Management Agreements Register (per page)	0.50	0.50	No
Minutes of Council, Committee or Sub-Committee Meeting	0.50	0.50	No
Notice and Agenda for Meeting of Council and Committees (per page)	0.50	0.50	No
Order Making Policy (per page)	0.50	0.50	No
Procurement Policy (per page)	0.50	0.50	No
Public Consultation Policy (per page)	0.50	0.50	No
Public Initiated Submission (per page)	0.50	0.50	No
Public Road Register (full register)	5.00	5.00	No
Public Road Register (per page)	0.50	0.50	No
Remuneration, Salaries and Benefits Register (full register)	5.00	5.00	No
Remuneration, Salaries and Benefits Register (per page)	0.50	0.50	No
Representation Options Papers and Reports on Reviews	10.00	10.00	No
Strategic Management Plans (full set)	10.00	10.00	No
Training and Development (Elected Members) Policy (per page)	0.50	0.50	No
Voters Roll for the Whole Area (Candidates only)	100.00	100.00	No
Information Statement under the Freedom of Information Act 1991	5.00	5.00	No
Notice of CEO Information/Briefing Sessions	0.50	0.50	No
Voters Roll for the Ward Area (Candidates only)	0.00	30.00	No



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## SALISBURY WATER

Council provides a non-drinking (recycled stormwater and native groundwater) water supply service to a range of customers including local industry, schools, sporting and community groups, some residential properties and to Council reserves, sporting fields and parks and gardens providing improved amenity for the broader community. These fees are set out in accordance with Section 188 of the *Local Government Act 1999* and in line with the *Water Industry Act 2012* as regulated by the Essential Services Commission of South Australia.

### Negotiated Price Scheme (for upfront Capital Contribution)

Council may offer an industry, a commercial enterprise, business, sporting complex, or community organisation (i.e. non-residential user) that is a major user of mains water, an incentive to become a Salisbury Water user. In lieu of the non-residential entity partially or completely funding the costs to install Salisbury Water infrastructure to their property, Council may by agreement offer a conditional discounted price on Salisbury Water to that customer for a limited discount period.

Any negotiated price offered to a non-residential user must be justified and approved by the Chief Executive Officer.

## Salisbury Water

## Salisbury Water Retail - Marketing / Sales

Fees	2023/24 \$	2024/25 \$	GST
<b>Non-Residential Properties</b>			
Substantive Retail Water Supply (per kL)	2.93	3.03	No
Daytime Supply to Tank Only (per kL)	2.66	2.75	No
Community Based Not for Profit Organisation (upon application per kL)	1.90	1.97	No
Bulk Water Supply (negotiated per kL)	1.90	1.97	No
Supply Charge (to cover meter reading, cross connection audits etc.) per annum	40.00	40.00	No
Water Banking & Licenced Transfer of Credits (per kL)	Negotiated	Negotiated	No
<b>Residential Properties</b>			
Substantive Retail Water Supply - allotment sizes over 300m2 (per L)	2.93	3.03	No
Supply Charge (to cover meter reading, cross connection audits etc.) per annum	40.00	40.00	No
Fixed Annual Charge - allotment size up to 300m2 (External Supply)	117.00	121.00	No
Fixed Annual Charge - allotment size up to 300m2 (Internal/External supply)	141.00	145.80	No
<b>Other Fees</b>			
Flow Restriction Payment	308.00	345.00	No
Disconnection Payment	Contractor costs + 198.00	Contractor costs + 223.00	No
Connection Fee - 20mm/50mm meter (fee to be quoted per connection)	Price upon application	Price upon application	No
Meter Relocation Fee	Contractor costs + 198.00	Contractor costs + 223.00	No
Special/Final Meter Read	30.00	34.00	No
Damaged 20mm Service - Standard Meter Repair/Replacement	195.00	213.00	No
Damaged 20mm Service - Non Standard Repair/Replacement	Price upon application	Contractor costs + 223.00	No
Damaged 40mm, 50mm, 80mm Service - Repair/Replacement	Price upon application	Contractor costs + 223.00	No

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**CITY OF  
Salisbury**

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**Item 2.1.4 - Attachment 1 - Draft Fees and Charges 2024/25**

## Draft Fees and Charges 2024/25 – Fees added

## New fees

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
78	Voters Roll for the Ward Area (Candidates only)	0.00	30.00	New Freedom of Information fee – added as an alternative to “Voters Roll for the Whole Area (Candidates only)”

## Existing fees proposed for first time publication

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
15	Puppy (Concession)	0.00	23.50	Fee added to book for clarity as this fee is becoming more frequently used
25	Domestic Assistance	0.00	16.00 per hour	HCSP Services fee added to book for clarity of services provided
25	Social Support Individual	0.00	16.00 per hour	HCSP Services fee added to book for clarity of services provided
25	Minor Home Maintenance and Gardening	0.00	20.00 – 30.00 per hour	HCSP Services fee added to book for clarity of services provided
25	Minor Home Modifications	0.00	16.00 per hour, plus hardware or 50% of cost max. subsidy 1,000.00	HCSP Services fee added to book for clarity of services provided
25	Transport	0.00	5.00 - 25.00	HCSP Services fee added to book for clarity of services provided
25	Social Support Groups	0.00	3.00 - 15.00 per event	HCSP Services fee added to book for clarity of services provided
25	Meals	0.00	3.00 - 15.00	HCSP Services fee added to book for clarity of services provided

## Publication of fees for assets in which care and control has vested to Council

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
27	Out of hours Room Bond - Standard	0.00	0.00 - 500.00	Bagster Road Community Centre – aligned with other centres
27	Out of hours Room Bond - High Risk	0.00	250.00 - 750.00	Bagster Road Community Centre – aligned with other centres
27	Interview Room per hour	0.00	15.00	Bagster Road Community Centre – aligned with other centres
27	Office per hour	0.00	20.00	Bagster Road Community Centre – aligned with other centres
27	Small meeting room per hour	0.00	30.00	Bagster Road Community Centre – aligned with other centres
27	Meeting Room 1 per hour	0.00	30.00	Bagster Road Community Centre – aligned with other centres
27	Meeting Room 2 per hour	0.00	30.00	Bagster Road Community Centre – aligned with other centres
27	Meeting Room 1 & 2 per hour	0.00	50.00	Bagster Road Community Centre – aligned with other centres
27	Training room per hour	0.00	50.00	Bagster Road Community Centre – aligned with other centres
27	Children's area per hour	0.00	50.00	Bagster Road Community Centre – aligned with other centres
27	Children's area day rate (over 7 hours)	0.00	350.00	Bagster Road Community Centre – aligned with other centres
27	Hall per hour	0.00	60.00	Bagster Road Community Centre – aligned with other centres
27	Hall rate over 7 hours	0.00	420.00	Bagster Road Community Centre – aligned with other centres

## Draft Fees and Charges 2024/25 – Fees added

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
27	Kitchen per hour	0.00	20.00	Bagster Road Community Centre – aligned with other centres
27	After Hours and night use security call out fee	0.00	53.00	Bagster Road Community Centre – aligned with other centres
27	Cleaning Fees (per person per hour) - minimum 3 hours	0.00	55.00 - 77.00	Bagster Road Community Centre – aligned with other centres
27	Key/Pass replacement fee	0.00	32.00	Bagster Road Community Centre – aligned with other centres
27	City of Salisbury Partnership Projects	0.00	Variable	Bagster Road Community Centre – aligned with other centres
30	Out of Hours Room Bond - Standard	0.00	0.00 - 500.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Out of Hours Room Bond - High Risk	0.00	250.00 - 750.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Small Meeting Room / office (per hour)	0.00	15.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Garden Room (per hour)	0.00	20.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Large Meeting Room (per hour)	0.00	30.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Hall (per hour)	0.00	40.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Hall (day rate over 7 hours)	0.00	280.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Kitchen (per hour)	0.00	20.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	After Hours and night use security call out fee	0.00	53.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Cleaning Fees (per person per hour) - minimum 3 hours	0.00	55.00 - 77.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	Key/Pass replacement fee	0.00	32.00	Salisbury East Neighbourhood Centre – aligned with other centres
30	City of Salisbury Partnership Projects	0.00	Variable	Salisbury East Neighbourhood Centre – aligned with other centres
31	Hall with kitchen per hour	0.00	50.00	St Kilda Community Hall – aligned with other centres
31	Hall with kitchen (day rate over 7 hours)	0.00	350.00	St Kilda Community Hall – aligned with other centres
31	After Hours and night use security call out fee	0.00	53.00	St Kilda Community Hall – aligned with other centres
31	Cleaning Fees (per person per hour) - minimum 3 hours	0.00	55.00 - 77.00	St Kilda Community Hall – aligned with other centres
31	Key/Pass replacement fee	0.00	32.00	St Kilda Community Hall – aligned with other centres
31	City of Salisbury Partnership Projects	0.00	Variable	St Kilda Community Hall – aligned with other centres
44	25mm Letters	0.00	14.60	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	30mm letters	0.00	17.90	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	40mm letters	0.00	21.20	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	50mm letters	0.00	23.70	Mausoleum – Council endorsed fee added to book for clarity on all services offered

## Draft Fees and Charges 2024/25 – Fees added

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
44	Punctuation	0.00	10.60	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Photo plaque frame (9x12)	0.00	76.60	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Photo plaque frame (11x15)	0.00	96.40	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 31 156/26	0.00	274.10	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 31 646/20 (left side)	0.00	147.60	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 31 657/20 (right side)	0.00	147.60	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 32 226/20	0.00	387.40	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 23 247/18 (Crucifix)	0.00	165.70	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 32 738/22	0.00	278.40	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 31 533/19	0.00	287.40	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 29 369/14	0.00	144.70	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 29 369/18	0.00	189.20	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 19 823/09	0.00	76.60	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 19 823/11	0.00	96.40	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 31 178/15	0.00	173.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 32 567/15	0.00	462.10	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 31 223/30	0.00	1,164.60	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 32 603/21	0.00	627.70	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif 31 112/12	0.00	115.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Bud vase 02 9586	0.00	98.90	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif Crucifix - Small - 23 373/15	0.00	128.50	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Motif Crucifix - Large - 23 373/20	0.00	150.70	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Fascia Removal	0.00	375.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Fascia Reinstatement	0.00	375.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	EWP surcharge (for levels 3-6)	0.00	480.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Fascia Removal & Reinstatement (L1 & L2)	0.00	745.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Fascia Removal @ Reinstatement (L3 - L6. Includes EWP Surcharge)	0.00	1,220.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Single panel - New Inscription (Layout & Affixation of up to 120 letters)	0.00	750.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered

## Draft Fees and Charges 2024/25 – Fees added

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
44	Single panel - Additional Inscription (up to 80 letters & layout)	0.00	375.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Double panel - New Inscription (Layout & Affixation of up to 150 letters)	0.00	1,000.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Double panel - Additional inscription (up to 80 letters & layout)	0.00	375.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Additional letters - per letter	0.00	2.50	Mausoleum – Council endorsed fee added to book for clarity on all services offered
44	Embellishment attachments - per piece	0.00	60.00	Mausoleum – Council endorsed fee added to book for clarity on all services offered

## Consistency

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
35	Security	0.00	Price on Application	Salisbury Community Hub. New fee added for consistency with all Community Centre and Hubs.
35	City of Salisbury Partnership Projects	0.00	Variable	Salisbury Community Hub. New fee added for consistency with all Community Centre and Hubs.



## Draft Fees and Charges 2024/25 – Fees removed

## Fees removed

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
28	Burton Community Hub - Bond Fees – Equipment Bond (technology)	0.00 – 500.00	0.00	Removed. Bond no longer applicable and covered by Out of hours room bond rather than an additional bond.
28	Burton Community Hub - Hall (MRs 3a, 3b & 3c/Kitchen) - Weekdays Evenings (per hour)	50.00	0.00	Single hourly rate across all days of the week
28	Burton Community Hub - Hall (MRs 3a, 3b & 3c/Kitchen) - Friday Evening (per hour)	50.00	0.00	Single hourly rate across all days of the week
28	Burton Community Hub - Hall (MR 3a, 3b & 3c/Kitchen) - Friday Evening (night rate)	250.00	0.00	Single day rate across all days of the week
28	Burton Community Hub - Hall (MRs 3a, 3b & 3c/Kitchen) Saturday (per hour)	50.00	0.00	Single hourly rate across all days of the week
28	Burton Community Hub - Hall (MR 3a, 3b & 3c/Kitchen) - Saturday (day rate)	350.00	0.00	Single day rate across all days of the week
28	Burton Community Hub - Hall (MRs 3a, 3b & 3c/Kitchen) Sunday (per hour)	50.00	0.00	Single hourly rate across all days of the week
28	Burton Community Hub - Hall (MR 3a, 3b & 3c/Kitchen) - Sunday (day rate)	350.00	0.00	Single day rate across all days of the week
29	Para Hills Community Centre - Function Room - Monday to Friday Full Day Rate (9 - 5pm)	380.00	420.00	Single day rate across all days of the week “Function Room (day rate over 7 hours)”
29	Para Hills Community Centre - Function Room - Friday Evening Rate (5pm - 1am)	360.00	420.00	Single day rate across all days of the week “Function Room (day rate over 7 hours)”
29	Para Hills Community Centre - Function Room - Saturday up to 5 hours (8am - 4pm)	210.00	420.00	Single day rate across all days of the week “Function Room (day rate over 7 hours)”
29	Para Hills Community Centre - Function Room - Saturday Full Day (8am - 4pm)	360.00	420.00	Single day rate across all days of the week “Function Room (day rate over 7 hours)”
29	Para Hills Community Centre - Function Room - Saturday Evening Rate (4pm-1am)	400.00	420.00	Single day rate across all days of the week “Function Room (day rate over 7 hours)”

## Draft Fees and Charges 2024/25 – Fees removed

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
29	Para Hills Community Centre - Function Room - Sunday up to 5 hours	210.00	60.00	Single hourly rate across all days of the week "Function Room (per hour)
29	Para Hills Community Centre - Function Room - Sunday over 5 hours	360.00	60.00	Single hourly rate across all days of the week "Function Room (per hour)
31	St Kilda Community Hall – Casual Hire of Park Facilities - Summer Season - 1 September to 30 April (Full Day or Evening)	160.00	0.00	Removed to align fees with other Centres.
31	St Kilda Community Hall – Casual Hire of Park Facilities - Winter Season - 1 May to 31 August (Full day or Evening)	135.00	0.00	Removed to align fees with other Centres.
31	St Kilda Community Hall – Casual Hire of Park Facilities - Summer Season - 1 September to 30 April (Half Daytime 4 hours or less)	85.00	0.00	Removed to align fees with other Centres.
31	St Kilda Community Hall – Casual Hire of Park Facilities - Winter Season - 1 May to 31 August (Half Daytime 4 hours or less)	85.00	0.00	Removed to align fees with other Centres.
33	Youth Enterprise Centre – "Twelve25" – A4 Colour Photocopying (per page)	1.00	0.00	Removed, service no longer available at Centre and redirected to Salisbury Community Hub.
33	Youth Enterprise Centre – "Twelve25" – A3 Colour Photocopying (per page)	2.00	0.00	Removed, service no longer available at Centre and redirected to Salisbury Community Hub.
33	Youth Enterprise Centre – "Twelve25" – A4 Photocopying Standard (per page)	0.20	0.00	Removed, service no longer available at Centre and redirected to Salisbury Community Hub.
33	Youth Enterprise Centre – "Twelve25" – A3 Photocopying Standard (per page)	0.40	0.00	Removed, service no longer available at Centre and redirected to Salisbury Community Hub.
35	Salisbury Community Hub - John Harvey Community Hall 1 (Private) Hourly Rate	50.00	0.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub - G4 Secure Room (Private) Hourly Rate	15.00	15.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub –	10.00	10.00	Removed. Fee is now based on 50% of the Commercial hire rate.

## Draft Fees and Charges 2024/25 – Fees removed

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
	G3a (Private) Hourly Rate			
35	Salisbury Community Hub – G3b (Private) Hourly Rate	10.00	10.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – G3c (Private) Hourly Rate	10.00	10.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – G3d (Private) Hourly Rate	10.00	10.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – Kaurua Room 1 (Private) Hourly Rate	15.00	15.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – Kaurua Room 2 (Private) Hourly Rate	15.00	15.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – Little Para Conference Room 1 (Private) Hourly Rate	50.00	50.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – Little Para Conference Room 2 (Private) Hourly Rate	50.00	50.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – Dr Ruby Davy Room (Private) Hourly Rate	20.00	20.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – Wittber Room (Private) Hourly Rate	20.00	20.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – 103 (Private) Hourly Rate	10.00	10.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – 104 (Private) Hourly Rate	10.00	10.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – Helen Barnes Training Room (Private) Hourly Rate	20.00	20.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – 109 (Private) Hourly Rate	10.00	10.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub – Outdoor Terrace 1 (Private) Hourly Rate	15.00	15.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Salisbury Community Hub –	40.00	40.00	Removed. Fee is now based on 50% of the Commercial hire rate.

## Draft Fees and Charges 2024/25 – Fees removed

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
	Event Kitchen (Private) Hourly Rate			
35	Standing Community Event (Private) (Half Day) (15% Setup/Packup Levy)	700.00	700.00	Removed. Fee is now based on 50% of the Commercial hire rate for “John Harvey event space including overflow (Half Day) (plus 15% setup/packup levy)”
35	Standing Community Event (Private) (Full Day) (15% Setup/Packup Levy)	1400.00	1400.00	Removed. Fee is now based on 50% of the Commercial hire rate for “John Harvey event space including overflow (Full Day) (plus 15% setup/packup levy)”
35	Seated Event (Private) (Full Day) (50% Setup/Packup Levy)	2000.00	2000.00	Removed. Fee is now based on 50% of the Commercial hire rate for “Ground floor event mode (Full Day) (plus 50% setup/packup levy)”.
35	Large Scale Event (Private) (Half Day) (30% Setup/Packup Levy)	750.00	750.00	Removed. Fee is now based on 50% of the Commercial hire rate for “Level 1 event space (Half Day) (plus 30% setup/packup levy)”.
35	Large Scale Event (Private) (Full Day) (30% Setup/Packup Levy)	1500.00	1500.00	Removed. Fee is now based on 50% of the Commercial hire rate for “Level 1 event space (Full Day) (plus 30% setup/packup levy)”.
35	Civic Plaza - Small Event Space Setup/Packup (Private) (Half Day)	375.00	375.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Civic Plaza - Small Event Space Setup/Packup (Private) (Full Day)	750.00	750.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Civic Plaza - Large Event Space Setup/Packup (Private) (Half Day)	650.00	650.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Civic Plaza - Large Event Space Setup/Packup (Private) (Full Day)	1300.00	1300.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Civic Plaza - Combined Spaces Setup/Packup (Private) (Half Day)	875.00	875.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Civic Plaza - Combined Spaces Setup/Packup (Private) (Full Day)	1750.00	1750.00	Removed. Fee is now based on 50% of the Commercial hire rate.
35	Civic Plaza - General Hire (Private)	40.00 / hr		Removed. Fee is now based on 50% of the Commercial hire rate.
35	Bond Fee (Baseline Rate) - Low 1 + Risk Free (1 - 25 guests)	0.00		Removed. Low – Medium risk bonds removed to encourage greater usage and activation.
35	Bond Fee (Baseline Rate) - Low 1 (1 - 25 guests)	50.00		Removed. Low – Medium risk bonds removed to encourage greater usage and activation.
35	Bond Fee (Baseline Rate) - Low 2 (25 - 50 guests)	150.00		Removed. Low – Medium risk bonds removed to encourage greater usage and activation.
35	Bond Fee (Baseline Rate) - Medium 1 (50 - 100 guests)	300.00		Removed. Low – Medium risk bonds removed to encourage greater usage and activation.
35	Bond Fee (Added to Baseline Rate) - Catering (25% of Baseline Rate)	25% of baseline rate		Removed. Fee structure of bonds simplified to limit barriers of entry to encourage greater usage and activation. Existing “Baseline Rate” provides a sufficient bond.

## Draft Fees and Charges 2024/25 – Fees removed

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
35	Bond Fee (Add to Baseline Rate) - Paint or art supplies (20% of Baseline Rate)	20% of baseline rate		Removed. Fee structure of bonds simplified to limit barriers of entry to encourage greater usage and activation. Existing "Baseline Rate" provides a sufficient bond.
35	Bond Fee (Add to Baseline Rate) - Use of Kitchen (35% of Baseline Rate)	35% of baseline rate		Removed. Fee structure of bonds simplified to limit barriers of entry to encourage greater usage and activation. Existing "Baseline Rate" provides a sufficient bond.
35	Bond Fee (Add to Baseline Rate) - Use of decorations (10% of Baseline Rate)	35% of baseline rate		Removed. Fee structure of bonds simplified to limit barriers of entry to encourage greater usage and activation. Existing "Baseline Rate" provides a sufficient bond.
35	Bond Fee (Add to Baseline Rate) - CoS equipment (20% of Baseline Rate)	25% of baseline rate		Removed. Fee structure of bonds simplified to limit barriers of entry to encourage greater usage and activation. Existing "Baseline Rate" provides a sufficient bond.
35	Bond Fee (Add to Baseline Rate) - Miscellaneous (Determined by CoS)	POA		Removed. Fee structure of bonds simplified to limit barriers of entry to encourage greater usage and activation. Existing "Baseline Rate" provides a sufficient bond.

## Consolidated fees

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
28	Burton Community Hub - Bond Fees – After hours programs and events (half)	0.00 – 500.00	0.00 – 500.00	Consolidated as "Out of hours room bond – Standard"
28	Burton Community Hub - Bond Fees – After hours programs and events (meeting rooms)	0.00 – 200.00	0.00 – 500.00	Consolidated as "Out of hours room bond – Standard"
28	Burton Community Hub – Cleaning Fee (per person per hour – min. 3 hours)	55.00	55.00 – 77.00	Modified for consistency across Community Centres. Fee is variable in nature dependent on level of cleaning required.
33	Youth Enterprise Centre – "Twelve25" – Catering and Cleaning - Cleaning - additional (per hr) Minimum 3 hr callout	55.00	55.00 – 77.00	Modified to "Catering and Cleaning – Cleaning Fee (per person per hour – min. 3 Hours)
61	Development Services – PDI Act Fees - Performance Assessed (Consent) - Value less than \$20.8k	272.00	272.00 or 0.125% of cost, up to a maximum 200k, whichever is greater	Consolidated into a single "Performance Assessed (Consent)" fee.

## Standardisation of fee (title and/or type)

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
28	Burton Community Hub - Bond Fees – High Risk Events	250.00 – 750.00	250.00 – 750.00	Standardised to "Out of hours room bond – High Risk"

## Draft Fees and Charges 2024/25 – Fees removed

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
28	Burton Community Hub - Hall (MRs 3a, 3b & 3c/Kitchen) - Weekdays (per hour)	50.00	50.00	Retitled to "Hall (MRs 3a, 3b & 3c/Kitchen) - per hour"
28	Burton Community Hub - Hall (MRs 3a, 3b & 3c/Kitchen) - Weekdays (day rate)	350.00	350.00	Retitled to "Hall (MRs 3a, 3b & 3c/Kitchen) - day rate over 7 hours"
29	Para Hills Community Club – Meeting Room Bond	0.00 – 200.00	0.00 – 500.00	Standardised to "Out of hours Room Bond – Standard"
29	Para Hills Community Club – Community Hall Bond	200.00 – 400.00		Standardised to "Out of hours Room Bond" rather than standalone fee for Hall.
29	Para Hills Community Club – Function Room Bond – Standard	0.00 – 500.00	0.00 – 500.00	Standardised to "Out of hours Room Bond – Standard"
29	Para Hills Community Club – Function Room Bond – High Risk	250.00 – 750.00	250.00 – 750.00	Standardised to "Out of hours Room Bond – High Risk"
31	St Kilda Community Hall – Casual Hire of Park Facilities - Cleaning Bond (refundable if no damage to premises and venue left in clean and orderly fashion)	200.00	0.00 – 500.00	Standardised to "Bond Fees – Out of Hours Room Bond"
31	St Kilda Community Hall – Casual Hire of Park Facilities - Key Deposit (refundable if all keys returned)	130.00	130.00	Standardised to "Bond Fees – Key Deposit"
32	Mawson Centre Development – Facility Hire - Room Hire - Up to 2 Hours	50.00	30.00 – 50.00	Standardised to "Room Hire – Per Hour"
32	Mawson Centre Development – Facility Hire - Room Hire - 2 to 4 Hours/Half Day	100.00	30.00 – 50.00	Standardised to "Room Hire – Per Hour"
32	Mawson Centre Development – Facility Hire - Room Hire - Full Day	160.00	210.00 – 350.00	Standardised to "Room Hire – Day rate (over 7 hours)"
33	Youth Enterprise Centre – "Twelve25" – Bond Fees - Hall Hire Fees Various Rooms - Deposit	350.00	0.00 – 500.00	Standardised to "Bond Fees – Out of Hours Room Bond – Standard"
33	Youth Enterprise Centre – "Twelve25" – Bond Fees - Room Booking - Bond (after hours/high risk)	750.00	250.00 – 750.00	Standardised to "Bond Fees – Out of Hours Room Bond – High Risk"
35	Standing Community Event (Commercial) (Half Day) (15% Setup/Packup Levy)	1400.00	1400.00	Retitled to "John Harvey event space including overflow (Half Day) (plus 15% setup/packup levy)"

## Draft Fees and Charges 2024/25 – Fees removed

Page Ref.	Fee	2023/24 \$	2024/25 \$	Reason
35	Standing Community Event (Commercial) (Full Day) (15% Setup/Packup Levy)	2800.00	2800.00	Retitled to “John Harvey event space including overflow (Full Day) (plus 15% setup/packup levy)”
35	Seated Event (Commercial) (Full Day) (50% Setup/Packup Levy)	4000.00	4000.00	Retitled to “Ground floor event mode (Full Day) (plus 50% setup/packup levy)”
35	Large Scale Event (Commercial) (Half Day) (30% Setup/Packup Levy)	1500.00	1500.00	Retitled to “Level 1 event space (Half Day) (plus30% setup/packup levy)”.
35	Large Scale Event (Commercial) (Full Day) (30% Setup/Packup Levy)	3000.00	3000.00	Retitled to “Level 1 event space (Full Day) (plus30% setup/packup levy)”.





<b>ITEM</b>	2.1.5
	<b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	20 May 2024
<b>HEADING</b>	Third Quarter Budget Review 2023/24
<b>AUTHORS</b>	Kate George, Manager Finance and Procurement Services, Business Excellence  Joe Scordo, Senior Management Accountant, Business Excellence Brayden French, Assistant Accountant, Business Excellence
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	This report provides a high-level summary of the financial impacts of the Budget Review contained in Attachment 1, and seeks Council’s approval of associated budget review adjustments. The attachment provides an update on Council’s delivery of both the operating and capital budgets through the program view and capital summary. It also provides context to the budget review adjustments contained in this covering item.

**RECOMMENDATION**That Council:

1. Notes the 2023/24 Third Quarter Budget Review report (Attachment 1, Item no 2.1.5, Finance and Corporate Services Committee, 20 May 2024).
2. Approves the budget variances identified in this report and contained in the Budget Variation Summary (Attachment 1, Item No. 2.1.5 Finance and Corporate Services Committee 20 May 2024), and approves that net capital and operating \$515,900 be credited to the Sundry Project Fund. This will bring the balance to \$515,900 prior to the allocation of approved net bids.

3. Approves the allocation of funding for the following **non-discretionary** net bids:

**OPERATING**

Climate Change Adaptation Action Plan	\$50,000
CONFIDENTIAL ITEM	\$240,000
CONFIDENTIAL ITEM	\$78,000
CONFIDENTIAL ITEM	\$150,000
Diversitours Salisbury Project	\$66,500
Salisbury After Dark	\$12,000
Temporary toilet amenities at Hausler Reserve Change Facility	\$20,000
Tree Removal Requests	\$150,000

**CAPITAL**

Additional access works at Carisbrooke Park/Harry Bowey Reserve	\$1,000,000
Burton Soccer Precinct Lighting Upgrade	\$250,000
CONFIDENTIAL ITEM	\$419,700
Entrance Upgrade Happy Homes Drive, Salisbury North	\$800,000
Ingle Farm Sport Club Renewal Works	\$600,000
Pump replacement at Globe Derby	\$35,700
Road Safety Project Plan	\$150,000
Salisbury Aquatic Centre - New Mower	\$45,000
Settlers Farm Primary School Traffic Improvement Plan	\$64,000
<b>TOTAL</b>	<b>\$4,130,900</b>

*NB: If parts 1, 2 & 3 of this recommendation are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$3,615,000).*

4. Approves the allocation of funding for the following **discretionary** net bids:

**OPERATING**

CONFIDENTIAL ITEM	\$89,500
Dog Pound/Shared Use Agreement	\$99,500
Weekend Inspector / Call Outs	\$18,500
<b>TOTAL</b>	<b>\$207,500</b>

*NB: If parts 1, 2, 3 & 4 of this recommendation are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$3,822,500).*

5. Approves the following budget timing adjustments which will result in a decrease in loan borrowings in the 2023/24 financial year and an increase in loan borrowings in the 2024/25 financial year:

Retime Hausler Reserve Change Facility project from 23/24 to 24/25	\$1,071,000
Retime Carisbrooke Park Carpark from 23/24 to 24/25	\$200,000
<b>TOTAL</b>	<b>\$1,271,000</b>

*NB: If parts 1, 2, 3, 4 & 5 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$2,551,500).*

## 6. Approves the following transfers:

Transfer budget to deliver Dog Park for Small Dogs at Unity Park, Pooraka	\$31,000
Transfer CEO Contractual Services Provision to offset Contract Price increases	\$103,200
Transfer Employee Costs from Community Development Administration to Community Health & Wellbeing	\$30,000
Transfer from Baltimore Reserve Upgrade, Paralowie to Deuter Road Fencing, Paralowie	\$9,000
Transfer from Business Transformation Future Fund	\$435,000
Transfer from Business Transformation to Technology & Data Solutions for System Licensing Costs	\$200,000
Transfer from Community Bus Stop Program to Bus Shelter Program	\$100,000
Transfer from various Community Development Budgets to Diversitours Salisbury Project	\$15,000
Transfer Library Materials from Materials, Contracts & Other to Depreciation	\$29,700

*NB: If parts 1, 2, 3, 4, 5 & 6 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$2,551,500).*

## 7. Approves the variation of Loan Borrowings to reflect the bids and transfers approved by Council detailed in parts 1 to 6 of this recommendation.

*(NB: If parts 1 to 6 of this resolution are moved as recommended, loan borrowings in 2023/24 will increase by \$2,551,500).*

**ATTACHMENTS**

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

- 2023/24 Third Quarter Budget Review [↓](#)

**1. BACKGROUND**

- In accordance with Part 2 of the *Local Government (Financial Management) Regulations 2011*, Financial Accountability, the attached Third Budget Review for the financial year 2023/24 has been prepared.

**2. CONSULTATION / COMMUNICATION****2.1 Internal**

- The processes of preparing the budget review requires extensive internal consultation to ensure that commentary reflects the operations of Council, and to identify funding needs, which typically have been subject of various Council reports leading up to the review.

### 3. REPORT

- 3.1 The original budget was for an operating surplus of \$3,186k, which has been revised to a forecast deficit of \$10,046k. It should be noted that the final result for the year may be further impacted through other variations throughout our operations.
- 3.2 Budget Review Operating Bids total \$974k and Capital Bids net total \$3,364k as reported in the attached Third Quarter Budget Review.
- 3.3 Loan Borrowing requirements for 2023/24 were considered in September 2023, with the original budget indicative net borrowings being \$3M. Loan borrowing requirements were further impacted through the reinstatement of retimed 2022/23 projects of \$22.9M, offset by Surplus Facilities from 2022/23 of \$21.6M and application of Property Disposal Reserve funds of \$4.3M to loan reduction, resulting in indicative net borrowings for 2023/24 being reduced to nil, with Council noting that there was no need to establish additional facilities at that time (Resolution No. 0470/2023, Council Meeting, 25 September 2023).
- 3.4 Through the first and second quarter reviews indicative borrowings increased by \$189k. As a result of the third quarter review, expected draw down on borrowing facilities for the financial year is increased by \$2.6M.
- 3.5 At the time of writing this report, there has been no communication from the South Australian Local Government Grants Commission concerning the early receipt of the 2024/25 Financial Assistance Grant and no adjustment is made at third quarter budget review for this item.
- 3.6 The original Capital Works Program budget for 2023/24 was \$44M. At the conclusion of 2023/24 third quarter, the revised capital expenditure budget for 2023/24 is \$101.3M, following approval of carry forward funds, first and second quarter budget reviews, and prior to third quarter adjustments as per Recommendations 1 to 6 above.
- 3.7 The table below summarises percentage completed data.

		% of Original Budget (\$44M)	% of Revised Budget (\$101.3M)	% of Revised Budget including Third Quarter Adjustments (\$103.4M)
Spent to Date	\$38.5M	87.5%	38%	37.2%
Spend + Commitments	\$68.8M	156.4%	68%	66.5%

### 4. CONCLUSION / PROPOSAL

- 4.1 It is proposed that Council considers the Third Quarter Budget Review 2023/24 Report attached and approve the Recommendations as detailed at Section 5 of the attached document, and above.



**2023/24 THIRD QUARTER BUDGET REVIEW  
REPORT**

**For the period ended  
31 March 2024**

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## 1. Executive Summary

Council's financial position following the Third Quarter Budget Review remains an operating deficit with a decline from the Second Quarter Budget Review position as a result of allocations arising from new bids (Section 2) included in this review.

The Budget Review is a legislative requirement under Part 9 of the Local Government (Financial Management) Regulations 2011, and Council's approach to managing its budget throughout the year has been set within the Treasury Policy, Part E – Policy Statement, paragraph 1.2:

*Council manages its finances holistically in accordance with its overall financial sustainability strategies and targets. This means Council will:*

- *Maintain target ranges for its Net Financial Liabilities ratio;*
- *Generally only borrow funds when it needs cash and not specifically for particular projects;*
- *Apply any funds that are not immediately required to meet approved expenditure (including funds that are required to be expended for specific purposes but are not required to be kept in separate bank accounts) to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required.*

*Budget Review Process/Funding Requests Arising throughout the financial year*

- *Apply surplus contained within the Sundry Projects Fund, following adjustments for variations to existing estimates, to a reduction in borrowings.*
- *To ensure ongoing financial sustainability and appropriate deliberation of arising matters, it is imperative that wherever possible any new bids/projects arising through the year are to be referred to the budget process for the subsequent year as this enables Council to consider the merits of these proposals with all other bids/projects.*
- *To be considered for funding during the year the project must be urgent or advantageous to Council, and where possible Council should consider options for cancelling or deferring existing projects to enable funds to be made available. It should be considered a last resort to add to the program and increase borrowings as this does not enable Council to consider the merits of the specific project in light of all other proposed projects.*
- *From time to time a matter may be referred to the next quarterly budget review as a 'Non-discretionary Budget Review Bid'. This mechanism is only to be used when funds must be expended without delay, and consequently should be regarded as an extraordinary situation or advantageous to Council.*

This policy position has been set to strike a balance between being responsive to emerging issues, and ensuring that budgeted Financial Targets are achieved.

Financial Sustainability Targets

Council commenced 2023/24 with a budgeted operating surplus of \$3,186k. Should Council approve the recommendations of the Third Quarter Budget Review, the forecast operating deficit will increase to \$10,046k. The current forecast position with respect to the financial sustainability indicators is detailed in the table below.

	Target	Budget	Current Forecast	Current Forecast (adj)
Operating Surplus		3,186	(10,046)	456
Operating Surplus Ratio	0.5%-5%	2.17%	(7.15%)	0.32%
Net Financial Liabilities	<70%	65.02%	69.46%	69.46%
Asset Renewal Funding Ratio	90%-110%	100%	119%	119%

**Note:** The Current Forecast includes Operating Carry Forwards from 2022/23 into the 2023/24 financial year of \$6M, noting that estimated Operating Carry Forwards of \$3.9M from 2023/24 into the 2024/25 financial year have also been reflected in the Forecast Operating Surplus. Current Forecast (adj) uses the Current Forecast assumptions and adds back the early receipt of the Financial Assistance Grant of \$10.5M in calculating the Operating Surplus Ratio, which is consistent with EOFY disclosures.

The decline in operating position results from a number of budget changes reflected through this and previous budget reviews. Significant adjustments this financial year include Operating Prior Year Carry Forward Funds \$6,041k and early receipt of 2023/24 Financial Assistance Grants \$10,502k.

The current forecast for the Operating Surplus / (Deficit) results in an operating surplus ratio outside of Council's financial targets. The Operating Surplus Ratio remains outside established tolerances when adjusted for the early receipt of 2023/24 Financial Assistance Grants, which is primarily resulting from the level of carry forwards from 2022/23 reflected in the 2023/24 revised budget being higher than the typical level.

Consolidated Funding Statement

This statement (expanded upon in Section 3.3) details the movement between the original budget and Council's budget position following the adoption of this review:

2023/24 Operating Budget Forecast	\$'000
Original Budgeted Operating Surplus	3,186
2022/23 Operating Carry Forward Funds	(6,041)
2023/24 Operating Carry Forward Funds - Estimated	3,900
First Quarter Budget Review Adjustments	(8,694)
Second Quarter Budget Review Adjustments	(578)
Third Quarter Budget Review Adjustments	(1,819)
<b>Forecast Operating Surplus/(Deficit)</b>	<b>(10,046)</b>

The forecasted operating budget deficit is \$10,046k following adoption of this review, inclusive of estimated 2023/24 carry forwards of \$3,900k and the timing of Financial Assistance and Local Roads Grants unfavourable \$10,502k.



The 2023/24 operating budget is significantly impacted by the early receipt of the Federal Financial Assistance Grant, resulting in a reduction in current year income of \$10.5M. These funds were received in the last quarter of 2022/23, and although they relate to the 2023/24 financial year, had to be recognised in the year of receipt as required by the Local Government Act and relevant Accounting Standards. This had a favourable impact on our cash and surplus for the 2022/23 financial year, with a corresponding reduction in 2023/24. The forecast has assumed the 2024/25 payment will be made in the 2024/25 financial year as there is no certainty that ongoing early receipt will continue into the future, and should the funds be received early they are intended for the subsequent year and should not be allocated to expenditure in the current financial year. This is offset by Financial Assistance Grant payments in 2023/24 being \$1.6M higher than budgeted. Current year budgeted income is reduced by \$8.2M predominantly as a result of these movements.

The operating surplus is adversely impacted by the carry forward of prior year projects of \$6,041k into the current year. These projects were funded in last year's operating budget and are being spent during 2023/24. Similarly, our estimate is there will be carry forwards of \$3,900k from this year into 2024/25, based on historical carry forward amounts over the past 5 years.

#### Capital Works Program

The Capital Program spend to date is \$38.5M or 38% of the revised Infrastructure capital budget of \$101.3M. A further \$30.3M of expenditure is committed as at the conclusion of the Third quarter, bringing total expenditure and commitment to \$68.8M or 68% of the revised budget.

Detailed analysis of the capital program and the status of individual projects are contained within Appendix 5.

#### Sundry Projects Fund

The overall impact of budget adjustments proposed in this review total an unfavourable \$2.6M, comprised of favourable operating and capital budget variations of \$0.5M as detailed in Appendix 1, allocations arising from net bids of \$4.3M contained in Section 2 of this review, and retiming of capital expenditure projects totalling \$1.3M as detailed in Appendix 2.

#### Loan Borrowings / Investments

Loan Borrowing requirements for 2023/24 were considered in September 2023, with the original budget indicative net loan borrowings being \$3.0M and the reinstatement of timing adjustments from 2022/23 requiring a further \$22.9M. Offsetting this are Surplus Facilities from 2022/23 of \$21.6M and a Property Disposal Reserve of \$4.3M, resulting in no further borrowings required at this time.

The outcome from First Quarter Budget Review variations was a decrease in borrowing requirements of \$1,925k (resolution number 0523/2023), followed by Second Quarter Budget Review variations which resulted in an increase in borrowing requirements of \$2,114k (0596/2024). As a consequence of Third Quarter budget variations contained in Appendix 1, new bids detailed in Section 2, and budget timing adjustments detailed in Appendix 2, general borrowing requirements will increase by \$2,552k, resulting in an indicative net borrowings figure for the financial year of \$2,740k at the conclusion of Third Quarter, with further details contained in Section 4 of this review.

## 2. New Bid Proposals

New/Additional Capital Bids	Expenditure	Funding	Net Bid
<b>NON DISCRETIONARY - CAPITAL BIDS</b>			
<b>Additional access works at Carisbrooke Park/Harry Bowey Reserve</b> NB0669 Additional access works, establishment of an all-weather surface carpark and the provision of any other necessary infrastructure at Carisbrooke Park/Harry Bowey Reserve. (resolution number 0639/2024 March 2024)	1,000,000	0	1,000,000
<b>Burton Soccer Precinct Lighting Upgrade</b> NB0656 To enable the completion of the lighting upgrade at Burton Soccer Precinct to a minimum of 100 lux on pitches 1,2, 3 and 4. (resolution number 0638/2024 March 2024)	250,000	0	250,000
<b>Salisbury Aquatic Centre - New Mower</b> NB0685 A new lawn mower equipped with a catcher is required to enable capture of glass cuttings at the Salisbury Recreation Precinct, noting existing mowers do not include catching capabilities. (resolution number 0621/2024 February 2024)	45,000	0	45,000
<b>CONFIDENTIAL ITEM</b>			
NB0678 Confidential (resolution number 0690/2024 April 2024)	419,700	0	419,700
<b>Entrance Upgrade Happy Homes Drive, Salisbury North</b> NB0667 Increased funding to deliver the entrance upgrade and traffic flow improvement project for the Happy Homes Drive, Salisbury North. (resolution number 0668/2024 April 2024)	800,000	0	800,000
<b>Ingle Farm Sport Club Renewal Works</b> NB0647 Funding to complete the works at Ingle Farm Sport Club, Rowe Park. (resolution number 0580/2024 January 2024)	600,000	0	600,000
<b>Settlers Farm Primary School Traffic Improvement Plan</b> NB0657 Additional funding required for the Settlers Farm Primary School Traffic Improvement Project. This is in addition to the LRCI Funding already provided in first quarter budget review. (resolution number 0635/2024 March 2024)	64,000	0	64,000
<b>Pump replacement at Globe Derby</b> NB0668 Unforeseen replacement of the pump at Globe Derby. (resolution number 0668/2024 April 2024)	35,700	0	35,700
<b>Road Safety Project Plan</b> NB0660 Delivery of the Road Safety Project Plan. (resolution number 0635/2024 March 2024)	150,000	0	150,000
<b>TOTAL - NON DISCRETIONARY - CAPITAL BIDS</b>	<b>3,364,400</b>	<b>0</b>	<b>3,364,400</b>
<b>TOTAL CAPITAL BIDS</b>	<b>3,364,400</b>	<b>0</b>	<b>3,364,400</b>

New/Additional Operating Bids	Expenditure	Funding	Net Bid
<b>NON DISCRETIONARY - OPERATING BIDS</b>			
<b>Climate Change Adaptation Action Plan</b> NB0650 To develop the Climate Change Adaptation Action Plan. The Climate Change Adaptation Action Plan will guide and prioritise risk controls and next steps drawing on findings of the Climate Change Risk Assessment Report. (resolution number 0635/2024 March 2024)	50,000	0	50,000
<b>Diversitours Salisbury Project</b> NB0696 Additional funding for the implementation of Diversitours Salisbury, an innovative intercultural project aimed at training local residents to conduct guided tours of vibrant multicultural neighbourhoods within the City of Salisbury. (resolution number 0682/2024 April 2024)	66,500	0	66,500
<b>CONFIDENTIAL ITEM</b> NB0689 Confidential (resolution number 0621/2024 February 2024)	240,000	0	240,000
<b>CONFIDENTIAL ITEM</b> NB0687 Confidential (resolution number 0621/2024 February 2024)	78,000	0	78,000
<b>CONFIDENTIAL ITEM</b> NB0690 Confidential (resolution number 0621/2024 February 2024)	150,000	0	150,000
<b>Salisbury After Dark</b> NB0684 Additional funding to support the operational costs required for the Salisbury After Dark program until 30 June 2024. (resolution number 0598/2024 February 2024)	12,000	0	12,000
<b>Temporary toilet amenities at Hausler Reserve Change Facility</b> NB0652 Temporary portable toilet amenity at Hausler Reserve Change Facility until the completion of the project. (resolution number 0637/2024 March 2024)	20,000	0	20,000
<b>Tree Removal Requests</b> NB0695 Request for additional funding as reported to the Environmental Sustainability and Trees Sub Committee to meet demand for tree removal requests. (resolution number 0668/2024 April 2024)	150,000	0	150,000
<b>TOTAL - NON DISCRETIONARY - OPERATING BIDS</b>	<b>766,500</b>	<b>0</b>	<b>766,500</b>

New/Additional Operating Bids	Expenditure	Funding	Net Bid
<b>DISCRETIONARY - OPERATING BIDS</b>			
<b>Dog Pound/Shared Use Agreement Contractual Services</b> NB0679 Increased cleaning and dog welfare requirements associated with dogs in long-term holding.	99,500	0	99,500
<b>CONFIDENTIAL ITEM</b> NB0691 Confidential	89,500	0	89,500
<b>Weekend Inspector / Call Outs</b> NB0686 Contractual increase in costs for the provision of community compliance weekend and weekend call out services. Estimated full year expenditure is \$79,000, requiring a budget variance of \$18,500.	18,500	0	18,500
<b>TOTAL - DISCRETIONARY - OPERATING BIDS</b>	<b>207,500</b>	<b>0</b>	<b>207,500</b>
<b>TOTAL OPERATING BIDS</b>	<b>974,000</b>	<b>0</b>	<b>974,000</b>

### 3. Budget Review

#### 3.1 Policy and Context

The Budget Review is a legislative requirement under Part 9 of the Local Government (Financial Management) Regulations 2011, and Council's approach to managing its budget throughout the year has been set within the Treasury Policy, Part E – Policy Statement, paragraph 1.2:

- 1.2 Council manages its finances holistically in accordance with its overall financial sustainability strategies and targets. This means Council will:
- Maintain target ranges for its Net Financial Liabilities ratio;
  - Generally only borrow funds when it needs cash and not specifically for particular projects;
  - Apply any funds that are not immediately required to meet approved expenditure (including funds that are required to be expended for specific purposes but are not required to be kept in separate bank accounts) to reduce its level of borrowings or to defer and/or reduce the level of new borrowings that would otherwise be required.
  - Apply surplus contained within the Sundry Projects Fund, following adjustments for variations to existing estimates, to a reduction in borrowings. Any new bids/projects arising through the year are to be referred to the budget planning process for the subsequent year, unless they are of sufficient urgency, in which case Council may finance such projects by reducing/cancelling an existing budgeted project, or approving an increase to the borrowing requirement.

### 3.2 Sundry Projects Fund

The Sundry Projects Fund (SPF) represents a mechanism for dealing with budget variations and urgent bids. Its balance represents the projected surplus for the year but it must be remembered that there are variations through the budget and the final result will be a combination of the SPF and these other variations. The current status of the SPF as a result of this review is represented below:

<b>Original Budget 1 July 2023</b>	\$ -
<b>Additions:</b>	
First Quarter Budget Review (Resolution 0523/2023)	(7,961,145)
Second Quarter Budget Review (Resolution 0596/2024)	491,500
<b>Allocations:</b>	
First Quarter Budget Review (Resolution 0523/2023)	9,886,552
Second Quarter Budget Review (Resolution 0596/2024)	(2,605,700)
<b>Impact on Loan Borrowings:</b>	
Decrease in borrowings - First Quarter Budget Review (Resolution 0523/2023)	(1,925,407)
Increase in borrowings - Second Quarter Budget Review (Resolution 0596/2024)	2,114,200
<b>Balance prior to the consideration of bids</b>	-
<b>Recommendations – Third Quarter Budget Review:</b>	
Variations to Sundry Projects Fund – Appendix 1 Budget Variation Summary (Recommendation 2)	
Operating Variations	469,900
Capital Variations	46,000
<b>Balance after Variations to the Sundry Projects Funds</b>	<b>515,900</b>
Allocations arising from bids contained in Section 2	(4,338,400)
Budget Timing Adjustments (Appendix 2)	1,271,000
<b>Movements in General Loan Borrowings / Investments:</b>	
Increase in Borrowings due to bids, Operating & Capital Variations and Timing Adjustments	2,551,500
<b>Net Movements in General Loan Borrowings</b>	<b>2,551,500</b>
<b>Balance Remaining</b>	-

The net favourable operating and capital budget variations of \$516k (detailed in Appendix 1), and allocations arising from net bids of \$4,338k contained in Section 2 of this review, and retiming of capital expenditure projects totalling \$1,271k (details in Appendix 2), result in an increase in indicative borrowings of \$2,552k, as detailed in Section 4. It should be noted that timing adjusted projects will require funding in the 2024/25 financial year, and so the impact on borrowings is effectively a timing adjustment as well.

### 3.3 Consolidated Funding Statement

<i>Consolidated Funding Statement</i>	<i>Third Quarter Revised Budget 2023/24</i>	<i>Original Budget 2023/24</i>
<b><u>PART 1 - OPERATING</u></b>		
Operating Revenue - Original Budget	146,932	146,932
First Quarter Budget Review Adjustments	(7,556)	
Second Quarter Budget Review Adjustments	775	
<b><u>Proposed Adjustments:</u></b>		
Operating Income Gains (Appendix 1)	170	
Operating Income Losses (Appendix 1)	(10)	
Operating Income Nil Effect Variations (Appendix 1)	369	
Operating Variations - Internal Charge Adjustments	(180)	
<b>Operating Revenue</b>	<b>140,500</b>	<b>146,932</b>
Operating Expenditure - Original Budget	143,746	143,746
First Quarter Budget Review Adjustments	7,179	
Second Quarter Budget Review Adjustments	1,354	
<b><u>Proposed Adjustments:</u></b>		
Operating Expenditure Savings (Appendix 1)	(310)	
Operating Expenditure Nil Effect Variations (Appendix 1)	369	
Operating Variations - Internal Charge Adjustments	(180)	
Operating New Bids (Considered as part of this Review)	974	
Transfers from Business Transformation Future Fund (BTFF)	1,315	
<b>Operating Expenditure</b>	<b>154,447</b>	<b>143,746</b>
Estimated 2023/24 Operating Carry Forwards	3,900	
<b>Operating Surplus/(Deficit)</b>	<b>(10,046)</b>	<b>3,186</b>
<b><u>PART 2 - CAPITAL AND OTHER ADJUSTMENTS</u></b>		
Capital Revenue - Original Budget	1,825	1,825
First Quarter Budget Review Adjustments	5,781	
Second Quarter Budget Review Adjustments	965	
<b><u>Proposed Adjustments:</u></b>		
Nil		
<b>Capital Revenue</b>	<b>8,571</b>	<b>1,825</b>
<b>Net Surplus/(Deficit) Resulting From Operations</b>	<b>(1,476)</b>	<b>5,011</b>
Capital Expenditure - Original Budget	42,100	42,100
First Quarter Budget Review Adjustments	50,989	
Second Quarter Budget Review Adjustments	2,544	
<b><u>Proposed Adjustments:</u></b>		
Capital Expenditure Savings (Appendix 1)	(46)	
Capital New Bids (Considered as part of this Review)	3,364	
Capital Expenditure Retimed (Appendix 2)	(1,271)	
<b>Capital Expenditure</b>	<b>97,679</b>	<b>42,100</b>
Principal Repayments	(1,410)	(1,410)
Net Transfers to and From Reserves	1,321	(200)
Net Gain on Disposal of Assets	1,271	1,271
NAWMA Equity Adjustment	739	739
Prior Year Carry Forward Funds	28,293	
Timing Difference in Financial Assistance Grant	10,502	
Estimated Current Year Operating Carry Forward Funds	(3,900)	
Add Back Depreciation of Non Current Assets	33,643	33,643
<b>Cash Surplus/(Deficit/Borrowings)</b>	<b>(28,695)</b>	<b>(3,045)</b>
Facilities Applied	25,955	
<b>Proposed / Investment Balance/(Loan Borrowings)</b>	<b>(2,740)</b>	<b>(3,045)</b>

The Consolidated Funding Statement (CFS) provides a comparison between the original budget and the revised position should this review be adopted. The statement identifies the projected Operating Surplus / (Deficit) which is a primary indicator of financial sustainability. The original budget was for an operating surplus of \$3,186k, revised to a forecast deficit of \$7,649k following adoption of the 2023/24 First Quarter Review. The forecast position was updated by the endorsed 2023/24 Second Quarter Review, increasing the deficit by \$578k to a total operating deficit of \$8,228k.

Should the proposed 2023/24 Third Quarter Review be endorsed, the forecasted operating deficit will increase further by \$1,819k to an operating deficit of \$10,046k, inclusive of estimated 2023/24 carry forwards of \$3,900k.

This year's operating budget has been significantly impacted by the early receipt of the Federal Financial Assistance Grants, resulting in a reduction in current year income of \$10.5M. These funds were received in June 2023, and although they relate to the 2023/24 financial year, had to be recognised in the year of receipt as required by the Local Government Act and relevant Accounting Standards. This had a favourable impact on our cash and surplus for the 2022/23 financial year, with a corresponding reduction in 2023/24. The forecast has assumed the 2024/25 payment will be made in the 2024/25 financial year as there is no certainty that ongoing early receipt will continue into the future, and should the funds be received early they are intended for the subsequent year and should not be allocated to expenditure in the current financial year. This is partly offset by Financial Assistance Grant payments in 2023/24 being \$1.6M higher than budgeted. Current year budgeted income is reduced by \$8.2M predominantly as a result of these movements.

Also impacting the deficit are 2022/23 carry forwards of \$6,041k as reflected in the first quarter budget review, which is partially offset by our estimate of 2023/24 operating carry forward projects of \$3,900k.

Third quarter budget review adjustments totalling unfavourable \$1,819k, incorporating variations and new operating bids result in a forecast operating deficit of \$10,046k. A reconciliation of the changes to Council's budgeted operating surplus / (deficit) is shown below.

<b>2023/24 Operating Budget Forecast</b>	<b>\$'000</b>
Original Budgeted Operating Surplus	3,186
2022/23 Operating Carry Forward Funds	(6,041)
2023/24 Operating Carry Forward Funds - Estimated	3,900
First Quarter Budget Review Adjustments	(8,694)
Second Quarter Budget Review Adjustments	(578)
Third Quarter Budget Review Adjustments	(1,819)
<b>Forecast Operating Surplus/(Deficit)</b>	<b>(10,046)</b>

The Consolidated Funding Statement also provides a summary of changes to adopted capital income and capital expenditure with other impacts on cash also considered, to arrive at the overall projected borrowings / investment balance. The impact of this budget review if endorsed, in addition to the endorsed first and second quarter budget review, results in a decreased loan borrowings position of \$2.7M compared with the original budget position of \$3M.

### **3.4 Transfer of Funds – Chief Executive Officer Delegation**

The Wages and Salaries Provision has a balance of \$1,752k as at 31 March 2024 following endorsement of this budget review. This balance includes wages and salaries savings identified and allocation from the provision as authorised by the CEO during 2023/24. A total of \$722k has been allocated to the Provision during the Third quarter with a total of \$137k allocated from the provision. Allocations during the Third quarter include Graduate Engineers and additional recruitment expenditure incurred.

### **3.5 Business Transformation Future Fund Transfers**

The Business Transformation Future Fund (BTFF) has a balance of \$2,232k at the conclusion of the Third quarter 2023/24. Transfers as authorised by the CEO from the BTFF during the Third quarter totalled \$1,315k with \$224k applied to Business Transformation employee costs for the period 1 January 2024 – 31 March 2024, and \$1,091k applied to the Enterprise Resource Planning (ERP) project budget.



### 3.6 Transfer of Funds Requests

It is proposed that the following transfer of budgets be incorporated as part of this review:

Item	Details	Transfer Amount
<b>Transfer of Funds Requests</b>		
	<b>Transfer budget to deliver Dog Park for Small Dogs at Unity Park, Pooraka</b>	
TR0644	Transfer of available funds between New Reserve Furniture and Dog Park for Small Dogs to provide sufficient funding to deliver the full scope of works at Unity Park, Pooraka. (resolution number 0598/2024 February 2024)	31,000
	<b>Transfer CEO Contractual Services Provision to offset Contract Price increases</b>	
TR0705	Transfer \$91k from CEO Contractual Services Provision to offset Contract Price increases for Drainage Systems (Contract 11295), Tree Management (Contract 11344) and Weed Control (Contract 11235).	91,000
	<b>Transfer Employee Costs from Community Development Administration to Community Health &amp; Wellbeing</b>	
TR0643	Transfer of Administration Officer budget from Community Development Administration to Community Health & Wellbeing for third and fourth quarter.	30,000
	<b>Transfer from Baltimore Reserve Upgrade, Paralowie to Deuter Road Fencing, Paralowie</b>	
TR0654	Transfer of funds from Baltimore Reserve Upgrade, Paralowie to Deuter Road Fencing, Paralowie to cover additional expenditure incurred. (resolution number 0637/2024 March 2024)	9,000
	<b>Transfer from Business Transformation to Technology &amp; Data Solutions for System Licensing Costs</b>	
TR0706	Transfer of budget funds from Business Transformation to Technology & Data Solutions for System Licensing Costs associated with the Customer Relationship Management Platform and Omni Channel Call Centre and Recording Solution as detailed in 2022/23 Budget Bid ITN000961.	200,000
	<b>Transfer from Business Transformation Future Fund</b>	
TR0688	Allocation from the Business Transformation Future Fund to facilitate funding of Confirm Asset Upgrade, Volunteer Management System, Intranet and Data Management for Decommissioned Systems. (resolution number 0601/2024 February 2024)	435,000
	<b>Transfer from Community Bus Stop Program to Bus Shelter Program</b>	
TR0666	Additional funding required for variations incurred as part of the Bus Shelter Program transferred from the Community Bus Stop Program. (resolution number 0668/2024 April 2024)	100,000
	<b>Transfer from various Community Development Budgets to Diversitours Salisbury Project</b>	
TR0671	Transfer from existing Community Development budgets to Community Health & Wellbeing to provide the funds required for the Diversitours Salisbury project.	15,000
	<b>Transfer Library Materials from Materials, Contracts &amp; Other to Depreciation</b>	
TR0702	Library Materials budget allocated from a BR2 Nil Effect Income Gain for new grant funds received, were incorrectly allocated to Materials, Contracts & Other per the Annual Financial Statements (AFS). This variation is to transfer this funding to Depreciation in the AFS which is consistent with the total Library Materials budget with the materials depreciated across their useful life.	29,700

#### 4. Loan Borrowings/Investments and Reserves

Details of the movement in the current year investments / borrowings:

	\$
<b>Original Budget 1 July 2023</b>	
Net Borrowings / (Investment)	3,045,000
Reinstate Timing Adjustments Projects	22,910,000
Surplus Facilities 2022/23 (Finance and Corporate Services - September 2023)	(21,620,000)
Property Disposal Reserve (Finance and Corporate Services - September 2023)	(4,335,000)
<b>Net Borrowings / (Investment) at September 2023</b>	-
<b>First Quarter Budget Review 2023/24</b>	
Variation to General Borrowing Requirements resolved 0523/2023	(1,925,407)
<b>Second Quarter Budget Review 2023/24</b>	
Variation to General Borrowing Requirements resolved 0596/2024	2,114,200
<b>Third Quarter Budget Review 2023/24</b>	
Variation to General Borrowing Requirements recommended	2,551,500
<b>Revised Increase / (Decrease) in Borrowing Requirements</b>	<b>2,740,293</b>
<b>Net Borrowings / (Investment) at conclusion of Second Quarter</b>	<b>2,740,293</b>

Loan Borrowing requirements for 2023/24 were considered in September 2023, with the original budget indicative net loan borrowings being \$3.0M with the reinstatement of timing adjustments from 2022/23 requiring a further \$22.9M. Offsetting this is Surplus Facilities from 2022/23 of \$21.6M and Property Disposal Reserve \$4.3M, resulting in no further borrowings required at that time.

The outcome from First Quarter Budget Review variations was a decrease in borrowing requirements of \$1,925k, followed by Second Quarter Budget Review variations which resulted in an increase in borrowing requirements of \$2,114k, resulting in a net increase of \$189k across the first two quarters.

The loan borrowings position as proposed as part of the 2023/24 Third Quarter Review, should it be approved by Council, will result in an increase in general borrowing requirements of \$2,552k, resulting in an indicative net borrowings figure for the financial year of \$2,740k. It should be noted that the retiming of capital projects totalling \$1,271k as detailed in Appendix 2, decreases the borrowing requirement for 2023/24, with these borrowings now required in the 2024/25 financial year as these projects are delivered.

**Reserves**

	Year to Date	Full Year	
	Actual \$000's	Rev. Bud \$000's	Orig.Bud \$000's
Transfers to Reserves	484	484	0
Transfers from Reserves	6,164	2,029	200
<b>Total</b>	<b>(5,680)</b>	<b>(1,545)</b>	<b>(200)</b>

The table above summarises movements within Council's Reserve Accounts, e.g. Business Transformation Future Fund, Public Infrastructure and Developments, Open Space, Property Disposals etc., and are in line with budget expectations. Details of balances of Reserves are contained in Finance Reports presented periodically throughout the year to Finance and Corporate Services Committee, with the reporting cycle typically the same as for the budget review. The Year to Date Budget represents the Full Year Revised Budget, although the funds will be transferred from the Reserves when required by individual projects. The significant actual movement in Transfers from reserves reflects the transfer of the Property Disposal Reserve to reduce loan borrowings as per Council Resolution 0470/2023 September 2023 and reflected in the Loan Borrowings table above.

## 5. Recommendations

That Council:

1. Notes the 2023/24 Third Quarter Budget Review report.
2. Approves the budget variances identified in this review and contained in the Budget Variation Summary (Appendix 1), and net capital and operating \$515,900 be credited to the Sundry Project Fund. This will bring the balance of the Sundry Projects Fund to \$515,900.
3. Approves the allocation of funding for the following **non-discretionary** net bids:

### OPERATING

Climate Change Adaptation Action Plan	\$50,000
CONFIDENTIAL ITEM	\$240,000
CONFIDENTIAL ITEM	\$78,000
CONFIDENTIAL ITEM	\$150,000
Diversitours Salisbury Project	\$66,500
Salisbury After Dark	\$12,000
Temporary toilet amenities at Hausler Reserve Change Facility	\$20,000
Tree Removal Requests	\$150,000

### CAPITAL

Additional access works at Carisbrooke Park/Harry Bowey Reserve	\$1,000,000
Burton Soccer Precinct Lighting Upgrade	\$250,000
CONFIDENTIAL ITEM	\$419,700
Entrance Upgrade Happy Homes Drive, Salisbury North	\$800,000
Ingle Farm Sport Club Renewal Works	\$600,000
Pump replacement at Globe Derby	\$35,700
Road Safety Project Plan	\$150,000
Salisbury Aquatic Centre - New Mower	\$45,000
Settlers Farm Primary School Traffic Improvement Plan	\$64,000

**TOTAL** **\$4,130,900**

*NB: If parts 1, 2 & 3 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$3,615,000).*

4. Approves the allocation of funding for the following **Discretionary** net bids:

<b>OPERATING</b>	
CONFIDENTIAL ITEM	\$89,500
Dog Pound/Shared Use Agreement	\$99,500
Weekend Inspector / Call Outs	\$18,500
<b>TOTAL</b>	<b>\$207,500</b>

*NB: If parts 1, 2, 3 & 4 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$3,822,500).*

5. Approves the following budget timing adjustments which will result in a decrease in loan borrowings in the 2023/24 financial year and an increase in loan borrowings in the 2024/25 financial year:

Retime Hausler Reserve Change Facility project from 23/24 to 24/25	\$1,071,000
Retime Carisbrooke Park Carpark from 23/24 to 24/25	\$200,000
<b>TOTAL</b>	<b>\$1,271,000</b>

*NB: If parts 1, 2, 3, 4 & 5 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$2,551,500).*

6. Approves the following transfers:

Transfer budget to deliver Dog Park for Small Dogs at Unity Park, Pooraka	\$31,000
Transfer CEO Contractual Services Provision to offset Contract Price increases	\$103,200
Transfer Employee Costs from Community Development Administration to Community Health & Wellbeing	\$30,000
Transfer from Baltimore Reserve Upgrade, Paralowie to Deuter Road Fencing, Paralowie	\$9,000
Transfer from Business Transformation Future Fund	\$435,000
Transfer from Business Transformation to Technology & Data Solutions for System Licensing Costs	\$200,000
Transfer from Community Bus Stop Program to Bus Shelter Program	\$100,000
Transfer from various Community Development Budgets to Diversitours Salisbury Project	\$15,000
Transfer Library Materials from Materials, Contracts & Other to Depreciation	\$29,700

*NB: If parts 1, 2, 3, 4, 5 & 6 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$2,551,500).*

7. Approves the variation of Loan Borrowings to reflect the bids and transfers approved by Council detailed in parts 1 to 6 of this resolution.

***NB: If parts 1 to 6 of this resolution are moved as recommended, loan borrowings in 2023/24 will increase by (\$2,551,500).***

## Appendix 1 – Budget Variation Summary as at 31 March 2024

Item	Details	Expense Increase/ (Decrease)	Revenue Increase/ (Decrease)	Net Increase/ (Decrease)
			<i>Includes Expenditure Recoveries</i>	<i>Sundry Projects Fund</i>
<b>OPERATING VARIATIONS</b>				
<b>Expenditure Savings</b>				
ES0663	Aged Care Housing (ACH) - return of 22/23 carry forward funding	(11,600)		11,600
ES0674	Disability Program Additional Hours saving	(10,000)		10,000
ES0672	Library Materials Saving	(40,000)		40,000
ES0648	Small Business Fundamentals Program Grant Salary and Wages Expense - Correction of BR2 Nil Effect Income Gain ****	(50,000)		50,000
ES0697	White Ribbon Program (resolution number 0667/2024 April 2024)	(23,300)		23,300
ES0703	Electricity Expenditure Savings	(175,000)		175,000
	<b>Total Expenditure Savings</b>	<b>(309,900)</b>		<b>309,900</b>
<b>Income Gains</b>				
IG0659	Building Rules Certification Unit income declaration		100,000	100,000
IG0658	Planning Income		50,000	50,000
IG0673	Salisbury Community Hub Hire Income		10,000	10,000
IG0693	Urban Animal and Plant Control Grant Funding		10,000	10,000
	<b>Total Income Gains</b>		<b>170,000</b>	<b>170,000</b>
<b>Income Losses</b>				
IL0651	Mawson Centre Hire Income		(10,000)	(10,000)
	<b>Total Income Losses</b>	<b>0</b>	<b>(10,000)</b>	<b>(10,000)</b>
<b>Adjustments - Nil Effect</b>				
NG0694	Field Services Security Charges	7,900	7,900	0
NG0645	Flood Emergency Response Plan - additional Commonwealth income (resolution number 0598/2024 February 2024)	56,500	56,500	0
NG0675	Planet Youth Grant Funding	20,000	20,000	0
NG0682	Recreation Services Utility Reimbursement ****	32,200	32,200	0
NG0649	Residential Property Cleanup and Reimbursement	27,000	27,000	0
NG0665	Salisbury Water - Internal Water Sales	180,000	180,000	0
NG0701	Mutual Liability Scheme (MLS) Risk Incentive Fund	45,400	45,400	0
	<b>Total Nil Effect Adjustments</b>	<b>369,000</b>	<b>369,000</b>	<b>0</b>
	<b>Net Impact to Operating Result - Transfer to Sundry Projects Fund</b>	<b>59,100</b>	<b>529,000</b>	<b>469,900</b>
**** Adjustments to budgets already processed.				
<b>CAPITAL VARIATIONS</b>				
<b>Expenditure Savings</b>				
ES0700	Review of Council Decision for Carpark at Treetop Court, Paralowie (resolution number 0676/2024 April 2024)	(46,000)		46,000
	<b>Total Expenditure Savings</b>	<b>(46,000)</b>		<b>46,000</b>
	<b>Total Nil Effect Adjustments</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net Impact to Capital Program</b>	<b>(46,000)</b>	<b>0</b>	<b>46,000</b>
<b>Transfer To / (From) Sundry Project Fund</b>				<b>515,900</b>
**** Adjustments to budgets already processed.				

## Appendix 2 – Capital Budget Timing Adjustments

### Policy Statement

There are projects that are funded in the current year budget that are unable to be progressed in the timeframes originally planned due to external factors, including but not limited to delays in external funding approvals, negotiations with third parties, community consultation and development approval processes. It is important that the Community is aware of the status of these projects which are included in Appendix 5 Capital Expenditure Report. The table below summarises timing differences resulting from external factors for the purposes of adjusting the current year and future years' budget. These changes are also reflected in our cash requirements through a reduction in borrowings in the current year, and will then be funded in future years.

Item	Details	Revised Budget	Budget Timing Adjustment
<b>Capital Budget Timing Adjustments</b>			
<b><u>Property &amp; Buildings</u></b>			
	<b>Retime Hausler Reserve Change Facility project from 23/24 to 24/25</b>		
BT0653	Due to delays experienced with development approval, approval was given via Urban Services Committee, March 2024, to transfer \$1.1M associated with the Hausler Reserve Change Facility project, from 2023/24 to 2024/25 in alignment with the revised forecast spend.	1,758,057	(1,071,000)
<b><u>Transportation</u></b>			
	<b>Retime Carisbrooke Park Carpark from 23/24 to 24/25</b>		
BT0655	New grant funding received for the Carisbrooke Change Facility provides the opportunity to reconsider planning associated with car park access and redesign site access to accommodate a new Change Facility. Approval was given via Urban Services Committee, March 2024, to transfer \$200k associated with the Hausler Reserve Change Facility project, from 2023/24 to 2024/25 in alignment with the revised forecast spend.	400,000	(200,000)

**Appendix 3 – Statement of Comprehensive Income**

	Year to Date			Full Year	
	Actual \$000's	Budget \$000's	Variance \$000's	Rev Budget \$000's	Orig Budget \$000's
<b>INCOME</b>					
Rates	122,274	121,890	384	121,959	121,959
Statutory Charges	3,432	2,960	472	3,554	3,027
User Charges	4,568	4,609	(42)	6,205	5,974
Grants, Subsidies & Contributions	4,929	4,878	50	6,920	14,652
Investment Income	414	61	353	77	77
Reimbursement	382	292	90	396	277
Other Revenue	900	837	62	1,072	967
<b>Total Income</b>	<b>136,898</b>	<b>135,528</b>	<b>1,370</b>	<b>140,183</b>	<b>146,932</b>
<b>EXPENSES</b>					
Employee Costs	30,957	33,921	2,964	45,495	44,765
Materials, Contracts and Other Expenses	46,143	45,379	(764)	69,929	60,859
Finance Costs	170	2,626	2,456	3,740	3,740
Depreciation, amortisation & impairment	25,218	25,221	3	33,673	33,643
Share of Loss-Joint Ventures & Associates	0	0	0	739	739
<b>Total Expenses</b>	<b>102,488</b>	<b>107,147</b>	<b>4,659</b>	<b>153,576</b>	<b>143,746</b>
<b>Operating Surplus/(Deficit) before Capital Amounts</b>	<b>34,410</b>	<b>28,381</b>	<b>6,029</b>	<b>(13,392)</b>	<b>3,186</b>
Net gain (loss) on disposal or revaluation of assets	30	30	(0)	2,199	2,199
Amounts specifically for new or upgraded assets	11,343	3,546	7,797	3,546	897
Physical resources received free of charge	0	0	0	1,000	1,000
<b>Other Comprehensive Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Comprehensive Income</b>	<b>45,783</b>	<b>31,957</b>	<b>13,826</b>	<b>(6,648)</b>	<b>7,282</b>

*Note: - The above Statement of Comprehensive Income does not include the budget adjustments recommended within this Budget Review, however these adjustments have been reflected in the revised Financial Statements as contained within Appendix 8 Budgeted Financial Statements.*



## Commentary – Statement of Comprehensive Income

*Year to Date: Actual compared to Revised Budget*

The commentary on the Statutory Report is designed to explain variations greater than \$50k. No actions are required as, where necessary, they are dealt with elsewhere in the report.

### **Revenue**

#### **Rates – Favourable Variance \$384k**

Rate revenue is favourable with higher rate revenue generated than budgeted.

#### **Statutory Charges – Favourable Variance \$472k**

The favourable variance in Statutory Charges revenue is from favourable variances in Development Fees (Planning, Development and Infrastructure (PDI) Act) from the Building Rules Certification Unit \$188k; Town Planning Fees (PDI Act Planning Application Fees) \$144k; and Parking Expiations \$60k which are anticipated to return closer to budget during the final quarter. Income Gains have been declared for the Third Quarter Budget Review at Appendix 1 for Building Rules Certification Unit Income declaration, refer IG0659, \$100k; and Planning Income declaration, refer IG0658, \$50k.

#### **Grants, Subsidies & Contributions – Favourable Variance \$50k**

The favourable variance mostly relates to new grant funding received from the Alcohol and Drug Foundation (ADF) for the Planet Youth Program, refer NG0675 (Appendix 1), \$20k.

#### **Investment Income – Favourable Variance \$353k**

Investment income is favourable with higher levels of cash held during the financial year as a result of the early receipt of the 2023/24 Financial Assistance Grant Funding and timing of cash outflows for the infrastructure program. Interest rates are also higher than forecasted with a current rate of 4.3% compared to 3.3% budgeted.

#### **Reimbursement – Favourable Variance \$90k**

The favourable variance for Reimbursements relates to funds received from the Local Government Association (LGA) Mutual Liability Scheme (MLS) Risk Incentive Fund for risk related initiatives, refer NG00701 (Appendix 1), \$45k.

#### **Other Revenue – Favourable Variance \$62k**

Other revenue is favourable due to several minor variances.

**Expenditure****Employee Costs – Favourable Variance \$2,964k**

Wages & Salaries and Wages & Salaries On cost are \$4,269k favourable due to vacancies during the financial year, noting backfilled positions expenditure via Agency and Additional Hours in Materials, Contracts and Other Expenses of \$1,173k. This is offset by a \$942k unfavourable variance in the recovery of employee costs from capital projects due to vacant positions and lower staff time spent on the capital program, Overtime expenditure \$249k unfavourable, and unbudgeted COVID-19 Special Leave of \$116k has been incurred.

**Materials, Contracts and Other Expenses – Unfavourable Variance \$764k**

Materials, Contracts and Other Expenses is \$764k unfavourable at the conclusion of Third quarter 2023/24. The unfavourable variance is comprised of Wages & Salaries – Agency \$1,062k and Additional Hours \$111k associated with the backfilling of vacant positions and are offset by savings in employee costs as detailed above. This is offset by favourable variances for Electricity \$243k due to the timing of invoicing; and Waste Management expenditure \$149k representing 0.9% of the total Waste budget which is anticipated to align to budget in the final quarter.

**Finance Costs – Favourable Variance \$2,456k**

The favourable variance \$2,456k is the continuing result of a higher cash holding than forecasted throughout the financial year, borne through of the early receipt of the 2023/24 Financial Assistance Grant Funding and timing of cash outflows for the infrastructure program, which has resulted in Council having limited need to draw down on existing cash advance debenture facilities.

**Appendix 4 – Statement of Financial Performance – Key Directions**

	Year to Date			Full Year	
	Actual \$000's	Budget \$000's	Variance \$000's	Rev Budget \$000's	Orig Budget \$000's
<b>NET OPERATING RESULT: Surplus/(Deficit)</b>	<b>45,783</b>	<b>31,957</b>	<b>13,826</b>	<b>(6,648)</b>	<b>7,282</b>
<b>Represented By:</b>					
<b><u>KEY DIRECTION REVENUE</u></b>					
<b>The Living City:</b>					
Recreation, Education & Leisure	854	809	45	862	770
Public Health & Safety	1,697	1,555	143	1,876	1,748
Community Development	4,076	4,041	35	4,948	4,652
<b>The Sustainable City:</b>					
Water Management	1,993	2,013	(20)	2,617	2,617
Waste Management	160	157	3	277	261
Parks & Landscape	111	106	5	137	124
<b>The Prosperous City:</b>					
Transport	864	864	0	2,493	3,460
City Planning & Economic Development	2,996	2,666	330	3,222	2,639
<b>Enabling Excellence:</b>					
Corporate Support	1,176	1,098	78	1,395	1,219
Governance	1	1	(0)	2	2
Treasury	413	61	352	77	77
Grants Commission	158	158	0	211	7,405
Rates	122,274	121,890	384	121,959	121,959
Other Miscellaneous Revenue	124	107	16	107	0
<b>Total Operating Revenue</b>	<b>136,898</b>	<b>135,528</b>	<b>1,370</b>	<b>140,183</b>	<b>146,932</b>
Capital Contributions	11,373	3,576	7,797	6,745	4,096
<b>Total Revenue</b>	<b>148,271</b>	<b>139,104</b>	<b>9,167</b>	<b>146,928</b>	<b>151,028</b>
<b><u>KEY DIRECTION EXPENDITURE</u></b>					
<b>The Living City:</b>					
Recreation, Education & Leisure	6,736	6,834	98	9,211	9,095
Public Health & Safety	4,836	4,627	(209)	6,411	6,413
Community Development	7,003	7,272	269	10,912	10,443
<b>The Sustainable City:</b>					
Water Management	2,988	2,982	(6)	4,838	4,728
Waste Management	13,304	13,467	163	19,788	19,528
Parks & Landscape	15,748	15,838	90	21,396	21,219
<b>The Prosperous City:</b>					
Transport	2,375	2,610	235	5,138	3,999
City Planning & Economic Development	4,838	4,964	126	7,171	6,620
<b>Enabling Excellence:</b>					
Corporate Support	20,979	20,894	(85)	31,460	25,705
Governance	524	592	68	1,057	981
Treasury	(679)	1,731	2,410	2,635	3,012
Depreciation	21,168	21,168	0	28,224	28,224
Other Miscellaneous Expenditure	2,669	4,169	1,500	5,335	3,781
<b>Total Expenditure</b>	<b>102,488</b>	<b>107,147</b>	<b>4,659</b>	<b>153,576</b>	<b>143,746</b>

*The Full Year Revised Budget includes revisions to expenditure budgets for funds carried forward from 2022/23 to 2023/24. We anticipate a carry forward from 2023/24 to 2024/25, however, at this time specific programs cannot be identified, and this will be brought to account at the end of financial year.*

**Commentary – Key Direction****The Living City – Net Favourable Variance \$380k****Recreation, Education & Leisure – Net Favourable Variance \$143k****Revenue – Favourable Variance \$45k**

No material variances to disclose.

**Expenditure – Favourable Variance \$98k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Sportsfield Cutting	City Infrastructure	55	The favourable variance is mostly related to the timing of expenditure for contracted mowing of sports grounds which is anticipated to align to budget in future periods.	
Maintenance - Other buildings incl minor buildings	City Infrastructure	(23)	The unfavourable variance is due to higher than forecasted maintenance requests year to date, this is expected to be managed within the overall divisional budget for the remainder of the financial year.	
Maintenance – Burton and Parahills Community Hubs	City Infrastructure	(27)	The unfavourable variance is primarily related to higher than forecasted routine maintenance costs. This will continue to be monitored and managed within existing budget across the division.	

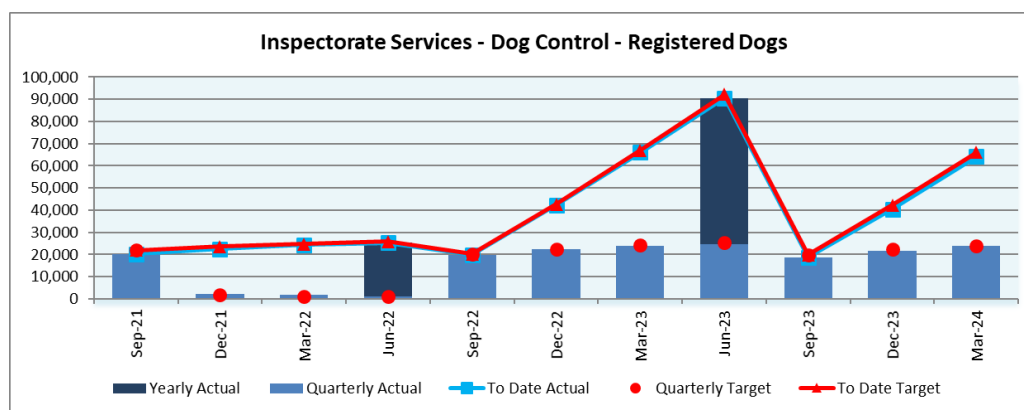
Budget Area	Department	Variance YTD '000s	Comment	Action Required
Maintenance-Sports and Community Facilities	City Infrastructure	66	The favourable variance mostly relates to timing of programmed works with expenditure anticipated to align to budget in future periods.	
Maintenance – Ingle Farm Recreation Centre	City Infrastructure	(24)	The unfavourable variance is related to unexpected operating maintenance required at the facility, including roof repairs and gutter replacement. This variance will continue to be monitored and managed within the overall budget across the division.	

**Public Health & Safety – Net Unfavourable Variance \$66k****Revenue – Favourable Variance \$143k**

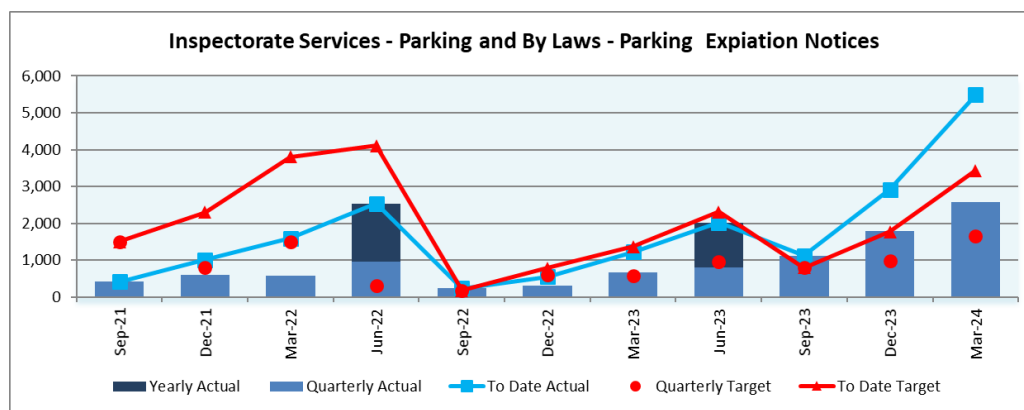
Budget Area	General Manager	Variance YTD '000s	Comment	Action Required
Health Act Administration	City Development	23	The favourable variance is due to residential cleanup charges \$27k which is offset by expenditure within the area. A Nil Effect adjustment associated with this has been included as part of this review.	Refer Appendix 1 Nil Effect Income Gain Residential Property Cleanup and Reimbursement \$27k
Animal Control	City Development	37	The favourable variance relates to higher than budgeted reimbursement of costs associated with Pound operations from City of Tea Tree Gully as per the joint use agreement. A variation associated with this item has been included as part of this review.	
Community Compliance	City Development	75	The favourable variance is primarily related to \$45k higher than anticipated Parking Expiation income received resulting from staff completing and maintaining parking patrols across the city, plus local nuisance expiations \$14k and other minor variances. This is anticipated to align to budget in future periods with lower income projected in the upcoming quarter.	

**Expenditure – Unfavourable Variance \$209k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Urban & Recreation Assets	City Infrastructure	(204)	The unfavourable variance primarily relates to higher than budgeted expenditure on lighting maintenance, with pending insurance claims of \$80k and potential items to be capitalised as part of the year end process.	



Dog registrations are 23,720 compared to 23,696 during the same period last year. registration income as per Dog and Cats Online (DACO) records is \$929,262 compared to \$803,439. Favourable variance is attributed to increase in registration fees.



2,573 expiations issued compared to 1,654 this time last year, with expiation income value totalling \$299,075. Received revenues equal \$186,830 due to 497 expiations being transferred to Fines Enforcement and Recovery Unit (FERU) this financial year, with a value of \$100,334. Favourable variance associated with the ability of staff to maintain town centre parking patrols.

**Community Development – Net Favourable Variance \$303k****Revenue – Favourable Variance \$35k**

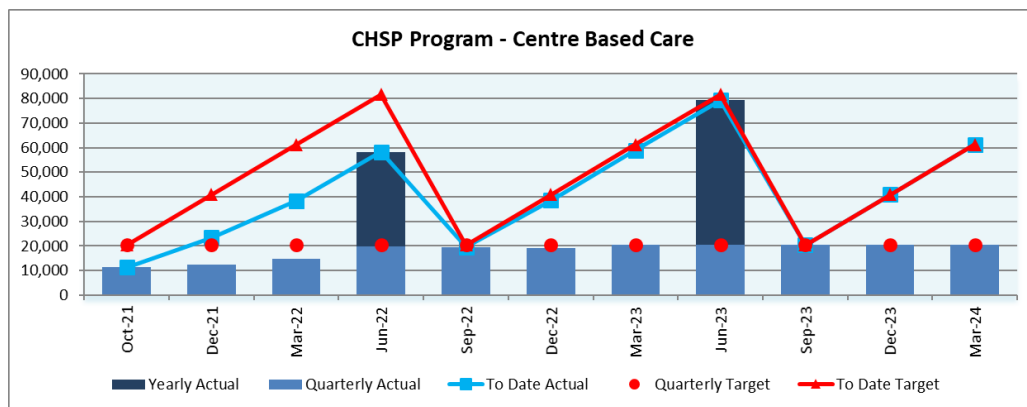
Budget Area	General Manager	Variance YTD '000s	Comment	Action Required
Social Planning	Community Development	20	The favourable variance is related to additional grant funding received from the Alcohol and Drug Foundation (ADF) for the Planet Youth program. A budget variation associated with this has been included as part of this review.	Refer Appendix 1 Nil Effect Income Gain Planet Youth Grant Funding \$20k

**Expenditure – Favourable Variance \$269k**

Budget Area	General Manager	Variance YTD '000s	Comment	Action Required
HCSP - Home and Community Services Program	Community Development	50	The favourable variance is from savings in employee costs due to vacancies during the first three quarters. This program is grant funded and must be retained for acquittal at end of financial year, with any unspent funds requiring return to the grant funding provider.	
Disability Program	Community Development	21	The favourable variance is due to lower than forecasted additional hours with current resourcing sufficient to fulfill scheduled programs. An expenditure saving variation associated with this has been included as part of this review.	Refer Appendix 1 Expenditure Savings Disability Program Additional Hours saving \$10k
Building Maint Community Centres	City Infrastructure	(26)	The unfavourable variance primarily relates to an adjustment for new buildings (Para Hills and Burton) coming online during the financial year. This has been considered for the 2024/25 Draft Operating Budget.	



Budget Area	General Manager	Variance YTD '000s	Comment	Action Required
Building Maintenance - Other buildings incl minor buildings	City Infrastructure	(25)	The unfavourable variance is primarily related to higher than budgeted cleaning costs \$18k as a result of additional cleaning services required at the Pound, plus other minor variances.	
Salisbury Community Hub	City Infrastructure	85	This favourable variance related to lower than forecasted electricity charges incurred year to date with a variation associated with this included as part of this review.	Refer Appendix 1 Expenditure Savings Electricity Expenditure Savings \$175k



Centre based social programs on target once again after recovering from COVID impacts during recent years.

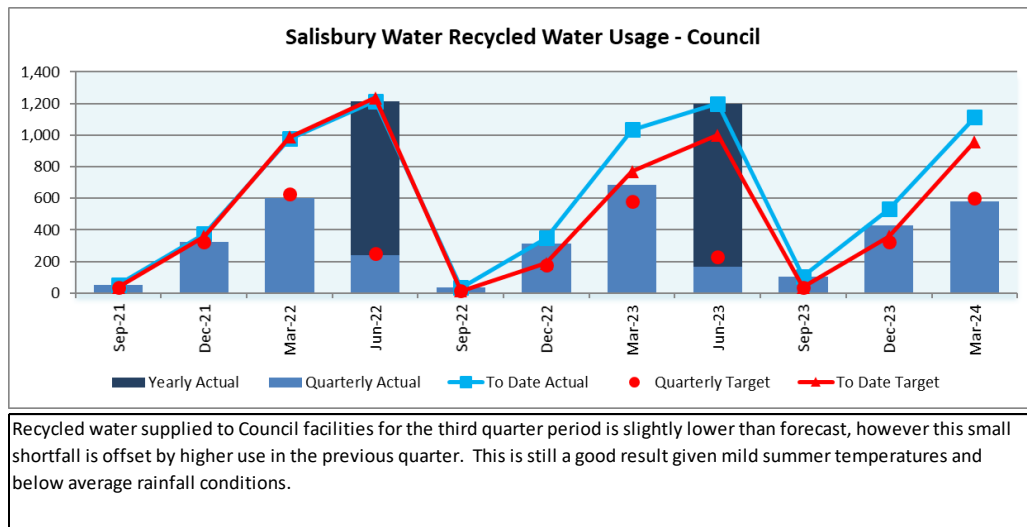
**The Sustainable City – Net Favourable Variance \$235k****Water Management – Net Unfavourable Variance \$26k****Revenue – Unfavourable Variance \$20k**

No material variances to disclose.

**Expenditure – Unfavourable Variance \$6k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Salisbury Water Production - Water Factory	Business Excellence	(263)	The unfavourable variance is largely due to timing of contractual services associated with several pipe and pump repairs required during the quarter and higher electricity costs associated with water treatment processes. It is anticipated that operating expenses across the business will be managed within the overall budget.	
Salisbury Water Retail - Marketing / Sales	Business Excellence	449	This variance is largely due to below average rainfall conditions and corresponding requirements by Council's own parks and gardens to maintain cool, green spaces and increased ornamental lake fill to maintain lake amenity. The forecast for the full year, following previous fourth quarter patterns, is anticipated to result in a positive variance for internal cost recovery for water supply in the order of \$180k.	Refer Appendix 1 Nil Effect Income Gain Salisbury Water - Internal Water Sales \$180k
Streetscape & Open Space Assets	City Infrastructure	25	The favourable variance is primarily related to staff vacancy within the fully grant funded Green Adelaide Education program.	

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Wetland & Native Landscape Maintenance	City Infrastructure	(141)	The unfavourable variance is due to higher than anticipated water testing and dosing completed throughout the year for ornamental lakes across the city. This will continue to be monitored and is expected to be managed within the overall divisional budget.	
Drainage Systems	City Infrastructure	(75)	The unfavourable variance primarily relates to contractual pricing increases, with a transfer of funds request included as part of this Review. Also contributing is approximately \$40k external plant hire that has been since capitalised.	Refer Section 3.6 Transfer of Funds Requests Transfer CEO Contractual Services Provision to offset Contract Price increases \$24k of \$91k total transfer



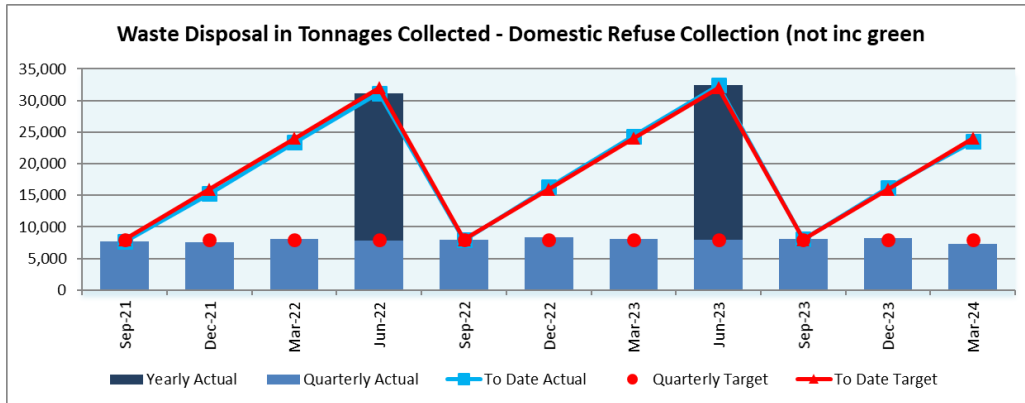
**Waste Management – Net Favourable Variance \$166k**

**Revenue – Favourable Variance \$3k**

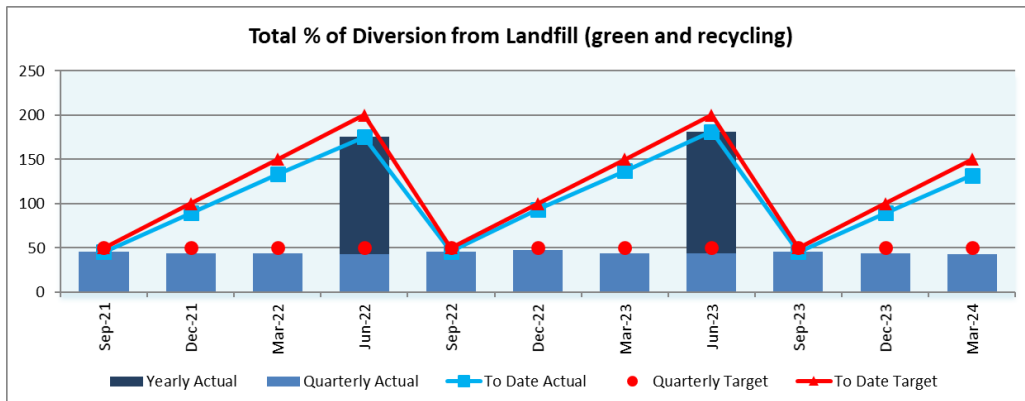
No material variances to disclose.

**Expenditure – Favourable Variance \$163k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Waste Management	City Infrastructure	131	The favourable variance is immaterial in nature, being 0.9% of the overall total budget. This will continue to be monitored for anticipated alignment to budget in future periods.	



This is a decrease from the prior quarter with recent monthly data indicating a downward trend for general waste.



This is a minor decrease from the prior quarter but remains within the average range compared to the same quarter in previous financial years.

**Parks & Landscape – Favourable Variance \$95k****Revenue – Favourable Variance \$5k**

No material variances to disclose.

**Expenditure – Favourable Variance \$90k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Minor Capital Works Parks & Landscape	City Infrastructure	35	The favourable variance is due to the ad-hoc and reactive nature of works completed in this program with lower than forecasted requirements year to date. It is expected that this will align to budget in future periods with several orders and work scheduled for the final quarter.	
Tree Management	City Infrastructure	(91)	The unfavourable variance primarily relates to contracted price increases associated with new contracts. A transfer of funds request associated with this item has been included as part of this review.	Refer Section 3.6 Transfer of Funds Requests Transfer CEO Contractual Services Provision to offset Contract Price increases \$62k of \$91k total transfer  Refer Section 2 New Bids Tree Removal Requests \$150k
Field Services Administration	City Infrastructure	510	Salaries and Wages are currently net \$841k favourable as a result of various vacancies across the area, offset by \$420k higher than budgeted agency costs as a result of backfilling these positions.	
Urban Structures	City Infrastructure	(75)	The unfavourable variance relates to higher than budgeted internal labour and vehicle hire charges together with an overspend on playground maintenance.	

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Park Maintenance	City Infrastructure	(400)	The unfavourable variance primarily relates to internal water supply \$353k due to below average rainfall conditions and corresponding requirements by Council's own parks and gardens to and increased ornamental lake fill to maintain lake amenity. The forecast for the full year, following previous fourth quarter patterns, is anticipated to result in a variance for internal water supply in the order of \$180k.	Refer Appendix 1 Nil Effect Income Gain Salisbury Water - Internal Water Sales \$180k
Pest	City Infrastructure	(29)	This unfavourable variance relates to contract pricing increases plus higher than anticipated water sampling expenses. A minor transfer of funds request of \$5k has been included as part of the review. The remaining is anticipated to align to budget by the end of financial year.	Refer Section 3.6 Transfer of Funds Requests Transfer CEO Contractual Services Provision to offset Contract Price increases \$5k of \$91k total transfer
Verges (Road Reserves)	City Infrastructure	185	The favourable variance is mostly related to the timing of programmed works which is expected to occur and align to budget in the final quarter.	

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Fleet Services Administration	City Infrastructure	(53)	The unfavourable variance primarily relates to the timing of expenditure for materials and supplies with higher than forecasted requirements for consumables year to date. This will continue to be monitored and is anticipated to align to budget in future periods.	
Maintenance- Ops Centre	City Infrastructure	88	The favourable variance is due to the delayed timing of practical completion with handover occurring later than forecasted which has delayed expenditure for ongoing maintenance. It is anticipated that the remaining maintenance expenditure will occur during the final quarter.	



**The Prosperous City – Net Favourable Variance \$691k**

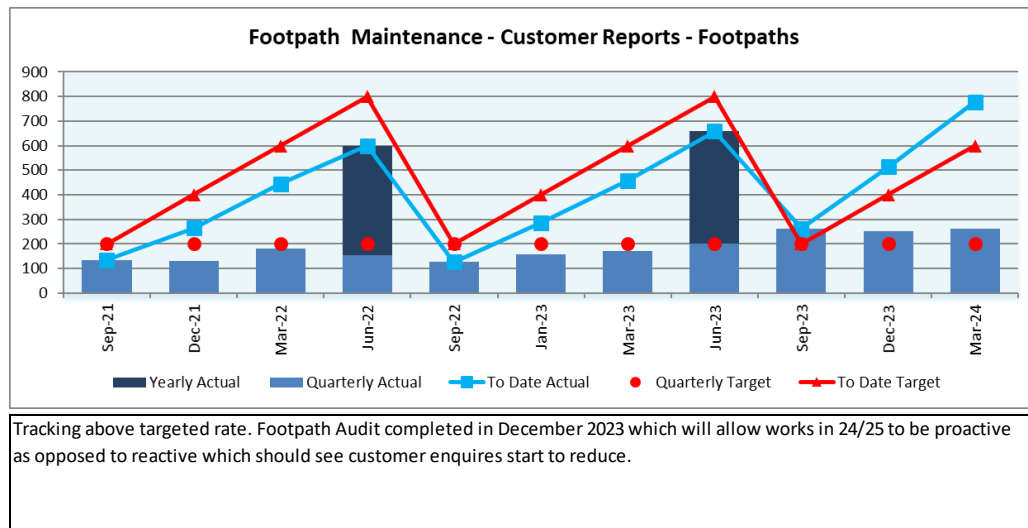
**Transport – Net Favourable Variance \$235k**

**Revenue – Nil Variance**

No significant variances to report.

**Expenditure – Favourable Variance \$235k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Civil & Transport Assets	City Infrastructure	(23)	The unfavourable variance primarily related to unbudgeted overtime costs of \$10k and lower time costed to capital projects, plus other minor variances	
Roads	City Infrastructure	158	The favourable variance primarily relates the timing of expenditure for the program with budget anticipated to be fully spent by end of financial year.	
Signs	City Infrastructure	75	Favourable variance as a result of the timing of works, with funds expected to be spent by year end	

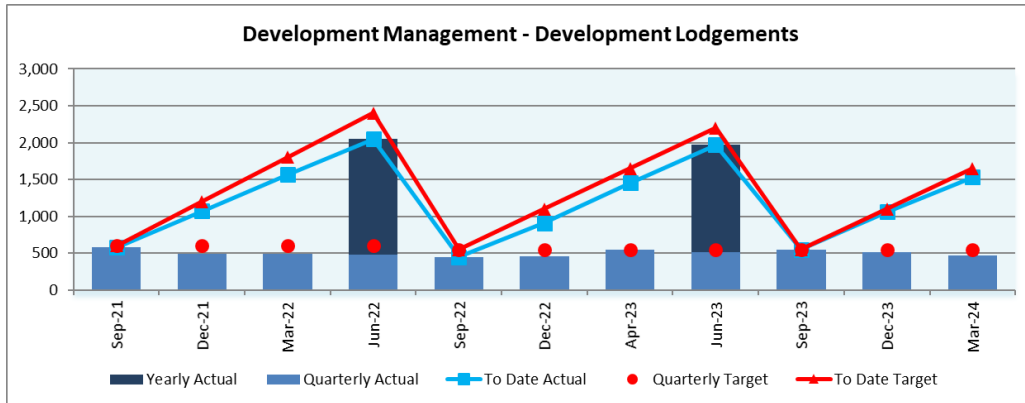


**City Planning & Economic Development – Net Favourable Variance \$456k****Revenue – Favourable Variance \$330k**

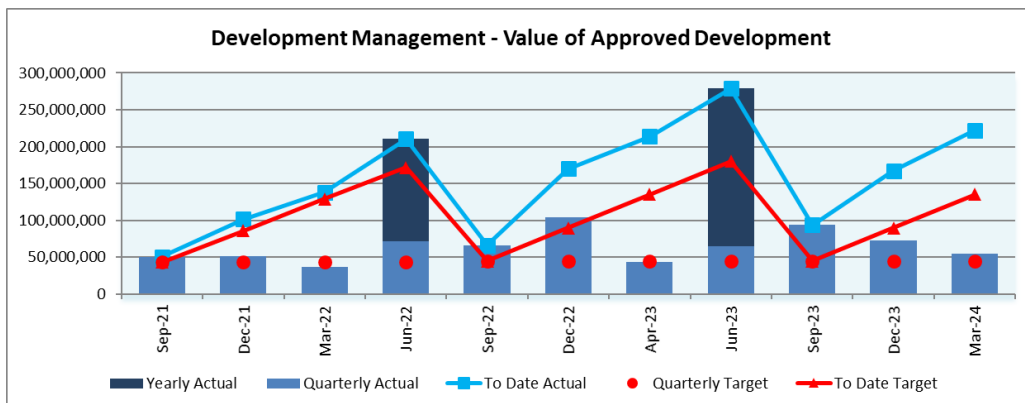
Budget Area	Department	Variance YTD '000s	Comment	Action Required
Planning	City Development	147	The favourable variance is the result of an increase in commercial and industrial developments within the city. An income gain of \$50k has been included as part of this review.	Refer Appendix 1 Income Gains Planning Income \$50k
City Development Administration	City Development	(25)	The unfavourable variance relates to a lower than forecasted quantity of Section 7 search requests completed this financial year.	
Building	City Development	28	The favourable variance largely relates to higher than budgeted Planning, Development and Infrastructure (PDI) Compliance fees received to date. Industry and market trends indicate this will return closer to budget during the final quarter.	
Building Rules Certification Unit	City Development	187	The favourable variance is mostly due to higher than budgeted external client building income received year to date with an income gain of \$100k included as part of this budget review.	Refer Appendix 1 Income Gains Building Rules Certification Unit income declaration \$100k

**Expenditure – Favourable Variance \$126k**

<b>Budget Area</b>	<b>Department</b>	<b>Variance YTD '000s</b>	<b>Comment</b>	<b>Action Required</b>
Property Management	City Development	25	The favourable variance relates to the timing of expenditure for contractual services and legal expenditure. This is anticipated to align to budget in future periods.	
Polaris Centre	City Development	27	The favourable variance primarily relates the timing of expenditure for contractual services for the delivery of small business programs which are expected to occur in the final quarter.	



The total number of applications lodged is below long term average which is consistent with the trend of a reduction of overall application numbers but an increase in larger & more complex developments, which is reflected in income continuing to be above budget predictions for the same period.



The higher value of approved development reflects the continuing trend of increased number of development applications with a higher value, particularly industrial / commercial development.

**Enabling Excellence – Net Favourable Variance \$4,723k****Corporate Support – Net Unfavourable Variance \$7k****Revenue – Favourable Variance \$78k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Information Management Services	Chief Executive Office	45	The favourable variance is due to funds granted from the LGA MLS Risk Incentive Program, which will be used to fund additional resources.	Refer Appendix 1 Nil Effect Income Gain Mutual Liability Scheme (MLS) Risk Incentive Fund \$45k

**Expenditure – Unfavourable Variance \$85k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Infrastructure Design & Delivery	City Infrastructure	(35)	The unfavourable variance is mostly related to lower than budgeted time allocated to capital projects \$38k.	
Design	City Infrastructure	(35)	The unfavourable variance is primarily related to lower than budgeted time allocated to capital projects YTD. This is currently under review and anticipated to be resolved in the upcoming period.	
Streetscape & Open Space Assets	City Infrastructure	35	The favourable variance is primarily related to staff vacancy within the fully grant funded Green Adelaide Education program.	
Rate Collection & Property Data	Business Excellence	27	The favourable variance is due to the timing of Employee Costs which is anticipated to align to budget in future periods.	

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Procurement Services	Business Excellence	41	The favourable variance is due to the timing of Employee Costs which is anticipated to align to budget in future periods.	
Accounting Services	Business Excellence	30	The favourable variance is due to the timing of Employee Costs which is anticipated to align to budget in future periods.	
People & Culture	Business Excellence	(68)	The unfavourable variance primarily relates to costs associated with staff recruitment during the year. An application for funding from the S&W Provision in full to be considered.	Refer Appendix 1 Expenditure Savings White Ribbon Program \$23k
Organisation Development	Business Excellence	(39)	The unfavourable variance is related to timing of Employee Costs and Materials Costs expenditure which will continue to be monitored.	
Computing	Business Excellence	(60)	The unfavourable variance relates to the Confirm Project expenditure with a transfer of funds request from Business Transformation included as part of this review.	Refer Section 3.6 Transfer of Funds Requests Transfer from Business Transformation to Technology & Data Solutions for System Licensing Costs \$200k
Operations Centre	City Infrastructure	26	The favourable expenditure mostly relates to lower than forecasted electricity charges year to date due to the timing of invoicing.	

**Governance – Net Favourable Variance \$68k****Expenditure – Favourable Variance \$68k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Elected Members	Chief Executive Office	50	The favourable variance relates to the timing of expenditure for Elected Members training budget.	

**Treasury – Net Favourable Variance \$2,762k****Revenue – Favourable Variance \$352k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Treasury	Sundry	352	The favourable variance relates to investment income, the result of higher levels of cash held during the first three quarters. Interest rates are also higher than budgeted with current rates 4.3% compared to the budgeted rate of 3.3%.	

**Expenditure – Favourable Variance \$2,410k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Treasury	Sundry	2,410	The favourable variance is as a result limited interest costs incurred for cash advances this financial year, which is associated with reduced demand on loan funds from the timing of cash outflows for the infrastructure program.	

**Misc – Net Favourable Variance \$1,900k****Revenue – Favourable Variance \$400k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Rates	Sundry	384	The favourable variance is primarily related to higher rate revenue than budgeted.	

**Expenditure – Favourable Variance \$1,500k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Wages & Salaries Provision	Sundry	1,809	This balance represents Wages and Salaries savings identified and allocations as authorised by the CEO during 2023/24. A total of \$383k has been allocated to the Provision during the quarter, with \$137k allocated from the Provision for graduate engineers and additional recruitment expenditure incurred.	
Inside Staff Oncosts	Sundry	(312)	The unfavourable variance is primarily related to higher than forecasted sick leave \$164k and paid parental leave \$194k.	



**Capital Contributions – Net Favourable Variance \$7,797k****Revenue – Favourable Variance \$7,797k**

Budget Area	Department	Variance YTD '000s	Comment	Action Required
Capital Grants, Subsidies & Contributions	Sundry	7,797	The favourable variance is mostly timing related for 2022/23 capital program income, including COVID19 Federal Stimulus \$2.4M, Footpaths Pooraka & Ingle Farm \$2M, Salisbury Aquatic Centre \$1.9M, and Local Roads Community Infrastructure (LRCI) \$1.5M.	

## Appendix 5 – Capital Expenditure Report as at 31 March 2024



The third quarter has seen the continuation of the Capital Program delivery across the various asset categories, with a strong focus on the delivery of the Road Reseal Service Continuity Program, commitment of works for Pratt Avenue Bridge, Pooraka, and various building renewal works, including the commencement of Hausler Reserve Change Facility and Carpark Upgrade, Parafield Gardens. Completion of the Salisbury Aquatic Centre is due to occur in the final quarter of financial year 2023/24, with the grand opening set for 24th June. This project has been supported by the State Government via the allocation of \$7.2M within the Local Government Infrastructure Partnership Program and will deliver a fantastic facility for the community.

Due to scheduling considerations, some projects have experienced delays in construction which include but are not limited to weather/climate, resource availability, sporting seasons, school terms, community and business events. As a result, priorities within programs have been shifted to allow for these factors, so that all projects can be delivered successfully.

The 2024/25 program of works has progressed to consideration through Council this quarter, and this will lead into development of briefs and designs once endorsed.

At the end of this quarter, \$38.5M (38%) has been spent or \$68.8M (68%) inclusive of commitments, noting that there have been a number of roads completed as part of the Road Reseal Program that will be invoiced in the last quarter of 2023/24.

Description	Revised Budget	Actuals	Commitments	Total Actuals / Commitments	Balance Remaining
<b>EXPENDITURE</b>					
Transportation	28,869,108	8,741,544	11,781,232	20,522,776	8,346,331
Property & Buildings	9,201,004	1,867,170	2,727,937	4,595,107	4,605,896
Drainage & Waterways	4,984,229	2,230,303	457,859	2,688,162	2,296,067
Parks & Streetscapes	9,211,932	2,500,865	4,800,185	7,301,050	1,910,882
Fleet	6,713,148	1,697,456	4,199,827	5,897,283	815,865
Strategic Projects	32,243,584	19,679,480	5,430,962	25,110,442	7,133,142
<b>Total City Infrastructure</b>	<b>91,223,004</b>	<b>36,716,819</b>	<b>29,398,002</b>	<b>66,114,821</b>	<b>25,108,183</b>
Information Technology	1,665,534	392,997	211,856	604,853	1,060,681
Salisbury Water Business	4,736,640	841,519	520,983	1,362,501	3,374,138
Strategic Property	3,683,866	549,706	201,949	751,655	2,932,211
<b>Total Other</b>	<b>10,086,040</b>	<b>1,784,222</b>	<b>934,788</b>	<b>2,719,009</b>	<b>7,367,030</b>
	<b>101,309,044</b>	<b>38,501,040</b>	<b>30,332,790</b>	<b>68,833,830</b>	<b>32,475,214</b>
<b>INCOME</b>					
Transportation	(1,395,846)	(752,158)	0	(752,158)	(643,688)
Property & Buildings	(400,000)	(1,267,876)	0	(1,267,876)	867,876
Drainage & Waterways	(315,000)	(47,726)	0	(47,726)	(267,274)
Parks & Streetscapes	(1,000,000)	(421,714)	0	(421,714)	(578,286)
Strategic Projects	(235,000)	(9,815,042)	0	(9,815,042)	9,580,042
<b>Total City Infrastructure</b>	<b>(3,345,846)</b>	<b>(12,304,516)</b>	<b>0</b>	<b>(12,304,516)</b>	<b>8,958,670</b>
Information Technology	0	0	0	0	0
Strategic Property	(4,096,682)	(813,838)	0	(813,838)	(3,282,844)
<b>Total Other</b>	<b>(4,096,682)</b>	<b>(813,838)</b>	<b>0</b>	<b>(813,838)</b>	<b>(3,282,844)</b>
	<b>(7,442,528)</b>	<b>(13,118,354)</b>	<b>0</b>	<b>(13,118,354)</b>	<b>5,675,826</b>
<b>NET</b>	<b>93,866,516</b>	<b>25,382,687</b>	<b>30,332,790</b>	<b>55,715,477</b>	<b>38,151,039</b>

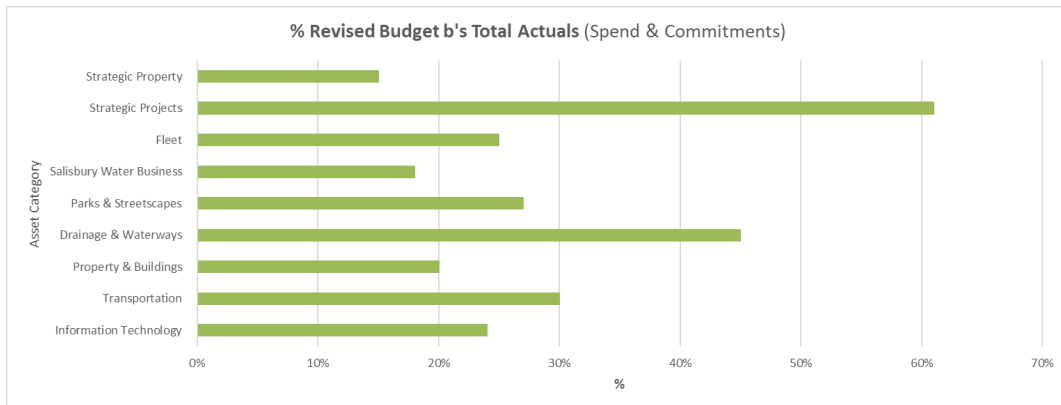
*Manor Farm Soccer Club, Para Hills West, Pitch and Car Park Lighting*



A noteworthy achievement this quarter is the completion of works at Para Hills West/Manor Farm Soccer Club. Council was successful in securing an Election Commitment grant from the Office of Recreation, Sport and Racing to contribute to the cost of four (4) new Pitch Lighting Towers, including Gold Controls Package to allow for multi-switching options and to maximise power efficiency. Council’s public lighting program funded eight (8) car park public lighting poles and luminaire fittings.

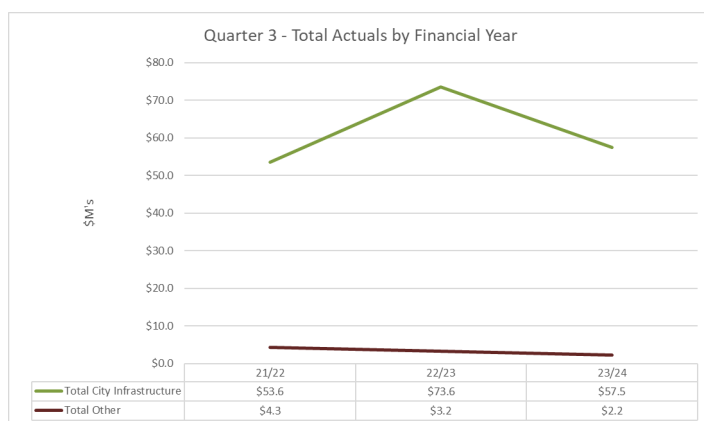
**Spend**

Across the asset categories, the following graph represents the percentage of Total Actuals (spend & commitments) versus Revised Budget, as at the end of third quarter, 2023/24. Once again, the main category of spend is Strategic Projects, which is driven largely by the Salisbury Aquatic Centre Project. Transportation spend will be reflected in the results for next quarter as we are invoiced for roads already completed this quarter as part of the Road Reseal Program.



Quarter 3 Asset Category	Actual Spend			Spend + Commitments		
	21/22	22/23	23/24	21/22	22/23	23/24
Transportation	\$8.4	\$7.3	\$6.1	\$14.1	\$9.3	\$17.8
Property & Buildings	\$5.8	\$6.4	\$1.3	\$11.8	\$7.9	\$4.0
Drainage & Waterways	\$1.5	\$1.2	\$1.6	\$2.0	\$2.1	\$2.1
Parks & Streetscapes	\$4.0	\$4.3	\$2.1	\$6.3	\$7.7	\$6.8
Fleet	\$0.8	\$1.3	\$1.1	\$2.7	\$2.8	\$5.4
Strategic Projects	\$7.6	\$18.0	\$14.6	\$16.7	\$43.8	\$21.4
<b>Total City Infrastructure</b>	<b>\$28.0</b>	<b>\$38.5</b>	<b>\$26.8</b>	<b>\$53.6</b>	<b>\$73.6</b>	<b>\$57.5</b>
Information Technology	\$1.0	\$0.2	\$0.3	\$1.4	\$0.3	\$0.5
Salisbury Water Business	\$1.9	\$1.9	\$0.6	\$2.6	\$2.4	\$1.2
Strategic Property	\$0.2	\$0.4	\$0.4	\$0.3	\$0.5	\$0.5
<b>Total Other</b>	<b>\$3.1</b>	<b>\$2.5</b>	<b>\$1.3</b>	<b>\$4.3</b>	<b>\$3.2</b>	<b>\$2.2</b>

This quarter’s City Infrastructure spend aligns with 2021/22 spend. While Strategic Projects remains the main area of spend and commitment, the Road Reseal Program is well underway this quarter with expenditure to be reflected in the end of financial year actuals figures. A large portion of remaining program works have been committed this quarter ready for delivery by 30 June.



The subset capital category titled ‘Other’, which is inclusive of Information Technology, Salisbury Water Business and Strategic Property, shows a consistent decrease in Total Actuals and Commitments across the three years.

### New Funding Adjustments

The following new capital funding requests associated with the Capital Program were sought this quarter, noting all are included in the third quarter budget review as new bids or variations to the budget;

- Resolution 0635/2024, \$100,000 of new capital funding for the development of a Road Safety Project Plan.
- Resolution 0635/2023, \$50,000 of new capital funding to procure infrastructure such as variable message signage and other traffic management solutions related to the development of the Road Safety Plan.
- Resolution 0637/2024, \$20,000 of new capital funding to cover temporary toilet amenities at Hausler Reserve Change Facility.
- Resolution 0639/2024, \$1,000,000 of new capital funding to include the associated costs for additional access works, establishment of an all-weather surface carpark and the provision of any other necessary infrastructure for Carisbrooke Park/Harry Bowey.
- Resolution 0668/2024, \$35,710 of new capital funding to cover the unforeseen replacement of the pump at Globe Derby.
- Resolution 0580/2024, \$600,000 of additional capital for the amount needed to complete the works at Ingle Farm Sport Club, Rowe Park.

- Resolution 0638/2024, \$250,000 of additional capital funding to enable the completion of the lighting upgrade at Burton Soccer Precinct to a minimum of 100 lux on pitches 1, 2, 3 and 4.
- Resolution 0668/2024, \$800,000 of additional capital funding to deliver the entrance upgrade and traffic flow improvement project for the Happy Homes Drive, Salisbury North, Council has approved a non-discretionary budget review bid, in addition to the current budget. This is in addition to the current budget.
- Resolution 0635/2024, \$64,000 of additional capital funding to provide the extra funding required for the Settlers Farm Primary School Traffic Improvement Project. This is in addition to the LRCI Funding already provided.

### Income

As reported February 2024, Resolution 0598/2024, the City of Salisbury was successfully awarded \$56,500 of Commonwealth Government funding for the development of a Flood Emergency Response Plan, noting no new Council contribution is required for this work.

### Other Funding Adjustments

The following funding transfers and adjustments associated with the Capital Program are required this quarter, and have been included in the third quarter budget review accordingly;

- The retiming of \$1,071,000 for the Hausler Reserve Change Facility Project from 23/24 to 24/25 as in March 2024 via Council Resolution 0637/2024.
- As reported March 2024, Resolution 0637/2024, the retiming of \$200,000 in project funds for Carisbrooke Park has been approved due the deferral of this scope of works.
- In February 2024 Council approved a transfer of available funding from the New Reserve Furniture Program to Dog Park for Small Dogs of \$31,000 to enable the delivery of the full scope of works at Unity Park, Pooraka Dog Park. Resolution 0598/2024 supports this transfer.
- Resolution 0637/2024 approves the transfer of \$9,000 from Baltimore Reserve Upgrade to Deuter Road Fencing, Paralowie to cover the additional expenditure incurred.
- Additional funding was required for the completion of the Bus Shelter Program due to unforeseen variations. In April 2024 Council approved the transfer of \$100,000 from the Community Bus Stop Program to cover this shortfall. Resolution 0668/2024
- Resolution 0676/2024 approves the CEO's request to rescind Council's previous resolution to construct a twelve-bay carpark in Treetop Court, Paralowie. This has resulted in a \$46,000 expenditure saving.

**Asset Category Highlights**

**Transportation**



Work is set to commence on Pratt Avenue Bridge, Pooraka at the end of April. The existing bridge was constructed in 1964 and is no longer adequate for the forecast operational needs and therefore a design for a full replacement has been developed. The contract has now been awarded and site preparation will begin during the week of Anzac Day.

The Bus Shelter and Stop Improvement Program has recommenced this quarter after a delay in November 2023 due to delays in the manufacture and supply of shelters. The shelters are now ready for installation, with pad replacement now underway and works scheduled to be complete on all bus stops by the end of the financial year.

The Road Reseal Service Continuity Program has continued delivery throughout the third Quarter of 2023/24, with signage also being installed at three Roads to Recovery sites at Kesters Road, Para Hills, Milne Road, Para Hills & South Terrace, Pooraka. These sites are partially funded by the Federal Government. Roads completed as part of this program during this quarter include Wright Rd, Valley View; Pratt Avenue, Pooraka; Whites Road, Salisbury North; Kensington Way, Burton; Deane Street, Salisbury North; Caribou Road, Direk; Mirage Road, Direk; Kesters Road, Para Hills and South Terrace, Pooraka. The remainder of the program will be finalised by the end of the financial year.

**Salisbury Water**

The focus for Salisbury Water this quarter has been on completing the upgrade of the Main North Road frontage of Unity Park with hydroseeding completed and establishing well, along with fit out of the Greenfields Education Centre, which now provides an interactive classroom / workshop environment for tours and educations programs.



**Property and Buildings**



*Wildwood Reserve, Salisbury Park, Clubroom Renewal*

This quarter saw further progression of the building renewal works at St Augustines Junior Soccer Club, Wildwood Reserve, Salisbury Park. This building renewal included all new appliances, fans and lighting upgrade, painting of interior and exterior, reverse cycle heating and cooling, and a new veranda. These works are due to be handed over to the club this month,

just in time for them to be enjoyed for the peak of the winter soccer season.

Works have commenced at Hausler Reserve, Parafield Gardens. The usage of the reserve will be improved by the development of a new uni-sex change room and toilet facility. These works are in conjunction with the recent irrigation and turf upgrades, changing the use of the reserve to a new local sporting oval. To further compliment the development, the carpark will be upgraded to be a fully sealed carpark with public lighting for security. During the early stages of this project the carpark will remain open to the public, with the reserve oval remaining open at all times throughout construction. This upgrade is expected to be complete by the end of November 2024.

**Fleet**

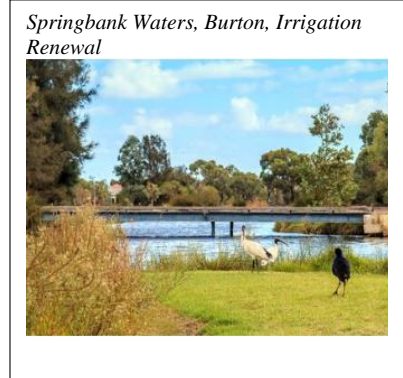
The Plant and Fleet Program continues to be progressively delivered whilst continuing to manage lengthy supply chain lead times. This program enables the important plant and fleet to be renewed which enables service delivery to the community.

**Parks and Streetscape**

Works were awarded this quarter for two dog parks within the City of Salisbury. Baltimore Reserve, Parafield Gardens will be receiving a renewal of fencing, gates drink fountain, seating, shelter, walking trails, and dog agility equipment. At Unity Park, Pooraka a new fenced off area for small dogs, inclusive of seating and shelter, drink fountain, expansion of irrigated turf zone, and mulched 'play' area will be developed. This project arose from community requests to have a safe area for small dogs to be free from harassment from larger dogs. Dog parks play an important role in the community, allowing an environment where dogs can play off lead.

Springbank Waters, Burton, Irrigation Renewal has been awarded and construction has commenced this quarter. This project will involve the integration of the existing three (3) areas into one (1) single controlled space. Due to the complex nature of this project, it is expected to take up to 2 months to complete.

Court lighting improvements at Mobara Park, Mawson Lakes have been progressing, with civil works now complete and poles and luminaires to be installed this month. Practical completion is expected by the beginning of May.



*Springbank Waters, Burton, Irrigation Renewal*

**Drainage and Waterways**

The Drainage and Waterways asset category delivers a variety of projects and programs across the City and the various waterways.

Works were completed on a further section of Edinburgh and Helps Road Drain at the end of March, with the aim of improving flow through the Edinburgh/Helps channel. Removal of overgrown vegetation and resetting of channel levels was performed as part of this Watercourse Management Works Program project.

Funding to renew and upgrade Council's gullies is included as part of the Watercourse Management Works Program due to the gullies feeding into the City's various watercourses. A number of sites have been identified based on priority and are currently being completed by our Field Services department.

As part of second quarter, a non-discretionary bid was approved to enable the replacement of the failed pipe infrastructure at Brickwork Place, Walkley Heights, due to the damage being greater than first expected. This project is now out for tender, closing at the end of April, with works to be committed by the end of the financial year.

**Strategic Property**

The Strategic Development Projects team is managing the Salisbury City Centre Renewal EOI. Council is currently negotiating with a preferred proponent for the four strategic sites within the City Centre.

Construction is well underway on the Health Hub on the old St Jays site at Orange Avenue, Salisbury. The Health Hub will include a gymnasium, consulting rooms, yoga, a hydrotherapy pool, an outdoor sensory space and Pilates studio. It will include tailored therapeutic services such as, physiotherapy, occupational therapy, rehabilitation, massage therapy, exercise classes and speech pathology that aim to support and assist our community with daily living tasks and is forecast to provide 71 new jobs during construction. Construction is proposed to commence on the Dunbar Aged Care component in late 2024.

The Lake Windemere Project is progressing well with civil construction well advanced and due to be finalised by July 2024. Marketing of the allotment by Rossdale Homes has commenced.



**Strategic Projects**

Phase 4, Local Roads and Community Infrastructure Program, has continued to be delivered this month with progress being made at Keller Road, Salisbury East. This project will deliver a new pedestrian crossing for school users in front of Keller Road Primary school and is due for completion at the end of April. Also within this program, is the school safety improvements at Bagster Road, Salisbury North, adjacent Salisbury North. Works are now complete on this site and a new pedestrian fence has been installed along the median strip between the main crossing points aimed at preventing unsafe road crossing. It is to be noted that this program is a Commonwealth funded grant program.

The Sports Lighting upgrade at Yalumba Drive Reserve, Paralowie, which was part funded by the State Government as part of the Community Infrastructure Grants Program, has been completed this quarter. In addition to providing more pitch lighting, there has also been an increase to the electricity capacity to the sporting club through transformer upgrades performed by SA Power Networks.

*Sports lighting upgrade, Yalumba Drive Reserve, Paralowie*



The highly anticipated opening of the Salisbury Aquatic Centre has been announced. The Centre will open its doors on Monday 24th June 2024, and will deliver two indoor pools, a health club, 50-metre outdoor pool, splash pad and waterplay area, and triple water slide tower. The waterplay elements are currently at 90% completion, wall tiling within the change rooms and indoor pool hall is complete, with internal fit out of the main aquatic building continuing. Solar panels are being installed on the roof of the main hall and landscape works are progressing well. The Salisbury Aquatic Centre is tracking favourably for practical completion and handover to the Centre’s facilities management company, BlueFit in early May.

*Salisbury Aquatic Centre*



### Next Quarter

The 2024/25 financial year budget has been presented to Council and endorsement of the 2024/25 Capital Infrastructure Program of works and associated Budget Bids will be considered by Council between now and the June 2024 Council meeting. Budgets have been developed in alignment with the Strategic Asset Management Plan (SAMP), which was adopted in August 2023 as per Resolution 0439/2023. The SAMP is based upon asset conditions and associated levels of service.

Key focus points for the final quarter of 2023/24 will be the delivery of the Pooraka & Ingle Farm \$2M State Government Community Infrastructure Grant Program which will include footpath and street tree improvements; the continuation and completion of the Road Reseal Program; Brickwork Place, Walkley Heights flood mitigation; commitment of renewal works at Salisbury Bowling Club; and renewed shade structures and playground elements as part of the Playspace Program.

The completion and handover of the Salisbury Aquatic Centre will be a significant milestone for the final quarter of 2023/24. With the opening of the Centre set for 24th June, the indoor pools have been filled, and the driveway and car park are almost complete. The 10-metre high water slides and waterplay features are set to be a favourite with the community.

### Summary

Program budgets for 2024/25 have begun to take shape this quarter with the presentation of Budget Bids for consideration. Heading into the fourth quarter, the scope of works for programs will start to become clear, ready for briefs and designs to be developed once budget endorsement is finalised.

We continue to be impacted by construction industry supply chain delays, however this is beginning to lessen. Project times frames/milestones are being managed to take this into account, while minimising the impact to the Capital Infrastructure Program and the community.

Achievements to note this quarter include the delivery of the sports lighting upgrade at Yalumba Drive Reserve, Paralowie, St Augustine Soccer Club building renewal works nearing completion, and the start of construction at Hausler Reserve, Parafield Gardens to deliver a new uni-sex change facility and toilet along with the upgrade to a fully sealed carpark with public lighting. The Road Reseal Program is well on the way to completion, with almost half of these roads already delivered.

## Appendix 6 – Business Unit Reporting

### Salisbury Memorial Park

	Year to Date			Full Year		
	Actual	Budget	Variance	Orig.Budget	Rev.Budget	Forecast
<b>Salisbury Memorial Park</b>	<b>\$000's</b>	<b>\$000's</b>	<b>\$000's</b>	<b>\$000's</b>	<b>\$000's</b>	<b>\$000's</b>
Revenue	456	444	12	700	808	808
Expenditure	424	432	7	586	751	751
<b>Surplus/(Deficit)</b>	<b>32</b>	<b>12</b>	<b>19</b>	<b>114</b>	<b>57</b>	<b>57</b>

At the conclusion of the third quarter, Salisbury Memorial Park shows a surplus of \$32,000, exceeding the budgeted surplus of \$12,000. This includes the operating finance of the mausoleum, which has been under the City of Salisbury's control since September 2023.

This surplus is attributed to slightly higher revenue received during third quarter and effective expenditure control, which remained below budgeted levels.

Irregular sales and trade are an unavoidable aspect in this business unit meaning it is possible that the overall performance returns closer to the budgeted position during the final quarter. Therefore, no variation is requested at this time.

**Building Rules Certification Unit**

	Year to Date			Full Year		
	Actual	Budget	Variance	Orig.Budget	Rev.Budget	Forecast
<b>Building Rules Certification Unit</b>	<b>\$000's</b>	<b>\$000's</b>	<b>\$000's</b>	<b>\$000's</b>	<b>\$000's</b>	<b>\$000's</b>
Revenue	1,028	842	187	775	1,035	1,135
Expenditure	507	547	41	716	716	716
<b>Surplus/(Deficit)</b>	<b>521</b>	<b>294</b>	<b>227</b>	<b>59</b>	<b>319</b>	<b>419</b>

Building Rules Income has exceeded budget predictions due to continued strong activity with private clients and recent increase in short term contractual services for other councils. Expenditure is generally within budget expectations. Additional income has been declared in the second quarter budget review, refer Income Gain IG000659 \$100k.

## Salisbury Water

	Year to Date			Full Year		
	Actual	Budget	Variance	Orig.Budget	Rev.Budget	Forecast
Salisbury Water	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
External Revenue	1,983	2,015	(33)	2,621	2,621	2,621
Internal Revenue	3,257	2,812	444	3,515	3,515	3,696
<b>Total Income</b>	<b>5,239</b>	<b>4,828</b>	<b>412</b>	<b>6,136</b>	<b>6,136</b>	<b>6,317</b>
Expenditure	4,593	4,306	(287)	6,320	6,320	6,320
<b>Surplus/(Deficit)</b>	<b>646</b>	<b>522</b>	<b>125</b>	<b>(184)</b>	<b>(184)</b>	<b>(3)</b>

The Salisbury Water Business Unit (SWBU) completed the third quarter of the 2023/24 financial year with a favourable variance of \$125k. The current full year outlook is for a reduced budget deficit of \$3k. This forecast is largely dependent on weather conditions across the fourth quarter particularly with cooler conditions expected.

Excluding the budgeted depreciation allowance of \$2,069k, it is anticipated that the business will still deliver a positive net cash equivalent position of \$2,066k for the year.

Income totalling \$5,239k has been received to date, which is \$412k above the YTD budget. This variance is largely due to below average rainfall conditions across the first and second quarters and corresponding requirements from Council's own parks and gardens to maintain cool, green spaces and increased ornamental lake fill to maintain lake amenity. The forecast for the full year, following previous fourth quarter patterns, should result in a positive variance for internal income in the order of \$180k.

Operational expenditure is \$287k above the YTD budget, largely due to timing of contractual services associated with several pipe and pump repairs required during the quarter and higher electricity costs associated with water treatment processes. It is anticipated that operating expenses across the business will be managed within the overall budget.

A total of 2,039ML of recycled water was distributed to Salisbury Water customers. Of this 1,112ML has been supplied to irrigate Council reserves, sporting ovals and facilities across the City and 927ML has been supplied to external customers including industry, schools and residents.

241mm of rainfall was recorded at Parafield Airport year to date, 67mm below the average for this period.

## Appendix 7 – Budgeted Financial Statements

The Budgeted Financial Statements presented in this Appendix are as originally budgeted adjusted for the recommended changes as a result of this budget review.

### City of Salisbury

#### Budgeted Statement of Comprehensive Income

YEAR ENDING 30 JUNE	2024 Budget Revised \$000's	2024 Original Budget \$000's
<b>INCOME</b>		
Rates Revenues	121,959	121,959
Statutory Charges	3,731	3,027
User Charges	6,205	5,974
Grants, Subsidies & Contributions	6,997	14,652
Investment Income	77	77
Reimbursements	450	277
Other Income	1,082	967
<b>Total Income</b>	<b>140,501</b>	<b>146,933</b>
<b>EXPENSES</b>		
Employee Costs	45,559	44,765
Materials, Contracts & Other Expenses	66,876	60,860
Depreciation, Amortisation & Impairment	33,633	33,643
Finance Costs	3,740	3,740
Net loss - Equity Accounted Council Businesses	739	739
<b>Total Expenses</b>	<b>150,547</b>	<b>143,747</b>
<b>OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL AMOUNTS</b>	<b>(10,046)</b>	<b>3,186</b>
Asset Disposal & Fair Value Adjustments	2,199	2,199
Amounts Received Specifically for New or Upgraded Assets	897	897
Physical Resources Received Free of Charge	1,000	1,000
<b>NET SURPLUS/(DEFICIT)</b>	<b>(5,950)</b>	<b>7,282</b>
<b>OTHER COMPREHENSIVE INCOME</b>		
Changes in Revaluation Surplus - I,PP&E	50,254	50,254
<b>Total Other Comprehensive Income</b>	<b>50,254</b>	<b>50,254</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>44,304</b>	<b>57,536</b>

**City of Salisbury**  
**Budgeted Statement of Financial Position**

<b>YEAR ENDING 30 JUNE</b>	<b>2024 Budget Revised \$000's</b>	<b>2024 Original Budget \$000's</b>
<b>ASSETS</b>		
<b>Current Assets</b>		
Trade & Other Receivables	6,228	6,612
Inventories	1,794	1,761
<b>Total Current Assets</b>	<b>8,022</b>	<b>8,373</b>
<b>Non-Current Assets</b>		
Financial Assets	47	47
Equity Accounted Investments in Council Businesses	5,310	5,310
Infrastructure, Property, Plant & Equipment	1,926,507	1,903,639
Intangible Assets	210	210
Other Non-Current Assets	31,097	31,097
<b>Total Non-Current Assets</b>	<b>1,963,171</b>	<b>1,940,303</b>
<b>TOTAL ASSETS</b>	<b>1,971,193</b>	<b>1,948,676</b>
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Cash Advance Debentures	65,642	65,521
Trade & Other Payables	21,319	19,756
Borrowings	1,504	1,504
Provisions	10,264	10,264
<b>Total Current Liabilities</b>	<b>98,729</b>	<b>97,045</b>
<b>Non-Current Liabilities</b>		
Borrowings	2,841	2,841
Provisions	2,301	2,302
<b>Total Non-Current Liabilities</b>	<b>5,142</b>	<b>5,143</b>
<b>TOTAL LIABILITIES</b>	<b>103,871</b>	<b>102,188</b>
<b>NET ASSETS</b>	<b>1,867,322</b>	<b>1,846,488</b>
<b>EQUITY</b>		
Accumulated Surplus	409,494	388,660
Asset Revaluation Reserves	1,410,976	1,410,976
Other Reserves	46,852	46,852
<b>TOTAL EQUITY</b>	<b>1,867,322</b>	<b>1,846,488</b>

City of Salisbury  
Budgeted Statement of Cash Flows

	2024 Budget Revised \$000's	2024 Original Budget \$000's
<b>YEAR ENDING 30 JUNE</b>		
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
<b>Receipts</b>		
Operating Receipts	140,403	146,392
Investment Receipts	78	78
<b>Payments</b>		
Operating Payments to Suppliers and Employees	(111,493)	(104,822)
Finance Payments	(3,740)	(3,740)
<b>Net Cash provided by (or used in) Operating Activities</b>	<b>25,248</b>	<b>37,908</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
<b>Receipts</b>		
Amounts Received Specifically for New/Upgraded Assets	897	897
Sale of Replaced Assets	928	928
Sale of Real Estate Developments	1,271	1,271
<b>Payments</b>		
Expenditure on Renewal/Replacement of Assets	(36,718)	(30,136)
Expenditure on New/Upgraded Assets	(54,210)	(11,964)
<b>Net Cash Provided by (or used in) Investing Activities</b>	<b>(87,832)</b>	<b>(39,004)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
<b>Receipts</b>		
Proceeds from CAD's	23,994	2,506
<b>Payments</b>		
Repayments of Borrowings	(1,410)	(1,410)
<b>Net Cash provided by (or used in) Financing Activities</b>	<b>62,584</b>	<b>1,096</b>
<b>Net Increase/(Decrease) in Cash Held</b>		
<b>Cash &amp; Cash Equivalents at Beginning of Period</b>		
<b>Cash &amp; Cash Equivalents/Movements in Borrowings at End of Period</b>		



**City of Salisbury**  
**Budgeted Statement of Changes in Equity**

<b>YEAR ENDING 30 JUNE</b>	<b>2024 Budget Revised \$000's</b>	<b>2024 Original Budget \$000's</b>
<b>Opening Balance</b>	<b>1,783,018</b>	<b>1,788,952</b>
Net Surplus / (Deficit) for Year	(5,950)	7,282
<b>Other Comprehensive Income</b>		
- Gain (Loss) on Revaluation of I,PP&E	50,254	50,254
<b>Other Comprehensive Income</b>	<b>90,254</b>	<b>50,254</b>
<b>Total Comprehensive Income</b>	<b>84,304</b>	<b>57,536</b>
<b>Balance at end of period</b>	<b>1,867,322</b>	<b>1,846,488</b>

**City of Salisbury**  
**Budgeted Uniform Presentation of Finances**

<b>YEAR ENDING 30 JUNE</b>	<b>2024 Budget Revised \$000's</b>	<b>2024 Original Budget \$000's</b>
Income	140,501	146,933
less Expenses	(150,547)	(143,747)
<b>Operating Surplus / (Deficit)</b>	<b>(10,046)</b>	<b>3,186</b>
<b>Less: Net Outlays on Existing Assets</b>		
Capital Expenditure on Renewal/Replacement of Existing Assets	(36,718)	(30,136)
less Depreciation, Amortisation & Impairment	33,633	33,643
less Proceeds from Sale of Replaced Assets	928	928
	<b>(2,157)</b>	<b>4,435</b>
<b>Less: Net Outlays on New and Upgraded Assets</b>		
Capital Expenditure on New/Upgraded Assets	(54,211)	(11,964)
less Amounts Specifically for New/Upgraded Assets	897	897
less Proceeds from Sale of Surplus Assets	1,271	1,271
	<b>(52,043)</b>	<b>(9,796)</b>
<b>Net Lending / (Borrowing) for Financial Year</b>	<b>(64,246)</b>	<b>(2,175)</b>

In any one year, the above financing transactions are associated with either applying surplus funds stemming from a net lending result or accommodating the funding requirement stemming from a net borrowing result.

**City of Salisbury  
Budgeted Financial Indicators**

<b>YEAR ENDING 30 JUNE</b>	<b>2024 Revised Budget \$000's</b>	<b>2024 Original Budget \$000's</b>
<b>Operating Surplus</b>	<b>(10,046)</b>	<b>3,186</b>
<b>Operating Surplus Ratio</b>	<b>(7.15%)</b>	<b>2.17%</b>
Operating surplus divided by total operating revenue. This ratio expresses the operating surplus/(deficit) as a percentage of total operating revenue.		
<b>Net Financial Liabilities</b>	<b>97,596</b>	<b>95,529</b>
Net Financial Liabilities are defined as total financial liabilities less financial assets (excluding equity accounted investments in Council businesses).		
<b>Net Financial Liabilities Ratio</b>	<b>69.46%</b>	<b>65.02%</b>
Net Financial Liabilities divided by total operating revenue. Indicates the extent that council can meet its net financial liabilities out of operating revenue.		
<b>Asset Renewal Funding Ratio</b>	<b>119%</b>	<b>100%</b>
Net Asset Renewals divided by Asset Management Plan Renewal Expenditure. Indicates whether capital assets are being renewed as planned in the Asset Management Plans.		

<b>ITEM</b>	2.2.1
	<b>FINANCE AND CORPORATE SERVICES COMMITTEE</b>
<b>DATE</b>	20 May 2024
<b>HEADING</b>	Council Finance Report - April 2024
<b>AUTHORS</b>	Sadaf Hashim, Accountant, Business Excellence Melissa Hamilton, Team Leader Accounting Services, Business Excellence
<b>CITY PLAN LINKS</b>	4.2 We deliver quality outcomes that meet the needs of our community
<b>SUMMARY</b>	This report provides key financial data as at 30 April 2024 for the information of Council.

**RECOMMENDATION**That Council:

1. Notes the report.

**ATTACHMENTS**

There are no attachments to this report.

**1. BACKGROUND**

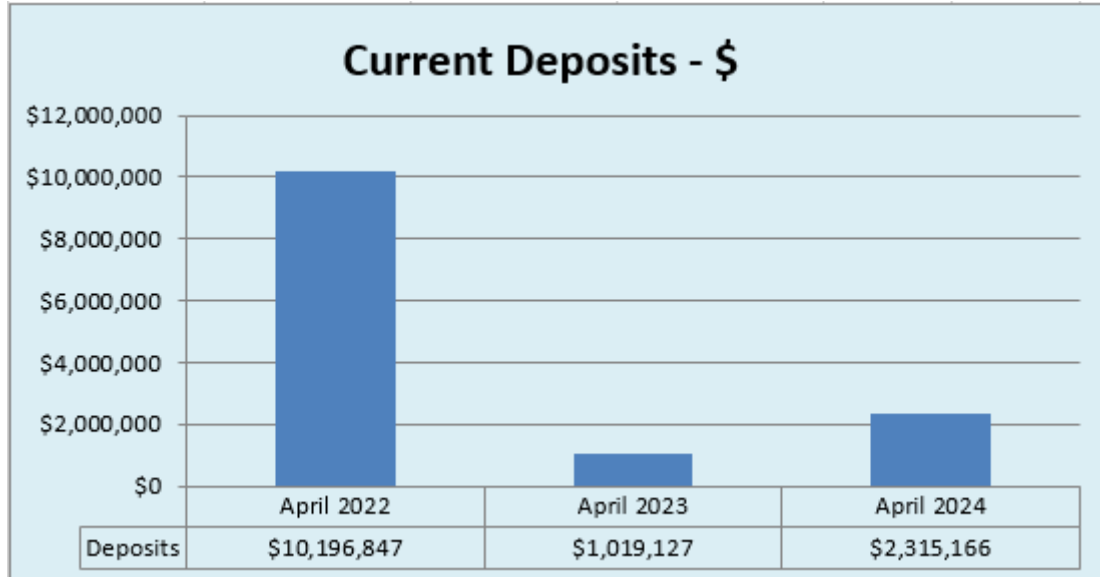
- 1.1 The Treasury Policy requires that a report be prepared detailing fixed borrowings and variable borrowings at the end of the preceding month, together with all investments held, their terms and interest rates. Also included is a summary of Reserve Balances and Rates and Debtor Information. The Policy requires that the timing of these reports be November, February and May, with the end of year report as soon as practical as part of the end of financial year reporting.

**2. REPORT**

- 2.1 Council funds that are not immediately required for operational needs and cannot be applied to either reduce existing borrowings or avoid the raising of new borrowings are invested in accordance with Council's Treasury Policy. These investments are split between short term deposits with the Local Government Finance Authority (LGFA) (with variable maturity dates from 30-60 days) or at call with the National Australia Bank or Local Government Finance Authority.
- 2.2 Investments are selected considering which delivers the best value, having regard to investment returns, transaction costs and other relevant factors. It should be noted that there is a bonus paid on deposits with the LGFA each year, and whilst the percentage varies from year to year, typically it is around 0.20%.

## 2.3 Investments as at 30 April 2024

Date	Institution	%	Term-Days	Maturity	Value
30-Apr-2024	LGFA	4.55%	At Call	30-Apr-2024	97,285
30-Apr-2024	NAB	4.55%	At Call	30-Apr-2024	2,217,881
<b>30-Apr-2023</b>	<b>1,019,127</b>			<b>30-Apr-2024</b>	<b>2,315,166</b>



2.4 Cash has significantly decreased compared to April 2022 and is slightly higher compared to April 2023, primarily as a result of an accelerated delivery of the Infrastructure program in the 2022/23 and 2023/24 financial years. Due to the scale of the Infrastructure program, significant cash outflows will continue in the last quarter of the financial year, noting that cash inflows from Rates revenue is expected to increase at the beginning of June 2024.

2.5 As at 30 April 2024, Council has needed to draw down on existing cash advance debenture facilities (CAD's) totaling \$3.9M to fund the scheduled infrastructure program, which is detailed further in paragraph 2.16. The Council's cash holdings and borrowings are monitored closely and when necessary we will continue to draw down on the existing CAD facilities, noting there are appropriate levels of facilities available to manage any cash shortfalls.

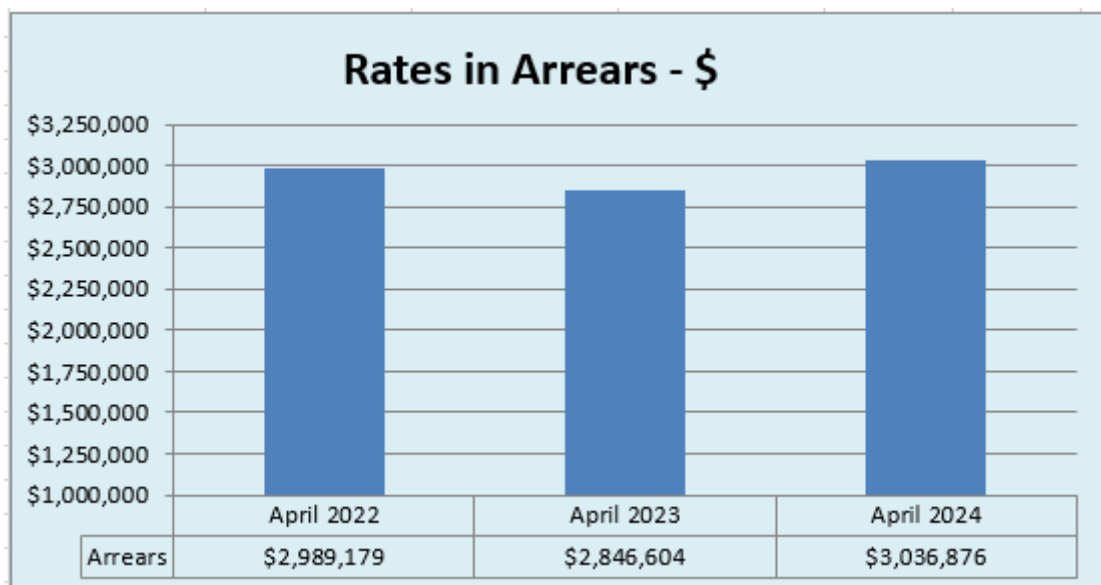
## 2.6 Reserves as at 30 April 2024

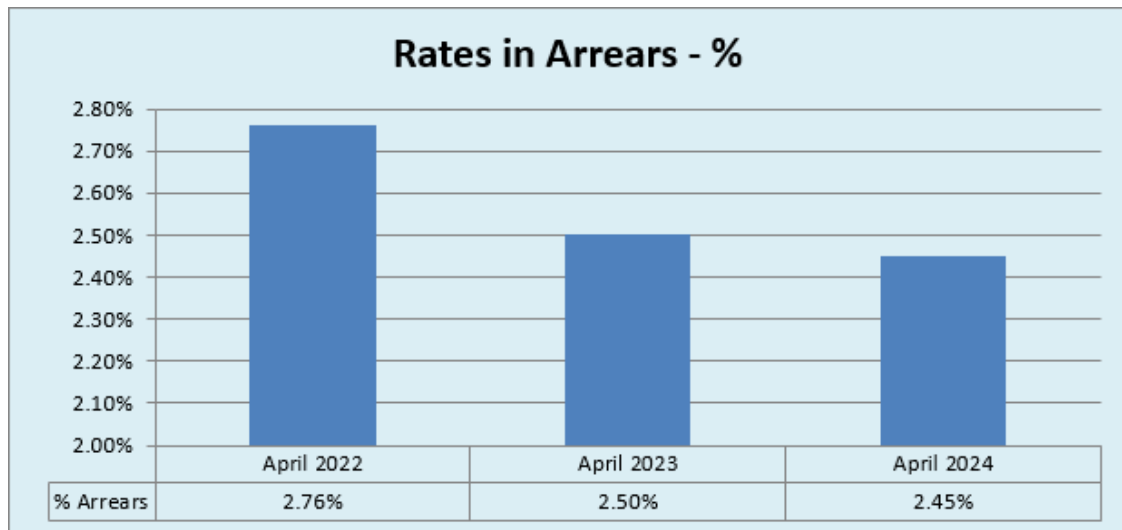
	Opening Balance as 1/07/2023	Transfer to Reserves	Transfer from Reserves Budgeted	Current Balance
Open Space Reserve	1,906,874	72,092	-	1,978,966
Car Parking Reserve	985,478	37,257	-	1,022,735
Property Disposal Reserve	7,938,142	-	4,335,000	3,603,142
Mausoleum Perpetual Care Fund	983,381	90,596	-	1,073,977
Salisbury Memorial Park Reserve	948,183	35,847	-	984,030
Developer and Public Infrastructure Reserve	2,457,478	142,742	200,000	2,400,220
Salisbury Water Business Unit Reserve	2,351,773	-	-	2,351,773
Northern Futures Fund Reserve	273,843	10,353	-	284,196
Business Transformation Reserve	3,736,037	132,792	1,628,761	2,240,068

- 2.7 Reserves are a device used to ensure that Council has allocated amounts for specific purposes. Transfers to the Reserves represent amounts received as contributions, indicative interest adjustments and property disposal proceeds. Transfers from the Reserves represent these amounts being applied to specific projects, or to reduce loan borrowing requirements.
- 2.8 As at 30 April 2024 the most significant movements include \$52k related to the Mausoleum Perpetual Care Fund Contributions and \$55k related to the Developer and Public Infrastructure Contributions, offset by the 2023/24 Developer Funds allocation of \$200,000 into the projects approved through the budget process. The Property Disposal Reserve balance of \$4.335M has been applied to reduce required borrowings for the 2023/24 financial year, with the remaining balance of the reserve retained to support working capital requirements. Further, funds allocated to the Business Transformation Reserve of \$1.6M has been applied to fund the Project Connect expenses and the relevant employees' costs approved through the budget process.
- 2.9 Other smaller movements are associated with the interest totaling \$414k which is applied on the balances of the Reserves monthly based on the LGFA at call rate at the beginning of the month, with the Property Disposal Reserve and the Salisbury Water Business Unit Reserve being the only exceptions.
- 2.10 Recovery of Rates as at 30 April 2024

	No of Accounts	\$	%
Outstanding Balance as at 30 April 2024*		22,047,300	18.08%
Outstanding Balance as at 30 April 2023*		20,420,432	18.24%
Outstanding Rates Arrears as at 30 April 2024	4,825	3,036,876	2.45%
Outstanding Rates Arrears as at 30 April 2023	4,889	2,846,604	2.50%

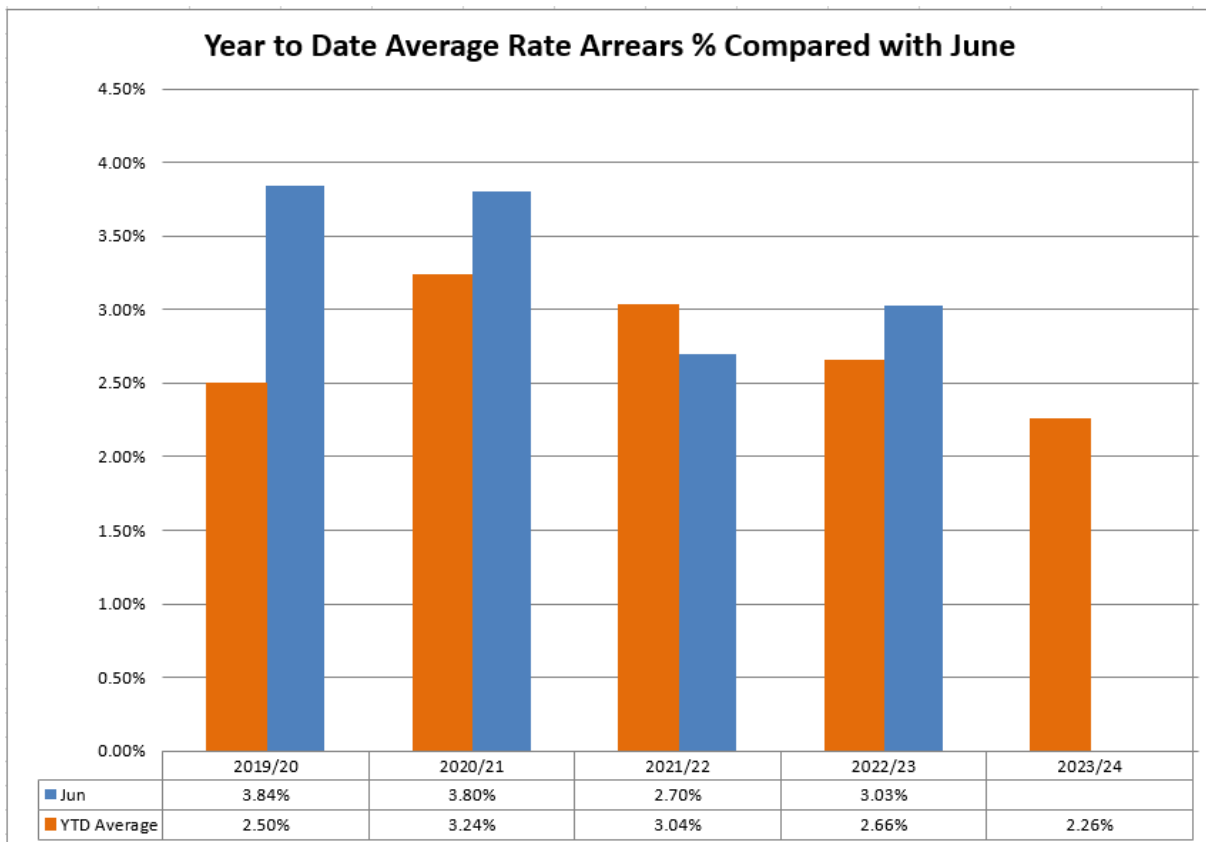
*The calculation of the outstanding balance is comprised of the amount outstanding at the time of the report, offset by payments that have been received in advance. In previous reports, these amounts had also included Water Debtors and comparison have been adjusted accordingly.*





2.11 The level of Council Rates in arrears as at 30 April 2024 has reduced to 2.45% which is just below the target maximum level for Rates Arrears of 2.5%.

2.12 Rate arrears are cyclical in nature in that they peak in the month rate installments fall due, and then typically trend downwards for the next two months, meaning that the rate arrears level at a point in time may be distorted, and that the average rate arrears normalises the cyclical impacts. The graph below depicts the average year to date rate arrears, with the average to April 2024 being 2.26%, which is below the target of 2.5%.



## 2.13 Other Debtors as at 30 April 2024

Debtor Type	Current	30 – 60 days	60 - 90 days	Over 90 days	Total
Sundry	345,641	116,976	9,055	132,401	<b>604,073</b>
Salisbury Water	84,292	17,458	-	-	<b>101,750</b>
Inflammable Undergrowth	-	14,452	-	-	<b>14,452</b>
Health Licensing Fees	9,433	3,214	840	2,549	<b>16,036</b>
Property Management	80,711	20,080	13,123	17,371	<b>131,285</b>
<b>TOTAL</b>	<b>520,077</b>	<b>172,180</b>	<b>23,018</b>	<b>152,321</b>	<b>867,596</b>

2.14 The above aged analysis represents Council's Sundry debtors as at 30 April 2024. The total Sundry debtors current balance of \$604k includes various debts, all of which are a normal part of Council's operations, and are expected to be paid in the upcoming period.

2.15 The above aged analysis also represents other amounts that are owing to Council from a variety of sources that are outstanding as at 30 April 2024. Debts outstanding greater than 90 days account for 18% of the total outstanding balance. Debts that are outstanding for greater than 30 days are subject to Council's debt collection procedures, which include internal follow up and ultimately legal action through Council's debt collection agency.

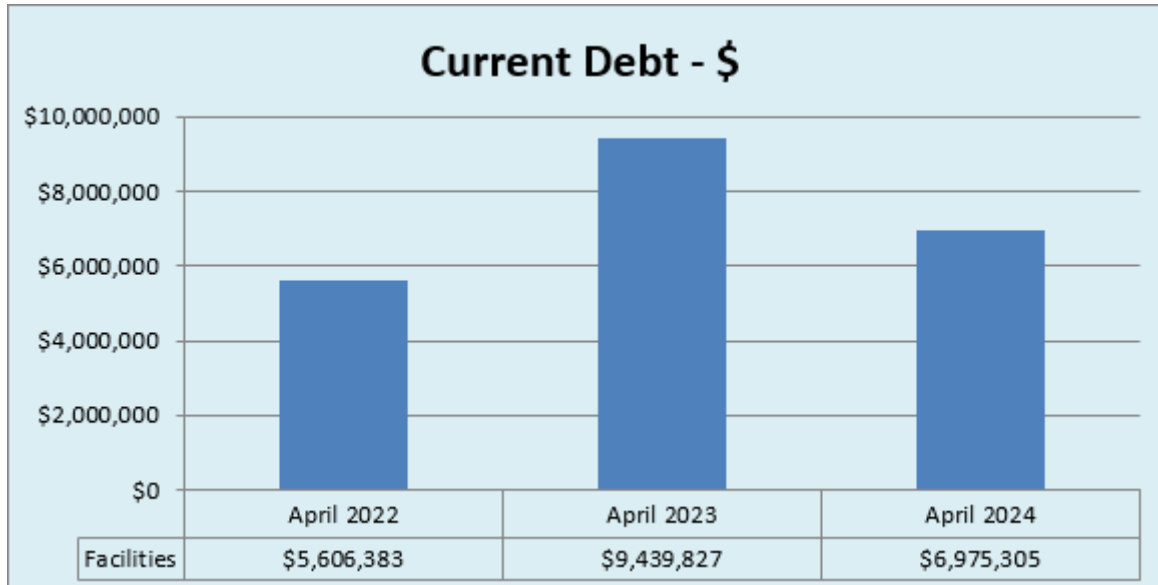
## 2.16 Loan Schedule as at 30 April 2024

<b>Debenture Loans</b>	
Principal Outstanding as at 1 July 2023	3,768,644
Loans Raised Year to Date	-
Repayments of Principal Year to Date	693,339
<b>Loan Principal Outstanding - Debenture Loans</b>	<b>3,075,305</b>
<b>Cash Advance Debenture Borrowings (CADs)</b>	
Total CAD's available	47,467,000
Current CAD's drawdown amount	3,900,000
<b>Balance of CAD's available</b>	<b>43,567,000</b>
<b>Interest Payments (Debenture Loans and CADs)</b>	
Interest Payments - Debenture Loans	121,732
Interest Payments - CAD's	3,589
<b>Total Interest Payments</b>	<b>125,321</b>

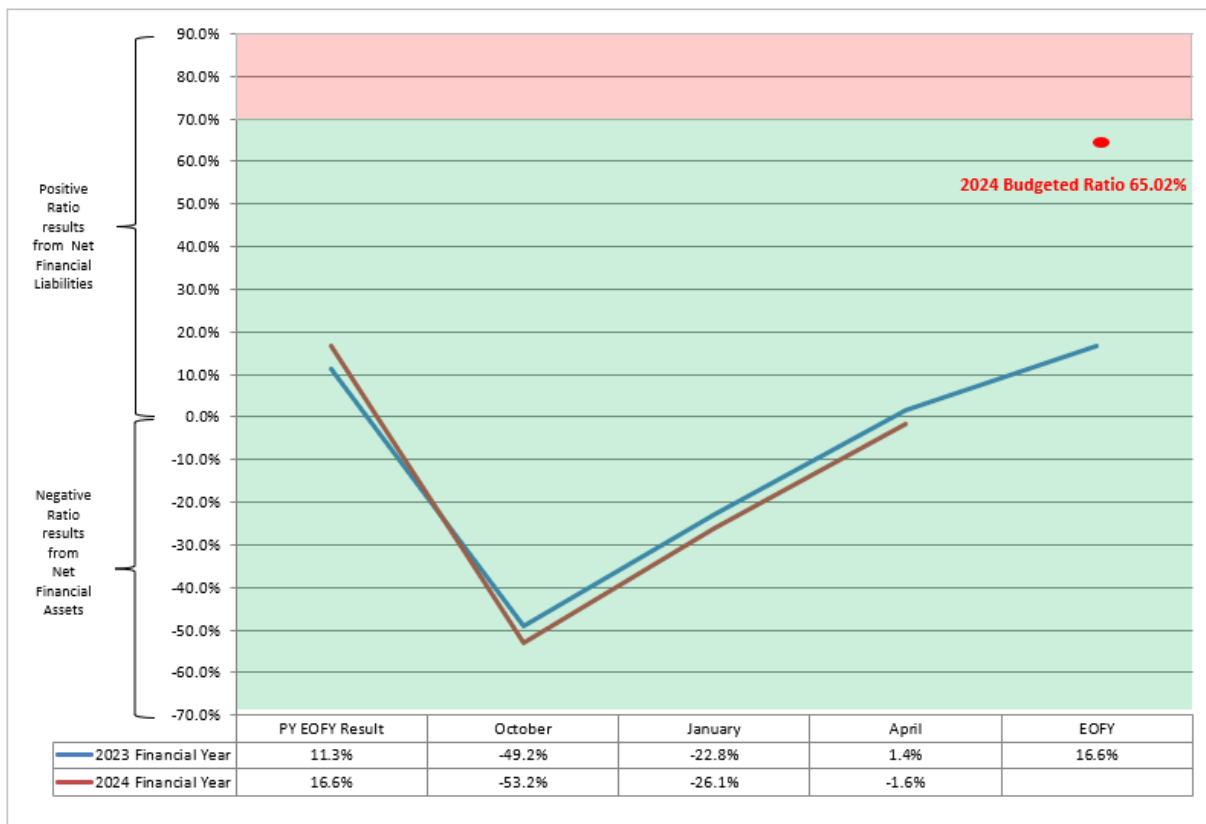
2.17 The above Loan Schedule summarises the position on loans taken for Council purposes. Fixed Term Borrowings detail total movements this financial year, with payments to be made half yearly, payments have occurred in November and December 2023 and further payments are due in May and June 2024.

2.18 During April there has been drawdowns totaling \$3.9M to meet cash flow requirements, reflecting the delivery of the capital program, and low cash inflows with the next quarterly rates due in June.

2.19 The table below shows the level of fixed term loans and drawn down debt held by Council at the same time for the last three financial years and demonstrates a steady decrease in fixed term debt. This has resulted from Council’s decision to utilise property development proceeds to offset borrowing requirements in prior years, and the shift to CADs which are drawn down as required, and the timing of delivery of the capital program.



2.20 Net Financial Liabilities Ratio Comparison





- 2.21 The graph above shows the net financial liabilities ratio (NFL) comparison for the 2023 and 2024 financial years as at the time of preparation of each Council finance report, with the 2023 end of financial year result updated to the audited amount. Council's approved range for the NFL is less than 70% as approved for the 2024 budget year which is represented by the green shaded area on the graph.
- 2.22 It should be noted that when the ratio is below zero, that this represents a net financial assets position, which is when the financial assets (cash, receivables and financial assets) are greater than total liabilities. Effectively this means that a negative ratio is favourable. When financial assets are less than total liabilities it results in a net financial liability position, and a positive ratio.
- 2.23 As can be seen the trend is that early in both financial years Council is in a strong net financial assets position. This reflects higher levels of cash holdings and trade receivables than levels of trade payables and debt. As the financial year progresses, cash holdings are spent as the infrastructure program is delivered. At the end of the 2022/23 financial year Council was in a net financial liability position with a ratio of 16.6% which is within the endorsed range.
- 2.24 The budgeted ratio for 2023/24 for the net financial liabilities is 65.02%. The ratio is calculated as financial liabilities less financial assets, being net financial liabilities, and then this is divided by operating revenue. Currently the actual ratio is a net financial asset position of 1.6%, which means that we have financial assets (e.g. cash and receivables) exceeding our financial liabilities (e.g. accounts payables, provisions, and loan borrowings).
- 2.25 Over the coming months as the Infrastructure program is delivered, cash holdings will be depleted and the levels of trade payables and debt will increase as drawdowns are made on the CAD facilities, resulting in the Ratio moving from net financial asset position to a net financial liability ratio; trending upwards towards the budgeted figure.

### **3. CONCLUSION / PROPOSAL**

- 3.1 The analysis above demonstrates that Council is currently in a sound financial position with Net Financial Liabilities within the approved range. As at 30 April 2024, cash balances have reduced and drawdowns of CAD facilities have occurred as the scheduled capital program is delivered. However, it should be noted that Council has appropriate levels of borrowing facilities to manage any cash shortfalls that may result.