His Worship the Mayor
Councillors
CITY OF MARION

NOTICE OF
GENERAL COUNCIL MEETING

Notice is hereby given pursuant to the provi sions under Section 83 of the Local Government Act 1999 that a General Council meeting will be held

Tuesday 26 June 2018

Commencing at 6.30 p.m.

In the Council Chamber

Council Administration Centre

245 Sturt Road, Sturt

A copy of the Agenda for this meeting is attached in accordance with Section 83 of the Act.

Meetings of the Council are open to the public and interested members of this community are welcome to attend. Access to the Council Chamber is via the main entrance to the Administration building on Sturt Road, Sturt.

Adrian Skull
CHIEF EXECUTIVE OFFICER

21 June 2018

CITY OF MARION
GENERAL COUNCIL AGENDA
FOR MEETING TO BE HELD ON
TUESDAY 26 JUNE 2018
COMMENCING AT 6.30PM

1. OPEN MEETING

2. KAURNA ACKNOWLEDGEMENT

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3. DISCLOSURE

All persons in attendance are advised that the audio of this General Council meeting will be recorded and will be made available on the City of Marion website.

4. ELECTED MEMBER'S DECLARATION OF INTEREST (if any)

5. CONFIRMATION OF MINUTES

Confirmation of the Minutes for the General Council meeting held on 12 June 2018 6

6. COMMUNICATIONS

Mayoral Report 16

Deputy Mayor Report.....18

Elected Member Report

CEO and Executive Report.....20

VERBAL COMMUNICATIONS

7. ADJOURNED ITEMS

Nil

8. DEPUTATIONS

Nil

9. PETITIONS

Nil

10. COMMITTEE RECOMMENDATIONS

Confirmation of the minutes of the Infrastructure and Strategy Committee meeting held on 5 June 2018
Report Reference: GC260618R01 23

11. CONFIDENTIAL ITEMS

Potential Property Acquisition at Marino
Report Reference: GC260618F01 30

12. WORKSHOP / PRESENTATION ITEMS

Nil

13. CORPORATE REPORTS FOR DECISION

Annual Business Plan 2018/19 and Long Term Financial Plan
Report Reference: GC260618R02 31

Valuation – Adoption for 2018/19 Financial Year
Report Reference: GC260618R03 154

Rates Declaration 2018/19
Report Reference: GC260618R04 157

Rate Rebate 2018/19
Report Reference: GC260618R05 160

Smart Cities and Suburbs Funding Round 2 Application
Report Reference: GC260618R06 175

Wi-fi Pilot Project
Report Reference: GC260618R07 180

Dogs on and off leash areas
Report Reference: GC260618R08 181

Animal Management Plan
Report Reference: GC260618R09 191

New Dog Park Draft Concept Plan
Report Reference: GC260618R10 218

Service Review Program FY2018/19 Plan
Report Reference: GC260618R11 246

Seacliff Park Development Site
Report Reference: GC260618R12 257

Unsolicited Proposals
Report Reference: GC260618R13 260

Annual Review of the Schedule of Delegations
Report Reference: GC260618R14 266

Remuneration Tribunal Submission
Report Reference: GC260618R15 469

14. CORPORATE REPORTS FOR INFORMATION / NOTING

WHS Monthly Performance Report – May 2018
Report Reference: GC260618R16 496

Monthly Finance Report
Report Reference: GC260618R17 500

Questions Taken on Notice Register
Report Reference: GC260618R18 514

15. MATTERS RAISED BY MEMBERS

Motions with Notice

Health Assessment – Telco Tower 287A Morphett Road, Oaklands Park
Report Reference: GC260618M01 518

Community Bus
Report Reference: GC260618M02 519

Central Avenue Playground Upgrade
Report Reference: GC260618M03 521

Oil and Gas Exploration in the Great Australian Bight
Report Reference: GC260618M04 526

Hire Charges of Council Operated Facilities
Report Reference: GC260618M05 531

Telecommunication Infrastructure
Report Reference: GC260618M06 532

Questions with Notice

Planting of Trees on the Median Strip of Roadways in the City of Marion and Holdfast Bay
Report Reference: GC260618Q01 535

Illegal Dumping
Report Reference: GC260618Q02 539

City Limit Costs
Report Reference: GC260618Q03 542

Oaklands Project Funds
Report Reference: GC260618Q04 543

Motions without Notice

Nil

Questions without Notice

Nil

16. OTHER BUSINESS

17. MEETING CLOSURE

Council shall conclude on or before 9.30pm unless there is a specific motion adopted at the meeting to continue beyond that time.

MINUTES OF THE GENERAL COUNCIL MEETING
HELD AT ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON TUESDAY 12 JUNE 2018

PRESENT

His Worship the Mayor Kris Hanna

Councillors

Coastal Ward	**Mullawirra Ward**
Ian Crossland	Jason Veliskou
Tim Gard	Jerome Appleby
Southern Hills	**Warracowie Ward**
Janet Byram	Bruce Hull
Nick Westwood	Nathan Prior
Warriparinga Ward	**Woodlands Ward**
Luke Hutchinson	Tim Pfeiffer
Raelene Telfer	Nick Kerry

In Attendance

Mr Adrian Skull	Chief Executive Officer
Ms Abby Dickson	General Manager City Development
Mr Vincent Mifsud	General Manager Corporate Services
Ms Kate McKenzie	Manager Corporate Governance
Ms Jaimie Thwaites	Unit Manager Governance and Records (minute taker)

1. COMMENCEMENT

The meeting commenced at 6.30 pm

2. KAURNA *ACKNOWLEDGEMENT*

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3. DISCLOSURE

All persons in attendance are advised that the audio of this General Council meeting will be recorded and will be made available on the City of Marion website.

4. ELECTED MEMBER'S DECLARATION OF INTEREST

The Chair asked if any Member wished to disclose an interest in relation to any item being considered at the meeting.

- Councillor Telfer – declared a perceived conflict in the item Final Draft Annual Business Plan 2018/19 and Long Term Financial Plan (Report Reference: GC120618R09).

5. CONFIRMATION OF MINUTES

Moved Councillor Hutchison, Seconded Councillor Prior the minutes of the General Council meeting held on 22 May 2018 be taken as read and confirmed

Carried Unanimously

6. COMMUNICATIONS

Nil

7. ADJOURNED ITEMS

Nil

8. DEPUTATIONS

Nil

9. PETITIONS

Nil

10. COMMITTEE RECOMMENDATIONS

Confirmation of Finance and Audit Committee Minutes for the meeting held on 29 May 2018
Report Reference: GC120618R01

Moved Councillor Telfer, Seconded Councillor Kerry that Council

1. Receives and notes the minutes of the Finance and Audit Committee meeting of 29 May 2018 (Appendix 1).

2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Finance and Audit Committee.

Carried Unanimously

11. CONFIDENTIAL ITEMS

6.32pm Finance and Audit Committee Confidential Minutes – 29 May 2018
Report Reference: GC120618F01

Moved Councillor Byram, Seconded Councillor Telfer that Council:

1. Pursuant to Section 90(2) and (3) (a) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Chief Executive Officer; Vincent Mifsud, General Manager Corporate Services; Abby Dickson, General Manager City Development; Tony Lines General Manager Operations: Kate McKenzie, Manager Corporate

Governance; Jaimie Thwaites, Unit Manager Governance and Records, Victoria Moritz, Governance Officer, Sudarshani Udawatta (CAMMS), Duncan McKenzie (CAMMS), Beau Murfitt (CAMMS) and Maddie Couzner (CAMMS) be excluded be excluded from the meeting as the Council receives and considers the confidential minutes of the Finance and Audit Committee relating to the Service Review – Report – Community Safety Inspectorate, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information, relates to personnel matters.

Carried Unanimously

6.36pm the meeting went into confidence

Moved Councillor Telfer, Seconded Councillor Byram that Council:

1. Receives and notes the confidential minutes of the Finance and Audit Committee meeting of 29 May 2018 (Appendix 1).

2. In accordance with Section 91(7) and (9) of the Local Government Act 1999 orders that this report and Appendix having been considered in confidence under Section 90(2) and (3) (a) of the Act be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2018.

Carried Unanimously

6.37pm the meeting came out of confidence

6.37pm Commercial Development within Regional Centre Zone
Report Reference: GC120618F02

Moved Councillor Byram, Seconded Councillor Hutchinson that Council:

1. Pursuant to Section 90(2) and (b) and (d) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Abby Dickson, Tony Lines, Vincent Mifsud, Kate McKenzie, Greg Salmon, Donna Griffiths, Craig Clarke, Jaimie Thwaites and Victoria Moritz, be excluded from the meeting as the Council receives and considers information relating to the report Commercial Development within Regional Centre Zone, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential relating to matters pertaining to commercial operations of a confidential nature, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information and could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or prejudice the commercial position of the council.

POINT OF ORDER

Councillor Hull called a point of order that the Mayor had not allowed him to ask a question on the motion.

The Mayor disallowed the point of order ruling that Councillor Hull should have asked his question when he was speaking to the motion.

Moved Councillor Hull a motion of dissent as he wanted to be able to ask a question.

The motion lapsed for want of a seconder

The motion to move into confidence was **Carried**

6.45pm the meeting went into confidence

6.48pm Councillor Westwood left the meeting
6.49pm Councillor Westwood re-entered the meeting

Moved Councillor Crossland, Seconded Councillor Telfer that Council:

1. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the minutes, Commercial Development within Regional Centre Zone, having been considered in confidence under Section 90(2) and (3)(b and d) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection until the close of business on 14 June 2018; and that the report and appendices, Commercial Development within Regional Centre Zone, having been considered in confidence under Section 90(2) and (3)(b and d) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2018.

Carried

Councillor Crossland called for a Division:

The vote was set aside

Those For: Councillors Pfeiffer, Telfer, Hutchinson, Prior, Westwood, Byram, Appleby, Gard and Crossland
Those Against: Councillors Kerry, Hull and Veliskou

Carried

7.16pm the meeting came out of confidence

12. WORKSHOP / PRESENTATION ITEMS

Nil

13. CORPORATE REPORTS FOR DECISION

7.17pm Hallett Cove Sea Pool
Report Reference: GC120618R02

Moved Councillor Crossland, Seconded Councillor Gard that Council:

1. Writes to Hon David Speirs MP Minister for Environment and Water agreeing to partner on a study to assess the feasibility of the use of a sea pool to support climate change adaptation at Hallett Cove Beach.

2. Endorses an allocation of up to $25,000 as matching funding for the feasibility study of the sea pool at Hallett Cove to be funded in 2018/19 from identified cash savings following the completion of the 2017/18 audited Annual Financial Statements process.

3. Works with the Department for Environment and Water to progress the project and report back to Council in December 2018.

Carried

Councillor Byram called for a division

The vote was set aside

Those For: Councillors Pfeiffer, Hutchinson, Prior, Hull, Westwood, Byram, Veliskou, Gard and Crossland
Those Against: Councillors Kerry, Telfer and Appleby

Carried

7.36pm Councillor Veliskou left the meeting

7.37pm ITEMS EN BLOC

Moved Councillor Byram, Seconded Councillor Telfer that the following items be moved en bloc:
- Vietnam Veterans Relocation Project (Report Reference: GC120618R03)
- Returned Services League Marion Sub Branch, Norfolk Road - Landlord Approval (Report Reference: GC120618R04)

7.41pm Councillor Veliskou re-entered the meeting

Carried Unanimously

Vietnam Veterans Relocation Project
Report Reference: GC120618R03

Moved Councillor Byram, Seconded Councillor Telfer that Council:

1. Delegates to the CEO approval to enter into an Agreement with the Vietnam Vets in order to facilitate works to co-locate the Vets with Marion RSL, as well as authorise any relevant documentation necessary to facilitate the construction and management of the external building works.

2. Notes that the Vietnam Veterans' Federation will be responsible for all project related capital costs and that Council will receive the required project funding from the Vets to expend on their behalf.

3. Authorises the City of Marion providing in-kind support for the Development Application and project and contract management for the construction of a new building and storage sheds.

4. Authorises an amount of $11,750 per annum being included in Council's Long Term Financial Plan for structural maintenance/depreciation costs for the new building and storage sheds.

5. Notes that a subsequent report will be brought to Council for a second stage of capital works in regards to required car-parking and storm water management upgrades, which are currently unfunded.

Carried Unanimously

Returned Services League Marion Sub Branch, Norfolk Road - Landlord Approval
Report Reference: GC120618R04

Moved Councillor Byram, Seconded Councillor Telfer that Council:

1. Grants Landlord approval for the construction of a new building and storage sheds at the Marion RSL, 31-39 Norfolk Road, Marion, Lot: 5 DP: 38832 CT: 5220/315, subject to;
   - All works being undertaken in a professional manner and to the satisfaction of the City of Marion;
   - The City of Marion being indemnified against all claims, suites, losses etc. that may result from carrying out this work;
   - The City of Marion having the right to reinstatement upon termination of the lease;
   - The work being substantially commenced prior to 12 June 2019, after this date landlords approval will expire

2. Notes Landlord Approval will be subject to Development Approval and Building Rules Consent.

Carried Unanimously

7.42pm Councillor Byram left the meeting
7.43pm Councillor Byram re-entered the meeting

7.43pmpm Solar Offset Opportunities for Oaklands Wetlands
Report Reference: GC120618R05

Moved Councillor Hull, Seconded Councillor Prior that Council:

1. Notes the report and supporting documentation;

2. Endorses $43,395 to fund an extra 36.58 kW of solar power at City Services to be funded from the Asset Sustainability Reserve - Energy Efficiency Fund in 2018/19.

Carried Unanimously

VARY ORDER OF AGENDA

Councillor Telfer sought and was granted leave of the meeting to vary the order of the agenda to bring forward the items 'Concert at the Cove – Rescheduling options (Report Reference: GC120618R07)' and 'Marion Celebrates Campaign Strategy (Report Reference: GC120618R08)' to before the item 'Iconic events – three concepts (Report Reference: GC120618R06)'.

7.47pm Concert at the Cove – Rescheduling options
Report Reference: GC120618R07

7.48pm Councillor Kerry left the meeting
7.51pm Councillor Kerry re-entered the meeting

Moved Councillor Crossland, Seconded Councillor Gard that Council:

1. Selects Option 1 (Saturday, 24 November 2018) for the event Concert at the Cove and endorses up to $62,500 to run the event funded from identified savings following the completion of the 2017/18 audited Annual Financial Statements process.

2. Use any monies recovered from the pending insurance claim for the 2018 Concert at the Cove to offset the cost of staging the next event.

3. Notes that Concert at the Cove will be a twilight event staged between 5pm and 9pm.

Carried

7.51pm Marion Celebrates Campaign Strategy
Report Reference: GC120618R08

Moved Councillor Gard, Seconded Councillor Pfeiffer that Council:

1. Adopts the Marion Celebrates Campaign Strategy (attached as Appendix A)

2. Endorses an allocation of $19,700 to deliver the Marion Celebrates Campaign Strategy to be funded in 2018/19 from identified cash savings following the completion of the 2017/18 audited Annual Financial Statements process.

7.58pm Councillor Westwood left the meeting
8.02pm Councillor Westwood re-entered the meeting

Amendment:

Moved Councillor Byram, Seconded Councillor Westwood that Council:

1. Adjourns the item until 11 September 2018 so the budget allocation can be reconsidered at the same time as the iconic event.

Carried

8.14pm Iconic events – three concepts
Report Reference: GC120618R06

Meeting Suspension

Moved Councillor Byram, Seconded Councillor Crossland that formal meeting proceeding be suspended to enable discussion on the item.

Carried

8.15pm formal meeting proceeding suspended

8.29pm Councillor Pfeiffer left the meeting

8.32pm Councillor Pfeiffer re-entered the meeting

8.34pm formal meeting proceedings resumed

Moved Councillor Veliskou, Seconded Councillor Pfeiffer that Council:

1. Selects Concept 3 (Adelaide Symphony Orchestra at Warriparinga) for further exploration as a major event in the City of Marion for 2019.

2. Receives a report detailing a full budget and a run sheet on 11 September 2018.

Carried

8.39pm Final Draft Annual Business Plan 2018/19 and Long Term Financial Plan
Report Reference: GC120618R09

Councillor Telfer declared a perceived conflict in the item as she lives in close proximity to Kenton Avenue Reserve, which is listed in the irrigation and wetland schedule. Councillor Telfer remained for item as the schedule was provided for information only.

Moved Councillor Veliskou, Seconded Councillor Pfeiffer that Council:

1. The Draft Annual Business Plan 2018/19 be prepared for final consideration at the 26 June 2018 General Council meeting with variations as approved by council on the basis of:

    - Average Rate increase of 1.8%
    - Minimum Rate of $1,040
    - No Maximum Rate is applicable
    - Capping set at 12% with a $20 minimum and $200 maximum
    - Differential Rate by land use:
        - Commercial 85%
        - Industrial 70%
        - Vacant Land 100%

2. The Draft LTFP 2018/19 – 2027/28 (Appendix 2), with such variations as approved by Council (e.g. Staff Retention KPI reduced to a range of 88% - 92%), be referred to the General Council Meeting on 26 June 2018 for final adoption

3. The Draft Fees & Charges Schedule for 2018/19 (Appendix 3) be noted by Council, subject to the Fees & Charges policy being finalised in light of the final decisions to be made by Council as part of the ABP process. A final version to be presented to the 26 June 2018 General Council meeting.

4. The Grants Program for 2018/19 (Appendix 4) be endorsed by Council.

5. That any remaining draft budget funding surplus in 2018/19 is quarantined in the Asset Sustainability Reserve to support Council's long term asset management objectives.

Carried
Councillor Telfer voted for the motion

Councillor Gard called for a division:

The vote was set aside

Those For: Councillors Pfeiffer, Telfer, Prior, Hull Westwood, Byram and Veliskou
Those Against: Councillors Kerry, Hutchinson< Appleby, Gard and Crossland

Carried

MEETING EXTENSION

Moved Councillor Pfeiffer, Seconded Councillor Hull that the meeting be extended to consider the item Naming of Inclusive Playground (Report Reference: GC120618M05).

Carried

9.29pm Meeting Extended

9.30pm Councillor Hutchinson left the meeting and did not return

9.30pm Naming of Inclusive Playground
Report Reference: GC120618M05

Meeting Suspension

Moved Councillor Veliskou, Seconded Councillor Westwood that formal meeting procedures be suspended to enable discussion on the item.

Carried

9.30pm formal meeting proceedings suspended
9.40pm formal meeting proceedings resumed

Moved Councillor Veliskou, Seconded Councillor Telfer that:

1. The City of Marion Inclusive playground be named The Hendrie Street Inclusive Playground.

Amendment

9.48pm Councillor Kerry left the meeting
9.50pm Councillor Kerry re-entered the meeting

Moved Councillor Byram, Seconded Councillor Pfeiffer that:

1. The City of Marion Inclusive playground be named The Hendrie Street Inclusive Playground, and the signage identify it as part of the Livvi's Place network.

The amendment to become the motion was **Carried**
The motion was **Carried**

The following items were not considered:

- Unsolicited Proposals Policy (Report Reference: GC120618R10)
- Community Facilities Policy (Report Reference: GC120618R11)
- Open Space Policy – Updated (Report Reference: GC120618R12)
- Organisational Policy Review 2018 (Report Reference: GC120618R13)

- Questions Taken on Notice Register (Report Reference: GC120618R14)
- Health Assessment - Telco Tower – 287A Morphett Road, Oaklands Park (Report Reference: GC120618M01)
- Community Bus (Report Reference: GC120618M02)
- Central Avenue Playground Upgrade (Report Reference: GC120618M03)
- LED Street Lighting Rollout – Private Roads and Laneways (Report Reference: GC120618M04)
- Oil and Gas Exploration in the Great Australian Bight (Report Reference: GC120618M06)
- Planting of trees on the Median Strip of Major Roadways in the City of Marion and Holdfast Bay (Reference No:GC120618Q01)
- Illegal Dumping (Reference No: GC120618Q02)

14. MEETING CLOSURE

Council shall conclude on or before 9.30pm unless there is a specific motion adopted at the meeting to continue beyond that time.

MEETING CLOSURE - Meeting Declared Closed at 9.53pm

CONFIRMED THIS 26 JUNE 2018

.....
CHAIRPERSON

Mayoral Communication Report

Date of Council Meeting: 26 June 2018

Name of Elected Member: Mayor Kris Hanna

Date	Event	Comment
17 May 2018	The COMunity Space, Marion: A Rural Village and its People	Attended
18 May 2018	Gallery M, Reconciliation exhibition launch	Opened exhibition
19 May 2018	Hallett Cove Lions Morning Tea	Attended
20 May 2018	Book Launch: Glenthorne a defining history and indefinite politics	Guest speaker
20 May 2018	Iftar Dinner	Attended
21 May 2018	Met with the Chair of Club Marion in relation to the lease	Attended
24 May 2018	Coast FM radio segment	Interviewed on air
24 May 2018	Launch of the End Dumped Trolleys campaign	Launched campaign
26 May 2018	Marion Swimming Club Celebration Evening	Attended
27 May 2018	National Volunteer Week Recognition Event	Presented awards
28 May 2018	Met with Director of Veterans SA Mr Robert Manton	Attended
28 May 2018	Citizenship ceremony	Conducted ceremony, welcomed newest Australians.
28 May 2018	Induction Service of Rev Diane Bury, Marion Uniting Church	Attended
30 May 2018	Community Leadership Program, graduation event	Presented certificates, gave speech
1 June 2018	Migrant Women's Group dinner	Attended
4 June 2018	Vietnam Veterans Federation of South Australia relocation meeting	Attended
6 June 2018	South Adelaide Basketball Clubs future facilities meeting	Attended
6 June 2018	Glengowrie Neighbourhood Watch Meeting	Guest speaker
7 June 2018	Edwardstown Footy Club Sponsors Night	Attended
8 June 2018	Islamic Society of South Australia parking concerns on site meeting	Attended
8 June 2018	Migrant Women's Group dinner	Attended
10 June 2018	Meeting Chair of Annie Doolan's Cottage Committee	Attended
12 June 2018	Meeting with Southern Adelaide Economic Development Board Chief Executive Mr Nick Leaver	Attended
13 June 2018	Reception in honour of the Birthday of Her Majesty the Queen	Attended
15 June 2018	Nightingale Project Tour	Toured building
17 June 2018	Living Kaurna Cultural Centre, Pages on the River	Mayor & Mayoress attended
18 June 2018	Hallett Cove Business Association Launch of Business Awards	Attended

18 June 2018	Launch of SA Refugee Week: 2018 youth poster exhibition and presentation of awards	Attended
18 June 2018	Community Grants Cheque Presentation Evening	Presented cheques
20 June 2018	World Refugee Day launch	Attended
20 June 2018	Anglican Parish of Seacliff, commissioning of Rev Ben Cosford	Attended
In addition, the Mayor has met with residents, MPs, Candidates and also with the CEO and Council staff regarding various issues.		

Deputy-Mayor Communication Report

Date of Council Meeting: 26 June 2018

Name of Elected Member: Deputy Mayor Janet Byram

Date	Event	Comment
16 May 2018	BMX Australia teleconference	Attended
16 May 2018	BMX Project Advisory Group meeting	Attended
17 May 2018	LGA Board Meeting	Attended
17 May 2018	Meeting & tour of the facilities with Gymnastics SA General Manager	Attended
18 May 2018	Get Home Safe Foundation Launch	Attended
18 May 2018	Mingle, MCC	Attended
18 May 2018	Gallery M, Reconciliation exhibition launch	Attended
19 May 2018	4D Leadership Conference	Attended
20 May 2018	Book Launch: Glenthorne a defining history and indefinite politics	Guest speaker
21 May 2018	Committee meeting for women's shelter fundraiser lunch	Attended
22 May 2018	Unveiling Aboriginal artwork at Carer Support Group, Glandore	Unveiled art work with CEO Peter Sparrow & guest speaker
23 May 2018	SA Womens Memorial Playing Fields Trust Inc Fundraising Committee	Attended
25 May 2018	Getting Elected: Women Can for SA council elections 2018	Attended
26 May 2018	Aboriginal Art workshop	Attended
27 May 2018	National Volunteer Week Recognition Event	Attended
28 May 2018	Citizenship ceremony	Attended
30 May 2018	Ward Councillors Meeting with Hallett Cove Shopping Centre Manager	Attended
30 May 2018	Stolen Generations presentation	Attended
30 May 2018	Community Leadership Program Event	Guest speaker
30 May 2018	Black Screen Cinema	Attended
31 May 2018	Tonsely guided tour	Tour guide
	Youth-Max presentation of certificates, Marion Primary School	Guest speaker & certificate presentation
1 June 2018	Oaklands View Club	Attended
4 June 2018	Youth-Max presentation of certificates, Sunrise Christian School	Guest speaker & certificate presentation
4 June 2018	LKCC, Fairford House	Attended
5 June 2018	The Salvation Army, pioneer club	Attended
6 June 2018	Meeting with Marion Suicide Prevention Network	Attended
6 June 2018	Council Assessment Panel	Attended
8 June 2018	Lunch with the Vietnam Veterans Federation of South Australia	Attended
11 June 2018	Thank you event for volunteers	Attended

Deputy-Mayor Communications Report

13 June 2018	Special Meeting of the LGA Board	Attended
14 June 2018	Youth-Max presentation of certificates, Darlington Primary School	Guest speaker & certificate presentation
14 June 2018	Flinders University New Venture Institute Graduation / Awards Night 'the eNVIes"	Attended
15 June 2018	Remembrance Day activity meeting, Marion RSL	Attended
16 June 2018	Drop-In-Session Goodman Court Renewal Program, Renewal SA	Attended
17 – 19 June 2018	National General Assembly 2018	Attended
18 June 2018	Australian Local Government Women's Assembly Networking Breakfast	Attended
In addition, the Deputy Mayor has met with residents, MP's and also with the CEO and Council staff regarding various issues.		

CEO and Executive Communications Report

Date of Council Meeting: 26 June 2018

Date	Activity	Attended by
23 May 2018	Meeting with Acting CEO TAFE	Adrian Skull Abby Dickson
24 May 2018	PTP Alliance Briefing	Abby Dickson
24 May 2018	ZMEC meeting	Tony Lines
25 May 2018	Local Government Roundtable Monthly Meeting (Flinders University)	Adrian Skull
25 May 2018	Meeting with SEDA College, Cricket Australia and Adelaide Cricket Club re Glandore Cricket Club	Abby Dickson
25 May 2018	Tonsley PCG	Tony Lines
25 May 2018	Met with Civica Executive Team	Adrian Skull Vincent Mifsud
28 May 2018	Council Solutions Board of Management Meeting	Adrian Skull
28 May 2018	Emcee for Citizenship Ceremony	Vincent Mifsud
30 May 2018	Meeting with Ross Treadwell Executive Director Infrastructure Department for Education re Woodend Primary School	Adrian Skull
30 May 2018	Fleet Optimisation Review Project	Vincent Mifsud
31 May 2018	Meeting with Adam Luscombe (SAALC)	Adrian Skull
31 May 2018	Collaboration meeting with the City of Charles Sturt	Vincent Mifsud
1 June 2018	Western Adelaide Consultative Group Meeting	Adrian Skull
1 June 2018	Meeting with Mark Olson TAFE SA	Adrian Skull
4 June 2018	Meeting with Terry Buss CEO City of West Torrens At Morphett Road Depot	Adrian Skull
4 June 2018	LKCC Steering Committee Meeting	Tony Lines
4 June 2018	Agendas and Minutes Steering Group	Vincent Mifsud
4 June 2018	Vietnam Veterans Federation SA Relocation Discussion	Adrian Skull
6 June 2018	Meeting with Wendy Warren and John Hunter NDIS	Adrian Skull
7 June 2018	Online Booking System Project Meeting	Adrian Skull Vincent Mifsud
7 June 2018	Meeting with Christian Reynolds	Adrian Skull
12 June 2018	Meeting with SAEDB	Adrian Skull

CEO and Executive Communications Report

13 June 2018	Tour of former Royal Adelaide Site	Abby Dickson
13 June 2018	Meeting with Adrian Skull, Ross Treadwell, Janet Byram, Nick Westwood, Ian Crossland and Tim Gard re Woodend Primary School	Adrian Skull
18 June 2018	Fleet Optimisation Review Project	Vincent Mifsud
19 June 2018	Marino Residents Association	Tony Lines
19 June 2018	Official Launch of Flinders Express (FLEX) shuttle services – Tonsley Innovation District	Adrian Skull Vincent Mifsud
20 June 2018	Meeting with Nick Rowett - Marion Holiday Park	Adrian Skull Tony Lines
21 June 2018	Meeting with Graham Brown Baptist Care SA (re: MarionLIFE)	Adrian Skull
21 June 2018	Tonsley PCG	Tony Lines
21 June 2018	Online Booking System Project Meeting	Vincent Mifsud
21 June 2018	Collaboration meeting with City of Charles Sturt	Vincent Mifsud
21 June 2018	Vinnies CEO Sleep out	Adrian Skull
22 June 2018	Meeting with Club Marion	Abby Dickson
22 June 2018	Meeting with Minister David Speirs	Adrian Skull
26 June 2018	Mellor Olsson Lawyers CEO Luncheon with Minister Knoll	Adrian Skull

CEO and Executive Communications Report

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	Elaine Delgado, Strategy Leader
Manager:	Fiona Harvey, Manager Innovation and Strategy
General Manager:	Abby Dickson, General Manager City Development
Subject:	Infrastructure and Strategy Committee – Confirmation of Minutes of Meeting held on 5 June 2018
Report Reference:	GC260618R01

REPORT OBJECTIVES AND EXECUTIVE SUMMARY

The purpose of this report is to facilitate the receiving and noting of the minutes from the 5 June 2018 Infrastructure and Strategy Committee meeting. A summary of the items considered are noted below.

Energy Efficiency and Renewable Energy Roadmap

Members noted a report presented on a draft Roadmap that will strongly position Council in the field of energy efficiency and renewable energy. It comprises 5 outcomes and 4 action themes relating to efficient Council operations, and sustainable businesses, households, communities and transport. It identifies initiatives, 2018/19 projects and a high-level timeframe. Members provided feedback that included identifying targets; measures for success; potential funding sources; potential partnerships; and Council fleet opportunities. A report will be presented to Council in July 2018.

Solar Offset Opportunities for Oaklands Wetlands

A business case was presented on high-level costs and savings of additional solar opportunities at Council-owned facilities. Members provided feedback that included the need for the project to align with strategic directions; for financial records to provide clarity on Council's income and expenditure from the use of solar energy; and consideration of a power buy-back scheme. Reports will be presented to Council seeking funding for installation of additional solar panels with a feed-in tariff to be confirmed, and advising of opportunities to minimise the use of grid electricity.

Innovative Smart Initiatives Update

Data sets were presented for further analysis on technological solutions. Members considered the report and provided feedback including the importance of having a decision-making matrix as a tool to determine innovative smart initiatives for Council's consideration in solving identified problems; ensuring an open market approach is used when engaging external organisations to work with Council; prioritising the addressing of problems through use of smart initiatives already identified in the fields of engineering, open space and planning services; and using an open space as a 'test case' for application of smart technology .

RECOMMENDATIONS	DUE DATES
That Council:	
1. Receives and notes the minutes of the Infrastructure and Strategy Committee meeting of 5 June 2018 (Appendix 1).	**26 June 2018**
2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Infrastructure and Strategy Committee.	**26 June 2018**

APPENDICES

Appendix 1: Minutes of the Infrastructure and Strategy Committee held on Tuesday 5 June 2018.

MINUTES OF THE INFRASTRUCTURE AND STRATEGY COMMITTEE
HELD AT ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON TUESDAY 5 JUNE 2018

PRESENT

Elected Members

Councillor Luke Hutchinson *(Presiding Member)*, Councillor Tim Pfeiffer, Councillor Nathan Prior, Councillor Tim Gard, and Councillor Bruce Hull

His Worship the Mayor Kris Hanna

Independent Member

Mr Christian Reynolds

In Attendance

Councillor	Janet Byram
Councillor	Ian Crossland
Councillor	Raelene Telfer
Councillor	Jason Veliskou
Councillor	Nick Westwood
Mr Adrian Skull	Chief Executive Officer
Ms Abby Dickson	General Manager City Development
Mr Tony Lines	General Manager City Services
Mr Vincent Mifsud	General Manager Corporate Services
Ms Fiona Harvey	Manager Innovation and Strategy
Mr Mathew Allen	Manager Engineering and Field Services
Ms Elaine Delgado	Strategy Leader
Ms Ann Gibbons	Environmental Sustainability Leader
Mr Glynn Ricketts	Water Resources Officer
Ms Georgie Johnson	Smart Cities Project Officer

1. OPEN MEETING

The meeting commenced at 6.30pm.

2. KAURNA ACKNOWLEDGEMENT

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3. MEMBERS DECLARATION OF INTEREST

The Chair asked if any Member wished to disclose an interest in relation to any item being considered at the meeting.

- No declarations were made.

4. CONFIRMATION OF MINUTES

Moved Mayor Hanna, Seconded Councillor Gard the minutes of the Infrastructure and Strategy Committee Meeting held on 5 June 2018 be taken as a true and correct record of proceedings.

Carried unanimously

5. BUSINESS ARISING

5.1 Review of the Business Arising from previous meetings of the Infrastructure and Strategy Committee Meetings

- The Business Arising statement was noted.

5.2 Review Meeting Schedule and Upcoming Items

Members reviewed the Committe e's 2018 m eeting schedule and a greed to th e following:

- 3 July meeting
  - Agenda items to be removed:
    - Remove Capital Construction – Quarterly Update
    - Remove Sport and Recreation – Progress of S occer in So uthern Marion and include in Elected Member Forum agenda
  - Agenda items to remain:
    - Infrastructure Projects Update
    - Stormwater
    - Tonsley Water Agreement
    - Funding strategy for 'spade ready' projects
    - Asset optimisation
  - The BMX project will be included in project updates
- 7 August meeting
  - Add Capital Construction – Quarterly Update
- 6 November meeting
  - The meeting to remain in the schedule and the need for it to be reviewed closer to the meeting date

6. REPORTS FOR NOTING

Nil

7. CONFIDENTIAL REPORTS

Nil

8. REPORTS FOR DISCUSSION

6.50pm Energy Efficiency and Renewable Energy Roadmap
Report Reference: ISC050618R01

Ms Gibbons provided a project update with the following points made:

- A draft Energy Efficiency and Renewable Energy Roadmap will position Council so it has a strong reputation in this field and embeds energy efficiency in the work of Council
- The draft Roadmap comprises 5 outcomes and 4 action themes with associated initiatives, 2018/19 projects and a high level timeframe

Members made the following points for inclusion/consideration in the development of the Roadmap:

- Identify energy reduction levels as targets to be achieved
- Identify measures for success for 2018/19 that Council will strive to attain based on best practice and consideration of what is in the control of Council, such as funds earned to date from solar installation
- Identify a tangible output for the first year of the Roadmap
- Identify who is responsible for the delivery of actions
- Identify what can be achieved through Council and external funding based on anticipated return on investment business cases and measures over 12 months
- Potential partnerships
- Additional opportunities for installation and use of solar energy/batteries to charge cars in sites such as Council car parks
- Add promotion of the benefits of renewables to the community
- Add transition to conversion of Council fleet to electric vehicles over time
- Consider use of terminology including 'plan' instead of 'roadmap'; 'encourage' instead of 'support' or 'assist'
- Consider whether large scale renewable energy projects should be considered when Council has not committed funding – such projects could be added at a later date
- In Action Theme 2: Sustainable Business note that assisting local businesses to save energy may have long-term economic and environmental benefits
- Consider what policy and target levels are required to activate the Roadmap, such as with fleet transition

Action: Ms Gibbons to amend the draft Roadmap to be presented to General Council with consideration given to the feedback provided by Committee Members

Moved Councillor Prior, Seconded Councillor Gard that the Infrastructure and Strategy Committee:

1. Considers and provides feedback on the draft Energy Efficiency and Renewable Energy Roadmap (Appendix 1).

2. Notes that the draft Roadmap with suggested changes included will be brought to General Council for consideration and endorsement in July 2018.

Carried unanimously

7.35pm Solar Offset Opportunities for Oaklands Wetlands
Report Reference: ISC050618R02

Mr Ricketts provided an overview of the report that included a business case and sought feedback for inclusion in a report to be presented to Council to offset use of black power at Oaklands Wetlands.

Members provided the following feedback:

- Consider other Council-owned sites as potential locations for a solar system, such as the Marion Leisure and Fitness Centre

- This project needs to achieve a strategic goal and be considered within the context of the Energy Efficiency and Renewable Energy Roadmap
- Financial records should provide clarity on Council's income and expenditure from use of solar energy
- Consideration needs to be given to gaining a financial return across Council's asset base
- Consideration could be given to a power buy-back arrangement from commercial facilities as an option

Moved Councillor Hull, Seconded Mr Reynolds that the Infrastructure and Strategy Committee:

1. Notes the report and supporting documentation.

2. Endorses that a report be presented to Council seeking funding for installation of an additional 36 kW of solar panels, with the feed-in tariff (FiT) that determines the payback period to be confirmed.

Carried unanimously

8.05pm Innovative Smart Initiatives update
Report Reference: ISC050618R03

Ms Harvey introduced the report noting the following:

- The second round of the Smart Cities and Suburbs funding is open
- Feedback to inform the identification of priority areas for further analysis has been sourced from a review of 50,000 customer events; a leadership team survey; opportunities from the previous Smart Cities funding round; and from technology providers such as Uniti Wireless
- Initiatives have not yet been scoped to assess against the Priority Scoring System criteria

Members provided the following feedback:

- The Priority Scoring System as a decision-making matrix needs to be adopted by Council and then applied to problems that could be approached through innovative smart initiatives
- Feedback in the Staff Technology and Data Survey is general and not problem-focused making the link with potential solutions difficult at this stage
- Any unsolicited proposals presented to Council need to be assessed in the open market
- It is important that Council applies innovative smart solutions to address problems for which it has responsibility and not in areas which are the responsibility of other government sectors, such as public transport
- A sub-set of information/data obtained in the Staff Technology and Data Survey could be identified to address known concerns
- There is potential to prioritise the addressing of identified problems through application of technology in the fields of engineering, open space and planning services
- Consideration be given to Dwyer Road Reserve as a test case 'to be a 'smart park' that enables data collection through installation of technology to measure park use, heat barbeques, lighting, etc.
- Partnership opportunities can be identified through testing of the market

Moved Cr Hull, Seconded Cr Prior that the Infrastructure and Strategy Committee:

1. Supports a high speed wireless internet service across the city as a Wi-Fi Pilot Project subject to an Expression of Interest open to the internet service provision market.

2. Notes a report on the proposed Smart Cities and Suburbs Funding bid(s) and assessed specific projects will be brought to Council on 26 June 2018.

3. Requests a further report to the Committee providing greater detail of potential solutions to the problems presented in Appendices 2 and 3.

Carried unanimously

9. WORKSHOP

Nil

10. PRESENTATION

Nil

11. ANY OTHER BUSINESS

Cr Hull referred to agenda item ISC050618R02 requesting a report be provided to Council advising of renewable power opportunities.

Moved Cr Hull, Seconded Mr Reynolds that the Infrastructure and Strategy Committee:

1. Provides a report to Council advising of opportunities, including renewables, to minimise the use of grid electricity that includes analysis of battery storage options to support the optimal energy capture and reuse at the most appropriate Council facilities.

Carried unanimously

12. MEETING CLOSURE

The meeting was declared closed at 8.30pm.

13. NEXT MEETING

The next meeting of the Infrastructure and Strategy Committee will be held at 6.30pm on Tuesday 3 July 2018 in the Council Chamber, 245 Sturt Road, Sturt.

CONFIRMED

.....
CHAIRPERSON
/ /

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

CONFIDENTIAL REPORT

Originating Officer:	**Heather Michell, Land Asset Officer**
Manager:	**Carol Hampton, Manager City Property**
General Manager:	**Abby Dickson, General Manager City Development**
Subject:	**Potential Property Acquisition at Marino**
Reference No:	**GC261018F01**

If the Council so determines, this matter may be considered in confidence under Section 90(3)(b) of the *Local Government Act 1999* on the grounds that the report contains information that could prejudice the commercial position of the Council.

Adrian Skull
Chief Executive Officer

RECOMMENDATION:

1. That pursuant to Section 90(2) and (3)(b) of the *Local Government Act 1999,* the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Vincent Mifsud, Abby Dickson, Tony Lines, Kate McKenzie, Ray Barnwell, Heather Michell, Carol Hampton, Jaimie Thwaites and Victoria Moritz, be excluded from the meeting as the Council receives and considers information relating to the potential property acquisition at Marino, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the commercial information and disclosure of the information could reasonably be expected to prejudice the commercial position of the Council.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**David Harman, Unit Manager Statutory Finance & Payroll** **Elaine Delgado, Strategy Leader**
Corporate Manager:	**Ray Barnwell, Manager Finance & Contracts** **Fiona Harvey, Manager Innovation & Strategy**
General Manager:	**Vincent Mifsud, General Manager Corporate Services**
Subject:	**Annual Business Plan 2018/19 and Long Term Financial Plan**
Report Reference:	**GC260618R02**

REPORT OBJECTIVES

Council's 2018/19 Annual Business Planning process is set to conclude with Council's final consideration and adoption of the Annual Business Plan 2018/19 (ABP 2018/19) and Long Term Financial Plan for 2018/19 to 2027/28 (LTFP).

EXECUTIVE SUMMARY

At its meeting on 12th June Council resolved (GC120618R09) that the Draft ABP 2018/19 be prepared for final consideration at the 26 June 2018 General Council meeting on the basis of an average rate increase of 1.8%. Council also resolved that the Draft LTFP 2018/19 – 2027/28 be referred to the 26 June 2018 General Council meeting for adoption.

The ABP 2018/19 and LTFP have been prepared based on an average rate increase of 1.8% (excluding new developments and capital improvements) and a differential rate of 85% for Commercial properties, 70% for Industrial properties and 100% for Vacant Land.

The purpose of this report is to seek:

1. Approval for Council's Financial Governance Policies. Council has a number of Financial Policies that are reviewed annually. The Financial Governance Policies outline the principles, rules, responsibilities and legislative requirements that assist in achieving excellence in Financial Management. The policies assist in providing a framework and parameters from which the ABP 2018/19 and LTFP are prepared. (Rating Policy included in Appendix 1 with the remaining policies included in Appendix 2)

2. Council's final consideration and adoption of the ABP 2018/19 (Appendix 1) and LTFP (Appendix 3), following its consideration of the final Draft ABP 2018/19 and Draft LTFP at the General Council meeting on 12 June 2018 (GC120618R09).

In addition, Council is requested to note the:

- Capital Works Program for 2018/19 (Appendix 1 – [appendix 6])
- Rate Impact Analysis (Appendix 4)
- Fees & Charges Schedule for 2018/19 (Appendix 5)

RECOMMENDATIONS: **DUE DATE**

That the following be adopted by Council in the following order:

1. Financial Policies: **26 June 2018**

- **a) Rating Policy (Appendix 1 – [appendix 7])**
- **b) Treasury Management Policy (Appendix 2)**
- **c) Fees and Charges Policy (Appendix 2)**
- **d) Reserve Funds Policy (Appendix 2)**
- **e) Asset Accounting Policy (Appendix 2)**
- **f) Budget Policy (Appendix 2)**

2. Pursuant to Section 123(6) of the Local Government Act 1999 and regulation 6 of the Local Government (Financial Management) Regulations 2011, the Annual Business Plan 2018/19 (Appendix 1). **26 June 2018**

3. Pursuant to Section 123(7) of the Local Government Act 1999, and regulation 7 of the Local Government (Financial Management) Regulations 2011, the Annual Budget 2018/19 (Appendix 1). **26 June 2018**

4. Pursuant to Section 122(1a) of the Local Government Act 1999, and regulation 5 of the Local Government (Financial Management) Regulations 2011, the Long Term Financial Plan for 2018/19 to 2027/28 (Appendix 3). **26 June 2018**

5. Notes the following:

- **a) Capital Works Program for 2018/19 (Appendix 1 – [appendix 6])** **26 June 2018**
- **b) Rate Impact Analysis (Appendix 4)**
- **c) Fees & Charges Schedule for 2018/19 (Appendix 5)**

BACKGROUND:

Council is required by the Local Government Act 1999 to prepare and adopt an ABP each year, and in doing so determine the key strategic priorities for the ensuing 12 months in the context of Council's long term aspirations. The ABP and LTFP are an integral part of Council's suite of strategic management plans.

This ABP 2018/19 (Appendix 1) describes the services, programs and projects that Council plans to deliver in the 2018/19 financial year, and further describes how it plans to resource and fund this work. It supports the delivery of the third year of the 2016 – 2019 Business Plan, along with a number of new strategic projects and service improvements.

There have been no changes to the 'framework and assumptions' that the ABP and LTFP have been prepared under since those presented to Council at the 12 June 2018 General Council Meeting (GC120618R09).

DISCUSSION:

Financial Policies

The following Financial Policies are designed to express the direction and framework by which Council intends to manage the community's resources. They set the parameters by which Council intends to maintain long term financial sustainability as set out in the LTFP. The policies are reviewed annually and are a means by which Council ensures it is accountable to the community.

The Financial Policies listed below are published on Council's website and require annual review:

- Rating — Refer Appendix 1 (Appendix 7 of the ABP)
- Treasury Management — Refer Appendix 2
- Fees and Charges — Refer Appendix 2
- Reserve Funds — Refer Appendix 2
- Asset Accounting — Refer Appendix 2
- Budget — Refer Appendix 2

Amendments have been made to the Rating Policy to incorporate dates relating to the 2018/19 rating process.

A minor change has been made to the Asset Accounting Policy, with regards to clarifying the process for revaluation of non-current assets, with desktop valuations being performed annually between comprehensive valuations *for Infrastructure Assets*.

All other policies remain unchanged.

New Initiatives

To further progress Council's strategic objectives 20 New Initiatives have been endorsed for funding. These initiatives include projects to protect and enhance our natural environment; upgrades for community, cultural and sport facilities; community events; systems to enable Council to provide a high quality customer experience; traineeships to positively impact staff diversity and inclusion; accelerate Council's commitment to energy efficiency and use of renewable energy; and installation of technology to trial the monitoring playground use so these facilities are maintained to meet the community's needs over time. These New Initiatives are noted on page 13 of the Annual Business Plan.

The Annual Business Plan

The ABP 2018/19 has been prepared in accordance with the requirements of the Local Government Act and Local Government (Financial Management) Regulations. It includes appropriate information about the rates and charges that Council intends to levy as well as a range of other information required by the Local Government (Financial Management) Regulations. The budget includes statutory statements being Uniform Presentation of Finances, Income Statement, Statement of Financial Position, and Statement of Cash Flows. In addition to these statements, a 'Funding Statement' is provided that details funding sources and a net overall funding position.

In the development of the ABP 2018/19, consideration has been given to Council's refined strategic framework, financial parameters and key social, cultural, economic and environmental issues identified through the environmental scanning process, as well as the relevant federal, state and regional strategies and plans.

The final ABP 2018/19 has been updated to include the following information which was not available/finalised at the time of preparing the report to Council on 12 June 2018:

- Final rate in the dollar figures and average rate increase figures have been updated based on the final Valuer General update received on 25 June 2018.

- Rating schedule comparisons in the Rate Impact Analysis have been prepared on the most up to date rating information.

- Rating Policy has been updated in the final plan for adoption as property data has now been finalised.

- Following further consideration of the potential impacts of the China Sword policy on council's forecast waste & recycling costs the provision previously included in the Draft 2018/19 budget presented to Council at its 12 June 2018 meeting (GC120618R09) has been removed from this iteration of the ABP and LTFP. It is important to understand that there are still some unknowns that may require a reassessment of Council's position through a Budget Review process in 2018/19.

- There are nine Key Performance Indicators for 2018/19. These will enable Council to measure its achievements in the delivery of its Strategic Plan 2017-2027 and the 3-Year Business Plan 2016-19. Each indicator has a 'core' minimum target, and where possible 'stretch' targets have been indicated. These are outlined on page 15 of the Annual Business Plan.

- In relation to the KPI for staff retention Council endorsed a change in targets from 90% to 88% for a core target, and from 95% to 92% for a 'stretch' target to reflect changing workplace practices where more value is placed on staff movement that has previously been the case.

The ABP 2018/19 has been prepared in accordance with the Local Government Act 1999. In accordance with Section 123(7) of the Act the Annual Business Plan must be adopted before the Annual Budget is adopted.

Annual Business Plan and Budget Summary

Section 123 (9) of the Local Government Act 1999 requires a summary of the annual business plan to be prepared and distributed with the first rates notice to ratepayers after the declaration of its rates.

In accordance with this requirement a summary of the Annual Business Plan 2018/19 will be prepared and distributed with Council's first rates notice to ratepayers in July 2018.

Rate Impact Analysis

An updated copy of the Rate Impact Analysis, containing updated rating information, is attached to this report for Council's information (Appendix 4).

Fees and Charges Schedule

A final copy of the Fees and Charges Schedule is attached to this report for Council's information (Appendix 5).

CONCLUSION:

It is proposed that Council adopt the Financial Policies as presented. These Policies provide direction to the Annual Budget and Long Term Financial Plan to maintain Council's financial sustainability, viability and accountability to the community.

The ABP 2018/19 and LTFP 2018/19 to 2027/28 have been developed on the basis of Council's refined financial framework which encompasses maintaining current services and service delivery levels for the community, as well as meeting Councils planned capital renewal programs for 2018/19. The ABP 2018/19 has been prepared on the basis of an average rate increase of 1.8% (excluding new developments and capital improvements).

This report seeks Council's adoption of the ABP 2018/19 and Rating Policy (Appendix 1), other financial policies (Appendix 2) and LTFP 2018/19 to 2027/28 (Appendix 3).

The Capital Works Program for 2018/19 (Appendix 1 – [appendix 6]), the Rate Impact Analysis (Appendix 4) and Fees and Charges Schedule (Appendix 5) are included for noting purposes only.

APPENDIX 1: Annual Business Plan 2018/19
APPENDIX 2: Financial Policies
APPENDIX 3: Long Term Financial Plan for 2018/19 – 2027/28
APPENDIX 4: Rate Impact Analysis 2018/19
APPENDIX 5: Fees and Charges Schedule 2018/19

City of Marion Annual Business Plan 2018-2019

Table of Contents

1. Introduction 1
2. Our Purpose, Vision and Values 3
3. Significant influences and priorities 5
4. Framework of the Annual Business Plan 8
5. Continuing and improving services 9
6. Project priorities 10
7. Asset Management 14
8. Measuring our success 15
9. Funding the Annual Business Plan 16
9.1 Your rates in 2018/19 16
9.2 Differential Rating 18
9.3 Budgeted Income Statement 19
9.4 Operating Revenue 20
9.5 Operating Expenditure 21
9.6 Capital Revenue 22
9.7 Budgeted Capital Expenditure 22
9.8 Financing the Budget 23
9.9 Financial Ratios 24
Appendix 1. Budgeted Income Statement 26
Appendix 2. Budgeted Statement of Financial Position 27
Appendix 3. Budgeted Statement of Changes in Equity 28
Appendix 4. Budgeted Statement of Cash Flows 29
Appendix 5. Budgeted Funding Statement 30
Appendix 6. Capital Works Program 32
Appendix 7. Rating Policy 36

1. Introduction

This Annual Business Plan 2018/19 describes the services and projects that council will deliver over the next 12 months and the financial decisions that underpin them, so that we can progress the community's aspirations in the City of Marion Community Vision - 'Towards 2040' and the goals in the 10-year Strategic Plan 2017-2027.

This plan supports the delivery of the third year of the 2016-2019 Business Plan, along with a number of new strategic projects and service improvements.

Council is committed to delivering value to our ratepayers. We continue to focus on identifying on-going savings that can be passed on to ratepayers. This strong efficiency focus has enabled a further reduction in the average rate increase down to 1.8% while maintaining current service levels.

During 2018/19, the City and Community will continue to be improved through investment in projects including:

- The Oaklands Crossing redevelopment
    - The State and Federal Governments together with the City of Marion have committed $174.3 million to a grade separated train line and station on the corner of Morphett and Diagonal Roads at Oaklands Park to end more than 40 years of daily traffic jams. The project will include an enhanced public realm together with pedestrian cycling connections to improve the safety and amenity of the road and rail intersection. The Federal Government will contribute $95 million and the State Government $74.3, with main construction works expected to begin in July 2018. City of Marion has made an in-principle commitment to contribute $5 million in land, roadworks and green space.
- The Edwardstown Soldiers Memorial Oval redevelopment
    - Council has commenced construction of the $8.8m redevelopment of the Edwardstown Soldiers Memorial Oval with $4.0m in funding from the federal government as part of a 2016 Election promise and $4.8m coming from the City of Marion. This redevelopment will particularly improve social connectedness, active and healthy lifestyles, developing neighbourhoods that are activated, attractive and safe, and empowering communities to work in partnership with Council.
- LED Streetlight Replacement across the City
    - Council has commenced the transition of its streetlights to energy efficient LED fittings. Key benefits include reducing energy use by over 75%, which reduces our carbon footprint. LED lighting makes objects clearer to see, minimises glare, reduces environmental impact, decreases operating and maintenance costs and improves amenity. Council investment of $3.1m in the project has an estimated payback period of less than six years. Council and SAPN have been working together to bring forward the planned works for 2019/20 with an aim to complete the project by the 30 June 2019.

- The Hallett Cove Foreshore redevelopment
    - Staged works at the Hallett Cove Foreshore on Heron Way will continue with $1.649m worth of works on playground and reserve development, along with car park realignment and plans for the café plaza and dune protection.

- Development of the Sam Willoughby UCI BMX Track
    - Council will continue to progress the development of an international UCI standard BMX facility to be built to UCI standards in partnership with the State Government and the neighbouring City of Onkaparinga.

- Greening our Streets
    - Guided by our Streetscape Policy, Council will improve the attractiveness, amenity, character and functionality of streetscapes in the City of Marion through a $1.8 million streetscape upgrade, complemented by $200,000 for ‘treescaping’, to improve the environment and add value to people’s experience in the City.

- Marion Outdoor Pool
    - Council will continue with the $3.57 million 3 year staged upgrade of the Marion Outdoor Pool with an allocation of $1.2 million in the 2018-19 budget. This upgrade will improve the facility to contemporary standards to ensure it remains as an attractive outdoor swimming and family recreation site for people of varying interests. The upgrades seek to foster social connectedness, active and healthy lifestyles, developing neighbourhoods, attractive and safe, and empowering communities to work in partnership with Council for various programs and initiatives.

- Morphettville Park Sports and Community Club
    - With funding support from the State Government ($500,000) and AFL ($100,000), Council is investing $1.3m towards improvements totalling $1.9 million to club facilities and change rooms which will be undertaken to support a growing membership base. Expansion of the oval to AFL standard will also be investigated, taking traffic and car parking impacts into consideration.

- Southern Soccer Facility
    - Council will contribute $2.5m towards the development of two artificial turf soccer pitches, a clubroom, grandstand, car parking, lighting and utilities in the south to support growing membership. External funding of $2.5m will bring this project up to a total of $5 million.

2. Our Purpose, Vision and Values

OUR PURPOSE (Why we exist)	**To improve our residents' quality of life; continuously, smartly and efficiently**
OUR COMMUNITY VISION (What we want to become)	**A community that is Liveable, Valuing Nature, Engaged, Prosperous, Innovative and Connected**
OUR VALUES	**With the community and safety at the forefront of everything we do, we value:** **Respect** - Treating everyone as we want to be treated, where all contributions are valued **Integrity** - Fostering trust and honesty in all of our interactions **Achievement** - Enhancing our knowledge and performance to reach our shared goals, while being dedicated to supporting one another **Innovation** - Encouraging new ideas, and learning from our experience to do things better

The six themes of our Community Vision represent the shared values and aspirations that guide how our city develops, towards 2040'. These outcomes are important for this community now and into the future:

Engaged

By 2040 our city will be a community where people are engaged, empowered to make decisions, and work together to build strong neighborhoods.

Liveable

By 2040 our city will be well planned, safe and welcoming, with high quality and environmentally sensitive housing, and where cultural diversity, arts, heritage and healthy lifestyles are celebrated.

Valuing Nature

By 2040 our city will be deeply connected with nature to enhance peoples' lives, while minimizing the impact on the climate, and protecting the natural environment.

Prosperous

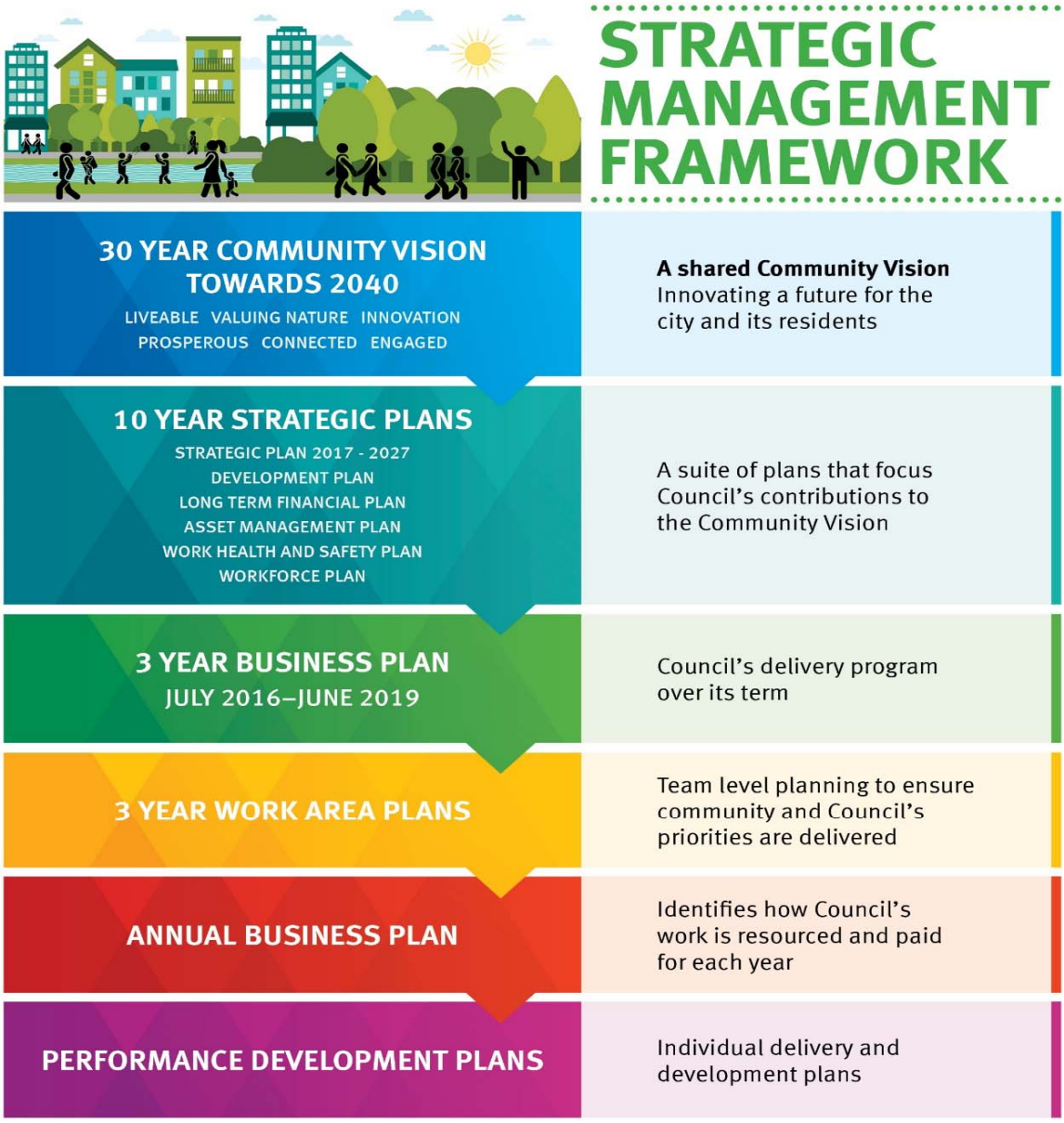
By 2040 our city will be a diverse and clean economy that attracts investment and jobs, and creates exports in sustainable business precincts while providing access to education and skills development.

Innovative

By 2040 our city will be a leader in embracing and developing new ideas and technology to create a vibrant community with opportunities for all.

Connected

By 2040 our city will be linked by a quality road, footpath and public transport network that brings people together socially, and harnesses technology to enable them to access services and facilities.



This Annual Business Plan 2018/19 is an integral part of council's Strategic Management Framework (SMF). The SMF ensures that strategic and operational plans, management systems and processes work together. This enables Council to effectively deliver its strategic goals and the Community Vision.

3. Significant influences and priorities

A comprehensive environmental scan of internal and external political, economic, environmental, social and technological issues was conducted, providing a context for the development of this plan, the 2016-2019 Business Plan and the review of the 10 year Strategic Plan. A summary of the latest environmental scan is provided in the tables below.

External Issues and Opportunities

Political	
Opportunities	**Issues**
• Upcoming Local Government Election in November 2018 • Maximising ratepayer/community value • Recent change in State Government as of March 2018	• Proposed rate-capping legislation • Block funding to cease in 2020 to be wholly replaced with NDIS • On-going changes to Federal, State & Local Government policies and funding programs
Economic	
Opportunities	**Issues**
• Maximising opportunities to support small business • Development of the Tonsley site • Activation of local hubs as destinations to increase walkability • New payroll tax policy providing more incentive to small business	• Compromised financial capacity of ratepayers in economic climate • The number of GST registered businesses in Marion is falling • A slight increase in employment in Marion, however the diversity in employment industries remains static
Social & Cultural	
Opportunities	**Issues**
• National Disability Insurance Scheme (NDIS) rollout and readiness • Home and Community Care Program (HACC) continued transition to Commonwealth Home Support Program (CHSP) • Increasing community interest in volunteerism in providing a varied skill base • Adelaide Living Laboratory partnership • Change in demographics, population growth, increased migration and ageing population	• Concerning public health demographics • Potential health issues around noise and air pollution along major traffic routes and building works
Technological	
Opportunities	**Issues**
• Rapid technological change, specifically the roll out of the NBN in some City of Marion areas • Access to data and information • Smart cities opportunities • LED Street lighting implementation	• Increasing digital divide

Urban Environment	
Opportunities	**Issues**
• Opportunities to integrate nature into the urban environment; water sensitive urban design, energy efficiency and green infrastructure • Opportunities to lift the vibrancy of commercial/ retail areas through infrastructure upgrades and activation • Increase implementation of planning reforms • Development of the residential component at Tonsley • Housing Diversity Development Plan Amendment • Southern Innovation Development Plan Amendment (Stage 2)	• Population growth and urban infill cause increased traffic and limited on-street parking with increasing demands on public places, spaces and public services
Natural Environment	
Opportunities	**Issues**
• Growth of localism • Response to increased community interest in nature play • Stormwater Masterplan Development Plan Amendment • Increasing community expectations around corporate environmental responsibility	• Impacts of and response to climate change- storm events, heat and rising sea levels • Need for effective coastal management • Impacts of urban infill on biodiversity
Transport & Connectivity	
Opportunities	**Issues**
• Darlington Upgrade Project • Commitments to Flinders Link Rail extension • To progress an Oaklands Hub development through the redesign of Oaklands Rail crossing. • To improve east-west connectivity through Sturt Rd in conjunction with the Darlington, Tonsley and Flinders Link project. • To expand and integrate walking and cycling networks in conjunction with the major transport infrastructure upgrades.	• Potential risk of isolation to residents that are ageing and mobility impaired.

Internal Pressures and Opportunities

Service Provision	***Asset Reliability & Sustainability***
• Development of a Customer Experience Charter to enable more insightful understanding of customer experience and service needs • Limited funding capacity for competing strategic projects or incremental service improvements given current rate assumptions and funding position • Uncertainty of service provision related to NDIS funding model changes • Service review program continues	• Review our existing asset base to better understand which assets could be re-purposed, re-used or disposed of in order to enhance other assets to better meet community needs
Financial Sustainability	***Governance, Risk and Strategic Alignment***
• Continued focus on driving innovation, partnerships, collaboration and continuous improvement in a constrained budgetary environment	• Review of Strategic Management Framework in accordance with the Local Government Act, following Local Government elections in November 2018 • The need for all work groups to be aligned in terms of the Strategic Plan and Business Plan now and in future plans
Our Valued Employees	
• Organisational wide values adopted • Continue to build leadership and workforce capability and skills particularly in the areas of project management, partnerships, funding opportunities and customer experience • Need to provide the appropriate technology tools and information for staff to connect, collaborate and do their jobs efficiently and effectively	

4. Framework of the Annual Business Plan

The Annual Business Plan 2018/19 has been prepared on the basis of a framework that aims to inform the community and hold the City of Marion accountable to its stakeholders. The key items in this framework are as follows:

Support the achievement of the City of Marion's Strategic Directions

This Annual Business Plan has been reviewed against the Community Vision – Towards 2040 to ensure that council's activities over the next 12 months make the best possible progress towards achieving the community's vision for the future City of Marion.

Address issues arising and opportunities identified from internal audit reviews, service reviews and business excellence assessments

Every year council undertakes a number of internal audits. These reviews and assessments have identified a number of key opportunities or requirements for council to improve its operations. This document includes the necessary resources to continue council's independent review process and implement recommendations accordingly.

Maintain, on average, a break-even or positive funding (cash) position over the Long Term Financial Plan

With a primary focus on cash flow and ensuring Council's asset renewal and upgrades are fully funded, this target is currently being met. To ensure ongoing financial sustainability Council monitors and reviews all its financial indicators together.

Continue to improve the maintenance of assets in accordance with Council's Asset Management Plans, with a priority on maintenance before renewal, and renewal before new when it is cost effective to do so

The Annual Business Plan has been prepared taking into consideration Asset Management Plan requirements, outcomes of recent infrastructure audits, targets set for renewal versus depreciation (95-100% as per Asset Management Policy) and a focus on maintaining council's asset base.

Review existing services and assets to ensure they meet prioritised community needs

The council continues its rolling process of Service Reviews, aimed at maximising community value through continuously improving its operating efficiency and service performance to the community. This Annual Business Plan has been prepared on the basis of continuing existing services, noting that a rolling program of review is being implemented.

Council only approve new Major Projects where it has the identified funding capacity to do so

Council debt is forecast to decrease from $7.9m to $6.8m between 30 June 2018 and 30 June 2019. With consideration given to its financial ratios, this means that Council has the funding capacity to consider new strategic Major Projects and is currently investigating partnerships to aid in the development of a number of sporting facilities.

Maintain Council's position for an average residential rate which remains among the lower rating metropolitan councils

Comparative 2017/18 data shows that council's average residential rate continues to remain among the lower rating metropolitan councils, with its current position ranking being the 5th lowest of 18 metropolitan councils.

5. Continuing and improving services

All councils have responsibilities under the *Local Government Act 1999* and other relevant legislation to deliver services for the community. Council is committed to maintaining all services including, but not limited to:

Ongoing Services	
Land use and development planning	Arts and cultural promotion and support
Development and building assessments	Library services
Facilitation of urban developments	Sports and recreation promotion and support
Local Government searches	Community capacity building and development
Economic planning and leadership	Inspection, regulation and control
Environmental planning and leadership	Emergency planning and response
Biodiversity management	Community care
Waste services	Immunisation services
Water management	Public health planning
Infrastructure management	Urban activation
Community facilities management	Customer Experience
Reserves, parks and gardens management	

Enabling Services	
Strategic management	Communications and marketing
Organisational excellence and innovation	Human resources and workforce planning
Strategic asset management	ICT & knowledge management
Financial management	Operational support
Governance support	

6. Project priorities

Council plans to commence or continue working on the following strategic initiatives, as set out in our 2016-2019 Business Plan:

Liveable	
Strategies	**2018/19 Initiatives**
An inclusive Community embracing diverse cultures, active living, and healthy lifestyles	Amend the zoning of key sporting areas/hubs to support revitalised, modern sports facilities
	Deliver excellent Sport and Recreational Facilities across the City: • Community Club and indoor sports stadium at Mitchell Park • Sports and community complex at the Edwardstown Soldiers Memorial Oval • A new regional soccer facility in the South in partnership with Football SA • An International standard BMX complex in the South, led by BMX SA • Capella Reserve redevelopment in partnership with the Cove Football Club to pursue funding opportunities • Modern sustainable tennis and netball facilities across the City to meet the needs of the Community now and into the future
	Complete the detailed design of the Marion Outdoor Pool update and seek grant/partnership funding
	Deliver Open Spaces and Playgrounds across the city • South Australia's first inclusive Playground at Hendrie St Reserve • Hallett Cove Foreshore precinct redevelopment • 8 local/neighbourhood scale playgrounds and plans for a further 4 playgrounds • High quality public toilets in our priority reserves and parks
Access to housing choice and services for a growing and diverse population	Review housing zones to preserve the character of areas in the north of our city and create housing choice in the south
	In partnership with State Government, the SA Jockey Club and adjoining councils, support the housing development at Morphettville Racecourse
	Support our community to 'age well' through participation in the Adelaide Living Laboratory
	Continue implementation of priorities from the review of reserves and facilities
	Undertake an evaluation and review of at least a further 12 council services to ensure they continue to provide maximum value to our community, now and into the future
Neighbourhoods that reflect local character, heritage and enable a sense of belonging	Celebrate and recognise our Kaurna heritage through committed delivery of the 2016-2019 Reconciliation Action Plan (RAP)
	Build strong relationships with the Elders of the Kaurna community, facilitated by the RAP Committee
	Deliver youth partnership programs focussed on providing diverse and exciting opportunities for youth leadership, engagement and services Deliverer youth partnerships

Valuing Nature	
Strategies	**2018/19 Initiatives**
A healthy and climate resilient urban environment	Significantly increase energy efficiency across our council facilities
	Deliver sustainable lighting program priorities
	Implement the Climate Change Policy and Plan (Resilient South Program)
	Ensure all elements of the Oaklands Reserve redevelopment project are in place to support construction
	Expand the Oakland's Wetland water distribution network to maximise sustainable irrigation of our parks and reserves
	Advocate for residents across our city on toxic contamination mitigation measures
	Manage stormwater in close partnership with our neighbours
	Target an allocation of 5% of drainage and traffic capital works budgets to Water Sensitive Urban Design outcomes
	Continue to transform the Glade Crescent Wetlands scheme
	Develop and deliver a Regional Coastal Management Plan to support sustainable coastal management
Improved condition, diversity and connectivity of ecosystems	Working closely with key partners to maximise Glenthorne Farm community benefits

Engaged	
Strategies	**2018/19 Initiatives**
Communities that embrace volunteering and social interaction	Strive to become renowned for volunteers through targeted growth and diversity, and harnessing the skills and experience of our volunteers
Meaningful opportunities for community engagement, partnerships and co-creation	Support our lease and license holders to develop their club management capacity
	Work in partnership with the Edwardstown Region Business Association (renamed Southern Business Connections) and the Hallett Cove Business Association to grow membership and sustainability
	Maximise community benefits through community led initiatives
	Implement our reformed Community Grants programs with emphasis on diversity and community capacity building
	Expand our network of community gardens in partnership with community groups
	Subject to the outcomes of a pilot on place activation projects expand the place activation program
	Develop and deliver a Business Engagement Plan in consultation with the local business community to provide valuable business information to support small business growth
	Grow the Community Leadership Program to support and harness the ideas and skills of emerging leaders within our community

Innovative	
Strategies	**2018/19 Initiatives**
A Community that harnesses creativity, research and collaboration to pursue innovative ideas	Establish partnerships with innovation mentors, including hosting university students to work on innovation projects
	Maximise community feedback through a range of surveys, tools and campaigns to support our ongoing focus on innovation and improvement
A City that provides infrastructure and support that enables innovation to flourish	Expand the solar panel network to maximise the use of renewable energy at council facilities
	Continue to promote and provide valuable programs at the Cove Enterprise Hub (renamed Cove Business Hub) to support start-ups and small businesses in the southern region
	Investigate 'Smart City' technology and infrastructure opportunities

Prosperous	
Strategies	**2018/19 Initiatives**
An exciting urban environment that attracts business investment and economic activation	Work in partnership to progress the Tonsley Redevelopment as a state of the art advanced manufacturing and urban environment
	Work with key partners on the Darlington project and the Flinders Link rail project to maximise business and employment opportunities
	Advocate for the future development of the North-South Corridor to improve east-west connectivity, which maximises community access and connection with the valuable adjacent areas
	Review Edwardstown Industry/Commerce Planning framework to support future business needs
	Facilitate the development of priority precincts that cater for a range of residential and business needs, and services that are aligned with the 30 Year Plan for Greater Adelaide
A City that promotes and supports business growth and offers increased local employment and skills development opportunities	Develop, in close cooperation with other councils and State Government, a business attraction plan that support jobs growth
	Implement the priority actions of the Southern Adelaide Economic Development Board
	Reduce red-tape to support and promote business growth and employment opportunities
	Deliver digital economy education programs for businesses to capitalise on the NBN roll-out
A welcoming City offering both residents and visitors a wide range of leisure and cultural experiences	In partnership with local businesses, grow visitation and increase spending in the region to secure additional economic benefit and increased jobs through the delivery of a Visitor Economy Strategy

Connected	
Strategies	**2018/19 Initiatives**
A road network that connects neighbourhoods and supports safe walking, cycling and vehicle travel	Subject to funding, deliver key extensions to the shared use path along the Adelaide to Marino Rocks Greenway
	Deliver a Policy and Program to enhance streetscapes across the City
A City that advocates improved public transport systems, linkages and networks that connect people to destinations	Progress, in partnership with State and Federal Governments, the development of key rail infrastructure including the grade separation at the Oaklands Rail crossing
	Support the rail expansion from Tonsley to Flinders Medical and University Precinct
A City that supports equitable access to diverse information sources and reliable digital technologies	Expand our communication and engagement network through our website and social media platforms
	Deliver valuable digital literacy programs in our libraries and neighbourhood centres
	Subject to funding, deliver the ‘Maker Space’ and a range of programs to harness technologies and equipment

New initiatives included in the 2018/19 budget

In addition to the initiatives from the 2016-2019 Business Plan set out above, Council is funding a range of additional initiatives that will contribute to improving the quality of life for residents.

The initiatives and funds required in 2018/19 for their delivery are:

Marion Cultural Centre external hire enhancement project	$55,000
Design for erosion control at River Parade Hallett Cove	$60,000
City of Marion Fringe Hub at the Marion Cultural Centre	$15,000
Valuing Marion's Nature (replacement for the Discovery Circle Program)	$30,000
Implementation of the Remnant Native Vegetation Plan	$300,000
Enhanced Tree Planting Program	$138,000
Light Square Upgrade - landscaping	$20,000
Mitchell Park Scoreboard – water and power connection	$20,000
Oaklands Education Centre at Oaklands Wetland	$74,000
Natural Landscapes Design and Maintenance Guideline – pilot projects to expand the tree planting program and implement significant remnant vegetation management initiatives	$70,000
Customer Relationship Management – Single View of the Customer - to enable any person at any location to see all of the services and interactions a client accesses within the City of Marion	$30,000
Coastal Management Plan – building on existing coastal climate change planning and identifying key hotspots for close management	$15,000
Smart Cities Pilot Project – sensors to monitor playground usage	$48,500
Marion Outdoor Pool Masterplan – works to upgrade of various components	$1,193,000
Morphettville Park Sports Redevelopment	$290,000
Renewables and Energy Efficiency Measures accelerating the uptake of energy efficiency and renewable energy projects in the City of Marion	-
Business Software Enhancements	$1,278,000
Aboriginal and Disability Traineeships	$91,236
Community Events Fund	$12,000
Total New Initiatives	**$3,739,736**

7. Asset Management

The City of Marion currently owns and manages a large and diverse community asset portfolio, valued in excess of $1 billion. These assets, including roads, footpaths, drains, community buildings, parks and reserves, play a vital role in the local economy and on quality of life. They exist in order to provide services to the community and businesses for current and future generations.

Large proportions of Council's assets have been in existence for many years. Council has also received a number of 'gifted' assets from developers, which attract ongoing operational and maintenance costs over their life. At the same time, demographic change is challenging the capacity of existing assets to meet the increasing demands of the environment in which they are located. The community's expectations too are increasing, which affects the ability of existing purpose-built assets to meet the changing needs of future residents. As community assets have a lengthy useful life, it is a complex task to monitor the cost and timing of their renewal.

Asset management is a critical tool in ensuring appropriate provision is made for the long-term management of community assets, and their impacts on all areas of service planning and delivery. The City of Marion's Asset Management Vision is:

'To maintain the City of Marion's assets to agreed levels of service which maximise community value throughout an asset's life'.

Council's Asset Management Plans detail information about our assets and define the services to be provided, how the services are provided, and what funds are required to provide the services. All City of Marion assets are audited every three years under an inspection regime.

8. Measuring our success

Monitoring performance is a critical element of strategic management. It is the mechanism for critically ensuring that Council is contributing to the achievement of its objectives in both the Strategic Plan and the 3-year Business Plan 2016-2019. Our Key Performance Indicator (KPI) dashboard for 2018/19 (provided in the table below) takes account of these objectives.

Key Performance Indicator	Core Target	Stretch Target
Financial Sustainability	Council maintains a break even or positive cash funding position in delivering its annual budget	
Delivery of agreed projects identified in the Annual Business Plan and the third year targets in the 3 year Plan	Greater than or equal to 95%	
Lost Time Injury Frequency Rate	Greater than or equal to 10% reduction from the previous year's result	Greater than or equal to 15% reduction from the previous year's result
Total employee costs (including agency staff)	Less than or equal to 3% increase in actual employee costs (including agency staff) against prior year's actual costs	Less than or equal to 2% increase in actual employee costs (including agency staff) against prior year's actual costs
Staff retention	88% retention	92% retention
Overall satisfaction with Council's performance	Greater than or equal to 75% rated as satisfied or above	Greater than or equal to 85% rated as satisfied or above
Asset Sustainability	Asset Sustainability Ratio greater than or equal to 80%	Asset Sustainability Ratio greater than or equal to 90%
Delivery of Council's capital works program	Greater than or equal to 80% delivery of Council's planned capital works program (adjusted for extraordinary items)	Greater than or equal to 90% delivery of Council's planned capital works program (adjusted for extraordinary items)
Staff engagement	Achievement of an overall employee pulse survey result of 75%, based on 9 metrics (including Community, Values, Safety, Expectations, Valued, Empowerment, Development, Recognition, Happiness)	Achievement of an overall employee pulse survey result of 80%

We will report on our progress against our 2018/19 KPI dashboard quarterly at Council meetings and in our 2018/19 Annual Report.

9. Funding the Annual Business Plan

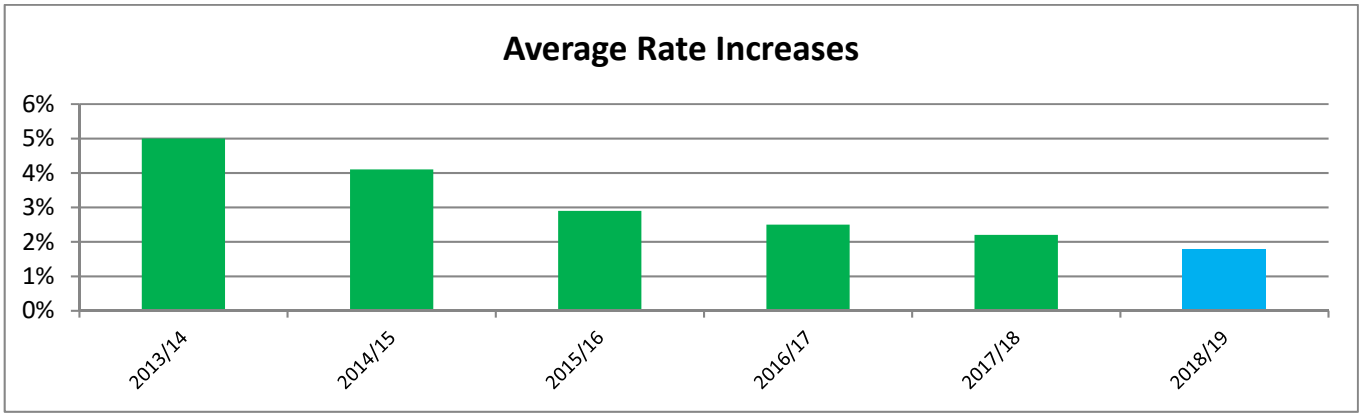
9.1 Your rates in 2018/19

The Annual Business Plan is based on an average rate increase of 1.8%. In setting rates for 2018/19, Council has forecast the revenue required to meet the costs of delivering the services and projects that will be provided to the community in 2018/19.

Rates account for 83% percent of council's operating revenue with others sources including fees, charges and grants. These revenues contribute to the necessary funding for planned capital renewal programs in 2018/19.

While the average rate increase is 1.8%, it is to be noted that actual rates payable by a rate payer will vary according to individual property valuations, the attributed land use, and whether there has been any new development or capital improvement at the land.

Over the past years, we have listened to your feedback and Council is aware of the impact of rate increases on the community. We are continually looking for opportunities that allow this burden to be reduced and as a result our rate increases have been decreasing steadily over the past six years. The 2018/19 rate increase is the lowest in over 15 years, and continues to head in the desired downward direction.

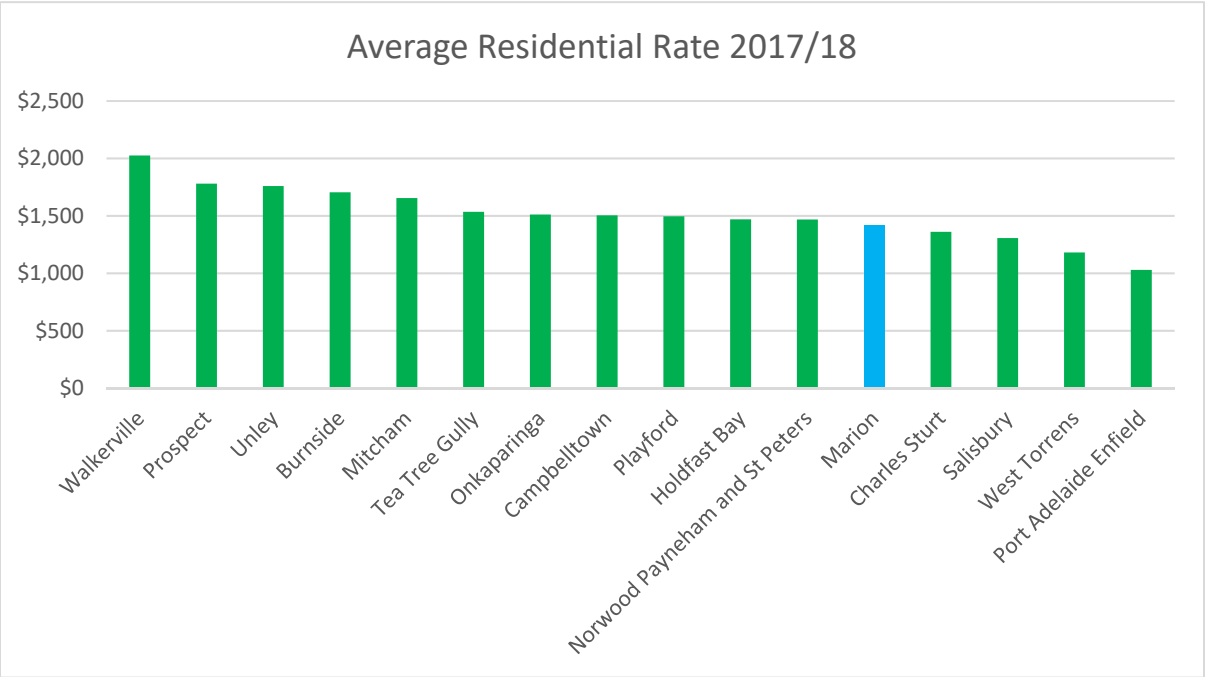


With changing community needs and other external influences impacting on the community, there is a need for council to consider how to plan more effectively, both for the longer term and more immediate community benefit. The rate increase is set at a level that provides confidence that services will be maintained and that a sufficient capital expenditure program is planned to maintain council's assets.

The outcomes of the community consultation, as well as a balance between achieving the strategic directions, maintaining services and assets, ensuring financial and environmental sustainability, supporting intergenerational equity and making provision for those in the community who are experiencing hardship, have been considered in setting the rate increase for the Annual Business Plan.

Comparative Rating Data

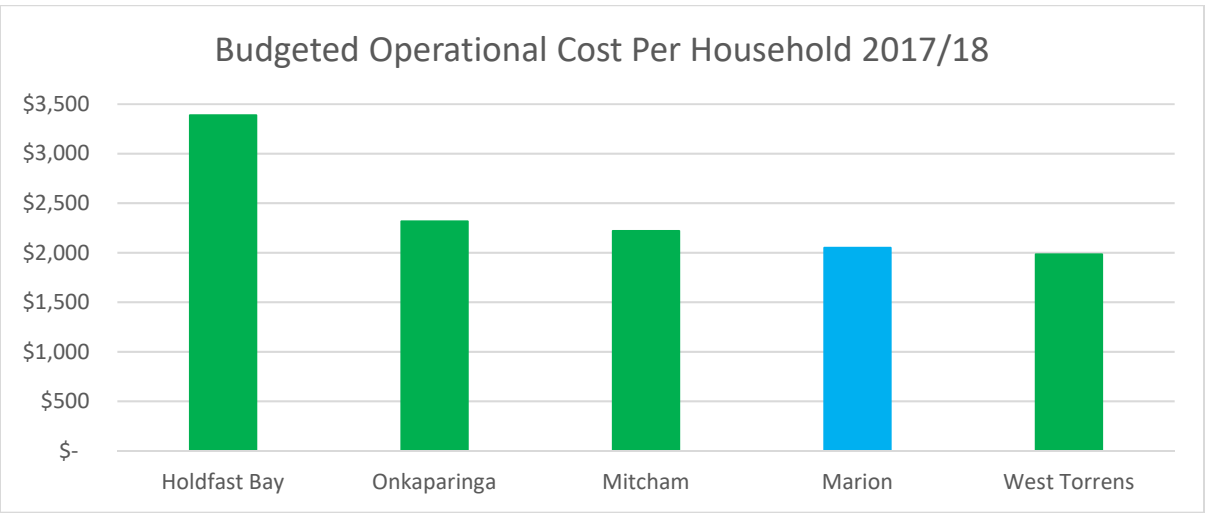
Average Residential Rate



With a rate rise of 1.8% the City of Marion's average residential rate is in line with Council's ABP framework and set to remain among the lower rating metropolitan councils. In 2017/18 Council had the 5th lowest average metropolitan residential rate.

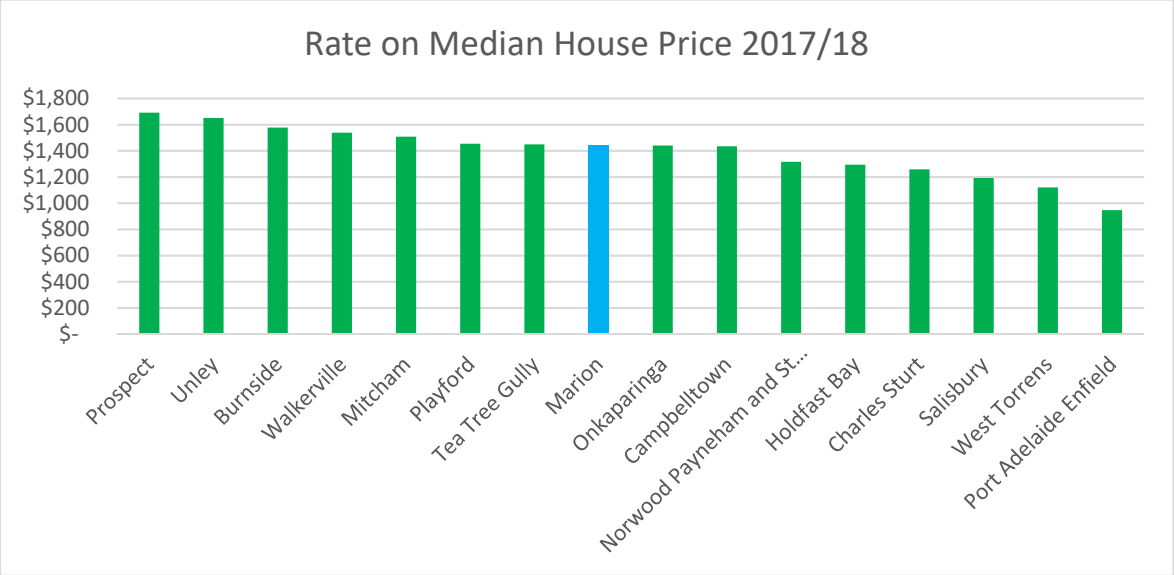
Operational Cost per Household

Council's primary benchmark is to compare its average residential rate against other metropolitan councils as shown in the "Average Residential Rate 2017/18" table above. The table below illustrates that council's operational costs per household compares favourably against that of our neighbouring councils. This does not take into account different councils' service levels, infrastructure renewal and revenue from grants.



Rate on Median House Prices

The distribution of rates on median house prices shown in the graph below are reasonably even. The rate on the median house price is similar for our neighbouring councils of Mitcham, Onkaparinga and Holdfast Bay, with West Torrens being the exception.



Median Property Values for our neighbouring councils are

Mitcham	$529,999
Holdfast Bay	$510,015
West Torrens	$439,989
Marion	$414,913
Onkaparinga	$319,980

9.2 Differential Rating

Council currently derives 18% (2017/18: 18%) of its rate revenue from the Commercial and Industrial sectors. Commercial and Industrial users consume a greater proportion of council resources than residential properties, particularly in regard to the use of roads, footpaths, traffic, parking, storm water drainage, public health and environment.

Council uses a differential rating system to raise revenue based upon its Land Use and will continue to do so to ensure a fair and equitable distribution of rates within the City of Marion. The differential rate is charged in addition to the normal rate. In applying this approach, council will take into consideration all prevailing economic conditions and changes and adjust its differential rates accordingly, to ensure an appropriate and fair equalisation of rates across all land use categories. Differential rates to apply to land use are as follows:

Commercial	85%	(2017/18: 85%)
Industrial	70%	(2017/18: 70%)
Vacant Land	100%	(2017/18: 100%)

9.3 Budgeted Income Statement

An operating surplus of $4.394m before capital revenues is forecast for 2018/19. An operating surplus is required to fund the renewal of existing infrastructure in accordance with council's asset management plans.

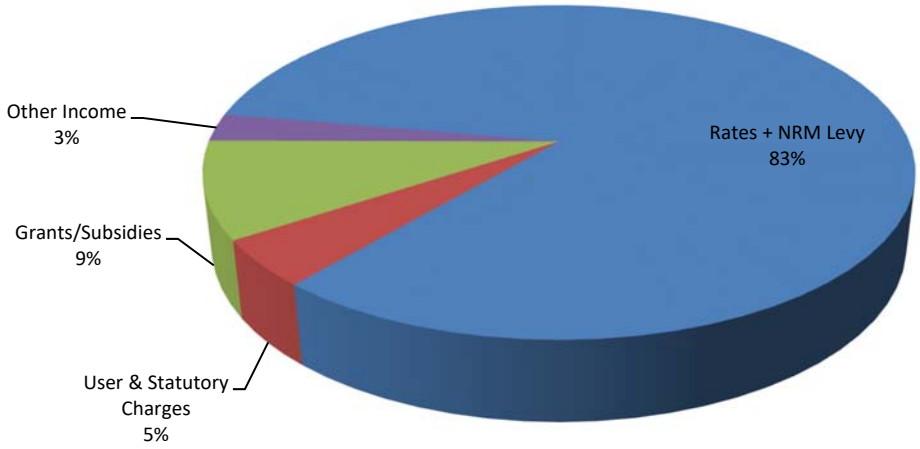
Budgeted Income Statement	3rd Review 2017/18 $'000	Budget 2018/19 $'000	Variance $'000
Operating Revenue			
Rates - General	73,043	75,231	2,188
Rates - NRM Levy *	1,799	1,942	143
Statutory Charges	2,193	2,121	(72)
User Charges	2,236	2,175	(61)
Grants/Subsidies	7,405	8,658	1,253
Investment Income	1,108	704	(404)
Reimbursements	725	540	(185)
Other Revenue	1,801	878	(924)
Share of Profit/(Loss) Regional Subsidiaries	334	344	10
Total Operating Revenue	90,644	92,593	1,949
Operating Expenditure			
Employee Costs	33,896	34,896	1,000
Contractor Services	20,622	20,518	(104)
Materials	5,065	4,533	(532)
Finance Charges	541	467	(74)
Depreciation	17,105	17,105	-
Other Expenses	7,115	10,680	3,565
Total Operating Expenditure	84,344	88,199	3,855
Operating Surplus/(Deficit) before Capital Revenues	6,300	4,394	(1,907)
Capital Grants and Contributions	1,260	-	(1,260)
Physical resources received free of charge	1,500	-	(1,500)
Net Surplus/(Deficit) resulting from Operations	9,060	4,394	(4,667)

* Note: The NRM Levy is collected by Council on behalf of the Adelaide and Mt Lofty Ranges Natural Resources Management Board.

9.4 Operating Revenue

The main source of income for council is rate revenue; making up 83% of total council revenue in 2018/19, with other sources being government regulated fees for statutory services, an environment of diminishing levels of untied federal grant monies, as well as other grants from State and Federal government.

Budgeted Operating Revenue 2018/19



General Rates

Council's revenue in 2018/19 includes $75.23m to be raised in general rates. The budget has been developed on the basis of an average rate increase of 1.8% (excluding new developments and capital improvements). In setting rates for 2018/19, council has forecast the revenue required to meet the costs of delivering the services and projects that will be provided to the community in 2018/19.

Growth for new developments and capital improvements is forecast at 1% for 2018/19. This predominantly is the result of new housing in Marion and property improvements as reported by the Valuer General. The revenue created by this growth will cover the increased costs of servicing a growing community which includes the requirement to maintain and provide for the replacement of infrastructure such as stormwater drainage and transport networks.

Other Sources of Revenue

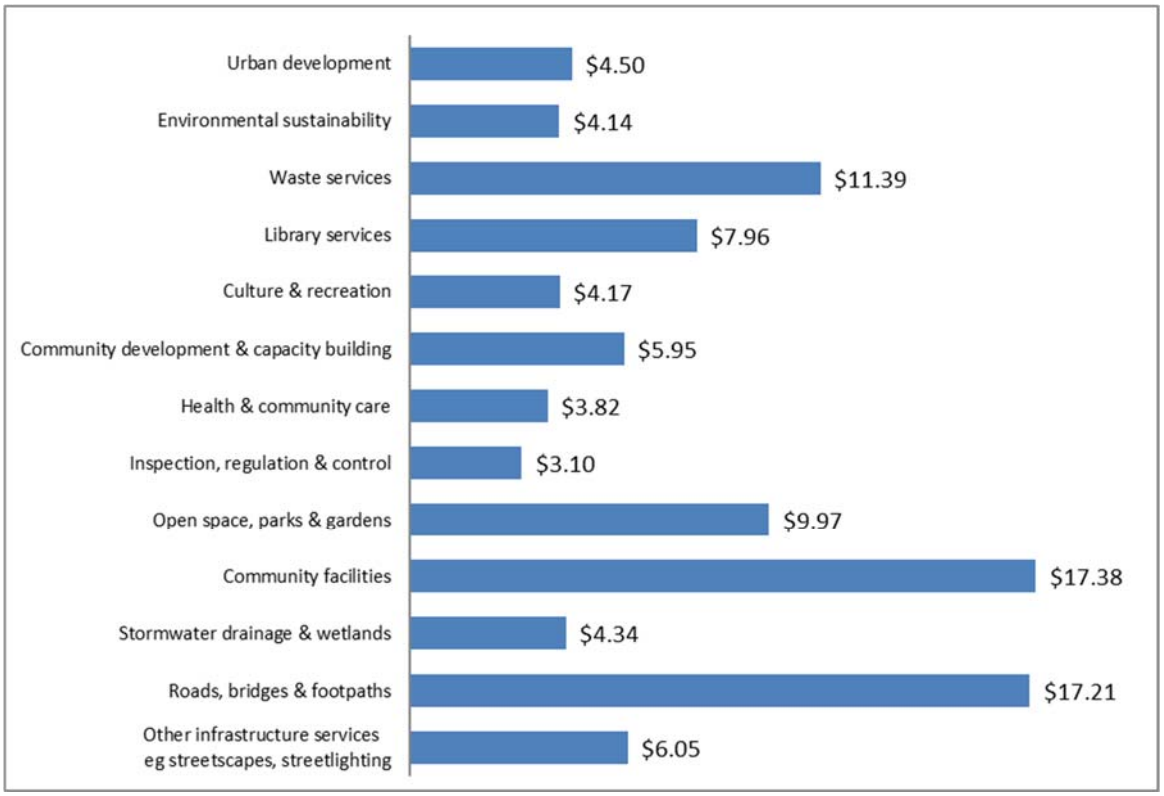
- **User Charges set by council** – Relate mainly to the recovery of service delivery costs through the charging of fees to users of council's services. These include charges for the use of council's community facilities, swimming pool admission and the like.

- **Statutory Charges set by State Government** – Relate mainly to fees and fines levied in accordance with legislation and include development application fees, health act registrations and parking fines.

- **Grants and Subsidies** – Grants include all monies received from State and Federal sources for the purpose of funding the delivery of council's services to ratepayers and for the funding of the capital works program. The budget for 2018/19 includes the balance of grant funding towards Edwardstown Soldiers Memorial Oval redevelopment of $2.4m (up from $1.4m in 2017/18).

9.5 Operating Expenditure

Council's operating expenses are forecast to increase to $88.199m in 2018/19. The following graph shows a breakdown of operating expenditure across council services for every $100 spent:



Employee Costs

Employees are responsible for the provision of Council's key services, including the ongoing maintenance of open space areas, libraries, neighbourhood centres, the Marion Outdoor Pool, urban development, health and community care. Employees are either directly employed by council, or indirectly through an employment agency (i.e. agency staff) where temporary workforce requirements have arisen through seasonal demand or short-term vacancies of existing positions.

Employee costs are forecast to increase by $1.0m primarily because of increases in one of Council's existing staff Enterprise Agreements (currently 2.3%, in line with the March 2018 CPI).

There are two Enterprise Agreements (EA's) covering our indoor and outdoor staff. The indoor staff EA is negotiated with the Australian Services Union and staff agreed to a 2% per annum increase, or March CPI if greater, for the 3 years to 30 June 2019. The outdoor staff EA is negotiated with the Australian Workers Union (AWU). The AWU EA expired on 30 June 2017 and is currently being renegotiated (the previous 3 year EA has given average annual increases of 3.41%).

A reduction of $429k has been incorporated into the budget to allow for positions that may be temporarily vacant during the year.

Contractor Services

Contractor services relate mainly to the provision of council services by external providers. Council uses contractors to assist in the provision of major services such as waste collection, and also where specialist services or advice is required where it is not warranted for Council to have permanent in-house resources. A decrease of $104k (0.5%) is forecast in the 2018/19 budget.

Materials

Council's Materials budget includes utilities, products utilised in the delivery of community services and maintenance of council's infrastructure, open space, and other assets, as well as fuel for the fleet of vehicles used to deliver services. A decrease of $532k (10.5%) in materials is forecast in the 2018/19 budget, and relates predominantly to decreases in electricity savings – a portion of which relates to savings from the LED Streetlight replacement project.

Other Expenses

The key increases in Council's Other Expense category include a $2.5m contribution towards a Southern Region Soccer Facility and a $1.0m contribution towards Oaklands Crossing.

9.6 Capital Revenue

Capital Grants and Contributions

Council has no forecast capital grants and contributions towards new capital works planned in 2018/19.

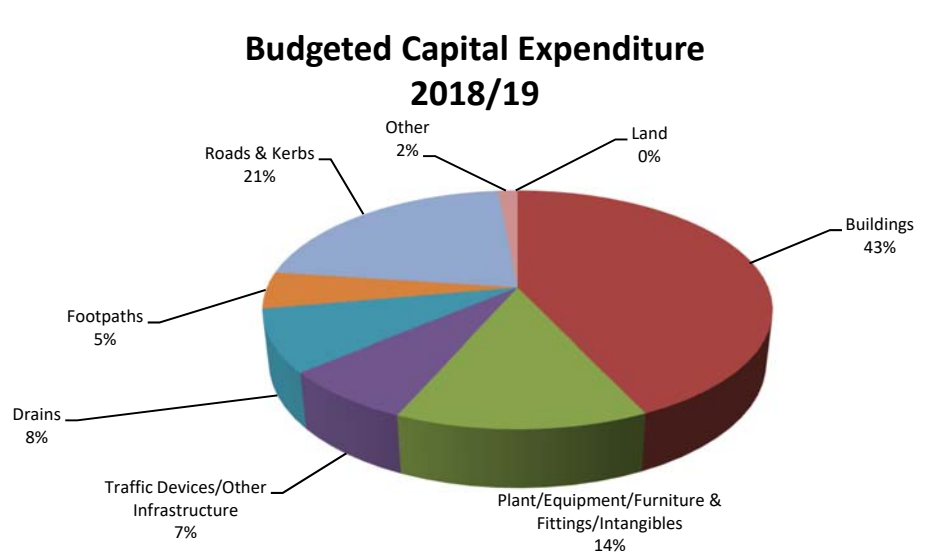
9.7 Budgeted Capital Expenditure

The 2018/19 Budgeted Statement of Capital Expenditure forecasts total capital expenditure of $31.088m including $18.394m renewal and $12.694m new and upgrade.

The following table summarises council's planned Capital Works Program for 2018/19.

Capital Expenditure	3rd Review 2017/18 $'000	Budget 2018/19 $'000
Land	1,926	0
Buildings	10,140	13,375
Infrastructure:		
Roads & Kerbs	5,912	6,650
Drains	2,355	2,594
Footpaths	1,708	1,550
Traffic Control Devices	367	405
Other Infrastructure	5,222	1,861
Plant and Equipment	3,697	4,004
Furniture and Fittings	57	191
Other	996	460
Total Capital expenditure	32,380	31,088
Represented By:		
Capital Expenditure		
Assets - Renewal	16,585	18,394
Assets - New	15,795	12,694
	32,380	31,088

Key capital projects included in the budget are the Edwardstown Soldiers Memorial Oval redevelopment ($6.269m), LED Streetlight Replacement ($2.066m), Marion Outdoor Swim Centre upgrades ($1.193m) and the development of Heron Way Reserve ($1.649m).



9.8 Financing the Budget

Financing the budget refers to the use of borrowings or available cash balances to meet any shortfall between expenditure (both operating and capital) and revenue.

Net Lending/(Borrowing)	3rd Review 2017/18 $'000	Budget 2018/19 $'000
Operating Surplus/Deficit before Capital Amounts	6,300	4,394
less: Net Outlay on Existing Assets		
Capital expenditure on asset renewal/replacement	16,585	18,394
less Depreciation/Ammortisation	(17,105)	(17,105)
	(520)	**1,289**
less: Net Outlay on New/Upgrade Assets		
Capital expenditure on New & Upgrade Assets	15,795	12,694
less Capital Grants	(1,260)	0
	14,535	**12,694**
Adjustments		
Share of Equity - Regional Subsidiaries	(334)	(344)
	(334)	**(344)**
Net funding increase/(decrease)	**(8,049)**	**(9,933)**

The table above identifies the council's net funding result. Council's budget for 2018/19 is expected to result in a net decrease in funding of $9.933m.

Financing transactions associated with accommodating the expected net lending result in 2018/19 are as follows:

Financing Transactions	3rd Review 2017/18 $'000	Budget 2018/19 $'000
New Borrowings	0	0
less: Repayment of Principal on Borrowings	(1,197)	(1,100)
less: Increase/(Decrease) in Cash & Investments		
Transfers from/(to) Reserves	10,464	11,701
Cash Drawdowns/(Investment)	(1,218)	(668)
Equals: Financing Transactions	**8,049**	**9,933**

No additional borrowings are forecast in 2018/19, and as such principal repayments of existing loans will result in a forecast balance outstanding as at 30 June 2019 of $6.805m.

While not having a direct impact on the 2018/19 budget, Council's Long Term Financial Plan includes an allowance for borrowings of up to $12.96m for the following projects:

Project	Year	$000's
Mitchell Park Sporting and Community Centre - subject to grant funding	2019/20	10,000
Administration building essential works - proposed	2019/20	2,960
Total new borrowings		**12,960**

These borrowings are indicative and will see Council's borrowings projected to peak at $18.6 million in 2019/20, with its Debt Servicing Ratio peaking at 3.4% in 2020/21 against a maximum target of 5.0% and its Net Financial Liabilities ratio reaching 11.63% in 2019/20 against a target of up to 50%.

9.9 Financial Ratios

To assist council in meeting its objective of financial sustainability a series of financial indicators endorsed by the Local Government Association are provided. Where a council target has not been adopted, the recommended Local Government Association (LGA) target has been used. The following table details these financial indicators and whether or not the prescribed target has been achieved over the five years up to the end of 2018/19.

Ratio	Council Target	2018/19 Budget	5 Year Average
Operating Surplus	0% - 5%	4.75%	9.8%
Asset Sustainability	95% - 100%	107.8%	88.0%
Asset Consumption	80% - 100%	76.47%	78.4%
Net Financial Liabilities	0% - 50%	(0.03)%	N/A
Debt Servicing	0% - 5%	1.7%	N/A

Council’s Asset Sustainability and Asset Consumption ratios both fall outside of their targets. This indicates that Council’s asset base requires further renewal, with continuing work on its Asset Management Plans and strategies relating to specific asset classes in progress to set a good foundation for improving this in future.

All other ratios are within their targeted ranges. Meeting these targeted ranges is consistent with Council meeting its objective of long-term financial sustainability.

Appendix 1. Budgeted Income Statement

CITY OF MARION Budgeted Income Statement			
Budget 2017/18 $'000	**3rd Review 2017/18 $'000**		**Budget 2018/19 $'000**
		Operating Revenue	
73,130	73,043	Rates - General	75,231
1,767	1,799	Rates - NRM Levy	1,942
1,812	2,193	Statutory Charges	2,121
1,752	2,236	User Charges	2,175
5,509	7,405	Grants/Subsidies	8,658
754	1,108	Investment Income	704
681	725	Reimbursements	540
1,233	1,801	Other Revenue	878
334	334	Share of Profit/(Loss) SRWRA	344
86,972	**90,644**	**Total Operating Revenue**	**92,593**
		Operating Expenditure	
34,013	33,896	Employee Costs	34,896
17,326	20,622	Contractor Services	20,518
5,044	5,065	Materials	4,533
545	541	Finance Charges	467
17,030	17,105	Depreciation	17,105
8,005	7,115	Other Expenses	10,680
81,964	**84,344**	**Total Operating Expenditure**	**88,199**
5,008	**6,300**	**Operating Surplus/(Deficit) before Capital Revenues**	**4,394**
1,710	1,260	Capital Grants and Contributions	-
1,500	1,500	Physical resources received free of charge	-
8,218	**9,060**	**Net Surplus/(Deficit) resulting from Operations**	**4,394**

Appendix 2. Budgeted Statement of Financial Position

CITY OF MARION Budgeted Statement of Financial Position			
Budget 2017/18 $'000	3rd Review 2017/18 $'000		Budget 2018/19 $'000
		Current Assets	
15,358	27,468	Cash	18,403
5,290	6,205	Receivables	4,185
236	233	Inventory	255
20,884	**33,906**	**Total Current Assets**	**22,843**
		Current Liabilities	
7,999	9,045	Creditors	9,820
5,140	5,224	Provisions	5,224
1,100	1,100	Loans	1,170
14,239	**15,369**	**Total Current Liabilities**	**16,214**
6,645	**18,537**	**Net Current Assets/(Liabilities)**	**6,629**
		Non-Current Assets	
6,317	6,393	Investment in Regional Subsidiaries	6,736
1,139,881	1,161,198	Infrastructure, Property, Plant & Equipment	1,175,985
1,146,198	**1,167,591**	**Total Non-Current Assets**	**1,182,722**
		Non-Current Liabilities	
796	716	Provisions	716
6,805	6,805	Loans	5,635
7,601	**7,521**	**Total Non-Current Liabilities**	**6,351**
1,145,242	**1,178,607**	**Net Assets**	**1,183,000**
		Equity	
393,001	393,395	Accumulated Surplus	409,490
752,241	785,212	Reserves	773,510
1,145,242	**1,178,607**	**Total Equity**	**1,183,000**

Appendix 3. Budgeted Statement of Changes in Equity

CITY OF MARION
Budgeted Statement of Changes in Equity

Budget 2017/18 $'000	3rd Review 2017/18 $'000		Budget 2018/19 $'000
		Accumulated Surplus	
381,674	373,871	Balance at beginning of period	**393,395**
8,218	9,060	Net Surplus/(Deficit)	4,394
7,651	15,431	Transfers from Reserves	12,060
(4,543)	(4,967)	Transfers to Reserves	(359)
393,000	**393,395**	**Balance at end of period**	**409,490**
		Asset Revaluation Reserve	
735,835	765,159	Balance at beginning of period	765,159
735,835	**765,159**	**Balance at end of period**	**765,159**
		Other Reserves	
19,515	30,517	Balance at beginning of period	20,053
(3,109)	(10,464)	Net change	(11,701)
16,407	**20,053**	**Balance at end of period**	**8,352**
752,242	**785,212**	**Total Reserves**	**773,511**
1,145,242	**1,178,607**	**Total Equity**	**1,183,000**

Appendix 4. Budgeted Statement of Cash Flows

CITY OF MARION
Budgeted Statement of Cash Flows

Budget 2017/18 $'000	3rd Review 2017/18 $'000		Budget 2018/19 $'000
		Cash Flows from Operating Activities	
85,308	89,978	*Receipts*	94,330
(65,035)	(72,006)	*Payments*	(71,206)
20,273	**17,972**	**Net Cash Provided by Operating Activities**	**23,123**
		Cash Flows from Financing Activities	
		Receipts	
-	-	Loans Received	-
		Payments	
(1,197)	(1,197)	Principal	(1,100)
(1,197)	**(1,197)**	**Net Cash (Used In) Financing Activities**	**(1,100)**
		Cash Flows from Investing Activities	
		Receipts	
1,710	1,260	Capital Grants/Subsidies & Contributions/Investments	-
		Payments	
(25,327)	(32,380)	Purchase of IPP&E	(31,088)
(23,617)	**(31,120)**	**Net Cash (Used In) Investing Activities**	**(31,088)**
(4,541)	(14,345)	**Net Increase/(Decrease) in Cash Held**	(9,065)
19,899	41,813	**Cash at Beginning of Reporting Period**	27,468
15,358	**27,468**	**Cash at End of Reporting Period**	**18,403**

Appendix 5. Budgeted Funding Statement

CITY OF MARION Budgeted Funding Statement Budget			
Budget 2017/18 $'000	3rd Review 2017/18 $'000		Budget 2018/19 $'000
		Operating Revenue	
74,897	74,842	**Rates**	77,173
1,812	2,193	**Statutory Charges**	2,121
1,752	2,236	**User Charges**	2,175
5,509	7,405	**Operating Grants & Subsidies**	8,658
754	1,108	**Investment Income**	704
681	725	**Reimbursements**	540
1,233	1,801	**Other**	878
334	334	**Net gain - SRWRA**	344
86,972	**90,644**		**92,592**
		Operating Expenses	
34,013	33,896	**Employee Costs**	34,896
17,326	20,622	**Contractual Services**	20,518
5,044	5,065	**Materials**	4,533
545	541	**Finance Charges**	467
17,030	17,105	**Depreciation**	17,105
8,005	7,115	**Other**	10,680
81,963	**84,344**		**88,199**
5,009	**6,300**	**Operating Surplus/(Deficit) before Capital Revenues**	**4,394**
		Capital Revenue	
1,710	1,260	**Capital Grants & Subsidies**	-
1,500	1,500	**Contributed Assets**	-
-	-	**Gain/(Loss) on Asset Disposal**	-
3,210	**2,760**		**-**
8,219	**9,060**	**Net Surplus/(Deficit) resulting from operations**	**4,394**
17,030	17,105	***add* Depreciation**	17,105
334	334	***less* Share of Profit SRWRA (excluding dividend)**	344
24,915	**25,831**	**Funding available for Capital Investment**	**21,155**
		Capital	
14,766	16,585	***less* Capital Expenditure - Renewal**	18,394
10,561	15,795	***less* Capital Expenditure - New**	12,694
1,500	1,500	***less* Capital - contributed assets**	-
-	-	***add* Proceeds from Sale of Surplus Land**	-
(1,912)	**(8,049)**	**Net funding increase/(decrease)**	**(9,933)**

Budget 2017/18 $'000	3rd Review 2017/18 $'000	Budgeted Funding Statement	Budget 2018/19 $'000
		Funded by;	
		Loans	
-	-	**Loan Principal Receipts (Net)**	-
-	-	**Loan Receipts/(Payments) from Sporting Clubs (Net)**	-
1,197	1,197	**less Loan Principal Repayments**	1,100
(1,197)	**(1,197)**	**Loan Funding (Net)**	**(1,100)**
		Movement in level of cash, investments and accruals	
-	1,218	**Cash Surplus/(Deficit) funding requirements**	668
(3,109)	(10,464)	**Reserves Net transfer to/(transfer from)**	(11,701)
(3,109)	**(9,246)**	**Cash/Investments/Accruals Funding**	**(11,033)**
1,912	**8,049**	**Funding Transactions**	**9,933**

Appendix 6. Capital Works Program

ROAD RESEAL PROGRAM 2018/19				
Road Name	**Suburb**	**Ward**	**From**	**To**
Beaumont Street	Clovelly Park	Woodlands	Norrie Avenue	English Avenue
Finchley Street	Clovelly Park	Woodlands	Daws Road	Norrie Avenue
Newton Avenue	Clovelly Park	Woodlands	South Road	Wingfield Avenue
Norrie Avenue	Clovelly Park	Woodlands	Finchley Street	Beverley Street
Grace Road	Darlington	Warriparinga	Aaron Avenue	Cul-De-Sac
Dalkeith Avenue	Dover Gardens	Warracowie	Seacombe Road	Clacton Road
Quintus Terrace	Dover Gardens	Warracowie	Seacombe Road	Folkestone Road
Rugby Street	Dover Gardens	Warracowie	Sturt Road	Crown Street
Castle Street	Edwardstown	Woodlands	Railway Terrace	Theodore St
Filmer Avenue	Glengowrie	Mullawirra	Bells Road	Johnstone Road
Hampden Link	Glengowrie	Mullawirra	Whiteleaf Crescent	Baker Street
Wilkins Street	Glengowrie	Mullawirra	Harding Street	Bells Road
Boonga Street	Hallett Cove	Coastal	Peera Street	End
Grand Central	Hallett Cove	Coastal	Railway Bridge	Seaview Avenue
Ingleton Drive	Hallett Cove	Coastal	Freebairn Drive	Brampton Court
Lepena Crescent	Hallett Cove	Coastal	Lerunna Avenue	Capella Drive
Manunda Way	Hallett Cove	Coastal	Moonta Street	End
South Avenue	Hallett Cove	Coastal	The Cove Road	First Street
Valkyrie Street	Hallett Cove	Coastal	The Cove Road	Constellation Street
Valkyrie Street	Hallett Cove	Coastal	Constellation Street	Sovereign Street
Clubhouse Road	Marino	Coastal	Golf Club	Quarry Entrance
Rockford Place	Marino	Coastal	Robertson Place	Shaftesbury Terrace
Shaftesbury Terrace	Marino	Coastal	Rockford Place	End
Westcliff South Court	Marino	Coastal	The Cove Road	Southern End
Finniss Street	Marion	Warriparinga	Jacob Street	Joseph Street
Barkuna Avenue	Mitchell Park	Warriparinga	Maldon Avenue	McInerney Avenue
Geneva Court	Mitchell Park	Warriparinga	McInerney Avenue	Cul-De-Sac
Hurley Court	Mitchell Park	Warriparinga	Hewett Avenue	Cul-De-Sac
Karu Crescent	Mitchell Park	Warriparinga	McInerney Avenue	Maldon Avenue
Lynton Avenue	Mitchell Park	Warriparinga	Bradley Grove South	Bradley Grove North
Maldon Avenue	Mitchell Park	Warriparinga	Woodmere Avenue	Brooklawn Close
Maldon Avenue	Mitchell Park	Warriparinga	Brooklawn Close	Kenmay Avenue
Minkie Avenue	Mitchell Park	Warriparinga	Mcfarlane Avenue	Raggatt Crecent
Moreland Avenue	Mitchell Park	Warriparinga	Quick Road	Waterman Terrace
Rayner Court	Mitchell Park	Warriparinga	Hewett Avenue	Cul-De-Sac
Waterman Terrace	Mitchell Park	Warriparinga	Sampson Road	Dead End
Hendrie Street	Morphettville	Mullawirra	Austral Terrace	Bray Street
Chambers Street	Park Holme	Mullawirra	Marion Road	Dead End
Tarranna Avenue	Plympton Park	Mullawirra	Peake Street	End
Kingston Avenue	Seacombe Gardens	Warracowie	Sweetwater Street	Glamis Avenue
Limbert Avenue	Seacombe Gardens	Warracowie	Morphett Road	Reid Street
Davenport Terrace	Seaview Downs	Southern Hills	Synett Avenue	John Street
Gawler Street	Seaview Downs	Southern Hills	Eyre Avenue	End
Amaroo Road	Sheidow Park	Southern Hills	Westall Way	Kiah Crescent
Branch Street	Sheidow Park	Southern Hills	Platform Avenue	Heritage Drive
Great Eastern Avenue	Sheidow Park	Southern Hills	Young Street	Platten Street
Holdfast Drive	Sheidow Park	Southern Hills	Southbank Boulevard	Curlew Street
Lander Road	Sheidow Park	Southern Hills	Werlinga Drive	Adams Road
Levi Court	Sheidow Park	Southern Hills	Platten Street	Cul-De-Sac
Montague Drive	Sheidow Park	Southern Hills	Great Eastern Avenue	Putland Drive
Platform Avenue	Sheidow Park	Southern Hills	Islington Drive	Encounter Road
Platten Street	Sheidow Park	Southern Hills	Great Eastern Avenue	Montague Drive
Rees Street	Sheidow Park	Southern Hills	Heysen Drive	Bryan Street
Spinnaker Circuit	Sheidow Park	Southern Hills	Berrima Road	Stern Close
Day Street	Sturt	Warriparinga	Darling Street	Brolga Place
Maesbury Circuit	Sturt	Warriparinga	Inverell Avenue	Maesbury Circuit
Parson Street	Sturt	Warriparinga	Melbourne Street	Travers Street
Ralph Street	Sturt	Warriparinga	Embert Avenue	Parson Street
Mimosa Terrace	Tonsley	Warriparinga	Oak Avenue	Ash Avenue
Myrtle Grove	Tonsley	Warriparinga	Birch Crescent	Oak Avenue
Menzies Access Court	Trott Park	Southern Hills	End	End
Addison Road	Warradale	Warracowie	Elgin Avenue	Struan Avenue
Balmoral Avenue	Warradale	Warracowie	Diagonal Road	Lindley Avenue
Dunrobin Road	Warradale	Warracowie	Diagonal Road	Boundary

KERB & WATER TABLE PROGRAM 2018/19				
Road Name	**Suburb**	**Ward**	**From**	**To**
Oak Avenue	Clovelly Park	Warriparinga	Myrtle Avenue	Mimosa Terrace
Dover Court	Dover Gardens	Warracowie	Folkestone Road	Sherbourne Terrace
Dunedin Street	Dover Gardens	Warracowie	Scarborough Terrace	Quintus Terrace
Lindsay Avenue	Edwardstown	Woodlands	Adelaide Terrace	Boundary
Quailo Avenue	Hallett Cove	Coastal	Zeevalk Avenue	Santana Court
Perrin Street	Oaklands Park	Warracowie	Neville Court	Cul-De-Sac
Mulcra Avenue	Park Holme	Mullawirra	Weroona Avenue	Tiparra Avenue
Peake Street	Plympton Park	Mullawirra	Bray Street	Taranna Avenue
Sweetwater Street	Seacombe Gardens	Warracowie	Sandery Avenue	Sutton Avenue
Morford Crescent	Sheidow Park	Southern Hills	Great Eastern Avenue	End
Philipson Crescent	Sheidow Park	Southern Hills	Montague Drive	Both Ends
Torquay Road	Sturt	Warriparinga	Seacombe Road	Portland Road

RESIDENTIAL FOOTPATH PROGRAM 2018/19				
Road Name	**Suburb**	**Ward**	**From**	**To**
Proactive Footpath Works	Various	Various		
First Avenue	Ascot Park	Coastal	Railway Terrace	Existing path
Main South Road	Clovelly Park	Warriparinga	#1262 Main South Road	#1266 Main South Road
Frederick Lane	Glandore	Woodlands	Pleasant Avenue	Laneway
Gangara Court	Glengowrie	Mullawirra	#9 Gangara Court	#12 Gangara Court
Dutchman Drive	Hallett Cove	Coastal	Bus Stop 57A	The Cove Road
Lonsdale Road	Hallett Cove	Coastal	Bus Stop 52C	Ragamuffin Drive
Thermopylae Crescent	Hallett Cove	Coastal	Sandison Road	Narida Street
Clifftop Crescent	Marino	Coastal	Fryer Avenue	End
Emma St and Ruth Court	Marino	Coastal	The Cove Road	Emma Street (West)
Kulanda Road	Marino	Coastal	#3 Kulanda Road	Sheidow Terrace
Shaftesbury Terrace	Marino	Coastal	Carlton Terrace	#3 Shaftesbury Terrace
Spinks Road	Marino	Coastal	Jervois Terrace	#17 Spinks Road
Brayden Court	Mitchell Park	Warriparinga	Lynton Avenue (North)	Alley way
Haddon Street	Mitchell Park	Warriparinga	Thorn Avenue	Quick Road
Harlow Street	Mitchell Park	Warriparinga	Thorn Avenue	Quick Road
Pildappa Avenue	Park Holme	Mullawirra	Marion Road	#12 Pildappa Avenue
Teesdale Crescent	Plympton Park	Mullawirra	#13 Teesdale Crescent	Teesdale Crescent
High Street	Seacliff Park	Coastal	32 High Street	Bus stop 43A
West Street	Seacliff Park	Coastal	#4 West Street	Hill Street
Bathbank Crescent	Sheidow Park	Southern Hills	#12 Bathbank Crescent	#6 Bathbank Crescent
Currie Court	Sheidow Park	Southern Hills	#5 Currie Court	School Boundary

TRAFFIC DEVICES PROGRAM 2018/19			
Road Name	**Suburb**	**Ward**	**Description**
East Terrace	Edwardstown	Woodlands	Parking Bay
Livingston / Filmer	Glengowrie	Mullawirra	Roundabout
Grand Central / Shamrock	Hallett Cove	Coastal	Roundabout
Lander Road	Sheidow Park	Southern Hills	Raised Median
Calum Grove	Seacombe Heights	Warriparinga	School Crossing
Kangaroo Thorn	Sheidow Park	Southern Hills	Parking Bay
Morphett Road	Warradale	Warracowie	Parking Areas

STORMWATER DRAINAGE PROGRAM 2018/19		
Road Name	**Suburb**	**Ward**
John Street	Ascot Park	Woodlands
Herron Way	Hallett Cove	Coastal
Forrest Avenue	Marino	Coastal

STREETSCAPE PROGRAM 2018/19		
Road Name	**Suburb**	**Ward**
Railway Terrace	Edwardstown	Woodlands
Warracowie Way (Design)	Oaklands Park	Warracowie
Bray Street	Plympton Park	Mullawirra
Birch Crescent (Design)	Tonsley	Warriparinga

IRRIGATION & WETLANDS PROGRAM 2018/19		
Location	**Suburb**	**Ward**
First Avenue Reserve	Hallett Cove	Coastal
Heron Way Reserve	Hallett Cove	Coastal
Pavana Reserve	Hallett Cove	Coastal
Shamrock Reserve	Hallett Cove	Coastal
Bandon Terrace Reserve	Marino	Coastal
Kenton Reserve	Marion	Warriparinga
Alawoona Avenue Reserve	Mitchell Park	Warriparinga
Mitchell Park Reserve	Mitchell Park	Warriparinga

OTHER INFRASTRUCTURE PROGRAM 2018/19		
Details	**Suburb**	**Ward**
Edwardstown Bore	Edwardstown	Woodlands
Sturt Linear Path	Glengowrie	Mullawirra
Sturt River Bridge	Morphettville	Mullawirra
Warriparinga Reserve Bore	Sturt	Warriparinga
Bus Shelters	Various	Various
LED Lighting Transition	Various	Various
Signage	Various	Various
Walking & Cycling Pathways	Various	Various

OPEN SPACE & RECREATION WORKS PROGRAM 2018/19			
Location	**Suburb**	**Ward**	**Description**
Playground Implementation Program			
First Avenue Reserve	Ascot Park	Woodlands	Construction
Heron Way Reserve	Hallett Cove	Coastal	Construction
Shamrock Road Reserve	Hallett Cove	Coastal	Construction
Bandon Terrace Reserve	Marino	Coastal	Construction
Mitchell Park Oval	Mitchell Park	Warriparinga	Construction
Various*	Various	Various	Remove Playground without replacement
* Council is currently finalising the exact locations for playground removals for 18/19			
Reserve Improvements			
Oaklands Estate (Reserve & Playground)	Oaklands Park	Warracowie	Construction
2nd Dog Park	TBC	TBC	Construction
Various*	Various	Various	Installation of shade sails
*Council is currently finalising the exact location for the provision of shade in 18/19			
Public Toilets			
Shamrock Road Reserve	Hallett Cove	Coastal	Install new facility
Capella Reserve	Hallett Cove	Coastal	Install new facility
Tennis & Netball Courts			
Glandore Oval	Glandore	Woodlands	Courts and facility improvements
Morphettville Tennis Club	Morphettville	Mullawirra	Courts and facility improvements
Seaview Downs High School/Tarnham Road	Saeacombe Heights	Warriparinga	Design works
Sandery Avenue Courts	Seacombe Gardens	Warracowie	New shelter, site power and storage
Hamilton Park Reserve	Warradale	Warracowie	Remove courts, clubroom and then landscape
Ballara Park	Warradale	Warracowie	Remove courts and then landscape

PROPERTY/BUILDING WORKS PROGRAM 2018/19			
Location	**Suburb**	**Ward**	**Description**
Cosgrove Hall	Clovelly Park	Warriparinga	New Air Conditioner
Edwardstown Sports Club	Edwardstown	Woodlands	Redevelopment
Marion City Band Building	Edwardstown	Woodlands	Replace kitchen and remove asbestos
Fitzgerald James Building	Glandore	Woodlands	Replace Electricity Board, DDA works
Glandore Community Centre	Glandore	Woodlands	Replace signage
Glengowrie YMCA	Glengowrie	Mullawirra	Replace kitchen
Hallett Cove Tennis Club	Hallett Cove	Coastal	Replace floor covering
Morphettville Park Sports and Community Club	Morphettville	Mullawirra	Redevelopment
Marion Outdoor Pool	Park Holme	Mullawirra	Upgrade building, foyer and facade
Marion Outdoor Pool	Park Holme	Mullawirra	Car park renewal
Park Holme Library	Park Holme	Mullawirra	Replace windows and upgrade toilets (DDA)
Woodforde Family Reserve	Park Holme	Mullawirra	DDA works
Administration Building	Sturt	Warriparinga	Front counter, entrance upgrade and air conditioner
Warriparinga Coach House	Sturt	Warriparinga	Building upgrade
Trott Park Neighbourhood Centre	Trott Park	Southern Hills	Replace kitchen, signage and remove asbestos
Various	Various	Various	Community club sheds
Various	Various	Various	Solar infrastructure installations
Warradale Kindy	Warradale	Warracowie	Remove asbestos

Appendix 7. Rating Policy

RATING

(1) Valuation Methodology and Adoption

Council uses Capital Value as the basis for valuing land within the Council area. Capital Value is the value of the land and all of the improvements on the land. The Council also continues to adopt the capital valuations distributed by the Valuer-General.
(See Annexure 1)

(2) Differential General Rates

All land within a council area, except for land specifically exempt under section 147 (2) of the Act is rateable. The Act provides for a council to raise revenue through a general rate, which applies to all rateable land, or through differential general rates, which differentially apply to classes of rateable land. Council uses a differential rating system to raise revenue based upon Land Use and will continue to do so to ensure a fair and equitable distribution of rates within the City of Marion. In applying this approach Council will take into consideration all prevailing economic conditions and changes and adjust its differential rates accordingly, to ensure an appropriate and fair equalisation of rates across all land use categories.

The differential general rate Land Use categories are as follows

Category 1 Residential
Category 2 Commercial – Shop
Category 3 Commercial – Office
Category 4 Commercial – Other
Category 5 Industrial – Light
Category 6 Industrial – Other
Category 7 Primary Production
Category 8 Vacant
Category 9 Other

These differential rates will be used to determine the rates in the dollar for all properties within the City of Marion area for the financial year. These rates will be specified in Council's rate declaration for each financial year.
(See Annexure 1)

(3) Minimum Rate

A minimum amount payable by way of general rates is determined to apply to the whole of an allotment (including land under a separate lease or licence) and only one minimum amount is payable in respect of two or more pieces of adjoining land (whether intercepted by a road or not) if they are owned by the same owner and occupied by the same occupier.
The Minimum Rate to apply to properties within the City of Marion will be detailed in Councils rate declaration for each financial year.
(See Annexure 1)

(4) Service Charge

The Council has decided not to impose any service charges for this financial year.

(5) Natural Resources Management (NRM) levy

The Council, under the Natural Resource Management Act 2004, is required to collect this levy. It does so by imposing a separate rate for all rateable properties within the Council area.

For each financial year, the levy for each property will be determined by the total capital valuation within the City of Marion. The calculation is as follows;

- Total Capital Value divided by the Total Amount Required, (set for the financial year by the NRM Board) determines an appropriate rate in the dollar, this rate in the dollar will then be adopted to each property.

(See Annexure 1)

(6) Payment of Rates

The Council has determined that payment of rates for the 2018/19 financial year will be by four instalments, due on 3 September 2018, 3 December 2018, 1 March 2019 and 3 June 2019. However, the total amount of rates may be paid in full at any time.

Council has determined that rates may be paid by the following methods;

- Australia Post – Post Office, Telephone or Internet
- Bpay – Telephone or internet payments
- Centrepay – Deductions directly from Centrelink deductions
- Direct Debit – Direct from either a Cheque or Savings account
- Eservices – Direct through the Councils Internet system
- In person - At Council Offices
- By Mail - Locked Bag 1 Oaklands Park SA 5046

(7) Late Payment of Rates

Council imposes an initial penalty (a fine) of 2% as prescribed under the Act on any payment for rates, whether by instalment or otherwise, that is received late. A payment that continues to be late is then charged a prescribed interest rate (which includes the amount of any previous unpaid fine and interest) on the expiration of each month that it continues to be late.

When the Council receives a payment in respect of overdue rates the Council applies the money received in the order set out below in accordance with Section 183 of the Act,

- First – to satisfy any costs awarded in connection with court proceedings;
- Second – to satisfy any interest costs;
- Third – in payment of any fines imposed;
- Fourth – in payment of rates, in chronological order (starting with the oldest account first).

(See Annexure 1)

(8) Rebates and Postponement of Rates

(8.1) Rate Rebate Policy

Refer to the Rate Rebate Policy attached.

(8.2) Rate Capping

Section 166 (1) (l) (ii) of the Act provides for the discretionary rebate of rates where, among other things, there has been a rapid change in valuations.

Council will provide relief against a substantial increase in rates payable on residential land due to large increases in capital value by applying a rebate (capping) of general rates to eligible ratepayers.

For the current financial year, the rate cap is set at 12% with a $20 minimum and a $200 maximum (excluding new or improved properties) for ratepayers who meet the Qualifying Criteria set out below:

Qualifying Criteria:

- The property is the owner’s principal place of residence.

- The property has not had more than $20,000 of improvements.
- The property value has not increased due to zoning changes.
- The land use for rating purposes has not changed since 1st July of the previous financial year.
- The property has not sold since the 1st January of the previous financial year.

Rate capping will be applied automatically to properties that can be readily identified as being eligible. Where this rebate is not applied automatically, ratepayers who consider they could be eligible for rate capping may apply in writing to council. Applications will be assessed against the eligible criteria. Only applications for the current financial year will be accepted and must be received in the current financial year.

(8.3) Residential Construction on Vacant Land

Under Section 166 (1) (a) of the Act, and for the purpose of securing the proper development of the area, a discretionary rebate of general rates for the 2018/19 financial year will be granted in respect of an Assessment classed as vacant land by the Council, where:

- The Principal Ratepayer of the Assessment applies to the Council for the rebate prior to 30 June 2019, and
- The footings have been poured on the property by 30 June 2019

The amount of the rebate will be the difference between the general rate in the dollar applicable to Vacant land, and the general rate in the dollar applicable to Residential land. This is calculated by the number of days remaining between 1 July 2018 and 30 June 2019 from the date footings are poured for a residence on the land. Minimum Rate is still applicable.

(8.4) Postponement of Rates – Hardship

Section 182 of The Act permits the Council, on the application of the ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship. Where a ratepayer is suffering hardship in paying rates he/she is invited to submit an application in writing to the Council's Team Leader Rating Services. The Council treats such inquiries confidentially.

(8.5) Postponement of Rates – Seniors

An Application may be made to Council by ratepayers who meet the criteria required for qualification for the postponement under Section 182A of The Act. (see Annexure 1 for criteria)

(9) Sale of Land for Non-Payment of Rates

The Act provides that a council may sell any land where the rates have been in arrears for three years or more. Except in extraordinary circumstances, the Council enforces the sale of land for arrears of rates.

(10) Concessions

Cost of Living Concession

Pensioners, low-income earners and self-funded retirees holding a Commonwealth Seniors Health Card can receive up to $200 per year. Eligibility includes pensioners and low-income earners who are tenants.
For further information contact the Concessions Hotline on 1800 307 758.

RATE REBATES

(1) Policy Statement

Council has decided to adopt a Rate Rebate Policy for all rateable land within the Council's area which is applied in accordance with Sections 159 to 166 of the Act. This Policy will assist the Council as a decision making function and is intended to provide guidance to the community as to the matters that the Council will take into account in deciding an application for a rebate.

The Policy also sets out the type of land use for which the Council must grant a mandatory rebate of rates and the percentage amount applicable, and those types of land use where the Council has the ability to grant a discretionary rebate of rates. Rebates will only be available when the applicant satisfies the requirements under both the Act and, where appropriate, the requirements of this Policy.

(2) Mandatory Rebates

Mandatory rate rebates will be granted by Council at the prescribed rate in accordance with Sections 159 to 165 of The Act.

S160 – Health Services 100% Rebate
S161 – Community Services (Including Housing Associations) 75% Rebate
S162 – Religious Purposes 100% Rebate
S163 – Public Cemeteries 100% Rebate
S164 – Royal Zoological Society of SA 100% Rebate
S165 – Educational Purposes 75% Rebate

Where the Council is satisfied from its own records, or from other sources, that a person or body meets the necessary criteria for a mandatory rate rebate, the Council will grant the rebate accordingly. Where the Council is not satisfied based upon the information in its possession or otherwise does not hold relevant information it will require the person or body to lodge an application in accordance with this Policy.

Where a person or body is entitled to mandatory rate rebate of 75% only, the Council may increase the rebate up to a further 25%. The Council may grant this further 25% rebate upon application.
Where an application is made to the Council for a rebate of up to a further 25% the application will be determined and written notice will be provided to the applicant of its determination of that application.

(3) Discretionary Rebates

A discretionary rate rebate may be granted by the Council at its absolute discretion up to and including 100% relief to any cases pursuant to Section 166 of the Act.

Any persons or bodies seeking a discretionary rebate, will be required to submit an application form to the Council and provide to the Council such information as stipulated on the application form and any other information that the Council may reasonably require.

(4) Application

The Council will inform the community of the provisions for rate rebate under the Act by the inclusion of suitable details in the Rating Policy Summary distributed with the annual rate notice.

Application forms may be obtained from the Council office located at 245 Sturt Road, Sturt.

The Council will advise an applicant for a rebate of its determination of that application in due course, after receiving the application and receiving all information requested by the Council. The advice will state –

- if the application has been granted, the amount of the rebate; or
- if the application has not been granted, the reasons why.

(5) In regards to prescribed discretionary rate rebates the Council will take into account, in accordance with Section 166(1a) of the Act, the following matters –

- The nature and extent of Council services provided in respect of the land for which the rebate is sought, in comparison to similar services provided elsewhere in the Council area;
- The community need that is being met by activities carried out on the land for which the rebate is sought; and

- The extent to which activities carried out on the land, for which the rebate is sought, provides assistance or relief to disadvantaged persons; and
- Such other matters as the Council considers relevant.

(6) The Council may take into account other matters considered relevant by the Council including, but not limited to, the following–

- Why there is a need for financial assistance through a rebate;
- The level of rebate (percentage and dollar amount) being sought and why it is appropriate;
- The extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;
- Whether the applicant has made/intends to make applications to another Council;
- Whether, and if so to what extent, the applicant is or will be providing a service within the Council area;
- Whether the applicant is a public sector body, a private not for profit body or a private for profit body;
- Whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;
- The desirability of granting a rebate for more than one year;
- Consideration of the full financial consequences of the rebate for the Council;
- The time the application is received;
- The availability of any community grant to the person or body making the application;
- Whether the applicant is in receipt of a community grant; and
- Any other matters and policies of the Council, which the Council considers relevant.

All persons or bodies wishing to apply to the Council for a discretionary rebate of rates must do so on or before 31 May in that financial year for which the rebate is sought.

- The Council may grant a rebate of rates on such conditions as the Council thinks fit.
- The Council may, for proper cause, determine that an entitlement to a rebate of rates under the Act no longer applies.
- Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the Council is entitled to recover rates, or rates at the increased level (as the case may be), proportionate to the remaining part of the financial year.

It is an offence for a person or body to make a false or misleading statement or representation in an application, or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act.

The maximum penalty for this offence is $5,000.

If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases. If a person or body fails to do so that person or body is guilty of an offence.

The maximum penalty for this offence is $5,000.

(7) Delegation

The Council has delegated its power, pursuant to Section 44 of the Act, to grant applications for mandatory rebates that meet the requirements of the Act, to the Chief Executive Officer.

The Council has delegated its power, pursuant to Section 44 of the Act to determine applications and to grant a discretionary rebate of rates, to the Chief Executive Officer subject to the following condition:

- Where the discretionary rebate is not more than $5,000.

(8) Review of Rebate

A person or a body aggrieved by a determination of the Council in respect of an application for a rebate may, within 14 days of the date of the notice of determination, seek a review of that decision in accordance with the Council's Internal Review of Council Decisions Policy.

(9) Community Grants

If an application for a rebate is unsuccessful, the Council has an absolute discretion to then treat the application as one for a community grant and to determine it in accordance with the Council's Community Grant's Policy.

(10) Availability of Policy Documents

Policy documents are available for inspection at the Council offices and on the website at www.marion.sa.gov.au. Persons may obtain a copy of any Policy document upon payment of the fee set by the Council.

DISCLAIMER

A rate cannot be challenged on the basis of non-compliance with this Policy and must be paid in accordance with the required payment provisions.

Where a ratepayer believes that the Council has failed to properly apply this Policy he/she/ it should raise the matter with the Council. In the first instance contact the Council's Team Leader – Rating Services on 8375 6617 to discuss the matter. If, after this initial contact, a ratepayer is still dissatisfied they should write to the Chief Executive Officer, City of Marion, PO Box 21, Oaklands Park, SA 5046.

Annexure 1

1. Valuation Methodology and Adoption

Under the Act, the Council may adopt one of three valuation methodologies to value the properties in its area. They are:

- Capital Value – the value of the land and all of the improvements on the land.
- Site Value – the value of the land and any improvements which permanently affect the amenity of use of the land, such as drainage works, but excluding the value of buildings and other improvements.
- Annual Value – a valuation of the rental potential of the property

The Council considers that the Capital Value method of valuing land provides the fairest method of distributing the rate burden across all ratepayers on the following basis:

- The equity principle of taxation requires that ratepayers of similar wealth pay similar taxes and ratepayers of greater wealth pay more tax than ratepayers of lesser wealth;
- Property value is a relatively good indicator of wealth and capital value, which closely approximates the market value of a property, provides the best indicator of overall property value;
- The distribution of property values throughout the Council area is such that few residential ratepayers will pay significantly more than the average rate per property.

Any ratepayer dissatisfied with the valuation made by the Valuer General may object in writing to the Valuer General, served personally or by post, within 60 days of receiving a rate notice, explaining the basis for the objection. This is provided that ratepayer has not:

(a) previously received a notice of this valuation under the Act, in which case the objection period is 60 days from the receipt of the first notice; or
(b) previously raised an objection to that valuation.

The 60 day objection period may be extended by the Valuer-General where it can be shown there is reasonable cause to do so.

It is important to note that the lodgement of an objection does not change the due date for payment of rates.

2. Differential General Rates

All land within a council area, except for land specifically exempt (e.g. crown land, council occupied land and other land prescribed under the Act – refer to Section 147), is rateable. The Act provides for a council to raise revenue for the broad purposes of the council through the imposition of a single general rate or through differential general rates that apply to all rateable properties within the council area.

Following a review of rating options available under the Act during the 2002/2003 financial year, the Council consulted extensively with the community on this issue and concluded that a differential rating system would improve the equity in rate distribution across the community. The review included a comparison of rating methods and rates by land use within the Adelaide metropolitan area.

Differential general rates are based on Land Use as determined in the Local Government (General) Regulations 2013 under the Act. If a ratepayer believes that a particular property has been wrongly classified by the Council as to its land use, then they may object (to the Council) to that land use within 60 days of being notified. A ratepayer may discuss the matter with a Rates Officer, on 8375 6600 in the first instance. The Council will provide, on request, a copy of Section 156 of the Act which sets out the rights and obligations of ratepayers in respect of objections to a land use.

An objection to the land use:

- must be in writing
- must set out-
    - the grounds of the objection; and
    - the land use (being a land use being used by the Council as a differentiating factor) that should, in the objector's opinion, have been attributed to the land; and
- must be made within 60 days after the objector receives notice of the particular land use to which the objection relates.
- this 60 day objection period may be extended where it can be shown there is reasonable cause to do so.

The Council may then decide the objection as it sees fit and notify the ratepayer. A ratepayer also has the right to appeal against the Council's decision to the Land and Valuation Court. It is important to note that the lodgement of an objection does not change the due date for payment of rates.

3. Minimum Rate

The reasons for imposing a minimum amount payable by way of general rates are:

- The Council considers it appropriate that all rateable properties make a contribution to the cost of administering the Council's activities;
- The Council considers it appropriate that all rateable properties make a contribution to the cost of creating and maintaining the physical infrastructure that supports each property.

No more than 35% of properties will be subject to the minimum amount.

4. Natural Resource Management Levy

It is important to note that Council is required to collect this levy under the Natural Resource Management Act 2004 and operates as a revenue collector for the Natural Resources Management Board in this regard. It does not retain this revenue or determine how the revenue is spent.

For further information contact the board by phone 8273 9100, email reception@adelaide.nrm.sa.gov.au

5. Late Payment of Rates

Under the Act, the Council applies penalties (fines and interest) to arrears of rates (i.e rates which are not paid on or before the due date). The Council issues a final notice for payment of rates when rates are overdue i.e. unpaid by the due date. If rates remain unpaid more than 21 days after the issue of the final notice then the Council may refer the debt to a debt collection agency for collection. The debt collection agency may charge collection fees to the ratepayer.

The Council has adopted a policy to assist ratepayers experiencing difficulty in making their rate payment by the due date. The Council will consider approving extended payment provisions or, in circumstances where hardship can be demonstrated, deferring the payment of rates.

The Council may be prepared to remit penalties for late payment of rates where ratepayers can demonstrate hardship or sufficient other reason for late payment.

All applications for remissions must be in writing, addressed to: Rating Services Section, City of Marion, PO Box 21, Oaklands Park, SA 5046.

6. Discretionary Rebate

The Act requires the Council to rebate the rates payable on certain land ('mandatory rebates'). The Act, at section 166, also empowers the Council to grant discretionary rebates of rates of up to 100% of the rates and/or charges payable. The Council, in considering discretionary rebates, must balance the benefits of providing rebates, with the impact that such rebates have on its overall income (and hence upon the general ratepayer base). To promote the transparency of this process the Council has adopted a Rate Rebate Policy. A copy of this Policy is available at the Council offices or on Council's website at www.marion.sa.gov.au.

7. Postponement of Rates – Seniors

The following criteria must be satisfied before the postponement is granted.

- The person is a prescribed ratepayer, or the spouse of a prescribed ratepayer;
- A prescribed ratepayer means the holder of a current State Seniors Card or a person eligible to hold such a card who has applied but is yet to be issued with a card.
- Rates are payable on the principal place of residence.
- The land is owned by the prescribed ratepayer, or the prescribed ratepayer and his or her spouse, and no other person has an interest, as owner, in the land.
- Any current mortgage over the property which was registered prior to 25 January 2007 will be no more than 50% of the Valuer-General's capital value of the property.

An application must be made in the prescribed manner and form and be accompanied by such information as the Council may require. Any rates which are postponed will become due and payable when:

- the title to the land is transferred to another person; or
- there is failure to comply with a condition of postponement.

A minimum amount of $500 of the annual rates must be paid.

An entitlement to a remission will be applied to the proportion of the rates that has not been postponed, unless notice to the contrary is received in writing from the owner.

Interest will accrue on the amount postponed at the prescribed rate per month, under the Act until the amount is paid.

Should the entitlement to a postponement cease to exist, the owner of the land must inform the Council in writing, unless the rates and any interest have been paid in full.

APPENDIX 2

Treasury Management Policy

1. RATIONALE

The Treasury Management Policy exists to ensure sound management of Council's financial transactions with regards to borrowings and investments, ensuring compliance with relevant legislation.

2. POLICY STATEMENT

This policy provides clear direction to the management, staff and Council in relation to the treasury function. It outlines how borrowings will be raised and how cash and investments will be managed. It underpins Council's decision-making regarding the financing of its operations as documented in its annual budget, long-term financial plan, projected and actual cash flow receipts and outlays.

Council is committed to adopting and maintaining a long-term financial plan and operating in a financially sustainable manner.

3. OBJECTIVES

The objective of this Treasury Management Policy is to establish a decision framework to ensure that:

- funds are available as required to support approved outlays;
- interest rate and other risks (e.g. liquidity and investment credit risks) are acknowledged and responsibly managed;
- Council maximises the return on surplus funds;
- the net interest costs associated with borrowing and investing are reasonably likely to be minimised on average over the longer term

4. POLICY SCOPE AND IMPLEMENTATION

Treasury Management Strategy

Council's operating and capital expenditure decisions are made on the basis of:

- identified community need and benefit relative to other expenditure options;
- cost effectiveness of the proposed means of service delivery; and,
- affordability of proposals having regard to Council's long-term financial sustainability (including consideration of the cost of capital and the impact of the proposal on Council's Net Financial Liabilities and Debt Servicing ratios)

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

- maintain target ranges for both its Net Financial Liabilities and Debt Servicing ratios;
  - Net Financial Liabilities ratio: Between 0 - 50%
  - Debt Servicing ratio: Between 0 - 5%

- borrow funds in accordance with the requirements set out in its Long-Term Financial Plan;
- not utilise borrowings to finance operating activities or recurrent expenditure;

- endeavour to fund all capital renewal projects from operating cash flow and borrow only for new/upgrade capital projects, having regard to sound financial management principles and giving consideration to inter-generational equity for the funding of long t erm infrastructure projects;
- only retain and quarantine money for particular future purposes where required by legislation, contractual agreement with other parties, or for specific purposes as outlined in its Reserve Funds Policy;
- apply any funds that are not immedi ately 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.

Borrowings

All borrowings will be subject to Council approval on the recommendation of the General Manager Corporate Services.

To ensure an adequate mix of in terest rate exposures, Council will structure its portfolio of borrowings to ensure an optimal Treasury Management position, taking into account all borrowing options including fixed and variable terms. In order to spread it s exposure to interest rate movements, Council will aim to have a variety of maturity dates on its fixed interest rate borrowings over the available maturity spectrum.

Council will establish, and make extensive use of, a *long-term variable interest rate borrowing facility / LGFA's Cash Advance Debenture facility* that requires interest payments only and that enables any amount of principal to b e repaid or redrawn at call. The re draw facility will provide Council wit h access to liquidity when needed.

Investments

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 will be invested. The balance of funds held in any operating bank account that does not provide investment returns at least consistent with 'at call' market rates shall be kept at a level that is no greater than is required to meet immediate working capital requirements.

Council funds available for investment will b e lodged 'at call' or, having regard t o differences in interest rates for fixed term investments of varying maturity dates, may be invested for a fixed term. In the case of fixed term investments, the term should not exceed a point in time where the f unds could otherwise be applied to cost-effectively defer the need to raise a new borrowing or reduce the level of Council's variable interest rate borrowing facility.

When investing funds Council will select the investment type which delivers the best value, having regard to in vestment returns, transaction co sts and other relevant and objectively quantifiable factors.

Investments fixed for a period greater than 12 months are to be approved by Council.

To reduce the level of risk embodied in treasury operations, it is appropriate to limit investments made by Council to secure financial institutions. Therefore, without approval from Council, investments are limited to:

- deposits with the Local Government Finance Authority of South Australia (LGFA);
- State/Commonwealth Government Bonds.
- bank interest bearing deposits;
- bank accepted/endorsed bank bills;
- bank negotiable Certificate of Deposits;
- Australian Financial institutions

When considering which financial institutions surplus funds will be invested with, Council will only invest funds with those with a long term credit rating of at least AA and short term credit rating of A1.

All investments must be made exercising care and diligence and considering the following:

- the credit rating of the prospective institution.
- the likely yield and term of the investment;
- the period in which the investment is likely to be required;
- the cost of making and maintaining the investment;
- an assessment of future interest rate movements;
- an assessment of future cash flow requirements;
- the Government guarantee on the investment;

To ensure competitive rates for investments are achieved, quotations must be obtained from authorised institutions on investments of more than $1,000,000 where the period of investment exceeds 30 days and market conditions are known tobe fluctuating (for example, when the Reserve Bank of Australia changes the Cash Rate).

Investment of surplus funds outside of the above investment choices must be reported to Council for approval.

Examples of specific investment activities Council would not participate in include shares in private/public companies, listed or unlisted property trusts and derivatives.

Reporting

In accordance with Section 140 of the Local Government Act, a report will be presented to Council annually which will summarise the performance of the investment portfolio. This report will review the investment performance against prior yearsand appropriate benchmarks including the RBA cash rate and the 90-Day Bank Bill Swap rate (90Day BBSW).

5. DEFINITIONS

Financial Assets include cash, investments, receivables and prepayments. Equity held in a Council business is normally regarded as a financial asset but is excluded for the purpose of calculating Local Government published financial indicators. Also, inventories and land held for resale are not regarded as financial assets.

Financial Sustainability is achieved where planned long-term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to services.

Net Financial Liabilities equals total liabilities less financial assets, where financial assets for this purpose include cash, investments, receivables and prepayments, but excludes equity held in a Council business, inventories and land held for resale.

Debt Servicing Ratio indicates the extent to which a Council's operating revenues are committed to its Debt Servicing costs (Principal and interest repayments).

Net Financial Liabilities Ratio indicates the extent to which net financial liabilities of a Council could be met by its operating revenue.

Non-financial or Physical Assets means infrastructure, land, buildings, plant, equipment, furniture, and fittings, library books and inventories.

Operating Revenues are "operating revenues" as shown in the Income Statement but exclude profit on disposal of non-financial assets, grants and contributions received specifically for new/upgraded infrastructure and other assets, e.g. from a developer.

Rates Revenue is general and other rates net of the impact of rate rebates and revenue from the NRM levy.

6. ROLES AND RESPONSIBILITIES

- Council is to approve all borrowings, as well as investments for a period of greater than 12 months.
- General Manager, Corporate Services is responsible for making recommendations with regards to borrowings.
- Manager Finance is responsible for ensuring all other tasks are conducted in accordance with the policy.

7. REFERENCES

OTHER RELATED POLICIES

- Reserve Funds Policy

LEGISLATION

For Borrowings

- *Local Government Act, 1999*
  - *Section 44/Section 122/Section 134*
- *Regulations 5 and 5B of the Financial Management Regulations under the Act*

The main legislative provisions in the Local Government Act covering borrowings are:

- *Section 44 – a Council must approve all borrowings and the legislation clearly states that the power to borrow cannot be delegated (for simplicity many Councils appropriately just have all proposed borrowings for the year approved at the time the annual budget is adopted)*
- *Section 22 – a Council's strategic managements plans must include an assessment a Council's proposals with respect to debt levels*
- *Section 134 – empowers a Council to borrow and requires a Council to consider expert advice before entering into financial arrangements for the purpose of managing, hedging or protecting against interest rate movements and other risks associated with borrowing money*
- *Regulations 5 and 7 of the Financial Managements Regulations under the Act – require the preparation of Cash Flow Statements (including financing transactions) covering Councils' Long-term Financial Plans and Budgets*

For Investments

- *Local Government Act, 1999*
  - *Section 47/Section 139/Section 140*

The main Local Government Act provisions covering investments are;-

- *Section 47 – prohibits a Council from directly acquiring shares in a company*
- *Section 139 – empowers a Council to invest and requires that the power of investment be exercised with the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons. Section 139 also requires Council to avoid investments that are speculative or hazardous in nature*
- *Section 140 – requires that a Council review the performance of its investments at least annually*

8. REVIEW AND EVALUATION

This policy will be reviewed annually as part of the Annual Budget process.

Fees and Charges Policy

POLICY STATEMENT:

Council will adopt a Fees and Charges Schedule on an annual basis separated between Statutory and User Charges. Where Council's Fees and Charges are not of a statutory nature, Council will apply the principle of user pays and where possible recover the full cost of operating or providing the service or goods. Where it can be demonstrated that members of the community are unable to meet the full cost, concessions may apply.

DEFINITIONS:

Statutory Charges - fees from regulatory services. They are associated with the granting of a permit/license or the regulation of an activity

User Fees/Charges - revenues from the sale of goods and services or rent of property facilities. They are discretionary charges for which the payer receives a direct benefit.

PRINCIPLES:

The Fees and Charges Schedule details the user charges to be set by Council and the current statutory charges set by the State Government in regulations.
User Charges set by Council includes:

- Swimming Pool Fees
- Land Clearing Fees
- Library Service Fees
- Halls/Community Centre Hire Fees
- Recreational Fees

Statutory Charges set by State Government in regulations includes:

- Animal Registration Fees
- Parking Infringements
- By Laws
- Development Assessment Fees

The statutory fees and charges listed may be amended at any time during the financial year. The Fees and Charges Schedule will be updated as statutory charges are amended.

Concessions can be applied for by members of the community in relation to User Charges. These applications are required to be in writing on the basis that it can be demonstrated that due to financial hardship they are unable to meet the full cost. Council will consider applications for concessions on a case by case basis.

The relevant work areas and community groups have been consulted in relation to the proposed fees and charges and the following factors have been examined when determining the proposed fees:

- the cost of providing the service, inclusive of overhead costs
- the importance of the service to the community
- market comparison of fees and pricing structures with other enterprises who offer a similar service
- the level of service/facility provided by the City of Marion
- increase in statutory charges set by regulation

Reserve Funds Policy

1. RATIONALE

Council will maintain Accounting Reserves as a means by which to separate monies for a particular purpose.

2. POLICY STATEMENT

Council's Reserve Funds Policy aims to provide a means for recognising and allocating funding for future purposes.

3. OBJECTIVES

Council has established a number of Accounting Reserves for different purposes. Some of these are required by Accounting Standards or law, and others are discretionary reserves that Council has chosen to establish.

Where discretionary reserves are established, these need to be appropriately funded by Council. The preferred method is to have these reserves cash-backed to a minimum of 75%, however if current or future borrowings can be reduced or deferred then this should be given consideration. When funds are required in relation to reserves that are not cash backed, Council is to utilise surplus cash in the first instance and then draw down on borrowings as the need arises, and only to the extent that it has already reduced or deferred previously.

4. POLICY SCOPE AND IMPLEMENTATION

Council currently has the following reserves:

Asset Revaluation Reserve

Purpose - this is a statutory reserve fund required under Australian Accounting Standard AASB 1041. The balance of this reserve represents net increments associated with the revaluation of non-current assets.

Open Space Reserve

Purpose - this reserve has been established to account for the following:

I. set aside open space contributions provided by developers in accordance with the Development Act 1993 (conditions may apply)
II. separate net proceeds associated with Road Closures.
III. net proceeds associated with disposal of minor land holdings
IV. funds received from the 'Urban Trees Fund'

Use of Fund - monies can be applied to the development of Open Space facilities as approved by Council and in accordance with the Open Space Policy. Interest revenues earned on contributions provided by developers are transferred to the reserve.

Grants/Carry Forward Projects Reserve

Purpose - this reserve was created to account for:

- Grants received in advance - occasionally a funding body provides Grant funds relating to the following financial year in advance. When this has occurred it has been necessary to transfer these funds to this reserve so that they can be matched against the expenditures planned to be incurred in the next financial year.
- Unexpended Grants - when grant monies have not been fully acquitted in the financial year this reserve is used to transfer the unexpended balance to the following financial year.

Carryovers - typically represent unspent capital and service improvement budgets carried forward to the following financial year.

Use of Fund - monies are utilised in accordance with the initial transfer of funds.

Asset Sustainability Reserve

Purpose - this is a reserve fund established to:

I. Primary Purpose – Provide Council with the ability to access sufficient funds to enable it to respond to a major infrastructure failure or fund an infrastructure gap identified in periodic asset audits. A minimum balance of $2 million will be retained in the Asset Sustainability Reserve for this purpose.
II. Assist Council fund its Long Term Asset Management objectives.
III. Provide a means by which to spread the cost of intergenerational assets thereby reducing the need for borrowings.
IV. Provide a means by which Council can strategically plan to maintain its asset base within a long term Financial framework.
V. Quarantine funds specifically set aside in the Community Facilities Partnership Program (CFPP) for the purpose of funding the renewal, upgrade and purchase of Council assets as resolved by Council. This will include encouraging organisations leasing council facilities to seek partnership funding for required renewal and upgrade of those community facilities.

The Asset Sustainability Reserve is underpinned by savings identified as part of the budgeting process (refer to Council's Budget Policy) Identified savings are allocated by Council providing a balance between funding new prioritised service improvements identified in the Strategic Plan and addressing Council's financial position.

I. Savings identified during a financial year are forecasts only and therefore will be held for consideration by Council in the 1st Budget Review in the following year.
II. Savings will be separated between recurrent (ongoing) and once off savings. This process is designed to develop a high level of trust in the organisation in the budget review process.
III. Savings of a:
    a. recurrent nature may be allocated to service improvements identified in the Strategic Plan that are of a recurrent nature.

b. one-off nature may be applied to capital items, new or renewal, or a non-recurrent service improvement (once off).

IV. Council must ensure that it continues the improvement in its financial performance. It is essential that the Annual Savings Initiative focuses on achieving that objective. In relation to the long term financial plan the Annual Savings Initiative will focus on four areas:
   a. Increase expenditure on Infrastructure/Asset replacement/renewal sustainability
   b. Reduce proposed borrowing program - debt servicing ratio improves
   c. Retain savings to improve liquidity (cash) - working capital improves
   d. Reduce reliance on rate revenue to achieve community objectives

The Asset Sustainability Reserve will also be funded from planned cash surpluses identified in the Long Term Financial Plan (LTFP) and from funds specifically set aside for the CFPP in the LTFP. Funds will only be set aside for this where Council maintains a breakeven funding (cash) position or better as per its Budget Policy.

The Asset Sustainability Reserve will benefit Council by enabling the allocation of funds for future capital expenditure relating to major infrastructure failures, replacing, renewing and procuring significant assets, as well as utilising funds in accordance with the CFPP eligibility criteria. This will assist in minimising the negative financial impact on rates.

Projects funded out of this Reserve will be assessed against Council's strategic framework to determine the priority and the amount of funds to be utilised.

Where a Partnership Project exists, Council will contribute up to 50% of the funds, with the remainder required to come from grants or co-contributions from the partnership organisation.

Use of Fund - Reserve transfers will be controlled by specific Council resolutions or identified as part of the approved annual Strategic Plan and Budget.

5. DEFINITIONS

Reserve - any part of the accumulated surplus of Council or controlling authority set aside for a particular purpose.

6. ROLES AND RESPONSIBITIES

The Senior Leadership Team is responsible for reviewing carryovers.
The Executive Leadership Team is responsible for approving carryovers.
Reserve Transfers required by legislation or Account Standards will be reviewed for appropriateness by the Manager Finance.
Other reserve transfers require Council resolution

7. REFERENCES

- *Development Act* 1993 Section 50 (10)
- *Australian Accounting Standards Board [AASB] 1041: Revaluation of Non-Current Assets*
- *Open Space Policy*
- *Budget Policy*
- *Treasury Management Policy*

8. REVIEW AND EVALUATION

This policy will be reviewed annually as part of the Annual Budget process.

Asset Accounting Policy

POLICY STATEMENT:

Assets shall be recognised and accounted for in accordance with Australian Accounting Standards and the details contained in this policy.

DEFINITIONS:

Fair value - is the amount for which an asset could be exchanged between a knowledgeable, willing buyer and a knowledgeable, willing seller in an arm's length transaction.

Materiality - in relation to information, that information which if omitted, misstated or not disclosed has the potential to adversely affect decisions about the allocation of scarce resources made by users of the financial report or the discharge of accountability by the management or governing body of the entity.

Consideration - in the context of this policy, shall be recognised in "monetary terms" e.g. purchase cost.

PRINCIPLES:

Acquisition of Assets

The cost method of accounting is used for the initial recording of all acquisitions of assets. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including architects' fees and engineering design fees and all other costs incurred in getting the assets ready for use.

Capitalisation

Assets should have a useful life of greater than one year in order for the expenditure to be capitalised and have a value above the Materiality Thresholds described below.

Any expenditure considered to be Capital must also pass a materiality test. Materiality levels are set so as not to misstate financial statements and to provide a guide whether it is practical from an Administrative perspective that expenditure is capitalised.

Materiality Levels are;

Infrastructure	$5,000
Land	$5,000
Buildings	$5,000
Furniture & Fittings	$3,000
Equipment	$3,000
Other	$3,000

Networked/Aggregate Assets - Expenditure can still be capitalised on items that fall below materiality thresholds individually but operate together as a cohesive whole to form a substantial/significant total value. Examples include the computer network, library books, and reserve furniture.

Maintenance or Capital Expenditure

Maintenance

Expenditure on a non-current asset that does not meet capitalisation criteria is considered maintenance expenditure and must be expensed as incurred. In general, maintenance expenditure will allow the asset to realise its expected service levels and estimated life.

Capital

Capital expenditure can relate to new or existing assets. Capital expenditure shall be recognised (taken into consideration materiality levels) where:

- Expenditure results in an effective increase in future economic benefits
- Expenditure results in an increase in the quality of services provided by the asset beyond that previously determined; or
- Expenditure results in an effective extension to the asset's useful life.

Asset Stocktake

A stocktake of current Inventory items will be conducted at least annually.

Revaluations of Non-current Assets

Infrastructure assets and library stock are revalued annually. Land, Buildings and Other assets are revalued with sufficient regularity to ensure the carrying amount does not differ materially from the fair value that would otherwise be determined at the reporting date.

Revaluations of Non-Current Assets are carried out by an independent professionally qualified valuer with the exception of Library Stock which is valued internally. Comprehensive independent valuations are performed every 3 years with desktop valuations performed annually between comprehensive valuations for Infrastructure Assets.

Plant, Equipment, Furniture and Fittings are recognised at cost less accumulated depreciation and any accumulated impairment and are not subject to revaluation.

Non-monetary assets received without charge are recognised as assets and revenues at their fair value at the date of receipt, except for land under roads. Land under roads and trees are not recognised because there is currently no reliable method of valuation.

Depreciation of Non-current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the economic benefits provided by those assets. Land is not a depreciable asset. The Depreciation method applied shall be the straight-line basis, except for infrastructure assets where the "Advanced Straight Line Asset Managemert" consumption based depreciation methodology is employed. Depreciation rates shall be reviewed each year.

Budget Policy

1. RATIONALE

To ensure Council's budget is prepared in an accurate and financially sustainable manner giving consideration to both internal and external factors.

2. POLICY STATEMENT

The City of Marion's Strategic Management Framework provides the strategic direction for the development of the Long Term Financial Plan (LTFP) and Annual Business Plan (ABP). Continually improving the integration between Marion's Strategic Plan, LTFP and ABP processes ensures Council develops and implements a robust and transparent system of financial management aligned to Marion's Strategic Plan and aimed at establishing, maintaining and assessing long term financial sustainability.

3. OBJECTIVES

To develop and produce robust, flexible and leading practice long-term (LTFP) and short-term (ABP) financial plans that are directly aligned to Council's Strategic Plan, which: -

- establish clear lines of accountability;
- include the use and assessment of appropriate Key Performance Indicators as a performance measurement tool;
- enable regular monitoring, assessment and reporting of financial performance in all Work Areas across Council;
- provide a strong basis for sound decision making;
- facilitates Council's long term financial sustainability.

4. POLICY SCOPE AND IMPLEMENTATION

Framework and Assumptions

The LTFP and ABP are prepared under a single framework that is reviewed annually and which links to the key objectives of Council's Strategic plan. The framework details the specific parameters under which the LTFP and ABP are set. In addition, a number of assumptions and variables underpin the construction of the LTFP and Annual Budget (AB).

LTFP linked to Asset Management Plans (AMP)

The LTFP is linked to Council's established AMPs thereby identifying funding requirements and assessing the adequacy of existing funding capacity within the LTFP.

Financial Modeling and Scenarios

In preparing the LTFP and AB various financial modeling is to be conducted, including, but not limited to, a variety of:

- Rating scenarios
- Borrowing options
- Savings targets

In addition, appropriate consideration needs to be given to prevailing economic conditions nationally and on a global basis, and the potential impact that these conditions may have on the local community.

Budgeting Approach

- The Budget process will commence with establishing a comprehensive project plan th at maps the entire integrated Work Area Planning and budgeting process.
- Work Area Plans are to be aligned with Council's 3 Year Business Plan and fully integrated with the budgeting process.
- Budget assumptions and potential new initiatives are then assessed in consultation with Elected Members.
- Budgets are built using historical actual income and expenditure as a baseline and adjusted for what is actually needed for the upcoming budget period, regardless of the previous budget and must be based on reality.
- Sound, logical assumptions are to be used, tested and documented to support budget items wherever required.
- All expense and revenue lines must be fully justified for each new budget period.
- Budgets are to be reviewed line by line and at transaction level, analysing each line item for its relevant needs and costs.
- Any proposed expenditure increases must be fully justified and appropriately approved by the relevant General Manager and Executive Leadership Team, prior to presentation to Council.
- In regards to Fees & Charges Council will apply the principle of user pays and where possible recover the full cost of operating or providing the service or goods. Where it can be demonstrated that members of the community are unable to meet the full cost, concessions may apply.
- General contingencies are to be eliminated.
- Where necessary budgets for major projects include contingencies to reflect cost uncertainties, however any contingencies are to be separately identified and reported.
- Consideration should be given to:
    - Current year and prior year actual results;
    - Once-off events not to be repeated;
    - New events not previously encountered;
    - New information and data now available.

Budget Objectives

1. Achievement of a breakeven Funding (Cash) position or better.
2. Maintain an average operating surplus over the term of the LTFP that enables the achievement of a breakeven funding (cash) position.

Budget Carryovers

Budget Carryovers should be avoided wherever possible, but where necessary (for example "Work In Progress") are limited to unspent:

- capital budgets;
- service improvement budgets;
- grant funds and grants received in advance.

Carryovers do **not** include normal operating expenditures and Labour and Internal Charges (eg. Plant Hire) cannot be carried over under any circumstances.

Budget Reviews

Budget Reviews are required to be conducted 3 times per financial year and this will typically be at the end of September, December and March.
A Budget Review is a reforecast of the full year budget and:

- Is an assessment of the YTD actual result plus a reforecast of the budget for the remainder of the financial year;
- Should include a thorough and rigorous review of every budget line item (income, expense and capital);
- Should identify any savings opportunities (once-off and recurrent).

5. DEFINITIONS

Long Term Financial Plan (LTFP) – financial planning to accomplish long term goals. Enables Council to plan for the long term financial sustainability and deliver the Strategic Plan of the organisation. It translates the objectives and strategies of the Strategic Plan into financial terms.

Annual Budget (AB) – is a financial document used to project future income and expenses and represents the first year in the LTFP. A budget is a management tool that enables the effective ongoing management and monitoring of income and expenses (financial performance). It translates the objectives and strategies of the Annual Business Plan into financial terms.

Budget Review – is a revised forecast of the original budget or previous budget review and requires the preparation of revised Financial Statements and associated Financial Ratios.

Budget Carryovers - represent unspent capital and service improvement budgets, together with unspent grant funds that are carried forward to the following financial year.

6. ROLES AND RESPONSIBITIES

The Senior Leadership Team (SLT) is responsible for the review and approval of all budgets within their Departmental/Work Area responsibility, as well as presenting their finalised budgets to their General Manager and the Executive Leadership Team for clearance and final approval. The SLT is also accountable for justifying variances of actual income and expenditure against budget.

7. REFERENCES

On an annual basis Council is required to:

1. Prepare and adopt a Long Term Financial Plan for a period of at least 10 years - L G Act 1999 s122 (1a)
2. Prepare an Annual Business Plan - LG Act 1999 s123 (1a)
3. Prepare a Budget - LG Act 1999 s123 (1b)
4. Prepare and consider three Budget Reviews – LG (Financial Management) Regulations 2011 s9

8. REVIEW AND EVALUATION

This policy will be reviewed annually as part of the Annual Budget process.

City of Marion Long Term Financial Plan 2018-2028

CITY OF MARION

Table of Contents

Purpose of the LTFP 3
CEO Statement on Financial Sustainability 4
Basis of Preparation 6
Plan Framework 6
Assumptions 6
Key Outcomes/Conclusions 7
Overview 7
Major Projects 8
The Community's Capacity to Pay 9
Other Potential Revenue Sources/ Opportunities 9
Asset Management 9
Financial Indicators 10
Key Financial Indicators 10
Other Financial Indicators 13
Financial Statements 15
Uniform Presentation of Finances 15
Budgeted Funding Statement 16
Budgeted Income Statement 17
Budgeted Statement of Financial Position 18
Budgeted Statement of Cashflows 19
Glossary 20

Purpose of the LTFP

The Long Term Financial Plan (LTFP) is an integral part of council's suite of strategic management plans that links Council's Business Plans and Asset Management Plans and translates the outcomes and strategies of Council's Business Plans into financial terms. The first year of the LTFP is consistent with the 2018/19 Annual Business Plan, with future years being projected from this base year.

The LTFP helps ensure that our long term financial sustainability can be maintained while meeting the needs and expectations of our communities and delivering Council's objectives as specified in the 30 Year Community Vision – 'Towards 2040', and related strategies.

Reviewing the LTFP on an annual basis concurrently with Council's Annual Budget helps ensure confidence in the long term financial sustainability of the organisation.

Part of this process includes conducting an environmental scan. Environmental scanning is an ongoing process, keeping us future focussed, aware of the bigger picture and mindful of emerging risks and opportunities. An extensive review of opportunities and challenges from current and emerging internal and external trends and influences is conducted annually. This supports the consideration of strategic priorities and responses in light of emerging priority pressures and opportunities. The criticality of each issue and opportunity was assessed. Responses targeting what council has in place or will do differently have been developed for all critical issues and opportunities.

Because of the nature of the estimates and assumptions made and the uncertainty of changes within the economy, the LTFP requires regular review and updating on a six-monthly basis. This process involves input from management, Council and the Finance and Audit Committee.

The review and updating of Council's Asset Management Plans is currently in progress and these will assist in providing more accurate information for the renewal and ongoing maintenance of Council's existing assets.

CEO Statement on Financial Sustainability

This LTFP demonstrates that Council is in a strong financial position, while maintaining a reduced average rate increase of 1.8% throughout the LTFP and maintaining a relatively low level of debt over the term of the LTFP.

Key financial indicators used to assess Council's long term financial sustainability include the operating surplus/(deficit) ratio, asset sustainability ratio and the net financial liabilities ratio. These ratios are in line with Council's established benchmarks to ensure the sustainability of Council's long-term financial performance and position.

Continually improving the integration between City of Marion's suite of Strategic Plans which include Council's Business Plans, Asset Management Plans, LTFP and Annual Business Planning processes ensures Council develops and implements a robust and transparent system of financial management aligned to the longer term aspirations for the city as expressed in the 30 Year Community Vision - 'Towards 2040'.

The LTFP is the mechanism by which the funding requirements for these Strategic Plans are implemented to ensure we continue to operate in a financially sustainable way by ensuring we are progressively establishing, maintaining and assessing our long term financial sustainability.

The Council ensures we have the financial capacity to continue to provide service levels which meet the needs of our community in a financially sustainable way by:

- Striving to continually improve our efficiency in the provision of existing and future services by proactively seeking out savings without affecting service delivery levels.
- Maintaining an operating budget surplus for the remaining life of the LTFP whilst spending $260.9m on renewal and upgrade of community assets.

- Continuously improving our Asset Management Plans to ensure we are appropriately maintaining over $1.1b of assets by renewing vital infrastructure and facilities.
- Taking out new borrowings where appropriate in accordance with our Treasury Management Policy and maintaining our debt and interest costs within Council's established benchmarks and ensuring our capacity to service and repay this debt into the future.
- Operating within the key financial indicators benchmarks over the life of the LTFP to ensure we maintain a sound financial position.

Consideration however must also be given to a number of risks which have the potential to influence the outcomes and affect Council's long term financial position. The following key risks may fall into this category:

- Our rates assumption forecasts an average rate increase of 1.8% throughout the LTFP (2018/19 – 2027/28). Recent discussion and proposed legislation regarding the possibility of rate capping being introduced may impact on this assumption as it may prove to be unsustainable in the long term. Council will need to continue to investigate and develop strategies to reduce the reliance on such rate increases, balancing this with the real cost of service provision and service demand from the community.
- Capping employee costs at 2.3% may not be sustainable should service levels increase and associated increases in staffing levels be required.
- Competing priorities and community expectations - There are currently a number of large unfunded aspirational strategic projects identified for further investigation across the City that require partnership funding to be able to proceed, as well as a significant number of unfunded and unprioritised initiatives. It is crucial that these aspirational strategic projects and unprioritised initiatives are prudently assessed with appropriate due diligence and in a disciplined manner to ensure Councils long term financial sustainability is preserved.
- Increasing levels of community housing transfers across the City of Marion resulting in increasing levels of rate rebates.
- Changes to Local Government funding programs and potential risk in relation to cost shifting from the Federal and State Government to Local Government.
- In the area of asset renewal and infrastructure management there are challenges that will need to be addressed. Council's LTFP currently indicates there is sufficient funding to meet the renewal requirements of its Asset Management Plans, however timing of funds and works for different asset classes does need further alignment. There are some classes of assets that are currently not wholly incorporated into Council's AMP's and this information is actively being sought to further assess and, if required, fully incorporate into the LTFP. Council is actively working on meeting this challenge and ensuring that assets are in service levels meet the community expectations.

Long term financial planning is an iterative process and the assumptions applied are reviewed annually using updated information. This ensures Council continually reviews its financial performance and remains firmly focussed on maintaining long term financial sustainability.

Basis of Preparation

This iteration of the LTFP has been prepared with the first year being based off of the 2018/19 Annual Business Plan.

Plan Framework

The LTFP has been prepared under the following framework:

- Support the achievement of the City of Marion's Strategic Directions.
- Address issues arising and opportunities identified from internal audit reviews, service reviews and business excellence assessments.
- Maintain, on average, a break-even or positive funding (cash) position over the Long Term Financial Plan.
- Continue to improve the maintenance of assets in accordance with Council's Asset Management Plans, with a priority on maintenance before renewal, and renewal before new when it is cost effective to do so.
- Review existing services and assets to ensure they meet prioritised community needs.
- Council only approve new Major Projects where it has the identified funding capacity to do so.
- Maintain Council's position for an average residential rate which remains among the lower rating metropolitan councils.

Assumptions

In constructing the LTFP, a number of assumptions and variables were applied:

- Service delivery levels are maintained at current levels (any changes to current service levels are to be approved separately by Council subject to financial capacity).
- The 2018/19 budget has been based off historical actuals adjusted where appropriate by the current CPI figure (Adelaide, March 2018) of 2.3%. For the years following (2019/20 onwards) a 2.5% increase per annum is applied to operating income and expenditure amounts in line with the Reserve Bank's targeted CPI with the following exceptions:
    - Employee costs are forecast to increase by 2.3% per annum primarily because of increases in one of Council's existing staff Enterprise Agreements. There are two Enterprise Agreements (EA's) covering our indoor and outdoor staff. The indoor staff EA is negotiated with the Australian Services Union and staff agreed to a 2% per annum increase, or Adelaide All Groups March CPI (2.3% in 2018) if greater, for the 3 years to 30 June 2019. The outdoor staff EA is negotiated with the Australian Workers Union (AWU). The AWU EA expired on 30 June 2017 and is currently being renegotiated (the previous 3 year EA has given average annual increases of 3.41%).
      A reduction of $429k has been incorporated into the 2018/19 budget to allow for positions that may be temporarily vacant during the year, and this reduction is incorporated on an ongoing basis into the LTFP.
      Consideration has been given to the revised timetable relating to the change in the Superannuation Guarantee. These increases recommence on 1 July 2021 - halfway through the LTFP - with five annual increases of 0.5% each, being incorporated into the LTFP.
    - Interest expenses are directly related to Council borrowings and cash flows.
    - Rates – an increase of 1.8% plus growth which is forecast at 1.0%. This assumption will continue to be monitored in line with the State Government's policy on rate capping,

global economic forecasts and the financial impact that those circumstances may have on Marion ratepayers and their capacity to pay.

- Interest revenue is directly related to Council investments and cash flows and in light of recent global economic forecasts will be carefully monitored in line with interest rate movements.
- An adjustments schedule has been developed to account for any future variations in operating activities (e.g. an adjustment is made for election expenses to reflect that they only occur once every 4 years).
- Capital Grants, subsidies and monetary contributions reflect tied monies received in relation to the purchase/construction of new assets and are budgeted in accordance with information known at the time of preparing this document.

Key Outcomes/Conclusions

Overview

The major outcomes contained within the LTFP include:

- **The Oaklands Crossing redevelopment**
  - The State and Federal Governments together with the City of Marion have committed $174.3 million to a grade separated train line and station on the corner of Morphett and Diagonal Roads at Oaklands Park to end more than 40 years of daily traffic jams. The project will include an enhanced public realm together with pedestrian cycling connections to improve the safety and amenity of the road and rail intersection. The Federal Government will contribute $95 million and the State Government $74.3, with main construction works expected to begin in July 2018. City of Marion has made an in-principle commitment to contribute $5 million in land, roadworks and green space.
- **LED Streetlight replacement across the city**
  - Council has commenced the transition of its streetlights to energy efficient LED fittings. Key benefits include reducing energy use by over 75%, which reduces our carbon footprint. LED lighting makes objects clearer to see, minimises glare, reduces environmental impact, decreases operating and maintenance costs and improves amenity. Council investment of $3.1m in the project has an estimated payback period of less than six years. Council and SAPN have been working together to bring forward the planned works for 2019/20 with an aim to complete the project by the 30 June 2019.
- **The Hallett Cove Foreshore redevelopment**
  - Staged works at Hallett Cove Foreshore on Heron Way to complement the commemorative space and amphitheatre will continue with the playground and reserve, coastal dune protection and café plaza car parking.
- **Development of the Sam Willoughby UCI BMX Track**
  - Council will continue to progress the development of an international UCI standard BMX facility to be built to UCI standards in partnership with the State Government and the neighbouring City of Onkaparinga.
- **Greening our Streets**
  - Guided by our Streetscape Policy, we will improve the attractiveness, amenity, character and functionality of streetscapes in the City of Marion to improve the environment and add value to people's experience in the City.

- **Marion Outdoor Pool**
  - Council will continue with the $3.57 million 3 year staged upgrade of the Marion Outdoor Pool. This upgrade will improve the facility to contemporary standards to ensure it remains as an attractive outdoor swimming and family recreation site for people of varying interests. The upgrades seek to foster social connectedness, active and healthy lifestyles, developing neighbourhoods, attractive and safe, and empowering communities to work in partnership with Council for various programs and initiatives.
- **Morphettville Park Sports and Community Club**
  - With funding support from the State Government ($500,000) and AFL ($100,000), Council is investing $1.3m towards improvements totalling $1.9 million to club facilities and change rooms which will be undertaken to support a growing membership base. Expansion of the oval to AFL standard will also be investigated, taking traffic and car parking impacts into consideration.
- **Southern Soccer Facility**
  - Council will contribute $2.5m towards the development of two artificial turf soccer pitches, a clubroom, grandstand, car parking, lighting and utilities in the south to support growing membership. External funding of $2.5m will bring this project up to a total of $5 million.

Major Projects

The commencement and introduction of major projects need to be appropriately considered and incorporated into the LTFP both in terms of timing and financial impact.

Major projects currently funded in the LTFP are:

Edwardstown Soldiers Memorial Recreation Ground

With a focus on renewal and upgrade of Council's major sporting hubs, funding of $8.8m has been allocated for major works on the Edwardstown Soldiers Memorial Recreation Ground. These works commenced in 2017/18 and incorporate the construction of improved club, change room and function facilities along with site works. This project is jointly funded by $4.0m in external grant funding from the Federal Government.

Essential works for the Administration Building

Funding of $2.96m has been allocated in the LTFP for essential works for the Administration Building. These works would include the replacement of outdated and redundant systems such as the air-conditioning system, lighting and security systems. An initial assessment of the essential works necessary has indicated that a lower level of funding may be required.

Mitchell Park Sports & Community Centre

The Mitchell Park Sports & Community Centre is a $20.0m project that is subject to Council successfully obtaining external funding of $10.0m to match its contribution of $10.0m. Plans include an indoor recreation facility with multi-purpose courts for sports including basketball and netball, a two-storey community centre, gym, function area and café. There will be facilities for football, cricket, rugby, tennis and the Dover Gardens Dog Club. Works are currently proposed for 2019/20 year but will not commence unless external funding is received.

The Community's Capacity to Pay

CPI, and ultimately average wage movements, is a guide of the ability of most residents to pay. Those residents whose financial position does not necessarily move with CPI (ie. pensioners) may not have the ability or capacity to afford the full payment of rates. This is in part dealt with by Council's existing rating policy which provides a number of forms of financial assistance to these people: -

- Postponement of Rates – Hardship
- Postponement of Rates – Seniors
- Payment on Terms
- Rate Capping
- Large variety of payment options

Other Potential Revenue Sources/ Opportunities

- Grant funding is Council's second largest operating revenue source representing 8% of operating income over the term of the LTFP. Council's ability and opportunity to attract State and Federal Government funding for major projects and service improvements is critical to the long term financial sustainability of the organisation.
- Shared services – entering into shared service arrangements with other councils and the LGA in order to achieve economies of scale. Partnering with not-for-profit entities to provide services and facilities for the community is another option with Rajah Reserve being one such successful example of this.
- Potential sale of surplus land and buildings – Whilst the LTFP is prepared on the basis that there is no reliance on gains from the disposal of assets to fund essential services, consideration should be given to this potential revenue source when considering the funding options for major strategic redevelopment projects.
- Exploring community governance and community capacity building opportunities – that is empowering the community to explore, fund and manage projects with minimal council assistance.

Asset Management

The City of Marion currently owns and manages a large and diverse community asset portfolio, valued in excess of $1 billion. These assets, including roads, footpaths, drains, community buildings, parks and reserves, play a vital role in the local economy and on quality of life. They exist in order to provide services to the community and businesses for current and future generations.
Large proportions of Council's assets have been in existence for many years. Council has also received a number of 'gifted' assets from developers, which attract ongoing operational and maintenance costs over their life. At the same time, demographic change is challenging the capacity of existing assets to meet the increasing demands of the environment in which they are located. The community's expectations too are increasing, which affects the ability of existing purpose-built assets to meet the changing needs of future residents. As community assets have a lengthy useful life, it is a complex task to monitor the cost and timing of their renewal.
Asset management is a critical tool in ensuring appropriate provision is made for the long-term management of community assets, and their impacts on all areas of service planning and delivery.
The City of Marion's Asset Management Vision is:

'To maintain the City of Marion's assets to agreed levels of service which maximise community value throughout an asset's life'.
Council's Asset Management Plans detail information about our assets and define the services to be provided, how the services are provided, and what funds are required to provide the services. All City of Marion assets are audited every three years under an inspection regime.

Financial Indicators

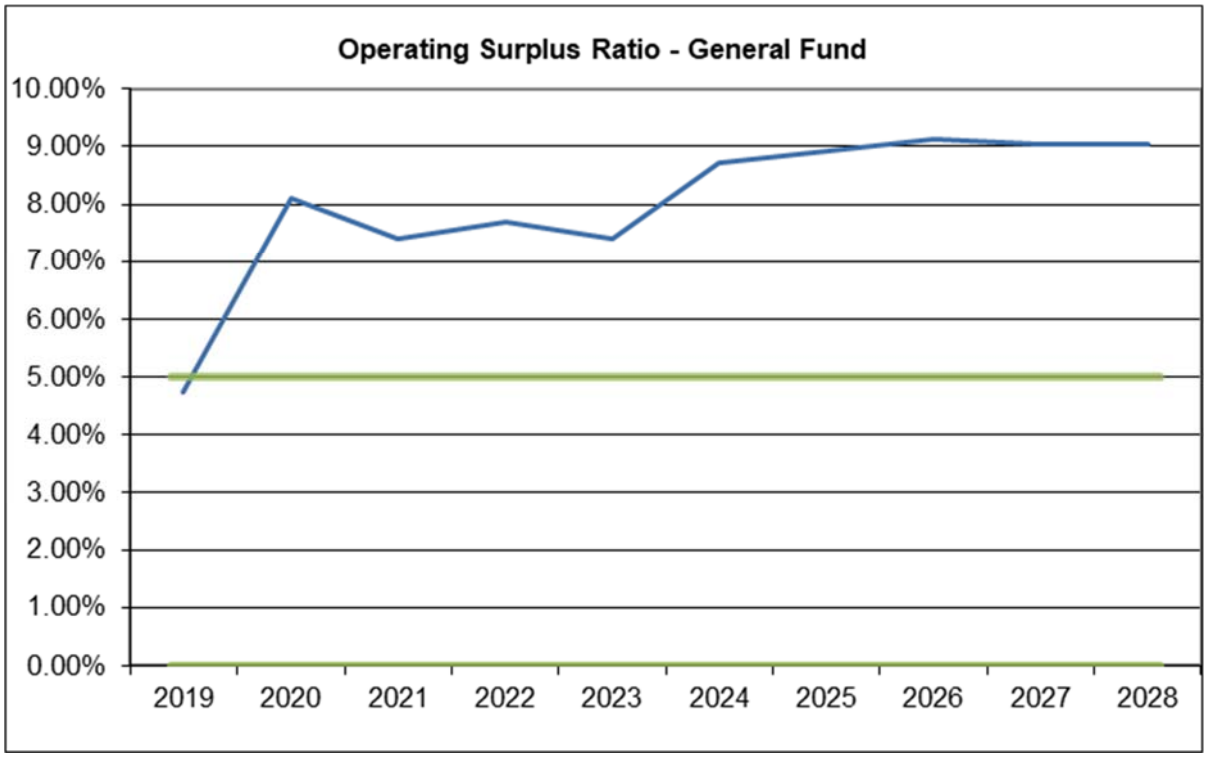
Key Financial Indicators

Average Operating Surplus/(Deficit) Ratio

The Operating Surplus ratio expresses the level of operating surplus/(deficit) before capital expenditure as a percentage of rates. It gives an indication of Council's ability to service its operations from expected rate income and maintain financial sustainability in the long term

Target
An operating surplus ratio averaging between 0% and 5% over any consecutive five year period.

LTFP Commentary
With the exception of the first year of the Long Term Financial Plan (2018/19) the Operating Surplus Ratio is forecast to exceed the currently adopted target of 0–5%. The forecast surplus is required to provide the funding necessary to meet the costs of delivering services and projects to the community including the renewal and upgrade of existing community assets over time to maintain community service standards and expectations, along with the ability to fund future major projects.



Net Financial Liability Ratio

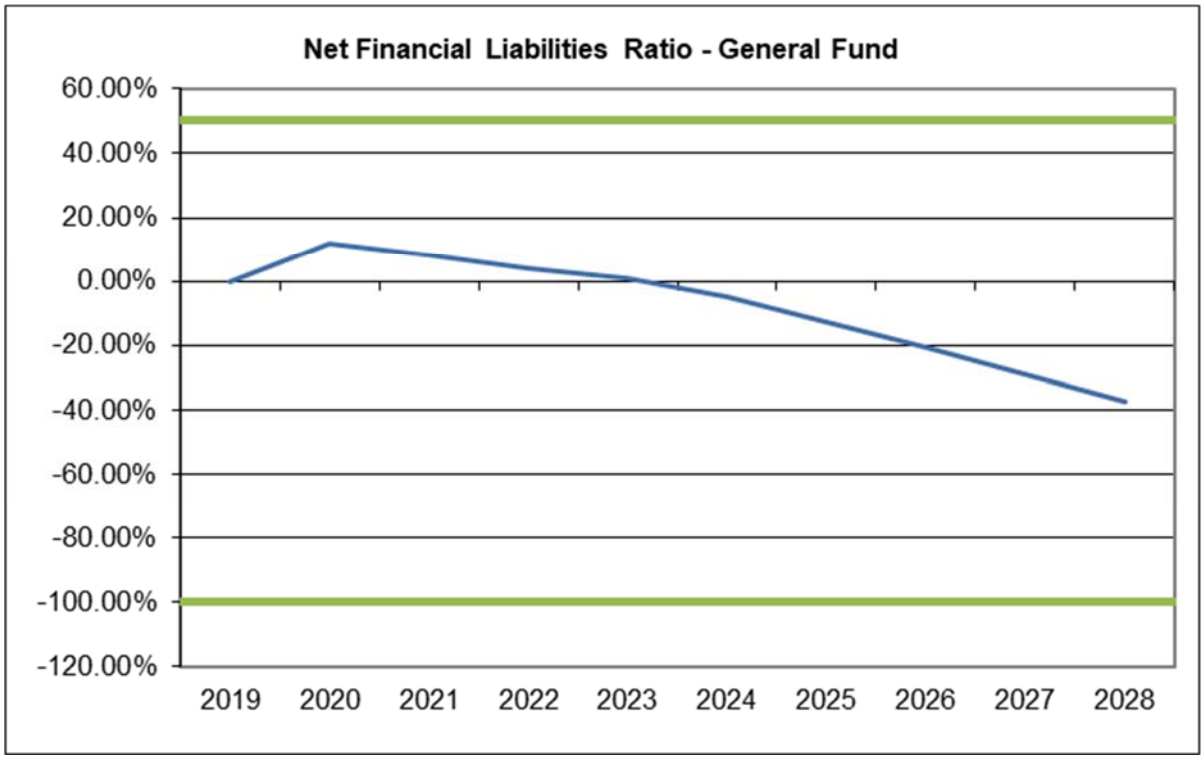
Net Financial Liabilities Ratio expresses Net Financial Liabilities – This comprises total liabilities less financial assets (where financial assets for this purpose includes cash, investments, loans to community groups, receivables and prepayments) expressed as a percentage of total operating revenue. This indicates Council's capacity to meet its financial obligations from operating revenue.

Target

The desirable target range for this indicator is between 0% and 50%

LTFP Commentary

The net financial liability ratio is forecast at -0.03% in 2018/19, increasing with borrowings projected in 2019/20 to 11.63% and then decreasing across the LTFP as loan repayments are made. A negative ratio means Council is in a financially favourable position with more financial assets than liabilities (more cash than debt).



Asset Sustainability Ratio

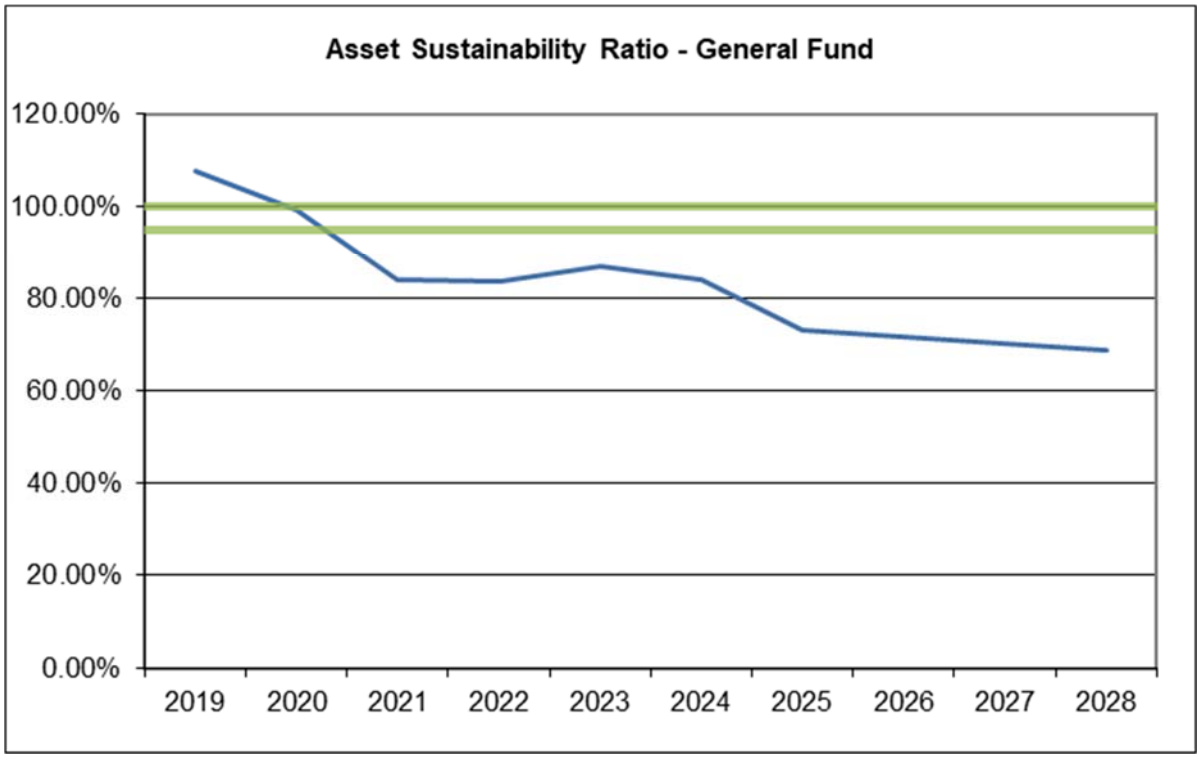
The Asset Sustainability ratio is calculated by measuring capital expenditure on renewal and replacement of assets relative to the Infrastructure and Asset Management Plan required expenditure. This indicates whether Council is renewing or replacing existing non-financial assets in accordance with its future Asset Management renewal requirements.

Target

It is suggested that a long term asset sustainability index between 95-100% is acceptable as per Council's Asset Management Policy

LTFP Commentary

Council's Asset Sustainability ratio falls outside of its target. This indicates that Council's asset base requires further renewal, with continuing work on its Asset Management Plans and strategies relating to specific asset classes in progress to set a good foundation for improving this in future.



Other Financial Indicators

Whilst the Key Financial Indicators are those that are required by the Regulations, a number of other ratios can be used to measure financial performance. The two other indicators that Council has elected to use are as follows:

Debt Servicing Ratio

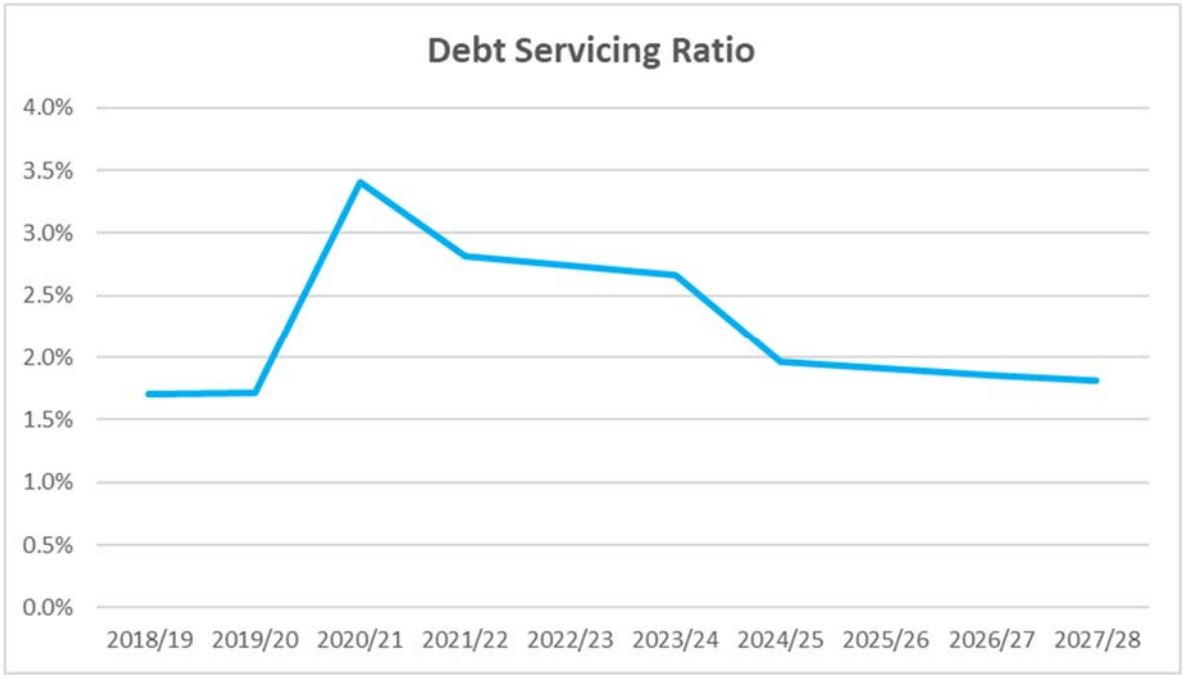
The Debt Servicing ratio expresses forecast debt servicing costs (principal and interest) compared to rates revenue. This indicates the ability of Council to service fixed borrowings from forecast rate income.

Target

This indicator has a desired target range between 0% and 5%

LTFP Commentary

This indicator peaks at 3.4% in 2020/21. Assuming that new borrowings within the LTFP of $12.96m are required in 2019/20, Council's Debt Servicing Ratio is within target range over the course of the LTFP. This indicates a moderate capacity to borrow within this ratio, noting that all ratios should be considered before making this decision.



Asset Consumption Ratio

The Asset Consumption ratio is calculated by measuring the written down value (depreciated value) of the assets against their replacement cost. It illustrates the amount of asset life or 'as new' condition remaining in the depreciable assets. Depreciation represents the reduction in value of the assets each year and therefore accumulated depreciation is the total reduction in the carrying value of the assets.

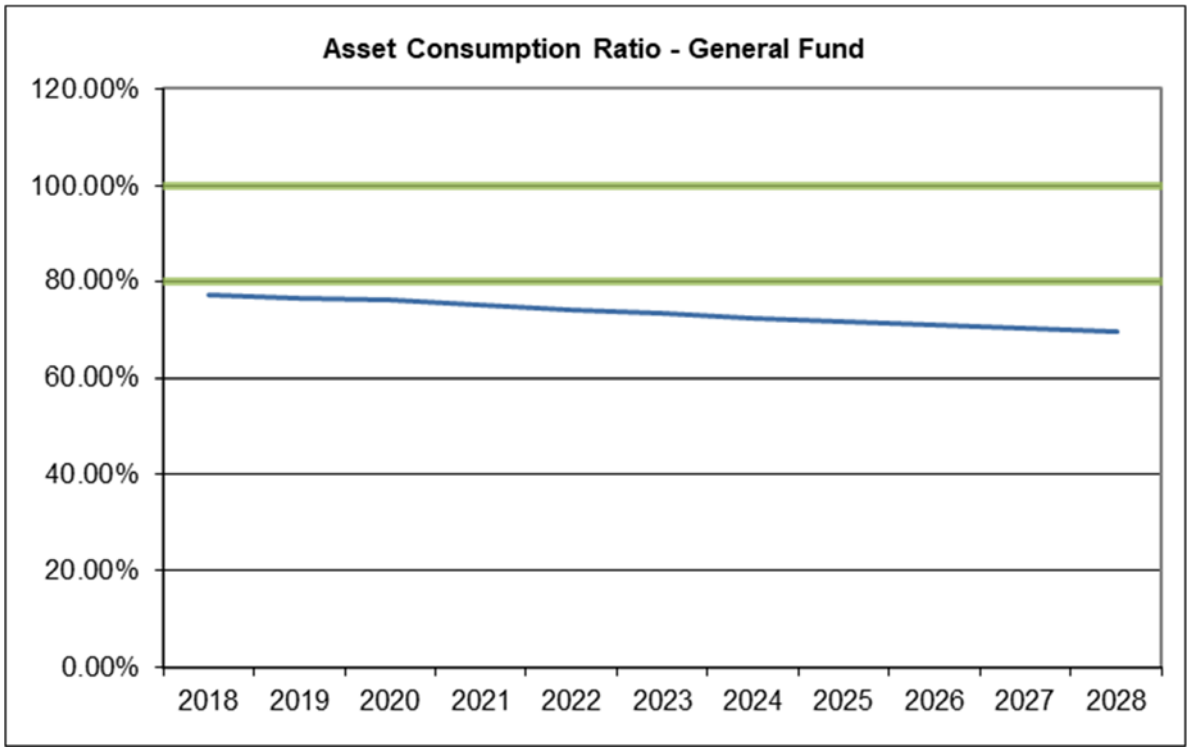
Target

The average proportion of 'as new condition' left in assets is greater than 80% and less than 100%.

LTFP Commentary

The Asset Consumption Ratio highlights the potential service level remaining in Council's assets. If the Asset Consumption Ratio is high, this indicates that Council's assets are in relatively good condition - that is they are either relatively new or have been maintained in good condition. If the Asset Consumption Ratio is low, this indicates that Council's assets are in relatively poor condition - that is assets have not been renewed at a time when renewal was expected to occur.

Council's Asset Consumption ratio falls outside of its target. This indicates that Council's asset base requires further renewal, with continuing work on its Asset Management Plans and strategies relating to specific asset classes in progress to set a good foundation for improving this in future.



Financial Statements

Uniform Presentation of Finances

City of Marion
10 Year Financial Plan for the Years ending 30 June 2028
UNIFORM PRESENTATION OF FINANCES - GENERAL FUND

		Projected Years								
	2018/19	**2019/20**	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**2025/26**	**2026/27**	**2027/28**
Scenario: LTFP 2018/19 - 2027/28	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**	**$'000**
Operating Activities										
Income	92,592	92,441	94,946	97,551	100,229	102,994	105,916	108,979	112,151	114,355
less Expenses	(88,199)	(84,941)	(87,920)	(90,032)	(92,812)	(94,010)	(96,461)	(99,018)	(102,003)	(104,011)
Operating Surplus / (Deficit)	**4,394**	**7,500**	**7,027**	**7,519**	**7,417**	**8,984**	**9,455**	**9,960**	**10,148**	**10,344**
Capital Activities										
***less* (Net Outlays) on Existing Assets**										
Capital Expenditure on Renewal and Replacement of Existing Assets	(18,394)	(23,239)	(18,246)	(18,883)	(20,239)	(20,407)	(18,801)	(19,241)	(19,565)	(19,995)
add back Depreciation, Amortisation and Impairment	17,105	17,789	18,501	19,241	20,010	20,811	21,643	22,509	23,409	24,346
(Net Outlays) on Existing Assets	**(1,289)**	**(5,450)**	**255**	**358**	**(229)**	**404**	**2,842**	**3,268**	**3,844**	**4,351**
***less* (Net Outlays) on New and Upgraded Assets**										
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	(12,694)	(23,635)	(3,679)	(3,507)	(3,342)	(3,363)	(3,384)	(3,406)	(3,429)	(3,453)
add back Amounts Received Specifically for New and Upgraded Assets	-	10,000	-	-	-	-	-	-	-	-
(Net Outlays) on New and Upgraded Assets	**(12,694)**	**(13,635)**	**(3,679)**	**(3,507)**	**(3,342)**	**(3,363)**	**(3,384)**	**(3,406)**	**(3,429)**	**(3,453)**
less Share of Profit in Equity Accounted Investments (excl dividend)	**(344)**	**(354)**	**(365)**	**(376)**	**(387)**	**(398)**	**(410)**	**(423)**	**(435)**	**(448)**
Net funding increase/(decrease) for Financial Year	**(9,934)**	**(11,939)**	**3,238**	**3,993**	**3,460**	**5,627**	**8,502**	**9,399**	**10,127**	**10,794**

Budgeted Funding Statement

City of Marion
10 Year Financial Plan for the Years ending 30 June 2028
BUDGET SUMMARY - GENERAL FUND
Scenario: LTFP 2018/19 - 2027/28

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
		Projected Years								
Income										
Rates	77,173	79,328	81,543	83,820	86,161	88,567	91,040	93,582	96,196	98,882
Statutory Charges	2,121	2,174	2,229	2,284	2,342	2,400	2,460	2,522	2,585	2,649
User Charges	2,175	2,227	2,282	2,339	2,398	2,458	2,519	2,582	2,647	2,713
Grants, Subsidies and Contributions	8,658	6,035	6,186	6,340	6,499	6,661	6,828	6,999	7,174	7,353
Investment Income	704	887	886	915	947	993	1,120	1,311	1,532	704
Reimbursements	540	554	568	582	597	611	627	642	659	675
Other Income	878	883	888	894	900	906	912	918	924	930
Net gain - equity accounted Council businesses	344	354	365	376	387	398	410	423	435	448
Total Income	**92,592**	**92,441**	**94,946**	**97,551**	**100,229**	**102,994**	**105,916**	**108,979**	**112,151**	**114,355**
Expenses										
Employee Costs	34,896	35,315	36,127	37,081	38,067	39,084	40,136	41,223	42,171	43,141
Materials, Contracts & Other Expenses	35,731	31,437	32,370	32,908	34,035	33,522	34,193	34,876	36,096	36,285
Depreciation, Amortisation & Impairment	17,105	17,789	18,501	19,241	20,010	20,811	21,643	22,509	23,409	24,346
Finance Costs	467	400	922	802	700	593	489	410	327	239
Total Expenses	**88,199**	**84,941**	**87,920**	**90,032**	**92,812**	**94,010**	**96,461**	**99,018**	**102,003**	**104,011**
Operating Surplus	**4,394**	**7,500**	**7,027**	**7,519**	**7,417**	**8,984**	**9,455**	**9,960**	**10,148**	**10,344**
Amounts Received Specifically for New or Upgraded Assets	-	10,000	-	-	-	-	-	-	-	-
Net Surplus / (Deficit) for the Year	**4,394**	**17,500**	**7,027**	**7,519**	**7,417**	**8,984**	**9,455**	**9,960**	**10,148**	**10,344**
Capital (Balance Sheet) and Reserve Movements										
Capital Expenditure	(31,088)	(46,874)	(21,925)	(22,391)	(23,581)	(23,770)	(22,185)	(22,648)	(22,994)	(23,448)
Loan Repayments (External)	(1,100)	(1,170)	(2,287)	(1,918)	(2,020)	(2,127)	(1,565)	(1,644)	(1,727)	(1,815)
New Loan Borrowings (External)	-	12,960	-	-	-	-	-	-	-	-
Net Transfers (to)/from Reserves	11,702	2,090	(340)	(840)	(812)	(840)	(840)	(840)	(840)	(840)
Total Capital (Balance Sheet) and Reserve Movements	**(20,487)**	**(32,995)**	**(24,552)**	**(25,149)**	**(26,413)**	**(26,737)**	**(24,590)**	**(25,132)**	**(25,562)**	**(26,103)**
Net Result (including Depreciation & Other non-cash items)	**(16,093)**	**(15,495)**	**(17,525)**	**(17,630)**	**(18,996)**	**(17,752)**	**(15,135)**	**(15,171)**	**(15,414)**	**(15,759)**
Add back Depreciation Expense (non-cash)	17,105	17,789	18,501	19,241	20,010	20,811	21,643	22,509	23,409	24,346
Add back Other Expenses (non-cash)	-	-	-	-	-	-	-	-	-	-
Less Other Income (non-cash)	(344)	(354)	(365)	(376)	(387)	(398)	(410)	(423)	(435)	(448)
Cash Budget Surplus	**668**	**1,940**	**611**	**1,235**	**627**	**2,660**	**6,098**	**6,915**	**7,560**	**8,139**

Budgeted Income Statement

City of Marion
10 Year Financial Plan for the Years ending 30 June 2028
INCOME STATEMENT - GENERAL FUND
Scenario: LTFP 2018/19 - 2027/28

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
		Projected Years								
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
Income										
Rates	77,173	79,328	81,543	83,820	86,161	88,567	91,040	93,582	96,196	98,882
Statutory Charges	2,121	2,174	2,229	2,284	2,342	2,400	2,460	2,522	2,585	2,649
User Charges	2,175	2,227	2,282	2,339	2,398	2,458	2,519	2,582	2,647	2,713
Grants, Subsidies and Contributions	8,658	6,035	6,186	6,340	6,499	6,661	6,828	6,999	7,174	7,353
Investment Income	704	887	886	915	947	993	1,120	1,311	1,532	704
Reimbursements	540	554	568	582	597	611	627	642	659	675
Other Income	878	883	888	894	900	906	912	918	924	930
Net gain - equity accounted Council businesses	344	354	365	376	387	398	410	423	435	448
Total Income	**92,592**	**92,441**	**94,946**	**97,551**	**100,229**	**102,994**	**105,916**	**108,979**	**112,151**	**114,355**
Expenses										
Employee Costs	34,896	35,315	36,127	37,081	38,067	39,084	40,136	41,223	42,171	43,141
Materials, Contracts & Other Expenses	35,731	31,437	32,370	32,908	34,035	33,522	34,193	34,876	36,096	36,285
Depreciation, Amortisation & Impairment	17,105	17,789	18,501	19,241	20,010	20,811	21,643	22,509	23,409	24,346
Finance Costs	467	400	922	802	700	593	489	410	327	239
Net loss - Equity Accounted Council Businesses	-	-	-	-	-	-	-	-	-	-
Total Expenses	**88,199**	**84,941**	**87,920**	**90,032**	**92,812**	**94,010**	**96,461**	**99,018**	**102,003**	**104,011**
Operating Surplus / (Deficit)	**4,394**	**7,500**	**7,027**	**7,519**	**7,417**	**8,984**	**9,455**	**9,960**	**10,148**	**10,344**
Amounts Received Specifically for New or Upgraded Assets	-	10,000	-	-	-	-	-	-	-	-
Net Surplus / (Deficit)	**4,394**	**17,500**	**7,027**	**7,519**	**7,417**	**8,984**	**9,455**	**9,960**	**10,148**	**10,344**

Budgeted Statement of Financial Position

City of Marion
10 Year Financial Plan for the Years ending 30 June 2028
BALANCE SHEET - GENERAL FUND
Scenario: LTFP 2018/19 - 2027/28

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
		Projected Years								
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
ASSETS										
Current Assets										
Cash & Cash Equivalents	18,403	18,052	19,333	21,315	22,629	26,088	32,920	40,568	48,826	57,714
Trade & Other Receivables	4,185	4,509	4,174	4,279	4,399	4,488	4,604	4,722	4,855	4,969
Inventories	255	224	231	235	243	239	244	249	257	259
Total Current Assets	22,844	22,785	23,738	25,829	27,271	30,815	37,768	45,540	53,938	62,942
Non-Current Assets										
Equity Accounted Investments in Council Businesses	6,736	7,090	7,455	7,831	8,218	8,616	9,027	9,449	9,885	10,333
Infrastructure, Property, Plant & Equipment	1,175,985	1,203,937	1,207,612	1,210,906	1,214,779	1,217,598	1,218,319	1,218,641	1,218,555	1,217,706
Total Non-Current Assets	1,182,721	1,211,028	1,215,067	1,218,737	1,222,997	1,226,214	1,227,346	1,228,091	1,228,439	1,228,039
TOTAL ASSETS	**1,205,565**	**1,233,812**	**1,238,805**	**1,244,565**	**1,250,268**	**1,257,029**	**1,265,114**	**1,273,630**	**1,282,378**	**1,290,982**
LIABILITIES										
Current Liabilities										
Trade & Other Payables	9,820	8,778	9,030	9,191	9,496	9,400	9,596	9,795	10,123	10,198
Borrowings	1,170	2,287	1,918	2,020	2,127	1,565	1,644	1,727	1,815	1,907
Provisions	5,224	5,224	5,224	5,224	5,224	5,224	5,224	5,224	5,224	5,224
Total Current Liabilities	16,213	16,288	16,172	16,434	16,847	16,188	16,463	16,746	17,161	17,329
Non-Current Liabilities										
Borrowings	5,635	16,308	14,390	12,369	10,242	8,677	7,033	5,306	3,491	1,583
Provisions	716	716	716	716	716	716	716	716	716	716
Total Non-Current Liabilities	6,351	17,024	15,106	13,086	10,959	9,394	7,750	6,022	4,207	2,300
TOTAL LIABILITIES	**22,565**	**33,313**	**31,278**	**29,520**	**27,806**	**25,582**	**24,213**	**22,769**	**21,368**	**19,628**
Net Assets	**1,183,000**	**1,200,500**	**1,207,526**	**1,215,045**	**1,222,462**	**1,231,446**	**1,240,901**	**1,250,861**	**1,261,009**	**1,271,353**
EQUITY										
Accumulated Surplus	409,490	429,079	435,766	442,445	449,049	457,194	465,809	474,929	484,237	493,741
Asset Revaluation Reserves	765,159	765,159	765,159	765,159	765,159	765,159	765,159	765,159	765,159	765,159
Other Reserves	8,351	6,262	6,602	7,442	8,254	9,094	9,934	10,774	11,614	12,454
Total Equity	**1,183,000**	**1,200,500**	**1,207,526**	**1,215,045**	**1,222,462**	**1,231,446**	**1,240,901**	**1,250,861**	**1,261,009**	**1,271,353**

Budgeted Statement of Cashflows

City of Marion
10 Year Financial Plan for the Years ending 30 June 2028
CASH FLOW STATEMENT - GENERAL FUND
Scenario: LTFP 2018/19 - 2027/28

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
		Projected Years								
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
Cash Flows from Operating Activities										
Receipts:	94,330	91,676	94,936	97,081	99,745	102,496	105,403	108,451	111,608	113,796
Payments:	(71,206)	(66,943)	(69,443)	(70,790)	(72,830)	(73,141)	(74,821)	(76,512)	(78,628)	(79,645)
Net Cash provided (or used in) Operating Activities	23,124	24,733	25,493	26,291	26,915	29,356	30,583	31,939	32,979	34,151
Cash Flows from Investing Activities										
Receipts:										
Amounts Received Specifically for New/Upgraded Assets	-	10,000	-	-	-	-	-	-	-	-
Payments:										
Expenditure on Renewal/Replacement of Assets	(18,394)	(23,239)	(18,246)	(18,883)	(20,239)	(20,407)	(18,801)	(19,241)	(19,565)	(19,995)
Expenditure on New/Upgraded Assets	(12,694)	(23,635)	(3,679)	(3,507)	(3,342)	(3,363)	(3,384)	(3,406)	(3,429)	(3,453)
Net Cash provided (or used in) Investing Activities	(31,088)	(36,874)	(21,925)	(22,391)	(23,581)	(23,770)	(22,185)	(22,648)	(22,994)	(23,448)
Cash Flows from Financing Activities										
Receipts:										
Proceeds from Borrowings	-	12,960	-	-	-	-	-	-	-	-
Payments:										
Repayments of Borrowings	(1,100)	(1,170)	(2,287)	(1,918)	(2,020)	(2,127)	(1,565)	(1,644)	(1,727)	(1,815)
Net Cash Flow provided (used in) Financing Activities	(1,100)	11,790	(2,287)	(1,918)	(2,020)	(2,127)	(1,565)	(1,644)	(1,727)	(1,815)
Net Increase/(Decrease) in Cash & Cash Equivalents	(9,064)	(352)	1,281	1,982	1,314	3,459	6,833	7,648	8,257	8,888
plus: Cash & Cash Equivalents - beginning of year	27,468	18,403	18,052	19,333	21,315	22,629	26,088	32,920	40,568	48,826
Cash & Cash Equivalents - end of the year	**18,403**	**18,052**	**19,333**	**21,315**	**22,629**	**26,088**	**32,920**	**40,568**	**48,826**	**57,714**

Glossary

Financial Assets
Financial Assets include cash, investments, loans to community groups, receivables and prepayments, but excludes equity held in Council businesses, inventories and land held for resale.

Financial Sustainability
Financial Sustainability is where planned long-term service and infrastructure levels and standards are met without unplanned and disruptive increases in rates or cuts to services.

Interest Cover Ratio
Interest Cover Ratio indicates the extent to which Council's commitment to interest expenses are met by total operating revenues. The ratio is calculated by measuring net interest expense to total operating revenue (excluding NRM levy).

Net Lending/ (Borrowing)
Net Lending/ (Borrowing) equals Operating Surplus / (Deficit), less net outlays on non-financial assets. This result is a measure of the Council's overall (i.e. Operating and Capital) budget on an accrual basis. Achieving a zero result in any one year essentially means that the Council has met all of its expenditure (both operating and capital) from the current year's revenues.

Non-financial or Physical Assets
Non-financial or Physical Assets refers to infrastructure, land, buildings, plant, equipment, furniture and fittings, library books and inventories.

Operating Deficit
Operating Deficit is where operating revenues are less than operating expenses (ie. operating revenue is therefore not sufficient to cover all operating expenses).

Operating Expenses
Operating Expenses are operating expenses shown in the Income Statement, including depreciation, but excluding losses on disposal or revaluation of non-financial assets.

Operating Revenues
Operating Revenues are incomes shown in the Income Statement, but exclude profit on disposal of non–financial assets and amounts received specifically for new/upgraded assets (e.g. from a developer). For ratios calculated where the denominator specified is total operating revenue or rate revenue, Natural Resource Management (NRM) levy revenue is excluded.

Operating Surplus
Operating Surplus is where operating revenues are greater than operating expenses (ie. operating revenue is therefore sufficient to cover all operating expenses), but does not take into account any capital expenditure.

Appendix 4

CITY OF MARION

26 June 2018

RATE IMPACT ANALYSIS 2018/19

CONTENTS

New Valuations – Valuation Comparison Table 1

Suburb Comparison Table – Proposed Valuations 2

Rate Revenue by Land Use Type 3

Distribution of Rates Revenue by Land Use 3

Rates Applied to Public Housing & Other HA's 4

Differential Rate 4, 5

2017/18 – 2018/19 Comparisons 6

Capping 7

Assistance to Ratepayers

- Rebate of Rates – Mandatory 8
- Chart – Mandatory Rebates 9
- Chart – SAHT Transfers to Housing Associations 9
- Rebate of Rates – Discretionary 10
- Residential Construction Rebates 11
- Postponement – Hardship 12
- Postponement – Seniors 12

Chart - Average Residential Rates 13

Chart - Average Residential Valuation 13

Chart - Minimum Rate Chart 14

Operational Cost per Household Chart 15

NB: The final Valuer-General report is received in week 52 (25th June) and will be adopted by Council on 26 June 2018.

NEW VALUATIONS

Valuation Comparison Table by Land Use

The City of Marion uses the Capital Value provided annually by the Valuer-General as the basis for valuing all property within its area. The Capital Value method includes both the value of the land and improvements on the land.

Sales of all property types are analysed to determine market movements. This analysis of sales happens continuously throughout the year and occurs both in reference to Site (Land) Values and Capital (Improved) Values.

Valuations	No. of Rateable Assessmts	Current Capital Value	Proposed Capital Value	Change	Change (less growth)
Residential	40,401	16,570,864,000	17,538,974,071	5.84%	4.07%
Commercial	1,571	1,988,491,500	1,990,830,452	1.81%	1.22%
Industrial	255	200,905,500	194,961,569	0.62%	1.47%
Primary Production	16	16,489,500	18,970,645	10.46%	0.00%
Vacant Land	710	314,209,100	308,112,733	-2.59%	0.00%
Other (churches/ schools/govt land)	121	904,045,820	977,097,580	3.89%	3.38%
Total	**43,074**	**19,995,005,420**	**21,028,947,140**	**5.17%**	**3.66%**

Rateable Assessments based on Authority Valuation Report 18 June 2018

This table reveals that the market revaluations for the City of Marion have increased on average by 3.66% (excluding growth) representing a moderate property market increase in Adelaide.

Valuation increases were not equally represented through all land use types. Residential property and Other property had moderate increases of (4.07%) and (3.38%) respectively, while Commercial property had a small increase (1.22%).

A capital value increase (at a higher rate than the proposed average rate increase) will result in a decrease in the Residential Rate in the Dollar.

Rate Capping will still provide relief for any individual residential properties that may have had a valuation increase above an agreed capping level.

COMPARISON BY SUBURB TABLE – PROPOSED VALUATIONS

Capital Values For Residential Land Use:

- **Capital values indicate 14 out of 27 suburbs (with residential land) have increased by more than the average residential increase of 5.84%.**
- **The largest residential increase is Tonsley (11.8%) and the smallest is O'Halloran Hill (0.04%).**

SUMMARY OF CAPITAL VALUES FOR ALL LAND USES					
	Capital Value 2017/18	Capital Value 2018/19	Total Change	Total Growth	% of Growth
Ascot Park	639,264,760	667,211,260	4.37%	7,053,000	1.10%
Bedford Park	65,795,000	65,731,800	-0.10%	0	0.00%
Clovelly Park	531,498,300	567,306,720	6.74%	8,465,000	1.59%
Darlington	148,538,900	153,288,600	3.20%	665,000	0.45%
Dover Gardens	591,114,000	632,463,500	7.00%	15,947,000	2.70%
Edwardstown	1,285,692,140	1,335,028,280	3.84%	7,655,000	0.60%
Glandore	376,424,740	398,750,960	5.93%	2,105,000	0.56%
Glengowrie	1,296,895,100	1,386,648,200	6.92%	30,325,000	2.34%
Hallett Cove	2,309,371,360	2,421,195,860	4.84%	15,502,000	0.67%
**Lonsdale	11,000	11,000	0.00%	0	0.00%
Marino	637,663,000	678,531,000	6.41%	3,855,000	0.60%
Marion	892,831,200	939,877,100	5.27%	8,590,000	0.96%
Mitchell Park	1,050,003,120	1,113,450,320	6.04%	15,978,000	1.52%
Morphettville	726,364,040	774,070,660	6.57%	17,670,000	2.43%
O'Halloran Hill	69,608,700	69,693,100	0.12%	20,000	0.03%
Oaklands Park	1,805,288,860	1,850,590,060	2.51%	13,960,000	0.77%
***Old Reynella	345,000	345,000	0.00%	0	0.00%
Park Holme	636,448,700	691,996,000	8.73%	21,361,000	3.36%
Plympton Park	709,231,000	770,485,000	8.64%	20,766,000	2.93%
***Reynella	320,000	320,000	0.00%	0	0.00%
Seacliff Park	231,000,540	232,173,060	0.51%	125,000	0.05%
Seacombe Gardens	629,334,000	654,851,000	4.05%	14,430,000	2.29%
Seacombe Heights	315,055,000	334,228,000	6.09%	435,000	0.14%
Seaview Downs	544,462,000	563,150,500	3.43%	1,480,000	0.27%
Sheidow Park	1,024,830,660	1,032,066,460	0.71%	5,643,000	0.55%
South Plympton	906,032,000	974,973,000	7.61%	19,237,000	2.12%
Sturt	518,711,200	541,065,900	4.46%	11,895,000	2.30%
*Tonsley	360,886,500	391,980,900	8.62%	24,331,000	6.74%
Trott Park	474,189,600	475,219,900	0.22%	570,000	0.12%
Warradale	1,218,487,000	1,312,244,000	7.69%	34,345,000	2.82%
Total All Suburbs	**19,995,005,420**	**21,028,947,140**	**5.17%**	**302,408,000**	**1.51%**

Figures as at 18 June 2018

An analysis of suburbs reveals the level of variation around the average value movement is 5.12% (including growth). Individual properties may however vary to a lesser or greater extent.

*Tonsley is a new suburb incorporating Tonsley Park, residential land south of Tonsley Park and a small portion of industrial property north of Tonsley Park. All previously Clovelly Park.

**Rateable land that spans Hallett Cove and Lonsdale.

*** Non-rateable land that spans Trott Park and Reynella/Old Reynella (Southern Expressway).

RATE REVENUE BY LAND USE TYPE

Valuations	No. of Assessments 2017/18	Rate Revenue 2017/18	Rate Revenue 2018/19	Change Excluding Growth
Residential	39,995	58,895,280	61,332,148	1.78%
Commercial	1,581	12,182,975	12,120,192	-1.11%
Industrial	240	922,462	940,221	2.26%
Primary Production	16	28,259	28,084	-11.83%
Vacant Land	745	1,810,036	1,826,811	3.52%
Other (churches/schools/ council/govt land)	117	539,680	578,777	21.85%
Total	**42,694**	**74,378,692**	**76,826,233**	**1.31%**

2017/18 data based on declaration of rates 27 June 2017

DISTRIBUTION OF RATES REVENUE BY LAND USE 2017/18

Land Use	No. of Assessmts	% of Residential Assessmts	Revenue	% of Residential Revenue	% of Total Revenue
Commercial	1,581		12,182,975		16.38%
Industrial	240		922,462		1.24%
Primary Production	16		28,259		0.04%
Vacant Land	745		1,810,036		2.43%
Other (churches/schools/ council/govt land)	117		539,680		0.73%
	2,699		15,483,412		20.82%
Residential					
$0 - *$414,679	18,094	45.2%	20,638,435	35.0%	27.75%
$414,679 - $500K	14,840	37.1%	23,172,514	39.3%	31.15%
$500 - $600K	4,675	11.7%	8,826,695	15.0%	11.87%
$600 - $800K	2,011	5.0%	4,687,837	8.0%	6.30%
$800 - $1M	261	0.7%	803,810	1.4%	1.08%
$1M - $5M	107	0.3%	505,376	0.9%	0.68%
$5M+	7	0.0%	260,613	0.4%	0.35%
Residential Total	39,995	100%	58,895,280	100%	79.18%
Total	**42,694**		**74,378,692**		**100%**

2017/18 data based on declaration of rates 27 June 2017

*Represents the Average Residential Valuation for 2017/18

RATES APPLIED TO PUBLIC HOUSING & OTHER HOUSING ASSOCIATIONS - 2017/18

Residential Category	Mandatory Rebate Yes/No	Number of Asmts	% of Total Residential Asmts	Rates Levied 2017/18	Mandatory Rebate Applied	Net Rates Revenue	% of Residential Revenue
SAHT	No Rebate	3,155	7.9%	$3,458,369	$ -	$3,458,369	4.6%
Aboriginal Housing	No Rebate	81	0.2%	$113,776	$ -	$113,776	0.2%
Junction Australia	No Rebate	608	1.5%	$606,799	$ -	$606,799	0.8%
Junction Australia	Yes – 75% *From Sept. 2017*	380	1.0%	$434,411	$250,830	$183,581	0.2%
Other Housing Association Properties	Yes - 75%	561	1.4%	$704,116	$521,630	$176,029	0.2%
Residential Total		39,996	12.0%	$74,378,692		$4,538,554	6.1%

380 properties located mainly in Morphettville & Park Holme transferred from SAHT to Junction Housing in September 2017 resulting in additional mandatory rebates of $250,830 for 2017/18. For 2018/19 the estimated rebate amount is $340,000. This will add $7.93 per residential ratepayer per annum.

During 2015/16 SAHT leased 608 properties in Mitchell Park to Junction Australia. It was agreed, under a leasing arrangement with the State Government, that Junction Australia would pay full Council rates rather than accept a 75% rebate available to housing associations. The agreement ceases on 31/10/18 at which point Junction Australia may request the rebate for eight months of 2018/19 resulting in rebates of $311,483 ($468,000 p/annum).

DIFFERENTIAL RATE

Council currently derives 17.6% of its rate revenue from the Commercial/Industrial sector. Commercial and Industrial users consume a greater proportion of council resources than residential properties, particularly in regard to the use of roads, traffic, parking, storm water, public health and environment. Council has addressed the need to provide local support to the business sector.

Council applies a higher differential to the Commercial sector than to the Industrial sector to recognise the pressures confronting the Industrial sector such as increased competition from international imports, at the present time.

The use of differentials enables the equalisation of rates across Land Use Codes ie: fair and equitable rates.

DIFFERENTIAL RATES

Council uses a differential rating system to raise revenue based upon its Land Use and will continue to do so to ensure a fair and equitable distribution of rates within the City of Marion.

- 17.6% of the Council's rate revenue is derived from the Commercial (16.4%) and Industrial (1.2%) sectors.
- Commercial users consume a greater proportion of council resources than Residential users (ie: roads, traffic, parking, storm water etc).
- A higher differential rate is applied to the Commercial sector (185%) than to the Industrial sector (170%), to recognise the pressures confronting this sector (eg: traditional industries are in decline due to manufacturing pressures from Asia).

The table below provides a comparison of metropolitan council's differential rates.

2017/18 Comparison Differential Percentage			
Council	**Commercial**	**Industrial**	**Vacant Land**
Playford	600%	No differential	No differential
Charles Sturt	316%	410%	332%
West Torrens	240%	240%	240%
Unley	236%	197%	197%
Port Adelaide Enfield	225%	225%	225%
Gawler	214%	214%	150%
Prospect	210%	210%	125%
Mitcham	203%	203%	203%
Marion	**185%**	**170%**	**200%**
Holdfast	157%	157%	157%
Walkerville	155%	155%	155%
Tea Tree Gully	150%	150%	200%
Salisbury	151%	151%	130%
Onkaparinga	142%	142%	142%
Norwood Payneham St Peters	120%	120%	120%
Average	220%	196%	184%

The above table identifies Council's 2017/18 differential rate position compared to other metropolitan councils.

2018/19 Differential Percentages		
Commercial 85%	Industrial 70%	Vacant Land 100%

2017/18 to 2018/19 COMPARISONS

	2017/18	*2018/19
Capital Value of all Properties	$19,995,005,420	$21,028,947,140
Capital Value of Rateable Properties	$19,021,808,054	$20,029,980,169
Total Rateable Properties	42,694	43,074
Gross Rate Revenue	$74,378,692	$76,826,235
Rate Rebates - Rebates	$1,381,432	1,855,565
Rate Rebates - Capping	$2,972 12% cap - $20 minimum & $200 maximum	$2,823 12% cap - $20 minimum & $200 maximum
Differential General Rate Residential/Primary Prod/Other	0.00348266	0.00343301
Differential General Rate Industrial	0.00592053	0.00583612
Differential General Rate Commercial	0.00644293	0.00635107
Differential General Rate Vacant Land	0.0069532	0.00686602
Minimum Rate % Increase	$1,022 2.2%	$1,040 1.8%
% on Minimum Rate	11.6%	11.5%
Natural Resources Management	0.00009655	0.00009892

Figures as at 18 June 2018

****All comparatives for 2018/19 are current estimates based on figures to date and are subject to change.***

CAPPING – RESIDENTIAL PROPERTIES

In 2004/2005 there was a considerable variation to the increase in residential valuations. In order to equalise the rate responsibility a cap of 15% was introduced. The rate capping program has proved to be very beneficial to ratepayers experiencing a spike in their annual valuation movement.

- The total number of residential properties that received general capping for 2017/18 was 31.
- The total amount of general capping applied and redistributed for 2017/18 was $2,972 (approx. $0.12 per ratepayer per annum).
- 12 other metropolitan councils apply capping with the average capping amount being 11%.

The proposed rate capping policy for the 2018/19 financial year is as follows:

Rate Capping for Qualifying Residential Ratepayers

A rebate of general rates is to be granted to Residential ratepayers on their principal place of residence within the category of residential land use.

The Annual Business Plan 2018/19 sets a 12% rate-cap with a $20 minimum and a $200 maximum (excluding new or improved properties) for ratepayers who meet the Qualifying Criteria set out below.

Qualifying Criteria:

- The property is the owner's principal place of residence.
- The property has not had more than $20,000 of improvements.
- The property value has not increased due to a zoning change.
- The land use for rating purposes has not changed since 1st July of the previous financial year.
- The property has not sold since the 1st January of the previous financial year.

Rate Capping will be applied automatically to properties that can be readily identified as being eligible. Where this rebate is not applied automatically, ratepayers who consider they could be eligible for Rate Capping may lodge an application which will be assessed against the eligibility criteria. The application must be lodged by 30 June 2019.

ASSISTANCE TO RATEPAYERS

Rebate of Rates – Mandatory

The Local Government Act 1999 requires Councils to rebate the rates payable for certain land uses. This includes land used for health and community services, religious purposes, cemeteries and educational institutions. Mandatory rebates vary from 75% to 100%. The LG (Accountability Framework) Amendment Act 2009 entitles Housing Associations to a mandatory 75% rebate.

People or bodies seeking a rebate must make a written application to the Council. Information and application forms can be obtained from the Council office at 245 Sturt Rd, Sturt.

380 properties located mainly in Morphettville & Park Holme transferred from SAHT to Junction Housing in September 2017. The 75% mandatory rebate applied from this date has resulted in rebates of $250,829. For 2018/19 the annual rebate amount will be approximately $340,000. This will add $7.93 per residential ratepayer per annum.

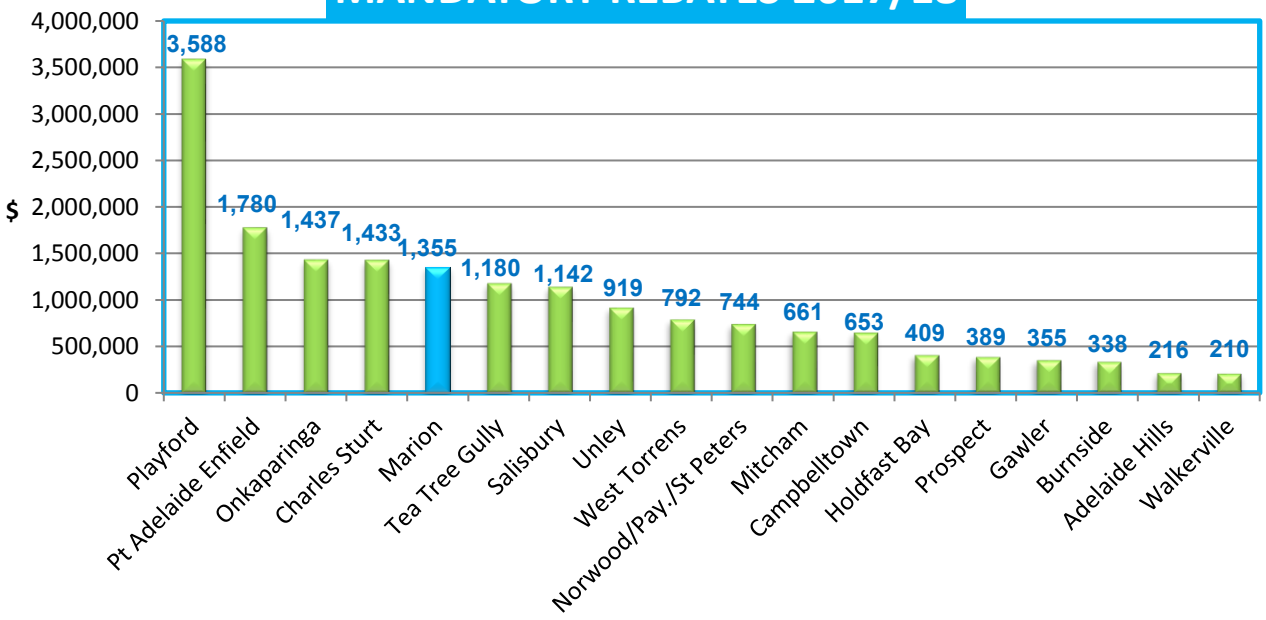
608 Mitchell Park properties have been leased to Junction Australia from SAHT during 2015/16. Under a leasing arrangement between the State Government and Junction Australia, Junction Australia have agreed to pay full Council rates rather than opt to accept a 75% rebate available for housing associations. This agreement ceases in October 2018 at which point Junction Australia may request the 75% mandatory rebate.

- Actual mandatory rebates to date are $1,355,336 for 2017/18.

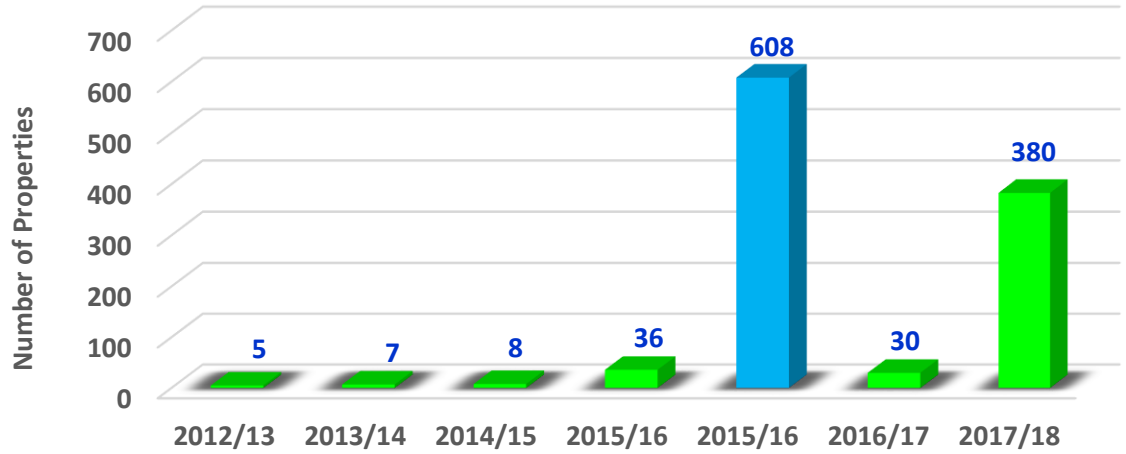
- Estimated mandatory rebates for 2018/19 are $1,833,665 based on current forecasting including the next tranche of SAHT transfers. This estimate includes the 608 SAHT properties in Mitchell Park leased to Junction Housing in 2015/16. The estimated mandatory rebates for the 608 properties are $311,483 for eight months of 2018/19 ($468,000 p/annum).

- There are currently 3,236 SAHT properties. If all converted to Housing Associations, it would result in $2.7m in rebates.

MANDATORY REBATES 2017/18



PUBLIC HOUSING TRANSFERS TO HOUSING ASSOCIATIONS



YEARLY REBATES

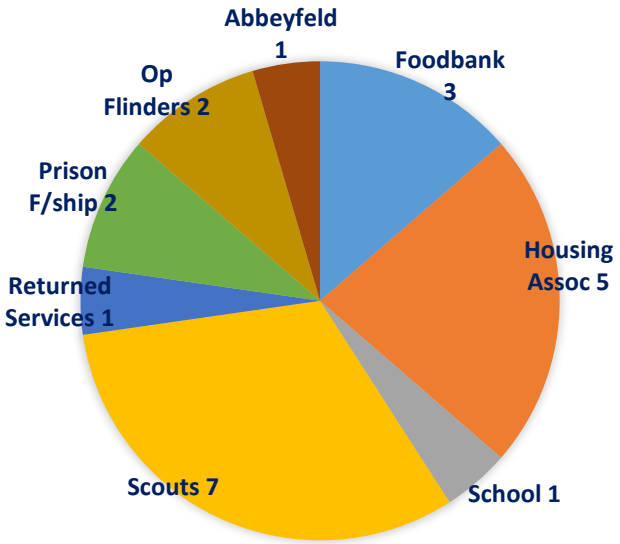
Number of Properties	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	TOTAL
5	5,306	6,615	6,904	5,088	5,136	5,350	5,404	39,804
7		7,748	8,119	6,380	6,481	6,754	6,973	42,455
8			5,772	8,265	8,354	8,738	9,172	40,300
36				13,884	26,978	28,138	29,263	98,263
608				No rebate	No rebate	No rebate	*311,483	311,483
30					35,874	37,417	38,914	112,205
380						250,829	340,000	590,829
1,074	5,306	14,363	20,795	33,617	82,823	337,226	741,209	1,235,339

Junction Housing may request the rebate for 2018/19 (p/annum $468,000)

Rebate of Rates – Discretionary

People or bodies seeking a rebate must make a written application to the Council. Information and application forms can be obtained from the Council office at 245 Sturt Rd, Sturt. Applications for Discretionary Rebates must be received by May 31st of the current year for consideration in the following financial year.

Current Discretionary Rebates	Possible Discretionary Rebates



On investigation into organisations that may be eligible for a discretionary rebate, the following properties were flagged, but no changes recommended:

- Marion RSL Bowling Club occupies a rates exempt site owned by CoM.
- Lions Club (Hallett Cove) occupies a rates exempt site owned by CoM.

Current Discretionary Rebate Recipients

Property	Number of Properties	% Rebate Granted	Discretionary Rebated Amount
Housing Association	5	100% (25% discretionary & 75% mandatory)	$1,304
Foodbank	3	100% (25% discretionary & 75% mandatory)	$3,608
Suneden Special School	1	100% (25% discretionary & 75% mandatory)	$2,214
Scout/Guides Association	7	100%	$9,825
Operation Flinders	2	75%	$5,208
RSL	1	50%	$1,896
Abbeyfield Society	1	50%	$1,646
Prison Fellowship	2	25%	$515
TOTAL	**22**		**$26,216**

A Discretionary Rate Rebate Application Checklist has been developed. All current recipients of a discretionary rebate were invited to apply and be assessed on the criteria with the results to be advised in June to assist Council to endorse each rebate.

Residential Construction on Vacant Land (Discretionary Rebate)

Under Section 166 (1) (a) of the Act, and for the purpose of securing the proper development of the area, a rebate of general rates for the 2018-2019 financial year will be granted in respect of an assessment rated as vacant land in the Council's Assessment Book where the:

- Principal Ratepayer of the Assessment applies to the Council in writing for the rebate prior to 30 June 2019, and
- Footings have been poured on the property by 30 June 2019.

The amount of the rebate will be the difference between the general rate in the dollar applicable to vacant land, and the general rate in the dollar applicable to residential property. This is calculated by the number of days remaining between 1 July 2018 and 30 June 2019 from the date footings are poured.

If the calculated rebate reduces the rates payable to less than the amount fixed as the minimum amount payable by way of rates, then the rebate shall be reduced so that the rates payable is equal to the amount of the minimum.

RESIDENTIAL CONSTRUCTION REBATES						
	Owner/Occupier		Developers		Total	
	Rebate Recipients	Rebated Amount	Rebate Recipients	Rebated Amount	Rebate Recipients	Rebated Amount
YTD 2017/18	79	$66,353	22	$19,692	101	$86,045
2016/17	43	$33,041	17	$15,615	60	$48,656
2015/16	41	$22,625	11	$7,114	52	$29,739
2014/15	56	$26,973	n/a	n/a	56	$26,973
2013/14	53	$15,700	n/a	n/a	53	$15,700
2012/13	26	$10,615	n/a	n/a	26	$10,615
TOTAL	**298**	**$175,307**	**50**	**$42,421**	**348**	**$217,728**

During 2015/16 Council resolved to allow developers to apply for Residential Construction Rebates. Prior to this, the rebate was accessible to owner/occupiers only.

Postponement of Rates – Hardship

Section 182 of The Act permits the Council, on the application of the ratepayer, to partially or wholly remit rates or to postpone rates, on the basis of hardship. Where a ratepayer is suffering hardship in paying rates they are invited to submit an application in writing to the Council's Team Leader Rating Services. The Council treats such inquiries confidentially.

Postponement of Rates - Seniors

- Number of seniors currently postponed: 26
- New applications approved for 2018/19: 0
- Current legislated interest rate: 4.75% pa (2017/18)

The following criteria must be satisfied before the postponement is granted.

- The person is a prescribed ratepayer, or the spouse of a prescribed ratepayer.
- A prescribed ratepayer means the holder of a current State Seniors Card or a person eligible to hold such a card and has applied but is yet to be issued with a card.
- Rates are payable on the principal place of residence.
- The land is owned by the prescribed ratepayer, or the prescribed ratepayer and his or her spouse, and no other person has an interest, as owner, in the land.
- Any current mortgage over the property which was registered prior to 25 January 2007 will be no more than 50% of the Valuer-General's capital value of the property.

An application must be made in the prescribed manner and form and be accompanied by such information as the council may require. Any rates which are postponed will become due and payable when:

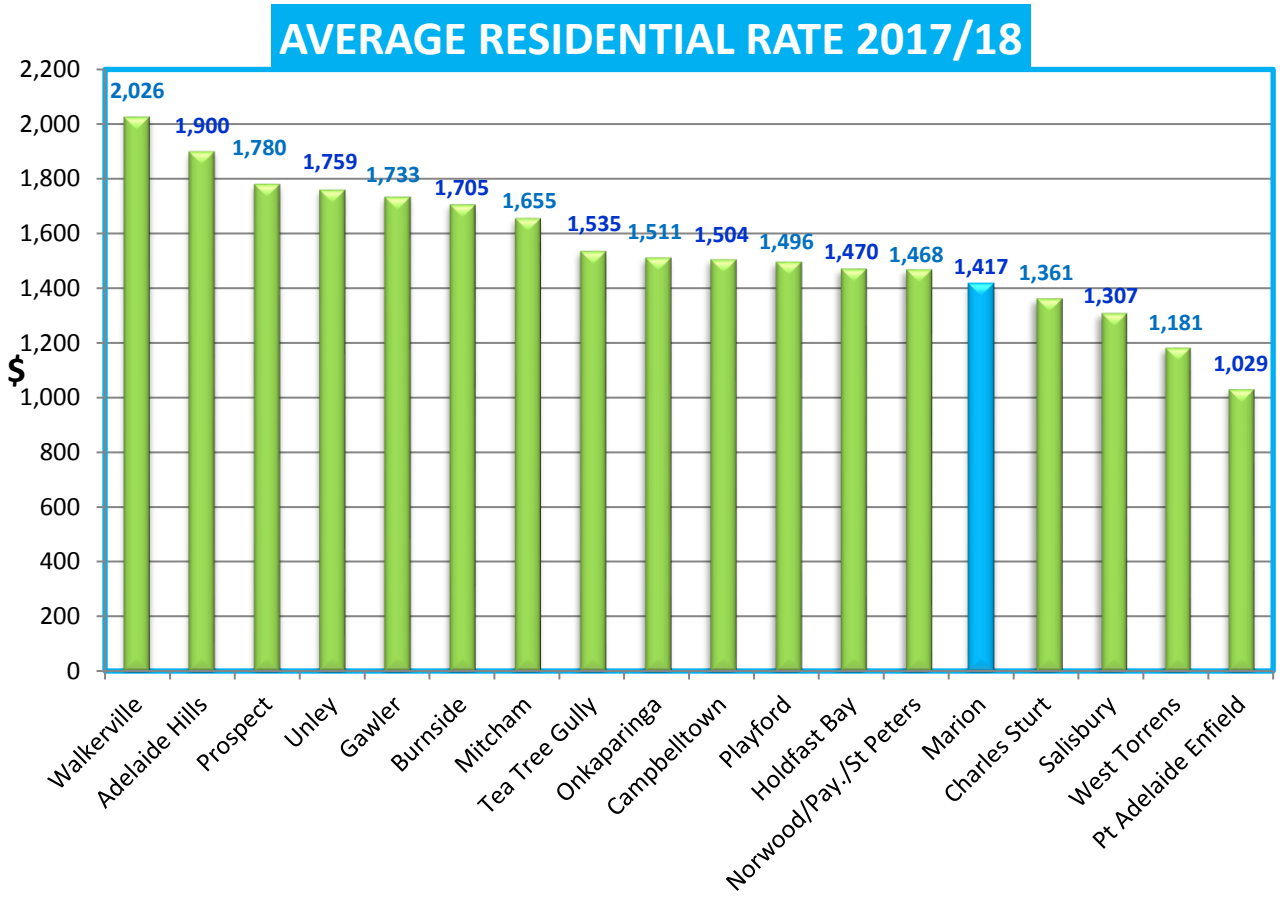
- the title to the land is transferred to another person; or
- there is failure to comply with a condition of postponement.

A minimum amount of $500 of the annual rates must be paid.

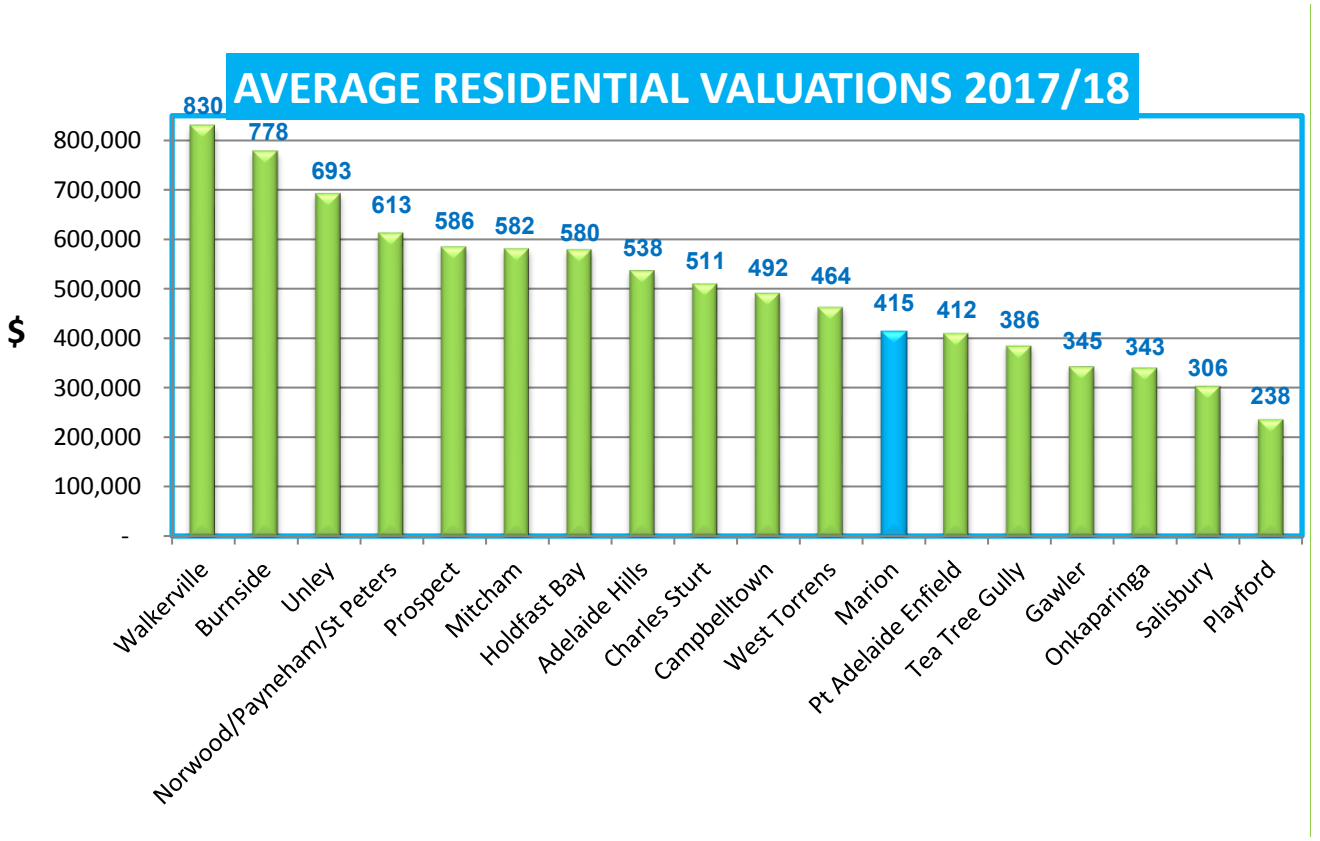
An entitlement to a remission will be applied to the proportion of the rates that has not been postponed, unless notice to the contrary is received in writing from the owner.

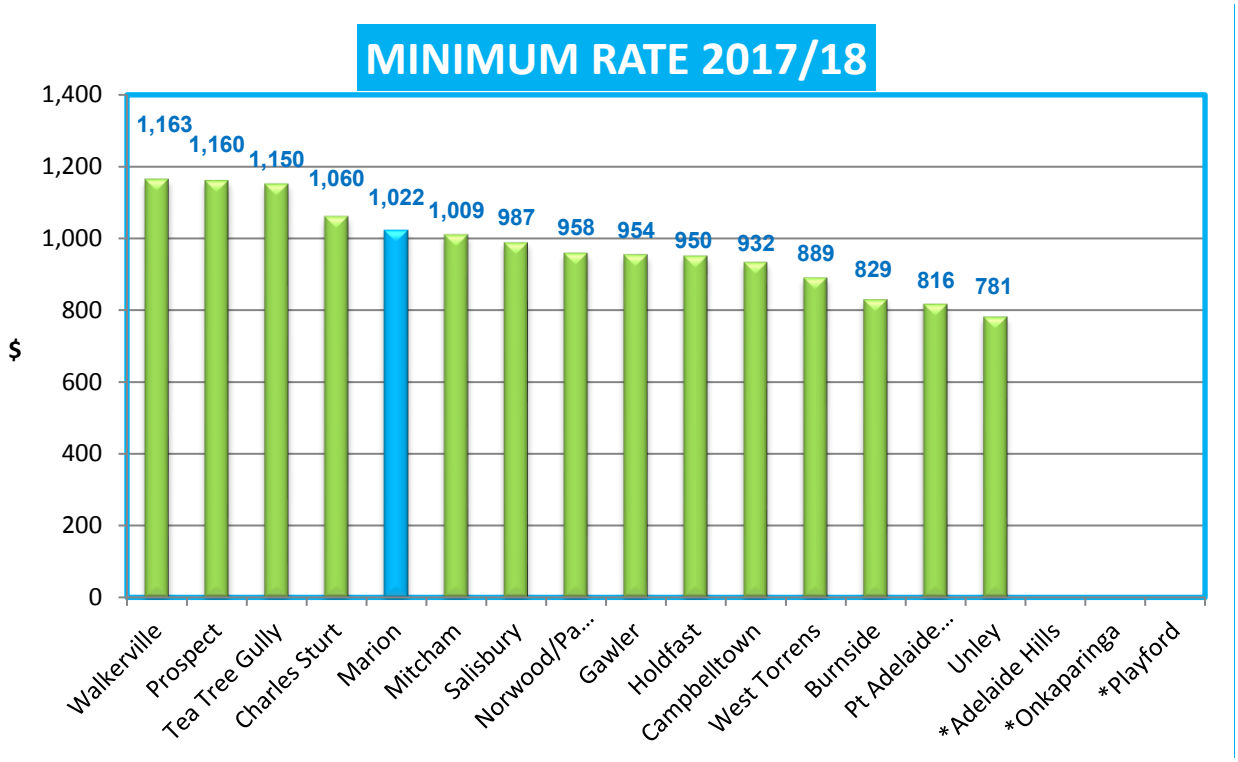
Interest will accrue on the amount postponed at the prescribed rate per month, under the Act until the amount is paid.

Should the entitlement to a postponement cease to exist, the owner of the land must inform the Council in writing, unless the rates and any interest have been paid in full.



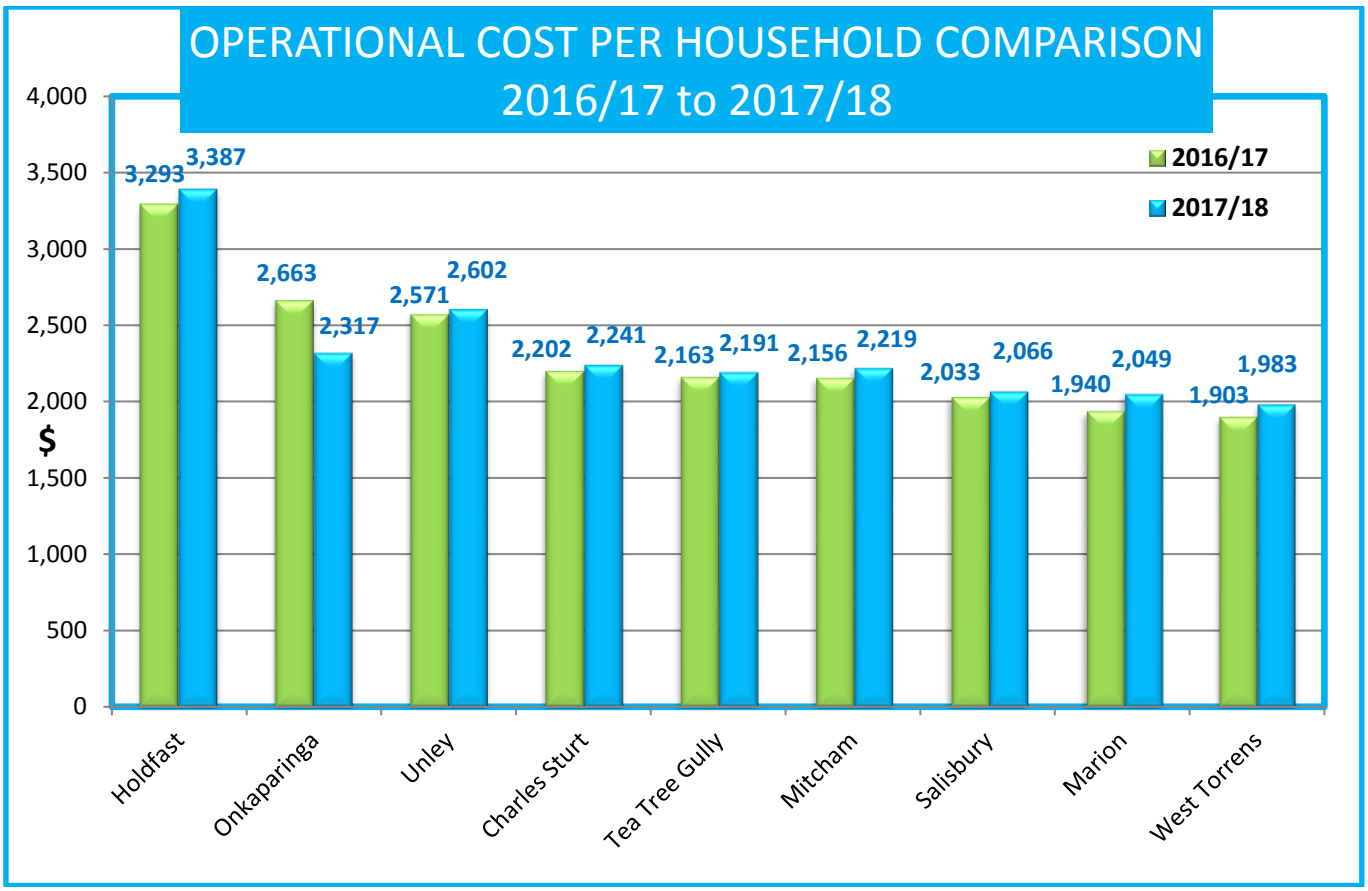
Marion is currently ranked 5th lowest of 18 metropolitan councils (2016/17 ranking was 5th lowest)





A 1.8% average rate increase for 2018/19 would result in a minimum rate increase to $1,040

**** No minimum rate due to a fixed charge being applied***



Operational Cost Per Household

Council's primary benchmark is to compare its average residential rate against other metropolitan councils as displayed in the above table. The table above illustrates that council's operational costs per household compares favourably against that of our neighbouring councils. It should be noted that there are many variables which limit the ability to make this a meaningful comparison, such as different levels of services provided by different councils, different infrastructural renewal requirements not reflected in operational costs, different sources of revenue such as grants and user charges which may vary from council to council.

FEES & CHARGES SCHEDULE 2018/19

Pricing Policy Document

FEES AND CHARGES SUMMARY 2018/19

The 2018/19 fees and charges are to be set in accordance with Council Policy in relation to user pays principles. The policy directs that Council will levy fees and charges for goods and services on a user pays basis and, where possible to recover the full cost of operating or providing the service or goods. Where it can be demonstrated that members of the community are unable to meet the full cost, concessions may apply.

User charges and statutory fees play an important role in enabling Council to provide a range of specific services and community facilities.

The statutory fees and charges listed may be amended at any time during the financial year. The Fees and Charges Schedule will be updated as statutory charges are amended.

The relevant Divisions and community groups have been consulted in relation to the proposed fees and charges and the following factors have been examined when determining the proposed fees:

- the cost of providing the service, inclusive of overhead costs
- the importance of the service to the community
- market comparison of fees and pricing structures with other enterprises who offer a similar service
- the level of service/facility provided by the City of Marion
- increase in statutory charges set by regulation

Index

	Page
By-Laws	1
Commonwealth Home Support Programme	1
Community Transport	2
Cooinda Neighbourhood Centre	2
Cove Civic Centre	3
Development Assessment	4
Dog Registration Fees & Fines	5
Glandore Community Centre	6
Halls for Hire	6
Health Services	7
Land Clearing	8
Library Services	8
Living Kaurna Cultural Centre	9
Marion Cultural Centre	10
Marion Swim Centre	12
Memorials	13
Neighbourhood Centres	13
Parking Control	14
Private Works & Trees	15
Searches	15
Other Charges & Permits	16

By-Laws - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$3,337	**-$3,295**	**-$3,337**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$44,131	**$40,475**	**$45,418**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$40,794	**$37,180**	**$42,081**

Description	GST Inc Y/N	2018/2019 Amount
Bylaws		
*All By-Laws apart from littering:	N	**$187.50**
Expiation reminder notice	Y	**$54.00**
Littering	N	**$315.00**
Permit to sell flowers on side of road	N	**$40.00**
Permit to place Mini-skip on public land	N	**$40.00**
Application to keep more than prescribed number of dogs	N	**$35.00**
Application to keep more than prescribed number of cats	N	**$35.00**
Local Nuisance and Litter Control		**$75.00**

Commonwealth Home Support Programme - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$2,094,461	**-$2,160,908**	**-$2,069,940**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$2,205,472	**$2,160,908**	**$2,069,940**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$111,011	**$0**	**$0**

Description	GST Inc Y/N	2018/2019 Amount
AGED CARE		
Home Assist		
Home maintenance - per hour (materials used to be reimbursed at cost incl. GST)	N	**$17.00**
Domestic Assistance	N	**$17.00**
Rubbish Removal/per trailerload (includes 2 hr labour)	N	**$45.00**
Gardening	N	**$17.00**
Volunteer Social/Transport Support (per round trips ie two-way trip)	N	**$8.00**
NC CHSP Program & Meals	N	**$12.00**

Community Transport - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$26,616	**-$24,647**	**-$26,616**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$191,721	**$173,943**	**$178,057**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$165,105	**$149,296**	**$151,441**

Description	GST Inc Y/N	2018/2019 Amount
TRANSPORT		
Community Bus **		
Contribution for return trip	Y	**$8.00**
One way trip	Y	**$4.00**
One way trip (Weekend)	Y	**$9.00**
NC CHSP Transport		
Contribution - One way trip	N	**$4.00**
CPN - Community Passenger Network (fees based on kilometres)		
2 - 7 km - One way	N	**$6.00**
8 - 12 km - One way	N	**$8.00**
13 - 18 km - One way	N	**$11.00**
19 - 25 km - One way	N	**$18.00**

** This fee incorporates external funding requirements for community transport options provided to our community.

Cooinda Neighbourhood Centre - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$399,158	**-$408,805**	**-$405,870**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$782,483	**$768,323**	**$740,119**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$383,325	**$359,518**	**$334,249**

Description	GST Inc Y/N	2018/2019 Amount
Cooinda Neighbourhood Centre		
Yoga	Y	**$7.00**
Light Weights	Y	**$7.00**
Fitness	Y	**$7.00**
Tai Chi/Keep Fit	Y	**$7.00**
Dancing	Y	**$6.00**
Art Classes	Y	**$10.00**
Pilates	Y	**$10.00**
Ceramics	Y	**$6.00**
Computing	Y	**$6.00**
Table Tennis	Y	**$1.10**
China Painting	Y	**$5.00**
Mosaics	Y	**$5.00**
Hall Hire - Community Groups	Y	**$200.00**
Hall Hire - Casual (per hr)	Y	**$65.00**
Hall Hire - Private Functions	Y	**$400.00**

Cove Civic Centre - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$50,059	**-$47,302**	**-$40,000**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$150,274	**$157,223**	**$136,521**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$100,215	**$109,921**	**$96,521**

Description	GST Inc Y/N	2018/2019 Amount
Hall (200 people) p/hour		
Corporate	Y	**$105.00**
Community/Small Business	Y	**$70.00**
Hall - Half (100 people) p/hour		
Corporate	Y	**$60.00**
Community	Y	**$30.00**
Hall - quarter (50 people) p/hour		
Corporate	Y	**$50.00**
Community	Y	**$25.00**
Meeting Rooms (6 people) p/hour		
Corporate / Community	Y	**$10.00**
Meeting Rooms (10 people) p/hour		
Corporate / Community	Y	**$20.00**
IT Training Room p/hour		
Corporate / Community	Y	**$75.00**

Corporate = businesses, state/fed government departments, CoM, non-gov educational organisations, tertiary institutions etc

Community = not-for-profits, free community events run by govt dept (things like NBN sessions), religious organisations, community members etc

Development Assessment- 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$1,066,990	**-$979,337**	**-$922,377**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$2,237,089	**$2,282,644**	**$2,239,205**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$1,170,099	**$1,303,307**	**$1,316,828**

Description	GST Inc Y/N	2018/2019 Amount
ASSESSMENT FEES		
*Lodgement Fee	N	**$62.50**
*Lodgement Fee (if assessment against Building Rules is required and Development C	N	**$71.00**
Staged Consent Fee	N	**$62.50**
Extension of Approval Fee	N	**$100.50**
Swimming Pool Inspection Fee	N	**$186.50**
Development		
Development Plan assessment develop *costs <$10,000	N	**$39.25**
*Develop costs >$10,000 & <$100,000	N	**$107.50**
Non Complying Development Admin Fee	N	**$127.00**
Non Complying Development Assessment Fee up to $10,000	N	**$53.80**
Non Complying Development Assessment Fee $10,000 - > $100,000	N	**$127.00**
Residential Development Code Fees		
*Schedule 1A Fee	N	**$52.25**
*Referrals per dept	N	**$222.50**
Other Statutory Fees		
*Public Notification	N	**$107.50**
Advertising Fee	Y	**$766.00**
*Statement requirements	N	**$296.00**
*Consultation Fee (DAC)	N	**$69.70**
Other Planning Fees		
Certificate of Title	Y	**$51.25**
*Search Fees	N	**$22.00**
*DA - Urban Tree Fund (Regulated) NEW	N	**$175.00**
*DA - Urban Tree Fund (Significant) NEW	N	**$262.00**
Building Rules Assessment, where there is a floor area		
Building assessment fee (Minimum)	Y	**$68.00**
*Class 1, 2 & 4	Y	**$3.02**
*Class 3, 5 & 6	Y	**$4.00**
*Class 7 & 8	Y	**$2.66**
*Class 9a & 9c	Y	**$4.56**
*Class 9b	Y	**$4.00**
*Class 10	Y	**$0.90**
Class 10b Retaining Walls, Signs Masts, Fences, Pools min fee $65.50	Y	**$0.90**
*Demolition - $65.50 minimum *	Y	**$0.60**
*Building rules Modification Fee	Y	**$156.50**
*Certificate of Occupancy	Y	**$44.75**
*Essential Fire Safety Schedule	Y	**$96.50**
Copying & Viewing of plans:		
File Search Fee	N	**$70.00**
Copying of plans - per page:		
A4	Y	**$2.00**
A3	Y	**$4.00**
Sec 34(2) - Copies of plans on public notice	Y	**$25.00**
Monthly Building Schedules (Current)	Y	**$68.00**
Monthly Building Schedules (Previous)	Y	**$47.00**
Monthly Building Schedules - yrly subscription	Y	**$590.00**

Dog Registration Fees and Fines - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$482,055	**-$530,100**	**-$537,422**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$741,517	**$810,586**	**$874,229**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$259,462	**$280,486**	**$336,807**

Description	GST Inc Y/N	2018/2019 Amount
Animal Registration Fees		
Standard dog - both desexed & microchipped (50% off the 'Non-Standard dog fee)	N	**$35.00**
Non-Standard dog - not both microchipped & desexed	N	**$71.00**
Discretionary rebates		
Standard Dog Pensioner Concession	N	**$17.00**
Standard Dog Pensioner Concession with Trained Certificate	N	**$14.00**
Standard Dog with Trained Certificate	N	**$28.00**
Non-standard Dog Pensioner Concession	N	**$35.00**
Non-standard Dog Concession with Trained Certificate	N	**$31.00**
Non-standard Dog with Trained Certificate	N	**$63.00**
Assistance Dog	N	**No Fee**
****Dog and Cat Management Act Infringements - Statutory Charges (non exhaustive list)***		
Unregistered Dog	N	**$170.00**
Unregistered Dangerous/Prescribed Breed Dog	N	**$750.00**
Further offence Unregistered Dog	N	**$170.00**
Further offence Unregistered Dangerous/Prescribed Breed Dog	N	**$750.00**
Wandering at Large	N	**$210.00**
Wandering at Large Dangerous/Prescribed Breed	N	**$750.00**
Failure to notify Council of Registration change	N	**$210.00**
Failure to remove dog faeces	N	**$210.00**
A Dog in School Premises	N	**$315.00**
Dog in School Premises Dangerous/Prescribed Breed Dog	N	**$750.00**
Dog in Shop without Consent	N	**$315.00**
Dog in Shop without Consent Dangerous/Prescribed Breed dog	N	**$750.00**
Creates noise by barking or otherwise	N	**$315.00**
Prescribed Breed - Not wearing a muzzle or not under effective control	N	**$750.00**
Greyhounds not wearing collar and lead	N	**$315.00**
Fail to notify the place at which dog is subject to order changes	N	**$210.00**
Fail to notify new owner of Order	N	**$210.00**
Fail to notify Council of Guard Dog Reg	N	**$170.00**
Transporting unrestrained dog in vehicle	N	**$210.00**
Dog rushes or chases a vehicle	N	**$315.00**
Attacks, rushes or chases person etc.	N	**$315.00**
Other Charges		
Cat Traps - deposit returnable	N	**$40.00**
*Cat Traps not returned at 4 weeks	N	**$210.00**
Animal Tag Replacement	N	**$9.00**
Extract from Register	N	**$5.00**
Late Fee on Unpaid Dog registrations	N	**$15.00**
Dog Infringement reminder notice	N	**$53.00**
Expiation Late Fee	Y	**$54.00**
**Dog Impounding Fee (Mon-Fri 10am-5pm)	***Impound Fees as charged by RSPCA***	
**Dog Impounding Fee (A/H & weekend)	***Impound Fees as charged by RSPCA***	
**Cat Impounding Fees	***Impound Fees as charged by RSPCA***	
**All other RSPCA Fees	***Fees as charged by RSPCA***	

Glandore Community Centre - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$121,179	**-$106,773**	**-$113,445**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$571,811	**$495,791**	**$508,041**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$450,632	**$389,018**	**$394,596**

Description	GST Inc Y/N	2018/2019 Amount
Courses		
Woodwork	Y	**$6.00**
Garden Plots	Y	**$25.00**
Playgroups/ social groups	Y	**$4.00**
Art classes	Y	**$7.00**
Fitness classes	Y	**$7.00**
Computing tuition	Y	**$5.00**
Photocopying 1 side A4	Y	**$0.30**
Photocopying A3	Y	**$0.50**
Market Fees		
Powered Site Fee	Y	**$30.00**
Unpowered Site Fee	Y	**$20.00**
Trestles	Y	**$10.00**
Food Van Hire with Power		**$30.00**
Hall Hire		
Clark Function Centre		
Hall Hire - Casual (per hr)	Y	**$65.00**
All Day 8am - midnight (functions only)	Y	**$500.00**
All Day 8am - 5pm (parties)	Y	**$400.00**
Half hall hire casual per hr	Y	**$35.00**
OPAL Space (Naldera Building)		
Hall Hire - All day	Y	**$180.00**
Hall Hire - Casual (per hr)	Y	**$35.00**
Slade Training		
Hall Hire - All day	Y	**$160.00**
Hall Hire -1 room Casual 3 hours	Y	**$80.00**
Hall Hire Casual per hour	Y	**$30.00**
Rugby Building		
Children's parties hire 4 hours (8am -12noon) or (1pm -5pm)	Y	**$100.00**
Hall Hire - All day/children's party	Y	**$180.00**
Hall hire per hour	Y	**$35.00**
All day hire not children's party	Y	**$180.00**

Halls for Hire - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$9,198	**-$2,609**	**-$10,198**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$27,153	**$11,659**	**$16,377**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$17,955	**$9,050**	**$6,179**

Description	GST Inc Y/N	2018/2019 Amount
PERRY BARR FARM - Castrol Shed		
Hourly Rate - Non permanent	Y	**$25.50**
Hourly Rate - Permanent	Y	**$20.75**
Weekend Hire (per day)	Y	**$350.00**
Bond	Y	**$300.00**
Risk Administration Fee	Y	**$10.00**

Health Services - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$41,918	**-$41,602**	**-$39,817**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$443,053	**$501,584**	**$481,928**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$401,135	**$459,982**	**$442,111**

Description	GST Inc Y/N	2018/2019 Amount
Environmental Health:		
Statutory Fines	***As per legislation***	
Food Safety:		
Statutory Fines	***As per legislation***	
Food handler training course - Full	Y	**$80.00**
Food handler training course - Summary	Y	**$40.00**
Food Premises Inspection Fees (Statutory) small business *A business of up to 20 fulltime equivalent people engaged in handling food)	Y	**$118.00**
Food Premises Inspection Fees (Statutory) large business	Y	**$294.00**
Home Business Inspection Fee **	Y	**$30.00**
Food safety talk (for commercial businesses, not for not-for-profit organisations and charitable organisations)	Y	**$40.00**
Rates capped as per below:		
Food Audit: Child care centres: $145 per hr, capped at 3 hrs	Y	**$145.00**
Food Audit: Aged care facility/hospital - small - less than 40 beds: $145 per hr, capped at 4 hrs	Y	**$145.00**
Food Audit: Aged care facility/hospital - med - 40 - 100 beds: $145 per hr, capped at 5 hrs	Y	**$145.00**
Food Audit: Aged care facility/hospital - lge 100 - 250 beds: $145 per hr, capped at 6 hrs	Y	**$145.00**
Food Audit: Aged care facility/hospital - v. lge > 250 beds: $145 per hr, capped at 7 hrs	Y	**$145.00**
Food audit: Desk Top Audit: for new business starting up; or for signifiant changes to exisitng business: $75 per hr	Y	**$75.00**
Public Health		
Statutory Fines	***As per legislation***	
Sale of sharps containers	Y	**$5.00**
Expiation reminder notice fee (statutory fee set by State Government)	***As per legislation***	
SRFs (Supported Residential Facilities)		
Statutory Fines	***As per legislation***	
Renewal of SRF Licence (Statutory)	***As per legislation***	
Application for a SRF Licence (Statutory)	***As per legislation***	
Application for the transfer of a SRF Licence (Statutory)	***As per legislation***	
Late application for renewal of SFR Licence (additional fee) (Stat)	***As per legislation***	
Application in relation to a dispute (Statutory)	***As per legislation***	
SRF Licence - if Licence exceeds 12 mths, annual fee payable upon anniverary of granting of the licence	***As per legislation***	
SRF Licence- on a decision to grant a licence (to be read in conjunction with annual licence fee	***As per legislation***	
SRF Licence Renewal (to be read in conjunction with annual licence fee	***As per legislation***	
SRF Inspection Fee		
High risk manufactured water systems (statutory charge)		
Registration of 1 system	***As per legislation***	
Registration of each additional system installed on the same premises	***As per legislation***	
Renewal of registration of each high risk manufactured water system	***As per legislation***	
Inspection of first system	***As per legislation***	
Inspection of each additional system installed on the same premises	***As per legislation***	
South Australian Public Health Act 2011 (Wastewater)		
Application for a wastewater works approval	***As per legislation***	

***"Home business" defined as a sporadic, small scale operation not producing commercial quantities and usually not the person's main source of income, eg a person making products at home to sell from home or to sell at markets.**

Land Clearing - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$3,847	**-$6,542**	**-$3,847**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$70,368	**$63,984**	**$73,557**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$66,521	**$57,442**	**$69,710**

Description	GST Inc Y/N	2018/2019 Amount
LAND CLEARING		
Land Clearing- per 1000m2 or part thereof (eg. 1500m2 block = $792)	Y	**$400.00**
Land Clearing - Admin Fee	Y	**$80.00**
Land Clearing - Expiation Fee	N	**$315.00**
Expiation late fee	N	**$54.00**

Library Services - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$354,597	**-$365,896**	**-$347,755**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$3,845,843	**$3,823,996**	**$3,761,066**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$3,491,246	**$3,458,100**	**$3,413,311**

Description	GST Inc Y/N	2018/2019 Amount
Photocopying		
- Per page A4	Y	**$0.20**
- Per page A3	Y	**$0.30**
Colour A4	Y	**$1.50**
Colour A3	Y	**$2.00**
Other Library Income		
Toy Library Annual M/ship - Individual	Y	**$20.00**
Toy Library Annual M/ship - Concession	Y	**$13.00**
Toy Library Annual M/ship - Family	Y	**$30.00**
Toy Library Annual M/ship - Family Concession	Y	**$22.00**
Toy Library Annual M/ship - Organisation	Y	**$65.00**
Events/programs - cover charge		
Programs Adults	Prices range from $2.00 - $160.00	
Programs Children	Prices from $2.00	
Sale of debited Stock	Prices range from $0.10 - $1.00	
Sale of Library Bags	Prices range from $1.00 - $5.00	
Non Statutory Fines		
Processing Fee - Lost/Damaged/Overdue Items/cost of replacement RFID tags	Y	**$5.00**
Library Card	Y	**$1.10**
Lost or Damaged items	Replacement Cost	

Living Kaurna Cultural Centre - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$97,201	**-$94,719**	**-$83,822**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$333,106	**$394,614**	**$383,185**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$235,905	**$299,895**	**$299,363**

Description	GST Inc Y/N	2018/2019 Amount
Room Hire		
Education/Community Group Rates		
Hrly Rate above weekday hrs	Y	**$71.00**
1/2 day weekday (4 hrs)8am to 12pm then 12.30pm to 4.30/5.00pm	Y	**$136.00**
Full Day	Y	**$239.00**
Corporate Rate		
Hrly Rate above weekday hrs	Y	**$120.00**
1/2 day weekday (4 hrs)8am to 12pm then 12.30pm to 4.30/5.00pm	Y	**$198.00**
Full Day	Y	**$361.00**
Cultural Tours		
Cultural Tours Fee Adult	Y	**$22.00**
Cultural Tour Fee - Concession	Y	**$11.50**
Art workshops- Adult	Y	**$23.50**
Art workshops - Concession/child	Y	**$13.00**
Weavers Adult	Y	**$22.00**
Weavers concession/child	Y	**$11.50**
Weavers additional materials/room	Y	**$52.00**
Fairford House		
Education/Community Group Rates		
Hrly Rate above weekday hrs	Y	**$52.00**
1/2 day weekday (4 hrs)	Y	**$78.00**
Full Day	Y	**$156.00**
Corporate Rate		
Hrly Rate above weekday hrs	Y	**$84.00**
1/2 day weekday (4 hrs)	Y	**$136.00**
Full Day	Y	**$261.00**
Full Use/Park Use	Y	**$627.00**
Kitchen	Y	**$115.00**

Marion Cultural Centre - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$178,345	**-$199,602**	**-$171,367**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$1,024,975	**$1,107,512**	**$1,066,174**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$846,630	**$907,910**	**$894,807**

Description	GST Inc Y/N	2018/2019 Amount
DOMAIN THEATRE - PERFORMANCE/FUNCTIONS		
Community (Subsidised) Rate		
Monday to Saturday - Minimum 3 hours	Y	**$127.00**
Sunday - Minimum 4 hours	Y	**$188.00**
Public Holiday Rates - P.O.A	Y	**P.O.A**
Corporate Rate		
Monday to Saturday - Minimum 3 hours	Y	**$158.00**
Sunday - Minimum 4 hours	Y	**$236.00**
Public Holiday Rates - P.O.A	Y	**P.O.A**
OTHER		
Staging - load in, load out	Y	**$217.00**
Curtain de-rig & re-rig	Y	**$385.00**
Technical and duty staff - per hr (Mon -Sat) min 3hrs	Y	**$53.00**
Front of House staff - per hr (Mon - Sat) min 3 hrs	Y	**$53.00**
Technical and duty staff - per hr (Sun & PH) min 4hrs	Y	**$78.00**
Front of House staff - per hr (Sun & PH) min 4hrs	Y	**$78.00**
Front of House/Box Office		
Ticket sales via box office - per ticket	Y	**$3.00**
8 person round table (incl cloths)	Y	**$6.00**
DOMAIN ROOM - No Technician		
Community (Subsidised) Rate		
Monday to Saturday - Minimum 3 hours	Y	**$74.00**
Sunday - Minimum 4 hours	Y	**$110.00**
Public Holiday Rates - P.O.A	Y	**P.O.A**
Corporate Rate		
Monday to Saturday - Minimum 3 hours	Y	**$105.00**
Sunday - Minimum 4 hours	Y	**$158.00**
Public Holiday Rates - P.O.A	Y	**P.O.A**
STURT ROOM		
Community (Subsidised) Rate		
Monday to Saturday - Minimum 2 hours	Y	**$34.00**
Sunday - Minimum 4 hours	Y	**$50.00**
Public Holiday Rates - P.O.A	Y	**P.O.A.**
Corporate Rate		
Monday to Saturday - Minimum 2 hours	Y	**$47.00**
Sunday - Minimum 4 hours	Y	**$70.00**
Public Holiday Rates - P.O.A	Y	**P.O.A.**
GREEN ROOM * After 6 pm or Saturday/Sunday only hired with additional room min rates apply OR Sturt Room rates apply		
Community (Subsidised) Rate		
Monday to Friday Up to 6pm only - Minimum 2 hours	Y	**$20.00**
Public Holiday Rates - P.O.A	Y	**P.O.A.**
Corporate Rate		
Monday to Friday Up to 6pm only - Minimum 2 hours	Y	**$28.00**
Public Holiday Rates - P.O.A	Y	**P.O.A.**

Marion Cultural Centre - 2018/19

Description	GST Inc Y/N	2018/2019 Amount
FOYER SPACE After * 6 pm or Saturday/Sunday only hired with additional room min rates apply OR Sturt Room rates apply		
Community (Subsidised) Rate		
Monday to Friday Up to 6pm only - Minimum 2 hours	Y	**$20.00**
Public Holiday Rates - P.O.A	Y	**P.O.A.**
Corporate Rate		
Monday to Friday Up to 6pm only - Minimum 2 hours	Y	**$28.00**
Public Holiday Rates - P.O.A	Y	**P.O.A.**
PLAZA SPACE		
Community (Subsidised) Rate		
Monday to Saturday - Minimum 3 hours	Y	**$75.00**
Sunday - Minimum 4 hours	Y	**$110.00**
Public Holiday Rates - P.O.A	Y	**P.O.A.**
Corporate Rate		
Monday to Saturday - Minimum 3 hours	Y	**$110.00**
Sunday - Minimum 4 hours	Y	**$160.00**
Public Holiday Rates - P.O.A	Y	**P.O.A.**

Marion Outdoor Pool - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$577,125	**-$738,703**	**-$642,124**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$687,731	**$755,280**	**$682,341**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$110,606	**$16,577**	**$40,217**

Description	GST Inc Y/N	2018/2019 Amount
Admissions		
General Public	Y	**$7.20**
Children under 4 years		**FREE**
Children 4-14 years	Y	**$6.00**
Aged/Disabled Concession	Y	**$6.00**
Family Concession	Y	**$21.60**
Student & Concession	Y	**$6.00**
Spectator	Y	**$4.00**
Adult Multi Visit Pass 10	Y	**$63.50**
Adult Multi Visit Pass 30	Y	**$175.00**
Concession Multi Visit Pass 10	Y	**$51.50**
Concession Multi Visit Pass 30	Y	**$142.00**
Season Pass (Adult)	Y	**$432.00**
Season Pass (Family)	Y	**$965.00**
Season Pass (Child)	Y	**$333.00**
Activity Pass - Waterside or Inflatable - 10 uses	Y	**$8.00**
Unlimited activity pass (Summer school holidays not including admission)	Y	**$17.00**
Summer school holidays inclusive ticket (child entry + unlimited activity pass)	Y	**$22.00**
Family inclusive school holiday day pass (Family entry + 4 x unlimited activity passes)	Y	**$72.60**
Swim Club Entry	Y	**$5.00**
Aqua-Fitness Class	Y	**$11.50**
Aqua - Fitness Class Multi Visit Pass 10	Y	**$103.50**
Aqua - Fitness Class Concession	Y	**$10.30**
Aqua - Fitness Class Multi Visit Pass 10 Concession	Y	**$92.70**
Aqua - Fitness Class - Member	Y	**$3.00**
Birthday Party (games only)	Y	**$17.00**
Birthday Food (food as extra)	Y	**$7.00**
Group 20+ Swim Only per person - Not for Profit/Vacation Care Only	Y	**$5.30**
Group 20+ Swim & Slide per person - Not for Profit/Vacation Care Only	Y	**$9.00**
Picnic Week - Swim & Icy Pole per person	Y	**$6.00**
Picnic Week - Swim & Activity Pass per person	Y	**$11.00**
Picnic Week - Swim, Activity Pass & Icy Pole per person	Y	**$11.70**
Locker Hire	Y	**$5.00**
Hire Charges		
Lane Hire - regular user lane hire per hr + entry fee	Y	**$15.70**
Lane Hire - casual user lane hire per hr	Y	**$20.80**
Lane Hire - Peak Rate - Single Lane Hire only (Incl admission)	Y	**$31.00**
Lane Hire - Offpeak Rate - Single Lane Hire only (Incl admission)	Y	**$26.00**
Lane Hire - Multiple Lane Hire - Per Lan (Incl admission)	Y	**$26.00**
Hourly Rate - all 8 lanes Main Pool only - Normal Operating Hours	Y	**$215.00**
Hourly Rate - Learner's Pool - Normal Operating Hours	Y	**$95.00**
Hourly Rate - Toddler's Pool - Normal Operating Hours	Y	**$58.00**
Term Time 45 minutes - DECD Only	Y	**$2.80**
Term Time 90 minutes - DECD Only	Y	**$3.40**
Carnivals & Picnics - Main Pool Only (3 hours)	Y	**$625.00**
Carnivals & Picnics - Normal Operating Hours All Pools (3 hours)	Y	**$1,110.00**
Hourly Rate - After Hours All Pools	Y	**$235.00**
Hourly Rate - Additional Lifeguards - 1 per 100 swimmers above 250	Y	**$60.00**
Hourly Rate - 2 x Waterslides	Y	**$150.00**
Hourly Rate - Inflatable (Min 2 hours)	Y	**$95.00**
Swim Lessons - pay as you go per lesson	Y	**$20.00**
Swim Lessons - Paid up front per lesson	Y	**$17.20**
Portable BBQ Hire 3 x hours	Y	**$30.00**
Birthday party room hire per hour	Y	**$25.00**

Memorials - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
$0	**-$455**	**-$2,000**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
-$4,343	**$1,786**	**$2,000**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
-$4,343	**$1,331**	**$0**

Description	GST Inc Y/N	2018/2019 Amount
Recycled Plastic Seat (including concrete slab)	Y	**$1,948.00**
Recycled Plastic Picnic Bench (including concrete slab)	Y	**$2,047.50**
Timber Seat (including concrete slab)	Y	**$2,747.50**
Timber Picnic Bench (including concrete slab)	Y	**$5,707.50**
Large Boulder/Rock	Y	**$200.00**
Tree	Y	**$400.00**
Bronze Plaque - Small	Y	**$407.50**
Bronze Plaque - Medium	Y	**$480.00**
Bronze Plaque - Large	Y	**$520.00**

***** The fees listed above include all materials, installation & labour costs and reflect full cost recovery***

Neighbourhood Centres - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$113,018	**-$110,923**	**-$111,899**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$388,086	**$339,424**	**$352,569**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$275,068	**$228,501**	**$240,670**

Description	GST Inc Y/N	2018/2019 Amount
MITCHELL PARK NEIGHBOURHOOD CENTRE		
Main Hall - Hire Charges		
General Hire (per hour)	Y	**$30.00**
Children's Parties: 12 yrs & under (up to 4hrs - daytime only)	Y	**$65.00**
Community event (per day) Day only	Y	**$110.00**
User Charges - Facilities at the Centre		
Photocopies A4 single	Y	**$0.30**
Photocopies A3 single	Y	**$0.50**
Exercise Classes tuition	Y	**$6.00**
TROTT PARK NEIGHBOURHOOD CENTRE		
Main Hall - Hire Charges		
General Hire (per hour)	Y	**$30.00**
Play Room & Seminar Room		
Community Groups (per hour)	Y	**$30.00**
Children's Parties: 12 yrs & under (up to 4hrs - daytime only)	Y	**$200.00**
Community Event (per day)	Y	**$200.00**
Other Charges		
Photocopies A4 single	Y	**$0.30**
Photocopies A3 single	Y	**$0.50**

Parking Control - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$519,704	**-$744,400**	**-$741,962**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$323,458	**$358,517**	**$376,954**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
-$196,246	**-$385,883**	**-$365,008**

Description	GST Inc Y/N	2018/2019 Amount
TRAFFIC INFORMATION		
***Private Parking**		
Disabled Zone	N	**$363.00**
No Standing Zone	N	**$93.00**
Permit Parking Area	N	**$65.00**
Loading Zone	N	**$68.00**
Time Limit Area	N	**$51.00**
***Road Traffic Act**		
Stop on continuous Yellow Line	N	**$95.00**
Contravene No Stopping Sign	N	**$93.00**
Contravene No Parking Sign	N	**$77.00**
Stop in Loading Zone	N	**$68.00**
Bus Zone	N	**$127.00**
Stop within 10m I/Section	N	**$95.00**
Stop within 20m I/section w Traffic Light	N	**$93.00**
Stop on dividing strip or nature strip	N	**$95.00**
Obstructing access to & from a Driveway	N	**$77.00**
Stop within 1m Fire Plug / Hydrant	N	**$77.00**
Stop within Prohibited distance Bus Stop	N	**$93.00**
Not Parallel	N	**$68.00**
Exceed 1 hr Time Limit Long or Heavy Vehicles	N	**$114.00**
Exceeding Time Limit	N	**$51.00**
Further Offence	N	**$49.00**
Double Parking	N	**$93.00**
Obstruct access to/from a footpath or ramp	N	**$75.00**
Stop in a Truck Zone	N	**$65.00**
Stop in a Taxi Zone	N	**$127.00**
Stop in Permit Zone	N	**$65.00**
Stop in a Mail Zone	N	**$93.00**
Stop on or near a Children's Crossing	N	**$93.00**
Fail to Angle Park	N	**$65.00**
Fail to park with 1m between vehicles	N	**$65.00**
Park close to Dividing Line or Strip	N	**$68.00**
Stopping on a Bridge	N	**$93.00**
Stopping in a Bicycle Lane	N	**$261.00**
Stopping on a Clearway sign	N	**$263.00**
Stopping in a Bus Lane	N	**$261.00**
Stopping in emergency stopping lane	N	**$261.00**
Stopping in a Disabled Zone	N	**$363.00**
***Other**		
Impounded Vehicle	N	**$184.00**
Parking Expiatin Reminder Notice	N	**$54.00**

Private Works & Trees - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$170,130	**-$246,365**	**-$170,130**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$174,595	**$284,589**	**$173,188**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$4,465	**$38,224**	**$3,058**

Description	GST Inc Y/N	2018/2019 Amount
CROSSOVERS & INVERTS		
Driveway Crossover Installations		
Driveway Crossover (normal std) per sq metre	Y	**$210.00**
Driveway Crossover (heavy duty) - per sq metre	Y	**$230.00**
Driveway Invert Installations		
Driveway Invert (saw cut, removal & reconstruction of kerb) per item		
0-5m std single	Y	**$940.00**
5-8 std single	Y	**$1,500.00**
Residential Stormwater Pipe Connection		
Council sawcut footpath, resident supplies & lays pipe & Council reinstates 75mm or 90mm diameter	Y	**$495.00**
Footpath Repairs		
Minor reinstatement - per linear metre	Y	**$190.00**
Road Closures		
Sale of land	**Price set by valuer as negotiated**	
Trees		
Tree removal per hour		**$300.00**
Tree replacement		**$350.00**
Tree amenity value (removed tree)	**Price calculated using a recognized amenity calculator**	

Searches - 2018/19

Actual Income 2016/2017	Budget Income 2017/2018	Budget Income 2018/2019
-$126,730	**-$170,300**	**-$162,648**
Actual Expense 2016/2017	Budget Expense 2017/2018	Budget Expense 2018/2019
$728,723	**$784,906**	**$785,044**
Actual Net Cost 2016/2017	Budget Net Cost 2017/2018	Budget Net Cost 2018/2019
$601,993	**$614,606**	**$622,396**

Description	GST Inc Y/N	2018/2019 Amount
RATING INFORMATION		
Land & Business Agents		
*Rates only	N	**$32.50**
* Full Search - Zoning Portion	N	**$23.30**
* Full Search - Rates Portion	N	**$54.55**
* Urgent Search	N	**$65.75**
Extract from Assessment Book	N	**$10.50**
Copy of prior years rates notice	Y	**$11.00**
Copy Rate Accounts	**No Charge**	

Other Charges & Permits - 2018/19

Description	GST Inc Y/N	2018/2019 Amount
Permits		
Outdoor Dining Permit Application fee (non refundable)	N	**$100.00**
Outdoor Dining Permit (1 table and 4 chairs)	N	**$80.00**
Mobile Food Vending Permit Application fee (non refundable)	N	**$100.00**
Mobile Food Vending Permit Application fee (6 months Summer fee)	N	**$400.00**
Mobile Food Vending Permit Ap0plication fee (6 months Winter fee)	N	**$300.00**
Mobile Food Vending Permit Annual fee	N	**$700.00**
Casual Use of Community Tennis/Netball Courts (per season up to 6 months)	N	**$300.00**
Freedom of Information		
Application for access to document (includes first two hours spent dealing with application)	N	**$34.25**
Each subsequent 15 mins spent on application	N	**$12.80**
Where access is to be given in the form of a written transcript of words contained in document (per page)	N	**$7.70**
Photocopy of documents (per page)	N	**$0.20**
Other Charges		
History of Marion book	Y	**$10.00**
History of Marion book - Volume 2, Hard Cover	Y	**$39.95**
Public Information		
Minutes, Policies, Registers, Codes and Procedures (per page) :-	Y	**$0.55**

***These documents are available for inspection at the Council Administration Office,**
245 Sturt Road, Sturt, at no charge

Annual Report	***No Charge***
Community Consultation Policy	***No Charge***
Notification of Council Meetings - Notice & Agenda	***No Charge***
Notification of Committee Meetings	***No Charge***
Annual Financial Plan (Budget)	***No Charge***
Rating Policy	***No Charge***
Code of Practice - Meetings and Documents	***No Charge***
Strategic Management Plan	***No Charge***
Register of By Laws	***No Charge***
Order Making Policy	***No Charge***
Grievance Procedure	***No Charge***
Register of Delegations and Sub-delegations	***No Charge***
Tenders & Contracts Policy	***No Charge***
Code of Conduct for Members	***No Charge***
Code of Conduct for Staff	***No Charge***
Reimbursement of Members Expenses Policy	***No Charge***
Freedom of Information - Information Statement	***No Charge***
Council Electoral Roll (a full copy may be purchased - P.O.A)	***No Charge***

CITY OF MARION
GENERAL COUNCIL MEETING
26 June 2018

Originating Officer:	**Kylie Jaggard, Team Leader Rating Services**
Corporate Manager:	**Ray Barnwell, Manager Finance and Contracts**
General Manager:	**Vincent Mifsud, General Manager Corporate Services**
Subject:	**Valuation – Adoption for 2018/2019 Financial Year**
Reference No:	**GC260618R03**

REPORT OBJECTIVE AND EXECUTIVE SUMMARY:

Council is required to adopt the Valuation which is to apply to all land within its area for rating purposes, prior to declaring rates.

RECOMMENDATIONS:		**DUE DATE**
That:		
1.	**pursuant to Section 167(2)(a) of the Local Government Act 1999 Council adopts the capital valuations as supplied by the Office of the Valuer-General, (at Supplementary Week 52 dated 25 June 2018), as the Valuations that are to apply to land within its area for rating purposes for the 2018/2019 financial year.**	**26 June 2018**
2.	**Council notes that, at the time of adoption, the Valuation totalled $21,028,947,140 (including $20,029,980,169 Rateable and $998,966,971 Exempt).**	**26 June 2018**

BACKGROUND:

This Report provides the information required by the Council to allow adoption of the Valuation for the 2018/2019 financial year, as required by the Local Government Act.

DISCUSSION:

Section 167 (1) of the Local Government Act requires the adoption of the valuations which are to apply to land within its area for rating purposes for that year, prior to declaration of the rate or rates.

Section 167 (2) provides that a Council must adopt either valuations made, or caused to be made, by the Office of the Valuer-General, or by a valuer employed or engaged by the Council, or by a firm or consortium of valuers engaged by the Council. The valuation presented for adoption has been prepared by the Valuer General.

CONCLUSION:

Adoption of this report is required prior to the declaration of rates for the 2018/2019 financial year.

Appendix 1: Notice of Adoption of Valuation

CITY OF MARION

NOTICE is hereby given that on 26 June 2018 the Council of the City of Marion, pursuant to the provisions of the Local Government Act 1999, for the year ending 30 June 2019,

ADOPTION OF VALUATIONS

adopted the capital valuations to apply in its area for rating purposes for the 2018-2019 financial year as supplied by the Valuer-General totalling $21,028,947,140

DECLARATION OF RATES

declared differential general rates in the dollar based on capital value as follows:

(a) **0.343301** cents in the dollar on rateable land of Category 1 – Residential, Category 7 – Primary Production and Category 9 – Other.

(b) **0.635107** cents in the dollar on rateable land of Category 2 – Commercial Shop, Category 3 – Commercial Office, Category 4 – Commercial Other.

(c) **0.583612** cents in the dollar on rateable land of Category 5 – Industrial Light, Category 6 – Industrial Other.

(d) **0.686602** cents in the dollar on rateable land of Category 8 – Vacant Land.

resolved that the minimum amount payable by way of general rates in respect of rateable land within the area for the year ending 30 June 2019 be $1,040.00; and

declared a Separate Rate of 0.009892 cents in the dollar on all rateable land within the Adelaide and Mount Lofty Ranges Natural Resources Management Board Area within the area.

The Council resolved that rates will be payable in four equal or approximately equal instalments, and that the due dates for those instalments will be 3 September 2018, 3 December 2018, 1 March 2019 and 3 June 2019.

Adrian Skull
Chief Executive

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer: **Kylie Jaggard, Team Leader Rating Services**

Corporate Manager: **Ray Barnwell, Manager Finance and Contracts**

General Manager: **Vincent Mifsud, General Manager Corporate Services**

Subject: **Rates Declaration – 2018/2019**

Reference No: **GC260618R04**

REPORT OBJECTIVE AND EXECUTIVE SUMMARY:

Having first adopted the Annual Business Plan, the Annual Budget 2018/2019 and the Valuation of land within its area, the Council is now required to declare the rates for the 2018/19 financial year.

RECOMMENDATIONS:	DUE DATE
1. That	
i. pursuant to Section 153(1)(b) and 156(1)(a) of the Local Government Act, 1999 the Council declares differential general rates according to land use based on Capital Value within the area for the 2018/2019 financial year as follows:	**26 June 2018**
(a) 0.343301 cents in the dollar on rateable land of Categories 1 - Residential, 7 - Primary Production, 9 – Other.	
(b) 0.635107 cents in the dollar on rateable land of Categories 2 – Commercial Shop, 3 – Commercial Office, 4 - Commercial Other.	
(c) 0.583612 cents in the dollar on rateable land of Categories 5 - Industry Light and 6 - Industry Other.	
(d) 0.686602 cents in the dollar on rateable land of Category 8 - Vacant Land	
ii. pursuant to Section 158 (1)(a) of the Local Government Act 1999, fixes a minimum amount payable by way of General Rates in respect of rateable land within the area for the 2018/2019 financial year of $1,040.00.	
2. That pursuant to Section 153(3) of the Local Government Act 1999 the Council has determined not to fix a maximum increase under this Section in the general rate to be charged on a principal place of residence of a principal ratepayer upon the basis that relief is otherwise provided under the 'Discretionary Rebate – Residential Land Use (Rate Capping)' provision of its Rating Policy.	**26 June 2018**

3.	**That, as required by the Natural Resources Management Act 2004, and pursuant to Section 95 of that Act and Section 154 (1) of the Local Government Act, the Council declares a Separate Rate of 0.009892 cents in the dollar on all rateable land in the area covered by the Adelaide and Mount Lofty Ranges Natural Resources Management Board within this Council's area for the 2018/2019 financial year.**	**26 June 2018**
4.	**That pursuant to Section 181 (1) of the Local Government Act rates are payable in four equal or approximately equal instalments, and Council resolves that pursuant to section 181(2) of the Act the due dates for those instalments shall be:** **3 September 2018** **3 December 2018** **1 March 2019** **3 June 2019**	**26 June 2018**
5.	**That pursuant to Section 44 of the Local Government Act 1999 the Council delegates to the Chief Executive Officer the power at Section 181(4)(b) to alter the due date for payment of any rate or instalment payment of a ratepayer where circumstances warrant such action, and to make any arrangement for payment of an account (either including or excluding the imposition of fines thereon) over an extended period.**	**26 June 2018**

BACKGROUND:

This report sets the differential general rate and the minimum general rate payable on all properties within the Council's area, and the separate rate which the Council is obliged to collect on behalf of the Adelaide and Mount Lofty Ranges Natural Resources Management Board. It also sets the due dates for payment for each quarter, and delegates authority to the Chief Executive Officer to vary the due dates and to make arrangements with ratepayers for extension of time to pay their accounts, with or without interest.

DISCUSSION:

Rate Declaration

The proposed differential general rates are as follows:

Category 1	Residential	0.343301c
Category 2	Commercial - Shop	0.635107c
Category 3	Commercial – Office	0.635107c
Category 4	Commercial – Other	0.635107c
Category 5	Industrial - Light	0.583612c
Category 6	Industrial – Other	0.583612c
Category 7	Primary Production	0.343301c
Category 8	Vacant	0.686602c
Category 9	Other	0.343301c

and combined with a minimum rate payable of $1,040.00 will raise the required rate income for the 2018/19 financial year.

The Adelaide and Mount Lofty Ranges Natural Resources Management Board extends from Cape Jervis in the south to Stockwell in the north. The City of Marion will be charged an amount of $1,918,392 payable in four quarterly instalments of $479,598. The proposed separate rate of 0.009892 cents in the dollar, will be applied to all rateable properties within the area and will recoup the amount the Council is required to contribute to the Natural Resources Management Board. A levy on ratepayers will add an average $46 to each rate account. In accordance with an agreement with the Natural Resources Management Board, Council may claim administrative costs on an agreed basis. A claim of $12,754 is forecast for 2018/19 ($12,217 – 2017/18).

Collection of this money on behalf of the Natural Resources Management Board will be revenue-neutral for the Council.

CONCLUSION:

Adoption of the recommended differential general rates, minimum general amount and the separate rate for the Natural Resources Management Board levy will ensure that budget requirements are met.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer: **Kylie Jaggard, Team Leader Rating Services**

Corporate Manager: **Ray Barnwell, Manager Finance and Contracts**

General Manager: **Vincent Mifsud, General Manager Corporate Services**

Subject: **Rate Rebates 2018-19**

Reference No: **GC260618R05**

REPORT OBJECTIVE AND EXECUTIVE SUMMARY:

That the Council review applications received from community service organisations requesting rate rebates in accordance with the Council's Rate Rebate Policy.

RECOMMENDATIONS: **That:-**		**DUE DATE**
1.	**The Schedule of Man datory Rate Rebates (refer App endix 1) be noted.**	**26 June 2018**
2.	**Council resolves that a discretionary rate rebate of 25% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Foodbank SA on the properties it occupies for the 2018-19 financial year.**	**26 June 2018**
3.	**Council resolves that a discretionary rebate of 25% be granted under Section 166(1)(d) of the Local Government Act, 1999 to Suneden School on the prop erty it occupies and uses for educational purposes for the 2018-19 financial year.**	**26 June 2018**
4.	**Council resolves that a discretionary rate rebate of 100% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Scouts SA on the properties it occupies for the 2018-19 financial year.**	**26 June 2018**
5.	**Council resolves that a discretionary rate rebate of 50% be granted under Section 166(1)(j) of the Local Govern ment Act, 1999 to the Abbeyfield Society (Marion) on the property it oc cupies at 5 Lawrence Ave, Edwardstown for the 2018-19 financial year.**	**26 June 2018**
6.	**Council resolves that a discretionary rate rebate of 50% be granted under Section 166(1)(j) of the Local Govern ment Act, 1999 to the Plympton Glenelg RSL Sub Branch on the property it occupies at 464 Marion Rd, Plympton Park for the 2018-19 financial year.**	**26 June 2018**

7.	**Council resolves that a discretionary rate rebate of 25% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Second Chances SA (previously affiliated with Prison Fellowship Aust.) on the property it occupies at 397C and 397E Diagonal Rd, Sturt for the 2018-19 financial year.**	**26 June 2018**
8.	**Council resolves that a discretionary rate rebate of 75% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Operation Flinders on the property it occupies at 3/938 and 4/938 South Rd, Edwardstown for the 2018-19 financial year.**	**26 June 2018**

BACKGROUND:

The Local Government Act 1999 provides for rebates of rates, on either a mandatory (Sections 160 to 165) or discretionary (Section 166) basis of 100% or less. The discretionary rebate may, for example, apply where a not-for-profit community services organisation does not fall within the provisions for a mandatory rebate (under Section 161) but does fall within the discretionary rebate grounds. Section 161(3) of the Local Government Act 1999, as reflected in the Council's Rating Policy, sets a three part test for eligibility for a mandatory 75% rebate for a community service organisation:-

"161 – Rebate of rates - community services

(1) The rates on land being predominantly used for service delivery or administration by a community service organisation will be rebated at 75 per cent (or, at the discretion of a council, at a higher rate).

(3) For the purposes of this section, a community service organisation is a body that –

(a) is incorporated on a not-for-profit basis for the benefit of the public; and

(b) provides community services without charge or for a charge that is below the cost to the body of providing the services; and

(c) does not restrict its services to persons who are members of the body."

The Act also stipulates what is regarded as a community service.

DISCUSSION:

Council periodically receives applications from organisations occupying property within the City of Marion requesting Mandatory or Discretionary Rebates.

All the applications have been considered in accordance with the relevant sections of the Local Government Act 1999 and the Rate Rebate section of Council's Rating Policy.

Appendix 1 summarises the mandatory and discretionary rebates.

Appendix 2 provides a checklist for each discretionary rate rebate applicant.

INTERNAL ANALYSIS:

Legal / Legislative and Risk Management:

Mandatory Rebates

The Local Government Act provides for a number of mandatory 100% rebates, these rebates apply to land being used for the provision of health services, religious purposes, public cemeteries and the Royal Zoological Society of SA, and mandatory 75% rebates for educational purposes, community services, private schools and housing associations.

Discretionary Rebates

When considering granting any Discretionary Rebates, Council must also consider the provisions of the Rating Policy and Local Government Act 1999.

> In accordance with Section 166(1a) of the Act "a council must, in deciding whether to grant a discretionary rebate of rates or charges under Section 166(1)(d), (e), (f), (g), (h), (i) or (j), take into account -
>
> (a) the nature and extent of Council services provided in respect of the land for which the rebate is sought in comparison to similar services provided elsewhere in the Council's area;
>
> (b) the community need that is being met by activities carried out on the land for which the rebate is sought; and
>
> (c) the extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons,
>
> and may take into account other matters considered relevant by the council."

Council has previously approved discretionary rebates to the following community organisations:

Foodbank SA

Foodbank SA meets the requirement for a 75% mandatory rebate. In addition, Council in previous financial years has granted a discretionary rebate of 25% in accordance with Council's Rating Policy.
Based on the assessment of the application it is recommended that a 25% discretionary rebate be approved for 2018-19.

Suneden School

This organisation meets the requirement for a 75% mandatory rebate. In addition, Council in previous financial years has granted a discretionary rebate of 25% in accordance with Council's Rating Policy.
Based on the assessment of the application it is recommended that a 25% discretionary rebate be approved for 2018-19.

Developing Alternative Solutions to Housing Inc (DASH)

This organisation meets the requirement for a 75% mandatory rebate on properties at 1/5 and 3/5 Finniss St Marion, 105 Nunya Ave, Morphettville, 348 and 348A Sturt Rd, Clovelly Park. DASH provides emergency accommodation to youth. Council in previous financial years has granted a discretionary rebate of 25% in accordance with Council's Rating Policy.

DASH were invited to apply for a discretionary rate rebate for 2018-19, however no application was submitted therefore the rebate is not recommended.

Scouts SA:

Scout SA do not meet the definition of community services set out in the Rate Rebate Policy and therefore do not qualify for a mandatory rebate. However, Council has previously granted a discretionary rebate of up to 100%.

Based on the assessment of the application it is recommended that a 100% discretionary rebate be approved for 2018-19.

The Guide Association:

The Guide Association does not meet the definition of community services set out in the Rate Rebate Policy and therefore do not qualify for a mandatory rebate. However, Council has previously granted discretionary rebate of up to 100%.

The Guide Association was invited to apply for a discretionary rate rebate for 2018-19, however no application was submitted therefore the rebate is not recommended.

The Abbeyfield Society (Marion) Inc

This organisation does not meet the definition of community services set out in the Rate Rebate Policy and therefore does not qualify for a mandatory rebate.
A discretionary rebate of 50% to The Abbeyfield Society (Marion) Inc has previously been approved by Council, from 2004-05 through to the 2017-18 financial year.

Based on the assessment of the application it is recommended that a 50% discretionary rebate be approved for the 2018-19 financial year

Plympton Glenelg RSL Sub Branch

This organisation does not meet the definition of community services set out in the Rate Rebate Policy and therefore does not qualify for a mandatory rebate.
A discretionary rebate of 50% to the Plympton Glenelg RSL Sub Branch has previously been approved by Council, from 2004-05 through to the 2017-18 financial year.

Based on the assessment of the application it is recommended that a 50% discretionary rebate be approved for the 2018-19 financial year.

Second Chances SA (formerly affiliated with Prison Fellowship Australia)

This organisation does not meet the definition of community services set out in the Rate Rebate Policy and therefore does not qualify for a mandatory rebate.
A discretionary rebate of 25% to the Prison Fellowship Australia (SA) has previously been approved by Council for the 2009-10 through to the 2017-18 financial years.

Based on the assessment of the application it is recommended that a 25% discretionary rebate be approved to Second Chances SA for the 2018-19 financial year.

Operation Flinders
This organisation does not meet the definition of Community Services set out in the Rates Rebate Policy and therefore does not qualify for a mandatory rebate.
A discretionary rebate of 75% to Operation Flinders has previously been approved by Council for the 2017-18 financial year.

Based on the assessment of the application it is recommended that a 75% rebate be approved to Operation Flinders for the 2018-19 financial year.

Council Property - Leased

Under the provisions of the Local Government Act, Council must rate all Council owned property over which a lease has been granted.

However, the Recreation Grounds Rates and Taxes Exemption Act, 1981 exempts sporting and recreation clubs from Council Rates. The exemption will only apply where the total income (if any) derived by a club from the use of the land is used to maintain the club facilities at that site.

Financial Implications:

The nature of rebates is that the rate responsibility is shifted from one section of the community to another. The provision of discretionary rebates directly impacts on Council's finances.

CONCLUSION:

All applications for rate rebates have been reviewed individually in accordance with the relevant sections of the Local Government Act 1999 and with Council's Rating Policy.

Appendix 1: Schedule of Mandatory and Discretionary Rate Rebates
Appendix 2: Discretionary Rate Rebate Application Checklists

APPENDIX 1 - RATE REBATE REPORT 2018-19

Mandatory 100%

Organisation	Rate $	Rebate $
Adelaide Society of The New Church Inc	1,625	1,625
Apostolic Church Aust Ltd	3,214	3,214
Baptist Churches of South Australia Inc	13,205	13,205
Brighton Christadelphian Ecclesia Inc	3,179	3,179
Catholic Church Endowment Society Inc	12,531	12,531
Churches of Christ in SA & NT Inc	15,170	15,170
City Of Marion	13,368	13,368
Community of Christ	2,755	2,755
Corp of Presiding Bishop of Latter-Day Saints	7,770	7,770
Good Shepherd Lutheran Church Hallett Cove Inc	7,329	7,329
Hallett Cove Parish	4,415	4,415
Hindu Society Of SA Inc	2,013	2,013
Islamic Society Of SA Inc	4,062	4,062
Lutheran Church Of Australia (SA) Inc	4,962	4,962
Lutheran Church of Australia SA & NT District Holding Ltd	2,826	2,826
Maranatha Christian Assembly & School Inc	4,415	4,415
New Apostolic Church Aust Pty Ltd	1,113	1,113
Oasis Family Church Inc	1,360	1,360
Park Holme Baptist Church Inc	3,179	3,179
Seaview Community Church Inc	2,543	2,543
Synod Diocese Murray Anglican Church	2,833	2,833
Synod Diocese Adelaide Anglican Church	6,711	6,711
The Salvation Army (SA) Property Trust	10,596	10,596
Uniting Church in Australia Property Trust SA	42,789	42,789
Women's & Children's Health Network	4,652	4,652
Integrated Cardiovascular Clinical Network	2,150	2,150
Southern Adelaide Local Health Network	2,190	2,190
Total	**182,953**	**182,953**

Mandatory 75%

Organisation	Rate $	Rebate $
Access 2 Place Housing Assoc	43,020	32,265
Accessible Housing Assoc Inc	66,895	50,171
Anglicare SA Housing Assoc	31,028	23,271
Anglicare SA Inc	42,648	31,986
Bedford Industries Inc	8,194	6,146
Catholic Church Endowment Society Inc	38,498	28,874
Common Equity Housing SA Ltd	24,284	18,213
Community Housing Ltd	8,265	6,199
Cornerstone Housing Ltd	53,094	39,820
Developing Alternative Solutions To Housing Inc	5,633	4,225
Eldercare Inc	76,025	57,019
Emmaus Christian College Inc	26,666	20,000
Hallett Cove School buildings - various private owners	6,972	5,229

James Brown Memorial Trust Inc	12,658	9,494
Julia Farr Housing Assoc	56,229	42,172
Junction & Women's Housing Ltd	566,454	424,841
*Junction Housing - Bulk Transfer from 2015/16	607,899	311,483
Laura & Alfred West Cottage Homes	6,022	4,516
Minda Community Housing Assoc	2,614	1,960
Minda Inc	25,695	19,271
Rembrandt Living (formerly Netherlands Aged Services)	28,962	21,721
Portway Housing Assoc Inc	5,015	3,762
Resthaven Inc	54,451	40,838
RSL Care SA	10,504	7,878
SAGE Inprint (disabled employment/training)	1,057	793
Salvation Army Housing Ltd	22,887	17,165
Southern Cross Care (SA & NT) Inc	27,726	20,794
Southern Housing Support Co-op Inc	2,702	2,026
St Martin De Porres Catholic School	8,123	6,093
Sunrise Christian School Inc	17,600	13,200
The Adelaide Benevolent & Strangers Friend Society	14,340	10,755
The Frederic Ozanam Housing Assoc Inc	54,627	40,970
The Salvation Army (SA) Property Trust	2,084	1,563
Trustee of Marist Bros. Southern Province	63,398	47,549
Uniting Care Wesley Bowden	7,457	5,593
Unity Housing Co	173,893	130,420
Westminster School Inc	85,281	63,961
Westside Housing Association	59,596	44,697
Woodend Primary School	20,397	15,298
Total	**2,368,891**	**1,632,227**

* 608 properties transferred in 2015 - anticipated rebate claim starting 01/11/2018

Mandatory 75% and Discretionary 25%		
Organisation	**Rate $**	**Rebate $**
Foodbank of South Australia Inc	10,728	10,728
Geddes Building Services Pty Ltd & Mr I Stewart (Foodba	4,205	4,205
Suneden Intellectually Disabled Childrens Inc	9,713	9,713
Total	**24,646**	**24,646**

Discretionary 100%		
Organisation	**Rate $**	**Rebate $**
The Scout Assoc of South Australia	6,431	6,431
Total	**6,431**	**6,431**

Discretionary 75%		
Organisation	**Rate $**	**Rebate $**
Operation Flinders	6,852	5,139
Total	**6,852**	**5139**

Discretionary 50%		
Organisation	**Rate $**	**Rebate $**
Plympton Sub-Branch Returned & Services League	3,934	1,967
The Abbeyfield Society (Marion) Inc	3,355	1,678
Total	**7,290**	**3,645**

Discretionary 25%		
Organisation	**Rate $**	**Rebate $**
Ms J & E Kakas - Second Chances SA	2,095	524
Total	**2,095**	**524**

SUMMARY		
	Rate $	**Rebate $**
Mandatory 100%	182,953	182,953
Mandatory 75%	2,368,891	1,632,227
Mandatory 75% & Discretionary 25%	24,646	24,646
Discretionary 100%	6,431	6,431
Discretionary 75%	6,852	5,139
Discretionary 50%	7,290	3,645
Discretionary 25%	2,095	524
TOTAL	**2,599,158**	**1,855,565**

Discretionary Rate Rebate Application Checklists Appendix 2

The Applicant, **Foodbank SA** is applying for a 25% discretionary rebate for the purpose of providing a benefit or service to the local community on three properties with current total rates of $14,178.

Section 1: In deciding whether to grant a discretionary rebate of rates, Council must take into account the following matters:-			
		Yes	No
1.	Is there a similar service provided elsewhere in the Council area? In comparison, what is the nature and extent of Council services provided, in respect of the land, for which the rebate is sought? _____	☐	☑
2.	Is a community need being met by the activities carried out on the land for which the rebate is sought?	☑	☐
3.	Do the activities carried out on the land, for which the rebate is sought, provide assistance or relief to disadvantaged persons?	☑	☐
4.	Are there any other matters the Council considers relevant?	☐	☑

Section 2: Council may take into account other matters considered relevant including (but not limited to) the following:-			
		Yes	No
1.	Is there a need for financial assistance through a rebate?	☑	☐
2.	Is the amount of rebate requested considered appropriate?	☑	☐
3.	Is the applicant in receipt of any financial assistance, in respect of the land, by Commonwealth or state agencies?	☑	☐
4.	Has the applicant made (or intends to make) applications to other councils?	☑	☐
5.	Is the applicant providing a service within the council area?	☑	☐
6.	Is the applicant a public sector body ☐, a private not for profit body ☑ or a private for profit body ☐?	☑	☐
7.	Are there any historical considerations that may be relevant for all or any part of the current Council term?	☑	☐
8.	Is there a desire to grant a rebate for more than one year?	☑	☐
9.	Has consideration been made of the full financial consequences of the rebate for the Council?	☑	☐
10.	Was the application submitted within the specified time?	☑	☐
11.	Is the applicant in receipt of a community grant?	☐	☑
12.	Is a community grant available to the person or body making the application?	☐	☑
13.	Is there any other matters/policies considered relevant?	☑	☐

Recommendation:
Foodbank SA provides food relief to the disadvantaged in the community by working with numerous welfare agencies and schools within the City of Marion.

Foodbank SA meets the requirement for a 75% mandatory rebate. In addition, Council has previously granted a discretionary rebate of 25%. It is recommended that a 25% discretionary rebate be approved for 2018/19.

The Applicant, **Suneden School** is applying for a 25% discretionary rebate for the purpose of providing educational services to children or young persons on a property with current rates of $8,620.

Section 1: In deciding whether to grant a discretionary rebate of rates, Council must take into account the following matters:-			
		Yes	No
1.	Is there a similar service provided elsewhere in the Council area? In comparison, what is the nature and extent of Council services provided, in respect of the land, for which the rebate is sought? _____	☐	☑
2.	Is a community need being met by the activities carried out on the land for which the rebate is sought?	☑	☐
3.	Do the activities carried out on the land, for which the rebate is sought, provide assistance or relief to disadvantaged persons?	☑	☐
4.	Are there any other matters the Council considers relevant?	☐	☑

Section 2: Council may take into account other matters considered relevant including (but not limited to) the following:-			
		Yes	No
1.	Is there a need for financial assistance through a rebate?	☑	☐
2.	Is the amount of rebate requested considered appropriate?	☑	☐
3.	Is the applicant in receipt of any financial assistance, in respect of the land, by Commonwealth or state agencies?	☑	☐
4.	Has the applicant made (or intends to make) applications to other councils?	☐	☑
5.	Is the applicant providing a service within the council area?	☑	☐
6.	Is the applicant a public sector body ☐, a private not for profit body ☑ or a private for profit body ☐?	☑	☐
7.	Are there any historical considerations that may be relevant for all or any part of the current Council term?	☑	☐
8.	Is there a desire to grant a rebate for more than one year?	☑	☐
9.	Has consideration been made of the full financial consequences of the rebate for the Council?	☑	☐
10.	Was the application submitted within the specified time?	☑	☐
11.	Is the applicant in receipt of a community grant?	☐	☑
12.	Is a community grant available to the person or body making the application?	☐	☑
13.	Is there any other matters/policies considered relevant? *See "Recommendation"*	☑	☐

Recommendation:

Suneden School provides education and care to students aged 5 to 21 years with intellectual and multiple disabilities.

This organisation meets the requirements for a 75% mandatory rebate being land used for educational purposes. In addition, Council in previous financial years has granted a discretionary rebate of 25%. It is recommended that the rebate be approved for 2018/19.

The Applicant, **Scouts SA** is applying for a 100% discretionary rebate for the purpose of providing facilities or services for children or young persons on four properties with current total rates of $6,481.

Section 1: In deciding whether to grant a discretionary rebate of rates, Council must take into account the following matters:-			
		Yes	No
1.	Is there a similar service provided elsewhere in the Council area? In comparison, what is the nature and extent of Council services provided, in respect of the land, for which the rebate is sought?_____	☐	☑
2.	Is a community need being met by the activities carried out on the land for which the rebate is sought?	☑	☐
3.	Do the activities carried out on the land, for which the rebate is sought, provide assistance or relief to disadvantaged persons?	☐	☑
4.	Are there any other matters the Council considers relevant?	☐	☑

Section 2: Council may take into account other matters considered relevant including (but not limited to) the following:-			
		Yes	No
1.	Is there a need for financial assistance through a rebate?	☑	☐
2.	Is the amount of rebate requested considered appropriate?	☑	☐
3.	Is the applicant in receipt of any financial assistance, in respect of the land, by Commonwealth or state agencies?	☐	☑
4.	Has the applicant made (or intends to make) applications to other councils?	☑	☐
5.	Is the applicant providing a service within the council area?	☑	☐
6.	Is the applicant a public sector body ☐, a private not for profit body ☑ or a private for profit body ☐?	☑	☐
7.	Are there any historical considerations that may be relevant for all or any part of the current Council term?	☑	☐
8.	Is there a desire to grant a rebate for more than one year?	☑	☐
9.	Has consideration been made of the full financial consequences of the rebate for the Council?	☑	☐
10.	Was the application submitted within the specified time?	☑	☐
11.	Is the applicant in receipt of a community grant? *CoM grant for air-conditioning*	☑	☐
12.	Is a community grant available to the person or body making the application?	☐	☑
13.	Is there any other matters and policies of the Council considered relevant?	☐	☑

Recommendation:

Scouts SA is a 100% not for profit organisation that educates and trains youth in the City of Marion through a network of volunteers. They rely on fundraising and membership fees to run their programs.

Council has previously granted a discretionary rebate of up to 100% on properties occupied by Scouts SA. It is recommended that the rebate be extended for the 2018/19 financial year.

The Applicant, **Abbeyfield Society** is applying for a 50% discretionary rebate for the purpose of providing accommodation for the aged or disabled on a property with current rates of $3,204.

Section 1: In deciding whether to grant a discretionary rebate of rates, Council must take into account the following matters:-			
		Yes	No
1.	Is there a similar service provided elsewhere in the Council area? In comparison, what is the nature and extent of Council services provided, in respect of the land, for which the rebate is sought? _____	☐	☑
2.	Is a community need being met by the activities carried out on the land for which the rebate is sought?	☑	☐
3.	Do the activities carried out on the land, for which the rebate is sought, provide assistance or relief to disadvantaged persons?	☑	☐
4.	Are there any other matters the Council considers relevant? *See "Recommendation"*	☑	☐

Section 2: Council may take into account other matters considered relevant including (but not limited to) the following:-			
		Yes	No
1.	Is there a need for financial assistance through a rebate?	☑	☐
2.	Is the amount of rebate requested considered appropriate?	☑	☐
3.	Is the applicant in receipt of any financial assistance, in respect of the land, by Commonwealth or state agencies?	☐	☑
4.	Has the applicant made (or intends to make) applications to other councils?	☐	☑
5.	Is the applicant providing a service within the council area?	☑	☐
6.	Is the applicant a public sector body ☐, a private not for profit body ☑ or a private for profit body ☐?	☑	☐
7.	Are there any historical considerations that may be relevant for all or any part of the current Council term?	☑	☐
8.	Is there a desire to grant a rebate for more than one year?	☑	☐
9.	Has consideration been made of the full financial consequences of the rebate for the Council?	☑	☐
10.	Was the application submitted within the specified time?	☑	☐
11.	Is the applicant in receipt of a community grant?	☐	☑
12.	Is a community grant available to the person or body making the application?	☐	☑
13.	Is there any other matters/policies considered relevant? *See "Recommendation"*	☑	☐

Recommendation:

The Abbeyfield house provides a home for people with a mild intellectual disability where they can develop and maintain their independence in a supported environment.

A discretionary rebate of 50% has previously been approved by Council, from 2004/05 through to the 2017/18 financial year. It is recommended that the rebate be extended for the 2018/19 financial year.

The Applicant, **Plympton-Glenelg RSL Sub Branch** is applying for a 50% discretionary rebate for the purpose of providing a benefit or service to the community on a property with current rates of $3,737.

Section 1: In deciding whether to grant a discretionary rebate of rates, Council must take into account the following matters:-			
		Yes	No
1.	Is there a similar service provided elsewhere in the Council area? In comparison, what is the nature and extent of Council services provided, in respect of the land, for which the rebate is sought? _____	☐	☑
2.	Is a community need being met by the activities carried out on the land for which the rebate is sought?	☑	☐
3.	Do the activities carried out on the land, for which the rebate is sought, provide assistance or relief to disadvantaged persons?	☑	☐
4.	Are there any other matters the Council considers relevant?	☐	☑

Section 2: Council may take into account other matters considered relevant including (but not limited to) the following:-			
		Yes	No
1.	Is there a need for financial assistance through a rebate?	☑	☐
2.	Is the amount of rebate requested considered appropriate?	☑	☐
3.	Is the applicant in receipt of any financial assistance, in respect of the land, by Commonwealth or state agencies?	☑	☐
4.	Has the applicant made (or intends to make) applications to other councils?	☐	☑
5.	Is the applicant providing a service within the council area?	☑	☐
6.	Is the applicant a public sector body ☐, a private not for profit body ☑ or a private for profit body ☐?	☑	☐
7.	Are there any historical considerations that may be relevant for all or any part of the current Council term?	☑	☐
8.	Is there a desire to grant a rebate for more than one year?	☑	☐
9.	Has consideration been made of the full financial consequences of the rebate for the Council?	☑	☐
10.	Was the application submitted within the specified time?	☐	☑
11.	Is the applicant in receipt of a community grant? *Holdfast Council for dawn service*	☑	☐
12.	Is a community grant available to the person or body making the application?	☐	☑
13.	Is there any other matters/policies considered relevant? *See "Recommendation"*	☑	☐

Recommendation:

The RSL and veteran's centre provides welfare services for current and ex-serving members and promotes the interests of veterans and serving members of the Australian Defense Forces.

A discretionary rebate of 50% has previously been approved by Council from 2004/05 to the 2017/18 financial year. It is recommended that the rebate be extended for the 2018/19 financial year.

The Applicant, **Second Chances SA** is applying for a 25% discretionary rebate for the purpose of providing a benefit or service to the local community for two properties with current total rates of $2,058.

Section 1: In deciding whether to grant a discretionary rebate of rates, Council must take into account the following matters:-			
		Yes	No
1.	Is there a similar service provided elsewhere in the Council area? In comparison, what is the nature and extent of Council services provided, in respect of the land, for which the rebate is sought?_____	☐	☑
2.	Is a community need being met by the activities carried out on the land for which the rebate is sought?	☑	☐
3.	Do the activities carried out on the land, for which the rebate is sought, provide assistance or relief to disadvantaged persons?	☑	☐
4.	Are there any other matters the Council considers relevant?	☐	☑

Section 2: Council may take into account other matters considered relevant including (but not limited to) the following:-			
		Yes	No
1.	Is there a need for financial assistance through a rebate?	☑	☐
2.	Is the amount of rebate requested considered appropriate?	☑	☐
3.	Is the applicant in receipt of any financial assistance, in respect of the land, by Commonwealth or state agencies?	☐	☑
4.	Has the applicant made (or intends to make) applications to other councils?	☐	☑
5.	Is the applicant providing a service within the council area?	☑	☐
6.	Is the applicant a public sector body ☐, a private not for profit body ☑ or a private for profit body ☐?	☑	☐
7.	Are there any historical considerations that may be relevant for all or any part of the current Council term?	☐	☑
8.	Is there a desire to grant a rebate for more than one year?	☑	☐
9.	Has consideration been made of the full financial consequences of the rebate for the Council?	☑	☐
10.	Was the application submitted within the specified time?	☐	☑
11.	Is the applicant in receipt of a community grant?	☐	☑
12.	Is a community grant available to the person or body making the application?	☐	☑
13.	Is there any other matters/policies considered relevant?	☑	☐

Recommendation:

Second Chances SA (previously affiliated with Prison Fellowship) operates a second hand shop to raise funds that support those affected by crime (prisoners and their families).

Council has previously granted a discretionary rebate of up to 25% on properties occupied by Prison Fellowship. It is recommended that the rebate be extended for the 2018/19 financial year for Second Chances SA.

The Applicant, **Operation Flinders** is applying for a 75% discretionary rebate for the purpose of providing a benefit or service to the local community on two properties with current rates of $6,757.

Section 1: In deciding whether to grant a discretionary rebate of rates, Council must take into account the following matters:-			
		Yes	No
1.	Is there a similar service provided elsewhere in the Council area? In comparison, what is the nature and extent of Council services provided, in respect of the land, for which the rebate is sought? *Council operates Men's Sheds at both Trott Park and Glandore Community Centres*	☑	☐
2.	Is a community need being met by the activities carried out on the land for which the rebate is sought?	☑	☐
3.	Do the activities carried out on the land, for which the rebate is sought, provide assistance or relief to disadvantaged persons?	☑	☐
4.	Are there any other matters the Council considers relevant?	☐	☑

Section 2: Council may take into account other matters considered relevant including (but not limited to) the following:-			
		Yes	No
1.	Is there a need for financial assistance through a rebate?	☑	☐
2.	Is the amount of rebate requested considered appropriate?	☑	☐
3.	Is the applicant in receipt of any financial assistance, in respect of the land, by Commonwealth or state agencies?	☑	☐
4.	Has the applicant made (or intends to make) applications to other councils?	☐	☑
5.	Is the applicant providing a service within the council area?	☑	☐
6.	Is the applicant a public sector body ☐, a private not for profit body ☑ or a private for profit body ☐?	☑	☐
7.	Are there any historical considerations that may be relevant for all or any part of the current Council term?	☑	☐
8.	Is there a desire to grant a rebate for more than one year?	☑	☐
9.	Has consideration been made of the full financial consequences of the rebate for the Council?	☑	☐
10.	Was the application submitted within the specified time?	☑	☐
11.	Is the applicant in receipt of a community grant?	☐	☑
12.	Is a community grant available to the person or body making the application?	☐	☑
13.	Is there any other matters/policies considered relevant? *See "Recommendation"*	☑	☐

Recommendation:

Operation Flinders operate a Men's Shed and outback adventure programs for youth at risk (at no charge). Schools Ministry Group provide pastoral care services for public schools including schools within the City of Marion.

A discretionary rebate of 75% was initially approved by Council for the 2017/18 financial year. It is recommended that the rebate be extended for the 2018/19 financial year.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer: **Georgie Johnson, Smart Cities Project Officer**

Manager: **Fiona Harvey, Manager Innovation and Strategy**

General Manager: **Abby Dickson, General Manager City Development**

Subject: **Smart Cities and Suburbs Funding Application**

Report Reference: **GC260618R06**

REPORT OBJECTIVES

To enable Council to consider supporting a grant application for the Smart Cities and Suburbs Funding Application Round 2, due 2nd July 2018, noting the 50/50 matched funding commitment for the Oaklands Precinct proposal.

EXECUTIVE SUMMARY

The Federal Government has recently announced Round 2 of the Smart Cities and Suburbs Grant funding, with bid applications due by 2 July 2018.

Council has the opportunity to apply for funds for the Oaklands Precinct proposal seeking 50/50 match funding to support Council funds committed through the 2018/19 Annual Business Plan and the Long Term Financial Plan (LTFP). The Oaklands Precinct proposal is focused on addressing known problems in the precinct and nearby areas, as well as using the opportunity the Oaklands Crossing project provides to test and embed technology and data gathering devices in key infrastructure elements of the precinct. The proposal has 3 elements:

- Oaklands Precinct project
- Data Platform
- Smart South Consortium

This proposal requires Council to reprioritise committed funds in the LTFP for Dwyer Reserve playground and surrounding infrastructure works funding and adopt the 2018/19 budget with the inclusion of the data warehouse/metrics funding.

RECOMMENDATIONS	**DUE DATES**
That Council:	
1. Notes that to support the 50/50 matched funding requirement for the funding application: **a.** $735,000 of capital works and open space funding for the Oaklands Precinct is included in the LTFP in 2019/20 **b.** $132,500 is included in the 2018/19 draft Annual Business Plan for the data platform and metrics new initiative	**26 June 2018**

c. $50,000 funding has been committed by the State Government to support the Smart Region priority of the Southern Adelaide Economic Development Board.

2. Endorses the Mayor to provide a letter of in principle support to the Oaklands Precinct, data platform and Smart South Consortium Proposal to be attached to the funding application for the Smart Cities and Suburbs Funding bid Round 2. **26 June 2018**

BACKGROUND

The City of Marion has committed to innovative and technologically-focused opportunities through it 2017-2027 Strategic Plan and its 2016-2019 business plan, particularly in areas relating to using technologies to improve efficiency and service delivery, operating more sustainably, sharing information and connecting with our community, and using data to support evidence based decision making.

The Federal Government has recently announced Round 2 of the Smart Cities and Suburbs Grant funding, with applications due by 2 July 2018. This funding round has $22 million available, for projects ranging from $500 000 - $5 000 0000, with local government led 50:50 matched funding required. The funding application documentation focuses on delivering tangible community, economic, social and environmental outcomes, with a very strong focus on partnerships. Projects that are successful through the bid process are required to be completed by June 2020.

Priority areas for the funding, aligned to the Federal Government's Smart Cities Plan are:

- Smart Infrastructure
- Smart Precincts
- Smart Services and Communities
- Smart Planning and Design

Through a series of discussions on the concept of 'Smart Cities' at the Infrastructure and Strategy Committee through April-June 2018, the Committee discussed the potential to use technology to solve problems for our customers and staff. On 5 June 2018, the Committee recommended a report be brought to Council on the Oaklands Precinct project for submission for Smart Cities and Suburbs Funding.

At the 19 June Elected Member Forum, a proposal to add a further element 'Smart South Consortium' was discussed. This element would complement the Oaklands precinct project providing a support mechanism to engage and collaborate with smart city experts and education/research organisations, as well as support the data management aspects of the Oaklands precinct project.

ANALYSIS

Smart Cities and Suburbs Funding

The application being prepared focuses on the *'Smart Precincts'* priority area, using the Oaklands Precinct as a model to develop a scalable and replicable precinct approach that can be applied in areas in the future such as Edwardstown, Hallett Cove and Tonsley precincts.

The Oaklands Precinct proposal is focused on addressing known problems in the precinct and nearby areas, as well as using the opportunity the Oaklands Crossing project provides to test and embed technology and data gathering devices in key infrastructure elements of the precinct.

The data platform element of the proposal seeks to leverage the focus in 2018/19 on improving data management for service delivery, and applying this to data collected through sensors in the Oaklands precinct.

The Smart South Consortium provides a support mechanism for both the Oaklands precinct and the data platform elements.

The proposal objectives are:

1. Address known problems through providing real-time information in the precinct using sensor technology and interactive digital tools (e.g. apps) including:
    a. Parking and traffic congestion and access issues
    b. Improve connectivity between the railway station and nearby destinations including Local Shops, Warradale, Dwyer Road reserve and playground, SA Aquatic and Leisure Centre, Marion Cultural Centre and Westfield Marion.
    c. Public safety
2. Enhance the experience of users and visitors in the precinct through:
    a. Provide technology and data gathering including lighting, CCTV, Wi-Fi, charging stations, play equipment, wayfinding information
3. Proactively monitor and deliver efficient and effective asset management
4. Support economic activation of the area through the promotion and marketing of services and events of the City of Marion and nearby local business and stakeholders.
5. Develop a collaborative approach between Council, industry and educational/research institutions to share data/information (where appropriate) and make informed decisions on community services and outcomes.
6. Test a scalable and replicable precinct approach

The proposal includes the following elements:

Data Platform

- Data platform to support and inform decision making for improved service delivery. Where appropriate, future provision of open data for businesses and the community available.

  The 2018/19 Annual Business Plan includes $132,500 funding for a data warehouse and metrics dashboard project. This funding is focused on using City of Marion data to support the development, monitoring and reporting of key service metrics. The bid will seek matched funding to expand the data warehouse to collect, manage and report on broader ‘smart city’ data collected from sensors through the precinct.

Oaklands Precinct

- Data gathering (Internet of Things)
    - Data gathering Poles People Counting – monitor usage, movement, dwelling times
    - Data gathering Lighting - enhanced asset management services (outages, dimming, operation, and maintenance etc.), data collection capacity and management
    - CCTV
    - Wayfinding - communicate locations, events in area
    - Parking technology solution - communicate carpark availability, time limit, and park type.

- Dwyer Road reserve

  - Technology and data gathering Plaza & Basketball area including USB plugs, charging station, solar panels, Wi-Fi
  - Nature Play & technology Play areas
  - Technology and data gathering Irrigation connection
  - Technology and data gathering BBQ & waste solutions

- Connectivity to south through to Marion Cultural Centre, State Aquatic and Leisure Centre and Westfield Marion
- Connection to north through train station plazas – with facilities for bike storage, toilet and Food truck/pop up shop space to local shops and Warradale.

As this is a pilot project, the sensor technology and data collection elements of the project enables Council to consider opportunities to replicate and scale to future precincts throughout the city.

Smart South Consortium

The Southern Adelaide Economic Development Board (SAEDB) has a strategic priority to position Southern Adelaide as a 'smart region'. Broadly, this can encompass a range of initiatives, incorporating smart thinking, smart technology, smart data capture and smart use of resources to benefit the whole community.

The establishment of a Smart Cities Consortium will bring local and national business, government, and education/research organisations together as a Smart City Consortium. The mandate is to increase the pace of sustainability and workability, and to begin to transform services and quality of life to those in and involved with the wider Adelaide region. The intention is that the consortium will unite otherwise independent entities to collaborate, innovate, and accelerate measured improvements to a range of identified areas.

Consortium members benefit through collaborative partnerships that allow greater use of developing technologies, data and research. A number of organisations have indicated interest. The

The SAEDB will be receiving $50,000 funding from the State Government to support the establishment of a Smart South Consortium. The funding agreement is currently being finalised. The Smart Cities bid will seek a further $50,000 to:

- research into global best-practice for similar consortiums
- consortium information sessions for potential members
- establishment of legal framework and member agreements
- part contribution towards resourcing support for the consortium

Consultation

The local community and visitors to the Oaklands Precinct have engaged with Council through the "Fix Oaklands Crossing" campaign in April 2016. Data around why and how the community travel through the crossing was gathered.

Since the PPT Alliance was awarded the contract for the Oaklands Crossing project, ongoing engagement is occurring with the local community.

If the Smart Cities funding bid is successful, further consultation will occur with key stakeholders including the PPT Alliance, Industry experts, research and education groups to collectively consider broader communication and engagement with the community.

Benefits

There is a valuable opportunity for Council to understand how and why the community is using busy precincts and proactively monitor and deliver efficient and effective asset management and services.

The data platform element will inform our approach to managing key service data, broader sensor data and community data. It will also improve systems and roles/responsibilities to effectively manage and interact with the data. It will support a shift in thinking about data as an asset, with ownership, integrity and provision of data key things that will be considered as this project is progressed.

Financial Implications
Funding is available on a 50/50 basis, where the Commonwealth will provide 50% of the funds. Through proposed project funding in the LTFP and through partnership with the Department of State Development available funding is as follows:

City of Marion Funding	
Dwyer Reserve Playground Funding	$235,000
Metrics that Matter Project (Virtual Platform)	$132,500
Dwyer Reserve Oaklands Crossing Project Funding	$500,000
Partnership Funding	
DSD Funding - Smart South Consortium	$ 50,000
total	$917,500

Subject to a successful application and a 50% contribution from the Commonwealth a total project budget of $1,835,000 would be achieved.

City of Marion's funding for Dwyer Reserve and broader Oaklands precinct project is currently included in the LTFP in 2019/20. If this bid is successful some of this funding may be required to be brought forward to 2018/19 for elements such as design works and pre-upgrade parking and traffic assessment.

Resources (Capacity) Impact
The implementation of the project would be through a mixture of internal resources and expert consultants/contractors. The bid will include funding for resources to lead the project.

CONCLUSION

To ensure the City of Marion delivers on its commitment to innovative and technologically-focused opportunities through it 2017-2027 Strategic Plan and its 2016-2019 business plan, Council is asked to support a grant application for the Smart Cities and Suburbs Funding Application Round for the Oaklands Precinct proposal.

It is recommended that Council endorse the commitment of up to $867,500 available in the LTFP and 2018-19 Annual Budget to support 50/50 match funding requirement for the funding application and endorse the Mayor to provide a letter of in principle support to the Oaklands Precinct Proposal to be attached to the funding application for the Smart Cities and Suburbs Funding bid Round 2.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Vincent Mifsud, General Manager Corporate Services**
General Manager:	**Vincent Mifsud, General Manager Corporate Services**
Subject:	**Wi-Fi Pilot Project**
Report Reference:	**GC260618R07**

REPORT OBJECTIVE:

The purpose of this report is to seek Council approval to conduct a competitive Expression of Interest (EOI) process, open to the internet service provision market, for the provision of high speed internet services through a Pilot Wi-Fi project in a trial area in the City of Marion, with the potential for this service to be extended more broadly across the City.

EXECUTIVE SUMMARY:

The City of Marion was recently approached to consider a partnership opportunity to deliver high speed internet services in the City of Marion.

This was discussed by the Infrastructure & Strategy Committee at their meeting on 5 June 2018 (ISC050618R03), with the Committee indicating it "*Supports a high speed wireless internet service across the city as a Wi-Fi Pilot Project subject to an Expression of Interest open to the internet service provision market*".

An EOI utilising open market competitive processes enables different market offerings to be considered and ensures compliance with Council's Procurement and Contractor Management Policy.

RECOMMENDATION:

	DUE DATE
That Council:	
1. Approves a competitive Expression of Interest (EOI) process, open to the internet service provision market, for the provision of high speed internet services through a Pilot Wi-Fi project in a trial area in the City of Marion, with the potential for this service to be extended more broadly across the City.	**26 June 2018**

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Sharon Perin, Unit Manager Community Health and Safety**
Manager:	**Jason Cattonar, Manager Development and Regulatory Services**
General Manager:	**Abby Dickson, General Manager City Development**
Subject:	**Dog on and off leash areas**
Report Reference:	**GC260618R08**

REPORT OBJECTIVE:

The purpose of this report is to provide information to Elected Members in response to a resolution passed on the 10 November 2015 where Council sought to review the changed dog off leash and on leash provisions after 12 months.

EXECUTIVE SUMMARY:

Under the *Dog and Cat Management Act 1995* (the Act), dogs must be on leash in public places with the exception of public parks, where dogs must either be on a leash or be under the effective control of its owner. The Act makes provision for local councils to create By-Laws regarding the management of dogs in their local area.

Under the City of Marion's By-law No. 4 – Dogs, dogs are required to be on a leash in certain areas. At the General Council Meeting held on 10 November 2015 (GC101115R04), Council resolved to increase the number of nominated dog exercise on leash areas by declaring which parks and reserves would be either dog exercise off leash or dog on leash areas. (Appendix 1). Council also resolved to review this decision in twelve months' time. With the implementation of the expanded dog exercise off leash or dog on leash areas occurring during 2016 and 2017, Council is now presented with the opportunity to evaluate the changes. It is recommended that Council retain the existing regime as well as undertaking community consultation to explore the potential introduction of dog on leash provisions at the following locations: Edwardstown Oval and Velodrome; the Northern area and walking path surrounding the northern area at the Mitchell Park Reserve; and South of the Field River, Hallett Cove.

RECOMMENDATION:

That Council:

1. **Receives and notes this report.** **26 June 2018**
2. **Endorses retaining the existing declared dog exercise off leash and dog on leash areas within the City of Marion (Appendix 1).** **26 June 2018**

3. Endorses community consultation be undertaken regarding potential changes to dog on / off leash provisions at the following locations: **Sept 2018**

- **Edwardstown Oval and Velodrome,**
- **Northern area and walking path surrounding the northern area at the Mitchell Park Reserve,**
- **Area south of the Field River, Hallett Cove including the rocks, beach area and sand dunes,**

and that a report with the results of the community consultation be brought back to Council in September 2018.

BACKGROUND:

The effective control of dogs is important for creating a safe and welcoming city.
Under the City of Marion's By-Law No. 4 – Dogs "dog on leash areas" are identified as:

- Those areas declared by Council
- On any park or reserve when organised sport is being played
- Within 5 metres of children's playground equipment
- In any wetland

"Dog on leash areas" require the dog to be secured by a strong leash, not exceeding two metres in length, which is either tethered securely to a fixed object capable of securing the dog, or held by a personcapable of controlling the dog and preventing it from being anuisance or a danger to other persons.

At the General Council Meeting heldon 10 November 2015 (GC101115R04), Councilresolved to increase the number of nominated dog on leash areas together with a list of dog exercise off leash and on leash areas. The community was informed of the changes through the City of Marion's website.

Signage was installed in affected parks and reserves during the 2016/2017 financial year, with signage installed at Dumbarton Avenue Reserve later. After feedback was received from the community, Council resolved to revoke the dog on leash provisions at Dumbarton Avenue Reserve, Edwardstown, at the General Council Meeting held on 12 December 2017 (GC121217M02).

At the 10 of November 2015 General Council meeting (GC1011 15R04), the following resolution was carried: '*That Council reconsider this regime in twelve months time'.*

This report provides Council with a review of the changes.

DISCUSSION:

A list of which parks and reserves are currently declared either dog on leash or dog off leash areas is shown in Appendix 1. Of the 244 parks or reserves, currently 151 are declared dog off leash areas and 93 are declared dog on leash areas.

Since Council's resolution on 10 November 2015, the City of Marion has received three complaints about dogs not being on a lead in parks declared as on leash areas or within five (5) metres of a playground.

The current arrangement of parks and reserves declared either dog exercise off leash or dog on leash areas is working well. It provides a balance between dogs being able to be exercised in parks and reserves off leash, as well as providing members of the community with an informed choice about which park or reserve they wish to visit, or to avoid in the event they feel uncomfortable around unleashed dogs.

Adequate regular exercising of dogs is important for a dog's health and well-being and a dog that is regularly exercised is less likely to become a nuisance barker. Many dog owners also find positive mental and physical health and well-being outcomes from exercising their dogs, as well as positive social connections that are sometimes made with other dog owners and other members of the community.

Further opportunities for improvement.
Feedback received from the community and Elected members indicates the following areas may require further changes with the provision of dog on leash requirements:

- **Edwardstown Oval and Velodrome**
  Enquiries are sometimes received regarding the requirements of dogs being on leash at the Edwardstown Memorial Oval and the Edwardstown Velodrome. The oval is currently a dog off leash area and the velodrome is currently a dog on leash area so that dogs can be walked across the velodrome to the oval. Elected Members have expressed a desire to explore creating the Oval and Velodrome dog on leash areas.

- **Northern area and walking path surrounding the northern area at the Mitchell Park Reserve –** to better support recreational and sporting activities undertaken on this section of the Reserve

- **South of the Field River, Hallett Cove** including the rocks, beach area and sand dunes (where birds roost and nest). This is an environmentally sensitive area which may be better protected though dog on leash provisions.

Community Consultation
Should Council wish to make these areas dog on leash areas, this would need to be made by a resolution of Council. As there has not been consultation with the community regarding any changing of the requirements of dogs at these areas, it is recommended that the community be consulted, prior to making any changes.

The following consultation methods will be used:

- Survey available on Making Marion website
- Sign on or near the reserves advising of consultation and potential change to dog off leash provisions. Signs will refer residents to online survey and provide contact details
- Mail out to nearby residents of each reserve

Consultation will occur in July 2018. A report will be brought to Council in September 2018 detailing the consultation outcomes. Should the consultation feedback indicate the changing of dog on/off leash provisions for any of the areas be controversial, then Council may consider deferring the matter until after the November 2018 local government elections given this will be the last meeting before Council enters into caretaker period.

Further improvement opportunity - Second Dog Park
In keeping with the City of Marion's previous Animal Management Plan, and to provide a dedicated area where dogs can be exercised, Council has created a designated dog park at Reserve Street Reserve, Trott Park. Council is currently considering creating a second dog park (GC260618R – "New Dog Park – Engagement, Proposed Location and Draft Concept Plan".) This will further improve dog exercise areas within the City.

CONCLUSION

It is recommended that Council retain the current arrangement of parks and reserves currently declared either dog exercise off leash or dog on leash areas, as shown in Appendix 1.

APPENDICES

Appendix 1 - Dog Exercise Off leash and On leash Areas

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Audrey Street Reserve	ASCOT PARK		√
Daws Road Reserve	ASCOT PARK		√
First Ave Reserve	ASCOT PARK		√
Maesbury Circuit Reserve	ASCOT PARK	√	
Marion Road Triangle NE of Railway Bridge	ASCOT PARK		√
Sixth Ave Reserve	ASCOT PARK		√
Fairford House Gardens	BEDFORD PARK		√
Fairford House Reserve	BEDFORD PARK		√
Tjirbruki Gateway	BEDFORD PARK		√
Warriparinga Wetlands	BEDFORD PARK		√
Byron Avenue Reserve	CLOVELLY PARK		√
Chestnut Court Reserve	CLOVELLY PARK	√	
Cohen Court Reserve	CLOVELLY PARK	√	
Cosgrove Hall	CLOVELLY PARK		√
Kensington Street Reserve	CLOVELLY PARK	√	
Rosslyn Street Reserve	CLOVELLY PARK	√	
York Avenue Reserve	CLOVELLY PARK		√
Grace Road Land	DARLINGTON	√	
Mostyn Road Reserve	DARLINGTON	√	
Nathan Court Reserve	DARLINGTON		√
Branksome Terrace Reserve	DOVER GARDENS	√	
Bristol Street Reserve	DOVER GARDENS	√	
Crown Street Reserve	DOVER GARDENS	√	
McKay Street Reserve	DOVER GARDENS		√
Scarborough Terrace Reserve	DOVER GARDENS	√	
Vinall Street Reserve	DOVER GARDENS	√	
Dumbarton Ave Reserve	EDWARDSTOWN	√	
Edwardstown Velodrome	SOUTH PLYMPTON	√	
Raglan Avenue Reserve	EDWARDSTOWN		√
The Cresent Reserve	EDWARDSTOWN		√
Weaver Street Reserve	EDWARDSTOWN		√
Wright Street Reserve	EDWARDSTOWN		√
Yanyarrie Avenue Reserve	EDWARDSTOWN		√
Glandore Community Centre	GLANDORE		√
Glandore Oval	GLANDORE	√	
Breakout Creek Reserve Central	GLENGOWRIE	√	
Breakout Creek Reserve South	GLENGOWRIE	√	
Hazelmere Road Reserve	GLENGOWRIE	√	
Joan Avenue Reserve	GLENGOWRIE		√
Kappler Court Verge	GLENGOWRIE		√
Stanley Street Reserve	GLENGOWRIE		√
Willoughby Avenue Reserve	GLENGOWRIE	√	
Y.M.C.A. Hall	GLENGOWRIE		√
Admella Ct Reserve	HALLETT COVE	√	

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Antonia Circuit Reserve	HALLETT COVE	√	
Arachne Drive Reserve	HALLETT COVE	√	
Arafura Court Reserve	HALLETT COVE	√	
Aroona Road Reserve	HALLETT COVE	√	
Beeches Road Reserve	HALLETT COVE	√	
Capella Drive Reserve	HALLETT COVE	√	
Capella Skate Park	HALLETT COVE		√
Caswell Drive Reserve	HALLETT COVE	√	
Central Avenue Reserve	HALLETT COVE		√
Central Avenue Reserve 2	HALLETT COVE	√	
Chatsworth Court Reserve	HALLETT COVE		√
Clifftop Cresent Reserve	HALLETT COVE	√	
Columbia Cresent Reserve	HALLETT COVE	√	
Coorabie Crescent Reserve	HALLETT COVE	√	
Cormorant Drive Reserve 1	HALLETT COVE	√	
Cormorant Drive Reserve 2	HALLETT COVE	√	
Fairhill Reserve	HALLETT COVE	√	
Fryer Street Reserve	HALLETT COVE	√	
Glade Crescent Reserve	HALLETT COVE		√
Grand Central Avenue Reserve	HALLETT COVE		√
Gretel Cresent Reserve	HALLETT COVE	√	
Heron Way Reserve	HALLETT COVE		√
Kalmia Court Reserve	HALLETT COVE	√	
Koomooloo Cresent Reserve	HALLETT COVE		√
Kurnabinna Tce Reserve	HALLETT COVE	√	
Lapwing Street Reserve	HALLETT COVE	√	
Linear Park Reserve	HALLETT COVE	√	
Lucrecia Way Reserve	HALLETT COVE	√	
Manoora Drive Reserve	HALLETT COVE		√
Manunda Way Reserve	HALLETT COVE		√
Mema Court Reserve	HALLETT COVE		√
Nannigai Drive Reserve	HALLETT COVE		√
Oakvale Way Reserve	HALLETT COVE		√
Olivier Terrace Reserve	HALLETT COVE	√	
Pavana Reserve	HALLETT COVE	√	
Perry Barr Farm	HALLETT COVE	√	
Ragamuffin Drive Reserve	HALLETT COVE	√	
Resolute Crescent Reserve	HALLETT COVE		√
Shamrock Road Reserve	HALLETT COVE	√	
Skipper Close Reserve	HALLETT COVE	√	
The Cove Oval and Sports Club	HALLETT COVE	√	
The Esplanade Reserve	HALLETT COVE	√	
Weerab Drive Reserve	HALLETT COVE	√	
Zwerner Drive Reserve	HALLETT COVE	√	

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Bandon Terrace Reserve	MARINO		√
Esplanade Reserve Marino	MARINO	√	
Holder Parade Reserve	MARINO	√	
Marino Community Hall	MARINO		√
Marino Rocks Public Toilet	MARINO		√
McConnell Avenue Reserve	MARINO	√	
Newland Ave Linear Park	MARINO	√	
Newland Avenue Reserve	MARINO		√
Nimboya Road Reserve	MARINO		√
Robertson Place Reserve	MARINO	√	
Westcliff North End Reserve	MARINO		√
Westcliff Reserve	MARINO	√	
Alison Avenue Reserve	MARION	√	
Ben Pethick Reserve	MARION		√
Brabham Straight	MARION		√
Chambers Street Reserve	MARION		√
George Street Reserve	MARION	√	
Jasmine Ave Reserve	MARION	√	
Marion Oval	MARION	√	
Nicholas Road Reserve	MARION	√	
Oakleigh Road Reserve	MARION	√	
Oliphant Avenue Reserve A - (large)	MARION	√	
Sturt River Linear Park	MARION		√
Tilley Court Reserve	MARION		√
Alawoona Avenue Reserve 1	MITCHELL PARK	√	
Alawoona Avenue Reserve 2	MITCHELL PARK	√	
Brenda Street Reserve	MITCHELL PARK		√
Maldon Avenue Reserve	MITCHELL PARK	√	
Mitchell Park Dog Club	MITCHELL PARK	√	
Mitchell Park Oval/Reserve	MITCHELL PARK	√	
Penrith Court Reserve	MITCHELL PARK		√
Peterson Avenue Reserve	MITCHELL PARK		√
Quick Road Reserve	MITCHELL PARK	√	
Quick Road Reserve B	MITCHELL PARK	√	
Sampson Road Reserve	MITCHELL PARK	√	
Tartonendi	MITCHELL PARK	√	
Terra Avenue Reserve	MITCHELL PARK	√	
Thorne Cresent Reserve	MITCHELL PARK		√
Tonsley Hall Reserve	MITCHELL PARK	√	
Trowbridge Ave Reserve	MITCHELL PARK	√	
Appleby Road Reserve	MORPHETTVILLE	√	
Chittleborough Reserve No 1	MORPHETTVILLE	√	
Chittleborough Reserve No 2	MORPHETTVILLE	√	
Clifton Avenue Reserve	MORPHETTVILLE		√

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Denham Avenue Reserve	MORPHETTVILLE	√	
Everest Avenue Reserve	MORPHETTVILLE	√	
Kellett Reserve Land	MORPHETTVILLE		√
Kellett Reserve Oval	MORPHETTVILLE	√	
Kendall Reserve	MORPHETTVILLE		√
Na Botto Reserve	MORPHETTVILLE	√	
Rosedale Avenue Reserve	MORPHETTVILLE	√	
Christopher Grove Reserve	O HALLORAN HILL	√	
Matthew Street Reserve	O HALLORAN HILL	√	
Morphett Road Reserve	O HALLORAN HILL	√	
Peter Court Reserve	O HALLORAN HILL	√	
South Road Reserve2	O HALLORAN HILL	√	
Bombay Street Reserve	OAKLANDS PARK	√	
Diagonal Way Reserve	OAKLANDS PARK		√
Dwyer Road Reserve	OAKLANDS PARK	√	
Jacaranda Grove Reserve - Peppertree Reserve	OAKLANDS PARK	√	
Kenton Avenue Reserve	OAKLANDS PARK	√	
Oaklands Road Estate	OAKLANDS PARK	√	
Oaklands Wetland	OAKLANDS PARK		√
Oliphant Avenue Reserve - (small)	OAKLANDS PARK	√	
Rajah Street Reserve	OAKLANDS PARK	√	
Westminster Reserve - Western Cnr	OAKLANDS PARK		√
Cowra Cresent Reserve 1	PARK HOLME	√	
Cowra Cresent Reserve 2	PARK HOLME	√	
Mulcra Avenue Reserve	PARK HOLME		√
O'Halloran Terrace Reserve	PARK HOLME		√
Parsons Grove Reserve	PARK HOLME	√	
South Park Holme Reserve	PARK HOLME		√
Swimming Pool Reserve 1	PARK HOLME	√	
Swimming Pool Reserve 2	PARK HOLME		√
Aldridge Avenue Reserve	PLYMPTON PARK		√
Elizabeth Ryan Playground	PLYMPTON PARK		√
Plympton Oval	PLYMPTON PARK	√	
Teesdale Cresent Reserve	PLYMPTON PARK	√	
Clubhouse Road Hall	SEACLIFF PARK		√
Gully Road Reserve North	SEACLIFF PARK	√	
Gully Road Reserve South	SEACLIFF PARK	√	
Marion Golf Course	SEACLIFF PARK		√
Oceana Reserve	SEACLIFF PARK		√
West Street Reserve	SEACLIFF PARK	√	
Harbrow Grove Reserve	SEACOMBE GARDENS	√	
Kent Avenue Reserve	SEACOMBE GARDENS	√	
Ramsay Avenue Reserve	SEACOMBE GARDENS		√

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Russell Avenue Reserve	SEACOMBE GARDENS	√	
Sandery Avenue Reserve	SEACOMBE GARDENS		√
Waratah Square Reserve	SEACOMBE GARDENS	√	
Alpine Road Reserve	SEACOMBE HEIGHTS	√	
Crystal St Reserve	SEACOMBE HEIGHTS	√	
Dana Court	SEACOMBE HEIGHTS		√
Tarnham Road Reserve	SEACOMBE HEIGHTS		√
Vista Street Reserve	SEACOMBE HEIGHTS	√	
Cadell Street Reserve	SEAVIEW DOWNS	√	
Eyre St Reserve	SEAVIEW DOWNS		√
Hume Street Reserve	SEAVIEW DOWNS	√	
Karkoo St Reserve	SEAVIEW DOWNS		√
Mitchell Street Reserve	SEAVIEW DOWNS		√
Roy Lander Reserve	SEAVIEW DOWNS	√	
Alia Drive Reserve	SHEIDOW PARK		√
Berrima Road Reserve	SHEIDOW PARK	√	
Brooklyn Drive Reserve	SHEIDOW PARK	√	
Clare Avenue Reserve	SHEIDOW PARK		√
Elura Avenue Reserve	SHEIDOW PARK	√	
Enginehouse Court Reserve	SHEIDOW PARK	√	
Eurelia Road Reserve/Elgata Reserve	SHEIDOW PARK		√
Hallett Close Reserve	SHEIDOW PARK	√	
Hamilton Court Reserve	SHEIDOW PARK		√
Heysen Drive Reserve	SHEIDOW PARK	√	
Hugh Johnstone Boulevard Reserve	SHEIDOW PARK	√	
Islington Drive Reserve	SHEIDOW PARK	√	
Lander Road Reserve	SHEIDOW PARK	√	
Miners Court Reserve	SHEIDOW PARK	√	
Montague Drive Reserve	SHEIDOW PARK	√	
Morford Reserve	SHEIDOW PARK	√	
Nari Drive Reserve	SHEIDOW PARK	√	
Sandy Glass Court Reserve	SHEIDOW PARK		√
Southbank Boulevard Reserve	SHEIDOW PARK	√	
Spinnaker Circuit Reserve - East	SHEIDOW PARK	√	
Spinnaker Circuit Reserve - West	SHEIDOW PARK		√
Westall Way Reserve	SHEIDOW PARK		√
Young Street Reserve	SHEIDOW PARK	√	
Edwardstown Memorial Oval (Grassed Area)	SOUTH PLYMPTON	√	
Waterhouse Reserve	SOUTH PLYMPTON	√	
Yapinga Street Reserve	SOUTH PLYMPTON		√
Brolga Place Reserve	STURT		√
Hawkesbury Avenue Reserve	STURT		√
Myer Road Reserve	STURT	√	
Rosefield Lane Reserve	STURT	√	

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Travers Reserve	STURT	√	
Barton Drive Reserve	TROTT PARK		√
Bayley Circuit Reserve	TROTT PARK	√	
Chifley Cresent Reserve	TROTT PARK	√	
Doulton Drive Reserve	TROTT PARK	√	
French Crescent Reserve	TROTT PARK	√	
Hessing Crescent Reserve	TROTT PARK	√	
Hughes Court Reserve	TROTT PARK	√	
Klippel Ave Reserve	TROTT PARK	√	
Percival Crescent Reserve	TROTT PARK	√	
Phyllis Court Reserve	TROTT PARK	√	
Reserve Street Reserve	TROTT PARK	√	
Scarvel Avenue Reserve	TROTT PARK	√	
South Road Reserve	TROTT PARK	√	
Strutt Court Reserve	TROTT PARK	√	
Tyson Avenue Reserve	TROTT PARK	√	
Wistow Crescent Reserve	TROTT PARK		√
Addison Road Reserve	WARRADALE		√
Ballara Park Reserve	WARRADALE		√
Hamilton Park Reserve	WARRADALE		√
Marion Community House	WARRADALE		√
Warradale Park Reserve	WARRADALE	√	
Coast to Vines Rail Trail			√
Marion Coastal Walking Trail			√
Mike Turtur Bikeway			√

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Sharon Perin, Unit Manager Community Health and Safety**
Manager:	**Jason Cattonar, Manager Development and Regulatory Services**
General Manager:	**Abby Dickson, General Manager City Development**
Subject:	**Animal Management Plan**
Report Reference:	**GC260618R09**

REPORT OBJECTIVE:

The purpose of this report is to present the Animal Management Plan (Appendix 1) to Council for endorsement to enable it to be presented to the Dog and Cat Management Board.

EXECUTIVE SUMMARY:

At the General Council Meeting on 22 November 2016, a Draft Animal Management Plan ("the Plan") was presented to Council. At this meeting it was resolved that the Plan be endorsed for public consultation.

Consultation with the community and a range of key stakeholders was undertaken with 77.8% of respondents supporting, or strongly supporting, the Plan. Results of the community consultation and the Plan were presented to Council at the General Council meeting on 26 September 2017 (GC260918R06).

Since this time, further consultation has also occurred with Elected Members at Elected Member Forums on 20 March 2018 and 29 May 2018. Feedback from Elected Members has been incorporated into the Plan.

The Plan is now presented to Council for consideration, with a recommendation that Council endorse the revised Plan to be presented to the Dog and Cat Management Board.

RECOMMENDATION:

That Council:

1	**Endorses the Animal Management Plan attached as Appendix 1, subject to any amendments made by Council, after which it will be sent to the Dog and Cat Management Board and the Minister for Environment and Water for ratification.**	**26 June 2018**

GENERAL ANALYSIS:

Liveable:	The effective management of domestic animals contributes to the liveability of the City by: • Contributing to people's quality of life and wellbeing through pet ownership. • Creating safe and welcoming environments for humans and animals
Engaged:	The development of the Animal Management Plan 2018-2023 incorporates feedback from the community, Elected Members and other stakeholders. Issues raised by the community regarding assistance dogs, microchipping and de-sexing of cats is covered in changes to the Act and will be addressed in accordance with the legislation. Preliminary feedback received from the Administration of the Dog and Cat Management Board has been incorporated into the Plan. The Plan identifies the actions to be undertaken in the next five-year period to guide the City of Marion in the management of animals within its Council area.
Legal / Legislative / Policy / Timeline:	The Dog and Cat Management Act (the Act) provides the legal framework for the City of Marion's responsibilities regarding the management of dogs and cats. It is a legislative requirement to review the existing Animal Management Plan and submit a revised 5-year Plan to the Dog and Cat Management Board for approval before it is to take effect. The Animal Management Plan must include provisions for parks where dogs may be exercised off leash and for parks where dogs must be under effective control by means of a physical restraint; and may include provisions for parks where dogs are prohibited. It is recommended that any changes to the Dog and the Cat By-laws be conducted during Council's next scheduled review of all By-laws in 2022.

DISCUSSION:

The City of Marion aims to maintain a sustainable, strategic approach to the management of dogs and cats that encompasses the needs of both dog and cat owners and other residents who are not dog and cat owners.

The Plan takes into account the substantial changes to the Act passed in State Parliament during 2016, and will come into force on 1 July 2018, including mandatory microchipping and

de-sexing. The Plan refines existing strategies with a view to identifying how to improve outcomes for the community in regards to the management of dogs, cats and other animals.

The Plan will be implemented within the context of creating a safe public environment and enhancing the amenity and environment of the City of Marion through education and enforcement, while recognising the importance of pet ownership.

Elected Member feedback has been taken on board and included in the Plan regarding:

Dog on leash signage near playgrounds

- A review of signage requiring dogs to be on leash within 5 metres of a playground will be undertaken. The objective will be to improve signage to increase community awareness of this requirement. This will be conducted within existing resources and completed by the end of 2018.

- Cats:
  By-law Number 6 – Cats be reviewed during the next scheduled review of Council's By-laws in 2022 to make the By-law consistent with changes to State legislation that come into effect in July 2018 and to explore introducing a curfew for cats. The new laws introduce compulsory microchipping. The by-law should be reviewed to ensure we are consistent and there are no duplications.

- Dogs:
  By-law Number 4 – Dogs be reviewed during the next scheduled review of Council's By-laws in 2022 to make the By-law consistent with changes to State legislation that come into effect in July 2018. The new laws introduce compulsory desexing and microchipping. The by-law should be reviewed to ensure we are consistent and there are no duplications.

- Other Animals and Birds:

  Investigations will be undertaken into creating a Livestock By-law during the next scheduled review of Council's By-laws in 2022 regarding the keeping of roosters on residential land.

Advice from staff of the Dog and Cat Management Board and legal advice have both confirmed that including changes to Council's Dog and Cat By-laws to make them consistent with changes to State legislation that come into effect in July 2018 can wait until next scheduled review of Council's By-laws in 2022.

Dog Exercise Off Leash and On Leash Areas
At the General Council Meeting held on 10 November 2015 (GC101115R04), Council resolved to increase the number of nominated dog on leash areas together with a list of dog exercise off leash and on leash areas. These changes have proved to be successful and a list of dog exercise off leash and on leash areas is incorporated in the Plan as an appendix. A post 12 month review of this initiative has also s been undertaken and is reported as a separate report (GC260618R – Dog "On and Off Leash Areas").

As a result of feedback received from Elected Members and the community it is recommended that the following areas also be reviewed for potential inclusion as Dog on leash areas:

- Northern area and walking path surrounding the northern area at the Mitchell Park Reserve
- Area south of the Field River, Hallett Cove including the rocks, beach area and sand dunes (where birds roost and nest) and
- Edwardstown Oval and Velodrome

The above areas are high use community open spaces and it is recommended that community consultation be undertaken and a report be brought back to Council on potential changes to dog on / off leash provisions. Council's endorsement of a review of the above three areas is sought in the report on Dog on and Off Leash Areas GC260618R.

CONCLUSION:

The Animal Management Plan will direct and guide the City of Marion's management of animals during the next 5 years. It provides a range of strategies that contribute to community safety. The Plan is presented for Council's consideration and endorsement, subject to any amendments by Council. Following Council's endorsement, the Plan will be presented to the Dog and Cat Management Board and the Minister for Environment and Water for approval.

APPENDIX

Appendix 1 - Animal Management Plan 2018-2023 – Appendix 1

Appendix 1

CITY OF MARION

Animal Management Plan

2018 - 2023

Contents

Mission Statement		3
Executive Summary		3
1	**Policy Context and Links to the City of Marion's Strategic Plan**	4
2	**The Dog and Cat Management Act**	4
3	**Overview - City of Marion**	5
	Summary of Dog and Cat Statistics	5
	Animal Management Structure and Staffing	6
4	**Animal Management Strategy**	7
	General Animal Management	7
	Objective 1: To provide effective animal management within the City of Marion.	7
	Dogs	9
	Objective 2: To encourage and promote responsible dog ownership within the City of Marion community.	9
	Objective 3: Ensure public safety, health and amenity in relation to dogs.	11
	Cats	13
	Objective 4: To encourage and promote responsible cat ownership within the City of Marion community.	13
	Objective 5: Ensure public health and amenity in relation to cats.	13
	Birds and Poultry	14
	Objective 6: Ensure public safety, health and amenity in relation to the keeping of birds and poultry.	14
5	**Other Animals**	15
	5.1 Bees	15
	5.2 Stock	15
	5.3 Horses	15
	5.4 Native birds and native animals	16
	5.5 Rescue of injured birds and animals	16
	5.6 Koalas	16
	5.7 Foxes	16
	5.8 Snakes	16
	5.9 European Wasps	17
6	Implementation of the Animal Management Plan	17

Mission Statement

To recognise that companion animals are part of the community, contributing to its quality of life, and to ensure that the needs of animals and their owners are accommodated while recognising the differing needs of all members of the community.

Executive Summary

This revised Animal Management Plan will be effective for the next five-year period, from 2018 – 2023, and will set the strategic direction for City of Marion's management of dogs and cats during that time.

While the Dog and Cat Management Act provides the legal framework for the City of Marion's responsibilities regarding the management of dogs and cats, this Plan seeks to maintain a balanced approach that caters to everyone's needs including domestic pets and their owners, the wider community and those responsible for animal management.

The City of Marion aims to maintain a sustainable, strategic approach to the management of dogs and cats in the City of Marion that encompasses the needs of both dog and cat owners and other residents who are not dog and cat owners. The Plan will be implemented within the context of creating a safe public environment through education and enforcement and enhancing the amenity and environment of the City of Marion while considering the importance of pet ownership. The Plan will also take into account social and regulatory issues and identify strategies and actions to implement the City of Marion's mission, aims and objectives for domestic animal management. The Plan will then relate these policies and actions back to the wider policy context.

The Plan aims to:

- Promote responsible dog and cat ownership;
- Provide for the welfare and safety of dogs and cats;
- Provide community education on aspects of responsible dog and cat ownership;
- Ensure public safety and enhance the amenity and environment;
- Harness the benefits of dog and cat ownership;
- Ensure that the expenditure of registration fees addresses the management of dogs;
- Consider other animals and birds as part of the Plan.

The Plan focuses on the legitimate needs of pets and their owners, while respecting the rights of other members of the community and protecting the environment. The City of Marion will enforce relevant legislation and local bylaws, coupled with public education and promotion to assist in lasting, voluntary behavioural change regarding the appropriate management of animals.

There is now considerable evidence to show the benefits of owning pets, so it is essential that Council take a strategic approach to managing domestic pets to ensure community outcomes are achieved. The Plan will provide the basis for a strategy that will provide Council with direction from which it can plan, coordinate and make future decisions to meet the needs of the community over the next five years.

At the conclusion of the Plan in 2023, the effectiveness and relevance will be reviewed against the strategies and objectives identified. That information will then be incorporated into future plans each of which will cover a five-year period in accordance with Section 26A of the Dog and Cat Management Act.

1. Policy Context and Links to the City of Marion's Strategic Plan

The Animal Management Plan fits within the overall planning and direction of the Strategic Plan towards 2017-2027 which guides the City's development and Council's contribution to deliver the Community Vision that is Liveable, Prosperous, Valuing Nature, Engaged, Innovative and Connected.

Other strategies and policies are relevant where they impact on strategy and development in the domestic animals area.

2. The Dog and Cat Management Act

The objectives of the Dog and Cat Management Act (the Act) are to encourage responsible dog and cat ownership, reduce public and environmental nuisance caused by dogs and cats and to promote the effective management of dogs and cats.

Recently substantial changes to the Dog and Cat Management Act 1995 were passed in Parliament during July 2016. The main changes relate to:

- Microchipping – the requirement from 1 July 2018 for all dogs and cats to be microchipped by three months of age;
- Desexing – the requirement from 1 July 2018 for all dogs and cats born after 1 July 2018 to be desexed after six months of age;
- Breeders – the requirement that a person must not sell a dog or cat they have bred unless they are a registered breeder with the Dog and Cat Management Board;
- Sellers – the requirement for certain information to be provided to the buyer;
- Council powers – providing Councils which are responsible for dog and cat management in their local area, with greater powers to administer and enforce the Act;
- Assistance Dogs – changing who can accredit animals as Assistance Dogs.

The amendments to the Act and Regulations relating to these amendments will become operational from future dates during 1 July 2018.

The responsibilities delegated to the City of Marion under the Act and linked to this Plan include**:**

Management of Dogs and Cats

Each Council is required to administer and enforce the provisions of the Act relating to dogs and cats. This includes maintaining registers as required by the Board, provide information to the Dog and Cat Management Board, appointment of a Registrar, making arrangements for issuing and replacing certificates of registration and registration disks, appointment of at least one full-time authorised officer or delegates and making satisfactory arrangements for the detention of dogs and cats seized under the Act.

Money Received

Revenue received by Council must be spent on the administration or enforcement of the provisions of this Act relating to dogs and cats.

Payment into Fund

Under the Act, Councils must pay into the Dog and Cat Management Fund a percentage fixed as set out in the Dog and Cat Management Regulations 2017.

Fees

Councils have the responsibility of setting annual fees for dog registration. The Act requires that councils offer a percentage rebate for a 'standard dog', which is defined as a dog that is both microchipped and desexed. Councils have the responsibility of determining other discretionary registration rebates.

By-Laws

Under Section 90 of the Act, Councils can make By-Laws for the control or management of dogs and cats within their area.

Plans of Management

Under Section 26A of the Act, each Council is required to prepare a plan relating to the management of dogs and cats within their area. These plans must contain provisions for parks where dogs may be exercised off-leash and on-leash and may include provisions for areas where dogs are prohibited. Under Council's By-Law Number 4 - Dogs, Council can by resolution, declare nominated areas where dogs can be off a leash. Council can also, by resolution, declare areas where dogs must be on a leash, or where dogs are not permitted (dog free areas). When Council makes any such resolution, the City of Marion's website is updated for information for the community.

3. Overview - City of Marion

The City of Marion covers an area of about 55 square kilometres and is located 10km south of Adelaide, stretching from the Glenelg tramline in Glandore to the coastal suburb of Hallett Cove. The City of Marion includes a mix of residential and industrial areas, with Westfield Marion as the key regional shopping centre and the State Aquatic and Leisure centre as the premium swimming centre in the state.

The population of the City of Marion was estimated by the Australian Bureau of Statistics (ABS) in 2015 as 88,983 residents. The following suburbs are located within the City of Marion region:

Ascot Park	Marino	Seacombe Gardens
Bedford Park	Marion	Seacombe Heights
Clovelly Park	Mitchell Park	Seaview Downs
Darlington	Morphettville	Sheidow Park
Dover Gardens	Oaklands Park	South Plympton
Edwardstown	O'Halloran Hill	Sturt
Glandore	Park Holme	Trott Park
Glengowrie	Plympton Park	Warradale
Hallett Cove	Seacliff Park	Tonsley

Summary of Dog and Cat Statistics

Dogs

Dogs registered	2014/15	2015/16	State Figure 2015/16
Total number of registered dogs	12825	12913	295,615
Total number of dogs where desexing rebate claimed (80%)	80%	81%	71%

Total number of registered dogs where training rebate claimed	12%	11%	7%
Total number of registered dogs where microchip rebate claimed	71%	75%	64%

Dogs Impounded	2014/15	2015/16	Change in Percentage
Dogs impounded by Council (eg dogs that cannot be identified or the owner cannot be located and dogs are officially impounded)	306	332	+8.5%
Number of dogs returned to owner (dogs that are impounded and subsequently returned to owner)	208	242	+16.3%
Number of dogs collected and returned to owner (Dogs that are wandering at large, collected by Council and returned to owner before impound)	84	95	+13.1%

Complaints	2014/15	State Figure 2014/15	2015/16	State Figure 2015/16
Dog Harassment - Human	6	353	4	401
Dog Attack - Human	21	479	20	479
Dog Harassment - Animal	5	300	5	324
Dog Attack - Animal	26	868	31	975
Barking Dog	109	-	102	-
Dogs Wandering	362	-	456	-

Cats

Complaints	2014/2015	2015/16
Number of cat complaints	13	35

Animal Management Structure and Staffing

The responsibility for the control and management of dogs and cats sits in the City of Marion's City Development Division. The Team Leader Community Safety is appointed the Registrar of Dogs and Community Safety Inspectors are appointed Authorised Persons for the purposes of the Act.

4. Animal Management Strategy

General Animal Management

The City of Marion will use a combination of legislation including but not limited to the Dog and Cat Management Act, Local Nuisance and Litter Control Act, Local Government Act and Council By-laws coupled with community education/promotion to effectively implement many of the Animal Management Strategies.

Investment in community education, partnerships and internal process improvement will play a key role in the management of dogs, cat and other animals. This will enhance the delivery of effective animal management and promotion of responsible pet ownership within the City of Marion.

Objective 1:

To provide effective animal management within the City of Marion

- *1.1 Operate in accordance with the appropriate legislation and Council By-Laws.*
- *1.2 Ensure systems, processes and training is in place to support Animal Management Officers.*
- *1.3 Community education on responsible pet ownership.*
- *1.4 Educate community about preparing for emergencies with their pets.*
- *1.5 Educate community regarding breeder registration requirements.*

Strategy	Actions	Timeline	Key Measure	Resources
1.1	Effective and appropriate use of legislation and By-Laws to manage animals and enforce breaches of the Dog and Cat Management Act, Local Nuisance and Litter Control Act and By-Laws.	Annually	Statistics related to enforcement and management. Dog and Cat Management Board's compliance audits indicate Council compliant.	Existing
1.2	Officers are informed and provided with the appropriate training regarding the Dog and Cat Management Act, By-Laws and are kept up to date with new or emerging practices, as well as best practice identified by other Councils through formal training and networks.	Ongoing	Record of training; type and number of training sessions. Review of SOP completed end of 2019 and 2021. Attendance at Dog and Cat Management Board's Senior Officers' meetings. Annual review of staff skills to identify training needs.	Existing
	Identify trend issues via survey and/or customer feedback, analysis of customer events (customer requests) and resources required for education and enforcement regarding animal management.	Ongoing	Identify at least one key issue/trend per year and record activities/initiatives towards trend/issue.	Existing
	Promote the role of Animal Management Officers, both within Council and in the wider community.	Ongoing	Participation in at least one community event	Existing

			per year, eg attendance at dog park openings or dog or cat club information evenings. Number of examples via Council media that promote the role of Animal Management Officers.	
	Review procedures to ensure systems and processes support Animal Management Officers to fulfil their roles.	Biannually and as required	Review of procedures completed end of 2019 and 2021.	Existing
1.3	Attendance and provision of education at community and professional events regarding responsible ownership.	Annually	Participation in at least one event per year. Numbers and types of information distributed at events.	Existing
	Promotion and education of responsible pet ownership in the City of Marion via various mediums, for example promotion of the Board's links, social media and hard copy materials.	Annually	Update website to include link to the Dog and Cat Management Board. Two animal displays in two locations. Conduct survey through life of Plan to ascertain community knowledge of dog and cat laws. Number of social media posts per year to educate regarding dog and cat laws. Number of shared relevant posts from the Dog and Cat Management Board's social media.	Existing
1.4	Promotion and education of the importance for the inclusion of pets in emergency preparedness plans.	Annually	Inclusion of animal relief in Council's Community Emergency Management Plan. Number of types of information provided to the community about emergencies. Sharing of information via various forms of	Existing

			media, eg website and social media.	
1.5	Educate residents about breeder registration.	Ongoing	Advertise breeder registration requirements on webpage and social media.	Existing

Dogs

Objective 2:

To encourage and promote responsible dog ownership within the City of Marion community.

- *2.1 Amend the Dog By-Law (Appendix B).*
- *2.2 Provide education regarding responsible dog ownership.*
- *2.3 Promote the registration and identification of dogs.*
- *2.4 The City of Marion will embrace the benefits of dog ownership.*
- *2.5 The City of Marion will promote responsible dog ownership through education and enforcement.*
- *2.6 Promotion and enforcement of mandatory desexing and microchipping for dogs and cats.*

Strategy	Actions	Timeline	Key Measure	Resources
2.1	Improve signage near playgrounds to: Dogs must be on a leash within 5 metres of an unfenced playground.	End 2018		Existing
	Continued education about the responsible usage of public areas, eg Reserves and Dog Parks, Hallett Cove Beach.	Ongoing	Education, distribution of promotional material and enforcement, where required. Number of public signs displayed and number of different locations where signage was displayed.	Existing//New
2.2	Promote the benefits of microchipping and de-sexing dogs.	Ongoing	Distribution of promotional material.	
	Conduct annual follow-up with dogs that have not been re-registered and educate owners on requirements and benefits of dog registration.	Annually	Follow-up conducted by staff. Number of dogs not re-registered followed up by council staff. Number of non-registered dogs identified. Number of expiations issued for unregistered dogs. Total number of dogs registered.	Existing
	Continue to offer a range of registration concessions.	Ongoing	Council review of concessions in 2018 to align with new legislation.	Existing

	Promoting Council's various registration payment options.	Annually	Information on Council's website.	Existing
	Return as many dogs as possible to owners through identification methods, eg microchip, dog tag.	Ongoing	Annual statistics on number of dogs collected and number of dogs returned to owner before and after impound.	Existing
2.3	Promote the importance, value and benefits of dog and cat ownership.	Ongoing	Provision of educational material/information to community, eg website updates, social media posts, promotion of dogs, dog parks and on/off leash areas.	Existing
2.4	Investigate complaints and take appropriate enforcement action, which may include education, warnings, expiations, orders and prosecution.	Ongoing	Statistics on number of expiations issued, prosecutions initiated, orders implemented.	Existing
2.5	Educate residents about the mandatory legislative requirements for microchipping and de-sexing.	Ongoing	Evidence use of various mediums to distribute information on mandatory microchipping and de-sexing. Conduct survey during the life of the Plan to ascertain community knowledge of dog and cat laws.	Existing
	Increase the proportion of microchipped and de-sexed dog and cats.	Ongoing	Percentage increase in number of microchipped and de-sexed dogs in Council area over time. Ad hoc checks by Authorised Persons in parks and reserves to check for microchip compliance. Percentage reduction of non-microchipped dogs and cats arriving in the impound shelter used by Council over time. Reduction in the number of expiations issued for noncompliance with mandatory de-sexing and microchipping.	Existing

	Enforcement of mandatory microchipping and de-sexing.	Ongoing		Existing

Objective 3:

Ensure public safety, health and amenity in relation to dogs.

- *3.1 The City of Marion will endeavour to reduce the number of dog attacks.*
- *3.2 Provision for dogs being exercised in parks.*
- *3.3 Enhance the amenity and the environment by the management of dog faeces in public places.*
- *3.4 The City of Marion will endeavour to reduce the number of barking dogs.*
- *3.5 The City of Marion will endeavour to reduce the number of dogs wandering at large.*
- *3.6 Promote the training and socialisation of dogs.*

Strategy	Actions	Timeline	Key Measure	Resources
3.1	Promote and encourage the reporting of all dog attacks.	Ongoing	Evidence of distribution of promotional material including but not limited to placement of information on Council's website and social media. Ensure all harassment/attacks are logged on the Dog and Cat Management Board's dog incident website. Number of dog attacks reported annually.	Existing
	Promote and educate on bite avoidance, supervision of children whilst in contact with dogs and preventative measures to minimise the risk of dog attacks.	Ongoing	Distribution of promotion material including but not limited to: Children and Dogs' info sheet. Promotion of the Living Safely with Pets Program. Posting on social media regarding supervising children around dogs.	Existing
3.2	Review and update information on dog exercise off-leash and on-leash areas.	As required	Update and placed on website, as required.	Existing
	Council's creation of a second dog park in the Council area.	2018/2019	Creation of a second dog park: Creation of park and reporting to Council are managed by the City of Marion's Open Space and Recreation Unit, in consultation with staff of the Community Health and Safety Unit.	Existing
3.3	Continue to review the location and availability of dog waste bag dispensers with a view to increase the installation.	Ongoing	Managed by the City of Marion's Contracts Unit:	Existing

			Consideration of requests and installation, where appropriate. Number of customer requests received. Annual number of new dispensers installed. Record annually total number of dispensers.	
	Promotion and education of the legal requirement to pick up one's own dog's faeces in public.	Ongoing	Education, distribution of promotional material and enforcement, where required. Annual number of customer events where faeces are an issue. Number of community events where 'poop pouches' are distributed to dog owners.	Existing
3.4	Review Barking Dog Procedure with view to ongoing process improvement and best practice.	Biannually	Procedure reviewed and updated when required.	Existing
	Educate dog owners on the major reasons for barking and ways to reduce barking.	Ongoing	Verbal advice and educative material provided when investigating barking dog complaints. Number of dog owners educated.	Existing
	Promotion of options that allow neighbours to resolve barking dog issues before Council involvement.	Ongoing	Update website and provision of educative material.	Existing
3.5	Educate owners to securely confine their dogs, eg ensuring that fencing is secure.	Ongoing	Update website and provision of educative material.	Existing
	Education regarding the risk of dogs escaping and wandering at large during storms and fireworks	Ongoing	Annual update of website and provision of educative material.	Existing
	Promotion of de-sexing to assist with reduced instances of wandering at large	Ongoing	Update website and provision of educative material.	Existing
3.6	Promotion of training and socialisation of dogs through distribution of information.	Ongoing	Provision of educative material.	Existing

Cats

Objective 4:

To encourage and promote responsible cat ownership within the City of Marion community.

- *4.1 The City of Marion will promote responsible cat ownership through education and enforcement*
- *4.2 The City of Marion will embrace the benefits of cat ownership.*

Strategy	Actions	Timeline	Key Measure	Resources
4.1	Educate residents to consider the factors affecting the suitability of successful cat ownership.	Ongoing	Education, distribution of promotional material. Number of public signs displayed and number of different locations where signage is displayed.	Existing
	Investigate complaints and take action which may include education, warnings, expiations and orders.	Ongoing	Statistics on enforcement action.	Existing
4.2	Acknowledge responsible cat owners and promote the importance, value and benefits of cat ownership.	Ongoing	Support pet ownership and provide educative material. Number of cat permits granted.	Existing

Objective 5:

Ensure public health and amenity in relation to cats.

- *5.1 Amend the Cat By-Law (Appendix C).*
- *5.2 The City of Marion will proactively manage cats in the community to reduce the negative effects of cats.*
- *5.3 The City of Marion will proactively manage cats in the community to reduce the negative environmental effects of cats.*

Strategy	Actions	Timeline	Key Measure	Resources
5.1	Amend existing By-Law Number 6 - Cats, to align with new legislation.	In line with Council's next By-Law review in 2022	Amend By-Law. Use of cat tracker research to inform potential changes.	Existing
5.2	Explore creating a curfew for cats	In line with Council's next By-Law review in 2022	Consultation with Council and if endorsed, consultation with the community.	Existing
5.3	Encourage cat owners to undertake routine preventative measures such as vaccination and parasite control.	Ongoing	Provision of educative material. Annual update of information made	Existing

			available on Council's website.	
5.4	Provide education to the community regarding feral cats and the associated environmental and social issues that they can cause.	Ongoing	Number of cat traps hired to residents. Number of information sheets provided. Evidence of educative material provided to the community.	Existing
5.4	Nominate a facility where seized or impounded cats may be delivered.		Educate the community about where they can deliver unowned cats which they have caught. Record number of unowned cats handed into the impound shelter.	Existing

Birds and Poultry

Objective 6:

Ensure public safety, health and amenity in relation to the keeping of birds and poultry.

- *6.1 The City of Marion will educate the community regarding responsible bird and poultry ownership.*
- *6.2 The City of Marion will proactively manage birds and poultry in the community to reduce the negative environmental and social effects of birds and poultry.*

Strategy	Actions	Timeline	Key Measure	Resources
6.1	Create a new Livestock By-Law to include banning the keeping of roosters on residential blocks unless granted exemption to keep a rooster.	In line with Council's next By-Law review in 2022	Create a new By-Law.	Existing
6.2	Promotion to owners regarding the appropriate keeping of birds and poultry through community education.	Ongoing	Update website and provision of educative material.	Existing
	Investigate complaints and take action which may include education, warnings, expiations and orders.	Ongoing	Statistics on enforcement: number of warnings, expiations and warnings recorded.	Existing

5. Other Animals

The majority of animal complaints that the City of Marion receives relate to dogs and cats, however other complaints received include birds, poultry, bees, wasps, animals and pests. Nuisance complaints relating to other animals are covered under the Local Government Act and City of Marion By-Laws.

Where the City of Marion receives a complaint regarding an animal nuisance, this will be investigated. Animal Management Officers will liaise with the owner of the animal and work towards achieving a solution where the animal no longer poses a nuisance to neighbours or the public.

Where a solution cannot be negotiated an Order under the Local Government Act may be placed on the owner of that animal requiring that person to do or to refrain from doing certain things, to abate a nuisance or a hazard to health or safety associated the animal.

5.1 Bees

The City of Marion is able to deal with the keeping of bees under the Local Nuisance and Litter Control Act, 2016. If bees are being kept so that they are considered to be a nuisance and or hazard under the Local Nuisance and Litter Control Act, an Abatement Notice can be placed on the owner of the bees, to either remove the bees or to modify how or where the bees are kept.

The City of Marion is not able to deal with bees that are in their natural habitat, as this is exempt from the Local Nuisance and Litter Control Act.

The City of Marion arranges the removal of bees from Council owned land.

5.2 Stock

The City of Marion will continue to deal with stock under the Impounding Act, 1920. Section of 14 of the Act gives the City of Marion‘s Animal Management Officers the power to impound wandering “cattle”. A range of animals is included in the definition of “Cattle”.

This includes:

- ox
- cow
- steer
- heifer
- bull
- calf
- ewe
- sheep
- wether
- lamb
- ram
- mare
- gelding
- stallion
- colt
- filly
- foal
- mule
- ass
- camel
- deer
- goat
- pig

Wandering cattle is not a major issue of the City of Marion, but can occur mainly in the southern area of the City of Marion where there are farms and hobby farms.

5.3 Horses

The City of Marion has developed a Horse Keeping Code of Practice. The Code is designed to provide an easy to use tool that increases understanding of stable management requirements and responsibilities in order to comply with the relevant legislation.

Horse related complaints are investigated and are dealt with under the appropriate legislation. The issue of horses on roads and footpaths is dealt with by SAPOL (South Australia Police) under the South Australian Road Traffic Act.

5.4 Native birds and native animals

All native mammals, birds and reptiles are protected throughout South Australia under the National Parks and Wildlife Act, 1972 (excluding unprotected species listed in Schedule 10 of that Act). The Act is administered by the Department for Environment and Water. Landholders can obtain a permit to destroy protected native animals that are causing environmental or economic damage to property or land or where there is a risk to public safety. A permit is also required to destroy unprotected native birds and animals where the destruction involves trapping and gassing. A permit is not required if destruction involves shooting. Shooting, however, is not permitted in a metropolitan area, such as the City of Marion.

A permit must be obtained prior to trapping a possum. Residents can seek information and permission from the Department for Environment and Water or alternatively residents can refer to the Yellow Pages and contact a pest control company for a fee. Pest controllers providing a possum removal service require a permit to trap and release possums. This grants approval for a pest controller to trap and release possums on behalf of a resident

5.5 Rescue of injured birds and animals

Should a native bird or animal be found injured there are agencies that will attend and assist:

Fauna Rescue of South Australia Inc.
www.faunarescue.org.au,
Wildlife hotline (24 hours): (08) 8289 0896
Koala Rescue hotline (24 hours): 1300 562 527
Bats including Microbats & Flying Foxes Rescue hotline (24 hours): 0474 204 617

Native Animal Network SA
Networks are run by volunteers in different areas and as such contact details of networks can change. For up to date contact details, an internet search is recommended. www.fauna.org.au/native-animal-network

5.6 Koalas

Koalas are wild animals that occur naturally within the metropolitan area. Any issues relating to Koalas are usually dealt with by the Department for Environment and Water who can be contacted if a koala is sick, orphaned or endangering human life during business hours on 7226 0017 or alternatively residents can contact the Fauna Rescue, Koala Rescue Hotline on 1300 562 527.

5.7 Foxes

There is no clear legal approach for the destruction of foxes within the metropolitan area. The Department for Environment and Water can issue basic hunting permits to hunt feral animals on private property where written permission to hunt has been given by the landowner within the previous six months. Private contractors are available to eradicate foxes where the actual location of the den is known.

5.8 Snakes

The City of Marion‘s Animal Management Officers are not authorised to deal with snakes in the City of Marion’s Council area. It is recommended that residents contact a professional snake catching service and monitor where the snake travels while waiting for that professional service to respond so that the snake can be captured and relocated. It is very important to remain a safe distance from the snake. Where a snake is on Council land, contact the City of Marion’s Customer Service Centre on 8375 6600 during business hours and on 8375 6666 after hours.

5.9 European Wasps

When a European Wasp nest is located on private property, it is recommended that residents refer to the Yellow Pages or other resources to locate the contact details of a pest removalist who will remove wasp nests for a fee. Where a European Wasp nest is found on Council land, residents should contact the City of Marion's Customer Service Customer Service Centre on 8375 6600 during business hours.

6. Implementation of the Animal Management Plan

The Animal Management Plan will be implemented for a five-year period, commencing in 2018. At the completion of the five-year period, the effectiveness and relevance of this Animal Management Plan will be reviewed. Further Animal Management Plans, each covering a five-year period, will be developed in accordance with Section 26A of the Dog and Cat Management Act.

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Audrey Street Reserve	ASCOT PARK		√
Daws Road Reserve	ASCOT PARK		√
First Ave Reserve	ASCOT PARK		√
Maesbury Circuit Reserve	ASCOT PARK	√	
Marion Road Triangle NE of Railway Bridge	ASCOT PARK		√
Sixth Ave Reserve	ASCOT PARK		√
Fairford House Gardens	BEDFORD PARK		√
Fairford House Reserve	BEDFORD PARK		√
Tjirbruki Gateway	BEDFORD PARK		√
Warriparinga Wetlands	BEDFORD PARK		√
Byron Avenue Reserve	CLOVELLY PARK		√
Chestnut Court Reserve	CLOVELLY PARK	√	
Cohen Court Reserve	CLOVELLY PARK	√	
Cosgrove Hall	CLOVELLY PARK		√
Kensington Street Reserve	CLOVELLY PARK	√	
Rosslyn Street Reserve	CLOVELLY PARK	√	
York Avenue Reserve	CLOVELLY PARK		√
Grace Road Land	DARLINGTON	√	
Mostyn Road Reserve	DARLINGTON	√	
Nathan Court Reserve	DARLINGTON		√
Branksome Terrace Reserve	DOVER GARDENS	√	
Bristol Street Reserve	DOVER GARDENS	√	
Crown Street Reserve	DOVER GARDENS	√	
McKay Street Reserve	DOVER GARDENS		√
Scarborough Terrace Reserve	DOVER GARDENS	√	
Vinall Street Reserve	DOVER GARDENS	√	
Dumbarton Ave Reserve	EDWARDSTOWN	√	
Edwardstown Velodrome	SOUTH PLYMPTON	√	
Raglan Avenue Reserve	EDWARDSTOWN		√
The Cresent Reserve	EDWARDSTOWN		√
Weaver Street Reserve	EDWARDSTOWN		√
Wright Street Reserve	EDWARDSTOWN		√
Yanyarrie Avenue Reserve	EDWARDSTOWN		√
Glandore Community Centre	GLANDORE		√
Glandore Oval	GLANDORE	√	
Breakout Creek Reserve Central	GLENGOWRIE	√	
Breakout Creek Reserve South	GLENGOWRIE	√	
Hazelmere Road Reserve	GLENGOWRIE	√	
Joan Avenue Reserve	GLENGOWRIE		√
Kappler Court Verge	GLENGOWRIE		√
Stanley Street Reserve	GLENGOWRIE		√
Willoughby Avenue Reserve	GLENGOWRIE	√	
Y.M.C.A. Hall	GLENGOWRIE		√
Admella Ct Reserve	HALLETT COVE	√	

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Antonia Circuit Reserve	HALLETT COVE	√	
Arachne Drive Reserve	HALLETT COVE	√	
Arafura Court Reserve	HALLETT COVE	√	
Aroona Road Reserve	HALLETT COVE	√	
Beeches Road Reserve	HALLETT COVE	√	
Capella Drive Reserve	HALLETT COVE	√	
Capella Skate Park	HALLETT COVE		√
Caswell Drive Reserve	HALLETT COVE	√	
Central Avenue Reserve	HALLETT COVE		√
Central Avenue Reserve 2	HALLETT COVE	√	
Chatsworth Court Reserve	HALLETT COVE		√
Clifftop Cresent Reserve	HALLETT COVE	√	
Columbia Cresent Reserve	HALLETT COVE	√	
Coorabie Crescent Reserve	HALLETT COVE	√	
Cormorant Drive Reserve 1	HALLETT COVE	√	
Cormorant Drive Reserve 2	HALLETT COVE	√	
Fairhill Reserve	HALLETT COVE	√	
Fryer Street Reserve	HALLETT COVE	√	
Glade Crescent Reserve	HALLETT COVE		√
Grand Central Avenue Reserve	HALLETT COVE		√
Gretel Cresent Reserve	HALLETT COVE	√	
Heron Way Reserve	HALLETT COVE		√
Kalmia Court Reserve	HALLETT COVE	√	
Koomooloo Cresent Reserve	HALLETT COVE		√
Kurnabinna Tce Reserve	HALLETT COVE	√	
Lapwing Street Reserve	HALLETT COVE	√	
Linear Park Reserve	HALLETT COVE	√	
Lucrecia Way Reserve	HALLETT COVE	√	
Manoora Drive Reserve	HALLETT COVE		√
Manunda Way Reserve	HALLETT COVE		√
Mema Court Reserve	HALLETT COVE		√
Nannigai Drive Reserve	HALLETT COVE		√
Oakvale Way Reserve	HALLETT COVE		√
Olivier Terrace Reserve	HALLETT COVE	√	
Pavana Reserve	HALLETT COVE	√	
Perry Barr Farm	HALLETT COVE	√	
Ragamuffin Drive Reserve	HALLETT COVE	√	
Resolute Crescent Reserve	HALLETT COVE		√
Shamrock Road Reserve	HALLETT COVE	√	
Skipper Close Reserve	HALLETT COVE	√	
The Cove Oval and Sports Club	HALLETT COVE	√	
The Esplanade Reserve	HALLETT COVE	√	
Weerab Drive Reserve	HALLETT COVE	√	
Zwerner Drive Reserve	HALLETT COVE	√	

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Bandon Terrace Reserve	MARINO		√
Esplanade Reserve Marino	MARINO	√	
Holder Parade Reserve	MARINO	√	
Marino Community Hall	MARINO		√
Marino Rocks Public Toilet	MARINO		√
McConnell Avenue Reserve	MARINO	√	
Newland Ave Linear Park	MARINO	√	
Newland Avenue Reserve	MARINO		√
Nimboya Road Reserve	MARINO		√
Robertson Place Reserve	MARINO	√	
Westcliff North End Reserve	MARINO		√
Westcliff Reserve	MARINO	√	
Alison Avenue Reserve	MARION	√	
Ben Pethick Reserve	MARION		√
Brabham Straight	MARION		√
Chambers Street Reserve	MARION		√
George Street Reserve	MARION	√	
Jasmine Ave Reserve	MARION	√	
Marion Oval	MARION	√	
Nicholas Road Reserve	MARION	√	
Oakleigh Road Reserve	MARION	√	
Oliphant Avenue Reserve A - (large)	MARION	√	
Sturt River Linear Park	MARION		√
Tilley Court Reserve	MARION		√
Alawoona Avenue Reserve 1	MITCHELL PARK	√	
Alawoona Avenue Reserve 2	MITCHELL PARK	√	
Brenda Street Reserve	MITCHELL PARK		√
Maldon Avenue Reserve	MITCHELL PARK	√	
Mitchell Park Dog Club	MITCHELL PARK	√	
Mitchell Park Oval/Reserve	MITCHELL PARK	√	
Penrith Court Reserve	MITCHELL PARK		√
Peterson Avenue Reserve	MITCHELL PARK		√
Quick Road Reserve	MITCHELL PARK	√	
Quick Road Reserve B	MITCHELL PARK	√	
Sampson Road Reserve	MITCHELL PARK	√	
Tartonendi	MITCHELL PARK	√	
Terra Avenue Reserve	MITCHELL PARK	√	
Thorne Cresent Reserve	MITCHELL PARK		√
Tonsley Hall Reserve	MITCHELL PARK	√	
Trowbridge Ave Reserve	MITCHELL PARK	√	
Appleby Road Reserve	MORPHETTVILLE	√	
Chittleborough Reserve No 1	MORPHETTVILLE	√	
Chittleborough Reserve No 2	MORPHETTVILLE	√	
Clifton Avenue Reserve	MORPHETTVILLE		√

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Denham Avenue Reserve	MORPHETTVILLE	√	
Everest Avenue Reserve	MORPHETTVILLE	√	
Kellett Reserve Land	MORPHETTVILLE		√
Kellett Reserve Oval	MORPHETTVILLE	√	
Kendall Reserve	MORPHETTVILLE		√
Na Botto Reserve	MORPHETTVILLE	√	
Rosedale Avenue Reserve	MORPHETTVILLE	√	
Christopher Grove Reserve	O HALLORAN HILL	√	
Matthew Street Reserve	O HALLORAN HILL	√	
Morphett Road Reserve	O HALLORAN HILL	√	
Peter Court Reserve	O HALLORAN HILL	√	
South Road Reserve2	O HALLORAN HILL	√	
Bombay Street Reserve	OAKLANDS PARK	√	
Diagonal Way Reserve	OAKLANDS PARK		√
Dwyer Road Reserve	OAKLANDS PARK	√	
Jacaranda Grove Reserve - Peppertree Reserve	OAKLANDS PARK	√	
Kenton Avenue Reserve	OAKLANDS PARK	√	
Oaklands Road Estate	OAKLANDS PARK	√	
Oaklands Wetland	OAKLANDS PARK		√
Oliphant Avenue Reserve - (small)	OAKLANDS PARK	√	
Rajah Street Reserve	OAKLANDS PARK	√	
Westminster Reserve - Western Cnr	OAKLANDS PARK		√
Cowra Cresent Reserve 1	PARK HOLME	√	
Cowra Cresent Reserve 2	PARK HOLME	√	
Mulcra Avenue Reserve	PARK HOLME		√
O'Halloran Terrace Reserve	PARK HOLME		√
Parsons Grove Reserve	PARK HOLME	√	
South Park Holme Reserve	PARK HOLME		√
Swimming Pool Reserve 1	PARK HOLME	√	
Swimming Pool Reserve 2	PARK HOLME		√
Aldridge Avenue Reserve	PLYMPTON PARK		√
Elizabeth Ryan Playground	PLYMPTON PARK		√
Plympton Oval	PLYMPTON PARK	√	
Teesdale Cresent Reserve	PLYMPTON PARK	√	
Clubhouse Road Hall	SEACLIFF PARK		√
Gully Road Reserve North	SEACLIFF PARK	√	
Gully Road Reserve South	SEACLIFF PARK	√	
Marion Golf Course	SEACLIFF PARK		√
Oceana Reserve	SEACLIFF PARK		√
West Street Reserve	SEACLIFF PARK	√	
Harbrow Grove Reserve	SEACOMBE GARDENS	√	
Kent Avenue Reserve	SEACOMBE GARDENS	√	
Ramsay Avenue Reserve	SEACOMBE GARDENS		√

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Russell Avenue Reserve	SEACOMBE GARDENS	√	
Sandery Avenue Reserve	SEACOMBE GARDENS		√
Waratah Square Reserve	SEACOMBE GARDENS	√	
Alpine Road Reserve	SEACOMBE HEIGHTS	√	
Crystal St Reserve	SEACOMBE HEIGHTS	√	
Dana Court	SEACOMBE HEIGHTS		√
Tarnham Road Reserve	SEACOMBE HEIGHTS		√
Vista Street Reserve	SEACOMBE HEIGHTS	√	
Cadell Street Reserve	SEAVIEW DOWNS	√	
Eyre St Reserve	SEAVIEW DOWNS		√
Hume Street Reserve	SEAVIEW DOWNS	√	
Karkoo St Reserve	SEAVIEW DOWNS		√
Mitchell Street Reserve	SEAVIEW DOWNS		√
Roy Lander Reserve	SEAVIEW DOWNS	√	
Alia Drive Reserve	SHEIDOW PARK		√
Berrima Road Reserve	SHEIDOW PARK	√	
Brooklyn Drive Reserve	SHEIDOW PARK	√	
Clare Avenue Reserve	SHEIDOW PARK		√
Elura Avenue Reserve	SHEIDOW PARK	√	
Enginehouse Court Reserve	SHEIDOW PARK	√	
Eurelia Road Reserve/Elgata Reserve	SHEIDOW PARK		√
Hallett Close Reserve	SHEIDOW PARK	√	
Hamilton Court Reserve	SHEIDOW PARK		√
Heysen Drive Reserve	SHEIDOW PARK	√	
Hugh Johnstone Boulevard Reserve	SHEIDOW PARK	√	
Islington Drive Reserve	SHEIDOW PARK	√	
Lander Road Reserve	SHEIDOW PARK	√	
Miners Court Reserve	SHEIDOW PARK	√	
Montague Drive Reserve	SHEIDOW PARK	√	
Morford Reserve	SHEIDOW PARK	√	
Nari Drive Reserve	SHEIDOW PARK	√	
Sandy Glass Court Reserve	SHEIDOW PARK		√
Southbank Boulevard Reserve	SHEIDOW PARK	√	
Spinnaker Circuit Reserve - East	SHEIDOW PARK	√	
Spinnaker Circuit Reserve - West	SHEIDOW PARK		√
Westall Way Reserve	SHEIDOW PARK		√
Young Street Reserve	SHEIDOW PARK	√	
Edwardstown Memorial Oval (Grassed Area)	SOUTH PLYMPTON	√	
Waterhouse Reserve	SOUTH PLYMPTON	√	
Yapinga Street Reserve	SOUTH PLYMPTON		√
Brolga Place Reserve	STURT		√
Hawkesbury Avenue Reserve	STURT		√
Myer Road Reserve	STURT	√	
Rosefield Lane Reserve	STURT	√	

Dog exercise off-leash and on-leash areas

List of Reserves/Parks in the City of Marion	Suburb	Dog Exercise Area (Off Leash)	Dog On Leash
Travers Reserve	STURT	√	
Barton Drive Reserve	TROTT PARK		√
Bayley Circuit Reserve	TROTT PARK	√	
Chifley Cresent Reserve	TROTT PARK	√	
Doulton Drive Reserve	TROTT PARK	√	
French Crescent Reserve	TROTT PARK	√	
Hessing Crescent Reserve	TROTT PARK	√	
Hughes Court Reserve	TROTT PARK	√	
Klippel Ave Reserve	TROTT PARK	√	
Percival Crescent Reserve	TROTT PARK	√	
Phyllis Court Reserve	TROTT PARK	√	
Reserve Street Reserve	TROTT PARK	√	
Scarvel Avenue Reserve	TROTT PARK	√	
South Road Reserve	TROTT PARK	√	
Strutt Court Reserve	TROTT PARK	√	
Tyson Avenue Reserve	TROTT PARK	√	
Wistow Crescent Reserve	TROTT PARK		√
Addison Road Reserve	WARRADALE		√
Ballara Park Reserve	WARRADALE		√
Hamilton Park Reserve	WARRADALE		√
Marion Community House	WARRADALE		√
Warradale Park Reserve	WARRADALE	√	
Coast to Vines Rail Trail			√
Marion Coastal Walking Trail			√
Mike Turtur Bikeway			√

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Amy Liddicoat, Open Space and Recreation Planner Jessica Bennett, Landscape Architect**
Unit Manager:	**Victoria Masterman, Unit Manager Open Space and Recreation**
Manager:	**Carol Hampton, Manager City Property**
General Manager:	**Abby Dickson, General Manager City Development**
Subject:	**New Dog Park – Engagement, Proposed Location and Draft Concept Plan**
Report Reference:	**GC260618R10**

REPORT OBJECTIVES

To present a summary of the community engagement outcomes and further analysis of the shortlisted dog park locations. To recommend Hazelmere Road Reserve as the location for Council's second dog park. To seek endorsement of the draft concept plan for informed consultation, detailed design and construction.

EXECUTIVE SUMMARY

Council has allocated $300,000 in the 2018/19 budget for the development of a second dog park in the city. Community engagement was undertaken in August 2017 and there was strong support for a new dog park. In December 2017, Council shortlisted three locations for community engagement and concept development, Hazelmere Road Reserve, Cadell Street Reserve and Dumbarton Road Reserve.

Community engagement was undertaken in February / March 2018 with over 200 people providing feedback on options for the shortlisted sites.

Due to community opposition to Cadell Street Reserve, this location was removed from the shortlisted sites at the 27 March 2018 General Council Meeting (GC270318M01).

Hazelmere Road Reserve received positive feedback to be developed as a dog park and the majority of respondents supported Option 3, which proposed a separate area for small dogs.

Dumbarton Avenue Reserve was supported as a location for a dog park, with the majority of respondents supporting Option 2, which proposed a fence down the middle of the reserve. However, further stakeholder engagement on this site did not demonstrate support for this Option due to conflicting uses. Further site analysis and concept design development could not address issues highlighted by the stakeholder group to support the development of this site as a designated dog park. However, it is recommended that improvements be made to enhance this site as a dog friendly reserve in line with the preliminary concept Option 1.

Hazelmere Road Reserve is recommended as the location for Council's second dog park.

A draft concept plan has been prepared to inform the community of the draft concept design to enable any final feedback prior to construction.

RECOMMENDATIONS	DUE DATES
That Council:	
1. Notes the New Dog Park Shortlisted Sites Community Consultation Summary attached as Appendix 1 to this report.	**26 June 2018**
2. Endorses Hazelmere Road Reserve as the nominated site for the development of a designated dog park.	**26 June 2018**
3. Endorses the draft concept plan (Appendix 2) for Hazelmere Road Reserve for consultation, detailed design and construction.	**26 June 2018**
4. Endorses Dumbarton Avenue Reserve being developed as a dog friendly reserve at a cost of up to $20,000 to be funded within the 2018-19 budget utilising existing dog park funds.	**26 June 2018**
5. Endorses Crown Street Reserve being considered as a dog friendly reserve when developing the Open Space Plan for the site.	**June 2019**
6. Notes that any further designated dog parks/ dog friendly reserves will be considered through the development of the Open Space Plan.	**June 2019**

BACKGROUND

The 2016 – 2019 Business Plan includes the new dog park as an initiative under the *Liveable* theme. The three-year Open Space Works program also includes the new dog park as a project for consultation and design (2017/18) followed by development and construction (2018/19).

Community engagement was undertaken in August 2017 and there was strong support for a new dog park.

At the 12 December 2017 General Council Meeting (GC121217R02) Council endorsed three shortlisted sites for community engagement and concept development, Hazelmere Road Reserve, Cadell Street Reserve and Dumbarton Road Reserve.

Community consultation for the shortlisted sites was undertaken in March 2018.

At the 27 March 2018 General Council meeting a petition (GC270318P01) was presented opposing the new dog park being located at Cadell Street Reserve. Due to community feedback, this site was removed from consideration as a location for a new dog park (GC270318M01).

At the 27 March 2018 General Council meeting an update (GC270318R03) was provided on the dog park project and the following was resolved, that Council:

1. *Notes the update on the new dog park project.*
2. *Notes the previous resolution of council (GC270318M01) to remove Cadell Street from the new dog park project.*

3. *Receives a further report with community engagement outcomes, in regards to the current reserves being investigated for a potential dog park.*
4. *Receives a further report which explores other potential reserves that could be considered for a dog park, including Crown Street Reserve.*

DISCUSSION

Community engagement was undertaken in February / March 2018 to seek feedback on three shortlisted sites for a new dog park.

The purpose of the community engagement was to seek feedback on the level of support for a dog park at each location. The survey also sought feedback on preliminary concept Options.

The community survey was available on the Making Marion website from 21 February to 18 March 2018. The survey was promoted through the City of Marion website, Facebook and What's Happening Column. Signs were placed on site at each of the three reserves. The survey link was emailed to the Marion Dog Park Newsletter distribution list and posted to residents within a 400m catchment around each reserve.

Cadell Street Reserve was removed from consideration as a dog park at the 27 March 2018 General Council Meeting. Therefore, a summary of the engagement and analysis of this site is not provided within this report.

A summary of the community engagement findings is attached as Appendix 1. The full community engagement report with all comments is available on Making Marion http://www.makingmarion.com.au/new-dog-park.

A total of 281 people completed the online survey. In addition, council received:

- 13 letters / emails
- 1 petition

Hazelmere Road Reserve

Preliminary Concept Options

The Options for Hazelmere Road Reserve included:

Option 1:	Minor Upgrade	Double gates, remove cricket nets, new set back entrance.
Option 2:	Landscaping Improvements	As per Option 1, with the addition of circulation path, new shelter and new garden beds to formalise as a dog park.
Option 3:	Landscaping Improvements and new small dog area	As per Option 2, with the addition of a small dog area.

Community Feedback

113 people completed the online survey for Hazelmere Road Reserve.

85 respondents (75%) supported improvements for a dog park at this location, with 21 respondents (19%) unsure and 7 respondents (6%) not supportive.

54 respondents (53%) preferred Option 3, with 27 respondents (26%) preferring Option 2 and 21 respondents (21%) preferring Option 1.

58 respondents provided comments in relation to the Hazelmere Road Reserve Options. The comments are summarised in Appendix 1.

Community Support

The majority of comments received were generally supportive of improvements to formalise Hazelmere Road Reserve as a dog park.

Requests for improvements to the site included: circulation paths, additional water fountain, shade, seating, double gates, more dog bags, agility equipment, lights and an area for small dogs.

Key issues raised included:

- 11 respondents commented that they were happy with the reserve as it is and would prefer the funding to be spent on another site.
- 11 respondents raised issues with the high number of dogs at this reserve, poor dog behaviour and frequency of dogs being attacked by other dogs.
- 8 respondents were not supportive of a small dog area due to the social separation of users or confusion if they had a small and a large dog.
- 8 respondents were not supportive of additional landscaping as they prefer the large open space style of the reserve.
- 7 respondents requested improved maintenance including: addressing high wear areas/ poor drainage, filling potholes, providing more dog bags and relocating the bins away from the BBQ area.
- 5 respondents did not want to see the cricket nets removed.
- 1 respondent requested a pedestrian crossing on Hazelmere Road due to high traffic issues and 1 respondent requested to retain the oval for sporting use.

In addition to the community survey, further stakeholder meetings were held on request during the consultation period with comments provided below.

Stakeholder Meeting – Glengowrie Estate Retirement Village

A meeting was held with the Glengowrie Estate Retirement Village Manager, who advised that there was strong support for Option 3 as many residents had small dogs and had moved to the village due to the ‘unofficial dog park’ being located next door.

Some residents who no longer have a dog also like to observe the dogs and socialise with the park users.

Some minor maintenance concerns were raised in relation to dust from high use areas being an issue for the immediately adjacent residents.

There was a request for a circulation path within the small dog area to assist elderly residents using the park.

Meeting with Local Resident

A meeting was requested by a couple who live adjacent to Hazelmere Reserve. Their concerns included noise from barking dogs in the early hours (4/5am) and a request for reserve entrance

gates to be locked at night. They also experienced high levels of dust into their home from the reserve.

They supported the improvements to the reserve, in particular Option 3 as they liked the reduction in entrances, addition of double gates and a small dog park. However, they were concerned with the high use of the reserve, traffic congestion and excessive noise and would like to see an additional dog park in an alternative location in the future to reduce the high demands on this reserve.

Analysis of Options / Recommendation

Hazelmere Reserve is recommended as a suitable location for a designated dog park, with option 3, landscaping improvements and a new small dog area, also recommended.

It is also recommended that minor upgrades to Dumbarton Avenue Reserve reflected in option 1 (Dumbarton Avenue Reserve Analysis) be undertaken to improve the reserve as a dog friendly park.

For detailed analysis of options for both Hazelmere Reserve and Dumbarton Avenue Reserve, refer to appendix 3.

There are limited reserves in the City of Marion that meet the criteria for a designated dog park. Hazelmere Road Reserve is a large reserve that has been used as an informal dog park for many years. The reserve is well known in the community for dog exercise and is used regularly by both the local and broader community.

Feedback from the 2017 community survey included many comments to upgrade this existing 'informal dog park' rather than develop a new one. Feedback from the recent engagement process again supported the improvements to this reserve and supported formalising it as a dog park.

Both engagement processes demonstrated community support for the new dog park to provide a separate area for small dogs. 52.8% (121) of respondents from the 2017 engagement process preferred a dog park to have a separate area for small dogs. 53% (54) of respondents from the Hazelmere Survey preferred Option 3, which includes the small dog area.

The design elements for Option 3 encourage positive dog behaviour, address ongoing maintenance concerns and provides improved facilities for the community.

Dumbarton Avenue Reserve

Preliminary Concept Options
The Options for Dumbarton Avenue Reserve included:

Option 1:	Minimal Landscaping	New garden beds with shrubs and trees to informally divide areas for dogs and the playground but remain as a multi-use dog friendly reserve, not a designated dog park.
Option 2:	Dividing Fence	New dividing fence to separate dogs from the playground, double gates and garden bed to formalise a section as a formal dog park.
Option 3:	Dog Park, No Playground	New double gates, removal of existing playground to create a formal dog park.

Community Feedback
114 people completed the online survey for Dumbarton Avenue Reserve.

88 respondents (77%) supported improvements for a dog park at this location, with 20 respondents (18%) unsure and 6 respondents (5%) not supportive.

72 respondents (67%) preferred Option 2, with 21 respondents (20%) preferring Option 3 and 14 respondents (13%) preferring Option 1.

59 respondents provided comments in relation to the Dumbarton Avenue Reserve Options.

Community Support
The survey comments received for Dumbarton Avenue Reserve were mainly in support of Option 2, to fence a separate area of the park for dog exercise as they felt this was a good compromise to providing a safe, shared space for all user groups.

There were requests for improved facilities at the park including additional shelter, toilet and drink fountain with dog bowl.

Key issues raised included:

- 38 respondents provided additional feedback highlighting they did not want the playground removed.
- 34 respondents did not want a designated dog park at this location or wanted multi-use facilities.
- 14 respondents raised issues with the high number of dogs at this reserve, poor dog behaviour and frequency of dogs being attacked by other dogs.
- 8 respondents specifically requested a small dog area.
- 7 respondents were not supportive of additional landscaping or dividing fence as they prefer the large open space style of the reserve.
- 4 respondents commented that they were happy with the reserve as it is and would prefer the funding to be spent on another site.

In addition to the community survey, a stakeholder meeting was held during the consultation period with comments provided below.

Stakeholder Meeting – Park User Group

A group of approximately 15 local dog owners who frequent the reserve on most days requested a meeting.

The group did not support Option 2 because they currently use the whole reserve to exercise their dogs and did not want to see the reserve fenced down the middle.

The group did not support Option 3 as they want the reserve to continue as a multi-use space. They value the community feel of the reserve and many who bring both their children and dogs did not want to see the playground removed.

There were some suggestions to relocate the playground to a corner of the reserve and fence it or fence the playground in its current location.

There were requests for additional seating, shelter, water fountain with dog bowl, BBQ and toilets.

Analysis of Options / Recommendation

For detailed analysis of options, refer to appendix 3.

The community survey indicated a preference for Option 2, however, this option was not supported at a meeting with local park users (dog owners). Nor did the option meet the design criteria for a dog park location in terms of size, proximity to residents and parking provision.

There were also conflicting uses of the reserve and some opposition to the development of a designated dog park at this location.

In response to the community feedback received during the engagement process about dog behavior, the Community Safety Inspectors have increased their presence at this site.

Dumbarton Avenue Reserve is not recommended as a location for a designated dog park due to the limited size and location of the reserve. The reserve has a shared boundary on two sides with adjoining residential properties. A designated dog park requires an adequate buffer from residential homes to alleviate the noise and contact from increased dog use.

It is recommended that minor improvements to Dumbarton Avenue Reserve be undertaken as per Option 1, to enhance it as a dog friendly reserve. Items may include landscaping, drink fountain with dog bowl and seating.

Draft Concept Plan – Hazelmere Road Reserve

The draft concept plan (Appendix 2) for a designated dog park at Hazelmere Road Reserve has been developed based on the preliminary concept Option 3.

The draft concept plan includes design elements suggested by the community, internal/ external stakeholders and with consideration to the Dog and Cat Management Boards '*Unleashed, a guide to successful dog* parks'.

Design objectives

To provide a dog park that promotes positive dog behavior through, physical and mental exercise, socialisation and a safe environment, a park that benefits dog owners/community through, socialisation, accessibility and community wellbeing.

Design elements

Double Gates: To provide safe entrance and egress from the park.

Circulation Paths: To promote dog owners circulating through the space with their dogs, also assist people with mobility issues and reduce wear on turf, reducing ongoing turf maintenance.

Trees / Landscaping: To provide additional shade and natural buffers between open turf areas. This promotes positive dog behavior by separating groups of dogs.

Shelter / Shade: To provide an additional shelter in the small dog area.

Separate Small Dog area: To respond to community requests for a separate area for small dogs. This will significantly assist with maintenance as one area can be closed off to the public, whilst the other remains open during maintenance operations (e.g. lawn mowing, turf rejuvenation, weed removal, mulching).

Next Steps

The next step is to inform the community about the draft concept plan and seek final feedback prior to construction.

A final concept plan will then be prepared and distributed to Elected Members for information prior to construction.

Construction is scheduled for 2018/19.

For a detailed timeline, refer to appendix 4.

Other Potential Designated Dog Park/ Dog Friendly Reserves

As part of the 27 March 2018 General Council meeting (GC270318R03) it was requested that other potential reserves be explored as locations for a dog park, including Crown Street Reserve.

Designated Dog Parks

As part of the August 2017 community engagement process, 45 reserves were suggested as locations for a new dog park. An analysis of these reserves was undertaken with consideration to: the size of the reserve, traffic and parking issues and opportunities, adjoining resident considerations, and the potential to co-exist with the current use of the reserve.

4 reserves were shortlisted:

- Quick Road Reserve, Mitchell Park
- Hazelmere Road Reserve, Glengowrie
- Capella Drive Reserve, Hallett Cove
- Cadell Street Reserve, Seaview Downs

Of these reserves, there is an opportunity to consider Quick Road Reserve and Capella Drive Reserve as locations for a future dog park. However, the appropriate engagement process would need to be undertaken to understand the level of community support for these locations as well as consideration to alternative recreational developments of these reserves.

It is therefore suggested that the planning of any future designated dog parks be considered through the development of the Open Space Plan.

An onsite review of Crown Street Reserve has also been undertaken. This site was deemed unsuitable for a designated dog park as it is surrounded by residents overlooking the reserve and is in a highly residential area where there is no off street parking. It is however suitable as a dog friendly reserve.

Dog Friendly Reserves

There are limited options within our Council area to provide designated dog parks due to the size of the reserve required and the competing uses of the community spaces.

The research and stakeholder consultation undertaken through the development of this project has identified the need to develop dog friendly reserves.

A dog friendly reserve may include features such as drink fountain with dog bowl, bins, dog bag dispenser, seating, landscaping, pathways and shade.

Where fencing exists in a reserve to be considered as a Dog Friendly Reserve it may be retained or supplemented with fencing to provide an informal separation if necessary. However it is not intended that Dog Friendly Reserves will be fully fenced. The provision of any fencing will be made when considering traffic, parking and community implications.

It is suggested that the planning of dog friendly reserves be further considered through the development of the Open Space Plan.

ANALYSIS

Financial Implications

Hazelmere Road Reserve

Council has allocated $300,000 for the development of a second dog park in 2018/19.

Maintenance of the reserve will be predominantly funded through existing operational budgets.

The cost estimate for the draft concept plan for Hazelmere Road Reserve (Option 3) is below.

Item	Description	
	Preliminaries	$ 8,400.00
	Site preparation, civil and services	$ 23,357.00
	Fencing	$ 60,600.00
	Planting and mulch	$ 28,710.00
	Paving and hard surfaces	$ 73,898.00
	Furniture, signage and shelter	$ 36,145.00
	Sub-total	$ 231,110.00
	Contingencies	$ 34,666.50
	TOTAL	**$ 265,776.50**

High level cost estimates for Hazelmere Road Reserve Options 1 and 2 are below for comparison.

Hazelmere Road Reserve	Items	Cost Estimate
Option 1: Minor Upgrade	Double gate entrances with concrete slab, replacement of fencing adjoining playground, removal of cricket nets, new seating and signage.	$50,000
Option 2: Landscaping Improvements	As per Option 3, without the small dog area fencing and pathways.	$215,000

Dumbarton Avenue Reserve and Crown Street Reserve

Minor improvements to Dumbarton Reserve are required to provide the necessary infrastructure for a dog friendly reserve. Crown Street Reserve has no existing infrastructure, as such the improvements outlined below are necessary to support its upgrade to a dog friendly reserve.

The cost estimate for improvements to Dumbarton Avenue Reserve and Crown Street Reserves as dog friendly reserves is below.

Reserve	Items	Cost Estimate
Dumbarton Avenue Reserve	Seat, drink fountain with dog bowl, new dividing garden bed with trees, plants and mulch.	$20,000
Crown Street Reserve	Path to shelter, shelter with concrete slab, seat, drink fountain with dog bowl and irrigated turf	$43,000

Given the community support for improvements to Dumbarton Avenue Reserve, minor improvements to this Reserve are recommended to be undertaken in 2018-19.

CONCLUSION

There has been strong support for Hazelmere Road Reserve to be upgraded as a designated dog park by both the local and broader community, adjoining residents and stakeholders. The reserve meets the criteria for a designated dog park due to its size, existing amenities and current use.

The development of Hazelmere Road Reserve as a designated dog park provides the opportunity to improve community safety, promote positive dog behavior and address ongoing access and maintenance issues.

The improvements to Dumbarton Avenue Reserve provides the opportunity to address some of the feedback provided by the community through the consultation process and provide the necessary infrastructure to upgrade the reserves as a multi-use dog friendly reserves.

With the development of the Open Space Plan, Crown Street Reserve will incorporate dog friendly components.

APPENDICES
Appendix 1 - Summary of Community Consultation Findings
Appendix 2 - New Dog Park Draft Concept Plan
Appendix 3 - Preliminary Concept Options Analysis
Appendix 4 – Detailed Timeline

Appendix 1 Summary of Community Consultation Findings

CITY OF MARION

New Dog Park
Shortlisted Sites

Community Engagement Findings (Summary)

- Hazelmere Road Reserve, Glengowrie
- Dumbarton Avenue Reserve, Edwardstown

June 2018

1. INTRODUCTION

The City of Marion proposed to develop two dog parks in response to community feedback.

The first dog park was officially opened at Reserve Street Reserve, Trott Park in September 2016.

Broad community engagement was undertaken in August 2017 to understand the level of support and community preferences for a second dog park. There was strong support for the development of a second dog park.

At the 12 December 2017 General Council meeting, three sites were shortlisted for community engagement: Hazelmere Road Reserve, Cadell Street Reserve and Dumbarton Road Reserve.

Due to community opposition to Cadell Street Reserve, this location was removed from the shortlisted sites and is not summarised in this report.

This report summarises the community consultation process and the community feedback received for Hazelmere Road Reserve and Dumbarton Avenue Reserve.

The purpose of the community engagement was to determine the level of support for a new dog park at each of the three locations, to assist with the selection of a preferred site for a dog park and to inform the development of a concept plan for the preferred site.

The following report presents the findings and provides an analysis of the feedback that was received.

2. CONSULTATION PROGRAM

The consultation period was 3.5 weeks with the survey open from 21 February to 18 March 2018. The survey was available online at **www.makingmarion.com.au/new-dog-park.**

The consultation was conducted in the following ways:

- The survey was promoted on the City of Marion website (21/02/18).
- A survey link was emailed to the City of Marion Dog Park Newsletter distribution list (21/02/18).
- Social media posts were placed on the City of Marion Facebook page.
- Advertisement in the What's Happening Column (07/03/18).
- Postcards with information about the survey were posted to residents within a 400m catchment around each reserve (23/02/18). A total of 1996 postcards were distributed to residents around the reserves, Cadell Street Reserve (516), Hazelmere Reserve (596) and Dumbarton Reserve (884).
- On site signs at each of the reserves with information about the online survey (23/02/18).

3. CONSULTATION OVERVIEW

In summary, during this 3.5 week consultation period Council received:

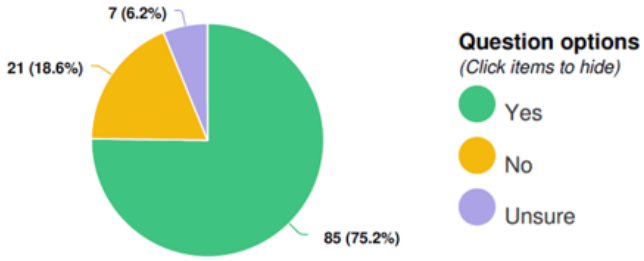
- 281 online surveys with a total of 463 comments from the community.
- 13 letters / emails
- 1 petition

This summary report provides examples of some of the comments received. The full community engagement report with all comments is available at www.makingmarion.com.au/new-dog-park.

4. CONSULTATION FINDINGS HAZELMERE ROAD RESERVE

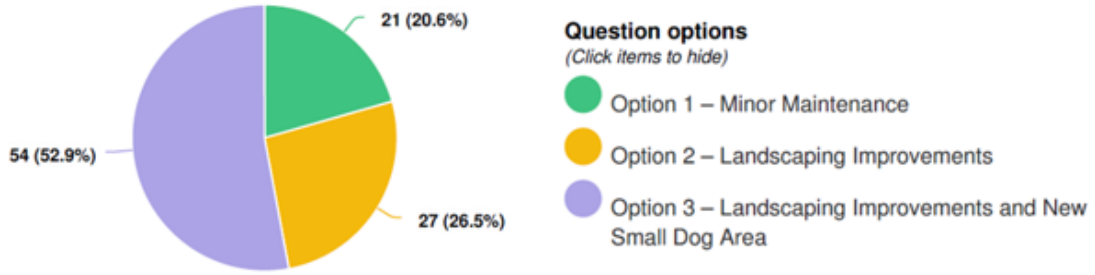
113 people completed the online survey for Hazelmere Road Reserve.

Q: Do you support improvements for a dog park at Hazelmere Road Reserve, Glengowrie?



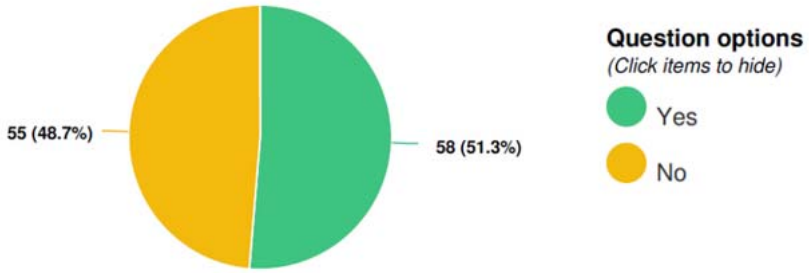
85 respondents (75%) supported improvements for a dog park at this location, with 21 respondents (19%) unsure and 7 respondents (6%) not supportive.

Q: What is your preferred option for Hazelmere Road Reserve, Glengowrie?



54 respondents (53%) preferred Option 3, with 27 respondents (26%) preferring Option 2 and 21 respondents (21%) preferring Option 1.

Q: Do you have any comments about the Options for Hazelmere Road Reserve, Glengowrie?



58 respondents provided comments in relation to the Hazelmere Road Reserve options.

Below is a summary of the comments received for Hazelmere Road Reserve.

Option 1 – Minor Maintenance

- Comments supported a minimal approach or no changes to this reserve, stating that the park was sufficient as is. Other comments suggested that this level of change was not sufficient. Additional features suggested included, lights for the winter months, agility equipment for dogs, a second drink fountain with dog bowl, full circulation path, small dog area and more shade.

Option 2 – Landscaping Improvements

- Comments for this option were fairly neutral with requests for some additional items including more dog bag dispensers, agility equipment, more seats and a second drink fountain. There were some comments about the additional landscaping not being required. There were also comments about the wear and tear of the reserve and the need to improve maintenance.

Option 3 – Landscaping Improvements and New Small Dog Area

- Comments were predominantly supportive of this option due to the small dog area. There were requests for improved fencing to stop small dogs getting through the existing style of fence, a full circulation path in the small dog area, more dog bags and lights for winter use. There were concerns that the small dog area would reduce the large open space and some people felt that a small dog area could have a negative impact on the social aspects of the reserve.

Other Comments

- Comments included requests for more dog bags, lights for winter use (up until 7/7.30pm), additional water fountain, wet area and improved maintenance of areas that have poor drainage in winter. Other comments included concerns with dog attacks, traffic issues, a suggestion to add a pedestrian crossing to Hazelmere Road, putting the money into a different location and support for more dog parks.

Summary

The majority of the comments received were generally supportive of improvements to formalise Hazelmere Road Reserve as a dog park. Requests for improvements to the site included, circulation paths, additional water fountain, shade, seating, double gates, more dog bags, agility equipment, lights, improved fencing and a small dog area.

Key Issues Raised

- 11 respondents commented that they were happy with the reserve as it is and would prefer the funding to be spent on another site.
- 11 respondents raised issues with the high number of dogs at this reserve, poor dog behaviour and frequency of dogs being attacked by other dogs.
- 8 respondents were not supportive of a small dog area due to the social separation of users or confusion if they had a small and a large dog.
- 8 respondents were not supportive of additional landscaping as they prefer the large open space style of the reserve.
- 7 respondents requested improved maintenance including: addressing high wear areas/ poor drainage, filling potholes, providing more dog bags and relocating the bins away from the BBQ area.
- 5 respondents did not want to see the cricket nets removed.
- There was 1 request for a pedestrian crossing on Hazelmere Road due to high traffic issues and 1 request to retain the oval for sporting use.

5. SAMPLE OF COMMUNITY COMMENTS RECEIVED HAZELMERE ROAD RESERVE

HAZELMERE ROAD RESERVE - Option 1: Minor Maintenance

Comments in support included:

- The proposed minor maintenance could include an extra water drinking facility in the south / east corner of the reserve, i.e. diagonally opposite to the current one located in the north / west area of the reserve.
- It works fine as it is for a dog park, and is very suitable because it's on a main road.
- Would be good. Park already has toilets etc.

Comments not in support included:

- Not enough improvements
- This is already a dog park and seems like a money saver just to say it's a dog park there needs to be new one in between Hazelmere and the Trott Park reserve.
- Minor maintenance does not make a dog park the only change is in name so now can be called a dog park but no actual improvements for dogs. The cricket pitches are not an issue for dogs as the nets are hardly used. If you wanted to make a difference more shade and some activities for dogs. A second water source for dogs would help stop the crowding of people and dogs in one area. Complete the path around the perimeter to encourage more people to move rather than stand in one spot. If there is an even traffic flow with no bottlenecks (one water bowl) people would be able to avoid running into or causing issues with their dogs.

HAZELMERE ROAD RESERVE - Option 2: Landscaping Improvements

Comments in support included:

- Some more trees around the perimeter would be an excellent improvement and perhaps some tunnels for the dogs to run through
- Currently lots of pot holes that need filling to stop dogs & owners injuring themselves. RARELY any Pooh bags left & NEVER any left Monday's. More seats & water areas needed. Love love love taking my dog there as do other dog lovers. Need more dog parks.
- This would provide an improved aesthetic and visual impact to users of the park, plus provide more shade for dogs and their owners.

Comments not in support included:

- I think the proposed landscaping would close off the open spaces too much and groups would be cornered by unknown/see dogs.
- I don't believe that providing landscaping to this area will improve the sense of community in the area as this space is already used as a functioning dog park and safe children's playground. I believe creating a fenced dog park in another area (i.e. Seaview Downs) will bring people to that area in the same way people are already drawn to Hazelmere Reserve.
- Turn it back into a reserve for the people and children for sport as was the original purpose.

HAZELMERE ROAD RESERVE - Option 3: Landscaping Improvements/ New Small Dog Area

Comments in support included:

- Fantastic to include a small dog area only. Big dogs pick on little dogs a lot!!
- please, please, please make a new area for small dogs my little doggies really miss coming here but ive had too many incidences with big dogs so i wont bring them anymore and we do not have any small dog parks in this area within walking distance, of the times i have come past this park on my bike or walking to the shops there is hardly any dogs on the park much anymore there is so much room for another area for small dogs if you make it there will be more small dogs here and i will definitely come back. i have also seen incidences where small children and even a few adults have been knocked to the ground by big dogs they have to much space to run in this park

it needs to be made smaller for them and also so their owners are in sight as quite often they are way over the other side and not watching what their dogs are doing. thanks

- As this park is already considered the 'dog park' for this area I feel that it would be sensible to utilise its current status and have it designated the local dog park, rather than start again elsewhere. Many of our residents use this park on a daily or bi-daily basis and as many of them have no transport and are dependant on walkers etc, it is lovely that they can access the park easily and they have the opportunity to not only exercise their pet, but also themselves.

Comments not in support included:

- Don't you dare put in a small dog park! They need to mix together. It's the owners that have an issue with their dogs and sizing. They get along well and NEED to integrate.
- I have a medium sized dog. I have had smaller dogs at the park in the past and I haven't hugely seen the need for a small dog area. I have seen puppies struggle but they would still struggle in a small dog area as it is the contact with dogs, not their size that scares them. Don't remove cricket nets.
- Please don’t fence this area off and make it smaller. It’s so good to have an oval to walk laps of and there’s plenty of space to separate dogs if necessary. I walk my large dog there with a toddler regularly and if it’s fenced off it will be virtually impossible to constantly avoid the large nosy dogs with her in the pram rendering the park useless to a resident that lives a street away from it!

HAZELMERE ROAD RESERVE - Other Comments

Comments in support included:

- Regardless of which of the options is chosen, it would be AMAZING if lights were installed so that in winter it feels safe to take the dogs to the park after 5:30 (it is super creepy being there as a single female in the dark). Even if they were just on until 7pm which wouldn't bother the neighbours too much? Thanks so much. Also, will the middle of the park near the cricket pitch be leveled off in the works? It becomes a swimming pool when it rains (more so than the rest of the park!)
- This park is so convenient for the area and with the increase in housing density, vitally important as a space for dogs to exercise.
- This is a far better and larger park option than Cadell Street or Edwardstown.

Comments not in support included:

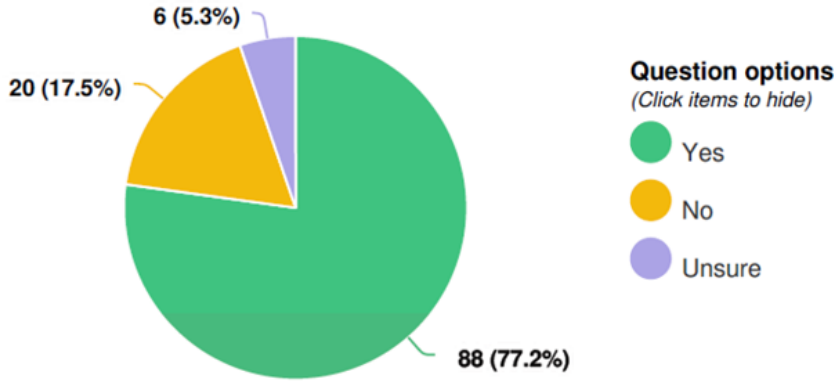
- This is already considered a very functional dog park in the community. I think a lot of people would be upset in developments on something that works rather than something new. Hazelmere is a dog park to everyone except council.
- This is already a dog park with a huge number of user’s every day. Why go putting money into something that is already clearly working? Give a decent dog park to another area.
- I would prefer that some fencing be removed, therefore maintaining the park as a duel use community park where sport can be played as intended. At present the "dog owners" who have set up permanent residence in the park are using it as doggy day care and as a local resident I cannot use the park due to uncontrolled dogs fighting. It is a dangerous park at present and many of us living in the immediate area are unable to take our dogs to the park

that we pay for. My local vet has stated that they inform all of their clients not to take their dogs to this park due to the number of dog bites they treat weekly. It is known Adelaide wide as The Dog Park or Poo Park.

6. CONSULTATION FINDINGS DUMBARTON AVENUE RESERVE

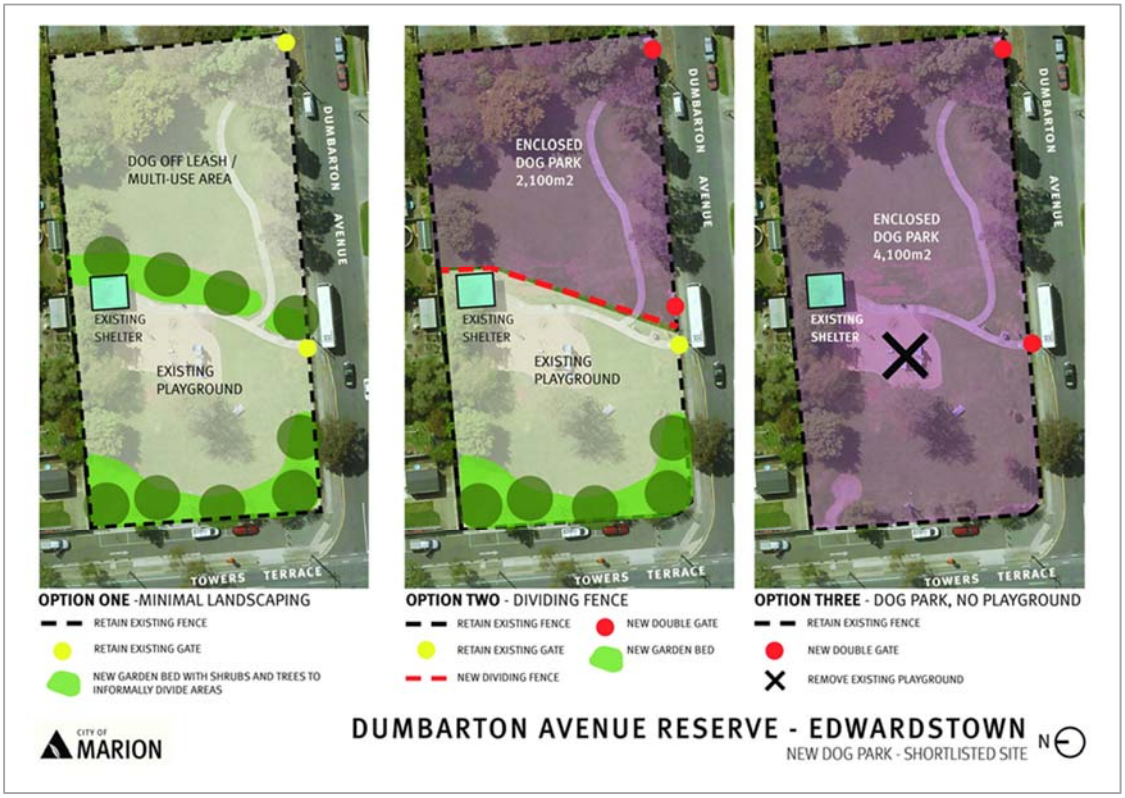
114 people completed the online survey for Dumbarton Avenue Reserve.

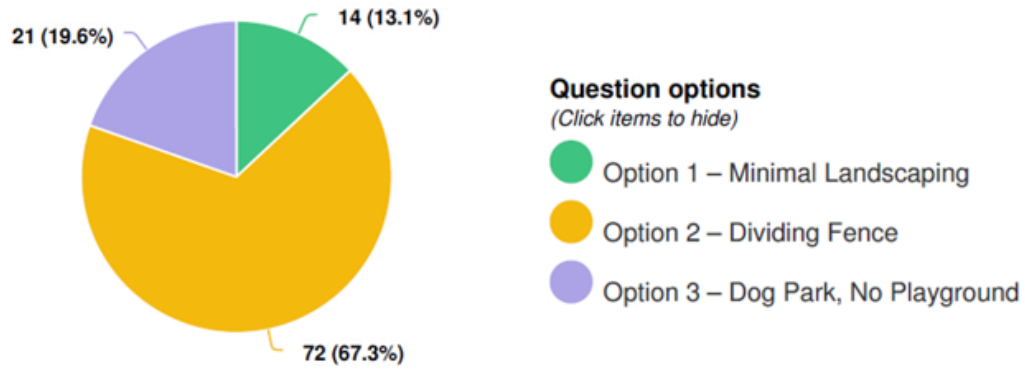
Q: Do you support the development of a new dog park at Dumbarton Avenue Reserve, Edwardstown?



88 respondents (77%) supported improvements for a dog park at this location, with 20 respondents (18%) unsure and 6 respondents (5%) not supportive.

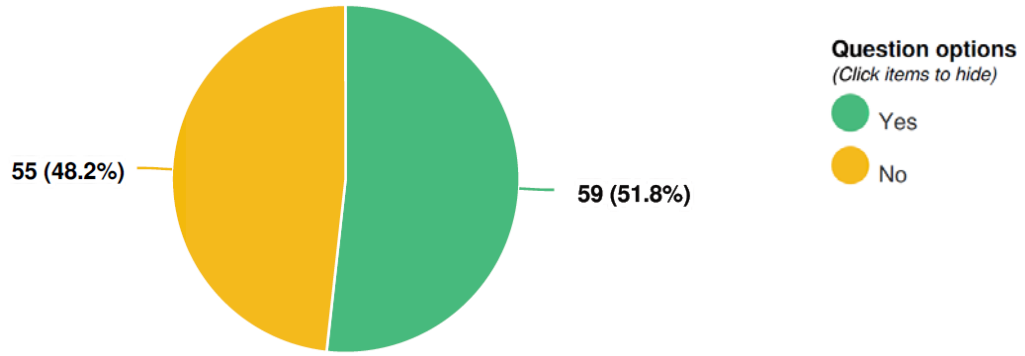
Q: What is your preferred option for Dumbarton Avenue Reserve, Edwardstown?





72 respondents (67%) preferred Option 2, with 21 respondents (20%) preferring Option 3 and 14 respondents (13%) preferring Option 1.

Q: Do you have any comments about the Options for Dumbarton Avenue Reserve, Edwardstown?



59 respondents provided comments in relation to the Dumbarton Avenue Reserve options.

Below is a summary of the comments received for Dumbarton Avenue Reserve.

Option 1 - Minimal Landscaping

- Whilst there were positive comments received, the majority of respondents were not in support of this option. Respondents did not feel this option adequately addressed the safety concerns of dogs and children sharing the open space. Concerns were raised about the high number of dogs being exercised in the park, a lack of control of dogs and in some cases negative attitudes from dog owners towards other park users. Respondents supporting this option commented about this being a good solution to provide a shared space for all user groups.

Option 2 – Dividing Fence

- The majority of comments received for option 2 were supportive of this option and liked the idea of separating the area for dogs and children. There were some concerns that the dog area would be too small as dog owners currently use the whole reserve to exercise their dogs. There were requests for the dog area to include a separate area for small dogs. There were requests for improved facilities including shelter, toilet and drink fountain with dog bowl.

Option 3 – Dog Park, No Playground

- There were similar numbers of comments both supporting and not supporting this option. Those in support liked the idea of a dog park, however there were suggestions to retain the playground and to have a section for small dogs. Comments not in support wanted to see the playground retained and wanted the reserve to be kept multi-use for all of the community.

Other Comments

- Other comments received included both support and lack of support for a dog park at this location. There were comments to retain the community use of the park including the value of the playground. There were concerns raised about the current use of the park and the lack of control of dogs around children. There were requests for improved facilities including lighting, water fountain with dog bowl, toilet and a smoke free environment.

Summary

- The comments received for Dumbarton Avenue Reserve were mainly in support of Option 2, to fence a separate area of the park for dog exercise as they felt this was a good solution to providing a shared space for all user groups. However, there were also comments about the dog area in Option 2 being too small for dogs and other comments requesting a small dog area being included in the park.
- There were numerous comments about the safety of children and other park users in relation to the high number of dogs in the park, the current dog behaviour and the lack of adherence to the regulations. There was strong support to retain the playground including from those who use the park to exercise their dogs.
- There was some support for Option 3 but also comments strongly opposed to transitioning from a multi-use reserve to a designated dog park. There were requests for improved facilities at the park including additional shelter, toilet and drink fountain with dog bowl.

Key Issues Raised

- 33 respondents supported a dividing fence to separate the playground from a designated dog park
- 14 respondents raised issues with the high number of dogs at this reserve, poor dog behaviour and frequency of dogs being attacked by other dogs.
- 8 respondents requested a small dog area.
- 7 respondents were not supportive of additional landscaping or dividing fence, as they prefer the large open space style of the reserve.
- 4 commented that they were happy with the reserve as it is and would prefer the funding to be spent on another site.
- 1 respondent raised a maintenance issue regarding the water tap creating mud.

7. SAMPLE OF COMMUNITY COMMENTS RECEIVED DUMBARTON AVENUE RESERVE

DUMBARTON AVENUE RESERVE - Option 1: Minimal Landscaping

Comments in support included:

- I think this is a good "second option". The landscaping may assist with keep dog away from the playground, however, people will probably still use the large space for sports which makes it difficult when wanting to exercise your dog as space at the other end of the park does end up close to the playground.
- I think this is the best option as the space can still be used in the same way. It is already fenced around the whole space creating the feeling of safety for the parents/dog owners using the area. The proposed minimal landscaping would create an informal boundary between the 'leash-free' area and the playground.
- This looks like a great opportunity to do up an existing area and would be wonderful to have an area that dogs can be walked and children play whilst being supervised by an adult but not fenced between. Perfect location.

Comments not in support included:

- Concerned, as this is the current arrangement. With the recent accumulation of dogs gathering there every early evening local families no longer feel safe to use the park as a playground for children. Children who maybe once would have gone to the park on their own no longer do due to the number of dogs in the afternoon.
- Unacceptable. I with my 3 year old grandson use the playground frequently. There are always other children at the playground. The dogs which are present are not kept under control by their owners and are constantly urinating in the playground. There have been many occasions where we have left due to unsupervised dogs, or dogs fighting. I have contacted the council re this issue.
- Not suitable as I have observed many dog owners who do NOT have effective control of their dogs, ie when I go there and request they call their dog away from me and my dog, and their dog doesn't obey their command to "Come" but continues to run up to me and my small timid dog. It is big dogs who cause me most discomfort and concern in this regard. This is also of concern when there are children playing in the play area or families having a picnic, which I often observe.

DUMBARTON AVENUE RESERVE - Option 2: Dividing Fence

Comments in support included:

- I am a resident who backs onto the park I believe option 2 is the best option as it caters for all parties without exclusion to any.
- Best option if you intend on keeping the playground which you should with such a large block of land. Possibly shift the playground closer to Towers Terrace with some new landscaping and allocate more area to the dog section. As it is or under option 1, the grandkids and I don’t feel safe when there are dogs around as we have witnessed fights between dogs and off leash dogs that get too close to the kids.
- I catch buses at Stop 14A Towers Terrace most days, and have noticed a significant drop-off of families using the play equipment and shelter since dogs have increasingly occupied the area. I have seen off-leash dogs walking or running very close to the play equipment on a number of

occasions (down to about 1m). There needs to be a fence to keep dogs away from people who may well be fearful of them, and thus discouraged from using the playground.

Comments not in support included:

- This option does not provide a very big space for dogs to play (only a third of the proposed area that the Cadell Street Dog Park could provide).
- With this option the dog park area becomes quite small. The benefit of this park is currently the size providing a good running area for dogs and also the extensive natural shade. By halving the area it reduces the benefit of having a good running area.
- If this park did become a shared space for dogs and a playground, I feel it would be safer for children to put up a fence as people refuse to put their dogs on a lead no matter how close they are to the playground. We would most likely no longer use this playground though. We like the open grassed area for running around and kicking balls.

DUMBARTON AVENUE RESERVE - Option 3: Dog Park, No Playground

Comments in support included:

- Please have a section for small dogs only.
- making the whole area dog use only makes it large enough for bigger dogs to have a good run. A bit of extra landscaping similar to option 1 would also be good to make the area more interesting to owner and dog. BTW we have a small dog.
- This would be ideal, there is a new playground at edwardstown velodrome and keeping children and dogs separate would be ideal for safety reasons. Thank you

Comments not in support included:

- Absolutely NOT! We are residents in the area, with small children and a dog and do not support this at all.
- Strongly opposed to removing the playground & changing this space. The area should remain for all the community to use. There are other dog parks not too far away for dog users to access.
- This is an unfair option for the families and kids. This is in walking distance to our house plus many others and when the grandparents want to use a park they can walk here easily without the worry of having to get in the car. Plus the kids actually really love the playground and I have friends who travel to get to it.

DUMBARTON AVENUE RESERVE - Other comments received included:

- With the upgrade it would be great if consideration could be given to improving the water area for the dogs - at the moment the tap is on a small concrete block so it gets very muddy around it given dogs often knock the bowl over. Perhaps a secured bowl on a larger concrete area could be an option which should reduce the muddy mess!

- Dogs and kids don't mix well sometimes. But a fence down the middle would be perfect but give the kids a track or walk way and some rocks nature area as we will lose the big tree to play on as dogs will have it

- There is a need for a dog park - or a place where it is safe to let dogs off the leash. However there is a need for dog owners to step up and do the best for their dog/s and other dogs and other owners. As said there are many new dog owners in the area. Where people once went, is no more. But many dogs are not 'under proper control' in the streets around, let alone in the park. There are a few people who take dogs off leash to the park, or take dogs off leash in park then ignore the dog. Don't watch the dog. Have no control over dog. While others are so considerate and look after their dogs and other owners. I also hate walking through dog poo, and do not like my children playing anywhere dogs have been using as a toilet. So as long as it is going to be a small dog park, then have a small playground fenced off from those with dogs. Give children a place to play that is close to home.

8. CONSULTATION FINDINGS - GENERAL QUESTION – All Locations

Q. Do you have any other comments for Council to consider in the planning of a new dog park?

- Additional comments received included both support and opposition to dog parks. There were comments requesting more dog parks and other comments questioning the requirement for dog parks. There were requests for particular features in dog parks including more dog bags, agility equipment, lights, irrigation and toilets. There were comments supporting a small dog park and a request to install a small dog area at the dog park in Reserve Street Reserve, Trott Park. There were also comments regarding the considerations of nearby residents and the issues of noise and traffic.

SAMPLE OF COMMUNITY COMMENTS RECEIVED

Comments in support included:

- Additional seating for people not able to walk a lot and obstacles for dogs to jump and run through.
- Night lighting to allow for owners to take their dogs there after work in the winter months when it gets dark early. They could be on a timer that switch off at 8pm.
- Small and large dog areas that are separated are crucial for the safety of smaller dogs that are afraid of larger dogs such as pit bulls and dobermans

Comments not in support included:

- Can you please demonstrate the need for another off-leash dog area given there are already 150 other areas in the Marion Council area. There are in comparison 91 areas with play equipment for children. By the numbers it areas that dogs already have significantly more areas than children.
- Why do we need so many dog parks? The current facilities work fine and can be used by all people
- There are plenty of other areas that can be utilised for a dog park or simply take your dog for a walk. Children and their safety should not be put before dogs.

KEY

- Existing fence
- Existing fence with 1.2m chain mesh to contain small dogs
- New 1.5m chain mesh fencing
- Replace fencing adjacent playground with 1.5m chain mesh fence (existing fence corroded)
- New double gate ‘air-lock’ entry
- Existing trees
- New trees
- Existing concrete footpath
- New concrete footpath
- Existing Shelter
- New Shelter
- Existing bench seat
- New bench seat
- DF ● New or relocated dog drink fountain/bowl

HAZELMERE ROAD RESERVE ▸ DRAFT CONCEPT PLAN

JUNE 2018

CITY OF MARION

HAZELMERE RESERVE – PRELIMINARY CONCEPT OPTIONS ANALYSIS			
	Positives	**Negatives**	**Recommendation**
Location of Reserve as a Dog Park	• Suitable off street car parking • Adequate buffer from majority of adjacent residents. • Consistent with current use of the reserve. • Large size of the reserve provides space for a separate small dog area	• Would not provide opportunity for future sporting use. • Cricket nets would need to be removed.	**This reserve is recommended as a suitable location for a designated dog park.**
Option 1: Minor Upgrade	• Enables the park to be formalised as a dog park and provides some basic improvements for park users. • Minimal cost implications	• Current site maintenance issues would not be addressed through this Option. • Current site dog behaviour issues would not be addressed through this option. • This option was not supported by the majority of the community.	
Option 2: Landscaping Improvements	• Enables the park to be formalised as a dog park and provides significant improvements for park users • Addresses majority of the current maintenance issues (high wear areas, drainage, and replacement of a section of fence that is corroded). • This option promotes improved dog behaviour through design elements (e.g. Circulation path / landscaping).	• Does not include small dog area, which was a high community priority. • This option was not supported by the majority of the community.	
Option 3: Landscaping Improvements and New Small Dog Area	As per Option 2 with the addition of: • Includes a small dog area, which is highly sought after in the community. • Circulation path in small dog area will assist people with mobility issues to exercise their small dogs in a passive environment. • Having two separate dog areas enables maintenance to occur without closing the entire dog park.	• Reduces the size of the 'All Dog' area.	**This is the recommended option for this reserve.**

DUMBARTON AVENUE RESERVE: PRELIMINARY CONCEPT OPTIONS ANALYSIS			
	Positives	**Negatives**	**Recommendation**
Location of Reserve as a Dog Park	• Popular location for dog exercise.	• Small size of reserve does not allow an adequate buffer from adjoining residents. • There are conflicts with the existing use as a playground and multi-use reserve. • There will be potential traffic and parking issues with the increased use associated with a designated dog park. • Limited off street car parking available.	**This reserve is not recommended as a suitable location for a designated Dog Park.**
Option 1: Minimal Landscaping	• This option provides some minor improvements to the reserve to enhance a multi-use community space. • Children and families can use the entire reserve for active recreation. • Dog owners can use the entire reserve (except for the playground) for off leash exercise.	• There was concern from residents about the safety of children, the number of dogs being exercised off leash and the lack of effective control of dogs.	**It is recommended that minor upgrades reflected in Option 1 be undertaken to improve the reserve as a dog friendly park.** Increased community safety inspector presence at this reserve is suggested to monitor dog behaviour. Installation of signage including the 5m buffer around the playground
Option 2: Dividing Fence	• This option was the most preferred option in the community survey. • It addresses safety concerns by separating children and dogs.	• The size of the dog area is small and not likely to be adequate for the existing dog use nor the potential increased use. It is not feasible to relocate the playground. • There may be future traffic and parking issues with this option. • Not the preferred option of the dog stakeholder group. • The dog area would adjoin residential properties and there is insufficient space for a 20m buffer.	
Option 3: Dog Park, No Playground	• Enables the maximum area of the reserve to be used for dog exercise.	• The community opposed the removal of the playground. • Removal of the playground would create a gap in playground provision in the area. • There was community opposition to the reserve	

		being designated for dogs only. • There may be future traffic and parking issues with this Option. • Not the preferred option of the informal dog user group. • The dog area would adjoin residential properties and there is insufficient space for a 20m buffer.	

Project Milestones	Key Tasks	Council Reporting	Timeframe / Status
Project Planning	Project documentation. Elected Member Feedback	Elected Member Forum	**Complete** 20June 2017
Community Engagement	Broad Community & Stakeholder Engagement		**Complete** September 2017
Site Analysis	Initial Analysis Elected Member Feedback	Elected Member Forum	**Complete** 17 October 2017
Site Selection	Shortlist sites for concept development	General Council	**Complete** 12 December 2017
Preliminary concept Options	Develop preliminary concept Options for each site	Ward Briefings	**Complete** February 2018
Community Engagement	Seek feedback on preliminary Options. Collate engagement report		**Complete** April / May 2018
Draft Concept Plan/s	Endorsement of location, draft concept and cost estimates for final consultation and construction.	General Council	26 June 2018
Community Engagement	Inform community of draft concept plan and seek any final feedback prior to construction.		July 2018
Final Concept Plan	Develop final concept plan & cost.	Distribute information to Elected Members	August 2018
Construction	Detailed Design / Tender / Construction		October 2018 to June 2019

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer: **Cass Gannon, Performance and Innovation Leader**

Corporate Manager: **Fiona Harvey, Manager Innovation and Strategy**

General Manager: **Abby Dickson, General Manager City Development**

Subject: **Service Review Program Update and FY2018/19 Plan**

Report Reference: **GC260618R11**

REPORT OBJECTIVE

To provide Council with a progress update on the overall status of the Service Review (SR) Program for 2017/18 and seek Council's approval for one of the two options proposed for the 2018/19 SR plan.

EXECUTIVE SUMMARY

The 2016-2019 Business Plan includes an annual initiative to undertake an evaluation and review of at least 12 council services to ensure they continue to provide maximum value to our community, now and into the future. The 2017/18 SR Program has progressed as planned, with the review of twelve services completed meeting the business plan target (Table 1). The 2018/19 SR Program plan has been developed, with two options for the consideration of Council. Option one proposes 9 service reviews be undertaken in 2018/19, while Option two proposes 12 reviews be undertaken. An option to complete 9 reviews also includes refocussing some resourcing and support to implement some of the actions from the reviews undertaken to date. This will address concerns regarding the closing out of actions raised by the Finance and Audit Committee and result in the benefits identified through the reviews being realised faster.

RECOMMENDATION **DUE DATE**

That Council:

1. **Adopts Option _____for the 2018/19 Service Review Program** **26 June 2018**

BACKGROUND

The City of Marion 2016-2019 Business Plan target for 2018/19 is to 'Undertake an evaluation and review of at least a further 12 council services to ensure they continue to provide maximum value to our community, now and into the future'.

At the 27 February 2018 Finance and Audit Committee (FAC) meeting, a discussion was held regarding the progress of the implementation of actions from service reviews, as minuted:

"The Committee noted the report and raised concerns that only 50% of actions were closed out. The Committee suggested that the program may need to slow down to ensure the recommendations are implemented appropriately and the organisation is not overwhelmed. It was noted that the organisation was at risk of strategic initiative overload and some parts of this business were creating blockages due to high and demanding workloads. It was noted that the May Committee meeting would consider the Service Review Program for 2018/19 and this would be taken into consideration."

A draft 2018/19 SR Program, with two options was discussed at the 29 May 2018 FAC meeting. The FAC supported the two options being put to council for consideration.

DISCUSSION

With the presentation of the Community Safety Inspectorate Service Review at the 29 May 2018 meeting of the FAC, the 2017/18 SR Program has delivered the review of 12 services. This meets the City of Marion Business Plan 2016-2019 target of 12 in FY2017/18 (see table 1).

Table 1: 2017/18 SR Program			
Service Review Title	**Service Description and No.**		**Status**
Roads	-	1	Completed
Asset Systems	-	1	Completed
Public Place Litter	-	1	Completed
Maintenance of Council Facilities	-	1	Completed
Customer Service	-	1	Completed
Open Space Transformation Phase 1	Reserve Maintenance Landscape Maintenance Tree Maintenance	3	Completed
Community Safety Inspectorate	Animal Management Parking Management and Regulation Local Nuisance and Litter Control Fire Prevention	4	Completed
Total Services		**12**	

The actions resulting from the 2017/18 program have added to the ongoing improvement program. Of 187 actions resulting from Service Reviews (dating back to March 2016), there are 77 open actions (progressing or yet to be started). Open actions and the associated status are displayed in Appendix 1.

The services listed for review in 2018/19 have been identified through a process of prioritisation based on benefit in terms of cost and customer experience, risk, legislative changes and environmental trends.

Approach for 2018/19

The current SR model is based on a partnership model between the Performance and Innovation (P&I) team and the service delivery team. The review itself is conducted by the P&I team with very close support by the service delivery team. Once the review is completed, the actions identified through the review are implemented by the service delivery team. In some circumstances these actions have not been fully implemented due to:

- Actions impacting a number of teams across the organisation and therefore needing a cross functional approach e.g. streamlining the purchase order process was identified as part of the facilities maintenance review, and requires changes in a number of systems and areas to be fully implemented.
- The technical skill set to deliver some of the actions e.g. Business Analyst skills
- External stakeholder involvement needed e.g. other councils, Kaurna engagement
- A ‘critical path’ of implementation where some actions are reliant on others being implemented first (e.g. new system needed).

To address this, two options have been proposed for consideration for the 2018/19 SR Program:

- Option 1 is the review of 9 services, (less than the business plan target), with a focus on redirecting support and resources from the P&I team to the implementation of existing open actions from previously completed service reviews.
- Option 2 is the delivery of 12 service reviews, as per the business plan, with the existing model in place for the implementation of actions from reviews.

Option 1 2018/19 SR Program – 9 Services

Table 2			
Service Review Title	**Service Description and No.**		**Status**
Open Space Phase 2	Irrigation Playgrounds / furniture and other Biodiversity and Remnant Vegetation Tree Planting and Watering Walkways	5	Scoped and In progress
Records Management	Internal Records Management	1	Scoped and in progress
Information and Communication Technology	Projects and Business Support Infrastructure Helpdesk Services	3	Not Started
Total Services		**9**	

Option 2 2018/19 SR Program – 12 Services

Table 3			
Service Review Title	**Service Description and No.**		**Status**
Open Space Phase 2	Irrigation Playgrounds / furniture and other Biodiversity and Remnant Vegetation Tree Planting and Watering Walkways	5	Scoped and In progress
Records Management	Internal Records Management	1	Scoped and in progress
Information and Communication Technology	Projects and Business Support Infrastructure Helpdesk Services	3	Not Started
Planning	Planning Policy Development Services Building Services	3	Not Started
Total Services		**12**	

These two options were considered at the 29 May 2018 FAC meeting and it was proposed to put the two options to council for consideration. "*The Committee noted the report and raised that the organisation is at risk of focusing too much effort on the reviews and not enough on the implementation of existing service review recommendations. The Committee recommended that Council progress with nine (9) reviews rather than twelve (12). The Committee also recommended that a target be established to reduce the number of outstanding recommendations by a certain percentage. This will provide assurance to Council of a tangible outcome and that resources are being put to good use (FAC290518R7.4.)*".

Based on the feedback from FAC, should Option 1 be approved, the delivery of the 20 actions highlighted in green in Appendix 1 will be supported by the P&I Team to be realised by the respective due date. The combined focus by the P&I team and the service delivery teams to implement open actions over 2018/19 will result in the benefits identified through the reviews being realised faster.

Financial Impact

There is no financial impact of either option in relation to staff/resourcing as staff are currently in place and will focus their priorities based on the adopted option. There are potential financial benefits to be realised if the implementation of actions can be expedited, as some of the actions result in savings.

Risk

The risk associated with Option 1 is that the City of Marion Business Plan 2016-2019 target of 12 service reviews in FY2018/19 is not met. This risk is offset by the increased delivery of value to the community from the implementation of service review actions as it is not until the actions are implemented that value is delivered and can be demonstrated.

The key risk with Option 2 is that the actions from service reviews continue to increase and that the organisation does not have the capacity to implement them, hence benefits are not realised or demonstrable from the Service Review Program.

Consultation

The 2018/19 SR Program was discussed at 29 May 2018 FAC meeting. The Committee's feedback has informed the options presented in this report. This report seeks feedback from Elected Members on the two options.

CONCLUSION

The 2017/18 Service Review Program has reviewed 12 services. A range of actions have been adopted through each of the reviews which, once implemented, will improve service delivery and community outcomes. The 2018/19 program will continue to focus attention on improvements and realising benefits for our customers.

APPENDICES

Appendix 1: Service Reviews Open Actions

Service Review	Action #	Recommendation/Action	Status	Expected Completion
Hard Waste FAC080316F8.1	1.6	Council explore opportunities to partner with a not-for-profit organization (or other organisation), to assess whether further benefits (financial, community, environmental) can be achieved from separation and recycling of Hard material collected by council	An Expression of Interest (EOI) will be released through Tenders SA in July 2018. Interested organisations will be provided a three month window of reply. Should the EOI identify a feasible proposal(s) a report will be developed for Council's consideration.	Jul 2019
Living Kaurna Cultural Centre FAC310516R7.11	1	Establish an Agreement between City of Marion and Kaurna (KNCHA) during period July- December 2016, to incorporate the following.	The Banbabanbalya Agreement has been developed and is going to General Council Meeting 26 June 2018 and to Kaurna Yerta Aboriginal Corporation (KYAC) on 16 June 2018 for endorsement. If it is endorsed by Council and KYAC it is expected to be signed in early July 2018.	Jul 2018
	2	Run the Living Kaurna Cultural Centre (LKCC) through a LKCC Steering Group (Refer to report for full Terms of Reference details)		Jul 2018
	3	Fund LKCC through 50:50 funding from City of Marion and Kaurna (Kaurna funding to be sourced from grants and/or Lot 707 redevelopment revenues), with any revenue increases being reinvested into the Centre or reducing the joint funding quantum.	The Banbabanbalya Agreement outlines the funding schedule with Kaurna funding over the next five years commencing in FY1819 if endorsed by General Council Meeting and Kaurna Yerta Aboriginal Corporation.	Jul 2018
	4	Monitor the success of the LKCC Model through agreed annual performance metrics (e.g. annual audited financial results, number of visitors, customer satisfaction, site maintenance, Steering Group meetings), as well as quarterly performance monitoring through the Budget review process.	KPIs have been developed and will be reported on regularly over the next five years should the Banbabanbalya Agreement be endorsed in July.	Dec 2018
	5	Allow 18 months (till end 2017) for the model to be implemented (i.e. Agreement signed, Steering Group formed, funding sources in place, performance metrics agreed).	The timeframe for the development of the Banbabanbalya Agreement was extended. This has aligned with the development of Kaurna Native Title outcomes and arrangements for co-funding opportunities to come to fruition.	Jul 2018

Service Review	Action #	Recommendation/Action	Status	Expected Completion
	6	Should the model: A. Not be fully implemented in 18 months (or after any reasonable extension period), then management of the centre should be openly tendered to third parties. B. Not achieve the agreed annual performance metrics (allowing sufficient remedy time), then management of the centre would revert to City of Marion, and possibly be openly tendered to third parties.	The Banbabanbalya Agreement will be discussed at the GCM 26 June 2018 and by the Kaurna Yerta Aboriginal Corporation (KYAC) on 16 June 2018. If it is endorsed by Council and KYAC it is expected to be signed in early July 2018. The review requirement is included in the draft Agreement.	Jul 2018
	7	Review the Agreement (with Kaurna or any third party) after five years.		Jul 2018
Council Reporting and Elected Member Support FAC151216R7.9	1	Develop a project scope to further investigate options for streamlining the Council and Committee meeting process. The project scope needs to be developed including research on the above two options. It will also need to address the manual processes and the automation of items such as manual sign off, hard copy, version control, search functionality, tracking of Council resolutions. The project scope will also need to address resources and timeframe for implementation. Any additional costs will need to be included within the budget for 2016/17 and implementation could commence post 30 June 2017.	Testing and validation of the system continues to be done. Training for users was conducted in May and June. One on one training will be available as required.	Jun 2018
	3	Refine processes. Once the value of processes has been confirmed with key stakeholders, this needs to be confirmed within the Council Report Writing Guidelines and made available to all staff (June 2017)	The report template has been revised in association with the software implementation. The report writer's guide has been updated and will be finalised on the successful implementation of the system.	Jun 2018
	4	Training and education. Once the Council Report Writing Guidelines have been confirmed, staff are required to be trained on process and requirements for reporting writing (August 2017)	Staff training has been undertaken in May and June 2018. Four sessions were held for staff to attend that covered Writing Reports and Using the new software.	Jun 2018
Drainage FAC300517R8.6	1.1	Develop a report to Elected Members (for noting), of the joint projects undertaken with the City of Holdfast Bay.	Report being prepared for the Infrastructure and Strategy (I&S) committee 03/07/18 for stormwater management including the Stormwater Management Plan (SMP).	July 2018

Service Review	Action #	Recommendation/Action	Status	Expected Completion
	1.2	Develop a report to Elected Members (for noting) on the status of the development of the SMP east of the Sturt River.	Report being prepared to I&S committee 03/07/18 for stormwater management including the SMP.	July 2018
	4.1	Further explore opportunities to share plant and equipment with other Councils.	Recently discussed opportunities with City of West Torrens.	Jun 2018
	4.2	Further analyse plant use and dispose of any underutilised plant and equipment.	Fleet utilisation is assessed (including possible disposal) when the fleet item has been identified for change over.	Jun 2018
	7.5	Produce a report at the end of the financial year, detailing the results of the above.	The first report will be submitted to ELT in July.	Jul 2018
Marion Celebrates FAC300517R8.6	1.1	Improve cross team collaboration and ownership of the planning and delivery of the Festival. For instance, increased collaboration with business growth and investment, community development, civil, teams, traffic engineering, city activation department and communications teams.	Initial discussions underway with the Festival tentatively scheduled for March 2019. Adelaide Fringe are also working through having a Fringe Hub in the Southern Region, which would create a leverage opportunity for both events. Marion Cultural Centre (MCC) and SA Aquatic Centre have also been consulted, as has DPTI regarding any impact Oaklands Crossing works may have.	Festival date 2019 (TBC)
	1.2	Improve the planning process through increased use of on-line system i.e. utilisation of software to engage teams in pre-festival tasks.		Festival date 2019 (TBC)
	1.3	Improve on-line Expression of Interest forms for stallholders and performers to reduce processing of paper copies and double handling.		Festival date 2019 (TBC)
	1.4	Improve payment systems for stallholders and performers through utilisation of on-line services.		Festival date 2019 (TBC)
	1.5	Determine venue and scope idiosyncrasies of possible sites to determine staff resource needs.		Festival date 2019 (TBC)
Parking Management and Regulation FAC300517R8.6	1.8	Developing monthly KPIs for the number of bike lanes and schools that are monitored for parking	Proactive monitoring and enforcement of school zones and bike lanes is continuing and continues to be evidenced via the Customer Event System. Awaiting a dashboard for data monitoring.	Dec 2018

Service Review	Action #	Recommendation/Action	Status	Expected Completion
Asset Management FAC150817R8.5	1.4	Define Service levels	Key element of the Asset Management Plan review project 1/7/18-30/11/20.	Nov 2020
	2.1	Data: Establish a 'single point of truth'	Asset Management Improvement Plan critical path defined Jan 2018. Single point of truth structure to be built by 30/6/18 and populated by 30/6/19.	June 2019
	2.2	Review integrity of Asset IDs	Key element of single point of truth project (see above).	June 2019
	2.3	Review Asset Hierarchy	Asset Hierarchy being developed based on Australian industry standards (ADAC and ASPEC). This will set the foundation for the new Asset Management ICT system	Sep 2018
	3.2	Revise existing processes/methodology	Generic processes across the asset lifecycle being mapped and endorsed by key leaders.	Jun 2019
Roads FAC150817R8.5	2	Identify and implement actions to reduce Kerb and Water Table unit rates including reviewing the unit rate in June 2018	More detail is required. Program has been delayed. Analysis to be undertaken in July 2018.	Dec 2018
Maintenance of Council Facilities FAC101017R7.12	3	Review the business case to employ a handy person to undertake electrical requests and minor plumbing works. Unit Manager Land and Property to develop a business case	Land and Property are undertaking a trial using the Community Maintenance Officer (CMO) to complete small jobs for 3 months. CMO has capacity to undertake 1-2 days' work per week for land and property. Time and materials to be charged back to property. Will assess effectiveness 30 June following trial.	Jul 2018
	5.2	Increase the number of standing orders to reduce the number of purchase orders	Standing orders to be raised in July.	Aug 2018

Service Review	Action #	Recommendation/Action	Status	Expected Completion
	5.5	Review the on line purchase procedure and invoice processing process to improve efficiencies and effectiveness determine if it can be modified for land and property e.g. Cease raising purchase orders for low value works (less than $1k)	Organisational review required on process, at this stage this has not been progressed.	Dec 2018
	7	Establish targeted KPIs and associated goals to enable the monitoring and improvement of the service	Initial discussions had to develop KPIs, more work needed to confirm and streamline reporting. Preliminary KPIs have been developed and being further refined.	Jun 2018
	8.2	Identify a site coordinator for the Administration building	Discussions have been held with managers, person still to be identified. Building Officer is assisting with inductions and with some small projects.	Dec 2018
	8.5	Review CES timelines	To be reviewed.	Dec 2018
	8.7	Improve reporting to enable requests to be monitored and if required remedial action	Work has commenced and monitoring has been improved.	Dec 2018
Open Space Phase 1 FAC121217F01 (3 services reviewed)	1	Step 1 – Quick Wins, Mobility and Performance Reporting	Daily and monthly performance reporting is now in place and mobility has been rolled out in the field. The reports allow performance visibility of the different teams and areas. Further mobility will be rolled out into the field as part of Phase Two of the review (quotes have been obtained to purchase another eight tablets).	Dec 2018

Service Review	Action #	Recommendation/Action	Status	Expected Completion
	2	Step 2 Leverage Step 1 to further improve productivity and service levels (x 3 actions) Review benefits realised post Year 1	Job sampling has been undertaken with Teams and data has been captured to support the programs that we are building. Further productivity improvements have been identified as part two of the metrics program.	2023
Customer Service FAC270218R7.3	2	Strengthen digital channel uptake to enable customers to self-serve by promoting the existing online services • Development Assessment progress tracking • Payments – Dog and Parking Fines, Rates, Invoices, Dog Registration • Live Chat capability In addition, consider implementing an online JP booking system.	Dogs and Cats Online (DACO) ready to implement. Strategy complete and ready to implement through July/August for peak period. After busy period, the focus will be to create new plans to increase digital uptake.	Mar 2019
	3	Simplify the Hard Waste booking process for customers by undertaking a process improvement team approach	Funding put into draft budget for 2018/19, awaiting confirmation.	Mar 2019
	4	Improve the customer experience when visiting the administration building by: • Combining Development Services and Customer Service counters (one stop shop) • Providing customer self-service terminals (payments, DACO) • Providing private spaces for discussions that are safe for staff • Improving JP room amenity and waiting area	Concept design agreed. Will go to tender by 30/06/2018.	Mar 2020
	5	Implement a systematic call quality monitoring process	All material developed. First month of quality monitoring will commence in July.	Mar 2019
	6	Implement a suite of 'Metrics that Matter Most' as a management tool to drive customer experience	All 8 KPIs defined. July will focus on building monthly reporting around all 8. (Handling time, Adherence to schedule, quality, and knowledge base).	Aug 2018
	7	Review the roles and responsibilities for the Customer Service Team (CST) to support delivery of the improvements and future demands of the team including the elimination of non-core customer experience tasks e.g. internal phone number management	Restructure complete. New position recruited and commenced. Remaining action is to complete a review in 3 months to ensure all tasks are in the right area.	Mar 2019
	8	Fully implement the DACO system	Ready to implement DACO system.	Mar 2019

Service Review	Action #	Recommendation/Action	Status	Expected Completion
	9	Fully implement the use of the Knowledge Base Enquiry Module in Open Office to capture customer contacts by channel e.g. phone and category e.g. hard waste to demonstrate improvement and inform future improvements	Rescheduled to August based on team availability.	Aug 2018
	10	Review the Customer Payment Process including: • Understanding the uptake of the various options offered • Monitoring customer payments by channel • Consideration of electronic invoices, rates, etc. • Reviewing the layout of notices and invoices Including consideration of customer demographic	Awaiting budget endorsement.	Mar 2019
	11	Reduce the postage costs at CST by conducting a process improvement approach including: • Development Services Mail • Consideration of electronic mail for some customer communication • Hard copy Tip Tickets	Awaiting budget endorsement.	Mar 2019
	12	Implement a regular Internal and External 'Voice of the Customer' survey e.g. Net Promoter Score	Awaiting budget endorsement.	Mar 2019
	13	Allow customers to generate Customer Event Requests for the most common category types e.g. dumped rubbish, by expanding the categories able to be submitted online	Current state analysis complete on online services. Working group identified. Next steps include identifying next 3 online services we will expand into.	Mar 2019
	14	Minimise the use of afterhours fee for service call handling by eliminating calls when CST is available by implementing process improvements identified	Changes made to meetings and the use of after-hours call providers. Next Steps – review in more detail the use of the after-hours provider to identify further savings. Scheduled for August.	Sep 2019
	16	Review the newly implemented Complaints Management Process for effectiveness and broader application	Scheduled to commence October.	Jun 2019
	17	Review benefits realised post Year 1	Scheduled to Commence Q4 FY18/19.	Apr 2019
Community Safety Inspectorate FAC290518F01		25 actions	12 actions could be supported by the Performance and Innovation Team.	

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Vincent Mifsud, General Manager Corporate Services**
General Manager:	**Vincent Mifsud, General Manager Corporate Services**
Subject:	**Seacliff Park Development Site**
Report Reference:	**GC260618R12**

REPORT OBJECTIVE:

The purpose of this report is to seek Council approval for a letter to be sent to the City of Holdfast Bay seeking their support for a boundary realignment that would enable the whole Seacliff Park Development site to be in the City of Marion.

EXECUTIVE SUMMARY:

The City of Marion together with the City of Holdfast Bay is currently working with developers to facilitate residential and commercial development in Seacliff Park.

The site has historically been used for quarrying, concrete manufacturing, domestic land fill, roof tile manufacturing and as a depot for a construction company. The dilapidated nature of buildings (now demolished) and other issues associated with the site have been a major concern for residents in the area for many years. The land is located in both the City of Marion and the City of Holdfast Bay, covering an area of 7.726 hectares with approximately 88.3% being in Marion and the remaining 11.7% in Holdfast Bay.

Given that the subject land straddles two Local Government Areas, there is concern that the processing and assessment of applications on the Seacliff Park site by two separate authorities would be discordant and potentially lead to unorderly development with poor urban design outcomes. In such instances, the applicant may request both Councils that they write to the Minister for Planning, pursuant to Section 34 (1)(b)(iii) of the *Development Act, 1993,* requesting that he appoint the State Commission Assessment Panel (SCAP) as the relevant authority to determine the application.

In addition to the added layers of complexity concerning planning applications, enforcement matters, whether they be in relation to a development approval or a local nuisance, can be difficult to resolve.

RECOMMENDATION:

DUE DATE

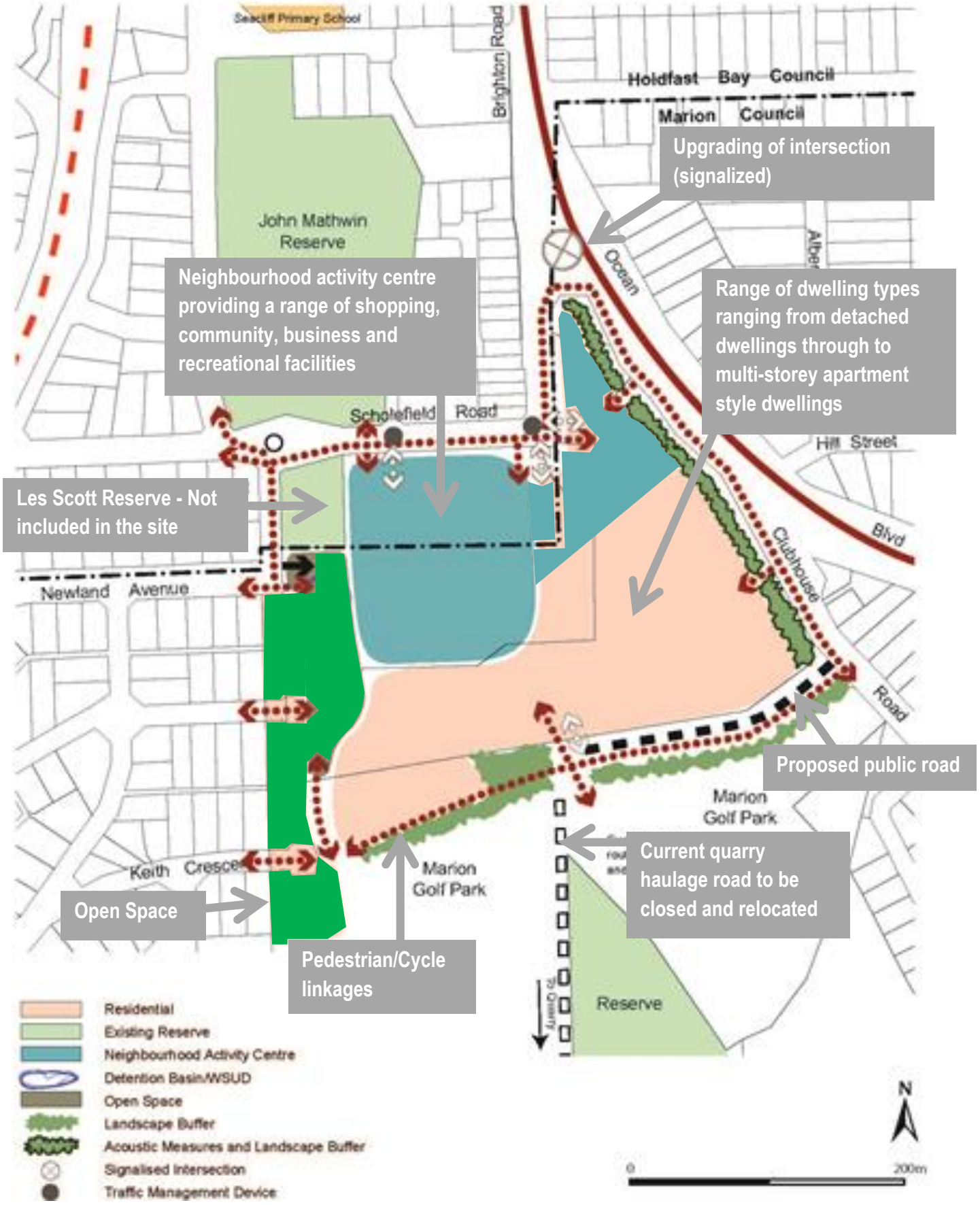
That Council:

1. **Approves a letter being sent by the Mayor to the City of Holdfast Bay seeking their support for a boundary realignment that would enable the whole Seacliff Park Development site to be in the City of Marion.** — **26 June 2018**

APPENDIX

	Attachment	Type
1	Seacliff Park Development Site Concept Plan – Appendix 1	PDF File

(This page is intentionally left blank)



Seacliff Park Site

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Deborah Horton, Governance Quality Coordinator** **Colin Heath, Unit Manager Contracts**
Manager:	**Kate McKenzie, Manager Corporate Governance** **Ray Barnwell, Manager Finance and Contracts**
General Manager:	**Vincent Mifsud, General Manager Corporate Services**
Subject:	**Unsolicited Proposals Policy**
Report Reference:	**GC260618R13**

REPORT OBJECTIVES

To seek Council's endorsement of an Unsolicited Proposals Policy relating to the City of Marion's approach and management of unsolicited proposals.

EXECUTIVE SUMMARY

A draft Unsolicited Propsals Policy is attached as Appendix 1 for Councils' consideration. The premise of the policy is that all unsolicited proposals will be considered in accordance with Council's Procurement and Contractor Management Policy**, utilising open market competitive processes**, unless Council determines by resolution that exceptional and/or unique circumstances exist, warranting a period of exclusivity with a proponent.

New ideas and innovation are essential for the delivery of services to the City of Marion community. Council is committed to sourcing and procuring services that provide value for money and sound probity of transactions. This is achieved through Council's standard Procurement and Contractor Management Policy. Council does however recognise that there will be occassions where unsolicited proposals are brought forward when opportunities present themeselves, other than through Council's standard procurement processes. There is a need to recognise and encourage innovative proposals, without compromising committment to transparency, accountability and sound governance.

Council will determine by resolution if it believes exceptional and/or unique circumstances exist, warranting a period of exclusivity with a proponent.

The policy has been developed having regard to the principles contained within the *Local Government Association's Unsolicited Proposals Guidelines* produced May 2018, the *NSW Government's Unsolicitied Proposals: Guide for Submissions and Assessment* and incorporated feedback from the Finance and Audit Committee (FAC) obtained at its meeting on 29 May 2018 (FAC290518R7.8).

RECOMMENDATIONS	**DUE DATES**
That Council;	
1. Notes this report.	**26 JUNE 18**
2. Endorses the City of Marion Unsolicited Proposals Policy (Appendix 1), with the following adjustments incorporated: • **xxx** • **xxx** • **xxx**	**26 JUNE 18**

DISCUSSION

At its meeting on 29 May 2018 the FAC reviewed a draft Unsolicited Proposals Policy and provided the following feedback:-

- The policy should reflect appropriate dollar values based on risk. The policy shouldn't apply to low level expenditure.
- Ensure the policy and procedure are aligned to the CoM Procurement and Contractor Management Policy.
- The policy needs to be reflective of more than just services and should include other relevant categories such as capital works and land.
- The policy should have more detail regarding probity and particularly around information supplied to Council that is confidential.

CONCLUSION

The City of Marion's default procurement position is for an open market competitive process to be conducted in all instances, through an expression of interest or formal tender process, in accordance with Council's Procurement and Contractor Management Policy. It is acknowledged that there may be exceptional circumstances where Council's standard procurement processes may not be available or suitable for a proposed opportunity due to a myriad of circumstances including (but not limited to): timing, uniqueness, community value and cost. Council will determine by resolution if it believes exceptional and/or unique circumstances exist, warranting a period of exclusivity with a proponent.

The application of the City of Marion Unsolicited Proposals Policy will guide the management of such proposals in a consistent, transparent and lawful manner that provides for sound probity, governance and public accountability.

1. POLICY STATEMENT

Council has adopted this policy for the purpose of section 49 of the Local Government Act 1999 ("Contracts and Tenders Policies").

The policy provides confidence to our community and potential proponents that all unsolicited proposals put forward to the City of Marion will be considered in a consistent, transparent and lawful manner to deliver the highest standards of public value.

2. PRINCIPLES

The City of Marion's underlying principle is that that all unsolicited proposals will be considered in accordance with Council's Procurement and Contractor Management Policy, utilising open market competitive processes, unless Council determines by resolution that exceptional and/or unique circumstances exist.

Where Council determines by resolution that exceptional and/or unique circumstances exist it will consider whether exclusive negotiation or a period of exclusivity should be entered into with a proponent of an unsolicited proposal.

3. OBJECTIVES

The following objectives will guide Council's consideration of unsolicited proposals:

3.1 Promoting the development of innovative ideas to support the Council's role and functions, and broad objectives as outlined in its Strategic Plan;
3.2 Ensuring that unsolicited proposals are received and assessed through a transparent and fair process that involves high standards of probity and public accountability;
3.3 Ensuring that the unsolicited proposals process is not used to circumvent the Council's regular procurement processes;
3.4 Ensuring value for money for the Council and the community is achieved from any unsolicited proposal;
3.5 Maximising the benefits from unsolicited proposals for the Council and the community; and
3.6 Ensuring the Intellectual Property of a party submitting an unsolicited proposal is appropriately protected.

4. POLICY SCOPE AND IMPLEMENTATION

This policy applies to all unsolicited proposals submitted by a proponent to the City of Marion. The City of Marion has the sole discretion as to when and if this policy applies to a particular proponent, including if and when an exclusive negotiation or a period of exclusivity will apply.

4.1 Unsolicited Proposals

4.1.1 An unsolicited proposal is a new and innovative proposal which could assist the Council to achieve its strategic objectives or satisfy a community need, which has not been requested by the Council through its regular procurement processes.

4.1.2 An unsolicited proposal may include a proposal for the:

- Purchase, lease or development of Council owned or managed land;
- Delivery of goods or services to or on behalf of the Council;
- Provision of major capital works projects; or
- Provision of infrastructure for the community.

4.1.3 The minimum financial threshold for an unsolicited proposal under this policy is $500,000.

4.2 Period of Exclusivity

4.2.1 Council may, at its absolute discretion, enter into a period of exclusive negotiation with a proponent. Council recognises that circumstances may arise where it is beneficial to deal exclusively with one party in relation to a particular proposal that has been submitted. These circumstances include where a party's Intellectual Property should be protected.

4.2.2 The criteria that Council will consider to determine if a period of exclusivity should be entered into are:

- No competing proposals exist;
- Urgency;
- Community benefit;
- Uniqueness - promoting the development of unique and innovative ideas for the ultimate purpose of increasing public value through jobs creation and more efficient and effective services;
- Ensuring an open, transparent and fair process that involves a high standard of probity and public accountability;
- Value for money unlikely to be matched in an open tender; and
- Capacity and capability of the proponent.

4.2.3 During a period of exclusivity appropriate confidentiality will be maintained and respected, particularly in regards to information supplied to Council from a proponent that is confidential.

4.3 Intellectual Property Rights

Council acknowledges unsolicited proposals may contain Intellectual Property of the proponent and/or third parties. If Council declines to consider, or ends its consideration of an unsolicited proposal, and elects to approach the market in relation to the subject matter of the proposal, Council will respect any Intellectual Property rights of the proponent and/or third parties as legally required.

5. GENERAL TERMS

5.1 No legal relationship

Council is under no contractual or other legal obligation to the proponent with respect to the receipt, assessment, consideration, acceptance or rejection of any proposal or the failure to receive, assess, consider or accept any proposal.

5.2 Legislative obligations

Council may have legislative obligations that it needs to comply with in relation to a particular proposal and nothing in this policy is intended to override or circumvent those obligations.

5.3 Conflict of interest

Proponents must inform Council of any circumstances or relationships which will constitute a conflict or potential conflict of interest if the proponent is successful in negotiating a contract. If any conflict or potential conflict exists, the proponent must advise Council how it proposes to address this.

5.4 Costs of proposal

A proponent bears its own costs of preparing, discussing and negotiating any unsolicited proposal with the Council.

5.5 Interaction with other Council policies

Unless specifically stated in this policy or determined by Council, this policy is not intended to override any other policy of Council that may apply to an unsolicited proposal.

5.6 Council's General Rights

Council may:

- At any stage of the process if it assesses that a proposal does not meet the criteria to be considered or considered further, make an approach to the market in respect of the subject matter of the proposal and end consideration of the proposal and withdraw from any negotiation with the proponent in relation to it;
- Amend, vary or revoke and replace this policy at any time;
- Accept or reject any unsolicited proposal;
- Subject to any period of exclusivity, negotiate with any person in relation to the subject matter of an unsolicited proposal;
- Accept all or part of an unsolicited proposal;
- Discontinue negotiations with any proponent; and
- Include any proponents name in council reports and, subject to any period of exclusivity and any agreement with a proponent to the contrary, make them public.

6. ROLES AND RESPONSIBITIES

6.1 Senior Leadership Team

- Responsible for ensuring this policy is implemented and adhered to.

6.2 Corporate Services

- Provide advice to the City of Marion regarding unsolicited proposals in accordance with this Policy.
- Ensure any contracts as a result of an acceptance by Council of an unsolicited proposal are being appropriately managed and administered.
- Reporting and managing contract breaches.

6.3 Finance and Audit Committee

- Responsible for providing governance oversight for Council on unsolicited proposals.
- Provide feedback and guidance on the subsequent review/update of this Policy and complementary Procedure.

6.4 Council

- Responsible for considering and endorsing unsolicited proposals in accordance with this Policy.
- Authority to enter into or withdraw from a period of exclusivity or exclusive negotiation to accept an unsolicited proposal in accordance with this policy.

7. REFERENCES

- Local Government Act 1999 (SA)
- City of Marion Procurement and Contractor Management Policy
- LGA Unsolicited Proposals Guidelines (May 2018)
- NSW Unsolicited Proposals: Guide for Submissions and Assessment (August 2017)
- City of Marion Unsolicited Proposals Procedure (TBC)

8. MONITORING AND REPORTING

A summary of all (approved and not approved) unsolicited proposals received during a financial year will be provided to the Finance and Audit Committee and Council at the conclusion of the financial year.

9. REVIEW AND EVALUATION

This policy will be reviewed once during a term of Council in accordance with the City of Marion Policy Review Schedule and Register administered by the Governance Department.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Jaimie Thwaites, Unit Manager Governance & Records**
Corporate Manager:	**Kate McKenzie, Manager Corporate Governance**
General Manager:	**Vincent Mifsud, General Manager Corporate Services**
Subject:	**Annual Review of the Schedule of Delegations**
Report Reference:	**GC260618R14**

REPORT OBJECTIVE:

This report provides a full review for the 2017/18 financial year to ensure that Council is compliant with the relevant legislation and provides for effective, efficient and appropriate decision making by Council officers.

EXECUTIVE SUMMARY:

In accordance with Section 44(6) of the *Local Government Act 1999* Council must have a separate record of all delegations and this should be reviewed every financial year. The last full review of the schedule of delegations was completed in May 2017. Updates to the Schedule of Delegations also occurred in June 2017 (Report Reference: GC270617R16), October 2017 (Report Reference: GC101017R06) and April 2018 (Report Reference: GC100418R11).

Following on from the last update in April 2018, a number of changes are recommended due to legislative amendments and changes to the Local Government Association templates.

This report provides details of the changes to the Schedule of Delegations including amendments to the following Acts:

- Development Act 1993 and Development Regulations 2008
- Local Government Act 1999

and seeks Council's adoption of the revised delegations.

RECOMMENDATION:

That having conducted its annual review of the Council's Delegations Register in accordance with Section 44(6) of the Local Government Act 1999, the Council:

1. Revocations

1.1 Hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following:

1.1.1 Local Government Act 1999

1.2 Hereby revokes its previous delegations to its Development Assessment Panel under the Development Act 1993 and Development Regulations 2008.

2. Delegations made under Local Government Act 1999

2.1 In exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the following Acts and specified in the proposed Instruments of Delegation contained in Appendix 1 are hereby delegated this 26th day of June 2018 to the person occupying the office of Chief Executive Officer subject to the conditions and or limitations specified herein or in the Schedule of Conditions in each such proposed Instrument of Delegation.

2.1.1 Local Government Act 1999 (Appendix 1)

2.2 Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in each such proposed Instrument of Delegation.

3. Delegations made under Development Act 1993

3.1 In exercise of the powers contained in Section 20 and 34(23) of the Development Act 1993, the powers and functions under the Development Act 1993 and the Development Regulations 2008 contained in the proposed Instrument of Delegation contained in Appendix 2 are hereby delegated this 26th day of June 2018 to the person occupying the office of Chief Executive Officer subject to the conditions or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.

3.2 Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.

3.3 In exercise of the powers contained in Section 20 and 34(23) of the Development Act 1993 the powers and functions under the Development Act 1993 and the Development Regulations 2008 contained in the proposed Instrument of Delegation contained in Appendix 2 <u>and</u> which are specified below are hereby delegated to the Council's Assessment Panel, subject to any conditions specified herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.

GENERAL ANALYSIS:

Organisational Excellence:	An update of the schedule of delegations, particularly in relation to legislative changes, is essential to ensure that the Council continues to act intra vires.
Legal / Legislative / Policy:	Section 44 of the Local Government Act 1999 provides the framework within which delegations may be made including the identification of a number of areas that cannot be delegated. Section 44 (6) of the Local Government Act 1999 also provides that a review of delegations should be undertaken once in every financial year.

BACKGROUND:

Councils have certain duties which they must perform, and certain powers which they may exercise, pursuant to the Local Government Act 1999 as well as a range of other Acts. In most cases the relevant Acts grant those obligations and powers directly on the Council as a body.

It is not practical or efficient for the Council as a body of elected members to perform the many functions or undertake the many activities that are required in the day to day administration of the Council's roles and functions. Delegations are the way in which the Council enables other people/bodies (usually Council officers) to undertake these steps on its behalf.

Therefore, it is necessary for the Council to take formal steps to delegate to such people/bodies the authority to make decisions, perform functions or undertake activities on behalf of the Council.

As a matter of best practice it is usual for delegations to be made by the Council to the Chief Executive Officer (or equivalent). Once the delegations to the Chief Executive Officer have been made, the Chief Executive Officer may then make sub-delegations to relevant Council officers (or such other bodies as are allowable, such as committees in some cases).

DISCUSSION:

After reviewing the existing schedule of delegations no changes were identified under the following Acts:

- Community Titles Act 1996,
- Dog and Cat Management Act 1995,
- Environment Protection Act 1993,
- Expiation of Offences Act 1996,
- Fences Act 1975,
- Fines Enforcement and Debt Recovery Act 2017,
- Fire & Emergency Services Act 2005,
- Food Act 2001,
- Freedom of Information Act 1991,
- Heavy Vehicle National Law (Sa) Act 2013,
- Housing Improvement Act 1940,
- Land & Business (Sale & Conveyancing) Act 1994,
- Liquor Licensing Act 1997,
- Local Nuisance and Litter Control Act 2016

- Natural Resources Management Act 2004,
- Planning, Development and Infrastructure Act 2016,
- Real Property Act 1886,
- Electronic Conveyancing National Law (South Australia) Act 2013
- Road Traffic Act 1961,
- Roads (Opening & Closing) Act 1991,
- SA Public Health Act 2011,
- Strata Titles Act 1988,
- Supported Residential Facilities Act 1992,
- Unclaimed Goods Act 1987,
- Water Industry Act 2012, and
- Work Health and Safety Act 2012.

Provided below are sections of the City of Marion Schedule of Delegations that have been updated on the basis of:

- reviewing operations in the context of staff having the necessary authority to carry out their roles. It is also important that delegations operate at the lowest appropriate level within the organisation to improve efficiency and effectiveness,
- legislative changes that have occurred since the last review of the delegations,
- amendments made to the delegation templates on the Local Government Association's secure website and
- changes to position titles and responsibilities at the City of Marion since the last review

A summary of the changes is outlined below for your information.

Any changes which relate to powers, functions or duties (or part thereof) which have not previously been delegated are highlighted in grey in the table below, as well as marked-up in the Appendix with the related Instrument of Delegation:

Act	Para number in instrument which contain changes	Section number of Act	Whether change is Addition/ Amendment/ Deletion
Instrument of Delegation under the Development Act, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008	98.3	Reg 83(3)	Amendment
Instrument of Delegation under the Local Government Act 1999	112.1	224	Amendment
	113.1	225(1)	Amendment
	113.4	225(4)	Addition
	113A.1	225A(1)	Addition
	113A.2	225A(4)	Addition

Some points to note include:

1. Under Section 44(4) of the Local Government Act a delegation is revocable at will and does not prevent the council from acting in a matter.

2. Sub-delegations from the Chief Executive Officer to relevant staff will be made at the time or near after endorsement of the Schedule by Council.

3. The delegations contained in the "Schedule of Delegations" will be effective immediately upon Council approval.

4. The updated "Schedule of Delegations" will be published on Council's Intranet and Internet sites.

5. The following matters have not been delegated in accordance with the Local Government Act 1999:

   - Power to make a by-law;
   - power to declare rates or a charge with the character of a rate;
   - power to borrow money or to obtain other forms of financial accommodation;
   - power to adopt or revise a strategic management plan or budget of the council;
   - power to approve expenditure of money on works, services or operations of the council not contained in a budget approved by the council;
   - power to determine annual allowances under Chapter 5;
   - power to approve payment or reimbursement of expenses that may be paid at the discretion of the council and for which the council has not adopted a formal policy or made specific financial provision;
   - power to establish a subsidiary, or to participate in the establishment of a regional subsidiary;
   - power to make an application or recommendation, or to report or to give a notice, to the Governor or the Minister, being an application, recommendation, report or notice for which provision is made by or under this or another Act;
   - power to fix, vary or revoke a fee under section 188(1)(d) to (h); and
   - a power or function excluded from delegation by the regulations.

CONCLUSION:

The annual review of delegations ensures compliance with the Local Government Act 1999 and the effective administration of Council's powers, functions and duties with respect to various legislative requirements.

An update of the schedule of delegations, particularly in relation to legislative changes, is essential to ensure that the Council continues to act intra vires.

APPENDIX:

#	Attachment
1	Instrument of Delegation under the Local Government Act 1999 – Appendix 1
2	Instrument of Delegation under the Development Act, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008 – Appendix 2

INSTRUMENT OF DELEGATION UNDER THE LOCAL GOVERNMENT ACT 1999

NOTES

In exercise of the power contained in Section 44 of the Local Government Act 1999 the following powers, functions and duties under the Local Government Act 1999 are hereby delegated this 26 June 2018 to the person occupying the office of Chief Executive Officer of the Council and the said powers, functions and duties may be sub-delegated by the delegate to any other officer of Council.

Conditions or limitations may apply to the delegations contained in this Instrument.
Refer to the Schedule of Conditions at the back of this document.

References:

Abbreviation	Position Title
CIAU	Coordinator Infrastructure Audit Unit
CSI	Community Safety Inspector
EHO	Environmental Health Officer
FC	Financial Coordinator
GMCD	General Manager City Development
GMCiS	General Manager City Services
GMCoS	General Manager Corporate Services
LAO	Land Asset Officer
MCCS	Manager Community and Cultural Services
MCE	Manager Customer Experience
MCG	Manager Corporate Governance
MCP	Manager City Property
MD&RS	Manager Development and Regulatory Services
ME&FS	Manager Engineering and Field Services
MF	Manager Finance
MHR	Manager Human Resources
MI&S	Manager Innovation and Strategy
QGC	Quality Governance Coordinator
SPO	Strategic Project Officer
TLL&P	Team Leader Land and Property
TLRS	Team Leader Rating Services
UMC	Unit Manager Contracts
UMCI	Unit Manager Customer Information
UMCS	Unit Manager Civil Services
UME	Unit Manager Engineering
UMG&R	Unit Manager Governance and Records
UMOSO	Unit Manager Open Space Operations
UMR	Unit Manager Risk

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

1. Composition and Wards	Delegate to CEO	Sub-delegation
1.1. The power pursuant to Section 12(1) of the Local Government Act 1999 ('**the Act**') to, by notice in the Gazette, after complying with the requirements of Section 12 of the Act,		
1.1.1. alter the composition of the Council;	N	
1.1.2. divide, or redivide, the area of the Council into wards, alter the division of the area of the Council into wards, or abolish the division of the area of the Council into wards.	N	
1.2. The power pursuant to Section 12(2) of the Act, also by notice under Section 12 of the Act, to		
1.2.1. change the Council from a municipal council to a district council, or change the Council from a district council to a municipal council;	N	
1.2.2. alter the name of:		
1.2.2.1. the Council;	N	
1.2.2.2. the area of the Council;	N	
1.2.3. give a name to, or alter the name of, a ward, (without the need to comply with Section 13 of the Act).	N	
1.3. The duty pursuant to Section 12(3) of the Act to, before publishing a notice, conduct and complete a review under Section 12 of the Act for the purpose of determining whether the Council's community would benefit from an alteration to the Council's composition or ward structure.	Y	

1.4. The power pursuant to Section 12(4) of the Act to review a specific aspect of the composition of the Council, or of the wards of the Council, or of those matters generally and the duty to ensure that all aspects of the composition of the Council, and the issue of the division, or potential division, of the area of the Council into wards, are comprehensively reviewed at least once in every eight years,	Y	
1.5. Deliberately left blank		
1.6. Deliberately left blank		
1.7. The duty pursuant to Section 12(5) of the Act to initiate the preparation of a representation options paper by a person who, in the opinion of the Delegate, is qualified to address the representation and governance issues that may arise with respect to the matters under review.	Y	
1.8. The duty pursuant to Section 12 (7) of the Act to give public notice of the preparation of a representation options paper and notice in a newspaper circulating within the Council's area, and to ensure that the notice contains an invitation to interested persons to make written submissions to the Council on the subject of the review within a period specified by the Council, being a period of at least six weeks.	Y	
1.9. The duty pursuant to Section 12(8) of the Act to make copies of the representation options paper available for public inspection (without charge) and purchase (on payment of a fee fixed by the Council) at the principal office of the Council during the period that applies under Section 7(a)(ii).	Y	
1.10. At the conclusion of public consultation under Section 12(7)(a), the duty pursuant to Section 12(8a) of the Act to prepare a report that:		
1.10.1. provides information on the public consultation process undertaken by the Council and	Y	

the Council's response to the issues arising from the submissions made as part of that process; and		
1.10.2. sets out:		
1.10.2.1. any proposals that the Delegate considers should be carried into effect under this Section; and	Y	
1.10.2.2. in respect of any such proposal - an analysis of how the proposal relates to the principles under Section 26(1)(c) and the matters referred to in Section 33 (to the extent that may be relevant); and	Y	
1.10.3. sets out the reasons for the Council's decision insofar as a decision of the Council is not to adopt any change under consideration as part of the representation options paper or the public consultation process.	Y	
1.11. The duty pursuant to Section 12(9) of the Act to make copies of the report available for public inspection at the principal office of the Council and to give public notice, by way of a notice in a newspaper circulating in its area, informing the public of its preparation of the report and its availability and inviting interested persons to make written submissions on the report to the Council within a period specified by the Council, being not less than three weeks.	Y	
1.12. The duty pursuant to Section 12(10) of the Act to give any person who makes written submissions in response to an invitation under Section 12(9), an opportunity to appear personally or by	Y	

representative before the Council or a Council committee and to be heard on those submissions.		
1.13. The duty pursuant to Section 12(11) of the Act to finalise the Council report including recommendations with respect to such related or ancillary matters as it sees fit.	Y	
1.14. With respect to a proposal within the ambit of Section 12(11a), the power pursuant to Section 12(11b) of the Act:		
1.14.1. insofar as may be relevant in the particular circumstances, to separate a proposal (and any related proposal), from any other proposal contained in the report; and	Y	
1.14.2. to determine to conduct the relevant poll in conjunction with the next general election for the Council or at some other time.	Y	
1.15. Where a poll under Section 12(11a) has been conducted, the duty pursuant to Section 12(11c)(b) of the Act to:		
1.15.1. prepare a summary of issues surrounding the proposal to assist persons who may vote at the poll; and	Y	
1.15.2. obtain a certificate from the Electoral Commissioner that he or she is satisfied that the Council has taken reasonable steps to ensure the summary is a fair and comprehensive overview of the arguments for and against the proposal; and	Y	
1.15.3. after obtaining the certificate of the Electoral Commissioner, ensure that copies of the summary are made available for public inspection at the principle office of the Council, and on the internet and distributed in any other manner as may be directed by the Electoral Commissioner.	Y	

1.16. The duty pursuant Section 12(12) of the Act having then taken into account the operation of Section 12(11d) of the Act to refer the report to the Electoral Commissioner.	Y	
1.17. The duty pursuant to Section 12(12a) of the Act to send with the report copies of any written submissions received by the Council under Section 12(9) of the Act that relate to the subject matter of the proposal.	Y	
1.18. The power pursuant to Section 12(15)(b) of the Act to provide by notice in the Gazette, for the operation of any proposal that is recommended in the report, where a certificate is given by the Electoral Commissioner.	Y	
1.19. The duty pursuant to Section 12(16) of the Act to take such action as is appropriate in circumstances where the matter is referred back to the Council by the Electoral Commissioner and the power to refer the report back to the Electoral Commissioner.	Y	
1.20. Where the Council makes an alteration to its report under Section 12(16)(a) of the Act, the duty pursuant to Section 12(17) of the Act to comply with the requirements of Section 12(9) and (10) of the Act as if the report, as altered, constituted a new report, unless the Delegate determines the alteration is of a minor nature only.	Y	
1.21. The duty pursuant to Section 12(24) of the Act to undertake a review of ward representation within a period specified by the Electoral Commissioner, where the Electoral Commissioner notifies the Council in writing that the number of electors represented by a councillor for a ward varies from the ward quota by more than 20 %.	Y	
2. Status of a Council or Change of Various Names	Y	
2.1. The power pursuant to Section 13(1) of the Act, to, by notice in the Gazette, after		

complying with the requirements of Section 13 of the Act:		
2.1.1. change the Council from a municipal council to a district council, or change the Council from a district council to a municipal council;	N	
2.1.2. alter the name of:	N	
2.1.2.1. the Council;	N	
2.1.2.2. the area of the Council;	N	
2.1.3. alter the name of a ward.	N	
2.2. The duty, pursuant to Section 13(2) of the Act, to, before publishing a notice, comply with the following requirements:		
2.2.1. to give public notice of the proposal and invite any interested persons to make written submissions on the matter within a specified period, being no less than six weeks;	Y	
2.2.2. publish the notice in a newspaper circulating within the area; and	Y	
2.2.3. give any person who makes written submissions in response to the invitation an opportunity to appear personally or by representative before the Council or Council committee and be heard on those submissions.	Y	
3. **Deliberately left blank**		
3.1. Deliberately left blank		
4. **Deliberately left blank**		
Deliberately left blank		
5. **Council Initiated Proposal**		
5.1. Deliberately left blank	Y	
5.2. Deliberately left blank	Y	

5.3. The power pursuant to section 27(7) of the Act, to, in relation to the proposal submitted by the Council, request or consent to the Minister:		
5.3.1. amending the proposal;	N	
5.3.2. substituting an alternative proposal.	N	
6. **Public Initiated Submissions**		
6.1. The power pursuant to Section 28(6) of the Act, on the receipt of a submission under Section 28(2) of the Act, to consider the issues determined by the Council or the Delegate to be relevant to the matter and to then decide whether or not it is willing to:	N	
6.1.1. conduct a review in relation to the matter under Division 2 of Part 1 of the Act; or	N	
6.1.2. formulate (or participate in the formulation of) a proposal in relation to the matter under Division 4 of Part 2 of the Act	N	
6.2. Where the Council is affected by a public initiated proposal under Chapter 3 of the Act, the duty to ensure that copies of the summary prepared by the Panel are made available for public inspection at the principal office of the Council and distributed to electors in accordance with the directions of the Panel, pursuant to Section 28(23)(f) and (g).	Y	
7. **General Powers and Capacities**		
7.1. The power pursuant to Section 36(1)(a)(i) of the Act to enter into any kind of contract or arrangement where the common seal of the Council is not required.	Y	
7.2. The power pursuant to Section 36(1)(c) of the Act to do anything necessary, expedient or incidental but within any policy or budgetary constraints set by the Council to perform or discharge the Council's functions or duties or to achieve the	Y	

Council's objectives.		
7.3. The power pursuant to Section 36 (2) of the Act to act outside the Council's area –	Y	
7.3.1. to the extent considered by the Delegate to be necessary or expedient to the performance of the Council's functions; or	Y	
7.3.2. in order to provide services to an unincorporated area of the State.	Y	
7.4. The duty pursuant to Section 36(3) of the Act to take reasonable steps to separate the Council's regulatory activities from its other activities in the arrangement of its affairs.	Y	
8. **Provision Relating to Contract and Transactions**		
8.1. The power pursuant to Section 37(b) of the Act to enter into contracts or to authorise another officer, employee or agent of the Council to enter into contracts, on behalf of the Council, where the common seal of the Council is not required.	Y	
9. Committees		
9.1. The power pursuant to Section 41(1) and (2) of the Act to establish committees.	N	
9.2. The power pursuant to Section 41(3) of the Act to determine the membership of a committee.	N	
9.3. The power pursuant to Section 41(4) of the Act to appoint a person as a presiding member of a committee, or to make provision for the appointment of a presiding member.	N	
9.4. The power pursuant to Section 41(6) of the Act to appoint the principal member of the Council as an ex officio member of a committee.	N	
9.5. The power and duty pursuant to Section 41(8) of the Act, to, when establishing a	N	

committee, determine the reporting and other accountability requirements that are to apply in relation to the committee.		
10. **Delegations**		
10.1. The duty pursuant to Section 44(6) of the Act to cause a separate record to be kept of all delegations under the Act.	Y	
10.2. The duty pursuant to Section 44(7) of the Act to make available the record of delegations for inspection (without charge) by the public at the principal office of the Council during ordinary office hours.	Y	
11. **Principal Office**		
11.1. The duty pursuant to Section 45(1) of the Act to nominate a place as the principal office of the Council for the purposes of the Act.	Y	
11.2. The duty pursuant to Section 45(2) of the Act to keep the principal office of Council open to the public for the transaction of business during hours determined.	Y	
11.3. The power pursuant to Section 45(3) of the Act to consult with the local community in accordance with Council's public consultation policy about the manner, places and times at which the Council's offices will be open to the public for the transaction of business and about any significant changes to those arrangements.	Y	
12. **Commercial Activities**		
12.1. Subject to the Act, the power pursuant to Section 46(1) of the Act to in the performance of the Council's functions, engage in a commercial activity or enterprise ('a commercial project')	N	
12.2. The power pursuant to Section 46 (2) of the Act, to, in connection with a commercial project:		

12.2.1. establish a business;	N	
12.2.2. participate in a joint venture, trust, partnership or other similar body.	N	
13. Interests in Companies		
13.1. the power pursuant to Section 47(2)(b) of the Act to participate in the formation of, or to become a member of a company limited by guarantee established as a national association to promote and advance the interests of an industry in which local government has an interest.	Y	
14. **Prudential Requirements for Certain Activities**		
14.00 The power and duty pursuant to Section 48(aa1) of the Act and in accordance with Section 48(a1) of the Act, to develop and maintain prudential management policies, practices and procedures for the assessment of projects to ensure that the Council -		
14.00.1 acts with due care, diligence and foresight; and		
14.00.2 identifies and manages risks associated with a project; and		
14.00.3 makes informed decisions; and		
14.00.4 is accountable for the use of Council and other public resources.		
14.1. The duty pursuant to Section 48(1) of the Act to obtain a report in accordance with Section 48(3) of the Act, that addresses the prudential issues set out at Section 48(2) of the Act, before the Council or the Delegate:		
14.1.1. Deliberately left blank		
14.1.2. engages in any project (whether commercial or otherwise and including through a subsidiary or		

participation in a joint venture, trust, partnership or other similar body):		
14.1.2.1. where the expected operating expenses of the Council over the ensuring five years is likely to exceed 20 per cent of the Council's average annual operating expenses over the previous five financial years (as shown in the Council's financial statements); or	Y	
14.1.2.2. where the expected capital cost of the project over the ensuring five years is likely to exceed $4,000,000.00 (indexed); or	Y	
14.1.2.3. where the Council or Delegate considers that it is necessary or appropriate.	Y	
14.2. Deliberately left blank		
14.3. The power and duty pursuant to Section 48(5) of the Act to make a report under Section 48(1) of the Act available for public inspection at the principal office of the Council once the Council has made a decision on the relevant project (and the power to make the report available at an earlier time unless the Council orders that the report be kept confidential until that time).	Y	
15. **Contracts and Tender Policies**		
15.0 The power and duty pursuant to Section 49(a1) of the Act to develop and maintain procurement policies, practices and procedures directed towards:		
15.0.1 obtaining value in the expenditure of public money; and		
15.0.2 providing for ethical and fair treatment of participants; and		
15.0.3 ensuring probity, accountability and transparency in		

procurement operations.		
15.1. The duty pursuant to Section 49(1) of the Act to prepare policies on contracts and tenders for consideration and adoption by the Council, including policies on the following:		
15.1.1. the contracting out of services; and	Y	
15.1.2. competitive tendering and the use of other measures to ensure that services are delivered cost effectively; and	Y	
15.1.3. the use of local goods and services; and	Y	
15.1.4. the sale or disposal of land or other assets.	Y	
15.2. The power and duty pursuant to Section 49(2) of the Act to ensure that any policies on contracts and tenders:		
15.2.1. identify circumstances where the Council will call for tenders for the supply of goods, the provision of services or the carrying out of works, or the sale or disposal of land or other assets; and	Y	
15.2.2. provide a fair and transparent process for calling tenders and entering into contracts in those circumstances; and	Y	
15.2.3. provide for the recording of reasons for entering into contracts other than those resulting from the tender process.	Y	
15.2.4. are consistent with any requirement prescribed by the regulations.	Y	
15.3. The power pursuant to Section 49(3) of the Act to, at any time, alter a policy under Section 49 of the Act, or substitute a new policy or policies (but not so as to affect any process that has already commenced).	N	

15.4. The duty pursuant to Section 49(4) of the Act to make available for inspection (without charge) a policy adopted under this Section at the principal office of Council during office hours.	Y	
16. Public Consultation Policies		
16.1. The duty pursuant to Section 50(1) and (2) of the Act to prepare a public consultation policy for consideration and adoption by the Council which sets out the steps the Council will follow:		
16.1.1. in cases where the Act requires the Council to follow its public consultation policy; and	Y	
16.1.2. in other cases involving Council decision making.	Y	
16.2. The duty pursuant to Section 50(3) of the Act to include in the steps set out in the public consultation policy reasonable opportunities for interested persons to make submissions in cases where the Act requires the Council to follow its public consultation policy and to make other arrangements appropriate to other classes of decisions, within the scope of the policy.	Y	
16.3. The duty pursuant to Section 50(4) of the Act to ensure that the public consultation policy, in cases where the Act requires the policy to be followed, provides for:		
16.3.1. publication in a newspaper circulating within the area of the Council of a notice describing the matter under consideration and inviting interested persons to make submissions in relation to the matter within a period stated, which is not less than 21 days; and	Y	
16.3.1.1 in a newspaper circulating within the area of the Council; and	Y	
16.3.1.2 on a website determined by	Y	

the Chief Executive Officer,		
describing the matter under consideration and inviting interested persons to make submissions in relation to the matter within a period (which must be at least 21 days) stated in the notice; and		
16.3.2. the consideration of any submissions made in response to that invitation.	Y	
16.4. The power pursuant to Section 50(5) of the Act, to, from time to time, alter the Council's public consultation policy, or substitute a new policy.	N	
16.5. Before the Council adopts a public consultation policy or alters, or substitutes a public consultation policy, the duty pursuant to Section 50(6) of the Act to -		
16.5.1. prepare a document that sets out its proposal in relation to the matter; and	Y	
16.5.2. publish in a newspaper circulating within the area of the Council, a notice of the proposal inviting interested persons to make submissions on the proposal within a period stated in the notice, which must be at least one month.	Y	
16.5.3. consider any submissions made in response to an invitation made under Section 50(6)(d) of the Act.	Y	
16.6. The power pursuant to Section 50(7) of the Act to determine if the alteration of a public consultation policy is of minor significance that would attract little or no community interest.	Y	
16.7. The duty pursuant to Section 50(8) of the Act to ensure the public consultation policy is available for inspection (without charge) at the principal office of Council during ordinary office hours.	Y	

17. Deliberately left blank		
18. Inspection of Register		
18.1. The duty pursuant to Section 70(1) of the Act to make available for inspection (without charge) the Register of Interests of Councillors at the principal office of the Council during ordinary office hours.	Y	
19. **Reimbursement of Expenses**		
19.1. The power pursuant to Section 77(1)(b) of the Act to reimburse to members of the Council expenses of a kind prescribed for these purposes and approved by the Council (either specifically or under a policy established by the Council for these purposes) incurred in performing or discharging official functions and duties.	Y	
19.2. The duty pursuant to Section 77(3) of the Act to make available for inspection (without charge) any policy of Council concerning these reimbursements at the principal office of the Council during ordinary office hours.	Y	
20. **Register of Allowances and Benefits**		
20.1. The duty pursuant to Section 79(3) of the Act to make available for inspection (without charge) the Register of Allowances and Benefits, at the principal office of the Council during ordinary office hours.	Y	
21. Insurance of members		
21.1. The duty pursuant to Section 80 of the Act to take out a policy of insurance insuring every member of the Council and a spouse, domestic partner or another person who may be accompanying a member of the Council, against risks associated with the performance or discharge of official functions and duties by members.	Y	
22. Training and Development		
22.1. The duty pursuant to Section 80A(1) of	Y	

the Act to prepare a training and development policy in accordance with Section 80A(2) of the Act for the Council's members.		
22.2. The duty pursuant to Section 80A(2) of the Act to ensure that the Council's training and development policy is aimed at assisting the Council's members in the performance and discharge of their functions and duties.	Y	
22.3. The power pursuant to Section 80A(3) of the Act to, from time to time, alter the Council's training and development policy or substitute a new policy.	N	
22.4. The duty pursuant to Section 80A(4) and (5) of the Act to make available the training and development policy for inspection (without charge) at the principal office of the Council during ordinary office hours and for purchase (on payment of a fee fixed by the Council).	Y	
23. **Committee Meetings**		
23.1. The power pursuant to Section 87(1) of the Act to determine the times and places of ordinary meetings of Council committees.	Y	
23.2. The duty pursuant to Section 87(2) of the Act in appointing a time for the holding of an ordinary meeting of a Council committee to take into account:		
23.2.1. the availability and convenience of members of the committee; and	Y	
23.2.2. the nature and purpose of the committee.	Y	
24. **Meetings to be Held In Public Except in Special Circumstances**		
24.1. The duty pursuant to Section 90(7) of the Act to make a note in the minutes of the making of an order under Section 90(2) of the Act and the grounds on which it was made.	Y	

24.2. The power pursuant to Section 90(8a)(a) of the Act to adopt a policy on the holding of informal gatherings or discussions subject to Section 90(8b) of the Act.	Y	
24.3. The power pursuant to Section 90(8c) of the Act, to, from time to time, alter the Council's policy or substitute a new policy.	Y	
25. **Minutes and Release of Documents**		
25.1. The duty pursuant to Section 91(3) to supply each member of the Council with a copy of all minutes of the proceedings of the Council or Council committee meeting, within 5 days after that meeting.	Y	
25.2. Subject to Section 91(7), the duty pursuant to Section 91(4) of the Act to place a copy of the minutes of a meeting of the Council on public display in the principal office of the Council within 5 days after the meeting and to keep those minutes on display for a period of 1 month.	Y	
25.3. Subject to Section 91(7) of the Act, the duty pursuant to Section 91(5) of the Act to make available for inspection, without payment of a fee, at the principal office of the Council -		
25.3.1. minutes of the Council and Council committee meetings; and	Y	
25.3.2. reports to the Council or to a Council committee received at a meeting of the Council or Council committee; and	Y	
25.3.3. recommendations presented to the Council in writing and adopted by resolution of the Council; and	Y	
25.3.4. budgetary or other financial statements adopted by the Council.	Y	
26. **Code of Practice for Access to Meetings and Documents**		
26.1. 20.1 The duty pursuant to Section 92(1)	Y	

of the Act, and subject to Section 92(4) of the Act, to prepare a Code of Practice for consideration and adoption by the Council, relating to the principles, policies, procedures and practices that the Council will apply for the purposes of the operation of Parts 3 and 4 of Chapter 6 of the Act.		
26.2. The duty pursuant to Section 92(2) of the Act to cause a review to be undertaken of the operation of the Council's Code of Practice within 12 months after a periodic election.	Y	
26.3. The power pursuant to Section 92(3) of the Act, to, at any time, alter the Council's code of practice or substitute a new code of practice.	N	
26.4. The duty pursuant to Section 92(5) of the Act to ensure that before the Council adopts, alters or substitutes its Code of Practice that:		
26.4.1. copies of the proposed Code, alterations or substitute Code (as the case may be) are made available for inspection or purchase at the Council's principal office and available for inspection on a website determined by the Chief Executive Officer; and	Y	
26.4.2. the relevant steps set out in the Council's Public Consultation Policy are followed.	Y	
26.5. The duty pursuant to Section 92(6) and (7) of the Act to ensure that the Code of Practice is available for inspection (without charge) and purchase (on payment of a fee fixed by the Council) at the principal office of Council during ordinary office hours.	Y	
27. **Meetings of Electors**		
27.1. The power pursuant to Section 93(1) of the Act to convene a meeting of electors in the area or part of the area of the Council.	Y	
27.2. The duty pursuant to Section 93(11) of	Y	

the Act to provide each member of the Council with a copy of the minutes of any meeting of electors within 5 days of that meeting.		
27.3. The power pursuant to Section 93(14) of the Act to determine the procedure for the purposes of making a nomination under Sections 93(3)(a)(ii) or 93(3)(b)(ii).	Y	
28. **Obstruction of Meetings**		
28.1. The power pursuant to Section 95 of the Act to take proceedings under this Act against a person who intentionally obstructs or hinders proceedings at a meeting of the Council or a Council committee or at a meeting of electors.	Y	
29. **Register of Remuneration Salaries and Benefits**		
29.1. The duty pursuant to Section 105(3) of the Act to make available the Register of Salaries of employees of the Council for inspection by the public at the principal office of the Council during ordinary office hours.	Y	
30. Certain Periods Of Service To Be Regarded As Continuous		
30.1. The duty pursuant to Sections 106(2) and 106(2a) of the Act to ensure any other Council receives within one month of the Council having received written notice requiring payment, the appropriate contribution to an employee's service benefits.	Y	
30.2. The duty pursuant to Section 106(4) of the Act to supply to any other council, at its request, details of the service of an employee or former employee of the Council.	Y	
30.3. The duty pursuant to Section 106(5) of the Act to hold and apply a payment or contribution received by the Council under Section 106 in accordance with the	Y	

Regulations.		
31. **Deliberately left blank**		
31.1. Deliberately left blank		
32. Application of Division		
32.1. The power pursuant to Section 111(b) of the Act to declare any other officer, or any other officer of a class, to be subject to the operation of Chapter 7, Part 4, Division 1 of the Act.	N	
33. **Certain Aspects of Strategic Management Planning**		
33.1. The duty pursuant to Section 122(6) of the Act to develop a process or processes for adoption by the Council to ensure that members of the public are given a reasonable opportunity to be involved in Council's development and review of its strategic management plans.	Y	
33.2. The duty pursuant to Section 122(7) of the Act to ensure that copies of the Council's strategic management plans are available for inspection (without charge) and purchase (on payment of a fee fixed by the Council) by the public at the principal office of the Council.	Y	
34. **Annual Business Plans and Budget Documents**		
34.1. Before the Council adopts an annual business plan, the duty pursuant to Section 123(3) of the Act to, -		
34.1.1. prepare a draft annual business plan; and	Y	
34.1.2. follow the relevant steps set out in the Council's public consultation policy, taking into account and complying with the requirements of Section 123(4) of the Act.	Y	
34.2. The duty pursuant to Section 123(5) of the Act to ensure that copies of the draft	Y	

annual business plan are available at the meeting arranged pursuant to and in accordance with Section 123(4)(a)(i) and (4)(b) of the Act, and for inspection (without charge) and purchase (on payment of a fee fixed by the Council) at the principal office of the Council and on the website at least 21 days before the date of that meeting.		
34.3. The duty pursuant to Section 123(5a) of the Act to ensure that provision is made for -		
34.3.1. a facility for asking and answering questions; and		
34.3.2. the receipt of submissions,		
on the Council's website during the public consultation period.	Y	
34.4. After the Council has adopted an annual business plan and a budget, the duty pursuant to Section 123(9) of the Act, to -		
34.4.1. Ensure		
34.4.1.1. that a summary of the annual business plan is prepared in accordance with the requirements set out at Sections 123(10), (11) and (12) of the Act, so as to assist in promoting public awareness of the nature of the Council's services and the Council's rating and financial management policies, taking into account its objectives and activities for the ensuing financial year; and	Y	
34.4.1.2. that a copy of the summary of the annual business plan accompanies the first rates notice sent to ratepayers after the declaration of the Council's rates for the financial year; and	Y	
34.4.2. ensure		
34.4.2.1. that copies of the annual business plan and the budget (as	Y	

adopted) are available for inspection (without charge) or purchase (on payment of a fee fixed by the Council); and		
34.4.2.2. that copies of the summary of the annual business plan are available for inspection and to take (without charge), at the principal office of the Council.	Y	
34.4.3. ensure that electronic copies of the annual business plan and the budget (as adopted) are published on a website determined by the Chief Executive Officer.		
35. **Accounting Records to be Kept**		
35.1. The duty pursuant to Section 124(1) of the Act to:	Y	
35.1.1. keep such accounting records as correctly and adequately record and explain the revenues, expenses, assets and liabilities of the Council;	Y	
35.1.2. keep the Councils accounting records in such manner as will enable –	Y	
35.1.2.1. the preparation and provision of statements that fairly present financial and other information; and	Y	
35.1.2.2. the financial statements of the Council to be conveniently and properly audited.	Y	
35.2. The power pursuant to Section 124(2) to determine the form or forms and the place or places (within the state) to keep the accounting records of the Council.	Y	
36. **Internal Control Policies**		
36.1. The duty pursuant to Section 125 of the Act to ensure that appropriate policies, practices and procedures of internal control	Y	

are implemented and maintained in order to assist the Council to carry out its activities in an efficient and orderly manner, to achieve its objectives, to ensure adherence to management policies, to safeguard the Council's assets, and to secure (as far as possible) the accuracy and reliability of the Council's records.		
37. Audit Committee		
37.1. The power and duty pursuant to Section 126(1) of the Act to appoint an audit committee in accordance with Section 126(2) of the Act.	N	
37.2. If an audit committee is appointed by the Delegate or the Council, the power to determine the membership of any audit committee in accordance with Section 126(2) of the Act.	N	
38. **Financial Statements**		
38.1. The duty pursuant to Section 127(1) of the Act to prepare for each financial year:	Y	
38.1.1. financial statements and notes in accordance with standards prescribed by the regulations; and	Y	
38.1.2. other statements and documentation referring to the financial affairs of the Council required by the Regulations.	Y	
38.2. The duty pursuant to Section 127(2) of the Act to ensure that the financial statements prepared for the Council pursuant to Section 127(1) of the Act -	Y	
38.2.1. are prepared as soon as is reasonably practicable after the end of the relevant financial year and in any event before the day prescribed by the Regulations; and	Y	
38.2.2. comply with standards and principles prescribed by the Regulations; and	Y	

38.2.3. include the information required by the Regulations.	Y	
38.3. The duty pursuant to Section 127(3) of the Act to submit for auditing by the Council's auditor the statements prepared for each financial year.	Y	
38.4. The duty pursuant to Section 127(4) of the Act to submit a copy of the auditor's statements to the persons or bodies prescribed by the Regulations on or before the day prescribed by the Regulations.	Y	
38.5. The duty pursuant to Section 127(5) of the Act to ensure that copies of the Council's audited statements are available for inspection (without charge) and purchase (on payment of a fee fixed by the Council) by the public at the principal office of the Council.	Y	
39. **The Auditor**		
39.1. The power and duty pursuant to and in accordance with Section 128(2), (3) (4), (4a), (5), (6), (7) and (8) of the Act to appoint an auditor on the recommendation of the Council's audit committee.	Y	
39.2. The duty pursuant to Section 128(8) of the Act to comply with any requirements prescribed by the Regulations with respect to providing for the independence of the auditor.	Y	
39.3. The duty pursuant to Section 128(9) of the Act to ensure that the following information is included in the Council's annual report:		
39.3.1. information on the remuneration payable to the Council's auditor for work performed during the relevant financial year, distinguishing between -	Y	
39.3.1.1. remuneration payable for the annual audit of the Council's financial statements; and	Y	

39.3.1.2. other remuneration;	Y	
39.3.2. if a person ceases to be the auditor of the Council during the relevant financial year, other than by virtue of the expiration of his or her term of appointment and is not being reappointed to the office - the reason or reasons why the appointment of the Council's auditor came to an end.	Y	
40. Conduct of Audit		
40.1. The duty pursuant to Section 129(9) of the Act to ensure the opinions under Section 129(3) of the Act provided to Council under Section 129 of the Act accompany the financial statements of the Council.	Y	
41. **Other Investigations**		
41.1. The power, pursuant to and in accordance with Sections 130A(1) and (2) of the Act, as the Delegate thinks fit, to request the Council's auditor, or some other person determined by the Delegate to be suitably qualified in the circumstances, to examine and report on any matter relating to financial management, or the efficiency and economy with which the Council manages or uses its resources to achieve its objectives, that would not otherwise be addressed or included as part of an annual audit under Division 4 of Chapter 8 of the Act and that is considered by the Delegate to be of such significance as to justify an examination under this Section.	Y	
41.2. Unless Section 130A(7) of the Act applies, the duty pursuant to Section 130A(6) of the Act to place the report prepared pursuant to Section 130(A)(1) of the Act on the agenda for consideration:	Y	
41.2.1. unless Section 130A(6)(b) of the Act applies – at the next ordinary meeting of the Council in accordance with Section 130A(6)(a), of the Act;	Y	

41.2.2. if the agenda for the next ordinary meeting of the Council has already been sent to members of the Council at the time that the report is provided to the principal member of the Council – at the ordinary meeting of the Council next following the meeting for which the agenda has already been sent unless the principal member of the Council determines, after consultation with the Chief Executive Officer, that the report should be considered at the next meeting of the Council as a late item on the agenda in accordance with Section 130A(6)(b) of the Act.	Y	
42. **Annual Report to be Prepared and Adopted**		
42.1. The duty pursuant to Section 131(1) of the Act to prepare for consideration and adoption by the Council, on or before 30 November each year, an annual report relating to the operations of the Council for the financial year ending on the preceding 30 June.	Y	
42.2. The duty pursuant to Section 131(2) and (3) of the Act to include in that report the material, and include specific reports on the matters, specified in Schedule 4 as amended from time to time by regulation.	Y	
42.3. The duty pursuant to Section 131(4) of the Act to provide a copy of the annual report to each member of the Council.	Y	
42.4. The duty pursuant to Section 131(5) of the Act to submit a copy of the annual report to:		
42.4.1. the Presiding Member of both Houses of Parliament; and	Y	
42.4.2. to the persons or body prescribed by the Regulations,	Y	
on or before the date determined under the Regulations.	Y	
42.5. The power pursuant to Section 131(7) of	Y	

the Act to provide to the electors for the area an abridged or summary version of the annual report.		
42.6. The duty pursuant to Section 131(8) of the Act to ensure that copies of Council's annual report are available for inspection (without charge) and purchase (on payment of a fee fixed by the Council) by the public at the principal office of the Council.	Y	
43. Access to Documents		
43.1. The duty pursuant to Section 132(1) of the Act to ensure a member of the public is able -	Y	
43.1.1. to inspect a document referred to in Schedule 5 of the Act at the principal office of the Council during ordinary office hours without charge; and	Y	
43.1.2. to purchase a document referred to in Schedule 5 to the Act at the principal office of the Council during ordinary office hours for a fee fixed by the Council.	Y	
43.2. The power pursuant to Section 132(2) of the Act to make a document available in electronic form for the purposes of Section 132(1)(a).	Y	
43.3. The power and duty, pursuant to and in accordance with Section 132 (3) of the Act, to make the following documents available for inspection on a website determined by the Chief Executive Officer within a reasonable time after they are available at the principal office of the Council:		
43.3.1. agendas for meetings of the Council or Council committees;	Y	
43.3.2. minutes of meetings of the Council or Council committees;	Y	
43.3.3. codes of conduct or codes of practice adopted by the Council under this Act or the Local Government	Y	

(Elections) Act 1999;		
43.3.4. the Council's contract and tenders policies, public consultation policy and order-making policies;	Y	
43.3.5. the Council's draft annual business plan, annual business plan (as adopted by the council) and the summary of the annual business plan required under Part 2 of this Chapter;	Y	
43.3.6. the Council's budget (as adopted by the Council for a particular year);	Y	
43.3.7. a list of fees and charges imposed by the Council under this Act;	Y	
43.3.8. by-laws made by the Council and any determination in respect of a by-law made under Section 246(3)(e) of the Act;	Y	
43.3.9. procedures for the review of decisions established by the Council under Part 2 of Chapter 13;	Y	
43.3.10. the audited financial statements of the Council;	Y	
43.3.11. the annual report of the Council;	Y	
43.3.12. the Council's most recent information statement under the Freedom of Information Act 1991, unless the Council provides it as part of the annual report of the Council.	Y	
44. Related Administrative Standards		
44.1. The duty pursuant to Section 132A of the Act to ensure that appropriate policies, practices and procedures are implemented and maintained in order -		
44.1.1. to ensure compliance with any statutory requirements; and	Y	
44.1.2. to achieve and maintain standards that reflect good administrative	Y	

practices.		
45. Sources of Funds		
45.1. Subject to the Act, the power pursuant to Section 133 of the Act to obtain funds as permitted under the Act or another Act and as may otherwise be appropriate in order to carry out the Council's functions under the Act or another Act.	Y	
46. Ability of a Council to Give Security		
46.1. The power pursuant to Section 135(1) of the Act and subject to Section 135(2) of the Act to provide various forms of security, including:	N	
46.1.1. guarantees (including guarantees relating to the liability of a subsidiary of the Council);	N	
46.1.2. debentures charged on the general revenue of the Council (including to support a guarantee provided under Section 135(1) of the Act);	N	
46.1.3. bills of sale, mortgages or other charges (including to support a guarantee provided under Section 135(1)(a) of the Act.	N	
46.2. The power and duty pursuant to Section 135(2) of the Act, if the Council or the Delegate proposes to issue debentures on the general revenue of the Council to:	N	
46.2.1. assign a distinguishing classification to the debentures to be included in the issue so as to distinguish them from those included or to be included in previous or subsequent issues; and	N	
46.2.2. if the debentures are being offered generally to members of the public, appoint a trustee for the debenture holders.	N	
47. Expenditure of Funds		

47.1. Subject to the Act or another Act, the power pursuant to Section 137 of the Act to expend the Council's approved budgeted funds in the exercise, performance or discharge of the Council's powers, functions or duties under the Act or other Acts.	Y	
48. Investment Powers		
48.1. The power pursuant to Section 139(1) of the Act to invest money under the Council's control.	Y	
48.2. The duty pursuant to Section 139(2) of the Act in exercising the power of investment, to:	Y	
48.2.1. exercise the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons; and	Y	
48.2.2. 35.2.2 avoid investments that are speculative or hazardous in nature.	Y	
48.3. The duty pursuant to Section 139(3) of the Act to take into account when exercising the power of investment, so far as is appropriate in the circumstances and without limiting the matters which may be taken into account, the following matters -	Y	
48.3.1. the purposes of the investment;	Y	
48.3.2. the desirability of diversifying Council investments;	Y	
48.3.3. the nature of and risk associated with existing Council investments;	Y	
48.3.4. the desirability of maintaining the real value of the capital and income of the investment;	Y	
48.3.5. the risk of capital or income loss or depreciation;	Y	
48.3.6. the potential for capital appreciation;	Y	

48.3.7. the likely income return and the timing of income return;	Y	
48.3.8. the length of the term of a proposed investment;	Y	
48.3.9. the period for which the investment is likely to be required;	Y	
48.3.10. the liquidity and marketability of a proposed investment during, and on determination of, the term of the investment;	Y	
48.3.11. the aggregate value of the assets of the Council;	Y	
48.3.12. 35.3.12 the likelihood of inflation affecting the value of a proposed investment;	Y	
48.3.13. the costs of making a proposed investment;	Y	
48.3.14. the results of any review of existing Council investments.	Y	
48.4. Subject to the matters specified in Section 139(3) of the Act, the power pursuant to Section 139(4) of the Act, so far as may be appropriate in the circumstances, to have regard to -	Y	
48.4.1. the anticipated community benefit from an investment; and	Y	
48.4.2. the desirability of attracting additional resources into the local community.	Y	
48.5. The power pursuant to Section 139(5) of the Act to obtain and consider independent and impartial advice about the investment of funds or the management of the Council's investments from the person whom the Delegate reasonably believes to be competent to give the advice.	Y	
48.6. The duty pursuant to Section 140 of the Act to review the performance (individually	Y	

and as a whole) of the Council's investments, at least once in each year and the duty to report to the Council on the outcome of the review.		
49. Review of Investment		
49.1. The duty pursuant to Section 140 of the Act to review the performance (individually and as a whole) of the Council's investments, at least once in each year.	N	
50. Gifts to Council		
50.1. Within the confines of Section 44(3) of the Act:		
50.1.1. the power pursuant to Section 141(1) of the Act to accept a gift made to the Council;	Y	
50.1.2. the power pursuant to Section 141(2) of the Act to carry out the terms of any trust (if any) that affects a gift to Council;	Y	
50.1.3. the power pursuant to Section 141(3) of the Act to apply to the Supreme Court for an order varying the terms of a trust for which the Council has been constituted a trustee;	Y	
50.1.4. where a variation is sought in the terms of a trust, the duty pursuant to Section 141(4) of the Act to give notice describing the nature of the variation by public notice and in any other such manner as may be directed by the Supreme Court; and	Y	
50.1.5. the duty pursuant to Section 141(6) of the Act to publish a copy of any order of the Supreme Court to vary the terms of the trust, in the Gazette, within 28 days after that order is made.	Y	
51. Duty to Insure Against Liability		
51.1. The duty pursuant to Section 142 of the Act to take out and maintain insurance to cover the Council's civil liabilities at least to	Y	

the extent prescribed by the Regulations.		
52. Writing off Bad Debts		
52.1. The power pursuant to Section 143(1) of the Act to write off any debts owed to the Council –	Y	
52.1.1. if the Council has no reasonable prospect of recovering the debts; or	Y	
52.1.2. if the costs of recovery are likely to equal or exceed the amount to be recovered,	Y	
up to and including an amount of $5,000.00 in respect of any one debt.	Y	
52.2. The duty pursuant to Section 143(2) of the Act to ensure that no debt is written off unless the Chief Executive Officer has certified –	Y	
52.2.1. reasonable attempts have been made to recover the debt; or	Y	
52.2.2. the costs of recovery are likely to equal or exceed the amount to be recovered.	Y	
53. Recovery of Amounts due to Council		
53.1. The power pursuant to Section 144(1) of the Act to recover as a debt, by action in a Court of competent jurisdiction, any fee, charge, expense or other amount recoverable from a person or payable by a person under this or another Act.	Y	
53.2. The power pursuant to Section 144(2), (3) and (4) of the Act to recover any fee, charge, expense or other amount as if it were a rate declared on the property, after giving at least 14 days notice requiring payment, where the fee, charge, expense or other amount payable to the Council relates to something done in respect of rateable or other property.	Y	
54. Land Against Which Rates May be Assessed		

54.1. The power and duty pursuant to Section 148(2) of the Act to make decisions about the division of land and the aggregation of land for the purposes of Section 148(1) of the Act fairly and in accordance with principles and practices that apply on a uniform basis across the area of the Council.	Y	
55. Basis of Rating		
55.1. Before the Council -		
55.1.1. changes the basis of the rating of any land (including by imposing differential rates on land that has not been differentially rated in the preceding financial year, or by no longer imposing differential rates on land that has been differentially rated in the preceding financial year); or	Y	
55.1.2. changes the basis on which land is valued for the purposes of rating; or	Y	
55.1.3. changes the imposition of rates on land by declaring or imposing a separate rate, service rate or service charge on any land;	Y	
the power and duty pursuant to Section 151(5)(d) and (e) of the Act to:		
55.1.4. prepare a report on the proposed change in accordance with Section 151(6) of the Act; and	Y	
55.1.5. follow the relevant steps set out in its public consultation policy in accordance with Section 151(7) of the Act.	Y	
55.2. The duty pursuant to Section 151(8) of the Act to ensure that copies of the report required under Section 151(5)(d) of the Act are available at the meeting held under Section 151(7)(a)(i) of the Act, and for inspection (without charge) and purchase (on payment of a fee fixed by the Council) at the principal office of the Council at least	Y	

21 days before the end of the period for public consultation.		
56. General Rates		
56.1. The power pursuant to Section 152(2)(d) and (3) of the Act to determine, on application, if two or more pieces of rateable land within the area of the Council constitute a single farm enterprise.	Y	
57. Service Rates and Service Charges		
57.1. The duty pursuant to Section 155(6) of the Act, subject to Section 155(7) of the Act, to apply any amounts held in a reserve established in connection with the operation of Section 155(5) of the Act for purposes associated with improving or replacing Council assets for the purposes of the relevant prescribed service.	Y	
57.2. The power pursuant to Section 155(7) of the Act, if a prescribed service under Section 155(6) of the Act is, or is to be, discontinued, to apply any excess funds held by the Council for the purposes of the service (after taking into account any expenses incurred or to be incurred in connection with the prescribed service) for another purpose specifically identified in the Council's annual business plan as being the purpose for which the funds will now be applied.	Y	
58. Basis of Differential Rates		
58.1. The power pursuant to Section 156(3), (9), (10), (11) of the Act to attribute the use of the land for any basis for a differential rate and to decide objections to any of those attributions.	Y	
58.2. The power and duty pursuant to Section 156(14a) of the Act, before the Council changes from declaring differential rates in relation to any land on the basis of a differentiating factor under either paragraphs (a), (b) or (c) of Section 156(1) of the Act to a differentiating factor under	Y	

another of those paragraphs, to -		
58.2.1. prepare a report on the proposed change in accordance with Section 156(14b) of the Act; and	Y	
58.2.2. follow the relevant steps set out in its public consultation policy in accordance with Section 156(14d) of the Act.	Y	
58.3. The duty pursuant to Section 156(14e) of the Act to ensure that copies of the report required under Section 156(14a)(a) of the Act are available at the meeting held under Section 156(14d)(a)(i); and for inspection (without charge) and purchase (on payment of a fee fixed by the Council) at the principal office of the Council at least 21 days before the end of the period for public consultation.	Y	
59. Notice of Differentiating Factors		
59.1. If the Council declares differential rates, the duty pursuant to Section 157 of the Act in each rates notice, to specify the differentiating factor or combination of factors that governs the calculation of rates on the land to which the account relates.	Y	
60. Preliminary		
60.1. The power pursuant to Section 159(1) of the Act to determine the manner and form and such information as the Delegate may reasonably require, for a person or body to apply to the Council to determine if grounds exist for the person or body to receive a rebate of rates.	Y	
60.2. The power pursuant to Section 159(3) to grant a rebate of rates if satisfied that it is appropriate to do so (whether on application or on the Delegate's own initiative).	Y	
60.3. The power pursuant to Section 159(4) of the Act to increase the rebate on the Delegate's initiative, if a rebate specifically fixed by Division 5 Chapter 10 of the Act is	Y	

less than 100 %.		
60.4. The power pursuant to Section 159(10) of the Act to determine, for proper cause, that an entitlement to a rebate of rates in pursuance of Division 5 no longer applies.	Y	
61. Rebate of Rates – Community Services		
61.1. The power pursuant to Section 161(1) and (3) of the Act to grant a rebate of more than 75% of the rates on land being predominantly used for service delivery or administration (or both) by a community service organisation, where that organisation –	Y	
61.1.1. is incorporated on a not-for-profit basis for the benefit of the public; and	Y	
61.1.2. provides community services without charge or for charge that is below the cost to the body of providing their services; and	Y	
61.1.3. does not restrict its services to persons who are members of the body.	Y	
62. Rebate of Rates – Educational Purposes		
62.1. The power pursuant to Section 165(1) and (2) of the Act to grant a rebate of rates at more than 75% on land –	Y	
62.1.1. occupied by a Government school under a lease or license and being used for educational purposes; or	Y	
62.1.2. occupied by non-Government school registered under the Educational and Early Childhood Services (Registration and Sandards) Act 2011 and being used for educational purposes; or	Y	
62.1.3. land being used by University or University College to provide accommodation and other forms of support for students on a not-for-profit basis.	Y	

63. Discretionary Rebates of Rates		
63.1. The duty pursuant to Section 166(1a) of the Act to take into account, in deciding an application for a rebate under Section 166(1)(d), (e), (f), (g), (h), (i) or (j):	Y	
63.1.1. the nature and extent of the Council's services provided in respect of the land for which the rebate is sought in comparison to similar services provided elsewhere in its area; and	Y	
63.1.2. the community need that is being met by activities being carried out on the land for which the rebate is sought; and	Y	
63.1.3. the extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons;	Y	
63.1.4. any other matter considered relevant by the Council or the Delegate.	Y	
63.2. The power pursuant to Section 166(1), (2) and (4) of the Act and taking into account Section 166(1a) of the Act and in accordance with Section 166(3b) of the Act to grant a rebate of rates or service charges on such conditions as the Delegate sees fit and such rebate may be up to and including 100% of the relevant rates or service charge, in the following cases:		
63.2.1. where the rebate is desirable for the purpose of securing the proper development of the area or part of the area;	Y	
63.2.2. where the rebate is desirable for the purpose of assisting or supporting a business in the area;	Y	
63.2.3. where the rebate will be conducive to the preservation of buildings or places of historic significance;	Y	

63.2.4. where the land is being used for educational purposes;	Y	
63.2.5. where the land is being used for agricultural, horticultural or floricultural exhibitions;	Y	
63.2.6. where the land is being used for a hospital or health centre;	Y	
63.2.7. where the land is being used to provide facilities or services for children or young persons;	Y	
63.2.8. where the land is being used to provide accommodation for the aged or disabled;	Y	
63.2.9. where the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1997 (Commonwealth) or a day therapy centre;	Y	
63.2.10. where the land is being used by an organisation which, in the opinion of the Delegate, provides a benefit or a service to the local community;	Y	
63.2.11. where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment;	Y	
63.2.12. where the rebate is considered by the Delegate to be appropriate to provide relief against what would otherwise amount to a substantial change in rates payable by a ratepayer due to:		
63.2.12.1. a redistribution of the rates burden within the community arising from a change to the basis or structure of the Council's rates; or	Y	

63.2.12.2. a change to the basis on which land is valued for the purpose of rating, rapid changes in valuations, or anomalies in valuations.	Y	
63.2.13. where the rebate is considered by the Delegate to be appropriate to provide relief in order to avoid what would otherwise constitute:		
63.2.13.1. a liability to pay a rate or charge that is inconsistent with the liabilities that were anticipated by the Council in its annual business plan; or	Y	
63.2.13.2. a liability that is unfair or unreasonable;	Y	
63.2.14. where the rebate is to give effect to a review of a decision of the Council under Chapter 13 Part 2; or	Y	
63.2.15. where the rebate is contemplated under another provision of the Act.	Y	
63.3. The power pursuant to Section 166(3) of the Act to grant a rebate of rates or charges for a period exceeding 1 year but not exceeding 10 years in the following cases:		
63.3.1. where the rebate is desirable for the purpose of securing a proper development of the area or part of the area; or	Y	
63.3.2. where the rebate is desirable for the purpose of assisting or supporting a business in the area; or	Y	
63.3.3. where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment.	Y	
63.4. The power pursuant to Section 166(3a) of the Act to grant a rebate of rates or	Y	

charges under Section 166(1)(l) of the Act for a period exceeding 1 year but not exceeding 3 years.		
64. Valuation of Land for the Purpose of Rating		
64.1. The power pursuant to Section 167(1) of the Act to adopt valuations that are to apply to land within the Council's area, for rating purposes for a particular financial year.	Y	
64.2. For the purpose of adopting a valuation of land for rating, the duty pursuant to Section 167(2) of the Act and in accordance with Section 167(3), (4) and (5) of the Act, to adopt -		
64.2.1. valuations made, or caused to be made, by the Valuer-General; or	Y	
64.2.2. valuations made by a valuer employed or engaged by the Council, or by a firm or consortium of valuers engaged by the Council;	Y	
or a combination of both.	Y	
64.3. The duty pursuant to Section 167(6) of the Act to publish a notice of the adoption of valuations in the Gazette, within 21 days after the date of the adoption.	Y	
65. Valuation of Land		
65.1. The power pursuant to Section 168(1) of the Act to request the Valuer-General to value any land within the Council's area (being land that is capable of being separately rated).	Y	
65.2. The duty pursuant to Section 168(2) of the Act to furnish to the Valuer-General any information requested by the Valuer General for the purposes of valuing land within the area of the Council.	Y	
65.3. The power and duty pursuant to Section 168(3)(b) and (c) of the Act to enter a valuation in the assessment record, as soon as practicable after the valuation has been made and to give notice of the	Y	

valuation to the principal ratepayer in accordance with the Regulations.		
66. Objections to Valuations Made by Council		
66.1. The duty pursuant to Section 169(1), (2), (3), (4) and (5) of the Act to refer an objection to a valuation of land to the valuer who made the valuation and to request the valuer to reconsider the valuation, where –		
66.1.1. the objection does not involve a question of law; and	Y	
66.1.2. the objection is made in writing (setting out a full and detailed statement of the grounds on which the objection is based); and	Y	
66.1.3. is made within 60 days after the date of service of the notice of the valuation to which the objection relates (unless the Delegate, in his/her discretion, allows an extension of time for making the objection).	Y	
66.2. The power pursuant to Section 169(3)(b) of the Act to grant an extension of time for making an objection to a valuation of land.	Y	
66.3. The duty pursuant to Section 169(7) of the Act to give the objector written notice of the outcome of the reconsideration of the objection.	Y	
66.4. The duty pursuant to and in accordance with Section 169(8) and (9) of the Act to refer the valuation to the Valuer-General for further review, if the objector remains dissatisfied with the valuation and requests such further review, provided the request is –		
66.4.1. in the prescribed manner and form;	Y	
66.4.2. made within 21 days after the objector receives notice of the outcome of his or her initial objection; and	Y	
66.4.3. accompanied by the prescribed	Y	

fee.		
66.5 The power pursuant to Section 169(15)(b) of the Act to apply to SACAT for a review of the decision of a valuer after a further review on a request under Section 169(8) of the Act, in accordance with Section 169(15a) of the Act.	Y	
67. Notice of Declaration of Rates		
67.1. The duty pursuant to Section 170 of the Act to ensure the notice of declaration of a rate or service charge is published in the Gazette and in a newspaper circulating in the area within 21 days after the date of the declaration.	Y	
68. Alterations to the Assessment Record		
68.1. The power pursuant to Section 173(3) and (5) of the Act to determine the procedure for a review of a decision by the Chief Executive Officer on an application for alteration of the assessment record.	Y	
68.2. The duty pursuant to Section 173(6) of the Act to give a person written notice of Council's decision on a review of a decision of the Chief Executive Officer concerning alteration of the assessment record.	Y	
69. Inspection of Assessment Record		
69.1. The duty pursuant to Section 174(1) and (2) of the Act to ensure that the assessment record is available for inspection and purchase of an entry (on payment of a fee fixed by the Council), by the public at the principal office of the Council during ordinary office hours.	Y	
70. Liability for Rates		
70.1. The power pursuant to Section 178(3) of the Act and subject to Section 178(9) of the Act to recover rates as a debt from -		
70.1.1. the principal ratepayer; or	Y	

70.1.2. any other person (not being a principal ratepayer) who is an owner or occupier of the land; or	Y	
70.1.3. any other person who was at the time of the declaration of the rates an owner or occupier of the land.	Y	
70.2. The power pursuant to Section 178(4) of the Act by written notice to a lessee or a licensee of land in respect of which rates have fallen due, to require him or her to pay to the Council rent or other consideration payable under the lease or a licence in satisfaction of any liability for rates.	Y	
70.3. Where a notice under Section 178(4) of the Act is given to a lessee or a licensee of land, the power pursuant to Section 178(5) of the Act to make and give notice of an additional charge of 5% of the amount in arrears, as payable and recoverable as part of the debt for unpaid rates.	Y	
70.4. The power pursuant to Section 178(6) of the Act to remit the charge of 5% of the amount in arrears payable under the Act in whole or in part.	Y	
71. Liability for Rates if Land is Not Rateable for the Whole of the Financial Year		
71.1. The power pursuant to Section 179(2) of the Act to adopt a valuation of land that has become rateable after the adoption of valuations by the Council for the relevant financial year.	Y	
71.2. The duty pursuant to Section 179(5) of the Act to refund to the principal ratepayer an amount proportionate to the remaining part of the financial year, if land ceases to be rateable during the course of a financial year and the rates have been paid.	Y	
72. Service of Rate Notice		
72.1. The duty pursuant to Section 180(1) of the Act and in accordance with Section		

180(2) of the Act to send to the principal ratepayer or, in the case of a service charge, the owner or occupier of the relevant land, a rates notice, as soon as practicable after –		
72.1.1. the declaration of a rate; or	Y	
72.1.2. the imposition of a service charge; or	Y	
72.1.3. a change in the rates liability of land.	Y	
73. Payment of Rates – General Principles		
73.1. The power pursuant to Section 181(2) of the Act to determine the day on which each instalment of rates falls due in the months of September, December, March and June of the financial year for which the rates are declared.	Y	
73.2. If the Council declares a general rate for a particular financial year after 31 August in that financial year, the power, pursuant to Section 181(3) of the Act, to adjust the months in which instalments would otherwise be payable under Section 181(1) (taking into account what is reasonable in the circumstances).	Y	
73.3. The power pursuant to Section 181(4)(b) of the Act to agree with the principal ratepayer that rates will be payable in such instalments falling due on such days as may be specified in the agreement and in that event, the ratepayer's rates will then be payable accordingly.	Y	
73.4. The duty pursuant to Section 181(5) of the Act in relation to each instalment of rates to send a rates notice to the principal ratepayer shown in the assessment record in respect of the land setting out in accordance with Sections 181(6) and (7) of the Act –		
73.4.1. the amount of the instalment; and	Y	

73.4.2. the date on which the instalment falls due, or in the case where payment is to be postponed under another provision of the Act, the information prescribed by the Regulations.	Y	
73.5. The power pursuant to Section 181(7a) of the Act where the Council has entered into an agreement with a principal rate payer under Section 181(4)(b) of the Act, as part of the agreement, to vary the periods for the provision of a notice under Section 181(7) of the Act.	Y	
73.6. The power pursuant to Section 181(9) of the Act to remit any amount payable under Section 181(8) of the Act in whole or in part.	Y	
73.7. The power pursuant to Section 181(11) of the Act to grant discounts or other incentives in order to encourage -		
73.7.1. the payment of instalments of rates in advance; or	Y	
73.7.2. prompt payment of rates.	Y	
73.8. The power pursuant to Section 181(12)(b) of the Act to impose a surcharge or administrative levy not exceeding 1% of the rates payable in a particular financial year with respect to the payment of rates by instalments under Section 181(4)(b) of the Act.	Y	
73.9. The power pursuant to Section 181(13) and subject to Section 44(3)(b) of the Act in relation to the payment of separate rates or service rates, by written notice incorporated in a notice for the payment of those rates sent to the principal ratepayer shown in the assessment record in respect of the land at the address shown in the assessment record, at least 30 days before an amount is payable in respect of the rates for a particular financial year, to impose a requirement that differs from the requirements of Section 181 of the Act.	Y	
73.10. The power pursuant to Section 181(15)		

of the Act to decide that rates of a particular kind will be payable in more than 4 instalments in a particular financial year and in such case –		
73.10.1. the instalments must be payable on a regular basis (or essentially a regular basis) over the whole of the financial year, or the remainder of the financial year depending on when the rates are declared; and	Y	
73.10.2. the Delegate must give at least 30 days notice before an instalment falls due.	Y	
74. Remission and Postponement of Payment of Rates		
74.1. The power pursuant to Section 182(1) of the Act to decide on the application of a ratepayer that payment of rates in accordance with the Act would cause hardship and, if so, to –		
74.1.1. postpone payment in whole or in part for such period as the Delegate thinks fit; or	Y	
74.1.2. remit the rates in whole or in part.	Y	
74.2. The power pursuant to Section 182(2) of the Act on a postponement of rates –		
74.2.1. to grant the postponement on condition that the ratepayer pay interest on the amount affected by the postponement at a rate fixed by the Delegate (but not exceeding the cash advance debenture rate);	Y	
74.2.2. to grant the postponement on other conditions determined by the Delegate; and	Y	
74.2.3. to revoke the postponement, at the Delegate's discretion (in which case the Delegate must give the ratepayer at least 30 days written notice of the revocation before taking action to recover rates affected by the	Y	

postponement).		
74.3. The power pursuant to Section 182(3) of the Act to grant other or additional postponements of rates –		
74.3.1. to assist or support a business in the Council's area; or	Y	
74.3.2. to alleviate the affects of anomalies that have occurred in valuations under the Act.	Y	
74.4. The power pursuant to Section 182(4) of the Act to grant other or additional remissions of rates on the same basis as applies under the Rates and Land Tax Remission Act 1986, (such remissions will be in addition to the remissions that are available under that Act).	Y	
74.5. The power pursuant to Section 182(5) of the Act to require a ratepayer who claims to be entitled to a remission of rates by virtue of a determination under Section 182(4) of the Act to provide evidence to the satisfaction of the Delegate verifying that entitlement.	Y	
74.6. The power pursuant to Section 182(6) of the Act to revoke a determination under Section 182(4) of the Act at any time (but the revocation will not effect an entitlement to remission in relation to rates declared before the revocation takes effect).	Y	
75. Postponement of Rates - Seniors		
75.1. The power pursuant to Section 182A(2) of the Act to require that an application pursuant to Section 182A(1) of the Act be accompanied by such information as the Delegate may reasonably require.	Y	
75.2. The power pursuant to Section 182A(3) of the Act, on an application for a postponement of the payment of the prescribed proportion of rates for the current or future financial made in accordance with Sections 182A(1) and (2)		

of the Act to -		
75.2.1. reject an application for the postponement of rates; or	Y	
75.2.2. impose conditions on the postponement of rates but only in accordance with the Regulations.	Y	
76. Application of money in respect of rates		
76.1. The power and the duty to apply monies received or recovered in respect of rates pursuant to and in accordance with Section 183 of the Act.	Y	
77. Sale of Land for Non-Payment of Rates		
77.1. The power pursuant to Section 184(1) of the Act to sell land, if an amount payable by way of rates in respect of the land, has been in arrears for 3 years or more.	Y	
77.2. The duty pursuant to Section 184(2) of the Act before selling land for non-payment of rates, to send a notice to the principal ratepayer at the address appearing in the assessment record –		
77.2.1. stating the period for which the rates have been in arrears; and	Y	
77.2.2. stating the amount of the total liability for rates presently outstanding in relation to the land; and	Y	
77.2.3. stating that if that amount is not paid in full within 1 month of service of the notice (or such longer time as the Delegate may allow), the Council intends to sell the land for non-payment of rates.	Y	
77.3. The duty pursuant to Section 184(3) of the Act to send a copy of a notice sent to a principal ratepayer under Section 184(2) of the Act -		

77.3.1. to any owner of the land who is not the principal ratepayer; and	Y	
77.3.2. to any registered mortgagee of the land; and	Y	
77.3.3. if the land is held from the Crown under a lease, licence or agreement to purchase, to the Minister who is responsible for the administration of the Crown Lands Act 1929.	Y	
77.4. If -		
77.4.1. the Delegate cannot, after making reasonable enquiries, ascertain the name and address of a person to whom a notice is to be sent under Section 184(2) or (3) of the Act; or		
77.4.2. the Delegate considers that it is unlikely that a notice sent under Section 184(2) or (3) of the Act would come to the attention of the person to whom it is to be sent,		
the power pursuant to Section 184(4) of the Act to effect service of the notice by –	Y	
77.4.3. placing a copy of the notice in a newspaper circulating throughout the State; and	Y	
77.4.4. leaving a copy of the notice in a conspicuous place on the land.	Y	
77.5. The power pursuant to Section 184(5) of the Act to proceed to have the land sold, if the outstanding amount of rates is not paid in full within the time allowed in the notice given to the ratepayer under Section 184(2) of the Act.	Y	
77.6. The duty pursuant to Section 184(6) and (7) of the Act to conduct the sale of land for non-payment of rates by public auction and the power to set the reserve price for the purposes of the auction, except in the case of land held from the Crown under a lease, licence or agreement to purchase, unless	Y	

the Minister responsible for the administration of the Crown Lands Act 1929 grants consent to sale by public auction.		
77.7. The duty pursuant to Section 184(8) of the Act to advertise the auction of land under Section 184 of the Act on at least 2 separate occasions in a newspaper circulating throughout the State.	Y	
77.8. The duty pursuant to Section 184(9) of the Act to call off the auction, if before the date of such an auction, the outstanding amount and the costs incurred by the Council in proceeding under this Section are paid to the Council.	Y	
77.9. The power pursuant to Section 184(10) of the Act to sell the land by private contract for the best price that can be reasonably obtained, if an auction fails or an auction is not held because the land is held from the Crown under a lease, licence or agreement to purchase.	Y	
77.10. The power and duty to apply monies received by the Council in respect of the sale of land for non-payment of rates pursuant to and in accordance with Section 184(11) of the Act.	Y	
77.11. The duty pursuant to Section 184(12) of the Act to make reasonable enquiries to find the owner of land to be sold for non-payment of rates and where the owner cannot be found, the power to deal with the amount payable to the owner as unclaimed money under the Unclaimed Moneys Act 1981.	Y	
78. Objection, Review or Appeal		
78.1. If an objection, review or appeal in respect of a valuation of land results in the alteration of a valuation or of a decision to attribute a particular land use to land, and a due adjustment is made, the power pursuant to Section 186(2) of the Act and subject to Section 186(3), (4) and (5) of the Act –		

78.1.1. to refund or credit the overpaid amount against future liabilities for rates on the land subject to the rates; or	Y	
78.1.2. to recover an additional amount payable on account of an alteration of the value as arrears after at least 30 days have expired from the date on which notification of the alteration is given to the person who initiated the objection, review or appeal.	Y	
79. Certificate of Liabilities		
79.1. The power pursuant to Section 187(1) of the Act to issue a certificate, on application by or on behalf of a person who has an interest in land within the area, stating that:		
79.1.1. the amount of any liability for rates or charges on the land imposed under Part 1 of Chapter 10 or Schedule 1B of the Act (including rates and charges under this Part 1 of Chapter 10 or Schedule 1B of the Act that have not yet fallen due for payment, and outstanding interest or fines payable in respect of rates and charges under Part 1 of Chapter 10 or Schedule 1B of the Act); and	Y	
79.1.2. any amount received on account of rates or charges on the land imposed under this part, that is held in credit against future liabilities for rates or charges in relation to the land.	Y	
80. Investigation by Ombudsman		
80.1. The duty pursuant to Section 187B(6) of the Act if the Ombudsman's report prepared pursuant to Section 187B(3) of the Act makes any recommendations as to action that should be taken by the Council, to within 2 months after receipt of that report, provide a written response to -		
80.1.1. the Ombudsman; and	Y	

80.1.2. if relevant, the person who made the complaint.	Y	
80.2. The power pursuant to Section 187B(7) of the Act to grant a rebate or remission of any rate or service charge, or of any charge, fine or interest under Part 1 of Chapter 10 of the Act, if the Ombudsman recommends that the Council do so on the ground of special circumstances pertaining to a particular ratepayer.	Y	
81. Fees and Charges		
81.1. The power pursuant to Section 188(1) and (2) of the Act to impose fees and charges –		
81.1.1. for the use of any property or facility owned, controlled, managed or maintained by the Council;	Y	
81.1.2. for services supplied to a person at his or her request;	Y	
81.1.3. for carrying out work at a person's request;	Y	
81.2. The power pursuant to Section 188(3) of the Act to provide for –		
81.2.1. specific fees and charges;	Y	
81.2.2. maximum fees and charges and minimum fees and charges;	Y	
81.2.3. annual fees and charges;	Y	
81.2.4. the imposition of fees or charges according to specified factors;	Y	
81.2.5. the variation of fees or charges according to specified factors in respect of fees and charges set under Section 188(1)(a) – (c) of the Act inclusive; and	Y	
81.2.6. the reduction, waiver or refund, in whole or in part, of any fees and charges.	Y	

81.3. The power pursuant to Section 188(5) of the Act to fix, vary or revoke those fees and charges set under Section 188(1)(a), (b) and (c) of the Act.	Y	
81.4. The duty pursuant to Section 188(6) of the Act to keep a list of fees and charges imposed under this Section on public display during ordinary office hours at the principal office of the Council.	Y	
81.5. The duty pursuant to Section 188(7) of the Act to, if the Council fixes or varies a fee imposed under this Section, up-date the list referred to in Section 188(6) of the Act and take reasonable steps to bring the fee or charge, or variation of the fee or charge, to the notice of persons who may be affected.	Y	
82. Acquisition of Land by Agreement		
82.1. The power pursuant to Section 190 of the Act to acquire land by agreement.	Y	
83. Complusory Acquistion of Land		
83.1. The power pursuant to Section 191(1) of the Act to acquire land compulsorily, in circumstances which require the Minister's written approval, after the Council has obtained the Minister's approval.	Y	
83.2. The power pursuant to Section 191(2) of the Act to acquire land compulsorily for a purpose classified by the Regulations as an approved purpose.	Y	
84. Assumption of Care, Control and Management of Land		
84.1. The power pursuant to Section 192(1) of the Act to assume the care, control and management of land in the Council area that has been set aside for the use or enjoyment of the public or a section of the public under the circumstances specified in Section 192(1)(a) and (b) of the Act.	Y	
84.2. The duty pursuant to Section 192(4) of	Y	

the Act to immediately cause a copy of a resolution under Section 192(1) of the Act to assume the care, control and management of land to be published in the Gazette.		
85. Classification		
85.1. The duty pursuant to Section 193(6) of the Act to give notice in the Gazette of a resolution –		
85.1.1. to exclude land from classification as community land under Section 193(4) of the Act; or	Y	
85.1.2. to classify as community land, land that had previously been excluded from classification as such under Section 193(5) of the Act.	Y	
86. Revocation of Classification of Land as Community Land		
86.1. The duty pursuant to Section 194(2) of the Act before the Council revokes the classification of land as community land to –		
86.1.1. prepare a report on the proposal containing –	Y	
86.1.1.1. a summary of reasons for the proposal; and	Y	
86.1.1.2. a statement of any dedication, reservation or trust to which the land is subject; and	Y	
86.1.1.3. a statement of whether revocation of the classification is proposed with a view to sale or disposal of the land and, if so, details of any Government assistance given to acquire the land and the statement of how the Council proposes to use the proceeds; and	Y	
86.1.1.4. an assessment of how implementation of the proposal	Y	

would affect the area and the local community; and		
86.1.1.5. if the Council is not the owner of the land, a statement of any requirements made by the owner of the land as a condition of approving the proposed revocation of the classification; and	Y	
86.1.2. follow the relevant steps set out in the Council's public consultation policy.	Y	
86.2. After complying with the requirements of Section 194(2) of the Act, the duty pursuant to Section 194(3) of the Act to prepare a report on all submissions made on it as part of the public consultation process.	Y	
86.3. The power pursuant to Section 194(4) of the Act to consult with the Minister in relation to a regulation made under Section 194(1) over a specific piece of land.	Y	
87. Effect of Revocation of Classification		
87.1. If it appears from the Register Book that the land is subject to a dedication, reservation or trust, other than a dedication, reservation or trust under the Crown Lands Act 1929, the duty pursuant to Section 195(2) of the Act immediately after the revocation of the classification of the land as community land, to give notice of the revocation to the Registrar-General in the manner and form approved by the Registrar-General.	Y	
88. Management Plans		
88.1. The duty pursuant to and in accordance with Section 196(1), (2), (3) and (7) of the Act to prepare for consideration and adoption by the Council a management plan or management plans for Council's community land, for which a management plan must be prepared, that –		
88.1.1. identifies the land to which it applies; and	Y	

88.1.2. states the purpose for which the land is held by the Council; and	Y	
88.1.3. states the Council's objectives, policies (if any) and proposals for the management of the land; and	Y	
88.1.4. states performance targets and how the Council proposes to measure its performance against its objectives and performance targets.	Y	
88.2. If a management plan relates to land that is not in the Council's ownership, the power and duty pursuant to Section 196(4) of the Act to consult with the owner of the land at an appropriate stage during the preparation of the plan and the plan must –		
88.2.1. identify the owner of the land; and	Y	
88.2.2. state the nature of any trust, dedication or restriction to which the land is subject apart from the Act; and	Y	
88.2.3. contain any provisions that the owner reasonably requires and identify those provisions as provisions required by the owner.	Y	
88.3. The duty pursuant to Section 196(5) of the Act to ensure (as far as practicable) that the management plan is consistent with other relevant official plans and policies about conservation, development and use of the land and contains any special provisions required under the Regulations.	Y	
89. Public Consultation on Proposed Management Plan		
89.1. Before the Council adopts a management plan for community land, the duty to pursuant to Section 197(1) of the Act and subject to Section 197(2) of the Act –		
89.1.1. make copies of the proposed plan available for inspection or purchase at	Y	

the Council's principal office; and		
89.1.2. follow the relevant steps set out in Council's public consultation policy.	Y	
89.2. The duty pursuant to Section 197(3) of the Act to give public notice of the adoption of a management plan.	Y	
90. Amendment or Revocation of Management Plan		
90.1. The power pursuant to Section 198(1) of the Act and in accordance with Section 198(2) and (3) of the Act to amend or revoke a management plan by the adoption of a proposal for its amendment or revocation.	N	
90.2. 58.6 The power pursuant to Section 198(2) and (3) of the Act to conduct public consultation prior to the Council adopting a proposal for amendment to or revocation of a management plan, unless in the opinion of the Delegate the amendment has no impact or no significant impact on the interests of the community.	Y	
90.3. 58.7 The duty pursuant to Section 198(4) of the Act to give public notice of Council's adoption of a proposal for the amendment or revocation of a management plan.	Y	
91. Effect of Management Plan		
91.1. The duty pursuant to Section 199 of the Act to manage community land in accordance with any management plan for the relevant land.	Y	
92. Use of Community Land for Business Purposes		
92.1. The power pursuant to Section 200(1), (2) and (3) of the Act to approve a person's use of community land for a business purpose, consistent with provisions of the management plan and on any conditions the Delegate considers appropriate.	Y	

93. Sale or Disposal of Local Government Land		
93.1. The power pursuant to Section 201(1) of the Act to sell or otherwise dispose of an interest in land:		
93.1.1. vested in the Council in fee simple; or	Y	
93.1.2. vested in the Council as lessee.	Y	
93.2. The power pursuant to Section 201(2) of the Act to:		
93.2.1. grant an easement (including a right of way) over community land; and	Y	
93.2.2. grant an easement (excluding a right of way) over a road or part of a road.	Y	
94.1 Alienation of Land by Lease or Licence		
94.1. The power pursuant to Section 202(1) and (5) of the Act and subject to Section 202(7) of the Act to grant a lease or licence over community land (including community land that is, or forms part of, a park or reserve), for –		
94.1.1. the erection or removal of buildings and other structures for the purpose of activities conducted under the lease or licence;	Y	
94.1.2. the exclusion, removal or regulation of persons, vehicles or animals from or on the land, and the imposition of admission or other charges (subject to the fixing or varying of the charge by Council, pursuant to Section 44(3)(j) of the Act);	Y	
94.1.3. any other matter relevant to the use or maintenance of the land.	Y	
94.2. The duty pursuant to Section 202(2) and (3) of the Act and subject to Section 202(7) of the Act before granting a lease or licence		

relating to community land to follow the relevant steps set out in Council's public consultation policy, unless –		
94.2.1. the grant of the lease or the licence is authorised in an approved management plan for the land and the term of the proposed lease or licence is 5 years or less; or	Y	
94.2.2. the Regulations provide, in the circumstances of the case, for an exemption from compliance with the public consultation policy.	Y	
94.3. The power and duty pursuant to Section 202(4) of the Act and subject to Section 202(4a) and Section 202(7) of the Act to grant or renew a lease or a licence for a term (not exceeding 42 years) and to extend the term of the lease or licence but not so that the term extends beyond a total of 42 years.	Y	
94.4. The duty pursuant to Section 202(6) of the Act and subject to Section 202(7) of the Act to ensure that a lease or licence relating to community land is consistent with any relevant management plan.	Y	
95. Register		
95.1. The duty pursuant to Section 207(1) of the Act to keep a register of all community land in Council's area.	Y	
95.2. The duty pursuant to Section 207(2)(a) and (b) of the Act to ensure that the register -	Y	
95.2.1. contains the information required by the Regulations; and	Y	
95.2.2. contains copies of current management plans.	Y	
95.3. The power pursuant to Section 207(2)(c) of the Act to include in the register (if the Delegate so decides) a computer record of the relevant information.	Y	

95.4. 62.4 The duty pursuant to Section 207(3) and (4) of the Act to make available the register of all community land in the Council's area for inspection (without charge) or purchase (on payment of a fee fixed by the Council) by the public at the principal office of the Council during ordinary office hours.	Y	
96. Ownership of Public Roads		
96.1. The duty pursuant to Section 208(4) of the Act to cause a copy of a resolution declaring a road or land to be a public road, or preserving an easement under Section 208(3), to be published in the Gazette.	Y	
97. Ownership of Fixtures and Equipment Installed on Public Roads		
97.1. The power pursuant to Section 209(3) of the Act to enter into an agreement with the provider of public infrastructure or the holder of an authorisation or permit under Section 209(1) and (2) of the Act which provides for the vesting of property in fixtures and equipment in the Council.	Y	
98. Conversion of Private Road to Public Road		
98.1. The duty pursuant to Section 210(1)(b) of the Act to make reasonable enquiries to find the owner of a private road which the Council is seeking to declare be a public road.	Y	
98.2. The duty pursuant to Section 210(2) of the Act at least 3 months before the Council makes a declaration under Section 210 of the Act to_-		
98.2.1. if the identity and whereabouts of the owner of the road are known to the Council, to give written notice to the owner of land subject to the proposed declaration; and	Y	
98.2.2. if a person has some other form of registered legal interest over the road and the identity and whereabouts of	Y	

that person are known to the Council – give written notice to the person of the proposed declaration; and		
98.2.3. to give public notice of the proposed declaration.	Y	
98.3. The duty pursuant to Section 210(5) to publish in the Gazette a declaration of the Council made in accordance with Section 210(1) of the Act.	Y	
98.4. The duty pursuant to Section 210(7) of the Act to furnish to the Registrar-General a copy of any declaration under Section 210 of the Act in a manner and form approved by the Registrar-General immediately after it is made.	Y	
99. **Highways**		
99.1. The power pursuant to Section 211(1)(a) of the Act to enter into an agreement with the Commissioner of Highways in order for the Council to exercise its powers under Part 2 of Chapter 11 of the Act in relation to a highway.	Y	
100. Power to Carry Out Roadwork		
100.1. The power pursuant to Section 212(1) of the Act to have road works carried out in the Council's area or, by agreement with another Council, in the area of another Council.	Y	
100.2. The power pursuant to Section 212(3) of the Act to do anything reasonably necessary for, or incidental, to roadwork pursuant to Section 212(2) of the Act, providing that –		
100.2.1. the roadwork is carried out in compliance with any relevant requirement under the Road Traffic Act 1961; and	Y	
100.2.2. before carrying out roadwork in relation to a road that runs into or intersects with a highway (and that may have an affect on the users of that	Y	

highway), consult with the Commissioner of Highways; and		
100.2.3. the roadwork in relation to a private road is only carried out if –	Y	
100.2.3.1. the owner agrees; or	Y	
100.2.3.2. the Council has given the owner reasonable notice of the proposed roadwork and a reasonable opportunity to make representations and has considered any representations made in response to the notice; or	Y	
100.2.3.3. the identity or whereabouts of the owner is unknown; and	Y	
100.2.4. the roadwork on other private land is carried out with the agreement of the owner (unless otherwise provided in the Act).	Y	
101. Recovery of Cost of Roadwork	Y	
101.1. Where roadwork has been carried by agreement, the power pursuant to Section 213(1) of the Act to recover the whole of the cost or an agreed contribution determined by the Delegate under the terms of the agreement.	Y	
101.2. Where roadwork has been carried out to repair damage to a road, the power pursuant to Section 213(2) of the Act to recover the cost of carrying out the work, as a debt, from –		
101.2.1. the person who caused the damage; or	Y	
101.2.2. in the case of damage caused by the bursting, explosion or fusion of any pipe, wire, cable, fitting or other object – the person who is the owner, or who has control of that infrastructure.	Y	
101.3. If the Council carries out roadwork on a private road, the power pursuant to Section 213(3) of the Act to recover the cost of the	Y	

work or a contribution towards the cost of the work determined by the Delegate as a debt from the owner of the private road.		
102. Contribution Between Councils where Road is on Boundary Between Council Areas		
102.1. Where roadwork is a carried out on a road on the boundary between 2 Council areas, the power pursuant to Section 214(1) and (2) of the Act to recover a reasonable contribution from the other Council towards the cost of the work, being an amount agreed between the Councils or, in the absence of an agreement, an amount determined by the Court in which the action for contribution is bought.	Y	
103. Special Provisions for Certain Kinds of Roadwork		
103.1. If the Council changes the level of a road, the duty pursuant to Section 215(1) of the Act to –		
103.1.1. ensure that adjoining properties have adequate access to the road; and	Y	
103.1.2. construct any retaining walls, embankments or other structures necessary to provide protection required in consequence of the change of level.	Y	
103.2. The power pursuant to Section 215(2) of the Act to carry out road work to allow water from a road to drain into adjoining property if, in the Delegate's opinion –		
103.2.1. there is no significant risk of damage to the adjoining property; or	Y	
103.2.2. the road work does not significantly increase the risk of damage to adjoining property.	Y	
103.3. The duty pursuant to Section 215(4) of the Act to give reasonable notice of proposed action to drain water into land under Section 215(2) of the Act to the	Y	

owner of the land, except in a case of urgency.		
104. Power to Order Owner of Private Road to Carry out Specific Roadwork		
104.1. The power pursuant to Section 216(1) of the Act to, by order in writing in accordance with Section 216(2) of the Act to the owner of a private road, require the owner to carry out specified roadwork to repair or improve the road.	Y	
104.2. The power pursuant to Section 216(2) of the Act to apply Divisions 2 and 3 of Part 2 of Chapter 12 of the Act with respect to -		
104.2.1. any proposal to make an order; and	Y	
104.2.2. if an order is made, any order,	Y	
under Section 216(1) of the Act.	Y	
105. Power to Order Owner of Infrastructure on Road to Carry Out Specified Maintenance or Repair Work.		
105.1. The power pursuant to Section 217(1) of the Act by order in writing to the owner of a structure or equipment (including pipes, wires, cables, fittings and other objects) installed in, on, across, under or over a road, to require the owner –	Y	
105.1.1. to carry out specified work by way of maintenance or repair; or	Y	
105.1.2. to move the structure or equipment in order to allow the Council to carry out roadwork.	Y	
105.2. Where the order made pursuant to Section 217(1) of the Act is not complied with within a reasonable time fixed in the order, the power pursuant to Section 217(2)(a) of the Act to take action required by the order and to recover the cost of doing so as a debt from the owner.	Y	
106. Power to Require Owner of Adjoining Land		

to Carry Out Specific Work		
106.1. 66.5 The power pursuant to Section 218(1) of the Act to, by order in writing in accordance with Section 218(2) of the Act to the owner of land adjoining the road, require the owner to carry out specified work to construct, remove or repair a crossing place from the road to the land.	Y	
106.2. The duty pursuant to Section 218(2) of the Act to apply Divisions 2 and 3 of Part 2 of Chapter 12 of the Act with respect to -		
106.2.1. any proposal to make an order; and	Y	
106.2.2. if an order is made, any order	Y	
under Section 218(1) of the Act.	Y	
107. Power to Assign a Name, or Change the Name, of a Road or Public Place		
107.1. The power pursuant to Section 219(1) of the Act to assign a name to a public or private road, or to a public place, or change the name of a public or private road, or of a public place.	Y	
107.2. The duty pursuant to Section 219(1a) of the Act to assign a name to a public road created after the commencement of Section 219(1a) of the Act by land division.	Y	
107.3. Where it is proposed to change the name of a public road that runs into the area of an adjoining council, the duty pursuant to Section 219(2) of the Act to –		
107.3.1. give the adjoining Council at least 2 months notice of the proposed change; and	Y	
107.3.2. consider any representations made by the adjoining council in response to that notice.	Y	
107.4. The duty pursuant to Section 219(3) of the Act to –		
107.4.1. immediately notify the Registrar-	Y	

General, the Surveyor-General and the Valuer-General of the assignment of a name, or the change of a name, under Section 219 of the Act; and		
107.4.2. on request by the Registrar-General, the Survey-General or the Valuer-General, to provide information about the names of roads or public places in the Council's area.	Y	
107.5. The duty pursuant to Section 219(4) of the Act to give public notice of the assigning or changing a name under Section 219(1) of the Act.	Y	
107.6. The power pursuant to Section 219(5) of the Act to prepare a policy relating to the assigning of names under Section 219 of the Act for consideration and adoption by the Council.	Y	
107.7. The power pursuant to Section 219(6) of the Act to, at any time, alter a policy or substitute a new policy.	N	
107.8. The duty pursuant to Section 219(7) of the Act to publish notice of the adopting or altering of a policy under Section 219 of the Act:		
107.8.1. in the Gazette; and	Y	
107.8.2. in a newspaper circulating in the area of the council; and	Y	
107.8.3. on a website determined by the Chief Executive Officer.	Y	
108. Numbering of Premises and Allotments		
108.1. The power pursuant to Section 220(1) of the Act to adopt a numbering system for buildings and allotments adjoining a road.	Y	
108.2. The duty pursuant to Section 220(1a) of the Act to assign a number (as part of its primary street address) to all buildings or allotments adjoining a public road created after the commencement of Section	Y	

220(1a) of the Act by land division.		
108.3. The duty pursuant to Section 220(1b) of the Act to ensure that an assignment under Section 220(1a) of the Act occurs within 30 days after the issue of certificate of title in relation to the relevant land division in accordance with any requirements prescribed by regulations made for the purposes of Section 220(1b) of the Act.	Y	
108.4. The power pursuant to Section 220(2) of the Act to, from time to time, alter a numbering system, or substitute a new numbering system, under Section 220 of the Act.	N	
108.5. The duty pursuant to Section 220(3) of the Act to give public notice of the adopting, altering or substituting a numbering system for a particular road.	Y	
108.6. The duty pursuant to Section 220(4) of the Act to notify the Valuer-General of the decision to adopt, alter or substitute a numbering system.	Y	
108.7. The power pursuant to Section 220(6) of the Act to request an owner of land to ensure that the appropriate number for the owner's building or allotment is displayed in a form directed or approved by the Delegate.	Y	
109. Alteration of Road		
109.1. The power pursuant to Section to 221(1) and (2) of the Act to authorise a person (other than the Council or a person acting under some other statutory authority) to make an alteration to a public road, such as:	Y	
109.1.1. altering the construction or arrangement of the road to permit or facilitate access from an adjacent property; or	Y	
109.1.2. erecting or installing a structure (including pipes, wires, cables, fixtures,	Y	

fittings and other objects) in, on, across, under or over the road; or		
109.1.3. changing or interfering with the construction, arrangement or materials of the road; or	Y	
109.1.4. changing, interfering with or removing a structure (including pipes, wires, cables, fixtures, fittings and other objects) associated with the road; or	Y	
109.1.5. planting a tree or other vegetation on the road, interfering with vegetation on the road or removing vegetation from the road.	Y	
109.2. Before authorising the erection or installation of a structure under Section 221(2)(b) of the Act the duty pursuant to Section 221(4) of the Act to give consideration as to whether the structure will –		
109.2.1. unduly obstruct the use of the road; or	Y	
109.2.2. unduly interfere with the construction of the road; or	Y	
109.2.3. have an adverse effect on road safety.	Y	
109.3. The power pursuant to Section 221(6) of the Act to grant an authorisation under Section 221 of the Act –		
109.3.1. for a particular act or occasion; or	Y	
109.3.2. for a term which is, subject to revocation for breach of a condition, to remain in force for a term (not exceeding 42 years) stated in the authorisation and, at the expiration of the term, the power to renew the term for a further term (not exceeding 42 years) fixed by the Delegate at the time of the renewal.	Y	
110. Permits for Business Purposes		

110.1. The power pursuant to Section 222(1) of the Act to plant vegetation or authorise a person to use a public road for business purposes and to give a permit to do so.	Y	
110.2. Subject to the Act, the power pursuant to Section 222(2) of the Act to issue a permit that grants rights of exclusive occupation in relation to part of a public road.	Y	
110.3. The power pursuant to Section 222(3) of the Act to issue a permit to use a public road for a particular occasion or for a term stated in the permit.	Y	
111. **Public Consultation**		
111.1. The duty pursuant to Section 223(1) of the Act before granting the authorisation to alter a public road or the permit to use a public road for business purposes, to follow the relevant steps set out in Council's public consultation policy, if the Delegate proposes to grant an authorisation or permit –		
111.1.1. that confers a right of exclusive occupation; or	Y	
111.1.2. that would have the effect of restricting access to a road; or	Y	
111.1.3. in relation to a use or activity for which public consultation is required under the Regulations.	Y	
111.2. The duty pursuant to Section 223(2) of the Act to give written notice of the proposal to agencies that are, under the Regulations, to be notified of the proposal to grant an authorisation to alter a public road or to permit the use of a public road for business purposes.	Y	
112. Conditions of Authorisation/Permit		
112.1. The power pursuant to Section 224 of the Act subject to Sections 224(2) and (4) of the Act to grant an authorisation or	Y	

permit under Division 6 of Part 2, Chapter 11 on conditions the Delegate considers appropriate.		
113. Cancellation of Authorisation/Permit		
113.1. The power pursuant to Section 225(1) of the Act by notice in writing to the holder of an authorisation or permit~~, to cancel the authorisation or permit for breach of a condition.~~	Y	
113.1.1. in the case of a permit for the purposes of a mobile food vending business under Section 222 of the Act – cancel the permit for breach of a condition if the breach is sufficiently serious to justify cancellation of the permit; or	Y	
113.1.2. in the any other case - cancel the authorisation or permit for breach of a condition.	Y	
113.2. The duty pursuant to Section 225(2) of the Act before cancelling an authorisation or permit, to -		
113.2.1. give the holder of the authorisation or permit a written notice of the proposed cancellation stating the grounds on which the Delegate proposes to act and allowing the holder a reasonable period to make written representations to the Delegate on the proposed cancellation; and	Y	
113.2.2. consider any representations made in response to the notice.	Y	
113.3. The power pursuant to Section 225(3) of the Act to determine if a shorter period of notice should apply under Section 225(2)(a) of the Act, to protect the health or safety of the public, or otherwise to protect the public interest.	Y	
113.4. The power pursuant to Section 225(4) of the Act if the Council cancels a permit under Section 225(1)(a) of the Act, to	Y	

specify at the time of cancellation a period (not exceeding six months) that an application for a permit for the purposes of a mobile food vending business under Section 222 of the Act must not be made by or on behalf of the person who, before the cancellation, held the permit.		
113A LOCATION RULES – GENERAL		
113A.1 The power pursuant to Section 225A(1) of the Act and subject to Section 225A(2) of the Act, to prepare and adopt rules (location rules) that set out locations within the Council area in which mobile food vending businesses may operate.	Y	
113A.2 The power pursuant to Section 225A(4) of the Act to:		
113A.2.1 from time to time amend the Council's location rules;	Y	
113A.2.2 amend its location rules in order that the rules comply with:	Y	
113A.2.2.1 any requirement specified by the Minister under Section 225A(2)(b) of the Act; or	Y	
113A.2.2.2 any direction given by the Small Business Commissioner under Section 225A(7) of the Act.	Y	
114. Register		
114.1. The power and duty pursuant to Section 231(1) and (2) of the Act to keep a register of public roads in the Council's area, which -		
114.1.1. includes the information required by regulation; and	Y	
114.1.2. may consist (if the Delegate so decides) of a computer record of the relevant information.	Y	

114.2. The duty pursuant to Section 231(3) and (4) of the Act to make the register available for public inspection (without charge) and purchase of extracts (upon payment of a fee fixed by the Council) at the principal office of the Council during ordinary office hours.	Y	
115. Trees		
The power pursuant to Section 232 of the Act to authorise or permit the planting of vegetation, on a road, only after complying with the following matters (in addition to complying with any other statutory requirement) –		
115.1. giving consideration to whether the vegetation is, on balance, appropriate to the proposed site taking into account -	Y	
115.1.1. environmental and aesthetic issues; and	Y	
115.1.2. the use and construction of the road (including the potential for interference with the construction of the road or with structures (including pipes, wires, cables, fixtures, fittings or other objects) in the road); and	Y	
115.1.3. road safety matters; and	Y	
115.1.4. other matters (if any) considered relevant by the Delegate; and	Y	
115.2. where the vegetation may have a significant impact on residents, the proprietors of nearby businesses or advertisers in the area, to follow the relevant steps set out in its public consultation policy.	Y	
116. Damage		
116.1. The power pursuant to Section 233(1) and (2) of the Act to recover damages, in the same way as damages for a tort, where a person, without the Council's permission, intentionally or negligently damages a road	Y	

or a structure (including pipes, wires, cables, fixtures, fittings and other objects) belonging to the Council associated with the road.		
117. Council's Power to Remove Objects etc from Roads		
117.1. The power pursuant to Section 234(1) of the Act to remove and dispose of any structure, object or substance from a road if -		
117.1.1. it has been erected, placed or deposited on the road without the authorisation or permit required under Part 2 of Chapter 11 of the Act; or	Y	
117.1.2. an authorisation or permit has been granted but has later expired or been cancelled.	Y	
117.2. The power pursuant to Section 234(2) of the Act to recover the cost of acting under Section 234 of the Act as a debt from the person who erected, placed or deposited the structure, object or substance on the road.	Y	
117.3. Where, as a result of an accident involving a vehicle or vehicles, any wreckage, objects or materials are left on a road, the power pursuant to Section 234(3) of the Act to clear the area and to recover the cost from the driver of the vehicle or, if more than one vehicle was involved, the driver of any one of the vehicles.	Y	
118. Deliberately left blank		
119. Abandonment of Vehicles and Farm Implements		
119.1. The power pursuant to Section 236(2) of the Act to seek an order from the court by which a person is convicted of an offence against Section 236(1) of the Act, that the convicted person pay to the Council any costs incurred by the Council in removing or disposing of a vehicle abandoned on a	Y	

public road or public place.		
120. Removal of Vehicles		
120.1. The duty pursuant to Section 237(4) of the Act to ensure that the owner of the vehicle is notified of the removal of the vehicle:		
120.1.1. by written notice in the prescribed form:		
120.1.1.1. served on the owner personally; or	Y	
120.1.1.2. served on the owner by the use of person-to-person registered post,	Y	
as soon as practicable after the removal of the vehicle; or	Y	
120.1.2. if the owner is unknown or cannot be found – by public notice published in a newspaper circulating generally in the State within 14 days after the removal of the vehicle.	Y	
120.2. If the owner of a removed vehicle does not, within 1 month after service or publication of the notice, pay all expenses in connection with the removal, custody and maintenance of the vehicle, and of serving, publishing or posting the notice, and take possession of the vehicle, the power and duty pursuant to Section 237(5) of the Act to, subject to Section 237(6)(b) of the Act, offer the vehicle for sale by public auction or public tender.	Y	
120.3. The power pursuant to Section 237(6) of the Act to dispose of the vehicle in such manner as the Delegate thinks fit if:		
120.3.1. the vehicle is offered for sale but not sold; or	Y	
120.3.2. the Delegate reasonably believes that the proceeds of the sale of the vehicle would be unlikely to exceed the costs incurred in selling the vehicle or	Y	

the costs incidental to removing or holding the vehicle, or those costs combined.		
120.4. The duty pursuant to Section 237(7) of the Act, where the vehicle is sold, to apply the proceeds of sale as follows:		
120.4.1. firstly, in payment of the costs of and incidental to the sale;	Y	
120.4.2. secondly, in payment of the costs of and incidental to the removal, custody and maintenance of the vehicle and of the notice served, posted or published under Section 237 of the Act;	Y	
120.4.3. thirdly, in payment of the balance to the owner of the vehicle.	Y	
120.5. The duty pursuant to Section 237(8) of the Act to make reasonable inquiry to find the owner of the vehicle following sale and, if after that reasonable inquiry, the owner cannot be found, the duty to pay the balance of the proceeds of sale to the Council.	Y	
120.6. The duty pursuant to Section 237(9) of the Act to take reasonable steps to return property found in the vehicle, and where the property cannot be returned, the duty to deal with the property as unclaimed goods under the Unclaimed Goods Act 1987 as if the Council were the bailee of those goods.	Y	
121. Time Limits for Dealing with Certain Applications		
121.1. Where the power to decide upon certain applications to which the Section applies has been delegated, the duty pursuant to Section 242(1) and (2) of the Act within two months after the relevant date, to make a decision in respect of the application and, if not so decided, it is taken to have been refused.	Y	
121.2. The duty pursuant to Section 242(3) of the Act to notify the applicant in writing as	Y	

soon as practicable of a decision or presumptive decision on a application to which Section 242 of the Act applies.		
122. Issue of Certificate of Title by Registrar-General		
122.1. The duty pursuant to Section 243(1) of the Act to apply to the Registrar-General for the issue of a Certificate of Title for the land under the Real Property Act 1896, where land vests for an estate in fee simple in the Council under this Act.	Y	
122.2. The duty pursuant to Section 243(2) of the Act to make such application to the Registrar-General for the issue of a Certificate of Title as follows:		
122.2.1. in a manner and form approved by the Registrar-General; and	Y	
122.2.2. accompanied by -	Y	
122.2.2.1. Deliberately left blank		
122.2.2.2. any surveys of the land and other materials that the Registrar-General may reasonably require; and	Y	
122.2.2.3. a fee fixed by the Registrar-General.	Y	
123. Liability for Injury, Damage or Loss Caused by Certain Trees		
123.1. The power and duty pursuant to Section 245 of the Act to take reasonable action in response to a written request by an owner or occupier of property adjacent to a road for the Council to take reasonable action to avert a risk of damage to property of the owner or occupier from a tree growing in the road (whether planted by the Council or not).	Y	
124. Council May Require Bond or Other Security in Certain Circumstances		

124.1. Subject to Section 245A of the Act, if,		
124.1.1. a person has approval to carry out development under the Development Act 1993; and		
124.1.2. the delegate has reason to believe that the performance of work in connection with the development could cause damage to any local government land (including a road) within the vicinity of the site of the development,		
the power, pursuant to Section 245A of the Act, to, by notice in writing serve on the person who has the benefit of the approval, require the person to enter into an agreement that complies with any requirements prescribed by the regulations so as to ensure that money is available to address the cost of any damage that may be caused.	Y	
124.2. The power pursuant to Sections 37(b) and 245A of the Act, where a person has approval to carry out development under the Development Act 1993 and a notice in writing has been served pursuant to Section 245A of the Act on the person who has the benefit of the approval, to enter into an agreement that complies with any requirements prescribed by the regulations so as to ensure that money is available to address the cost of any damage that may be caused.	Y	
125. Power to Make By-Laws		
125.1. The duty pursuant to Section 246(4a) of the Act, if the Council makes a determination under Section 246(3)(e) of the Act, to ensure that notice of the determination is published in the Gazette and in a newspaper circulating in the area of the Council.	Y	
126. Passing By-Laws		
126.1. If it is proposed that the Council make a by-law, then at least 21 days before the		

Council resolves to make the by-law, the duty pursuant to Section 249(1) of the Act to -		
126.1.1. make copies of the proposed by-law (and any code, standard or other document proposed to be applied or incorporated by the by-law) available for public inspection, without charge and during ordinary office hours, at the principal office of the Council, and so far as is reasonable practicable on the Internet; and	Y	
126.1.2. by notice in a newspaper circulating in the area of the Council -	Y	
126.1.2.1. inform the public of the availability of the proposed by-law; and	Y	
126.1.2.2. set out the terms of the by-law, or describe in general terms the by-law's nature and effect.	Y	
126.2. 83.2 Before the Council makes a by-law, the duty pursuant to Section 249(4) of the Act to obtain a certificate, in the prescribed form, signed by a legal practitioner certifying that, in the opinion of the legal practitioner –		
126.2.1. the Council has power to make the by-law by virtue of a statutory power specified in the certificate; and	Y	
126.2.2. the by-law is not in conflict with the Act.	Y	
126.3. The duty pursuant to Section 249(5) of the Act to publish a by-law in the Gazette.	Y	
126.4. The duty pursuant to Section 249(7) of the Act to publish a notice of the making of a by-law under Section 249 of the Act in a newspaper circulating in the area of the Council.	Y	
127. Model By-Laws		

127.1. The duty pursuant to Section 250(5) of the Act to publish the resolution adopting a model by-law or alteration made under Section 250 of the Act in the Gazette.	Y	
127.2. The duty pursuant to Section 250(7) of the Act to publish a notice of the adoption of a model by-law or alteration made under Section 250 of the Act in a newspaper circulating in the area of the Council.	Y	
128. Register of By-Laws and Certified Copies		
128.1. The duty pursuant to Section 252(1) and (2) to cause a separate register to be kept of all by-laws made or adopted by the Council; such register to include a copy of any code, standard or other document referred to or incorporated in a by-law.	Y	
128.2. The duty pursuant to Section 252(3) and (4) of the Act to make available the register of by-laws for inspection or purchase an extract from the register (on payment of a fee fixed by the Council) by the public at the principal office of the Council during ordinary office hours.	Y	
128.3. The duty pursuant to Section 252(5) of the Act to make available, on payment of a fee fixed by the Council, a certified copy of a by-law of the Council in force at the particular time.	Y	
129. Power to Make Orders		
129.1. The power pursuant to Section 254 of the Act to order a person to do or to refrain from doing a thing specified in Column 1 of the Table in Part 2 of Chapter 12, if in the opinion of the Delegate, the circumstances specified in Column 2 of the Table exist and the person is within the description in Column 3 of the Table.	Y	
130. Procedures to be Followed		
130.1. The duty pursuant to Section 255(1) of the Act before taking action to make an order under Part 2 of Chapter 12 (but		

subject to this Section), to give the person to whom it is proposed that the order be directed a notice in writing -		
130.1.1. stating the proposed action, including the terms of the proposed order and the period within which compliance with the order will be required; and	Y	
130.1.2. stating the reasons for the proposed action; and	Y	
130.1.3. inviting the person to show, within a specified time (being a reasonable period), why the proposed action should not be taken (by making representations to the Delegate).	Y	
130.2. If a notice of intention to make an order is directed to a person who is not the owner of the relevant land, the duty pursuant to Section 255(2) of the Act to take reasonable steps to serve a copy of the notice on the owner.	Y	
130.3. The power pursuant to Section 255(3) of the Act after considering representations made within the time specified under Section 255(1) of the Act –		
130.3.1. to make an order in accordance with the terms of the original proposal; or	Y	
130.3.2. to make an order with modifications from the terms of the original proposal; or	Y	
130.3.3. to determine not to proceed with an order.	Y	
130.4. The power pursuant to Section 255(5) of the Act to -		
130.4.1. include two or more orders in the same instrument;	Y	
130.4.2. direct two or more persons to do something specified in the order jointly.	Y	

130.5. The duty pursuant to Section 255(6) of the Act to ensure that the order -		
130.5.1. subject to Section 255 of the Act, specifies a reasonable period within which compliance with the order is required; and	Y	
130.5.2. states the reasons for the order.	Y	
130.6. The duty pursuant to Section 255(7) of the Act to serve an order in accordance with Part 2 of Chapter 14 of the Act on the person to whom it is addressed.	Y	
130.7. If an order is directed to a person who is not the owner of the relevant land, the duty pursuant to Section 255(8) of the Act to take reasonable steps to serve a copy of the order on the owner.	Y	
130.8. The power pursuant to Section 255(11) of the Act at the request or with the agreement of the person to whom an order is directed, to vary the order on the Delegate's own initiative, or to revoke an order if satisfied that it is appropriate to do so.	Y	
130.9. If the Delegate, in the circumstances of a particular case considers -		
130.9.1. that an activity constitutes, or is likely to constitute, a threat to life or an immediate threat to public health or public safety; or	Y	
130.9.2. that an emergency situation otherwise exists,	Y	
the Delegate has the power pursuant to Section 255(12) of the Act to -		
130.9.3. Proceed immediately to make an order under this Section without giving notice under Section 255(1); and	Y	
130.9.4. require immediate compliance with an order despite Section 255(6)(a).	Y	

131. Rights of Review		
131.1. The duty pursuant to Section 256(1) and (2) of the Act to ensure that an order made under Part 2 of Chapter 12 includes a statement setting out the rights of the person to appeal against the order under the Act, and to include the information specified by the Regulations to the Act.	Y	
132. Action on Non-Compliance		
132.1. The power pursuant to Section 257(1) of the Act, where the requirements of an order are not complied with within the time fixed for compliance, or if there is an application for review, within 14 days after the determination of the review, to (subject to the outcome of any review) take the action required by the order.	Y	
132.2. The power pursuant to Section 257(2) of the Act to authorise an employee or another person to take action under Section 257(1) of the Act.	Y	
132.3. The power pursuant to Section 257(3) of the Act to take action to recover the reasonable costs and expenses incurred by the Council in taking action for the non-compliance with an order, as a debt from the person who failed to comply with the requirements of the order.	Y	
132.4. The power pursuant to Section 257(5) of the Act where an amount is recoverable from a person by the Council for action of non-compliance with an order, by notice in writing to the person, to fix a period, being not less than 28 days from the date of the notice, within which the amount must be paid and, if the amount is not paid by the person within that period -	Y	
132.4.1. the person is liable to pay interest charged at the prescribed rate per annum on the amount unpaid; and	Y	
132.4.2. if the person is the owner of the land to which the order relates – the	Y	

power, in accordance with Schedule 6, to impose a charge over the land for the unpaid amount, together with interest.		
133. Council to Develop Policies		
133.1. The power and duty pursuant to Section 259(1) of the Act to take reasonable steps to prepare for consideration and adoption by the Council policies concerning order making ("Orders Policy").	Y	
133.2. The power and duty pursuant to Section 259(2) of the Act to -		
133.2.1. prepare a draft of a Policy; and	Y	
133.2.2. by notice in a newspaper circulating in the area of the Council, to give notice of the place or places at which copies of the draft are available for inspection (without charge) and purchase (on payment of a fee fixed by the Council) and invite interested persons to make written representations on the draft within a period specified by the Delegate (being at least four weeks).	Y	
133.3. The duty pursuant to Section 259(3) of the Act to consider any submission made on the proposed Orders Policy in response to an invitation under Section 259(2) of the Act.	Y	
133.4. The power to amend a Policy at any time, pursuant to Section 259(4) of the Act.	Y	
133.5. The duty pursuant to Section 259(5) of the Act before adopting an amendment to the Orders Policy, to take the steps specified in Section 259(2) and (3) (as if the amendment were a new policy), unless the Delegate determines the amendment is only of minor significance.	Y	
133.6. The duty pursuant to Sections 259(6) and (7) of the Act to make available for inspection (without charge) and purchase (upon payment of a fee fixed by the	Y	

Council) the Orders Policy at the principal office of the Council during ordinary office hours.		
133.7. The duty pursuant to Section 259(8) of the Act in considering whether to make an order under Part 2 of Chapter 12 of the Act, to deal with the particular case on its merits and the duty to take into account any relevant policy under Division 3 of Part 2, Chapter 12 of the Act.	Y	
134. Appointment of Authorised Persons		
134.1. The power, pursuant to Section 260(1) of the Act by instrument in writing, to appoint a person (other than a member of the Council) to be an authorised person.	Y	
134.2. The power pursuant to Section 260(2) of the Act to make an appointment of an authorised person subject to such conditions or limitations as the Delegate determines and specified in the instrument of appointment.	Y	
134.3. The power and duty pursuant to Section 260(3) of the Act to issue to an authorised person an identity card –	Y	
134.3.1. containing a photograph of the authorised person; and	Y	
134.3.2. identifying any conditions or limitations imposed under Section 260(2) of the Act.	Y	
134.4. The power pursuant to Section 260(5) of the Act to at any time revoke an appointment under Section 260 of the Act, or to vary or revoke a condition or limitation, or impose a further condition or limitation on the appointment.	Y	
135. Council to Establish Grievance Procedures		
135.00 The power and duty pursuant to Section 270(a1) of the Act and in accordance with Sections 270(a2) and (4a) of the Act, to develop and maintain policies, practices		

and procedures for dealing with:		
135.00.1 any reasonable request for the provision of a service by the Council or for the improvement of a service provided by the Council; and		
135.00.2 complaints about the actions of the Council, employees of the Council, or other persons acting on behalf of the Council		
135.00 The power and duty pursuant to Section 270(a2) of the Act to ensure the policies, practices and procedures required under Section 270(a1) of the Act, are directed towards:		
135.0.1 dealing with the relevant requests or complaints in a timely, effective and fair way; and		
135.0.2 using information gained from the Council's community to improve its services and operations.		
135.1. Without limiting Sections 270(a1) and (a2) of the Act, the power and duty pursuant to Section 270(1) of the Act and in accordance with Sections 270(2) and (4) of the Act, to establish procedures for the review of decisions of -		
135.1.1. the Council;	Y	
135.1.2. employees of the Council;	Y	
135.1.3. other persons acting on behalf of the Council,	Y	
135.2. The duty pursuant to Section 270(2) of the Act to ensure that the internal review procedures established under Section 270(1) of the Act address the following matters (and any other matters which the Delegate determines to be relevant) -		
135.2.1. the manner in which an application for review may be made;	Y	

135.2.2. the assignment of a suitable person to reconsider a decision under review;	Y	
135.2.3. the matters that must be referred to the Council itself for consideration or further consideration;	Y	
135.2.3A in the case of applications that relate to the impact that any declaration of rates or service charges may have had on ratepayers – the provision to be made to ensure that these applications can be dealt with promptly and, if appropriate, addressed through the provision of relief or concessions under the Act;	Y	
135.2.4. the notification of the progress and outcome of an application for review;	Y	
135.2.5. the timeframes within which notifications will be made and procedures on a review will be completed.	Y	
135.3. The power pursuant to Section 270(4) of the Act to refuse to consider an application for review of a decision under Section 270 of the Act, if -		
135.3.1. the application was made by an employee of the Council and relates to an issue concerning his or her employment; or	Y	
135.3.2. it appears that the application is frivolous or vexatious; or	Y	
135.3.3. the applicant does not have a sufficient interest in the matter.	Y	
135.4. The duty pursuant to Section 270(5) of the Act to ensure that copies of a document concerning the procedures for internal review of Council decisions are available for inspection (without charge) and purchase (on payment of a fee fixed by the Council) by the public at the principal office of the Council.	Y	

135.5. The power pursuant to Section 270(6) of the Act to amend the internal review procedures established under Section 270(1) of the Act.	Y	
135.6. The power and duty pursuant to Section 270(8) of the Act to initiate and consider a report that relates to -		
135.6.1. the number of applications for review made under Section 270; and	Y	
135.6.2. the kinds of matters to which the applications relate; and	Y	
135.6.3. the outcome of applications under this Section; and	Y	
135.6.4. such other matters as may be prescribed by the Regulations.	Y	
135.7. The power pursuant to Section 270(9) of the Act on an application for the provision of some form of relief or concession with respect to the payment of those rates, to, if appropriate, in view of the outcome of the application, refund the whole or a part of any amount that has been paid.	Y	
136. Mediation, Conciliation and Neutral Evaluation		
136.1. The power pursuant to Section 271(1) of the Act as part of, or in addition to, the procedures established under Section 270 of the Act, to make provision for disputes between a person and the Council to be dealt with under a scheme involving mediation, conciliation or neutral evaluation.	Y	
136.2. The duty pursuant to Section 271(2) of the Act to provide for the constitution of panels of persons who are available to act as mediators, conciliators and evaluators, and for the selection of an appropriate mediator, conciliator or evaluator, if a dispute is to be dealt with under a Scheme established under Section 271(1) of the Act.	Y	
136A. Provision of Information to Minister		

136A.1 The power and duty, pursuant to Section 271A of the Act, to, at the request of the Minister, provide to the Minister specified information, or information of a specified kind, relating to the affairs or operations of the Council.	Y	
136A.2 The power pursuant to Section 271A(3) of the Act to, provide information in accordance with a request under Section 271A(1) of the Act, even if:		
136AA.2.1 the information was given to the Council in confidence; or	Y	
136AA.2.2 is held on a confidential basis under Chapter 6 Part 4.	Y	
136B. Minister May Refer Investigation of Council to Ombudsman		
136B.1 The power pursuant to Section 272(3) of the Act, to, before the Minister refers a matter, explain the Council's actions and make submissions to the Minister.	Y	
136B.2 The power pursuant to Section 272(5) of the Act, to make submissions to the Minister in relation to the matter.	Y	
136C. Action on a Report		
136C.1 The power pursuant to Section 273(3) of the Act to make submissions to the Minister on the report on which the action is based.	Y	
136D. Deliberately left blank		
136D.1 Deliberately left blank		
136E. Action on a Report		
136E.1 The power pursuant to Section 275(2) of the Act to make submissions to the Minister.	Y	
137. Special Jurisdiction		
137.1. The power pursuant to Section 276(1)		

and (2) of the Act to commence, defend or participate in the following proceedings before the District Court, on behalf of the Council –		
137.1.1. proceedings to try the title of a member to an office;	Y	
137.1.2. proceedings to try the right of a person to be admitted or restored to an office;	Y	
137.1.3. proceedings to compel restoration or admission;	Y	
137.1.4. proceedings to compel the Council to proceed to an election, poll or appointment;	Y	
137.1.5. proceedings to try the validity of a rate or service charge;	Y	
137.1.6. proceedings to try the validity of a by-law;	Y	
137.1.7. proceedings to compel the production or delivery of any books, voting papers, or other documents or papers to the production or possession of which the Council or person is entitled under this Act.	Y	
138. Service of Documents by Councils etc		
138.1. Where a document is required or authorised to be served on or given to a person by the Council, the power and duty to effect service in accordance with and pursuant to Section 279 of the Act.	Y	
139. Service of Documents on Councils		
139.1. The power pursuant to Section 280(1)(c) and (d) of the Act to determine the means available for service of documents on the Council and the power to accept or authorise a person to accept documents on Council's behalf.	Y	
140. Recovery of Amounts from Lessees or		

Licensees		
140.1. Where an owner of land is liable to pay an amount to the Council, the power pursuant to Section 281(1) of the Act by written notice to a lessee or licensee of the land, to require him or her to pay to the Council rent or other consideration payable under the lease or license in satisfaction of the liability to the Council.	Y	
141. Ability of Occupiers to Carry out Works		
141.1. Where an owner of land fails to carry out work that the Council has required the owner to carry out under an Act, the power pursuant to Section 282(1) of the Act to give approval to the occupier of the land to cause the work to be carried out.	Y	
142. Power to Enter and Occupy Land in Connection with an Activity		
142.1. The duty pursuant to Section 294(1a) of the Act and subject to Section 294(1b) of the Act, to give an owner or occupier of land at least 48 hours notice in writing of an intention to exercise a power under Section 294(1)(b) or (c) of the Act.	Y	
142.2. The duty pursuant to Section 294(3) of the Act –	Y	
142.2.1. to pay the owner or occupier of the land rent on a quarterly or half yearly basis, at a rate to be determined by agreement between the Council and the owner or occupier or, in default of agreement, by the Land and Valuation Court; and	Y	
142.2.2. to pay the owner or occupier of the land within 1 month after occupying the land - reasonable compensation for damage caused to any crops on the land; and	Y	
142.2.3. within 6 months of ceasing to occupy the land		

142.2.3.1. remedy damage to land caused by the Council while in occupation of the land (to such extent as this may be reasonably practicable); and	Y	
142.2.3.2. to pay to the owner or occupier of the land reasonable compensation for any other loss or damage caused by the Council, including the full value of any earth, minerals or resources taken from the land;	Y	
142.3. The duty pursuant to Section 294(5) of the Act, at the request of an owner of occupier of the land entered and occupied by Council, to erect a fence of reasonable quality and design between the occupied land and the adjoining land.	Y	
143. Reclamation of Land		
143.1. Where the Council raises, fills in, improves, drains, levels or reclaims land in the area of the Council, the power pursuant to Section 296(1) of the Act to recover the whole or a proportion of the cost of the work from the owners of adjacent or adjoining rateable land improved by the performance of the work in proportion to additional value the work has added to the land.	Y	
143.2. The power pursuant to Section 296 (2) of the Act to appoint a valuer to determine the additional value added to the land by Council's activities, under Section 296(1) of the Act.	Y	
143.3. The duty pursuant to Section 296(3) of the Act to give notice of a valuation to the relevant owner under this Section of the Act.	Y	
143.4. The duty pursuant to Section 296(5) of the Act to conduct an objection or review in the same manner as an objection to or appeal against a valuation under Division 6 of Part 1, Chapter 10 of the Act.	Y	

144. Property in Rubbish		
144.1. The power pursuant to Section 297 of the Act to sell or dispose of any rubbish that the Council collects within its area, as the Delegate thinks appropriate.	Y	
145. Power to Act in an Emergency		
145.1. Where flooding in the area of the Council has occurred or is imminent and the Delegate is of the opinion that a situation of emergency has arisen in which there is danger to life or property, the power pursuant to Section 298(1) of the Act to order that action be taken as the Delegate thinks fit to avert or reduce the danger.	Y	
146. Deliberately left blank		
146.1. Deliberately left blank.	Y	
146.2. Deliberately left blank.	Y	
147. Costs of Advertisements		
147.1. The duty pursuant to Section 300(1) of the Act to pay the cost of an advertisement required by the Act, or where the Council or an employee of the Council takes any action that immediately necessitates the advertisement.	Y	
148. Whistleblowing		
148.1. The duty pursuant to Section 302B of the Act to ensure that a member of staff of the Council who has the qualifications prescribed by the Local Government (General) Regulations 1999 is designated as the responsible officer for the Council for the purposes of the Whistleblowers Protection Act 1993.	Y	
148A Use of Facilities		
148A.1 The power pursuant to Clause 13 of Schedule 1A of the Act to arrange with the Authority for the Authority to make use of the services of the staff, equipment or facilities of		

the Council.		
149. Deliberately left blank		
149.1.		
149.1.1.		
149.1.2.		
149.1.3.		
150. Deliberately left blank		
150.1.		
151. Deliberately left blank		
151.1.		
151.2.		
151.3.		
151A Preparation of Stormwater Management Plans by Councils		
151A.1 The power pursuant to Clause 17(1) of Schedule 1A of the Act to prepare a stormwater management plan which: (a) complies with the guidelines issued by the Authority; and (b) is prepared in consultation with the relevant regional NRM board or boards; and (c) is prepared in accordance with any other procedures or requirements prescribed by the Regulations		
151B Authority May Issue Order		
151B.1 The power pursuant to Clause 20(5) of Schedule 1A of the Act, before the Authority takes any action under Clause 20(4) of Schedule 1A of the Act, to make submissions to the Authority in relation to the matter.		

151B.2 The power pursuant to Clause 20(6) of Schedule 1A of the Act, if costs and expenses are to be recovered from the Council as a debt, to enter into an agreement with the Authority for the debt to be repaid over a period of time, subject to the payment by the Council of interest on the debt (and the power to agree the rate with the Authority**).**		
152. Deliberately left blank		
153. Deliberately left blank		
154. Special Powers in Relation to Land		

154.1 The power pursuant to Clause 24(1) of Schedule 1A of the Act and in accordance with Clause 24(2) of Schedule 1A of the Act, for the purpose of taking action consistent with the provisions of an approved stormwater management plan or a condition imposed on approval of a stormwater management plan or action required by an order under Clause 20 of Schedule 1 of the Act, to: (a) enter and occupy any land; and (b) construct, maintain or remove any infrastructure; and (c) excavate any land; and (d) inspect, examine or survey any land and for that purpose: (i) fix posts, stakes or other markers on the land; and (ii) dig trenches or sink test holes in the land to determine the nature of the top soil and underlying strata; and (iii) remove samples for analysis. (e) alter water table levels, stop or reduce the flow of water in a watercourse, divert water flowing in a watercourse to another watercourse or to a lake or control the flow of water in any other manner; and (f) hold any water in a watercourse or lake or by any other means; and (g) divert water to an underground aquifer, dispose of water to a lake, underground aquifer or the sea, or deal with water in any other manner; and (h) deepen, widen or change the course of a watercourse, deepen or widen a lake or take action to remove any obstruction to the flow of water; and (i) undertake any other form of work (including work undertaken for the purposes		

of stormwater management or flood mitigation); and (j) undertake any testing, monitoring or evaluation; and (k) undertake any other activity of a prescribed kind.		
154.2 The power pursuant to Clauses 24(2)(b) and 25 of Schedule 1A of the Act to acquire an easement or other appropriate interest over the relevant land by agreement with the owner or in accordance with the Land Acquisition Act 1969 and any other applicable laws.		
155. Entry and Occupation of Land Other Than Council Land		
155.1 The power pursuant to Clause 25(2) of Schedule 1A of the Act, subject to Clause 25(3) of Schedule 1A of the Act, to give reasonable notice of an intention to enter, or to enter and occupy, land in accordance with Clause 24 of Schedule 1A of the Act to the occupier of the land.		
155.2 The power pursuant to Clause 25(3)(b) of Schedule 1A of the Act to, in an emergency, give such notice (if any) as the delegate considers is reasonable in the circumstances.		
156. Vesting of Infrastructure, etc		
156.1 The power pursuant to Clause 26(3) of Schedule 1A of the Act to, before the Minister publishes a notice vesting the care, control and management of infrastructure or land in the Council under Clauses 26(1) or (2) of Schedule 1A of the Act make submissions to the Minister in relation to the proposed notice.		
157. Building Upgrade Agreement *(May only be delegated to CEO)*		
157.1 The power pursuant to Clause 2(1) of Schedule 1B of the Act, subject to Clause 2 of Schedule 1B of the Act, to,	Y	

in relation to a building situated on land within the area of the Council, enter into an agreement (a *building upgrade agreement*) under which:		
157.1.1 the building owner agrees to undertake upgrade works in respect of the building; and	Y	
157.1.2 a finance provider agrees to advance money to the building owner for the purpose of funding those upgrade works; and	Y	
157.1.3 the Council agrees:		
157.1.3.1 to levy a charge on the relevant land (a *building upgrade charge*), to be paid by the building owner, for the purpose of recouping the money advanced by the finance provider for the upgrade works (and any interest or other charges payable to the finance provider under the agreement); and	Y	
157.1.3.2 to pay to the finance provider any money paid to the Council by way of the building upgrade charge (other than any service fee or late payment fee that the Council is permitted by the agreement to deduct and retain).	Y	
157.2 The power pursuant to Clause 2(3) of Schedule 1B of the Act to include in a	Y	

building upgrade agreement, payment to the finance provider of penalty interest on money advanced by the finance provider under the agreement, at such rate as determined in accordance with the regulations, and, if the regulations do not provide for the determination of the rate at such rate as determined in accordance with the agreement.		
157.3 The power pursuant to Clause 2(4) of Schedule 1B of the Act to agree that a building upgrade agreement may be entered into by any other persons that the delegate considers should be parties to the agreement.	Y	
158. Variation or Termination of Agreement *(May only be delegated to CEO)*		
158.1 The power pursuant to Clause 4 of Schedule 1B of the Act to vary or terminate a building upgrade agreement by further agreement between the primary parties.	Y	
159. Contents of Agreement *(May only be delegated to CEO)*		
159.1 The power pursuant to Clause 5(1) of Schedule 1B of the Act to make a building upgrade agreement in writing and specify:		
159.1.1 the upgrade works to be undertaken by or on behalf of the building owner under the agreement; and	Y	
159.1.2 the amount of money to be advanced by the finance provider under the agreement; and	Y	
159.1.3 the amount of the building upgrade charge to be levied by the Council under the agreement; and	Y	

159.1.4 the schedule for the payment, by the building owner, of a building upgrade charge to the Council; and	Y	
159.1.5 the amount of, or a method for calculating the amount of, any service fee or late payment fee that the Council may deduct and retain; and	Y	
159.1.6 any prescribed matters.	Y	
159.2 The power pursuant to Clause 5(2) of Schedule 1B of the Act to, in a building upgrade agreement:		
159.2.1 provide for the early repayment of any amount payable under the agreement; and	Y	
159.2.2 include and agree to other provisions.	Y	
160. Declaration of Building Upgrade Charge *(May only be delegated to CEO)*		
160.1 The power pursuant to Clause 6(1) of Schedule 1B of the Act, after the Council enters into a building upgrade agreement, to, in accordance with the terms of the agreement, declare a building upgrade charge in respect of the relevant land (being a charge of the agreed amount specified in the building upgrade agreement).	Y	
160.2 The power pursuant to Clause 6(2) of Schedule 1B of the Act, if the Council or delegate declares a building upgrade charge, to, within 28 days after the declaration give the building owner written notice in accordance with Clauses 6(3) and (4) of Schedule 1B of the Act specifying:	Y	
160.2.1 the name and address of the building owner; and	Y	

160.2.2	a description of the relevant land in respect of which the building upgrade charge is being levied; and	Y	
160.2.3	the building upgrade agreement under which the building upgrade charge is being levied; and	Y	
160.2.4	the amount for which the building owner is liable; and	Y	
160.2.5	the manner of payment of the amount; and	Y	
160.2.6	the due date for payment of the amount, in accordance with the schedule for the payment of the building upgrade charge to the Council (specified in the building upgrade agreement); and	Y	
160.2.7	the amount of, or method of calculating, any service fee of the Council authorised by the building upgrade agreement and any late payment fee that may be imposed by the Council if the building owner fails to pay an amount for which the building owner is liable by the due date; and	Y	
160.2.8	any prescribed matters.	Y	
160.3	The power pursuant to Clause 6(4) of Schedule 1B of the Act, to, in relation to each payment in respect of a building upgrade charge for which a building owner is liable, give a notice under Clause 6(2) of Schedule 1B of the Act to the building owner at least 28 days before the date for payment specified in the notice.	Y	
161.	**Payment of Building Upgrade Charge**		
161.1	The power pursuant to Clause 7(2) of	Y	

Schedule 1B of the Act, on payment of money in respect of a building upgrade charge to the Council, to deduct and retain any service fee and late payment fee authorised by the building upgrade agreement.		
161.2 The power pursuant to Clause 7(3) of Schedule 1B of the Act in relation to money paid to the Council in respect of a building upgrade charge, to, other than any service fee and late payment fee retained by the Council,	Y	
161.2.1 hold that money on behalf of the finance provider pending payment to the finance provider; and	Y	
161.2.2 pay that money to the finance provider in accordance with the terms of the building upgrade agreement under which the charge was levied.	Y	
162. Sale of Land for Non-payment of Building Upgrade Charge		
162.1 The power pursuant to Clause 9(1) of Schedule 1B of the Act, subject to clause 9 of Schedule 1B of the Act to, if an amount for which a building owner is liable in respect of a building upgrade charge remains unpaid for more than 3 years, sell the relevant land in accordance with the regulations.	Y	
162.2 The power pursuant to Clause 9(2) of Schedule 1B of the Act to, apply any money received by the Council in respect of the sale of land under Clause 9 of Schedule 1B of the Act as follows:	Y	
162.2.1 firstly – in paying the costs of the sale and any other costs incurred in proceeding under Clause 9 of Schedule 1B of the Act;	Y	

162.2.2	secondly – in discharging any liabilities to the Council in respect of the land (other than any building upgrade charge, service fee or late payment fee in relation to a building upgrade charge);	Y	
162.2.3	thirdly – in discharging any liability to the Council for a building upgrade charge, service fee or late payment fee in relation to a building upgrade charge;	Y	
162.2.4	fourthly – in discharging any liability to the Crown for rates, charges or taxes, or any prescribed liability to the Crown in respect of the land;	Y	
162.2.5	fifthly – in discharging any liabilities secured by registered mortgages, encumbrances or charges;	Y	
162.2.6	sixthly – in discharging any other mortgages, encumbrances or charges of which the Council has notice;	Y	
162.2.7	seventhly – in payment to the owner of the land.	Y	
162.3	The power pursuant to Clause 9(3) of Schedule 1B of the Act, if the owner cannot be found after making reasonable inquiries as to his or her whereabouts, to deal with an amount payable to the owner as unclaimed money under the Unclaimed Moneys Act 1891.	Y	
163. Repayment of Advances to Finance Provider			
163.1	The power pursuant to Clause 10(2) of Schedule 1B of the Act, if a building upgrade agreement is terminated before all the money that the finance	Y	

provider agreed to advance to the building owner is advanced, to:		
163.1.1 adjust the building upgrade charge to reflect the lower amount advanced to the building owner; and	Y	
163.1.2 give the building owner written notice of the adjustment.	Y	
163.2 The power pursuant to Clause 10(3) of Schedule 1B of the Act, if, as a result of an adjustment being made to a building upgrade charge under clause 10 of Schedule 1B of the Act:	Y	
163.2.1 the building owner has made payment in respect of the charge in excess of the adjusted amount; and	Y	
163.2.2 the excess amount has been paid by the Council to the finance provider,	Y	
to refund the building owner the excess amount paid.	Y	
164. **Register of Building Upgrade Agreements**		
164.1 The power pursuant to Clause 13(1) of Schedule 1B of the Act to keep a register of building upgrade agreements in accordance with Clause 13(2) of Schedule 1B of the Act.	Y	
164.2 The power pursuant to Clause 13(3) of Schedule 1B of the Act to make available the register for inspection (without charge) by a member of the public at the principal office of the Council during ordinary office hours and to provide a person with an extract from the register (without charge).	Y	

SCHEDULE OF CONDITIONS

**CONDITIONS OR LIMITATIONS
APPLICABLE TO DELEGATIONS
CONTAINED IN THIS INSTRUMENT**

Paragraph(s) in instrument to which conditions/limitations apply	Conditions / Limitations
All	All Financial Delegations listed within this document are subject to the delegated amounts as follows:

Position	Expenditure Financial Limit (GST inclusive)	Contracting Financial Limit * (GST inclusive)
Chief Executive Officer	$4 Million	Unlimited*
General Manager City Development	$1 Million	Unlimited*
Manager Development & Regulatory Services	$25,000	$25,000
Administration Co-ordinator - Development Services	$4,000	$4,000
Team Leader - Building/Building Surveyor	$4,000	$4,000
Team Leader - Planning	$12,000	$12,000
Unit Manager Community Health and Safety	$10,000	$10,000
Team Leader Community Safety Inspectors	$10,000	$10,000
Manager Innovation & Strategy	$20,000	$20,000
Performance and Innovation Leader	$5,000	$5,000
Unit Manager Asset Systems	$5,000	$5,000
Unit Manager Environmental Sustainability	$10,000	$10,000
Manager City Property	$50,000	$50,000
Unit Manager Open Space & Recreation	$10,000	$10,000
Unit Manager Land & Property	$20,000	$20,000
Unit Manager Cultural Facilities	$10,000	$10,000
Team Leader Swimming Centre	$2,000	$2,000
Unit Manager Sports & Recreational Facilities	$10,000	$10,000
Manager City Activation	$100,000	$100,000
Unit Manager Cultural Development	$10,000	$10,000

Position	Expenditure Financial Limit (GST inclusive)	Contracting Financial Limit * (GST inclusive)
Aboriginal Culture & Relationships Coordinator	$5,000	$5,000
General Manager Corporate Services	$1 Million	Unlimited*
Manager ICT	$25,000	$25,000
Unit Manager ICT Infrastructure Service Delivery	$10,000	$10,000
Manager Finance & Contracts	$25,000	$25,000
Manager Finance & Contracts (Special Delegation applied to sign-off Solo Invoices)	$500,000	$0
Unit Manager Contracts **	$10,000	$1 Million
Senior Contracts Officer	$0	$50,000
Unit Manager Finance Partnering and Rates	$2,000	$2,000
Team Leader Rating Services	$2,000	$2,000
Unit Manager Statutory Finance and Payroll	$2,000	$2,000
Financial Co-ordinator	$2,000	$2,000
Manager Corporate Governance	$20,000	$20,000
Unit Manager Communications	$5,000	$5,000
Unit Manager Risk	$10,000	$10,000
Unit Manager Governance & Records Management	$5,000	$5,000
General Manager City Services	$1 Million	Unlimited*
Manager Engineering & Field Services	$75,000	$75,000
Unit Manager Open Space Operations	$20,000	$20,000
Field Supervisor Horticulture	$2,000	$2,000
Field Supervisor Streetscapes	$2,000	$2,000
Unit Manager Operational Support	$20,000	$20,000
Supervisor Operations	$2,000	$2,000
Supervisor Workshop	$2,000	$2,000
Unit Manager Civil Services	$20,000	$20,000
Co-ordinator Infrastructure	$2,000	$2,000
Field Supervisor Infrastructure	$2,000	$2,000
Field Supervisor Civil Services	$2,000	$2,000
Unit Manager Engineering	$20,000	$20,000
Unit Manager Engineering (Special Delegation applied to sign-off of Street Lighting Invoices)	$65,000	$0

Position	Expenditure Financial Limit (GST inclusive)	Contracting Financial Limit * (GST inclusive)
Co-ordinator Survey & Design	$10,000	$10,000
Coordinator Traffic & Parking	$20,000	$20,000
Manager Community & Cultural Services	$50,000	$50,000
Unit Manager Community Wellbeing	$10,000	$10,000
Team Leader Community Development & Programs	$10,000	$10,000
Hallett Cove Youth Project Co-ordinator	$5,000	$5,000
Team Leader Community Home Support Team	$5,000	$5,000
Coordinator Neighbourhood Social Participation Off	$2,000	$2,000
Team Leader Operations Neighbourhood Centres	$2,000	$2,000
Co-ordinator Community Programs	$2,000	$2,000
Unit Manager Libraries	$10,000	$10,000
Unit Manager Community Connections & Learning	$5,000	$5,000
Children & Youth Co-ordinator	$5,000	$5,000
Digital Literacies Coordinator - Libraries	$5,000	$5,000
Unit Manager Collections & Outreach	$5,000	$5,000
Collection Development Co-ordinator	$5,000	$5,000
Outreach & Information Services Co-ordinator	$5,000	$5,000
Unit Manager Service Quality	$5,000	$5,000
Customer Service Co-ordinator	$5,000	$5,000
Library ICT Support Officer	$5,000	$5,000
Manager Customer Experience	$50,000	$50,000
Unit Manager Customer Service	$5,000	$5,000
Manager Human Resources	$20,000	$20,000
Unit Manager HR Partnering	$5,000	$5,000

* Provided funds are part of the Council approved budget
** Subject to Tender Board approval to enter into contracts which exceed $200,000 (GST inclusive)

SCHEDULE OF CONDITIONS

**CONDITIONS OR LIMITATIONS
APPLICABLE TO DELEGATIONS
CONTAINED IN THIS INSTRUMENT**

<table>
<tr><th>Paragraph(s) in instrument to which conditions/limitations apply</th><th colspan="3">Conditions / Limitations</th></tr>
<tr><td rowspan="18">All</td><td colspan="3">All Human Resource Delegations listed within this document are
subject to the sub-delegations list below:</td></tr>
<tr><td>What</td><td>How</td><td>Who*</td></tr>
<tr><td>Resignations/ exits</td><td>Letter</td><td>CEO</td></tr>
<tr><td></td><td>Procedure (Draft)</td><td>LT</td></tr>
<tr><td>Learning & Development (L&D)</td><td>Application form</td><td>LT
ELT for travel/ accommodation
ELT; Higher education</td></tr>
<tr><td>Leave Without Pay</td><td>Letter</td><td>GM</td></tr>
<tr><td>Maternity/ Parental Leave</td><td>Letter</td><td>HR</td></tr>
<tr><td>Staff movement</td><td>Letter – Secondment; Redeployment; Acting duties</td><td>GM</td></tr>
<tr><td>Recruitment</td><td>Approval form</td><td>CEO</td></tr>
<tr><td></td><td>Procedure</td><td>LT</td></tr>
<tr><td></td><td>Guidelines</td><td></td></tr>
<tr><td></td><td>Vacancy Management Policy</td><td>LT</td></tr>
<tr><td></td><td>Vacancy Management Assessment form</td><td>LT</td></tr>
<tr><td>Offer letter</td><td>Letter</td><td>GM</td></tr>
<tr><td>Performance Management</td><td>Termination</td><td>CEO</td></tr>
<tr><td></td><td>Disciplinary</td><td></td></tr>
<tr><td></td><td>Policy</td><td>LT</td></tr>
<tr><td></td><td>Procedure</td><td>LT</td></tr>
<tr><td></td><td>Performance Matrix</td><td>LT</td></tr>
<tr><td></td><td>Counseling</td><td>LT</td></tr>
</table>

***Legend:**
CEO – Chief Executive Officer
ELT – Executive Leadership Team
SLT – Senior Leadership Team
LT – Leadership Team
HR - Human Resources
GM - General Manager

INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993 AND DEVELOPMENT REGULATIONS 2008

NOTES

In exercise of the powers contained in Section 20 of the Development Act, 1993, the powers, functions and duties under the Development Act, 1993 and the Development Regulations, 2008 are hereby delegated this 26 June 2018 to the person occupying the office of Chief Executive Officer of the Council and the saidpowers, functions and duties may be sub-delegated by the said delegate to any other officer of the Council:

References:

Abbreviation	Position Title
AC	Administration Co-ordinator
ASODS	Administration Support Officer Development Services
BS	Building Surveyor
DCO	Development Compliance Officer
DOB	Development Officer Building
DOE	Development Officer Engineering
DOP	Development Officer Planning
EHO	Environmental Health Officer
FC	Financial Co-ordinator
GMCD	General Manager City Development
MDRS	Manager Development & Regulatory Services
MF	Manager Finance
POA	Planning Officer Arboriculture
PP	Policy Planner
SDOB	Senior Development Officer Building
SDOP	Senior Development Officer Planning
SO	Systems Officer
SPP	Senior Policy Planner
TLB	Team Leader Building
CCHS	Unit Manager Community Health and Safety
TLP	Team Leader Planning
TLE	Unit Manager Engineering Services

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

		Delegate to CEO	
1.	**Concept of Change in the Use of Land**		
1.1	The power pursuant to Section 6(3) of the Development Act 1993 ("the Act") and in circumstances where a particular use of land has been discontinued for a period of six months or more:		
1.1.1	to form the opinion that the revival of that use would be inconsistent with the Development Plan and have an adverse effect on the locality in which the land is situated; and	Y	
1.1.2	to serve written notice on the owner and occupier of the land declaring that a revival of the use will be treated for the purposes of the Act as a change in the use of land.	Y	
2.	**Appointment of Authorised Officers**		
2.1	The power pursuant to Section 18(1) of the Act to appoint a person to be an authorised officer for the purposes of the Development Act 1993.	Y	
2.2	The power pursuant to Section 18(2) of the Act to impose conditions on the appointment of an authorised officer.	Y	
2.3	The duty pursuant to Section 18(3) of the Act to issue an authorised officer with an identity card.	Y	
2.4	The power pursuant to Section 18(5) of the Act to at any time, revoke an appointment which the Delegate or the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.	Y	
3.	**Delegations**		
3.1	The duty pursuant to Section 20(8) of the Act to ensure that notice of a delegation under Section 20 of the Act is, in prescribed circumstances, given in the Gazette.	Y	

4.	**Council or Minister May Amend a Development Plan**		
4.1	Where an amendment relates to the area, or part of the area, of a council, the power pursuant to Section 24(1)(a)(i) of the Act to prepare an amendment to a Development Plan.	Y	
4.2	Where an amendment to a Development Plan relates to the areas, or parts of the areas, of two or more councils, the power pursuant to Section 24(1)(b)(i) to consult with the Minister.	Y	
4.3	Where an amendment to a Development Plan relates to the areas, or parts of the areas, of two or more councils, the power pursuant to Section 24(1)(b)(ii) of the Act to prepare an amendment to a Development Plan at the request or with the approval of the Minister.	Y	
4.4	The power pursuant to Section 24(1a) of the Act and in accordance with subdivision 2 of Division 2 Part 3 of the Act to act jointly with one or more councils in preparing amendments to 1 or more Development Plans under sub Section (1)(a)(i) or 24(b)(ii) of the Act.	Y	
4.5	The power pursuant to section 24(1)(a)(iva) of the Act, where the Council or the Delegate has, after commencing the processes associated with making an amendment as set out in Section 25 of the Act, to subsequently decide not to proceed with the amendment after all.	Y	
4.6	The power pursuant to Section 24(1b) of the Act to make submissions in relation to the matter within the period specified by the Minister.	Y	
4.7	The power pursuant to Section 24(2a) of the Act to make submissions (within a period specified in the notice) in relation to a matter.	Y	
5.	**Amendments by a Council**		
5.1	The power pursuant to Section 25(1) of the Act to prepare a “Statement of Intent” in accordance with the Regulations.	Y	
5.2	The power pursuant to Section 25(1) of the Act to reach agreement with the Minister on a “Statement of Intent” prepared by the Council.	Y	

5.3	Subject to Sections 25(4) and 25(5) of the Act the power pursuant to Section 25(3) of the Act to prepare a proposal, to be called a “Development Plan Amendment” (or DPA) that complies with the following requirements:		

5.3.1	the DPA must be based on the outcome of investigations initiated by the Council or the Delegate in accordance with the terms of the Statement of Intent and such other investigations (if any) as the Council or the Delegate thinks fit;		Y	
5.3.2	the DPA must include an assessment of the extent to which the proposed amendment -			
	5.3.2.1	accords with the Planning Strategy; and	Y	
	5.3.2.2	accords with the Statement of Intent; and	Y	
	5.3.2.3	accords with other parts of the Development Plan; and	Y	
	5.3.2.4	complements the policies in the Development Plans for adjoining areas; and	Y	
	5.3.2.5	satisfies the matters prescribed in the Regulations;	Y	
5.3.3	***the DPA must include -***			
	5.3.3.1	an explanation of the intent of the proposed amendments, the relationship between that intent and the policy of the Statement of Intent, and a summary of the major policy changes (if any) that are proposed; and	Y	
	5.3.3.2	a summary of the conclusions drawn from the investigations and assessments referred to above; and	Y	
	5.3.3.3	a draft of the amendment, or a draft of the relevant section of the Development Plan as amended (with the amendments shown in a distinctive manner);	Y	

	5.3.4	the DPA must include an assessment of the extent to which the proposed amendment accords with relevant infrastructure planning (with respect to both physical and social infrastructure) identified by the Council through strategic planning or other processes undertaken by the Council under the Act or the Local Government Act 1999 or identified by a Minister, or any other relevant government agency, in accordance with any scheme set out in the Regulations, in connection with the preparation of the DPA under the Act;	Y	
	5.3.5	the DPA must include any other matter prescribed by the Regulations.	Y	
5.4		The power pursuant to Section 25(3)(a) of the Act to initiate investigations in accordance with the terms of the Statement of Intent and such other investigations as the Delegate thinks fit.	Y	
5.5		The duty, pursuant to Section 25(4) of the Act to prepare a DPA only after the Delegate has considered the advice of a person with prescribed qualifications.	Y	
5.6		The power pursuant to Section 25(5) of the Act to not, except as authorised by the Minister, propose an amendment to a part of a Development Plan that has been declared by the Minister by notice in the Gazette as being part of a set of standard policy modules for the purposes of the Act.	Y	
5.7		The duty pursuant to Section 25(6) of the Act to deal with a DPA in accordance with process A, B or C as described by the Act, depending on an agreement reached between the Council or the Delegate and the Minister as part of the Statement of Intent or at some later time if so determined or agreed by the Minister.	Y	
5.8		The power pursuant to Section 25(6) of the Act to reach an agreement with the Minister as part of the Statement of Intent or at some later time if so determined or agreed by the Minister.	Y	
5.9		Process A		

5.9.1	The duty pursuant to Section 25(7)(a) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent, for comment within the period prescribed by the Regulations.	Y	
5.9.2	The power pursuant to Section 25(7)(b) of the Act, if a response is not received within the period that applies under Section 25(7)(a) of the Act, to assume that the particular Department, agency or other body does not desire to provide any comment.	Y	
5.9.3	The power pursuant to Section 25(7)(c) of the Act to consult with the Minister.	Y	
5.9.4	The duty pursuant to Section 25(7)(c)(i) of the Act to comply with the requirement of the Minister to make an alteration to the DPA.	Y	
5.9.5	Subject to Sections 25(10), 25(11), 25(12) and 25(12a) of the Act, the duty pursuant to Section 25(7)(d) of the Act to release the DPA for public consultation in accordance with the Regulations), over a period of at least 8 weeks.	Y	
5.10	Process B		

5.10.1	The duty pursuant to Section 25(8)(a) of the Act, if required by the Minister, to first refer the DPA to the Minister for consideration.	Y	
5.10.2	The power, pursuant to Section 25(8)(a) of the Act, to consult with the Minister.	Y	
5.10.3	The duty pursuant to Section 25(8)(a)(i) of the Act to comply with a requirement of the Minister to make an alteration to the DPA.	Y	
5.10.4	Subject to complying with Section 25(8)(a) of the Act, (if relevant) the duty and power pursuant to Section 25(8)(b)(i) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent for comment within a period of 8 weeks, and, if a response is not received within this period, to assume that the particular Department, agency or body does not desire to provide any comment.	Y	
5.10.5	Subject to Sections 25(10), 25(11), 25(12) and 25(12a) of the Act the duty pursuant to Section 25(8)(b)(ii) of the Act to release the DPA for public consultation in accordance with the Regulations over a period that is at least concurrent with the period that applies under Section 25(8)(b)(i) of the Act.	Y	
5.11	Process C	Y	

5.11.1	The duty and power pursuant to Section 25(9)(a) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent for comment within a period of 4 weeks, and, if a response is not received within this period, to assume that the particular Department, agency or body does not desire to provide any comment.		
5.11.2	Subject to Sections 25(10), 25(11), 25(12) and 25(12a) of the Act, the duty pursuant to Section 25(9)(b) of the Act to release the DPA for public consultation in accordance with the Regulations, over a period that is at least concurrent with the period that applies under Section 25(9)(a) of the Act.	Y	
5.11.3	The duty pursuant to Section 25(9)(c) of the Act, at the time that the DPA is released for public consultation, to give:		
	5.11.3.1 an owner or occupier of any land that is directly subject to the operation of the proposed amendment; and	Y	
	5.11.3.2 an owner or occupier of each piece of adjacent land to land that is directly subject to the operation of the proposed amendment, a written notice in accordance with the Regulations.	Y	
5.12	The duty pursuant to Section 25(10) of the Act to not release a DPA for public consultation unless or until the Chief Executive Officer of the Council has, on behalf of the Council, issued a certificate in the prescribed form relating to the extent to which the proposed amendment:	Y	

	5.12.1	accords with the Planning Strategy; and	Y	
	5.12.2	accords with the Statement of Intent; and	Y	
	5.12.3	accords with other parts of the Development Plan; and	Y	
	5.12.4	complements the policies in the Development Plans for adjoining areas; and	Y	
	5.12.5	satisfies the matters prescribed in the Regulations.	Y	
5.13	In addition to any requirement prescribed by the Regulations, the duty pursuant to Section 25(11) of the Act for the purposes of undertaking the public consultation, to:			
	5.13.1	allow interested persons to make representations in writing in relation to the matter over the period that applies for the purposes of the public consultation; and	Y	
	5.13.2	subject to Section 25(11)(b) of the Act and in accordance with the Regulations, hold within the area of the Council at least 1 meeting where members of the public may attend and make representations in relation to the matter,	Y	
	5.13.3	appoint a committee (which may, but need not, include members of the Council) to consider any representations made under Sections 25(11)(a) or 25(11)(b) of the Act and to provide advice in relation to those representations.	Y	
5.14	If a proposed amendment designates a place as a place of local heritage value, the duty pursuant to Section 25(12) of the Act, at or before the time when the DPA is released for public consultation, to give each owner of land constituting a place proposed as a place of local heritage value a written notice:			

	5.14.1 informing the owner of the proposed amendment, and	Y	
	5.14.2 inviting the owner to make submissions on the amendment within the period provided for public consultation under the Regulations.	Y	
5.15	If a proposed amendment declares a tree to be a significant tree or a stand of trees to be significant trees, the duty pursuant to Section 25(12a) of the Act, at or before the time when the DPA is released for public consultation, to give each owner of land where the tree or trees are located a written notice:	Y	
	5.15.1 informing the owner of the proposed amendment; and	Y	
	5.15.2 inviting the owner to make submissions on the amendment within the period provided for public consultation under the Regulations.	Y	
5.16	The duty pursuant to Section 25(13)(a) of the Act, after complying with the requirements of Sections 25(1)-(12a) of the Act, to, in accordance with the Regulations prepare a report on the matters raised during the consultation period, on the reasons for any failure to comply with any time set for any step under Sections 25(1)-(12a) of the Act, and on any recommended alterations to the proposed amendment.	Y	
5.17	The power pursuant to Section 25(13)(b) of the Act, if the Delegate thinks fit, by notice in writing to the Minister, to decline to proceed any further with an amendment.	Y	
5.18	The duty to send to the Minister:		
	5.18.1 a copy of a report under Section 25(13)(a); and	Y	
	5.18.2 a certificate from the Chief Executive Officer;	Y	
	pursuant to and in accordance with Section 25(14) of the Act and the Regulations.		
5.19	The power pursuant to Sections 25(15)(d) and	Y	

	25(15)(f) of the Act to consult with the Minister.		
5.20	The power pursuant to and in accordance with Section 25(21) of the Act to consult with, and make submissions to the Minister.	Y	
5.21	The power pursuant to Section 25(23) of the Act to consult with the Minister.	Y	
6.	**Amendments by the Minister**		
6.1	The power pursuant to Section 26(5)(d)(i) of the Act, in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 8 weeks.	Y	
6.2	The power pursuant to Section 26(5a)(a) of the Act in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 8 weeks.	Y	
6.3	The power pursuant to Section 26(5b)(a) of the Act in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 4 weeks.	Y	
6.4	The power pursuant to Section 26(12) of the Act, to make comment to the Minister within a period determined by the Minister in relation to a proposal to act under Section 26(11) of the Act.	Y	
6.5	The power pursuant to, Section 26(12) of the Act to, by notice in writing, object to the Minister's proposed action.	Y	
7.	**Parliamentary Scrutiny**		
7.1	The power pursuant to Section 27(6) of the Act to consult with the Minister.	Y	
8.	**Strategic Directions Report**		
8.1	The duty pursuant to Section 30(1) of the Act, to, from time to time, in accordance with the requirements of Section 30 of the Act, prepare a report under Section 30 of the Act (a Strategic Directions Report) that -		

8.1.1	addresses the strategic planning issues within the area of the Council, with particular reference to -	Y	
8.1.1.1	the Planning Strategy; and	Y	
8.1.1.2	any other policy or document prescribed by the regulations; and	Y	
8.1.2	addresses appropriate amendments to any Development Plan that applies within the area of the Council; and	Y	
8.1.3	sets out the Council's priorities for -		
8.1.3.1	achieving orderly and efficient development through the implementation of planning policies; and	Y	
8.1.3.2	the integration of transport and land-use planning within its area; and	Y	
8.1.3.3	implementing any relevant targets set out in the Planning Strategy; and	Y	
8.1.3.4	implementing affordable housing policies set out in the Planning Strategy within its area; and	Y	
8.1.3.5	infrastructure planning (with respect to both physical and social infrastructure), taking into account any advice provided by a Minister, or any other relevant government agency, in accordance with a scheme set out in the regulations, and any of the Council's proposals with respect to infrastructure; and	Y	
8.1.3.6	other projects or initiatives considered to be relevant by the Council; and	Y	
8.1.4	contains such other material as may be -		
8.1.4.1	prescribed by the regulations; or	Y	

8.1.4.2 required by the Minister.	Y	
8.2 The duty pursuant to Section 30(2) of the Act to prepare and complete a report under Section 30 of the Act -		
8.2.1 within 12 months after an alteration is made to the Planning Strategy, or within such longer period as the Minister may allow, if -	Y	
8.2.1.1 the Minister declares, by notice in the Gazette, that the alteration is considered to be a significant alteration that should trigger a review of Development Plans, or specified Development Plans, under Section 30 of the Act in relation to issues specified by the Minister; and	Y	
8.2.1.2 the Development Plan that applies in relation to the Council's area (or a part of its area) falls within the ambit of the declaration; and	Y	
8.2.2 in any event, within 5 years after the completion of the last report under Section 30 of the Act.	Y	
8.3 The duty, pursuant to Section 30(3) of the Act, in connection with the preparation of a report under Section 30 of the Act, to -		
8.3.1 by public advertisement, invite interested persons to make written submissions to the Council within 2 months of the date of the advertisement or such longer period as may be allowed by the advertisement; and	Y	
8.3.2 consult with any prescribed authority or body in the manner specified by the regulations.	Y	
8.4 The duty, pursuant to Section 30(4) of the Act, in connection with the operation of Section 30(3) of the Act, to prepare and make available the documentation prescribed by the regulations.	Y	
8.5 The duty pursuant to Section 30(5) of the Act to give a person who makes a written response to an	Y	

	invitation under Section 30(3)(a) of the Act an opportunity to appear personally or by representative before the Council or a Council Committee and to be heard on those submissions.		
8.6	The duty pursuant to Section 30(6) of the Act, in preparing a report under Section 30 of the Act, to -		
	8.6.1 reach agreement with the Minister on a Statement of Intent with respect to any proposed amendments to a Development Plan that applies within the area of the Council; and	Y	
	8.6.2 if relevant, prepare a DPA that is suitable for consideration under Section 25(3) of the Act.	Y	
8.7	The duty pursuant to Section 30(7) of the Act to furnish a report under Section 30 of the Act to the Minister.	Y	
8.8	The duty pursuant to Section 30(8) of the Act to, then, in accordance with any reasonable request of the Minister, enter into an agreement with the Minister on the steps that the Council will take as a result of the matters contained in the report (and the report will not be taken to have been completed unless or until such an agreement is reached with the Minister).	Y	
8.9	The power pursuant to Section 30(9) of the Act to request the Minister to exempt the Council -		
	8.9.1 from a requirement to prepare a particular report under Section 30 of the Act; or	Y	
	8.9.2 from a particular requirement with respect to a report under Section 30 of the Act.	Y	
8.10	The duty pursuant to Section 30(12) of the Act to make copies of a report prepared under Section 30 of the Act available for inspection (without charge) by the public at the principal office of the Council.	Y	
8.11	The duty pursuant to Section 30(13) of the Act, if a report proposes amendments to a Development Plan that applies within the area of the Council, to ensure that it releases a DPA for public consultation under Section 25 within the period prescribed by the	Y	

	regulations.		
8.12	The power pursuant to Section 30(14) of the Act, to request in accordance with the regulations a Minister identified by the regulations for the purposes of this provision to furnish to the Council within the prescribed period a statement of the nature and extent of any infrastructure that, according to the Minister's assessment, should be taken into account in connection with the preparation of a report under Section 30 of the Act.	Y	
8.13	The power pursuant to Section 30(15) of the Act to act jointly with two or more councils under Section 30 of the Act and to act on behalf of, and with the agreement of, the other council or councils in undertaking any process or procedure under Section 30 of the Act.	Y	
9.	**Copies of Plans to be Made Available to the Public**		
9.1	The duty pursuant to Section 31(3) of the Act to make copies of a Development Plan published under Section 31(1) of the Act that applies in relation to the area of the Council available for inspection (without charge) and purchase by the public at an office of the Council.	Y	
10.	**Matters Against Which Development Must be Assessed**		
10.1	The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters:	Y	
10.1.1	the provisions of the appropriate Development Plan; with the exception of the following: - Development that has been the subject of Category 2 or 3 public notification where there has been written representations by third parties expressing opposition to the proposal that cannot be satisfied by conditions or modifications to the plans - Development that has been classified as non-complying. The Manager Development Services may determine to proceed with further assessment with	Y	

	a non-complying development. Such decisions shall be reported to the next meeting of the DAP. - Development that includes or is likely to include a new Liquor License or substantial amendment to a Liquor License other than for applications or amendments of a minor nature which may be determined by the Manager Development Services. Such applications shall be reported to the next meeting of the DAP and the respective Ward Councillors advised. - Residential development and land division applications received by Council after 14 August 2003 that incorporate proposed allotments or site areas below the minimum allotment or site areas designated in respective zones and policy areas in the City of Marion Development Plan, unless the Manager Development Service intends to refuse such an application - Outdoor advertising signs: - of a freestanding/pylon design where the face of the advertising structure exceeds 5m^2 in area (each side when double sided). - Attached to a building or structure where the face of the advertising structure exceeds 10m^2 - Additions to existing signage where the proposed additions exceed 5m^2 - of a “billboard” construction/design		
10.1.2	the provisions of the Building Rules;	Y	
10.1.3	in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) on the satisfaction of the conditions specified in Section 33(1)(c) of the Act;	Y	
10.1.4	in relation to a division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 on the satisfaction of the conditions specified in Section 33(1)(d) of the Act;	Y	
10.1.5	the requirement that any encroachment of a	Y	

	building over, under, across or on a public place has been dealt with in a satisfactory manner;		
10.1.6	such other matters as may be prescribed.	Y	
10.2	The power pursuant to Section 33(3) of the Act, when granting a development plan consent, to reserve a decision on a specified matter until further assessment of the development under the Act.	Y	
10.3	If -		
10.3.1	a development only requires an assessment under paragraph (b) of Section 33(1) of the Act; and		
10.3.2	the Council -		
10.3.2.1	is the relevant authority; and		
10.3.2.2	is to make the assessment under that paragraph; and		
10.3.3	the Council determines to grant consent under that paragraph,		
	the duty, pursuant to Section 33(4b) of the Act as the relevant authority, to issue the relevant development approval with the consent.	Y	
11.	**Determination of Relevant Authority**		
11.1	The power pursuant to Section 34(1)(b)(iii) of the Act to request the Minister to declare the Development Assessment Commission to be the relevant authority for a proposed development.	Y	
11.2	The power pursuant to Section 34(1a) of the Act, where the Minister has made a declaration under Section 34(1)(b)(vi) of the Act, to provide the Development Assessment Commission with a report, relating to the application for development authorisation, within the time prescribed by the Regulations.	Y	
11.3	The power pursuant to Section 34(8a) of the Act to, in conjunction with the Councils for the areas in relation to which a regional development assessment panel has been constituted, remove a member from the panel for a failure to comply with	Y	

	the requirements of Section 34(6a) or (7) of the Act or a breach of, or failure to comply with, a code of conduct under Section 21A of the Act.		
11.4	The power in accordance with Section 34(21) of the Act to withdraw from a regional development assessment panel	Y	
11.5	The duty pursuant to Section 34(27)(a) of the Act to establish a policy relating to the basis upon which the Council will make the various delegations required by Section 34(23) of the Act.	Y	
11.6	The duty pursuant to Section 34(27)(b) of the Act to ensure that a copy of the policy established by the Council under Section 34(27)(a) of the Act is available for inspection at the principal office of the council during ordinary office hours and for inspection on the internet.	Y	
12.	**Special Provisions Relating to Assesment Against Development Plans**		
12.1	The duty pursuant to Section 35(1) of the Act to grant a development plan consent if the Regulations or the relevant Development Plan describes any proposed development as a complying development development (subject to such conditions or exceptions as may be prescribed by the Regulations or the relevant Development Plan and subject to any other provision made by the Act or applying under the Regulations).	Y	
12.2	The power pursuant to Section 35(1b) of the Act to determine a development that is assessed by a relevant authority as being a minor variation from complying development to be complying development.	Y	
12.3	Subject to Sections 35 (1d) and (1e) of the Act, if a proposed development meets all but 1 criteria necessary for the development to be complying development, the duty, pursuant to Section 35(1c) of the Act to regard the aspect or aspects of the development that are consistent with the development being complying development accordingly and to assess the balance of the development as merit development.	Y	
12.4	The power pursuant to Section 35(2) of the Act to	Y	

	assess whether or not a development is seriously at variance with the relevant Development Plan.		
12.5	The power pursuant to Section 35(3)(a) of the Act in appropriate cases, to concur in the granting of consent to a development described as a non-complying development.	Y	
12.6	Subject to the Act, the power and duty pursuant to Section 35(6) of the Act, to accept that a proposed development complies with the provisions of the appropriate development plan to the extent that such compliance is certified by a private certifier.	Y	
13.	**Special Provisions Relating to Assessment Against Building Rules**		
13.1	The duty pursuant to Section 36(1) of the Act to grant a building rules consent if the Regulations provide that any proposed building work complies with the Building Rules.	Y	
13.2	The power pursuant to and in accordance with Section 36(2) of the Act:		
13.2.1	to assess whether a development is at variance with the Building Rules;	Y	
13.2.2	to determine whether to grant building rules consent where the variance is with the performance requirements of the Building Code and the Building Rules Assessment Commission concurs in the granting of consent;	Y	
13.2.3	to determine whether to grant building rules consent where the variance is with a part of the Building Rules other than the Building Code on the basis that the Delegate is satisfied that:	Y	
13.2.3.1	the provisions of the Building Rules are inappropriate to the particular building or building work, or the proposed building fails to conform with the Building Rules only in minor respects and the variance is justifiable having regard to the objects of the Development Plan or the	Y	

	performance requirements of the Building Code and would achieve the objects of the Act as effectively, or more effectively, than if the variance were not to be allowed; or		
13.2.3.2	in circumstances where the development has already occurred the variance is justifiable in the circumstances of the particular case.	Y	
13.3	The duty pursuant to Section 36(3) of the Act to modify the application of the Building Rules to avoid an inconsistency between the Building Rules and the Development Plan in relation to a State heritage place or a local heritage place.	Y	
13.4	The duty pursuant to Section 36(3a) of the Act to seek and consider the advice of the Building Rules Assessment Commission before imposing or agreeing to a requirement under Section 36(3) of the Act that would be at variance with the performance requirements of the Building Code.	Y	
13.5	The duty pursuant to Section 36(4)(a) and (b) of the Act to accept that proposed building work complies with the Building Rules to the extent that:		
13.5.1	such compliance is certified by the provision of technical details, particulars, plans, drawings or specifications prepared and certified in accordance with the Regulations; or	Y	
13.5.2	such compliance is certified by a private certifier.	Y	
13.6	The power pursuant to Section 36(6) of the Act to refuse to grant a consent in relation to any development if, as a result of that development, the type or standard of construction of a building of a particular classification would cease to conform with the requirements of the Building Rules for a building of that classification.	Y	
14.	**Consultation with Other Authorities or Agencies**		
14.1	Subject to Section 37AA of the Act, the duty		

	pursuant to Section 37(1)(a) and (b) of the Act where an assessment is required of an application for the consent or approval of a proposed development of a prescribed class to:		
	14.1.1 refer the application, together with a copy of any relevant information provided by the applicant to a body prescribed by the Regulations and including the Development Assessment Commission, and	Y	
	14.1.2 not make a decision until a response has been received from the prescribed body in relation to the matter or matters for which the referral was made or the presumption is made that the body does not desire to make a response or concur (as the case requires).	Y	
14.2	The duty pursuant to Section 37(5)(a) of the Act where an application has been refused or conditions imposed in respect of a development authorisation by direction of a prescribed body, to notify the applicant that the application was refused, or the conditions imposed, by direction under Section 37 of the Act.	Y	
14.3	If a relevant authority is directed by a prescribed body to refuse an application and the refusal is the subject of an appeal under the Act, the power, pursuant to Section 37(6) of the Act to make application for the relevant authority to be joined as a party to the proceedings.	Y	
15.	**Preliminary Advice and Agreement**		
15.1	The power pursuant to and in accordance with Section 37AA(2)(e) of the Act to be satisfied that an application accords with an agreement indicated by a prescribed body in accordance with Section 37AA(2)(c) of the Act.	Y	
15.2	The power pursuant to and in accordance with Section 37AA(4) of the Act to determine that an agreement under Section 37AA of the Act is no longer appropriate due to the operation of Section 53 of the Act.	Y	
16.	**Proposed development involving creation of fortifications**		

16.1	The duty pursuant to Section 37A(1) of the Act where the Delegate has reason to believe that a proposed development may involve the creation of fortifications, to refer the application for consent to, or approval of, the proposed development to the Commissioner of Police ("the Commissioner").	Y	
16.2	The power pursuant to Section 37A(2)(b) of the Act to receive the Commissioner's written determination under Section 37A(2)(a) of the Act.	Y	
16.3	The duty pursuant to Section 37A(5) of the Act if the Commissioner determines that the proposed development involves the creation of fortifications to –		
	(a) if the proposed development consists only of the creation of fortifications – refuse the application; or	Y	
	(b) in any other case – impose conditions in respect of any consent to or approval of the proposed development prohibiting the creation of the fortifications.	Y	
16.4	The duty pursuant to Section 37A(6) of the Act, if the Delegate acting on the basis of a determination of the Commissioner under subsection 37A(2) refuses an application or imposes conditions in respect of a development authorisation, to notify the applicant that the application was refused, or the conditions imposed, on the basis of a determination of the Commissioner under Section 37A of the Act.	Y	
17.	**Public Notice and Consultation**		

17.1	The duty, pursuant to Section 38(3) of the Act, where a person applies for a consent in respect of the Development Plan for a Category 1 development, to not on the Delegate's own initiative seek the views of the owners or occupiers of adjacent or other land in relation to the granting or refusal of development plan consent.	Y	
17.2	Where a person applies for a consent in respect of the Development Plan for a Category 2A development, -		
17.2.1	the duty pursuant to Section 38(3a)(a) of the Act to -		
17.2.1.1	subject to any exclusion or qualification prescribed by the Regulations – give an owner or occupier of each piece of adjoining land; and	Y	
17.2.1.2	give any other person of a prescribed class,	Y	
	notice of the application; and		

17.2.2	the duty pursuant to Section 38(3a)(b) of the Act, to -		
17.2.2.1	give consideration to any representations in writing made in accordance with the Regulations by a person who is entitled to be given notice under paragraph (a) of Section 38(3a) of the Act; and	Y	
17.2.2.2	forward to the applicant a copy of any representations that the relevant authority must consider under subparagraph (i) of Section 38(3a)(b) of the Act and allow the applicant an opportunity to respond in writing, to those representations within the period prescribed by the Regulations; and	Y	
17.2.3	if a representation is received under paragraph (b) of Section 38(3a) of the Act within the prescribed number of days, the power pursuant to Section 38(3a)(c) of the Act to, in the Delegate's absolute discretion, allow the person who made the representation to appear personally or by representative before it to be heard in support of the representation.	Y	
17.3	The duty pursuant to Section 38(4) of the Act to give notice of a proposal for a Category 2 development.	Y	
17.4	The duty pursuant to Section 38(5) of the Act to give notice of a proposal for a Category 3 development.	Y	
17.5	The duty pursuant to Section 38(8) of the Act to forward to an applicant a copy of any representation made regarding the proposed development, and to allow the applicant to respond in writing to those representations.	Y	
17.6	The power pursuant to Section 38(10)(a) of the Act, in respect of a Category 2 development, to determine whether to allow a person who made a representation to appear personally or by representative before the Delegate.	Y	
17.7	The duty pursuant to Section 38(10)(b) of the Act, in respect of a Category 3 development, to allow a	Y	

	person who made a representation and who as part of that representation indicated an interest in appearing before the Delegate or the Council, a reasonable opportunity to appear personally or by representative to be heard in support of the representation.		
17.8	The duty pursuant to Section 38(11) of the Act to allow an applicant to appear personally or by representative before the Delegate or the Council in order to respond to any relevant matter.	Y	
17.9	The duty pursuant to Section 38(12) of the Act, where representations have been made under Section 38 of the Act, to give notice of the decision on the application to each person who made a representation and in respect of a Category 3 development of the person's appeal rights under the Act, and give notice to the Court.	Y	
17.10	The power, pursuant to subsection 38(17) of the Act, where a relevant authority is acting under Section 38 of the Act in relation to a Category 2A or Category 2 development, to not take into account under Section 38 of the Act a representation made by a person who is not entitled to be given notice of the relevant application under Section 38 of the Act.	Y	
17.11	The power, pursuant to subsection 38(18) of the Act, to not take into account under Section 38 of the Act, a representation that is not made in accordance with any requirement prescribed by the Regulations for the purposes of Section 38.	Y	
18.	**Application and Provision of Information**		
18.1	The power pursuant to Section 39(2) of the Act to request an applicant to:		
18.1.1	provide such additional documents or information to enable assessment of the application;	Y	
18.1.2	remedy any defect or deficiency in any application or accompanying document or information required by or under the Act;	Y	
18.1.3	consult with an authority or body prescribed by the Regulations;	Y	
18.1.4	(where required by the Regulations) prepare	Y	

		a statement of effect in relation to non-complying development; and		
	18.1.5	comply with any other requirement prescribed by the Regulations.	Y	
18.2	If -			
	18.2.1	a development is of a kind that is complying development; and		
	18.2.2	the development falls within a class of development prescribed by the Regulations for the purpose of Section 39(2a)(b) of the Act; and		
	18.2.3	the applicant has complied with the requirements of Section 39(1)(a), (c) and (d),		
		the duty, pursuant to Section 39(2a) of the Act, to, in making an assessment as to development plan consent, assess the application without requesting the applicant to provide additional documents or information.	Y	
18.3	If -			
	18.3.1	a development falls within a class of development prescribed by the Regulations for the purposes of Section 39(2b)(b) of the Act; and		
	18.3.2	the applicant has complied with the requirements of Section 39(1)(a), (c) and (d) of the Act,		
		the power and duty pursuant to Section 39(2b)(c) of the Act, to;	Y	
	18.3.3	in making an assessment as to development plan consent, request the applicant to provide additional documents or information in relation to the application on 1 occasion only; and		
		the duty pursuant to Section 39(2b)(d) of the Act, to;	Y	

	18.3.4 make that request within a period prescribed by the Regulations.	Y	
18.4	Pursuant to Section 39(3)(b) of the Act, where a request is made under Section 39(2) of the Act and the request is not complied with within the time specified by the Regulations, the power pursuant to Section 39(3)(b) of the Act to -		
	18.4.1 subject to Section 39(3)(b)(ii) of the Act, refuse the application; and	Y	
	18.4.2 refuse the application in prescribed circumstances (including, if the Regulations so provide, in a case involving development that is complying development).	Y	
18.5	The duty, pursuant to Section 39(3a) of the Act, in dealing with an application that relates to a regulated tree, to seek to make any assessment as to whether the tree is a significant tree without requesting the applicant to provide an expert or technical report relating to the tree, unless the Delegate considers that special circumstances apply.	Y	
18.6	The duty, pursuant to Section 39(3b) of the Act, in dealing with an application that relates to a regulated tree that is not a significant tree, to seek to assess the application without requesting the applicant to provide an expert or technical report relating to the tree, unless the Delegate considers that special circumstances apply.	Y	
18.7	The power pursuant to Section 39(4)(a) and Section 39(5) of the Act to permit an applicant to vary an application or vary any plans, drawings, specifications or other documents that accompanied an application.	Y	
18.8	The power pursuant to Section 39(4)(b) and Section 39(5) of the Act to permit an applicant to lodge an application without the provision of any information or document required by the Regulations.	Y	
18.9	The power pursuant to Section 39(4)(c) and Section 39(5) of the Act to waive payment of whole or part of the application fee or refund an application fee (to the extent that such fees are payable to the Council).	Y	

18.10	The power pursuant to Section 39(4)(d) of the Act and Regulation 17(3)(a) of the regulations to refuse an application that relates to a development of the kind that is described as a non-complying development under the Development Plan without proceeding to make an assessment of the application.	Y	
18.11	The power pursuant to Section 39(4)(e) of the Act, if there is an inconsistency between any documents lodged with the Council for the purposes of Division 1 of Part 4 of the Act, or between any such document and a development authorisation that has already been given that is relevant in the circumstances, to return or forward any document to the applicant or to any other person and to determine not to finalise the matter until any specified matter is resolved, rectified or addressed.	Y	
18.12	The power pursuant to Section 39(7) of the Act to approve of an application for variation of the conditions of the development authorisation previously given under the Act, or to extend the period for which such authorisation remains operative.	Y	
18.13	The power, pursuant to section 39(7)(c) to determine whether representations relate to any aspect of the development under consideration on account of an application for variation, and to determine whether, in the circumstances of the case, it is unnecessary to deal with the matter as Category 3 development.	Y	
18.14	The power, pursuant to section 39(7)(d) of the Act, to approve the seeking of a variation to extend the period for which the relevant authorisation remains operative.	Y	
18.15	Where granting an application for variation of a development authorisation pursuant to section 39(6), the power, pursuant to section 39(7a), to make specific provision for the variation of a condition imposed with respect to the original authorisation in its decision on the application for variation.	Y	
18.16	The power pursuant to Section 39(8) of the Act to issue a consent which provides for the undertaking	Y	

	of development in stages.		
18.17	The power pursuant to Section 39(9) of the Act to determine that the applicant is entitled to a refund of the application fee in the event that an application is withdrawn.	Y	
19.	**Determination of Application**		
19.1	The duty pursuant to Section 40(1) of the Act to give notice of a decision in accordance with the regulations (and in the case of a refusal, the duty to include the reasons for the refusal and any appeal rights that exist under the Act.)	Y	
19.2	The power pursuant to Section 40(3) of the Act to extend the period of time within which a development authorisation remains operative.	Y	
20.	**Time Within Which Decision Must Be Made**		
20.1	The duty, pursuant to Section 41(1) of the Act to deal with an application as expeditiously as possible and within the time prescribed by the Regulations.		
20.2	If -		
20.2.1	the relevant authority does not decide an application that relates to development that is a complying development within the time prescribed under Section 41(1) of the Act; and		
20.2.2	the applicant gives the relevant authority a notice in accordance with the Regulations on the basis that the decision on the application has not been made,		
	the duty pursuant to Section 41(5)(d) of the Act, subject to any exclusion or qualification prescribed by the Regulations, to refund the fee received by the relevant authority under Section 39(1)(d) in relation to the application.	Y	
21.	**Conditions**		
21.1	The power pursuant to Sections 42(1) and (3) of the Act to attach such conditions as the Delegate thinks fit or as may be prescribed by regulation to any	Y	

	decision under Division 1 of Part 4 of the Act.		
21.2	The duty, pursuant to Section 42(4) of the Act, in accordance with Section 42(5) of the Act and subject to Sections 42(6) and (8) of the Act, if a development authorisation provides for the killing, destruction or removal of a regulated tree or a significant tree, to apply the principle that the development authorisation be subject to a condition that the prescribed number of trees (of a kind determined by the Delegate) must be planted and maintained to replace the tree (with the cost of planting to be the responsibility of the applicant or any person who acquires the benefit of the consent and the cost of maintenance to be the responsibility of the owner of the land).	Y	
21.3	The power, pursuant to Section 42(6) of the Act, on the application of the applicant, to determine that a payment of an amount calculated in accordance with the Regulations be made into the relevant fund in lieu of planting one or more replacement trees under Section 42(4) of the Act.	Y	
21.4	The power, pursuant to Section 42(8)(b) of the Act, after taking into account any criteria prescribed by the Regulations and if the Minister concurs, to determine that it is appropriate to grant an exemption under Section 42 of the Act in a particular case.	Y	
22.	**Cancellation by a Relevant Authority**		
22.1	The power pursuant to Section 43 of the Act to cancel a development authorisation previously given by the Council or the Delegate.	Y	
23.	**Investigation of Development Assessment Performance**		
23.1	The power pursuant to Section 45A(2) of the Act to explain the Council's actions and to make submissions (including, if relevant, an indication of undertakings that the Council is willing to give in order to take remedial action) to the Minister within a period (being at least 28 days) specified by the Minister.	Y	
23.2	The duty pursuant to Section 45A(14) of the Act to comply with a direction under Section 45A(11) or	Y	

	(13) of the Act.		
23.3	The power pursuant to Section 45A(12) of the Act to make submissions to the Minister on the report on which the action under Section 45A(11) of the Act is based within a period (being at least 28 days) specified by the Minister.	Y	
24.	**Crown Development and Public Infrastructure**		
24.1	The power pursuant to Section 49(4a) of the Act to receive notice from the Development Assessment Commission containing the prescribed particulars of the development in accordance with the Regulations.	Y	
24.2	The power pursuant to Section 49(5) of the Act to report to the Development Assessment Commission on any matters contained in a notice from the Development Assessment Commission under Section 49(4a) of the Act.	Y	
24.3	The power pursuant to Section 49(9) of the Act to withdraw opposition to a State agency proposed development.	Y	
25.	**Electricity Infrastructure Development**		
25.1	The power pursuant to Section 49A(4a) of the Act to receive notice from the Development Assessment Commission containing the prescribed particulars of the development in accordance with the Regulations.	Y	
25.2	The power pursuant to Section 49A(5) of the Act, where notice of a proposal to undertake development for the purposes of the provision of electricity infrastructure has been given to the Council pursuant to Section 49A(4a) of the Act, to report to the Development Assessment Commission on any matters contained in the said notice.	Y	
25.3	The power pursuant to Section 49A(9) of the Act, in circumstances where the Council's report to the Development Assessment Commission under Section 49A(5) of the Act expressed opposition to the proposed development, to withdraw that opposition.	Y	
26.	**Open Space Contribution System**		

26.1	The power pursuant to Section 50(1) of the Act, with respect to an application for the division of land into more than 20 allotments where one or more allotments is less than one hectare in area, to require:		
	26.1.1 that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or	Y	
	26.1.2 that the applicant make the contribution prescribed by the regulations in accordance with the requirements of Section 50 of the Act; or	Y	
	26.1.3 that the land be vested in the Council and that the applicant make a contribution determined in accordance with Section 50(7) of the Act according to the determination and specification of the Council or Delegate.	Y	
26.2	The power pursuant to Section 50(1) of the Act, when proposing to take any action that is at variance with the Council's Development Plan to seek the concurrence of the Development Assessment Commission.	Y	
26.3	The power pursuant to Section 50(3) and 50(2)(d) of the Act to enter into an agreement on behalf of the Council with the Development Assessment Commission and the applicant under which certain land described by the relevant plan of division will be vested in the Council.	Y	
26.4	The power pursuant to Section 50(3a) of the Act to concur on behalf of the Council to the vesting of land in the Council pursuant to a requirement of the Development Assessment Commission that an area of the site of the development be kept as open space or in some other form that allows for active or passive recreation under Section 50(3a)(a) of the Act.	Y	
26.5	The power pursuant to Section 50(10) of the Act to receive payment of monies from an applicant under Section 50(1) of the Act and the duty to immediately pay that money into a special fund established for the purposes of Section 50 and to apply that money	Y	

	for the purpose of acquiring or developing land as open space.		
26.6	The power pursuant to Section 50(11) of the Act to determine that the division of land is being undertaken in stages such that Section 50 of the Act does not apply to an application for development authorisation to the extent that an earlier application in respect of the same development has addressed the requirements of Section 50 of the Act in respect of the area of land as a whole.	Y	
27.	**Car Parking Fund**		
27.1	The power pursuant to Section 50A(1) of the Act to establish a car parking fund.	Y	
27.2	The duty pursuant to Section 50A(1) of the Act to publish a notice in the Gazette in accordance with Section 50A(2) of the Act where the approval of the Minister has been obtained.	Y	
27.3	The power pursuant to Section 50A(5)(c) of the Act to determine that a proposal does not provide for sufficient spaces for the parking of cars at the site of a development.	Y	
27.4	The power pursuant to Section 50A(5)(d) of the Act to agree with an applicant that a contribution calculated in accordance with a determination of the Council can be made by the applicant to a car parking fund in lieu of providing a certain number of spaces for the parking of cars at the site of a development.	Y	
27.5	The power pursuant to Section 50A(5) of the Act to make a determination for the purpose of calculating amounts to be paid into a carparking fund.	Y	
27.6	The duty pursuant to and in accordance with Section 50A(6) of the Act to publish a determination of the Council for the purpose of calculating amounts to be paid into a carparking fund and any variations from time to time in the Gazette.	Y	
27.7	The power pursuant to and in accordance with Section 50A(7) of the Act to invest any money in a carparking fund and to pay any resultant income into the fund.	Y	
27.8	The power pursuant to and in accordance with	Y	

	Section 50A(8) of the Act to apply money standing to the credit of the car parking fund.		
28.	**Urban Trees Fund**		
28.1	The power, pursuant to Section 50B(1) of the Act, with the approval of the Minister, to establish an urban trees fund for an area designated by the Delegate (a designated area).	N	
28.2	The duty, pursuant to Section 50B(2) of the Act, to effect establishment of the fund by notice in the Gazette.	Y	

28.3	The duty, pursuant to Section 50B(3) of the Act, to define a designated area by reference to an area established by the relevant Development Plan.	N	
28.4	The power, pursuant to Section 50B(5) of the Act, to invest any money in an urban trees fund that is not for the time being required for the purpose of the fund and the duty to pay any resultant income into the fund.	Y	
28.5	The power, pursuant to Section 50B(6) of the Act, to apply money standing to the credit of an urban trees fund to:		
28.5.1	maintain or plant trees which are, or will (when fully grown) constitute, significant trees under the Act; or	Y	
28.5.2	purchase land within the designated area in order to maintain or plant trees which are, or will (when fully grown) constitute, significant trees under the Act.	N	
28.6	The duty, pursuant to Section 50B(7) of the Act, if the Council subsequently sells land purchased under Section 50B(6)(b) of the Act, to pay the proceeds of sale into an urban trees fund maintained by the Council under Section 50B of the Act subject to the following qualifications as prescribed by Sections 50B(7)(a) and (b) of the Act:		
28.6.1	if an urban trees fund is no longer maintained by the Council, the proceeds must be applied for a purpose or purpose consistent with Section 50B(6)(a) or (b) of the Act;	Y	
28.6.2	if money from an urban trees fund only constituted a proportion of the purchase price of the land (the designated proportion), the money that is subject to these requirements is the designated proportion of the proceeds of sale.	Y	
29.	**Certificate in Respect of the Division of Land**		
29.1	The duty pursuant to Section 51(2) of the Act to provide appropriate information to the Development Assessment Commission (upon request by the Development Assessment Commission) before it	Y	

	issues a certificate in respect of the division of land.		
30.	**Saving Provisions**		
30.1	The power pursuant to Section 52(4) of the Act to extend the limitation period referred to in Section 52(2) of the Act in order to avoid or reduce hardship.	Y	
31.	**Avoidance of Duplication of Procedures etc**		
31.1	The power pursuant to Section 52A(2)(a) of the Act to accept a document under the Commonwealth Environment Protection and Biodiversity Conservation Act, 1999 (and defined in Section 52A(9) of the Act, as a "Commonwealth Act document") as an application, notice or other document for the purposes of the Act, if (subject to the provisions of Section 52A(7)) the document complies with the requirements of the Act.	Y	
31.2	The power pursuant to Section 52A(2)(b) of the Act where a document has been accepted for the purposes of the Act, to direct that a procedure taken under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 in relation to the said document will be taken to have fulfilled the requirements for a procedure in relation to the relevant document under the Act, if the requirements of the Act in relation to the procedure have been complied with under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.	Y	
31.3	The power pursuant to Section 52A(2)(c) of the Act to adopt or accept the whole or part of a document (whether a plan, report, statement, assessment or other document of the same kind or not) used or to be used for the purposes of the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 as the document required under the Act, if (subject to the provisions of Section 52A(7) of the Act) the document has been prepared in compliance with the Act, and complies with the requirements of the Act.	Y	
31.4	The power pursuant to Section 52A(5) of the Act where a controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 is an activity or part of an	Y	

	activity or includes an activity for which a development authorisation is required under the Act to, when considering an application for a development authorisation or for the variation of a development authorisation, for the activity, use information and other material provided to the Commonwealth Minister under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 for the purposes of the Commonwealth Minister deciding to give approval to the controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.		
31.5	Where a controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 is an activity or part of an activity, or includes an activity, for which a development authorisation is required under the Act:		
	31.5.1 in circumstances where:		
	31.5.1.1 the Commonwealth Minister has given his or her approval to the controlled action; and		
	31.5.1.2 the applicant for the development authorisation or the Commonwealth Minister has informed the relevant authority of that fact;		
	the duty pursuant to Section 52A(6)(a) of the Act to consider whether the conditions (if any) to be attached to the development authorisation should be consistent with the conditions (if any) attached to the Commonwealth Minister's approval under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999; and	Y	

	31.5.2 the power pursuant to Section 52A(6)(b) of the Act to attach a condition to the development authorisation that requires compliance with all or some of the conditions attached to the Commonwealth Minister's approval under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.	Y	
32.	**Requirement to Upgrade Building in Certain Cases**		
	32.1 Where an application is made for building rules consent for building work in the nature of an alteration to a building constructed before the date prescribed by regulation for the purposes of subsection 53A(1) of the Act, the power pursuant to Section 53A(1) of the Act to form the opinion that the building is unsafe, structurally unsound or in an unhealthy condition and therefore require as a condition of consent that building work that conforms with the requirements of the Building Rules be carried out to the extent reasonably necessary to ensure that the building is safe and conforms to proper structural and health standards.	Y	
	32.2 Where an application is made for building rules consent for building work in the nature of an alteration of a class prescribed by the Regulations the power pursuant to Section 53A(2) and subject to Section 53A(3) of the Act, to form the opinion that the affected part of the building does not comply with the performance requirements of the Building Code in relation to access to buildings and facilities and services within buildings, for people with disabilities and therefore require as a condition of consent that building work or other measures be carried out to the extent necessary to ensure that the affected part of the building will comply with those performance requirements of the Building Code.	Y	
33.	**Urgent Building Work**		
	33.1 The power pursuant to Section 54(2)(d) of the Act to issue any directions and specify a period of time with respect to building work performed as a matter of urgency.	Y	
34.	**Action if Development Not Substantially Completed**		

34.1	The power pursuant to Section 55(1) of the Act to apply to the Court for an order under Section 55(3) of the Act where the development to which an approval relates has been commenced but not substantially completed within the period prescribed by the Regulations for the lapse of the approval.	Y	
34.2	The power pursuant to Section 55(5) of the Act where the Court makes an order under Section 55(3)(a), (b) or (ca) of the Act and a person fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out and to recover the cost of that work as a debt from the person.	Y	
34.3	The power pursuant to Section 55(6) of the Act where an amount is recoverable from a person under Section 55(5) of the Act, by notice in writing to the person, fix a period being not less than 28 days from the date of the notice within which the amount must be paid.	Y	
35.	**Completion of Work**		
35.1	The power pursuant to Section 56(1) of the Act to issue a notice in writing requiring an owner of land to complete a development on the land within a period specified in the notice.	Y	
35.2	The power pursuant to the Section 56(2) of the Act to cause the necessary work to be carried out where an owner has failed to carry out work as required by a notice under Section 56(1) of the Act.	Y	
35.3	The power pursuant to Section 56(3) of the Act to recover the reasonable costs and expenses incurred by the Council or any person acting on behalf of the Council under Section 56 of the Act as a debt due from the owner.	Y	
35.4	The power pursuant to Section 56(4) of the Act to, by notice in writing to the person, fix a period being not less than 28 days from the date of the notice, within which the amount must be paid by the person where an amount is recoverable from the person under Section 56(3) of the Act.	Y	
36.	**Council to Establish Development Assessment Panels**		
36.1	The duty pursuant to Section 56A(3) of the Act to		

	appoint a presiding member to the council development assessment panel in accordance with the requirements set out in Section 56A(3)(b) of the Act.	N	
36.2	The duty pursuant to Section 56A(3) of the Act to appoint the remaining members of the council development assessment panel in accordance with the requirements set out in Section 56A(3)(c) of the Act.	N	
36.3	The duty pursuant to section 56A(3)(d) of the Act to ensure that, unless granted an exemption by the Minister, at least 1 member of the panel is a woman and at least 1 is a man and to ensure that insofar as is reasonably practicable, the panel consists of equal numbers of men and women.	N	
36.4	The duty pursuant to Section 56A(3)(e) to determine the term of office for a member of the council development assessment panel, which period cannot exceed 2 years.	N	
36.5	The duty pursuant to Section 56A(3)(f) of the Act to determine any other conditions of appointment of the members of the council development assessment panel.	N	
36.6	The power pursuant to Section 56A(3)(g) of the Act to remove a member of the council development assessment panel from office for:	N	

	36.6.1 breach of, or failure to comply with, the conditions of appointment; or	N	
	36.6.2 misconduct; or	N	
	36.6.3 neglect of duty; or	N	
	36.6.4 incapacity to carry out satisfactorily the duty of his or her office; or	N	
	36.6.5 failure to carry out satisfactorily the duty of his or her office; or	N	
	36.6.6 failure to comply with a requirement under Section 34(6) or (7) of the Act or a breach of, or failure to comply with, a code of conduct under Section 21A of the Act.	N	
36.7	The duty pursuant to and in accordance with Section 56A(5) of the Act to give notice of an appointment.	Y	
36.8	The duty pursuant to Section 56A(15)(b) of the Act and in accordance with Section 56A(17) of the Act to make minutes of meetings of a council development assessment panel available for reasonable access by members of the public.	Y	
36.9	The duty pursuant to and in accordance with Section 56A(20) of the Act to provide information to the Minister where requested by the Minister.	Y	
36.10	The duty pursuant to Section 56A(22) of the Act to appoint a public officer (who must not be a member of the council development assessment panel).	Y	
36.11	The duty pursuant to Section 56A(23) of the Act to ensure that notice of the appointment of a public officer (including the public officer's name and contact details) is published in the Gazette.	Y	
36.12	The power pursuant to Section 56A(27) of the Act to make an application to the Minister to exempt the Council from the requirement to establish a council development assessment panel under Section 56A of the Act	Y	
36.13	The power pursuant to Section 56A(28) of the Act to consult with the Minister in relation to revoking an	Y	

	exemption under Section 56A(27) of the Act.		
37.	**Building Rules Assessment Audits**		
37.1	The duty pursuant to Section 56B(2) to have its building assessment auditor audit the Council's activities in relation to the undertaking of assessments of proposed developments against the provisions of the Building Rules in accordance with the requirements of Section 56B.	Y	
37.2	The duty pursuant to Section 56B(5) to ensure that after the expiration of the periods prescribed in Section 56B(4) an audit under Section 56B is completed at least once in every prescribed period.	Y	
37.3	The power pursuant to Section 56B(10) to respond to a report prepared by a building assessment auditor prepared in relation to the Council under Section 56B.	Y	
37.4	32A.4 The power pursuant to Section 56B(14) to make submissions to the Minister in relation to a matter concerning the possible exercise of the Minister's powers under Section 56B(12).	Y	
37.5	32A.5 The duty pursuant to Section 56B(16) to comply with a direction given to the Council under Sections 56B(12) or 56B(15).	Y	
37A.	**Development Plan Assessment Audits**		
37A.1	The power and duty pursuant to Section 56C(2) of the Act to have the Council's activities in relation to Development Plan assessments audited by a development assessment auditor in accordance with the requirements of Section 56C of the Act.	Y	
37A.2	The power pursuant to Section 56C(10) of the Act to provide a response to an auditor with a view to correcting any error or fact.	Y	
37A.3	The power pursuant to Section 56C(14) of the Act to make submissions in relation to the matter to the Minister.	Y	
37A.4	The power pursuant to Section 56C(15) of the Act to, if		
	37A.4.1 the Minister makes a recommendation to the Council under Section 56C(12)(a) of	Y	

	the Act; and		
37A.4.2	the Minister subsequently considers that the Council has not, within a reasonable period, taken appropriate action in view of the recommendation,	Y	
	consult with the Minister.		
38.	**Land Management Agreements**		
38.1	The power pursuant to Sections 57(2) and 57(2a) of the Act to enter into an agreement relating to the development, management, preservation or conservation of land within the area of the Council with the owner of the land.	Y	
38.2	The duty pursuant to and in accordance with Section 57(2c) of the Act and Regulation 98A of the Regulations to establish and keep a register available for public inspection (without charge).	Y	
38.3	The duty pursuant to Section 57(2e) of the Act, in relation to the granting of development plan consent with respect to a Category 2A, Category 2 or Category 3 development, to note the existence of the agreement (or the proposal to enter the agreement), and the availability of copies of the agreement for public inspection on the notice of the Council's decision.	Y	
38.4	The power pursuant to Section 57(3) of the Act to carry out on private land any work for which provision is made by agreement under Section 57 of the Act.	Y	
38.5	The power pursuant to Section 57(5) of the Act, to apply to the Registrar-General to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land.	Y	
38.6	The power pursuant to Section 57(8) of the Act to apply to the Registrar-General where a land management agreement has been rescinded or amended to have a note of the rescission or amendment made against the instrument of title or against the land.	Y	
38.7	The power pursuant to Section 57(11) of the Act to consent to the remission of rates payable to the	Y	

	Council provided for in an agreement entered into by the Minister.		
39.	**Land Management Agreements - Development Applications**		
39.1	The power pursuant to and subject to Section 57A(1) of the Act to enter into an agreement under Section 57A of the Act with a person who is applying for a development authorisation under the Act.	Y	
39.2	The duty pursuant to Section 57A(3) of the Act to have regard to:		
39.2.1	the provisions of the appropriate Development Plan.	Y	
39.2.2	the principle that the entering into of an agreement under Section 57A by the Council should not be used as a substitute to proceeding with an amendment to a Development Plan under the Act.	Y	
39.3	The duty pursuant to Section 57A(5) of the Act to register agreements entered into under Section 57A in accordance with the Regulations.	Y	
39.4	The duty pursuant to Section 57A(6) of the Act to keep a register available for public inspection (without charge) in accordance with the Regulations.	Y	
39.5	The power pursuant to Section 57A(7) of the Act to provide a person, on payment of the prescribed fee, a copy of an agreement registered under Section 57A(5) of the Act.	Y	
39.6	The duty, pursuant to Section 57A(8) of the Act, where an agreement is entered into under Section 57A of the Act, in connection with an application for a development authorisation with respect to a Category 2A, Category 2 or Category 3 development, to include a note of the existence of the agreement on the notice of the relevant authority's decision under the Act.	Y	
39.7	The power pursuant to Section 57A(14) of the Act to apply to the Registrar-General to note the agreement against the relevant instrument of title, or in the case of land not under the provisions of the	Y	

	Real Property Act 1886, against the land.		
39.8	The power pursuant to Section 57A(16) of the Act to apply to the Registrar-General where an agreement under Section 57A has bee rescinded or amended to enter a note of the rescission or amendment against the instrument of title, or against the land.	Y	
39.9	The power pursuant to Section 57A (18) of the Act where an agreement under Section 57A does not have effect under Section 57A within the prescribed period, to, by notice given in accordance with the regulations, lapse the relevant development approval (and the agreement will then be rescinded by force of Section 57A(18) of the Act).	Y	
40.	**Notification During Building**		
40.1	The power pursuant to Section 59(3) of the Act to direct that building work stop when a mandatory notification stage has been reached.	Y	
41.	**Classification of Buildings**		
41.1	The power pursuant to Section 66(2) of the Act to assign to any building a classification that conforms with the Regulations and the duty pursuant to Section 66(4) of the Act to give notice in writing to the owner of the building to which the classification has been assigned.	Y	
42.	**Certificates of Occupancy**		
42.1	The duty pursuant to and in accordance with the requirements of Sections 67(2), (3), (4), (5) and (6) of the Act to give a certificate of occupancy.	Y	
42.2	The power pursuant to Section 67(3)(a) of the Act to require information from an applicant for a certificate of occupancy.	Y	
42.3	The duty pursuant to Section 67(10) of the Act to give written notice to an applicant of the refusal of the certificate of occupancy.	Y	
42.4	The power pursuant to Section 67(13) of the Act to revoke a certificate of occupancy in prescribed circumstances.	Y	
43.	**Temporary Occupation**		

43.1	The power pursuant to Sections 68(1) and (2) of the Act to approve the occupation of a building on a temporary basis without a certificate of occupancy and subject to such conditions as the Delegate thinks fit to impose.	Y	
43.2	The duty pursuant to and in accordance with Section 68(3) of the Act to give written notice to an applicant of the refusal of approval for temporary occupation of a building.	Y	
44.	**Emergency Orders**		
44.1	Where an owner of land fails to comply with the requirements of an emergency order issued under Section 69(1) of the Act:		
44.1.1	the power pursuant to Section 69(4) of the Act to cause the required work to be carried out; and	Y	
44.1.2	the power pursuant to and in accordance with Sections 69(5) and 69(6) of the Act to recover the reasonable costs and expense of that work from the owner as a debt.	Y	
44A	**Fire Safety**		
44A.1	The power pursuant to Sections 71(18) and (19) of the Act to establish and designate a body as an appropriate authority.	Y	
44A.2	The power pursuant to Section 71(19)(a)(i) of the Act to appoint a person who holds prescribed qualifications in building surveying to the appropriate authority.	Y	
44A.3	The power pursuant to Section 71(19)(a)(ii) of the Act to determine if a person is to be nominated to the appropriate authority by the Chief Officer of the South Australian Metropolitan Fire Service or the Chief Officer of the South Australian Country Fire Service (after taking into account the nature of the Council or Council's area(s)).	Y	
44A.4	The power pursuant to Section 71(19)(a)(iii) of the Act to appoint a person with expertise in the area of fire safety to the appropriate authority.	Y	

	44A.5 The power pursuant to Section 71(19)(a)(iv) of the Act to determine and select a person to be appointed to the appropriate authority.	Y	
	44A.6 The power pursuant to Section 71(19)(b) of the Act to determine the term of the office not exceeding three years of a member of the appropriate authority.	Y	
	44A.7 The power pursuant to Section 71(19)(d) of the Act to appoint deputy members to the appropriate authority.	Y	
	44A.8 The power pursuant to Section 71(19)(e) of the Act to determine the procedures of an appropriate authority.	Y	
45.	**Building Inspection Policies**		
	45.1 The duty pursuant to and in accordance with Section 71A of the Act to prepare and from time to time alter a building inspection policy.	Y	
45A.	**Building Fire Safety**		
	45A.1 Where satisfied that the fire safety of a building is not adequate, the power to serve a notice on the owner of the building pursuant to Section 71(2) of the Development Act 1993.	Y	
	45A.2 The power to allow an owner of a building who is required to report to the Council on work or other measures necessary to ensure the fire safety of the building is adequate a longer period than two months within which to provide that report pursuant to Section 71(4) of the Development Act 1993.	Y	
	45A.3 The power to give notice to the owner of a building: a requiring the owner to seek an appropriate development authorisation under the Development Act 1993 and, if granted, to carry out a program of work or to take other measures to ensure that the fire safety of buildings is adequate; or b prohibiting occupation of the building until satisfied that any fire hazard no longer exists; or c requiring the owner to take such other action as prescribed by regulation pursuant to Section 71(6) of the Development Act 1993.	Y	
	45A.4 The power to vary or revoke a notice under Section 71 pursuant to Section 71(11) of the Development Act 1993.	Y	

46. **Advertisements**		
46.1 The power pursuant to and in accordance with Section 74(1) of the Act to:	Y	
46.1.1 form the opinion that an advertisement or advertising hoarding disfigures the natural beauty of a locality or otherwise detracts from the amenity of a locality or is contrary to a character desired for a locality under the relevant Development Plan; and	Y	
46.1.2 serve notice in writing requiring the removal or obliteration of the advertisement or the removal of the advertising hoarding (or both).	Y	
46.2 The power pursuant to Section 74(3) of the Act where a person has failed to comply with a notice under Section 74(1) of the Act, to enter on land, carry out the terms of the notice and recover the costs of doing so as a debt from the person on whom the notice was served.	Y	
47. **Enforcement Notices**		
47.1 The power pursuant to and in accordance with Section 84(2) of the Act to issue an enforcement notice where the Delegate has reason to believe on reasonable grounds that a person has breached the Act or a repealed Act.	Y	
47.2 The power pursuant to Section 84(3) of the Act to determine that a direction under Section 84(2) of the Act is urgently required and can be orally given by an authorised officer.	Y	
47.3 Where a person has failed to comply with a direction contained in a notice issued pursuant to Section 84(2)(b) of the Act:		

	47.3.1 the power pursuant to Section 84(6) of the Act to cause the necessary action to be undertaken; and	Y	
	47.3.2 pursuant to and in accordance with Sections 84(7) and 84(8) of the Act to recover the costs of doing so as a debt from the person whose failure gave rise to the action.	Y	
48.	**Applications to Court**		
	48.1 The power pursuant to Section 85(1) of the Act to apply to the Court for an order to remedy or restrain a breach of the Act, or a repealed Act.	Y	
	48.2 Where the Court has made an order under Section 85(6)(d) of the Act and a person has failed to comply with the order, the power pursuant to and in accordance with Section 85(12) and Section 85(13) of the Act, to cause any work contemplated by the order to be carried out and to recover the costs of doing so as a debt from the person.	Y	
49.	**General Right to Apply to Court**		
	49.1 Where the Council is a party to a dispute referred to in Section 86(1)(e) of the Act, the power pursuant to Section 86(1)(e) of the Act to apply to the Court for determination of the dispute.	Y	
50.	**Authority to be Advised of Certain Matters**		
	50.1 The power pursuant to Section 93(1)(b)(iii) of the Act to require from a private certifier who is making a decision of a prescribed kind in relation to any aspect of building work such other information or documentation as the Delegate or the Council may require.	Y	
51.	**Referrals**		
	51.1 The power pursuant to and in accordance with Section 94 of the Act to consent to the referral by a private certifier to the Council or Delegate of any function under the Act.	Y	
52.	**Professional Advice to be Obtained in Relation to Certain Matters**		
	52.1 The power pursuant to Section 101(1) of the Act, in	Y	

	the exercise of a prescribed function, to rely on a certificate of a person with prescribed qualifications.		
52.2	The duty pursuant to Section 101(2) of the Act to seek and consider the advice of a person with prescribed qualifications or person approved by the Minister in relation to a matter prescribed by the Regulations.	Y	

		Delegate to CEO	Sub-delegation
DELEGATIONS UNDER THE DEVELOPMENT (DEVELOPMENT PLANS) AMENDMENT ACT 2006			
53.	**Transitional Provisions**		
53.1	The power pursuant to and in accordance with Clause 5(1) of Schedule 1 to the Development (Development Plans) Amendment Act 2006 ("the DPA Act"), if the Council or the Delegate has, before the commencement of Clause 5 of Schedule 1 to the DPA Act reached an agreement with the Minister on a Statement of Intent with respect to an amendment to a Development Plan, or taken steps to prepare a Plan Amendment Report on the basis of such a Statement of Intent subject to Clause 5(2) of Schedule 1 to the DPA Act, to continue with the process as set out in Section 25 of the Act (as in force immediately before the commencement of Clause 5 of Schedule 1 to the DPA Act) as if the DPA Act had not been enacted until the relevant amendment is approved (with or without alteration) or otherwise dealt with by the Minister under Section 25(15) of the Act, subject to the qualification that the relevant Plan Amendment Report may be referred to as a Development Plan Amendment.	Y	
53.2	The power pursuant to Clause 5(2) of Schedule 1 to the DPA Act to agree on a Statement of Intent that is to supersede a Statement of Intent agreed between the Council or the Delegate and the Minister before commencement of Clause 5 of Schedule 1 to the DPA Act.	Y	

INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT REGULATIONS 2008

NOTES

1. In exercise of the powers contained in Section 20 of the Development Act, 1993, the powers, functions and duties under the Development Regulations, 2008 are hereby delegated this 26 June 2018 to the person occupying the office of Chief Executive Officer of the Council and the said powers, functions and duties may be sub-delegated by the said delegate to any other officer of the Council:

References:

Abbreviation	Position Title
AC	Administration Co-ordinator
ASODS	Administration Support Officer Development Services
BS	Building Surveyor
DCO	Development Compliance Officer
DOB	Development Officer Building
DOE	Development Officer Engineering
DOP	Development Officer Planning
EHO	Environmental Health Officer
FC	Financial Coordinator
MDRS	Manager Development & Regulatory Services
MF	Manager Finance
POA	Planning Officer Arboriculture
PP	Policy Planner
SDOB	Senior Development Officer Building
SDOP	Senior Development Officer Planning
SO	Systems Officer
SPP	Senior Policy Planner
TLB	Team Leader Building
CCHS	Unit Manager Community Health and Safety
TLP	Team Leader Planning
TLES	Team Leader Engineering Services

POWERS AND FUNCTIONS DELEGATED IN THIS INSTRUMENT

DELEGATIONS UNDER THE DEVELOPMENT REGULATIONS 2008	Delegate to CEO	Sub-delegation
54. **Infrastructure Planning**		
54.1 The power pursuant to Regulation 9A(1) to, in preparing the DPA, to the extent (if any) required by the Statement of Intent, seek, in accordance with Regulation 9A(2), the advice of a Minister and any other government agency, specified by the Minister as part of the agreement on the Statement of Intent.	Y	
55. **Consultation with Government Departments or Agencies**		
55.1 The duty pursuant to Regulation 10A(1) of the Regulations if the Council is subject to a requirement under Section 25(7)(a) of the Act to ensure that a copy of any written report received from a Department or agency is furnished to the Minister for the purposes of considering the matter under Section 25(7)(b) of the Act.	Y	
56. **Public Consultation – Section 25 & 26**		
56.1 Subject to Regulations 11A(3) and 11A(6) of the Regulations, for the purposes of Sections 25 and 26 of the Act, the duty pursuant to Regulation 11A(1) of the Regulations to give public notice of a DPA by publication in the designated manner of a notice:		

	56.1.1 advising the time and places at which the DPA is available for inspection (without charge) and purchase by the public; and	Y	
	56.1.2 inviting any interested person to make written submissions on the amendment to the council within the relevant period specified in the notice; and	Y	
	56.1.3 stating that the submissions will be available for inspection by any interested person at a place specified in the notice from the expiration of the period specified under Regulation 11A(1)(b) of the Regulations until the conclusion of any public hearing held for the purposes of Section 25(11)(b) or 26(5c)(b) of the Act (or, if no such meeting is to be held, until the decision is made not to hold the meeting); and	Y	
	56.1.4 providing information about when and where any public meeting is proposed to be held for the purposes of Sections 25(11)(b) or 26(5c)(b) of the Act (subject to a decision being made under the relevant section not to hold a meeting).	Y	
56.2	If one or more written submissions are made in response to a notice published under Regulation 11A(1) of the Regulations, the duty pursuant to Regulation 11A(3) of the Regulations to make a copy of each submission available for inspection in accordance with the statement included under Regulation 11A(1)(c).	Y	
56.3	For the purposes of Sections 25(9)(c) and 26(5b)(c) of the Act, the duty pursuant to Regulation 11A(4) of the Regulations to include in the written notice the same information as required for a notice under Regulation 11A(1) of the Regulations.	Y	
56.4	The duty pursuant to Regulation 11A(5) of the Regulations, to ensure that a copy of any DPA released for public consultation under Section 25 of the Act is provided to the Minister within 2 business days after that release.	Y	

57.	**Public Meeting**		
57.1	The duty pursuant to and in accordance with Regulation 12 of the Regulations to hold a public meeting if an amendment has been prepared by the Council or the Delegate.	Y	
57.2	The power pursuant to Regulation 12(4) of the Regulations to adjourn a public meeting from time to time, and place to place if necessary or appropriate.	Y	
58.	**Application to Relevant Authority**		
58.1	The power pursuant to Regulation 15(1)(c) of the Regulations to require an additional or lesser number of copies of plans, drawings, specifications and other documents and information relating to a proposed development than the number prescribed in Regulation 15(1)(c) of the Regulations.	Y	
58.2	The duty pursuant to and in accordance with Regulation 15(4) of the Regulations, if an application is lodged with the Council but a regional development assessment panel is the relevant authority, to retain a copy of the application and other accompanying information and to forward the application on to the appropriate person acting on behalf of the regional development assessment panel.	Y	
58.3	The duty pursuant to and in accordance with Regulation 15(5) of the Regulations, when an application is lodged with the Council but the Development Assessment Commission is the relevant authority, to forward all but one copy of the application and the accompanying information, as well as a written acknowledgment that the appropriate fees have been paid, to the Development Assessment Commission.	Y	
58.4	The power pursuant to Regulation 15(7)(b) of the Regulations to indicate, in such manner as may be determined by the Development Assessment Commission, that the Council wishes to receive written documentation instead of electronic access to the relevant documents and information via the Internet.	Y	

58.4A	The power and duty pursuant to Regulation 15(7b) of the Regulations, to within 2 business days of receipt of a copy of an application form under Regulation 15(7a) of the Regulations, furnish to the private certifier:		
58.4A.1	the Development Assessment number assigned to the development proposed under the application; and	Y	
58.4A.2	if the private certifier, at the time of forwarding a copy of an application under Regulation 15(7a) of the Regulations, requests advice on the matters set out in subparagraphs (i) and (ii), and if such advice is relevant:	Y	
58.4A.2.1	advice about any site contamination that is believed to exist at the site where the development would be undertaken; and	Y	
58.4A.2.2	advice about the likely need for approval to alter a public road under section 221 of the Local Government Act 1999 in order to establish a new access point.	Y	
58.4A.2.3	advice about whether the relevant development plan specifies any requirements relating to finished floor levels (expressed by reference to AHD or ARI) in relation to the site where the development would be undertaken.	Y	
58.5	The power pursuant to Regulation 15(8) of the Regulations to extend the period prescribed in Regulation 15(8) for the lodging of an application for the appropriate development authorisation as required by Section 54(2)(c).	Y	
58.6	Deliberately left blank		
58.7	The power pursuant to Regulation 15(11) of the Regulations, to modify the requirements of		

	Schedule 5 in relation to a particular application, subject to the following qualifications.		
	58.7.1 in the case of an application that is lodged with the Council for assessment as residential code development – the requirements of Schedule 5 may not be modified in any way by the delegate assessing the application (whether so as to require more or less information), except on authority of the Minister under Section 39(1)(a) of the Act;	Y	
	58.7.2 58.7.2in any other case, the delegate must not, when requiring plans, drawings, specifications and other documents in relation to the application, require the applicant to provide more information than that specified under Schedule 5 (subject to Section 39 of the Act).	Y	
58.8	The power pursuant to Regulation 15(12) of the Regulations to, in exercising the discretion under Section 39(4)(b) of the Act, dispense with the requirements of Schedule 5 in relation to a particular application.	Y	
59.	**Nature of Development**		
59.1	The duty pursuant to Regulation 16(1) of the Regulations, where an application requires the assessment of a proposed development against the provisions of the Development Plan, to determine the nature of the development applied for.	Y	
59.2	The power pursuant to Regulation 16(2) of the Regulations to form the opinion that a development is non-complying, and the duty if the Delegate is of the opinion that an application relates to a kind of development that is non-complying and the applicant has not identified the development as such, by notice in writing to inform the applicant of that fact.	Y	
59.3	The power pursuant to Regulation 16(3) of the Regulations to, if an application in relation to a proposed development identifies the development as *residential code* development or designated development, form the opinion that the	Y	

	development is *residential code* development and the duty to, within 5 business days of receipt of the application, by notice in writing, inform the applicant of that fact.		
59.4	The power pursuant to Regulation 16(4) of the Regulations to, if an application in relation to a proposed development identifies the development as *residential code* development or designated development, form the opinion that the development is not *residential code* development and the duty to, within 5 business days of receipt of the application, by notice in writing, inform the applicant of that fact and the reasons for the Delegate's opinion.	Y	
60.	**Non-Complying Development**		
60.1	The power pursuant to Regulation 17(3) of the Regulations, after receipt of an application which relates to a kind of development that is described as non-complying development to:		
60.1.1	refuse the application pursuant to Section 39(4)(d) of the Act and notify the applicant accordingly; or	Y	
60.1.2	resolve to proceed with an assessment of the application.	Y	
60.2	The duty pursuant to Regulation 17(4) of the Regulations, in situations where the Council or Delegate has resolved to proceed with the assessment of an application for non-complying development, to require the applicant to provide a statement of effect.	Y	
60.3	The power pursuant to Regulation 17(6) of the Regulations to determine that a proposed development is of a minor nature for the purposes of exemption from the requirements to provide a statement of effect.	Y	
61.	**Notification of Application for Tree-damaging Activity to Owner of Land**		
61.1	Where the owner of land to which an application for a tree-damaging activity in relation to a significant tree relates is not a party to the application, the duty pursuant to and in		

	accordance with Regulation 18 of the Regulations:		
	61.1.1 to give the owner of land notice of the application; and	Y	
	61.1.2 to give due consideration, in the assessment of the application, to any submission made by the owner within a reasonable time after the giving of notice of the application.	Y	
62.	**Amended Applications**		
	62.1 The power pursuant to Regulation 20(4) of the Regulations to form the opinion that variations to an application are not substantial and that repeating of the referral process under Part 5 of the Regulations, or the giving of notice under Part 6 of the Regulations is not required.	Y	
	62.2 The power pursuant to Regulation 20(5) of the Regulations, where a variation to an application changes the essential nature of a proposed development to (by agreement with the applicant) proceed with the variation on the basis that the application will be treated as a new application.	Y	
63.	**Withdrawing / Lapsing Application**		
	63.1 The duty pursuant to Regulation 22(1) of the Regulations, where an applicant withdraws an application, to notify any agency to which an application was referred under Part 5 of the Regulations and any person who made a representation in relation to the application under Part 6 of the Regulations of the withdrawal.	Y	
	63.2 Where at least two years have passed since the date on which an application for development authorisation under Part 4 of the Act was lodged with the Council the power, pursuant to Regulation 22(2) of the Regulations to lapse the said application.	Y	
	63.3 Before taking action to lapse a development application under Regulation 22(2) of the Regulations the duty, pursuant to and in accordance with Regulation 22(3) of the Regulations to:	Y	

	63.3.1 take reasonable steps to notify the applicant of the action under consideration; and	Y	
	63.3.2 allow the applicant a reasonable opportunity to make submissions to the Council or the Delegate about the proposed course of action, and the power to determine the manner and form of those submissions.	Y	
64.	**Contravening Development**		
	64.1 The power pursuant to Regulation 23(2) of the Regulations, by notice in writing to the applicant to decline to proceed with an application until proceedings under the Act have been concluded.	Y	
65.	**Referrals**		
	65.1 The duty pursuant to Regulation 24(1) of the Regulations to refer an application of a prescribed kind together with a copy of any relevant information provided by the applicant to the relevant body prescribed by Schedule 8 of the Regulations and to not make a decision on the application until a response has been received from the referral body or the time period for receipt of a response has lapsed.	Y	
66.	**Procedure Where Concurrence Required**		
	66.1 The duty pursuant to Regulation 25 of the Regulations, if concurrence must be sought from another body prior to issuing a consent or approval to forward to the other body whose concurrence must be sought that information required by Regulation 25(b) of the Regulations.	Y	
67.	**Additional Information or Amended Plans**		
	67.1 The duty pursuant to Regulation 27(1) of the Regulations, where an application has been referred to a prescribed body under Part 5 of the Regulations and additional information is received which is materially relevant to the referral, to repeat the referral process where the Delegate is of the opinion that the additional information or amendment is significant and the power to repeat the referral process in all other instances.	Y	

68.	**Special Provisions - Referrals**		
68.1	The duty pursuant to and in accordance with Regulation 28(3) of the Regulations to refer an application for building rules consent to the relevant fire authority for comment and report where the Delegate considers that:		
68.1.1	a proposed alternative solution within the meaning of the Building Code requires assessment against a performance requirement of the Building Code which provides for fire fighting operations of a fire authority; or	Y	
68.1.2	the proposed development is at variance with a performance requirement of the Building Code which provides for fire fighting operations of a fire authority; or	Y	
68.1.3	special problems for fire fighting could arise due to hazardous conditions of a kind described in Section E of the Building Code,	Y	
	and the duty pursuant to Regulation 28(5) of the Regulations to have regard to any report received from the fire authority under Regulation 28.	Y	
68.2	The power pursuant to Regulation 28(4) of the Regulations, when a report from a fire authority pursuant to Regulation 28(3) is not received by the Council within 20 business days, to presume that the fire authority does not desire to make a report.	Y	
68.3	If, in respect of an application referred to a fire authority under Regulation 28, the fire authority:		

	68.3.1	recommends against the granting of building rules consent; or	Y	
	68.3.2	concurs in the granting of consent on conditions specified in its report,	Y	
		but the Delegate:		
	68.3.3	proposes to grant building rules consent despite a recommendation referred to in Regulation 28(5a)(a) of the Regulations; or	Y	
	68.3.4	does not propose to impose the conditions referred to in Regulation 28(5a)(b) of the Regulations, or proposes to impose the conditions in varied form, on the grant of consent,	Y	
		the duty pursuant to Regulation 28(5a) of the Regulations to:		
	68.3.5	refer the application to the Building Rules Assessment Commission; and	Y	
	68.3.6	not grant consent unless the Building Rules Assessment Commission concurs in the granting of consent.	Y	
68.4		The duty pursuant to Regulation 28(6) of the Regulations to provide to the Building Rules Assessment Commission a copy of any report received from a fire authority under Regulation 28(1) that relates to an application referred to the Building Rules Assessment Commission under the Act.	Y	
68.5		The duty pursuant to Regulation 28(7) of the Regulations, where building work comprises or includes the construction or installation of a private bushfire shelter, not to grant a building rules consent unless the Building Rules Assessment Commission concurs in the granting of the consent.	Y	
69.	**Land Division Applications**			
69.1		The duty pursuant to Regulation 29(1) of the Regulations, subject to the provisions in Regulation 29(2) of the Regulations, to withhold making a decision on an application which relates	Y	

	to a proposed development that involves the division of land until a report has been received from the Development Assessment Commission.		
69.2	The power pursuant to Regulation 29(2) of the Regulations, when a report from the Development Assessment Commission pursuant to Regulation 29(1) of the Regulations is not received by the Council within eight weeks or within such longer period as the Development Assessment Commission may require by notice in writing to the Council, to presume that the Development Assessment Commission does not desire to make a report.	Y	
70.	**Underground Mains Area**		
70.1	The power pursuant to Regulation 30(1) of the Regulations to seek a report from the relevant electricity authority where the Delegate considers that an area should be declared an underground mains area.	Y	
70.2	The power pursuant to Regulation 30(2) of the Regulations to declare an area as an underground mains area.	Y	
70.3	The power pursuant to Regulation 30(4) of the Regulations, where a development includes the division of land within or partly within an underground mains area, to require, as a condition of the decision, that any electricity mains be placed underground.	Y	
71.	**Preliminary Advice and Agreement – Section 37AA**		
71.1	The power pursuant to Regulation 31A(6)(b) of the Regulations to determine that an application no longer accords with an agreement indicated by the prescribed body.	Y	
71.2	The power pursuant to Regulation 31A(6) of the Regulations if:		
71.2.1	a relevant authority permits an applicant to vary an application under Section 39(4) of the Act; and	Y	
71.2.2	the relevant authority determines that the application no longer accords with the agreement indicated by the prescribed	Y	

	body, to refer the application (unless withdrawn) to the prescribed body -		
	71.2.3 to obtain a variation to the agreement under Section 37AA of the Act; or	Y	
	71.2.4 to obtain a response from the prescribed body for the purposes of Section 37 of the Act.	Y	
71.3	The power pursuant to Regulation 31A(7) of the Regulations if:		
	71.3.1 an application is withdrawn by the Applicant; and		
	71.3.2 the applicant sought to rely on an agreement under Section 37AA of the Act in connection with the application,		
	to notify the relevant prescribed body of the withdrawal of an application.	Y	
71.4	The power pursuant to Regulation 31A(8) of the Regulations if:		
	71.4.1 an application is lapsed by a relevant authority under Regulation 22 of the Regulations; and		
	71.4.2 the applicant sought to rely on an agreement under Section 37AA of the Act in connection with the application,		
	to notify the relevant prescribed body of the lapsing of an application.	Y	
71.5	The power pursuant to Regulation 31A(9) of the Regulations if:		
	71.5.1 an application seeks to rely on an agreement under Section 37AA of the Act in connection with the application; and		
	71.5.2 a notice of decision is issued by the relevant authority under Regulation 42 of the Regulations,		
	to send a copy of the notice to the prescribed body	Y	

	within 5 business days after the notice is given to the applicant under Regulation 42 of the Regulations.		
71A. Public Notice Categories			
71A.1	The power pursuant to Regulation 32(2)(5) of the Regulations to determine that a form of development comprises 2 or more elements.	**Y**	
72.	**Public Inspection of Certain Applications**		
72.1	The duty pursuant to and in accordance with Regulation 34(1) of the Regulations, subject to Regulation 34(4) of the Regulations to ensure that copies of documents referred to in Regulation 34(1) concerning an application are reasonably available for inspection by the public (without charge).	Y	
72.2	The duty pursuant to Regulation 34(2) of the Regulations, subject to Regulation 34(4) of the Regulations, where a request is made within the time period that applies under Regulation 34(1) of the Regulations and on payment of a fee fixed by Council to provide to a member of the public a copy of any document of information available for inspection under Regulation 34(1) of the Regulations.	Y	
72.3	The power pursuant to Regulation 34(3) of the Regulations to require that a person who has made a request under Regulation 34(2) of the Regulations verify his or her name, address and contact details in such manner as the Delegate thinks fit.	Y	
72.4	The power pursuant to Regulation 34(4) of the Regulations to form the opinion that the present or future security of a building would be jeopardised if plans, drawings, specifications or other documents or information relating to the assessment of a proposed development against the Building Rules were to be made available for inspection.	Y	
73.	**Response by Applicant**		

73.1	The power pursuant to Regulation 36 of the Regulations to extend the time within which an applicant may respond to any representation	Y	
74.	**Determination of Commission as Relevant Authority**		
74.1	Where the Development Assessment Commission is the relevant authority under Section 34(1)(b) of the Act:		
74.1.1	in a case where the Minister has made a declaration under Section 34(1)(b)(iii) or 34(1)(b)(vi) of the Act, the duty pursuant to and in accordance with Regulation 38(2)(a)(i) of the Regulations to forward to the Development Assessment Commission any application received by the Council under the Act and the Regulations in relation to the matter together with accompanying documentation or information and, as appropriate, fees; and	Y	
74.1.2	in any case, the power pursuant to and in accordance with Regulation 38(2)(b) to provide a report on matters under Section 33(1) (as relevant).	Y	
74.2	Where the Development Assessment Commission is the relevant authority under Section 34(1)(b)(iv) of the Act and the proposed development is to be undertaken within one kilometre of a boundary with the Council, the power, pursuant to Regulation 38(4) of the Regulations, to provide the Development Assessment Commission with comments on the proposed development.	Y	
75.	**Assessment in Respect of Building Rules Referred to the Council**		
75.1	The duty pursuant to and in accordance with Regulation 39 of the Regulations, where the Council is the relevant authority pursuant to Section 34(2) of the Act, not to give any decision in respect of the assessment against the Building Rules until the Development Assessment Commission or the regional development assessment panel (as the case may be) has made its decision.	Y	

76.	**Notification of Decision to Applicant (Including Conditions)**		
76.1	The duty pursuant to and in accordance with Regulation 42 of the Regulations to give notice of a decision on an application under Division 1 of Part 4 of the Act including, but not limited to, the power to endorse approved plans and documentation under Regulation 42(4).	Y	
77.	**Notification of Decision to a Prescribed Body**		
77.1	The duty pursuant to and in accordance with Regulation 43 of the Development Regulations, to send a copy of the notice of decision issued under Regulation 42 of the Regulations to any prescribed body to which the application had been referred.	Y	
77.2	The duty pursuant to and in accordance with Regulation 43(3) of the Regulations to send a copy of a notice of a decision on an application, if or when a development authorisation is issued in relation to a proposed division of land, to the Development Assessment Commission.	Y	
78.	**Notification of Decision to Owner of Land**		
78.1	The duty pursuant to and in accordance with Regulation 44 of the Regulations to send a copy of any notice issued under Regulation 42 of the Regulations to the owner of land to which a decision on the application relates where the owner is not a party to the application.	Y	
79.	**Scheme Description – Community Titles**		
79.1	The duty pursuant to Regulation 45(2) of the Regulations to endorse a scheme description under Section 3 of the Community Titles Act 1996 in the following terms:		
79.1.1	63.4A.1 All the consents or approvals required under the Development Act 1993 in relation to the division of the land (and a change in the use of the land (if any)) in accordance with the scheme description and the relevant plan of community division under the Community Titles Act 1996 have been granted.	Y	

	OR No consent or approval is required under the Development Act 1993 in relation to the division of land (or a change in the use of the land) in accordance with this scheme description. This endorsement does not limit a relevant authority's right to refuse, or to place conditions on, development authorisation under the Development Act 1993 in relation to any other development envisaged by this scheme description. Signed: Dated:		
79.2	The power pursuant to Regulation 45(2) of the Regulations to include in an endorsement of a scheme description under Section 3 of the Community Titles Act 1996, notes concerning conditions on any consent or approval, and notes concerning additional approvals that may be required in the future and to sign and date the endorsement.	Y	
80.	**Special Provisions Relation to Staged Consents**		
80.1	The duty pursuant to and in accordance with Regulation 46(1) of the Regulations, and in a case where the development is within the ambit of Schedule 1A, subject to, in accordance with Regulations 46(4) and (5) of the Regulations, take any step that the Delegate, as the relevant authority considers it needs to take under Section 42 of the Act, to issue a Notice of Approval in the circumstances prescribed by Regulation 46 of the Regulations.	Y	
81.	**Endorsed Plans**		
81.1	The duty pursuant to Regulation 47 of the Regulations to return to a successful applicant, a copy of the plans, drawings, specifications and other documents and information lodged by the applicant duly endorsed with the building rules consent.	Y	

81.A **Minor Variation of Development Authorisation**		
81A.1 The power pursuant to Regulation 47A(1) of the Regulations, if a person requests the variation of a development authorisation previously given under the Act (including by seeking the variation of a condition imposed with respect to the development authorisation) to form the opinion that the variation is minor in nature and, if the delegate is satisfied that the variation is minor in nature, to approve the variation.	Y	
82. **Lapse of Consent or Approval**		
82.1 The power pursuant to Regulation 48(2) of the Regulations to extend the time when any consent or approval under Part 4 of the Act will lapse.	Y	
83. **Width of Roads and Thoroughfares**		
83.1 The power pursuant to Regulation 51(4) of the Regulations to dispense with the requirements of Regulation 51(1) and (3) dealing with the width of any proposed road or thoroughfare where the Delegate is of the opinion that the prescribed width is not necessary for the safe and convenient movement of vehicles or pedestrians or for underground services.	Y	
83.2 The power pursuant to Regulation 51(6) of the Regulations to dispense with the requirements of Regulation 51(5) dealing with the width of a road at the head of every cul-de-sac where it appears that the cul-de-sac is likely to become a through road.	Y	
84. **Road Widening**		
84.1 The power pursuant to Regulation 52(1) of the Regulations to require a road widening if land to be divided abuts an existing road.	Y	
85. **Requirement as to Forming of Roads**		
85.1 The power pursuant to Regulation 53(1) and (2) of the Regulations to specify the width of roads.	Y	
85.2 The power pursuant to Regulation 53(4) of the Regulations to dispense with the requirements of Regulation 53(3) of the Regulations that adequate provision be made for the turning of vehicles at the	Y	

	head of a cul-de-sac where the Delegate is of the opinion that the cul-de-sac is likely to become a through road.		
85.3	The power pursuant to Regulation 53(6) of the Regulations to dispense with the requirements of Regulation 53(5) dealing with the forming of footpaths, water-tables, kerbing, culverts and drains on proposed roads.	Y	
86.	**Construction of Roads, Bridges, Drains and Services**		
86.1	The power pursuant to Regulation 54(1) of the Regulations to require the paving and sealing of the roadway of proposed roads.	Y	
87.	**Supplementary Provisions**		
87.1	The duty pursuant to Regulation 55(1) of the Regulations to consider and if appropriate approve a road location and grading plan for the forming of any proposed road, including every footpath, water-table, kerbing, culvert and drain.	Y	
87.2	The duty pursuant to Regulation 55(2) of the Regulations to consider, and if appropriate approve, detailed construction plans and specifications signed by a professional engineer or licensed surveyor for all work referred to in Regulations 53 and 54 of the Regulations.	Y	
87.3	The duty pursuant to Regulation 55(4) of the Regulations to consider, and if appropriate accept, that all connections for water supply and sewerage services to any allotment delineated on a plan of division have been laid under the surface of a proposed road before the roadway is sealed.	Y	
88.	**General Land Division**		
88.1	The power pursuant to and in accordance with Regulation 58(1) of the Regulations to enter into a binding arrangement with an applicant for land division for the satisfaction of outstanding requirements.	Y	
88.2	The power pursuant to and in accordance with Regulation 58(2) of the Regulations to advise the Development Assessment Commission that an applicant has entered into appropriate binding	Y	

	arrangements pursuant to Section 51(1) of the Act.		
89.	**Division of Land by Strata Title**		
89.1	The power pursuant to Regulation 59(1) of the Regulations to advise the Development Assessment Commission that an applicant has entered into a binding arrangement with the Council for the satisfaction of the requirements of Section 33(1)(d) of the Act and that the arrangement is supported by adequate security.	Y	
90.	**General Provisions**		
90.1	The power pursuant to and in accordance with Regulation 60(1) of the Regulations to enter into a form of arrangement with an applicant to the satisfaction of the Development Assessment Commission for the purposes of Section 51(1) of the Act.	Y	
90.2	The power pursuant to Regulation 60(7) of the Regulations, for the purposes of Section 51(4) of the Act, to request (in such a manner as may be determined by the Development Assessment Commission) that a copy of a certificate or plan (or certificates and plans) referred to in Regulation 30(4) of the Regulations be furnished to the Council by sending a written copy to the Council.	Y	
90.3	The power pursuant to Regulation 60(9) of the Regulations to consult with the Development Assessment Commission before it grants an extension of the period prescribed by Regulation 60(8) of the Regulations.	Y	
91.	**Declaration by The Minister – Section 46**		
91.1	The duty pursuant to and in accordance with Regulation 61(2) of the Regulations, to transmit to the Minister any relevant documentation (including the application and any accompanying documentation or information lodged by the proponent with the Council under Division 1 of Part 4 of the Act) within 10 business days after the receipt of a copy of a notice required by Regulation 61(1) of the Regulations.	Y	
91.2	At the same time that documents are transmitted to the Minister under Regulation 61(2) of the	Y	

	Regulations, the duty pursuant to Regulation 61(3) of the Regulations to also transmit to the Minister any fees that have been paid by the proponent under Schedule 6 (less any amount that the Minister determines should be retained by the Council).		
91.3	Where an application lodged with the Minister under Section 46 of the Act requires an assessment against the Building Rules and the assessment against the Building Rules is to be referred to the Council, the power pursuant to Regulation 61(5)(d) of the Regulations, to require from the applicant additional copies of the plans, drawings, specifications and other documents and information required by Regulation 61(4) of the Regulations.	Y	
92.	**Referral of Assessment of Building Work**		
92.1	Where a development application which is subject to the operation of Section 48 of the Act is referred to the Council for assessment in respect of the Building Rules the duty pursuant to and in accordance with Regulation 64(2) of the Regulations, to ensure that the assessment is consistent with anydevelopment plan consent previously given under Section 48 of the Act.	Y	
92.2	Where the Council acting under Regulation 64(1) of the Regulations determines that it is appropriate to give a certification with respect to the development complying with the Building Rules (and if the assessment of the Council is consistent with any development plan consent) the duty, pursuant to Regulation 64(3) of the Regulations to:		

92.2.1 provide the certification in the form set out in Schedule 12A; and	Y	
92.2.2 to the extent that may be relevant and appropriate:		
92.2.2.1 issue a schedule of essential safety provisions under Division 4 of Part 12 of the Act; and	Y	
92.2.2.2 assign a classification to the building under the Regulations; and	Y	
92.2.2.3 ensure that the appropriate levy has been paid under the Construction Industry Training Fund Act 1993.	Y	
92.3 Where the Council issues a certificate in the form set out in Schedule 12A of the Regulations as required by Regulation 64(3)(a) of the Regulations, the duty pursuant to Regulation 64(4) of the Regulations to furnish to the Minister a copy of the certificate together with a copy of any schedule of essential safety provisions.	Y	
93. **Notifications During Building Work**		
93.1 The power pursuant to Regulation 74(1)(b) to specify by notice in writing to the building owner, on or before development approval is granted in respect of the work, any stage of the building work, for the purposes of the notification requirements in Section 59(1) of the Act.	Y	
93.2 The power pursuant to Regulation 74(1)(c) to specify by notice in writing to the building owner, on or before development approval is granted in respect of the work, any stage of the building work, for the purposes of the notification requirements in Section 59(1) of the Act.	Y	
93.3 The duty pursuant to Regulation 74(4) of the Regulations to make a note on the relevant building file of any notice given in accordance with Regulation 74(3)(d) by a person by telephone.	Y	
94. **Essential Safety Provisions**		

94.1	The duty pursuant to Regulation 76(4) of the Regulations, on either the granting of a building rules consent or on application by the owner of a building, to issue a schedule in the form set out in Schedule 16 specifying the essential safety provisions for buildings and the standards and requirements for maintenance and testing in respect of those provisions.	Y	
94.2	The power pursuant to Regulation 76(10) of the Regulations to require compliance with Regulation 76(7) despite Regulation 76(9) of the Regulations if the essential safety provisions were installed under a modification of the Building Rules under Section 36(2) of the Act or the building has been the subject of a notice under Section 71 of the Act.	Y	
94A	**Swimming Pool Safety**		
94A.1	The power pursuant to Regulation 76D(4a) of the Regulations to, for the purposes of Section 71AA(7) of the Act, subject to Regulation 76(D)(4b) of the Regulations, establish a swimming pool inspection policy.	**Y**	
95.	**Building Rules: Bushfire Prone Areas**		
95.1	Where:		
95.1.1	application is made for building rules consent for building work in the nature of an alteration to a class 1, 2 or 3 building under the Building Code; and		
95.1.2	the building is in a bushfire prone area under Regulation 78(1) of the Regulations; and		
95.1.3	the total floor area of the building would, after the completion of the proposed building work, have increased by at least 50% when compared to the total floor area of the building as it existed 3 years before the date of the application (or, in the case of a building constructed since that time, as it existed at the date of completion of original construction),		
	the power, pursuant to Regulation 78(2) of the Regulations, to require, as a condition of consent,	Y	

	that the entire building be brought into conformity with the relevant requirements of the Building Rules for bushfire protection.		
96.	**Construction Industry Training Fund**		
96.1	The duty pursuant to Regulation 79(2) of the Regulations to withhold issuing a building rules consent until satisfied that the appropriate levy has been paid under the Construction Industry Training Fund Act 1993 or that no such levy is payable.	Y	
96.2	The power pursuant to Regulation 79(4) of the Regulations to form an opinion whether the appropriate levy under the Construction Industry Training Fund Act 1993 has or has not been paid, or is or is not payable, and notify the applicant that a building rules consent cannot be issued until the Delegate is satisfied that the levy has been paid or is not payable.	Y	
96.3	The power pursuant to and in accordance with Regulation 79(5)(b) of the Regulations to determine that the application has lapsed.	Y	
96A	**Requirement to Up-grade Building in Certain Cases**		
96A.1	The power pursuant to Regulation 80(1a) of the Regulations, if an application for a building rules consent relates to building work in the nature of an alteration to a class 2 to class 9 building constructed before 1 January 2002, to form the opinion that the building is unsafe, structurally unsound or in an unhealthy condition, and to require, as a condition of consent:		
96A.1.1	that building work that conforms with the requirements of the Building Rules be carried out to the extent reasonably necessary to ensure that the building is safe and conforms to proper structural and health standards; or	Y	
96A.1.2	that the building work comply with Minister's Specification SA: Upgrading health and safety in existing buildings (to the extent reasonably applicable to the building and its condition).	Y	
97.	**Classification of Buildings**		

97.1	The power pursuant to Regulation 82(3)(b)(i) of the Regulations to require such details, particulars, plans, drawings, specifications, certificates and other documents as may reasonably be required to determine a building's classification upon application by an owner of a building under Regulation 82(1) or (2) of the Regulations.	Y	
97.2	The power pursuant to Regulation 82(4) of the Regulations and subject to Regulation 82(4a) of the Regulations, to assign the appropriate classification under the Building Code to a building upon being satisfied on the basis of the owner's application and accompanying documents that the building, in respect of the classification applied for, possesses the attributes appropriate to its present or intended use.	Y	
97.2A	The power pursuant to Regulation 82(4a) of the Regulations, if an application under Regulation 82 of the Regulations is made in respect of an existing class 2 to class 9 building, to require the applicant to satisfy the delegate that *Minister's Specification SA: Upgrading health and safety in existing buildings* has been complied with (to the extent reasonably applicable to the building and its present or intended use).		
97.3	The power pursuant to Regulation 82(5) of the Regulations, on assigning a classification to a building (or part of a building), to, if relevant, determine and specify in the notice to the owner under Section 66(4) of the Act –		
97.3.1	the maximum number of persons who may occupy the building (or part of the building); and	Y	
97.3.2	If the building has more than one classification – the part or parts of the building to which each classification relates and the classification currently assigned to the other parts of the building.	Y	
98.	**Certificates of Occupancy**		
98.1	The power pursuant to Regulation 83(2)(c) of the Regulations to require from an applicant for a certificate of occupancy reasonable evidence that conditions attached to a development approval	Y	

	have been satisfied.		
98.2	The power pursuant to Regulation 83(2)(d) of the Regulations where an application relates to the construction or alteration of part of a building and further building work is envisaged in respect of the remainder of the building, to require from an applicant for a certificate of occupancy reasonable evidence that in the case of a building of more than one storey, the requirements of Minister's Specification SA 83 have been complied with, or in any other case the building is suitable for occupation.	Y	
98.3	The power pursuant to Regulation 83(3) of the Regulations to, other than in relation to a designated building on which building work involving the use of a designated building product is carried out after the commencement of the Development (Building Cladding) Variation Regulations 2018, dispense with the requirement to provide a Statement of Compliance under Regulation 83(2)(a) if the Delegate is satisfied that a person required to complete one or both parts of the Statement has refused or failed to complete that part and that the person seeking the issuing of the certificate of occupancy has taken reasonable steps to obtain the relevant certification(s) and it appears to the Delegate that the relevant building is suitable for occupation.	Y	
98.4	Where:		
	98.4.1 a building is required by the Building Rules:		
	98.4.1.1 to be equipped with a booster assembly for use by a fire authority; or		
	98.4.1.2 to have installed a fire alarm that transmits a signal to a fire station; and		
	98.4.2 facilities for fire detection, fire fighting or the control of smoke must be installed in the building pursuant to an approval under the Act,	Y	
	the duty pursuant to Regulation 83(4) of the	Y	

	Regulations to not grant a certificate of occupancy unless or until a report has been sought from the fire authority as to whether those facilities have been installed and operate satisfactorily.		
98.5	The power pursuant to Regulation 83(5) of the Regulations, when a report from the fire authority pursuant to Regulation 83(4) is not received within 15 business days, to presume that the fire authority does not desire to make a report.	Y	
98.6	The duty pursuant to Regulation 83(6) of the Regulations to have regard to any report received from a fire authority under Regulation 83(4) before issuing a certificate of occupancy.	Y	
98.7	The power pursuant to Regulation 83(9) of the Regulations to revoke a certificate of occupancy.	Y	
99.	**Certificate of Independent Technical Expert in Certain Case**		
99.1	The power pursuant to Regulation 88(3) of the Regulations, in circumstances where Regulation 88 of the Regulations applies, to rely on the certificate of an independent technical expert.	Y	
100.	**Fees**		
100.1	The power pursuant to Regulation 95(2) of the Regulations to require an applicant to provide such information as the Delegate may reasonably require to calculate any fee payable under Schedule 6 and the power to make any other determination for the purposes of Schedule 6.	Y	
100.2	The power pursuant to the provisions of Regulation 95(3) of the Regulations to calculate any fee on the basis of estimates made by the Delegate where the Delegate believes that any information provided by an applicant is incomplete or inaccurate.	Y	
100.3	The power pursuant to Regulation 95(4) of the Regulations to, at any time, and despite any earlier acceptance of an amount in respect of the fee, reassess a fee payable under the Regulations.	Y	
100.4	The duty pursuant to Regulation 95(5) of the Regulations, on a reassessment under Regulation		

95(4) of the Regulations:		
100.4.1 if it appears that an overpayment has occurred, to refund any amount due in accordance with the reassessment; and	Y	
100.4.2 if it appears that an underpayment has occurred, to charge any further amount payable in accordance with the reassessment.	Y	
101. **Register of Applications**		
101.1 The duty pursuant to Regulation 98 of the Regulations to keep available for public inspection a register of applications for consent, approval, or the assignment of building classifications under the Act.	Y	
101.2 The power pursuant to Regulation 98(3) to fix a fee and upon payment of that fee, make available to a member of the public a copy of any part of a register or document kept for the purposes of Regulation 98(1).	Y	
102. **Registration of Land Management Agreements**		
102.1 The duty pursuant to and in accordance with Regulation 99(2) of the Regulations to establish a register of agreements entered into by the Council under Section 57(2) of the Act.	Y	
102.2 The power pursuant to Regulation 99(3) of the Regulations to determine what other information may be contained in the Register.	Y	
103. **Land Management Agreements - development applications**		
103.1 The duty pursuant to Regulation 100(2) of the Regulations to establish a register of agreements entered into by the Council under Section 57A of the Act	Y	

103.2	The duty pursuant to Regulation 100(3) of the Regulations to include in the register a copy of each agreement entered into by the Council under Section 57A of the Act and other information the Delegate considers appropriate.	Y	
103.3	The duty pursuant to Regulation 100(5) of the Regulations to keep the register at the principal office of the Council.	Y	
103.4	The duty pursuant to Regulation 100(6) of the Regulations to keep the register available for public inspection during normal office hours for the office where the register is situated.	Y	
103.5	The duty pursuant to Regulation 100(9) to give a copy of a notice under Regulation 100(8) to any owner of the land who is not a party to the agreement.	Y	
104.	**Documents to be Preserved by Council**		
104.0	The power and duty pursuant to Regulation 101(a1) of the Regulations to retain a copy of each document provided to the Council by a private certifier in relation to any application for a development plan consent assessed by the private certifier.	Y	
104.1	The duty pursuant to Regulation 101(1) of the Regulations to retain a copy of the documents listed in Regulation 101 of the Regulations in relation to any building work approved under the Act.	Y	
104.1A	The power and duty pursuant to Regulation 101(1a) of the Regulations to preserve any document referred to in Regulation 101(a1) for a period of at least 10 years.	Y	
104.2	The duty pursuant to Regulation 101(2) of the Regulations to preserve any document referred to in Regulation 101(1) of the Regulations until the building to which the document relates is demolished or removed.	Y	
104.3	The power pursuant to and in accordance with Regulation 101(3) of the Regulations to offer to give plans and specifications in the Council's possession to a building owner and if the building	Y	

	owner declines the offer, the power to destroy the documents.		
104.4	The power pursuant to and in accordance with Regulation 101(4) of the Regulations to make available for inspection at the offices of the Council during normal office hours any document retained by the Council under Regulation 101(a1) or (1) of the Regulations (without charge) and to fix a reasonable fee for a copy of any document retained by the Council under Regulation 101(a1) or (1) of the Regulations.	Y	
104.5	The power pursuant to Regulation 101(5) of the Regulations to not make available of any plans, drawings specifications or other documents or information:	Y	

104.5.1 for inspection under Regulation 101(4)(a) if to do so would:		
104.5.1.1 in the opinion of the Delegate, unreasonably jeopardise the present or future security of a building; or	Y	
104.5.1.2 constitute a breach of any other law; or	Y	
104.5.2 for copying under Regulation 101(4)(b) if to do so would:		
104.5.2.1 in the opinion of the Delegate, unreasonably jeopardise the present or future security of a building; or	Y	
104.5.2.2 involve an infringement of copyright in matter contained in a document; or	Y	
104.5.2.3 constitute a breach of any other law.	Y	
104A Documents to be Provided by Private Certifier		
104A.1 The power pursuant to Regulation 102(2) of the Regulations to request a private certifier to produce to the Council within a reasonable period, a copy of any document that has been submitted to the private certifier for the purposes of an application for development plan consent (and that it is not already held by the Council under the Regulations) so that the Council can respond to a request from a member of the public for access to such document.	**Y**	
105. **Transfer Of Development Potential**		
105.1 The duty pursuant to Regulation 104 of the Regulations, wherever the provisions of the Development Plan provide for the transfer of development potential, to maintain a register of development rights containing the information prescribed in Regulation 104(1) and to make the said register available for public inspection on payment of the appropriate fee.	Y	

106. **System Indicators**		
106.1 The duty pursuant to Section 115(1)(a) of the Regulations to keep and collate the information specified in the system indicators document on a quarterly basis.	Y	
106.2 The duty pursuant to Section 115(1)(b) of the Regulations to provide the information for each quarter to the Minister in a manner and form determined by the Minister, within 21 days after the end of the quarter.	Y	
106.3 The power pursuant to Regulation 115(2) of the Regulations to apply to the Minister to exempt the Council from a requirement in the system indicators document.	Y	
107. **Schedule 1A – Demolition**		
107.1 The power, pursuant to Clause 12(3) of Schedule 1A of the Regulations, to make an application to the Minister for an area to be declared by the Minister to be a designated area.	Y	
107.2 The power pursuant to Clause 12(9) of Schedule 1A of the Regulations, before the Minister takes action to vary or revoke a declaration under Clause 12(3) of Schedule 1A of the Regulations or a condition under Clause 12(7) of Schedule 1A of the Regulations, to in response to a notice in writing from the Minister, show, within the specified time, why the proposed course of action should not be taken.	Y	
108. **Schedule 4 – New Dwellings**		
108.1 The power pursuant to Clause 2B(4)(b) of Schedule 4 of the Regulations to form the belief that the allotment is, or may have been, subject to site contamination as a result of a previous use of the land or a previous activity on the land or in the vicinity of the land other than a previous use or activity for residential purposes.	Y	
109. **Fees**		
109.1 The power pursuant to Clause 1(7) of Schedule 6 to the Regulations to determine the amount of the fee to be charged to an applicant to cover the	Y	

Council's reasonable costs in giving public notice of the application under Section 38(5) of the Act.		
110. **Schedule 8 – Development Near the Coast**		
110.1 The power pursuant to Item 1(b) of Clause 2 of Schedule 8 of the Regulations, where development is on coastal land, to form the opinion that the development is of a minor nature only, and comprises the alteration of an existing building or the construction of a building to facilitate the use of an existing building.	Y	
111. **Schedule 8 - Development Adjacent to Main Roads**		
111.1 The power pursuant to Item 3 of Clause 2 of Schedule 8 of the Regulations to form the opinion that development is likely to:		
111.1.1 alter an existing access; or	Y	
111.1.2 change the nature of movement through an existing access; or	Y	
111.1.3 create a new access; or	Y	
111.1.4 encroach within a road widening setback under the Metropolitan Adelaide Road Widening Plan Act 1972,	Y	
in relation to an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road, or within 25 metres of a junction with an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road (as delineated in the relevant Development Plan).	Y	
112. **Schedule 8 - State Heritage Places**		
112.1 The power pursuant to Item 5(1) of Clause 2 of Schedule 8 of the Regulations to form the opinion that a development materially affects the context within which a State Heritage place is situated**.**	Y	
113. **Schedule 8 – Mining – General**		
113.1 The power pursuant to and in accordance with Item 7 of Clause 2 of Schedule 8 of the Regulations to form the opinion that development	Y	

is of a minor nature only.		
114. **Schedule 8 - Activity of Environmental Significance**		
114.1 The power pursuant to Item 10(b) of Clause 2 of Schedule 8 of the Regulations, where development involves, or is for the purposes of an activity specified in Schedule 21 of the Regulations (including, where an activity is only relevant when a threshold level of capacity is reached, development with the capacity or potential to operate above the threshold level, and an alteration or expansion of an existing development (or existing use) where the alteration or expansion will have the effect of producing a total capacity exceeding the relevant threshold level), other than development which comprises the alteration of, or addition to, an existing building, to form the opinion that the development does not change the use of the building, and is of a minor nature only, and does not have any adverse effect on the environment.	Y	
115. **Schedule 8 – Aquaculture Development**		
115.1 The power pursuant to and in accordance with Item 15 of Clause 2 of Schedule 8 of the Regulations to form the opinion that development involves a minor alteration to an existing or approved development.	Y	
116. **Schedule 8 – Development Within the River Murray Floodplain Area**		
116.1 The power pursuant to and in accordance with Item 19(b) of Clause 2 of Schedule 8 of the Regulations to form the opinion that development materially affects the context within which a State Heritage place is situated.	**N**	
117. **Schedule 8 – Development Within the River Murray Tributaries Area**		
117.1 The power pursuant to and in accordance with Item 20(a) of Clause 2 of Schedule 8 of the Regulations to form the opinion that development materially affects the context within which a State Heritage place is situated.	**N**	
118. **Schedule 9 - Part One, Category One Development**		

and Part Two Category Two Development		
118.1 The power pursuant to Clause 1 of Part 1 to Schedule 9 of the Regulations in circumstances where a development would be a complying development under the Regulations or the relevant Development Plan but for the fact that it fails to meet the conditions associated with the classification, to form the opinion that the failure to meet those conditions is of a minor nature only.	Y	
118.2 The power pursuant to Clause 2(1)(g) of Part 1 to Schedule 9 of the Regulations to form the opinion that a development is of a kind which is of a minor nature only and will not unreasonably impact on the owners or occupiers of land in the locality of the site of the development.	Y	
118.3 The power pursuant to the following designated sub-paragraphs of Clause 3 of Part 1 to Schedule 9 of the Regulations, where a development is classified as non complying under the relevant Development Plan, to form the opinion that:-		
118.3.1 the alteration of, or addition to, a building is of a minor nature only, pursuant to sub-paragraph (a);	Y	
118.3.2 the construction of a building to be used as ancillary to or in association with an existing building and which will facilitate the better enjoyment of the purpose for which the existing building is being used constitutes development of a minor nature only pursuant to sub-paragraph (b).	Y	
118.4 The power pursuant to Clause 5 of Part 1 to Schedule 9 of the Regulations to form the opinion:-		
118.4.1 that the division of land (including for the construction of a road or thoroughfare) is for a proposed use which is consistent with the objective of the zone or area under the Development Plan; and	Y	
118.4.2 whether the division will change the nature or function of an existing road.	Y	
118.5 The power pursuant to Clause 11 of Part 1 to Schedule 9 of the Regulations, in circumstances	Y	

	where development comprises a special event and the special event will not be held over more than 3 consecutive days, to form the opinion that an event of a similar or greater size or of a similar or greater impact on surrounding areas, has not been held on the same site (or substantially the same site) within 6 months immediately preceding the day or days on which the special event is proposed to occur.		
118.6	Pursuant to Clause 17 of Part 1 of Schedule 9 to the Regulations for the purpose of determining whether a development should be considered to be of a minor nature only:		
118.6.1	the duty to not take into account what is included within Schedule 3 of the Regulations; and	Y	
118.6.2	the power to take into account the size of the site of the development, the location of the development within that site, and the manner in which the development relates to the locality of the site; and	Y	
118.6.3	the power to concluded, if relevant, that the development is of a minor nature only despite the fact that it satisfies some, but not all, of the criteria set out in item 2(d) of Part 1 of Schedule 9 to the Regulations.	Y	
118.7	The power pursuant to Clause 21 of Part 2 to Schedule 9 of the Regulations, except where development is classified as non complying development under the relevant Development Plan, to form the opinion:		
118.7.1	that in respect of a proposed division of land that the applicant's proposed use of the land, is for a purpose which is consistent with the zone or area under the Development Plan; and	Y	
118.7.2	whether the proposed division will change the nature or function of an existing road.	Y	

DELEGATIONS UNDER THE DEVELOPMENT ACT 1993

AND DEVELOPMENT REGULATIONS, 2008

Pursuant to Section 20 and 34(23) of the Development Act 1993 and effective from 26 June 2018, the Council delegates to the Council Assessment Panel the following powers, functions and duties of the Council under the Development Act and Regulations, and the said powers, functions and duties may be sub-delegated by the Council Assessment Panel (CAP) to an officer or officers of the Council.

Ref **DA/DAP-_**	**Sub-delegation**
119. The power, as the relevant authority and pursuant to Section 33 of the Development Act 1993, to assess a development against the provisions of the appropriate Development plan and grant with or without conditions or refuse consent in respect of each of the following:	
a Development that has been the subject to Category 2 or 3 public notification where there has been written representations by third parties expressing opposition to the proposal that cannot be satisfied by conditions or modifications to the plans, other than • where the representor/s has not expressly identified they wish to appear before the Panel (either in person or by a representative); and/or • where concerns raised in a representation, in the opinion of the Manager Development and Regulatory Services, relate solely to elements of the proposal that comply with the quantitative Development Plan polices relevant to that development.	N/A
b Development that has been classified as non-complying. The Manager Development and Regulatory Services may determine to proceed with further assessment with a non-complying development. Such decisions shall be reported to the next meeting of the CAP.	N/A
c Development that includes or is likely to include a new Liquor License or substantial amendment to an existing Liquor License other than for applications or amendments of a minor nature which may be determined by the Manager Development and Regulatory Services. Such applications shall be reported to the next meeting of the CAP.	N/A
d Residential development and land division applications received by Council after 14 August 2003 that incorporate proposed allotments or site areas below the minimum allotment or site areas designated in respective zones and policy areas in the City of Marion Development Plan, unless the Manager Development and Regualatory Services intends to refuse such an application.	N/A
e Development that includes outdoor advertising signs: • all new signs (whether freestanding or attached to a building) where the face of the advertising structure exceeds 10m^2 in area (10m^2 each side when double sided).	N/A

Ref **DA/DAP-_**	**Sub-delegation**
• alterations and/or additions to an existing sign (whether freestanding or attached to a building) where the proposed works would result in the face of the advertising structure exceeding $10m^2$ in area ($10m^2$ each side when double sided) • of a "billboard" construction/design • any illuminated advertisement that has been referred to the Department for Planning, Transport and Infrastructure where the Department raises opposition to the proposal	
f Any matter that is referred for consideration or determination under Part 4 of the Development Act 1993 at the discretion of the Manager Development Services that may otherwise be considered or determined by the Manager Development and Regulatory Services, Team Leader Planning or Development Officer Planning under separate delegation from Council or the Chief Executive Officer.	N/A

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Jaimie Thwaites, Unit Manager Governance & Records**
Corporate Manager:	**Kate McKenzie, Manager Corporate Governance**
General Manager:	**Vincent Mifsud, General Manager Corporate Services**
Subject:	**Remuneration Tribunal Submission**
Report Reference:	**GC260618R15**

REPORT OBJECTIVE:

For Council to consider and endorse the Submission to the Remuneration Tribunal from the City of Marion.

EXECUTIVE SUMMARY:

The Remuneration Tribunal is currently undertaking a review of Allowances for Members of Local Government Councils. As part of this review Councils, individual members of Councils, and interested associations have been invited to make written submissions outlining what they believe the Tribunal should take into account in the determination of the above allowances.

The due date for submissions is 6 July 2018.

RECOMMENDATION:

That Council:

1. **The City of Marion Submission to the Remuneration Tribunal provided at Appendix 2 to the Report '*City of Marion Submission to the Remuneration Tribunal re Elected Member Allowances*' reference GC260618R0X be forwarded to the Tribunal subject to the inclusion of any identified changes.**

GENERAL ANALYSIS:

Legal / Legislative / Policy:

Section 76 of the Local Government Act 1999 provides that the Remuneration Tribunal is now responsible for determining the level of council member allowances.

The Local Government Act 1999 further provides that in making its determination, the Tribunal must have regard to:

- The role of Members of Council as Members of the Council's governing body and as representatives of the Council's area;
- The size, population and revenue of the Council, and any relevant economic, social, demographic and regional factors in the Council area;

- Such an allowance is not intended to amount to a salary for a Member;
- Such an allowance should reflect the nature of a Member's office; and
- The Act's provisions to provide for reimbursement of Member's expenses.

The Tribunal is required to determine, on a four yearly basis, allowances for members of local government councils. To assist in making its determination the Tribunal is now seeking submissions from Councils and individual members of councils outlining views they consider should be taken into account. Attached at Appendix 1 is a copy of the Remuneration Tribunal's call for submissions.

The Tribunal has requested that submissions are prepared using the following headings:

- Size (number of elected members etc)
- Population and Geographical Area
- Revenue and Expenditure
- Economic, Social and Demographic Factors
- Meetings (number of Council and Committee meetings held, number of Councillors attending Council and Committee meetings)
- Allowance deemed appropriate
- Any other relevant factors (including grouping or banding of councils for the purpose of establishing allowances, and a council's capacity to pay).

Timeline:

Submission are due to the Tribunal by 6 July 2018. The determination of the Tribunal will be available before the November 2018 local government elections.

Current Budget Allocation:

$338k for Elected Member Allowances is included within the 2018/19 budget. The budget may require amendment once the Tribunal has made its determination.

DISCUSSION:

Based on the current financial climate across the sector and the details within the draft submission, it is recommended that:

1. The allowances are currently adequate and should not be increased (other than annual CPI increases),
2. The allowances should be inclusive of all expenses incurred and council members should not be able to seek additional reimbursements.

The attached submission has been developed on the basis of Council's previous submissions to the Tribunal (updated with relevant statistics and factual information), but maintains the status quo.

APPENDIX

#	Attachment
1	Correspondence from the Executive Officer of the Remuneration Tribunal for the **2018 Review of Allowances for Local Government Council Members** Appendix 1
2	City of Marion Submission to the Remuneration Tribunal – Appendix 2

REMUNERATION TRIBUNAL

Please address
all communications
to the Executive Officer
Telephone: 8429 5459

GPO BOX 2343
ADELAIDE SA 5001

www.remtribunal.sa.gov.au

29 May 2018

To: Council Chief Executive Officers

Re: 2018 Review of Allowances for Local Government Council Members

The Remuneration Tribunal ("the Tribunal") is responsible for the determination of allowances for members of local government in accordance with section 76 of the *Local Government Act 1999* (SA) and section 24 of the *City of Adelaide Act 1998* (SA) ("the Acts").

The Acts provide that a member of Council shall be entitled to receive an allowance determined by the Remuneration Tribunal in relation to the member's office, and that the Tribunal must make such determinations on a four yearly basis prior to the designated day for each set of periodic elections held under the *Local Government (Elections) Act 1999*. The designated day for the forthcoming local government elections is 4 September 2018.

The President of the Tribunal has asked me to write to you to advise that, an interval of four years has passed since the issuance of *Determination 6 & 7 of 2014*. As such, the Tribunal has initiated a review of its previous Determinations in relation to Local Government Council Allowances[1].

Public notices inviting affected parties to make written submissions for the purposes of the review will be published in *The Advertiser,* regional newspapers and in *The Messenger*.

A guideline for the preparation of written submissions is available on the Tribunal's website. www.remtribunal.sa.gov.au

Written submissions must be received by the Tribunal by **5pm on Friday, 6 July 2018**. Subject to requests received, the Tribunal may also conduct hearings for the making of oral submissions.

Should you require any other information please do not hesitate to contact me on telephone (08) 8429 5459 or via email at RemunerationTribunal@sa.gov.au.

Yours sincerely

Peter Davison
EXECUTIVE OFFICER
REMUNERATION TRIBUNAL

[1]*Determination 6 of 2014 – Allowances for Members of Adelaide City Council; and Determination 7 of 2014 – Allowances for Members of Local Government Councils.*

Appendix 2

27 June 2018

Attention: Peter Davidson
Executive Officer
Remuneration Tribunal
GPO Box 2343
ADELAIDE SA 5001

Email: RemunerationTribunal@sa.gov.au

Dear Mr Davidson,

Please find attached a submission from the City of Marion detailing the matters Council considers the Remuneration Tribunal should consider in determining the allowances for Members of the City of Marion Council.

Please note that the making of this Submission to the Tribunal was endorsed by Council at a duly convened meeting of Members held on Tuesday 26 June 2018.

Yours sincerely

Adrian Skull
Chief Executive Officer

SUBMISSION TO THE REMUNERATION TRIBUNAL

DETERMINATION OF ALLOWANCES

FOR MEMBERS OF THE CITY OF MARION COUNCIL

26 June 2018

The following represents the collective views of the City of Marion Council regarding matters that the Remuneration Tribunal should take into account when determining allowances for Members of the City of Marion Council.

Size

The current size of the City of Marion Council is 13 Elected Members including the Mayor. The City of Marion is divided into 6 wards with 2 Members per ward. Refer to appendix 1 for a map showing the City of Marion's ward structure current as at the 2014 election.

The representation breakdown as at June 2018 for each of the wards is detailed below:

Ward	No. of Elected Members	No. of Electors	Representation Ratio
Mullawirra	2	10,841	1:5,420
Woodlands	2	11,005	1:5,502
Warracowie	2	11,234	1:5,617
Warriparinga	2	10,433	1:5,216
Coastal	2	10,515	1:5,257
Southern Hills	2	10,453	1:5,226
Total	**12**	**64,481**	**1:5,373**
Total incl Mayor	**13**	**64,481**	**1:4,960**

Data Source: Ward Statistics provided by the Electoral Commission SA on 19 June 2018

In line with the requirements of the Minister for State/Local Government Relations, the City of Marion began a Representation Review in September 2012. The purpose of the review was to provide council and the community with the opportunity to determine the optimum composition of council including the number of Elected Members, the number of Wards, location of Ward boundaries, and whether council should be led by a Mayor or Chairperson.

An external consultant helped prepare a variety of options for the number of Wards, Elected Members and Ward Boundaries which were subject to community consultation from January to March 2013. Council voted in 2013 to maintain its existing structure of a Mayor and 12 Councillors, with six Wards each represented by two Councillors.

The above representation structure is comparable with the elector ratios of similar sized councils as demonstrated in the following table:

Council	Total Members (inc. Mayor)	Electors	Ratio
West Torrens	15	40,663	1:2710
Playford	16	58,415	1:3650
Mitcham	14	48,043	1:3431
Port Adelaide Enfield	18	81,801	1:4544
Charles Sturt	17	82,803	1:4835
Marion	13	63,598	1:4892
Salisbury	17	92,635	1:5449
Onkaparinga	21	121,366	1:5779
Tea Tree Gully	13	72,676	1:5590

Source: Local Government Association Council Representation Quotas 2016-17.

Population and Geographical

Geographical

The City of Marion is located in Adelaide's south-western suburbs, about 10 kilometres from the Adelaide CBD. It is bounded by the City of West Torrens in the north, the Cities of Unley and Mitcham in the east, the City of Onkaparinga in the south, and Gulf St Vincent and the City of Holdfast Bay in the west.

The City is predominantly a residential area, with some commercial, industrial and rural portions. It encompasses a total land area of about 55 square kilometres, including significant conservation areas, recreation parks, rivers and coastline.

The suburbs of Ascot Park, Bedford Park (part), Clovelly Park, Darlington (part), Dover Gardens, Edwardstown, Glandore (part), Glengowrie, Hallett Cove, Marino, Marion, Mitchell Park, Morphettville, O'Halloran Hill (part), Oaklands Park, Park Holme, Plympton Park,

Seacliff Park (part), Seacombe Gardens, Seacombe Heights, Seaview Downs, Sheidow Park, South Plympton, Sturt, Trott Park and Warradale are found within the City.

Major features within the City include Westfield Marion (shopping centre), Tonsley Precinct, Oaklands Wetlands, Warriparinga Living Kaurna Cultural Centre & Wetland, Marion Cultural Centre, Morphettville Racecourse, Warradale Military Camp, O'Halloran Hill Recreation Park, Hallett Cove Conservation Park, Marino Conservation Park, Science Park, Coast to Vines Rail Trail and Marino to Willunga Rail Trail. The City is served by the Southern Expressway, the Seaford railway line and the Glenelg-Adelaide tramway.

As can be noted from the above overview, the City has a diverse geographical spread resulting in much varied issues needing to be addressed by Elected Members. For example, Members need to be across matters dealing with such varied topics as:

- hills and conservation
- transport corridors that have both positive and negative impact
- access to infrastructure such as broadband internet
- access to services and facilities in the southern suburbs
- coastal issues
- rail and tramway corridor
- the impact of mining activities in a predominantly residential setting with Boral being located in the City
- issues relating to water
- the interface of the largest retail centre in South Australia (outside of the Adelaide City centre) being located in the City of Marion

Population

The Australian Bureau of Statistics Estimated Resident Population for the City of Marion in 2017 was 91,446. The figure for 2016 was 90,602, therefore the estimated 2017 figure represents an increase of 844 from the previous year.

Revenue and Expenditure

Based on Council's audited statements for 2016/17, the following represents a snapshot of Council's key financial details:

- Operating income $88.173m
- Operating expenses $76.5m
- Total equity $1,169m

Further information is provided at Appendix 2 regarding details of Council's revenue, expenditure and key financial indicators.

Economic, Social and Demographic Factors

Economic

The City of Marion is one of South Australia's larger metropolitan Councils and has a diverse economic base that is primarily centred around the Edwardstown industrial area, Science Park, Clovelly Park including the Tonsley redevelopment.

Retail also plays an important role in the commercial life of the city with three major shopping centres at Hallett Cove, Castle Plaza and Westfield Marion which is the largest in South Australia.

As well as the Westfield development, the Marion Regional Centre is home to the South Australian Aquatic and Leisure Centre, a FINA grade swimming complex, the Marion Cultural Centre incorporating a theatre, art gallery, restaurant and library, a GP+ Health Centre and a range of other service operations both private and government.

In addition, Flinders University and Flinders Medical Centre, both situated adjacent to Science Park, are major employers and have a significant influence on the area.
The economic base is dominated in absolute numbers by small businesses, many of which are home-based.

The former Mitsubishi Motors assembly plant at Tonsley is in the process of being completely redeveloped as an integrated employment, education and residential precinct. A new TAFE has been established on the site and Flinders University is moving its School of Computer Science, Engineering and Mathematics into a new 6 storey building due for completing early in 2015. Targets for the development are some 6,300 jobs, over 2,000 students and 1,500 residents.

The *City of Marion Business Plan 2016-2019* was endorsed by Council in September 2016. It explains the projects and programs Council will deliver over three years. These actions will help Council to deliver the Community Vision for a city that is Liveable, Valuing Nature, Engaged, Prosperous, Innovative and Connected.

Prosperous being one of the key themes of Council's Community Vision is defined as

> *"By 2040 our city will be a diverse and clean economy that attracts investment and jobs, and creates exports in sustainable business precincts while providing access to education and skills development."*

The *City of Marion Strategic Plan 2017-2027* was endorsed by Council in June 2017. The framework shows how the suite of plans provide strategic direction and operational focus to ensure that goals and outcomes are achieved in the most effective and efficient way.
The following is an extract related to delivering on the 'Prosperous' pillar of the Community Vision:

> ***Community Vision – Towards 2040***

By 2040 our city will be a diverse and clean economy that attracts investment and jobs, and creates exports in sustainable business precincts while providing access to education and skills development.

Key challenges and opportunities

- *The number of GST registered businesses in Marion is falling while the number of jobs remains static and our population is increasing*
- *Developments in the Tonsley and the Edwardstown industrial / retail precincts*
- *Continuing shift towards digital and knowledge based businesses with a regional focus on job creation in key growth areas of clean technology, advanced manufacturing and tourism*
- *Darlington upgrade and Flinders Link rail projects plus broader South Rd/North- South Corridor works*
- *Growth in higher/tertiary education particularly at Flinders University and Tonsley*
- *The expansion of Westfield Marion Shopping Centre*
- *The future of Morphettville race course*

10-year goal

By 2027 our city will see realisation of the full potential of the Tonsley Precinct and other key commercial – industrial – retail zones

10-year strategies

- *We will ensure that our development regulation and interaction with businesses allows for a thriving economy, increased visitation and vibrant atmosphere*
- *We will work with universities, business peak groups, Regional, State and Federal Government to facilitate local economic growth*
- *We will encourage our residential and business communities to pursue education and training, innovation and local investment*
- *We will seek to activate our city through quality streetscapes and placemaking initiatives to deliver vibrant and prosperous business precincts*
- *We will bring people together through networking opportunities to provide more economic opportunities (e.g. Business to business, landlord and tenant)*

Our current focus

- *An exciting urban environment that attracts business investment and economic activity*
- *A city that promotes and supports business growth and offers increased local employment and skills development opportunities*

- *A welcoming city offering residents and visitors a wide range of leisure and cultural experiences*

Social / Demographic

Provided at Appendix 3 is a summary of key social / demographic statistics drawn from the 2016 ABS Census. As will be noted, the profile of the City of Marion community is consistent with the overall profile of the whole of Adelaide.

One factor not evident in the key statistics however is the very wide spectrum of social circumstance in the City of Marion. In this context, the City of Marion is home to one of Adelaide's more affluent suburbs e.g. Marino and also has suburbs in the lower socio economic bracket. This diversity of interest groups brings a level of complexity to the role of Elected Member to ensure that the ongoing development of the community meets all needs.

Council Meetings

Council has the following meeting regime:

- General Council Meetings are held on:
  - Last Tuesday in January;
  - 2nd and 4th Tuesday of the months in February, March, May, June, July and August
  - 2nd Tuesday of the month in April, September and October
  - 4th Tuesday of the month in November 2018
  - 2nd Tuesday in December

  Council meetings, in general, have a duration of 3 hours.

- Infrastructure and Strategy Committee meetings are held on the 1st Tuesday of the month with the exception of January when there is no meeting of the Committee. Note that all Elected Members are a member of this Committee.

  Committee meetings, in general, have a duration of 3 hours.

- Urban Planning Committee meetings are held on the 1st Tuesday of the months of February, July and December. Note that all Elected Members are a member of this Committee.

  Committee meetings, in general, have a duration of 3 hours.

- Elected Member forums are held on the alternate 2nd Tuesday (where there in no General Council meeting) and every 3rd Tuesday of the month with the exception of December and January when there is no forum for Elected Members.

  Forums, in general, have a duration of 3 hours.

- Individual Ward Briefings are held once a month with the Elected Members from each ward.

  Ward Briefing, in general, have a duration of 1 hour

The above meeting cycle has the effect that Elected Members attend a council commitment on Tuesday evenings of every week, with the exception of December and January when there is only 1 meeting in each month.

In addition to the above meetings, Elected Members also attend meetings of Council's Finance and Audit Committee and Council Assessment Panel if they are a member of these bodies. Meetings of these bodies last for approximately 2 – 3 hours.

Based on experience, preparation for meetings will take an Elected Member at a minimum the same duration that the meeting itself takes i.e. 3 – 4 hours per meeting. On many occasions however, the Agenda for 1 Council meeting can comprise anywhere up to 500 pages which can take approximately 7 hours to read and follow up any points of clarification.

In addition to the reading of agendas, preparation for Council meetings can include site visits and discussions with residents to ensure that both a representative and strategic decision can be made.

Allowance Deemed Appropriate

Based on the complexities associated with undertaking the role of Elected Member for the City of Marion, Council considers maintaining the following allowances appropriate:

- Elected Member $19,808
- Mayor 4 x the allowance for an Elected Member
- Deputy Mayor 1.25 x the allowance for an Elected Member
- Chairperson of Committee 1.25 x the allowance for an Elected Member

The above allowances should be adjusted by CPI on an annual basis. The impact of other legislation such as taxation should also be taken into account when determining the level of allowance.

Other Relevant Factors

Other factors Council considers should be taken into account when the Tribunal is considering allowances for the City of Marion include:

- The capacity of the City of Marion community to pay.

  The Tribunal would be aware that the ABS SEIFA (Socio-Economic Disadvantage) index is a measure derived from attributes such as low income, low educational

attainment, high unemployment High scores on the Index of Relative Socio-Economic Disadvantage occur when the area has few families of low income and few people with little training and in unskilled occupations. Low scores on the index occur when the area has many low income families and people with little training and in unskilled occupations, jobs in relatively unskilled occupations and variables that reflect disadvantage.

The table provided at Appendix 4 shows the City of Marion's Index of relative socio-economic disadvantage compared to other councils located in the Adelaide statistical area.

On the basis of our understanding of the City of Marion community, Council has, adopted an Annual Business Plan 2017/18 and Long Term Financial Plan 2017/18 to 2026/27 developed on the basis of Council's refined financial framework which encompasses maintaining current services and service delivery levels for the community, as well as meeting Councils planned capital renewal programs for 2017/18. The Annual Business Plan 2017/18 was prepared and adopted on the basis of an average rate increase of 2.2% (excluding new developments and capital improvements).

- Council notes that unlike members of business boards etc, Elected Members have a responsibility to ensure accountability and transparency is achieved and apparent to ratepayers. Council is accountable to the local and community, and the actions of individual Elected Members and the Council as a whole, is open to public scrutiny. In particular, the impact of the State Governments 30 year plan and the infill of dense residential buildings throughout the City creates infrastructure and facilities demands on resources.

- Elected Members can be contacted at any time of the day or night by residents. As such, Members must have a 24 hour, 7 day a week commitment to their role.

- The complexity of local government in Marion as a business is significant with many different industries being encompassed within our operations. Elected Members need to be aware of many varied practices from building and development, engineering, community care, infrastructure maintenance, financial management, health services, climate change, environmental management and regulation to name a few. Such diversity adds considerable responsibility to an Elected Member's role, and the need for support, research, learning and development is great. The current allowances do not allow for an Elected Member to seek additional support outside of that resolved by Council to ensure that they are abreast of the current and future developments in the diverse areas of council operations. This is particularly difficult for members who maintain full time employment of their own, and finding the time to undertake training, development and research can be difficult without taking paid or unpaid leave from employment.

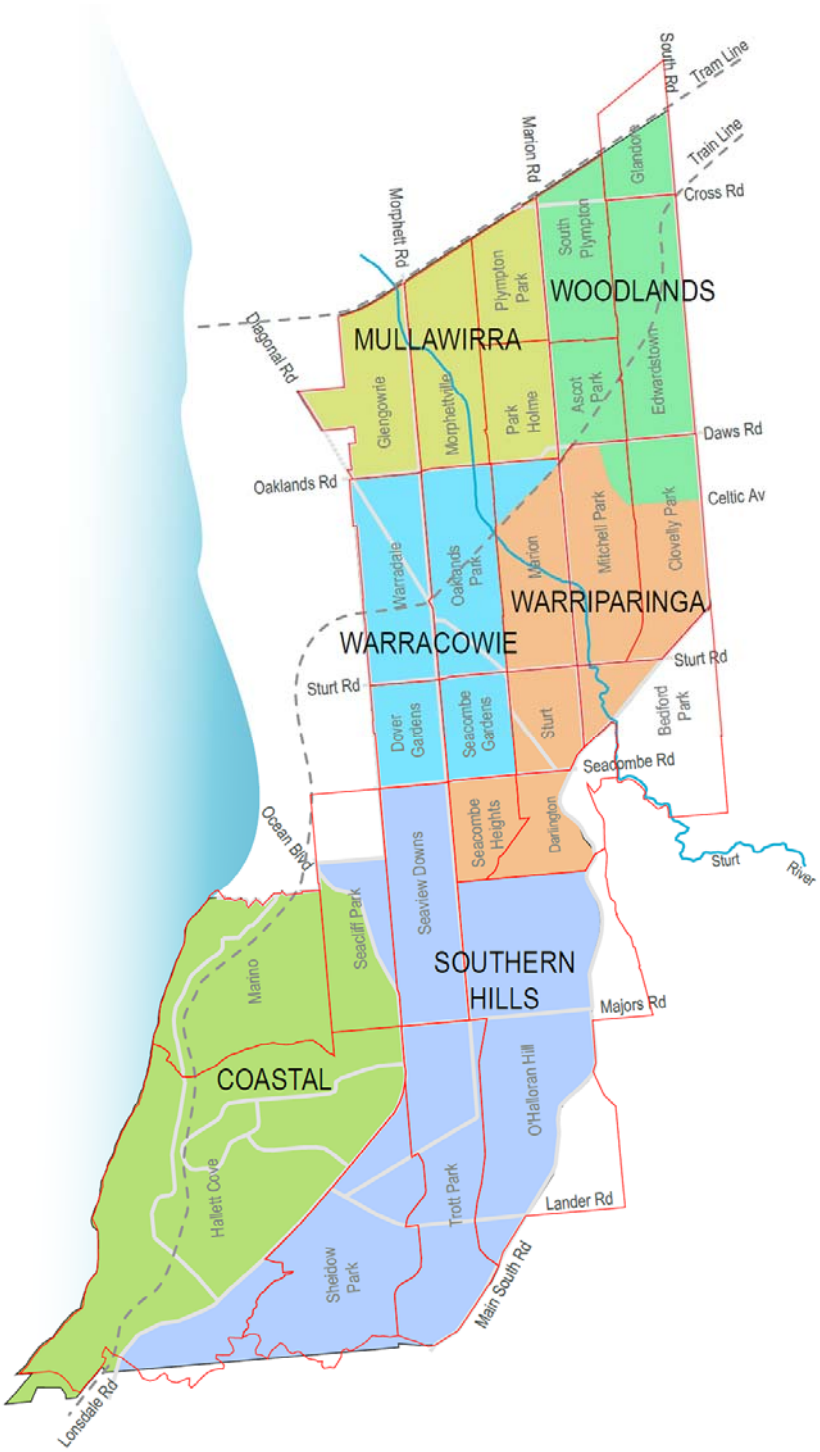
- The legislative framework within which local government operates is great, and ever increasing in complexity. There are over 100 pieces of legislation that either directly relate to, or have an impact on local government.

- To be effective, local government needs to work across all levels of government ensuring that partnerships are sound and that community development initiatives are consistent and integrated.

- The need for Elected Members to collaborate and work well as a team is very high. Whilst individual Members have a representation role, decisions are made collectively and based on the Community and Council Plans and the linked Long Term Financial Plan

- In addition to the role of Elected Members, the Mayor also has a significant leadership, ceremonial and civic role. The Mayor plays a major role in the sourcing and securing of additional funding in the form of grants from other levels of government.

APPENDIX 1



Ward	No. of Elected Members	No. of Electors
Mullawirra	2	10,841
Woodlands	2	11,005
Warracowie	2	11,234
Warriparinga	2	10,433
Coastal	2	10,515
Southern Hills	2	10,453
Total	**12**	**64,481**

APPENDIX 2

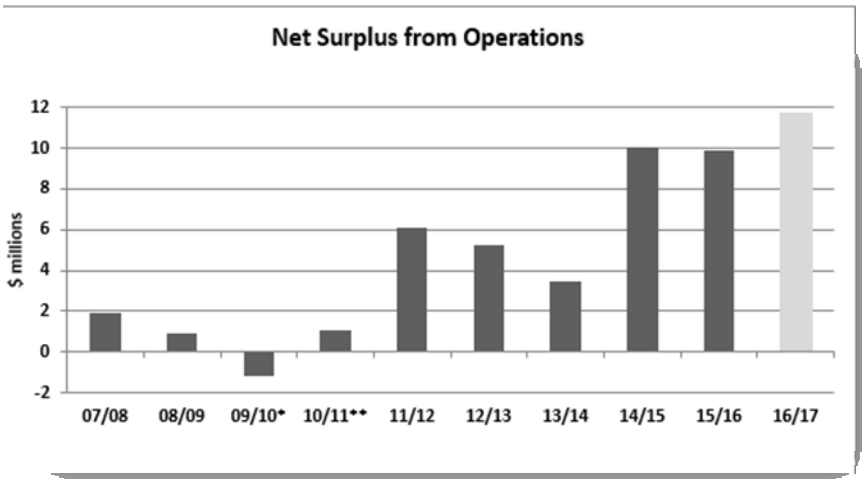
Further Details re Council's Revenue, Expenditure and Financial Indicators

FINANCIAL MANAGEMENT

The City of Marion is in a strong financial position, providing a sound basis for Councils long-term objectives identified in the Strategic Plan. Below provides further information articulating income and expense streams with ratios provided as a mechanism to measure Council's alignment with budget targets.

STATEMENT OF COMPREHENSIVE INCOME

The Statement of Comprehensive Income details Council's revenue and expenses for the reporting period and reveals an operating surplus (before capital revenues and contributed assets) of $11.673m for 2016/17 compared to an operating surplus of $9.883m for 2015/16.



* The underlying operating surplus for 2009/10 after adjusting for the once-off Domain Land transfer for the SA Aquatic and Leisure Centre is $4.787m.

** The underlying operating surplus for 2010/11 after adjusting for the once-off cash contribution for the SA Aquatic and Leisure Centre is $6.078m

OPERATING INCOME

Total Operating income for 2016/17 was $88.173m compared to $82.628m in 2015/16. The increase of $5.545m (6.7%) is mainly attributed to the adopted increase in Rates of $2.6m (2.5% + growth of 1.4%) and an increase in Grants, Subsidies and Contributions of $2.8m (42.6%).

This increase in operating Grants, Subsidies and Contributions of $2.8m predominantly relates to timing of the payment of the Grants Commission's Financial Assistance Grants (FAG), usually paid in quarterly instalments in the financial year it relates to.
To further explain, half of the 2017/18 Financial Assistance Grants ($1.391m) was received in advance in June 2017 and recognised in the 2016/17 accounts and half of the 2015/16 Financial Assistance Grants ($1.437m) was received in June 2015 and recognised in the 2014/15 accounts. The full allocation of Financial Assistance Grants for 2016/17 ($2.7m) was also received and recognised in the 2016/17 accounts. The timing of these advance payments has distorted the comparative figures for 2016/17 against 2015/16.

OPERATING EXPENSES

Total Operating expense for 2016/17 was $76.500m compared to $72.745m in 2015/16. The increase of $3.755m (5.2%) predominantly relates to an increase in Depreciation ($3.236m) resulting from a change in revaluation methodology from the 30 June 2016 asset valuation - predominantly regarding the removal of residual values for infrastructure assets (including roads, footpaths and drainage).
Employee costs increased $438k (1.4%) in 2016/17 from 2015/16 with increases from Enterprise Agreements offset by final realized savings achieved from the organisational restructure that occurred in the middle of the 2015/16 financial year resulting in a reduction in management positions.

CAPITAL REVENUES AND CONTRIBUTED ASSETS

Other key variances reported on the Statement of Comprehensive Income are *Amounts Received Specifically for New or Upgraded Assets* (up $1.984m) predominantly relating to a State Government Grant received for the Sam Willoughby International BMX Track ($2.0m). There have also been significant increases in the valuation of Land and Infrastructure Assets ($29.324m).

CRUCIAL OPERATING/FINANCIAL RATIOS

The City of Marion utilises 'ratios' in order to measure Council's alignment (or otherwise) with expected budget targets by expressing the difference between actual versus expected budget outcomes as a percentage.

OPERATING SURPLUS RATIO

This ratio expresses the operating surplus/(deficit) as a percentage of total operating revenue. Council has set a target for this ratio of between 0 and 5% on a five year rolling average.[1]

	2015	2016	2017
Operating Surplus Ratio	12%	12%	13%

RATE REVENUE RATIO

This ratio expresses rate revenue as a percentage of operating revenue. Although this ratio is not a prescribed measure required by the 'Model Set of Accounts' it is a valuable indicator as it highlights Council's reliance on rates as a revenue source and the need for Council to seek alternative sources of income.[2]

	2015	2016	2017
Rate Revenue Ratio	82%	85%	82%

STATEMENT OF FINANCIAL POSITION

The Statement of Financial Position provides details of Council's assets, liabilities and equity as at 30 June 2017. The majority of Council's assets relate to community property and infrastructure assets (roads, paths, drainage, etc.). Council's at 30 June 2017 is $1,169.5m,

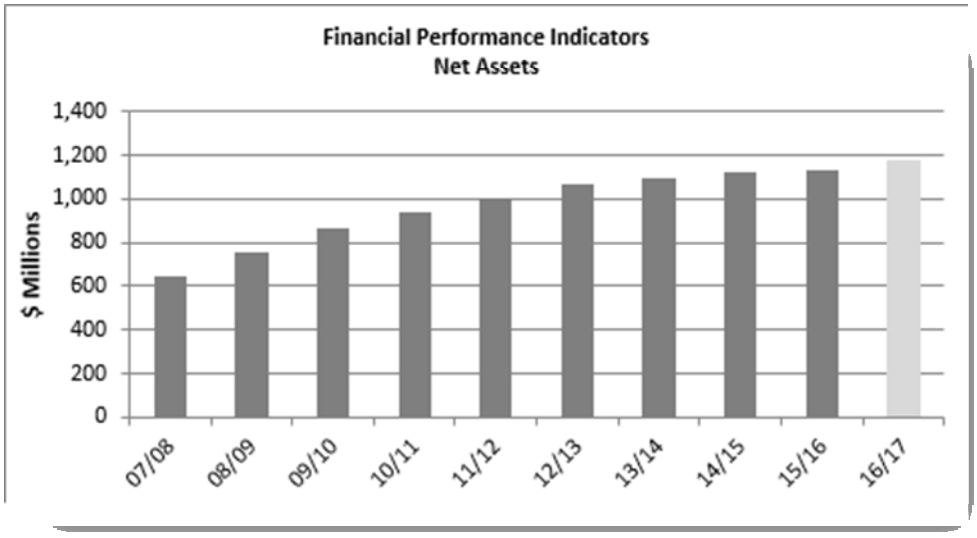
---

[1] The Operating Surplus Ratio in the adopted budget for 2016/17 was 10.8% and has been significantly impacted by the advance payment of 2017/18 Financial Assistance Grant instalment, and increased Investment income, with variances in Operating Expenses netting out.

With council's focus is on maintaining a balanced or better cash funding position it is important that an operating surplus sufficient to meet Council's capital expenditure requirements is achieved.

[2] **To address Council's dependence on rate revenue, it has focused upon training and development of Officers to maximize grant opportunities and annual reviews of its Fees and Charges Schedule.**

with the following graph illustrating the movement over the past 10 years.



This identifies the continued increase in Council's net assets which can mainly be attributed to revaluations of its Infrastructure assets as noted in the following table.

	2016 $'000	2017 $'000	Increase $'000
Infrastructure assets	663,385	677,069	13,684
Land assets	343,709	360,144	16,435

Infrastructure, Property, Plant & Equipment (IPP&E):
Council's IPP&E increased by $24.004m (2.16%) compared to 2015/16 with the majority of the increase relating to a net revaluation of $12.997m in infrastructure assets and $16.313m in land.

WORKING CAPITAL RATIO
This ratio focuses on the liquidity position of Council, adjusting for restricted assets (eg. unspent specific tied grants that would need to be excluded from Council's current assets as Council would be restricted from using this cash to meet short term liabilities). It is calculated by dividing current assets (less restricted assets) by current liabilities (less liabilities associated with restricted assets). Council's target for this ratio is between 1.0 and 1.1%.[3]

	2015	2016	2017
Working Capital Ratio	1.0%	1.5%	2.1%

ASSET SUSTAINABILITY RATIO
Net asset renewal expenditure is defined as net capital expenditures on the renewal and replacement of existing assets and excludes new capital expenditure on the acquisition of additional assets. It is calculated by dividing net asset renewal figures by depreciation expenses. This ratio indicates whether the Council is renewing or replacing existing assets

[3] Council's cash flow is in a good position to undertake day to day operations, along with having sufficient cash to cover the balances in its Asset Sustainability Reserve. Council's significant cash reserves quarantined for future major projects and long term asset management objectives have impacted on this ratio.

at the rate of consumption. A long-term average ratio of 95-100% would indicate that Council is investing adequately in maintaining its asset base.[4]

	2015	2016	2017
Asset Sustainability Ratio	76%	84%	75%

ASSET CONSUMPTION RATIO

This ratio shows the consumption of the asset stock at a point in time (or the percentage of useful life remaining). Depreciation represents the reduction in value of the assets each year and therefore accumulated depreciation is the total reduction in the carrying value of the assets. It is calculated by dividing the carrying value of depreciable assets by the gross value of depreciable assets. Council's target for this ratio is between 80-100%. A ratio higher than 80% indicates that Council's overall asset base has on average a relatively high remaining useful life. A result between 40% and 80% is considered acceptable. The ratio reflected below indicate on average a relatively high remaining useful life for assets.

	2015	2016	2017
Asset Consumption Ratio	80%	78%	78%

BORROWINGS

In assessing Council's financial position, it is appropriate to consider liabilities in relation to borrowings. Borrowings are required by Council from time to time to finance strategic long-term assets for the orderly development of the City. Council's total borrowings at 30 June 2017 were $9.102m – a net decrease of $1.126m over the level of borrowings in June 2016.

KEY DEBT RATIOS

The following indicators are used to monitor Council's performance in relation to its current level of debt;

NET FINANCIAL LIABILITIES RATIO

This ratio indicates the extent to which net financial liabilities of the Council can be met by Councils' total operating revenue and is calculated by dividing the former by the latter. This result is due to Council's Financial Assets exceeding its Financial Liabilities predominantly as a result a substantial holding of cash and other financial assets allocated for unexpended grants and funding for capital projects carried over or retimed to 2017/18 and beyond totalling $13.698m. Without these holdings this ratio would be (-10%).[5]

	2015	2016	2017
Net Financial Liabilities Ratio	(2%)	(8%)	(25%)

[4] **The 2016/17 Asset Sustainability Ratio was significantly impacted by the significant increase in Depreciation Expense due to the changes in revaluation methodology used in the prior year revaluation.**
Council's Long Term Financial Plan (LTFP) is set to achieve an average Asset Sustainability Ratio of 95% over the next three years, but only 80% over the 10-year term of the LTFP. Continual review and monitoring of Council's Asset Management Plans are to be incorporated into Council's Long Term Financial Planning process in an effort to close this gap..

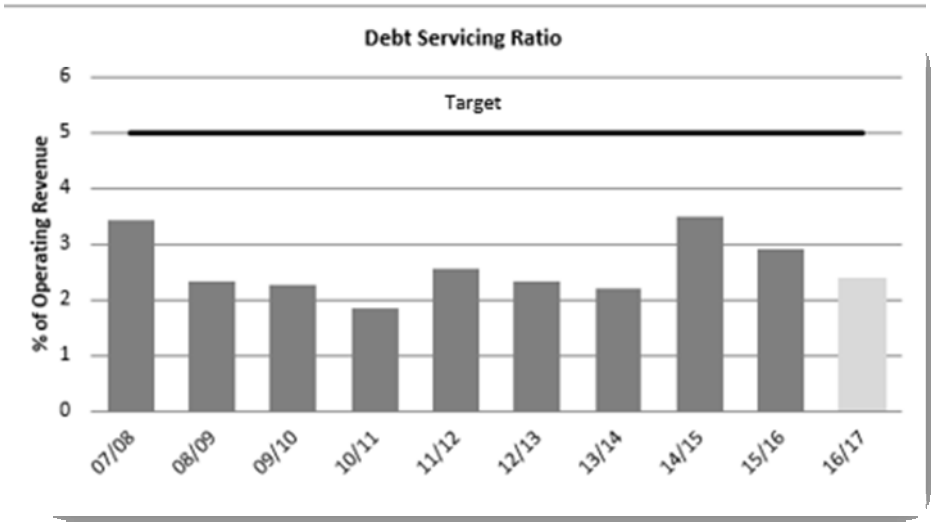
[5] **Council's capacity to meet its financial obligations from operating revenues is strong and it has capacity to meet future requirements identified in the Long Term Financial Plan.**

INTEREST COVER RATIO
Net interest costs are defined as total interest expenses less total interest revenues. This ratio indicates the extent to which Council's commitment to interest expenses are met by total operating revenues. Negative ratios have been recorded for the past four years reflecting interest revenues being greater than interest expenses.

	2015	2016	2017
Interest Cover Ratio	(0.1%)	(0.0%)	(0.4%)

DEBT SERVICING RATIO
This ratio identifies Council's ability to service its debt obligations from operating revenues, with a maximum target set at 5%. The ratio confirms that Council has a low debt holding and is well positioned for the future borrowing outlined in the Long Term Financial Plan. The 2.4% result is below the maximum target of 5% as illustrated in the diagram below.

	2015	2016	2017
Debt Servicing Ratio	3.5%	2.9%	2.4%



STATEMENT OF CHANGES IN EQUITY
The Statement of Changes in Equity reconciles the opening and closing balances of Council's equity over the reporting period. The balance of equity represents Council's net worth of $1,169.5m as reflected in the Statement of Financial Position.

CASH FLOW STATEMENTS
The Cash Flow Statement details the cash movements for the year ended and reconciles with Note 11 of the Annual Financial Statements. The Statement indicates a cash surplus of $29.9m compared with $16.3m in 2015/16. As previously mentioned a significant portion of the cash position is committed to unexpended grants, carryovers and retimed works ($13.7m).

OPERATING CASH FLOW COVERAGE RATIO
This ratio identifies Council's ability to fund its operating and capital expenditure requirements (without the need for significant sudden rate increases or service reductions) whilst continuing to maintain intergenerational equity and both sustainable and responsible use of borrowings. It is calculated by dividing cash flow from operations (less loan principal repayments) by the average annual optimal level of expenditure per Councils' Asset Management Plans. Council's target for this ratio is between 100% and 105%.[6]

	2015	2016	2017
Operating Cash Flow Coverage Ratio	134%	108%	147%

RESERVE FUNDS
A review of the balances of these reserves indicates that they are at a level sufficient to meet their purpose and intent as listed in *Note 9 Reserves* in Appendix 3. Council's current reserve funds include the following:

GRANTS AND CARRYOVERS RESERVE: $13.698m
This consists of grant funded carryover projects and capital works carried over to 2017/18 or retimed to future years as required. It includes $3.778m that was retimed from prior years which is planned to be utilised in future years when related works are scheduled.

OPEN SPACE RESERVE: $1.188m
It is considered by management that the current balance of this fund is adequate to meet its intended purpose.

ASSET SUSTAINABILITY RESERVE – GENERAL: $6.781m
The current balance in this fund is considered by management to be adequate to provide Council with the funding capacity to not only respond to a major infrastructure failure ($2m is retained in this reserve for this specific purpose) but to also assist Council in managing its long term asset management objectives.

ASSET SUSTAINABILITY RESERVE – COMMUNITY FACILITY PARTNERSHIP FUND (CFPP): $4.653m
Funding has been specifically set aside in the Asset Sustainability Reserve for the renewal, upgrade and purchase of Council assets as specifically resolved by Council. It includes a balance set aside to encourage organisations leasing council facilities to seek partnership funding for the required renewal and upgrade of those facilities.

ASSET SUSTAINABILITY RESERVE – MAJOR NEW PROJECTS: $4.197m
Funding has also been specifically set aside in the Asset Sustainability Reserve for major new projects. Council has endorsed funding its $4.0m contribution to the Edwardstown Soldiers Memorial Recreation Ground redevelopment from this reserve.

[6] Council's operating cash flow coverage is sufficient to meet the asset renewal requirements included in its Long Term Financial Plan. This ratio has been impacted by the advance payment of 2017/18 operational FAG grants ($1.391m) in addition to higher than forecast investment returns with Council's significant cash reserves quarantined for future major projects and managing its long term asset management objectives.

LONG TERM FINANCIAL PLAN (LTFP)

Council has a LTFP focused upon;

- Achieving the City of Marion's Strategic Directions.
- Addressing issues arising and opportunities identified from internal audit reviews, service reviews and business excellence assessments.
- Maintaining a breakeven or better cash funding position.
- Improving the maintenance of assets in accordance with Council's Asset Management Plans, with a priority on maintenance *before* renewal, and/or renewal *before* new (whichever is more cost effective).
- Reviewing existing services and assets to ensure they meet prioritised community needs.
- Approving new Major Projects where it has the identified funding capacity to do so.
- Maintaining Council's position for an average residential rate that remains low (in comparison with other metropolitan councils).
- Progressing 'liveable cities' strategies and funding opportunities within Marion.

APPENDIX 3

Summary of Key Social / Demographic Statistics

Population

City of Marion	2016		
	Number	%	Greater Adelaide %
Population (excluding O/S visitors)	90,602		
Males	42,609	48.1	48.9
Females	46,003	51.9	51.1
Aboriginal and Torres Strait Islander Population	1,026	1.2	1.4
Australian citizens	74,585	84.2	84.7
Eligible voters (citizens aged 18+)	59,651	67.3	66.0

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

Age structure - service age groups

City of Marion - Total persons (Usual residence)	2016		
Service age group (years)	Number	%	Greater Adelaide %
0 to 4	5,239	5.9	5.9
5 to 9	4,809	5.4	6.0
10 to 14	4,329	4.9	5.6
15 to 19	5,029	5.7	6.1
20 to 24	6,372	7.2	6.9
25 to 29	6,464	7.3	6.8
30 to 34	6,617	7.5	7.0
35 to 39	6,063	6.8	6.4
40 to 44	5,716	6.5	6.5
45 to 49	5,557	6.3	6.8
50 to 54	5,663	6.4	6.6
55 to 59	5,853	6.6	6.4
60 to 64	5,472	6.2	5.7
65 to 69	4,640	5.2	5.3
70 to 74	3,313	3.7	4.0
75 to 79	2,595	2.9	3.0
80 to 84	2,124	2.4	2.3
85 and over	2,760	3.1	2.6
Total population	**88,615**	**100.0**	**100.0**

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

Birthplace - summary

City of Marion	2016		
Birthplace	Number	%	Greater Adelaide %
Total Overseas born	24,185	27.3	26.3
Non-English speaking backgrounds	15,095	17.0	17.0
Main English speaking countries	9,090	10.3	9.2
Australia	60,239	68.0	68.2
Not Stated	4,193	4.7	5.5
Total Population	**88,617**	**100.0**	**100.0**

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

Proficiency in English

City of Marion - Total persons (Usual residence)	2016		
English proficiency	Number	%	Greater Adelaide %
Speaks English only	68,154	76.9	75.4
Speaks another language, and English well or very well	14,019	15.8	16.3
Speaks another language, and English not well or not at all	2,759	3.1	3.5
Not stated	3,677	4.1	4.8
Total population	**88,609**	**100.0**	**100.0**

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

Religion - summary

City of Marion	2016		
Religion totals	Number	%	Greater Adelaide %
Christian total	41,750	47.1	48.2
Non Christian total	6,441	7.3	7.2
Non-classifiable religious belief	631	0.7	0.7
No religion	33,173	37.4	35.9
Not stated	6,630	7.5	8.0
Total Population	**88,618**	**100.0**	**100.0**

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

Employment status

City of Marion - Total persons (Usual residence)	2016		
Employment status	Number	%	Greater Adelaide %
Employed	41,867	93.0	92.3
Employed full-time	24,141	53.6	54.0
Employed part-time	17,156	38.1	36.9
Hours worked not stated	570	1.3	1.4
Unemployed	3,166	7.0	7.7
Looking for full-time work	1,684	3.7	4.4
Looking for part-time work	1,482	3.3	3.3
Total Labour Force	**45,033**	**100.0**	**100.0**

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

Education institution attending

City of Marion - Total persons (Usual residence)	2016		
Type of institution	Number	%	Greater Adelaide %
Pre-school	1,054	1.2	1.2
Primary school	6,838	7.7	8.5
Primary - Government	4,582	5.2	5.4
Primary - Catholic	1,398	1.6	1.7
Primary - Independent	858	1.0	1.4
Secondary school	4,584	5.2	5.6
Secondary - Government	2,705	3.1	2.9
Secondary - Catholic	1,059	1.2	1.3
Secondary - Independent	820	0.9	1.4
TAFE	1,745	2.0	2.0
University	5,807	6.6	5.7
Other	642	0.7	0.8
Not attending	63,706	71.9	70.5
Not stated	4,243	4.8	5.7
Total	**88,619**	**100.0**	**100.0**

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

Household type

City of Marion	2016		
Households by type	Number	%	Greater Adelaide %
Couples with children	10,029	27.4	28.7
Couples without children	8,981	24.5	24.8
One parent families	3,827	10.4	11.1
Other families	526	1.4	1.2
Group household	1,655	4.5	3.8
Lone person	10,259	28.0	26.2
Other not classifiable household	1,060	2.9	3.4
Visitor only households	300	0.8	0.9
Total households	**36,637**	**100.0**	**100.0**

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

APPENDIX 4

Index of relative socio-economic disadvantage

(Ranked greatest to least disadvantaged)

Local Government Areas in South Australia	
Local Government Area *	**2016 index**
Marion (C)	1,001
Cleve (DC)	1,007
Robe (DC)	1,011
Campbelltown (C) (SA)	1,012
Barossa (DC)	1,012
Adelaide (C)	1,014
Grant (DC)	1,018
Lower Eyre Peninsula (DC)	1,019
Light (RegC)	1,025
Kimba (DC)	1,027
Norwood Payneham St Peters (C)	1,029
Tea Tree Gully (C)	1,031
Mount Barker (DC)	1,033
Roxby Downs (M)	1,042
Holdfast Bay (C)	1,043
Prospect (C)	1,046
Unley (C)	1,066
Mitcham (C)	1,068
Walkerville (M)	1,072
Adelaide Hills (DC)	1,080
Burnside (C)	1,081

* Please note that the Local Government Area s listed here relate to the boundary which was current at the 2016 Census. Boundary changes since that time will not be reflected in the list.

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

Index of relative socio-economic disadvantage

(Ranked greatest to least disadvantaged)

City of Marion's small areas and benchmark areas	
Area	**2016 index**
Mitchell Park	902.2
Oaklands Park	918.9
Morphettville	928.2
Edwardstown	936.2
Seacombe Gardens	938.9
Park Holme	940.4
Sturt	948.2
Dover Gardens	950.5
Ascot Park	966.3
Plympton Park	970.5
Clovelly Park - Bedford Park	978.6
South Australia	**979.0**
Greater Adelaide	**989.0**
Marion	999.5
City of Marion	**1,001.0**
Australia	**1,001.9**
South Plympton	1,003.6
Glandore	1,006.9
Warradale	1,035.6
Darlington - Seacombe Heights	1,040.9
Trott Park - O'Halloran Hill	1,047.2
Glengowrie	1,047.5
Seaview Downs - Seacliff Park	1,058.2
Hallett Cove	1,062.3
Sheidow Park	1,075.5
Marino	1,084.0

Source: Australian Bureau of Statistics, Census of Population and Housing 2016.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer: **Sherie Walczak, Unit Manager Risk**

Corporate Manager: **Kate McKenzie, Manager Corporate Governance**

General Manager: **Vincent Mifsud, General Manager Corporate Services**

Subject: **WHS Monthly Performance Report – May 2018**

Report Reference: **GC260618R16**

REPORT OBJECTIVE

The objective of this monthly report is to provide Council with assurance that the City of Marion has effective strategies in place to meet its legal obligations as outlined in the Work Health and Safety Act (SA) 2012 and to monitor Council's target of a 25% reduction of the Lost Time Injury Frequency Rate (LTIFR) from the previous year.

DISCUSSION

Targets and performance indicators have been established in order to measure the continual improvement of the program. Performance against these targets are measured in two ways:

- positive performance indicators (PPI's); and
- lag performance indicators (LPI's) both of which are outlined in Appendix 1.

The current LTIFR is 6.7 which is 34% less than the 10.1 LTIFR reported at the same time last year with only 4 lost time injuries year-to-date compared to a total of 7 in 2016/17.

Key initiatives implemented which have contributed to the reduction in LTIFR include;

- Introduction of SkyTrust for incident and hazard report, incident investigation and montoring of preventative and corrective actions.
- Comprehensive review of hazard registers and implementation of relevant controls.
- Development of the Think Safe Live Well Safety Observation program with front-line staff being visited and observed by managers including Executive Leadership Team and a selection of relevant people leaders.
- Human Resource team's pilot of the on-site physio early intervention program which was recently confirmed to continue next year due to its success in preventing injuries and claims.

CONCLUSION

The Lost Time Injuries for 2017/18 as at the end of May (4) reflects a 34% reduction on the figure reported (7) at the same point for 2016/17. The forward projection is that we are on track to achieve the full year Corporate KPI of 8.1, or lower, which represents surpassing the achievement of the 25% reduction on the LTIFR of 10.8 in the 2016/17 reporting period. This will be accomplished by continuing to increase the focus on proactive hazard identification and management.

RECOMMENDATION	DUE DATE
That Council notes the report and statistical data contained therein.	**26 June 2018**

APPENDIX Appendix 1: Positive and Lag Performance Indicators

APPENDIX 1

The Think Safe Live Well program's vision is **'Zero harm with enhanced wellbeing'** and focuses on further developing our leadership styles, organisational culture and WHS systems by:

- Embedding a culture of safety and wellbeing as a part of normal business practice
- Developing our people to lead the change across the City of Marion
- Continually improving our WHS Management System (WHSMS) to achieve best practice

POSITIVE PERFORMANCE INDICATORS

Hazard and Near Miss Reports

Historical statistics inform us that when there is a healthy culture of Hazard/Near Miss Reporting, there is a consequential reduction in injuries to Workers. Hazards and Near Misses are reported to date for this financial year and are outlined in Table 1 and can be compared against those reported last financial year which are outlined in Table 2.

Table 1: Hazard and Near Miss Reports - Financial Year 2017-18

Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total
21	14	11	9	8	3	5	11	10	16	10		**118**

Table 2: Hazard and Near Miss Reports - Financial Year 2016-17

Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Total
10	4	15	13	13	11	3	15	17	3	4	8	**116**

Completion of actions against the LGA Action Plan

Periodically, the LGAWCS conducts an audit to test conformance of Council's WHS Management System against Return to Work SA's Performance Standards for Self Insurers. In response, Council sets an action plan which outlines the commitment to addressing non-conforming elements by October each year and the cumulative performance against this plan is outlined in Table 3.

Table 3: LGAWCS Action Plan – Calendar Year 2018

Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Total
3%	21%	28%	28%	28%						**28%**

Steady progress has been made towards completion of identified actions in the LGAWCS Action Plan with 11 (28%) of the 40 identified annual actions scheduled for completion, being completed to date. It should be noted that there were no actions due in April as they required additional time to complete. These 4 actions were not completed as at the end of May however were completed in the first week of June resulting in 15 (38%) of the 40 identified actions being completed to date.

LAG PERFORMANCE INDICATORS

Lost Time Injuries Reported

Lost Time Injuries (LTI's) are those injuries where a whole work day or more has been lost due to a workplace injury. LTI's reported to date for this financial year are outlined in Table 4 and can be compared against those reported last financial year which are outlined in Table 5.

Table 4: Number of LTI's per month - Financial Year 2017-18

Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total
0	1	0	0	1	0	1	0	1	0	0		**4**

Table 5: Number of LTIs per month - Financial Year 2016-17

Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Total
0	1	2	0	1	0	0	1	0	0	2	0	**7**

Individual LTI's reported for 2017/18 are outlined in Table 6 below :

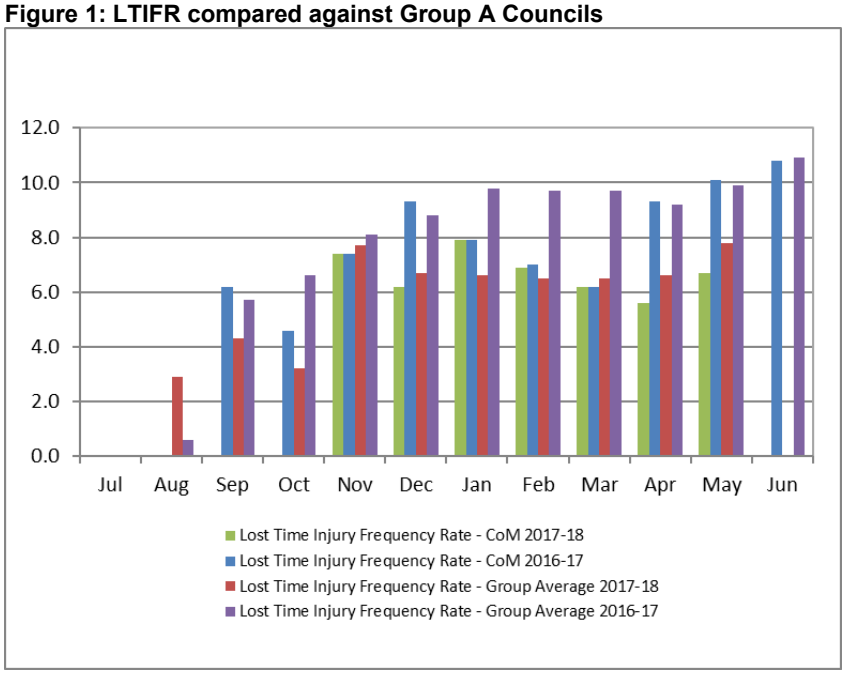
Table 6: Outline of LTI's reported - Financial Year 2017-18

No.	Description of Incident	Mechanism of Injury	Injury Description
1	Trip and fall over chain and post fence	Fall on same level	Left shoulder injury
2	Surged forward as vehicle braked suddenly	Forward motion stopping abruptly	Muscular stress in lower back
3	Operating mower on undulating reserves	Vibration through body	Muscular stress to neck and back
4	Overstretched shoulder whilst pulling branch	Muscular stress	Trauma to muscle/tendon

Lost Time Injury Frequency Rate

Lost Time Injury Frequency Rate (LTIFR), is an indstry standard tool for measuring LTI's within a given reporting period which enables comparison to other organisations. Council's LTIFR is outlined in Figure 1, from the LGA's Member Portal data once claims have been determined and can be measured and monitored against our industry counterparts being the Group A Councils ([1]GaC).

Figure 1: LTIFR compared against Group A Councils

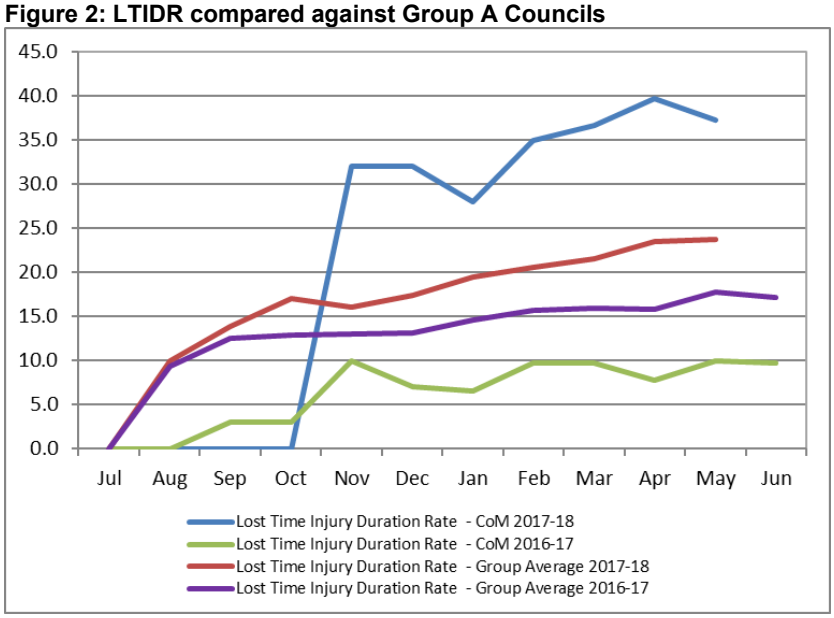


The current LTIFR for the City of Marion (which is represented in green) is 6.7 which represents four LTIs reported to date. This is below last years May result and is also below the industry comparison LTIFR rate of 7.8.

Lost Time Injury Duration Rate

The Lost Time Injury Duration Rate (LTIDR), is an industry standard tool for measuring the average days lost from LTI's within a reporting period to enable comparison to other organisations. Council's LTIDR is outlined in Figure 2, data is sourced from the LGA's Member Portal once claims have been determined and can be measured and monitored against our industry counterparts being the GaC.

Figure 2: LTIDR compared against Group A Councils



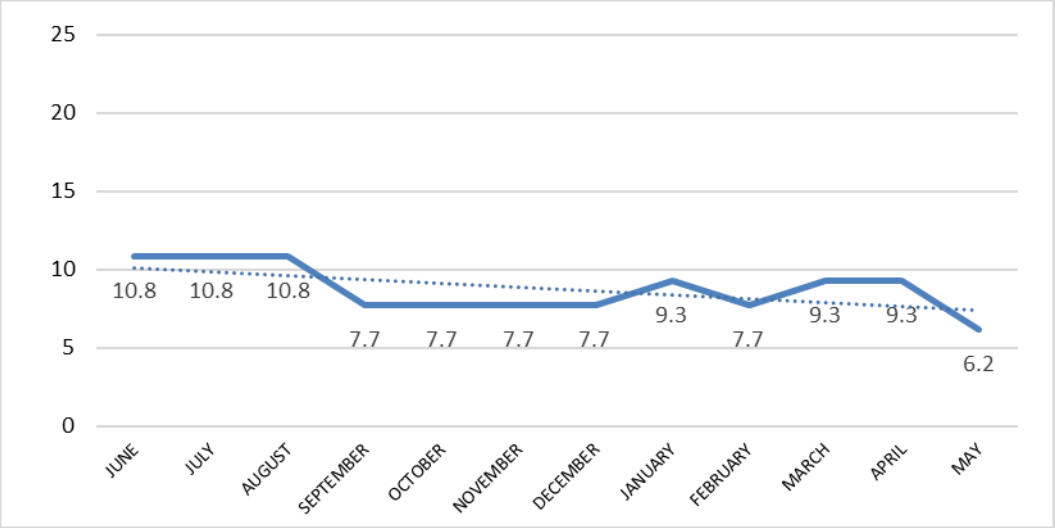
The current LTIDR for the City of Marion is 37.3 which is well above the industry comparison rate of 23.8. Historically, we have consistently recorded a lower duration rate than GaCs, however, there have been several LTIs that required significant time away from the workplace to enable recovery.

1 GaC are metropolitan councils with more than 300 staff (Marion, Adelaide, Charles Sturt, Onkaparinga, Playford, Port Adelaide Enfield, Salisbury and Tee Tree Gully).

Rolling Lost Time Injury Frequency Rate

Rolling LTIFR, outlined with a solid blue line in Figure 3 from internal incident report data, provides analysis of the average LTIFR over the last 12 months. The dotted blue 'median' line tracks the downward trend.

Figure 3: Rolling LTIFR

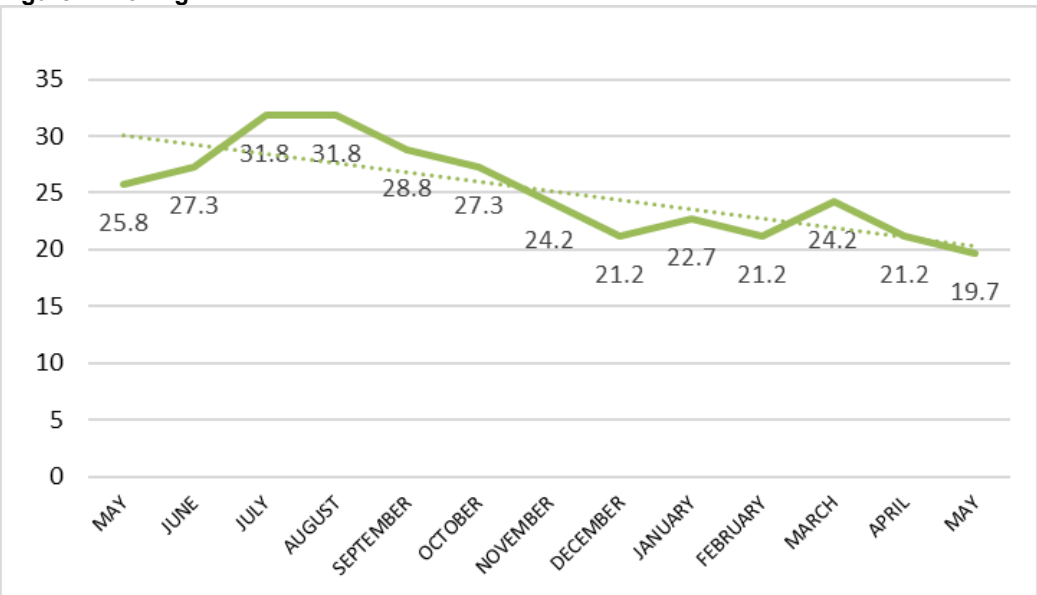


The current rolling LTIFR for the City of Marion is 6.2, which represents a 43% reduction over the previous 12 months.

Rolling Total Recordable Incident Frequency Rate

Total Recordable Incidents include fatalities, LTI's and incidents resulting in the employee receiving medical treatment and/or is certified as only fit to undertake suitable duties. The Rolling Total Recordable Incident Frequency Rate (TRIFR), outlined with a solid green line in Figure 4 from internal incident report data, provides analysis of the average TRIFR over the last 12 months. The dotted green 'median' line tracks the downward trend.

Figure 4: Rolling TRIFR



The current rolling TRIFR for the City of Marion is 19.7 which represents an 24% reduction over the previous 12 months.

r

CITY OF MARION
GENERAL COUNCIL MEETING
26 June 2018

Originating Officer: **Melissa Virgin, Assistant Financial Accountant**

Corporate Manager: **Ray Barnwell, Manager Finance & Contracts**

General Manager: **Vincent Mifsud, General Manager Corporate Services**

Subject: **Finance Report – May 2018**

Report Reference: **GC260618R17**

REPORT OBJECTIVES AND EXECUTIVE SUMMARY:

This report provides Council with information relating to the management of financial resources under its control as at May 2018. This report is one of a series of reports designed to assist Council in achieving and maintaining a financially sustainable position. Other reports assisting in this process include the Quarterly Budget Reviews and the Long Term Financial Plan.

It is considered appropriate that financial information regarding Major Projects be presented on a monthly basis in this report. The principles used for assessment of reportable projects are according to the following criteria:

- Council has agreed to proceed with the project and approved a Section 48 Prudential Report.
- The Whole-of-Life Cost is greater than $4 million dollars (including grant assisted projects).
- Has a project life of more than 12 months.

RECOMMENDATION	**DUE DATE**
That Council:	
1. Receives the report "Finance Report – May 2018"	**26 June 2018**

BACKGROUND

This report is presented on a monthly basis to provide Elected Members with key financial information to assist in monitoring Council's financial performance.

DISCUSSION:

Appendix 1 contains a financial report to identify Council's performance against budget utilising a "Funding Statement". It provides a review against all of the elements contained within the Statement of Comprehensive Income and Statement of Financial Position that are adopted as part of the Annual Budget Report.

The 2017/18 reporting has seen some minor changes introduced to improve the relevance and accuracy of the data provided. With a greater focus on budget timing from both an operating and capital perspective, we will no longer be including commitments in the year to date results (i.e. where an order is raised for a supplier, but the works have not been carried out or paid for). This is expected to result in more meaningful variance reporting, with budget timings continuing to be a focus in Council's budget review process.

Effective from January 2018, the detailed Capital Works graphs have been amended to provide a weighting of the projects against budget. As an example, a graph with a total budget of $100k spread over two projects, where Project A has a budget of $90k it now accounts for 90% of the works when complete and project B with its budget of $10k now accounts for 10% of the works when complete.

APPENDICES

Appendix 1: Monthly Financial Reporting
Appendix 2: Capital Works Reporting including Major Projects
Appendix 3: Debtors Reports for Sundry Debtors & Rates Debtors

APPENDIX 1

Funding Statement – Actual versus Budget

The Funding Statement provides a view of Council's financial performance against the approved budget and is consistent with the information provided at budget reviews. It provides a review against all of the elements contained within the Statement of Comprehensive Income and the Statement of Financial Position that are adopted as part of the Annual Budget Report. It details Council's:

Statement of Comprehensive Income -

The operating result is recognised as one of Council's key financial indicators. The budget framework includes a commitment to its ongoing Financial Sustainability maintaining an Operating Surplus Ratio of between 0% and 5%, on average over each five-year period, which for 2017/18 means a targeted operating surplus of between $0 and $4.532m.

Comment: Council currently has a net operating surplus result of $11.873m before capital revenues, against a year to date forecast budget of $7.308m surplus. This position is detailed in the attached Funding Statement and variation notes.

Capital Budget - The Capital Budget is linked to Council's key financial indicator – "Asset Sustainability Ratio" and an actual to budget comparison reflects Council's progress in achieving its Capital program.

Comment: The actual to budget position reveals that 74.47% of the year to date Capital Renewal Budget has been spent.

The actual progress to date of Council's full Capital New and Renewal Expenditure program is detailed by asset class in the attached graphs (appendix 2).

Loans - The loans component of the Funding Statement identifies any new proposed loan receipts or principal payments. Council's borrowings are included in Council's key financial indicator – "Net Financial Liabilities" which reflects Council's total indebtedness.

Comment: No new borrowings are included in the 2017/18 budget and principal repayments of $1.197m mean that the overall loan liability balance is forecast to decrease by $1.197m to $7.905m at 30 June 2018.

Reserves & Cash - Various fund movements such as surplus budget review results, unspent grants and carryover projects at year end are reflected as transfers to reserves, whilst utilisation of reserve funds are recognised as transfers from reserves.

Cash may be utilised to fund expenditure within the context of Treasury Management to ensure loans are not drawn down where temporary cash holdings are available.

Comment: Councils Reserves are detailed in the below table. Transfer to Reserves of $4.968m and Transfers from Reserves of $15.431m are forecast to occur in 2017/18, and after accounting for amounts quarantined for specific projects or works, there is $5.739m available.

Reserves ($000s)	Asset Sustainability Reserve						Open Space Reserve	Grants & Carryover Reserve	TOTAL ALL RESERVES
	Major Infrastructure Failure	General	Other	Major New Projects	CFPP	TOTAL ASR			
Opening Balance	**2,000**	**7,817**	**408**	**4,197**	**4,653**	**19,075**	**1,188**	**13,698**	**33,961**
Budgeted transfers to reserve	0	0	320	2,138	2,179	**4,637**	21	310	**4,968**
Budgeted transfers from reserve	0	(1,125)	(110)	(941)	(527)	**(2,703)**	0	(12,728)	**(15,431)**
Current Budgeted Closing Balance	**2,000**	**6,692**	**618**	**5,394**	**6,305**	**21,009**	**1,209**	**1,280**	**23,498**
Quarantined Funds	(2,000)	(5,637)	0	(5,369)	(2,968)	**(15,974)**	(505)	(1,280)	**(17,759)**
Projected Available Balance	**0**	**1,055**	**618**	**25**	**3,337**	**5,035**	**704**	**0**	**5,739**

The 2017/18 3rd budget review forecasts a net cash surplus of $1.218m.

*CFPP: Community Facilities Partnership Program
*Other includes Walking & Cycling, Energy Efficiency and Oaklands Wetlands- Water Supply Opportunities

Funding Statement
Per 3rd Budget Review
as at 31 May 2018

Original Adopted Budget $'000	Carryovers $'000	Budget Review Adjustments $'000		YTD Actual $'000	YTD Budget $'000	YTD Variance $'000		Annual Budget 3rd Review $'000	Note
			Operating Revenue						
74,897	-	(55)	**Rates**	68,546	68,624	(78)	U	74,842	
1,812	-	381	**Statutory Charges**	2,082	2,029	53	F	2,193	
1,752	-	484	**User Charges**	2,030	2,033	(3)	U	2,236	
5,509	-	1,896	**Operating Grants & Subsidies**	7,442	7,248	194	F	7,405	**A**
754	-	354	**Investment Income**	849	848	1	F	1,108	
681	-	44	**Reimbursements**	607	655	(48)	U	725	
1,233	-	568	**Other Revenues**	688	941	(253)	U	1,801	**B**
334	-	-	**Net gain - SRWRA**	-	-	-	-	334	
86,972	**-**	**3,672**		**82,244**	**82,378**	**(134)**	**U**	**90,644**	
			Operating Expenses						
34,014	-	(118)	**Employee Costs**	29,706	30,820	1,114	F	33,896	**C**
17,326	895	2,401	**Contractual Services**	15,208	17,952	2,744	F	20,622	**D**
5,044	5	16	**Materials**	4,175	4,595	420	F	5,065	**E**
545	-	(4)	**Finance Charges**	262	253	(9)	U	541	
17,030	-	75	**Depreciation**	15,266	15,313	47	F	17,105	
8,005	-	(890)	**Other Expenses**	5,754	6,137	383	F	7,115	**F**
81,964	**900**	**1,480**		**70,371**	**75,070**	**4,699**	**F**	**84,344**	
5,008	**(900)**	**2,192**	**Operating Surplus/(Deficit) before Capital Revenues**	**11,873**	**7,308**	**4,565**	**F**	**6,300**	
			Capital Revenue						
1,710	-	(450)	**Capital Grants & Subsidies**	1,250	1,104	146	F	1,260	
1,500	-	-	**Contributed Assets**	7	-	7	F	1,500	
-	-	-	**Gain/(Loss) on Asset Disposal**	(693)	-	(693)	U	-	
3,210	**-**	**(450)**		**564**	**1,104**	**(540)**	**U**	**2,760**	
8,218	**(900)**	**1,742**	**Net Surplus/(Deficit) resulting from operations**	**12,437**	**8,412**	**4,025**	**F**	**9,060**	
17,030	-	75	***add*** **Depreciation**	15,266	15,313	(47)		17,105	
(334)	-	-	***less*** **Share of Profit SRWRA (excluding dividend)**	-	-	-		(334)	
24,915	**(900)**	**1,816**	**Funding available for Capital Investment**	**27,703**	**23,725**	**3,978**	**F**	**25,831**	
		-	**Capital**						
14,766	1,992	(173)	***less*** **Capital Expenditure - Renewal**	9,255	12,428	3,173	F	16,585	**G**
10,561	4,761	473	***less*** **Capital Expenditure - New**	5,549	12,483	6,934	F	15,795	**H**
1,500	-	-	***less*** **Capital - contributed assets**	7	-	(7)	U	1,500	
			add **Proceeds from Sale of Surplus Assets**			-	-		
(1,912)	**(7,653)**	**1,516**	**Net funding increase/(decrease)**	**12,892**	**(1,186)**	**14,078**	**F**	**(8,049)**	

Original Adopted Budget $'000	Carryovers $'000	Budget Review Adjustments $'000		YTD Actual $'000	YTD Budget $'000	YTD Variance $'000		Annual Budget 3rd Review $'000	Note
			Funded by						
			Loans						
-	-	-	**Loan Principal Receipts (Net)**	-	-	-		-	
-	-	-	**Loan Receipts/(Payments) from Sporting Clubs (Net)**	-	-	-		-	
(1,197)	-	-	**Loan Principal Repayments**	(672)	(509)	(163)		(1,197)	
(1,197)	**-**	**-**	**Loan Funding (Net)**	**(672)**	**(509)**	**(163)**	**-**	**(1,197)**	
			Movement in level of cash, investments and accruals						
-	-	1,218	**Cash Surplus/(Deficit) funding requirements**	22,704	8,789	13,915		1,218	
(3,109)	(7,653)	298	**Reserves Net - Transfer to/(Transfer from)**	(10,484)	(10,484)	-		(10,464)	
(3,109)	**(7,635)**	**1,498**	**Cash/Investments/Accruals Funding**	**12,220**	**(1,695)**	**13,915**		**(9,246)**	
1,912	**7,653**	**(1,516)**	**Funding Transactions**	**(12,892)**	**1,186**	**(14,078)**	**F**	**8,049**	**I**

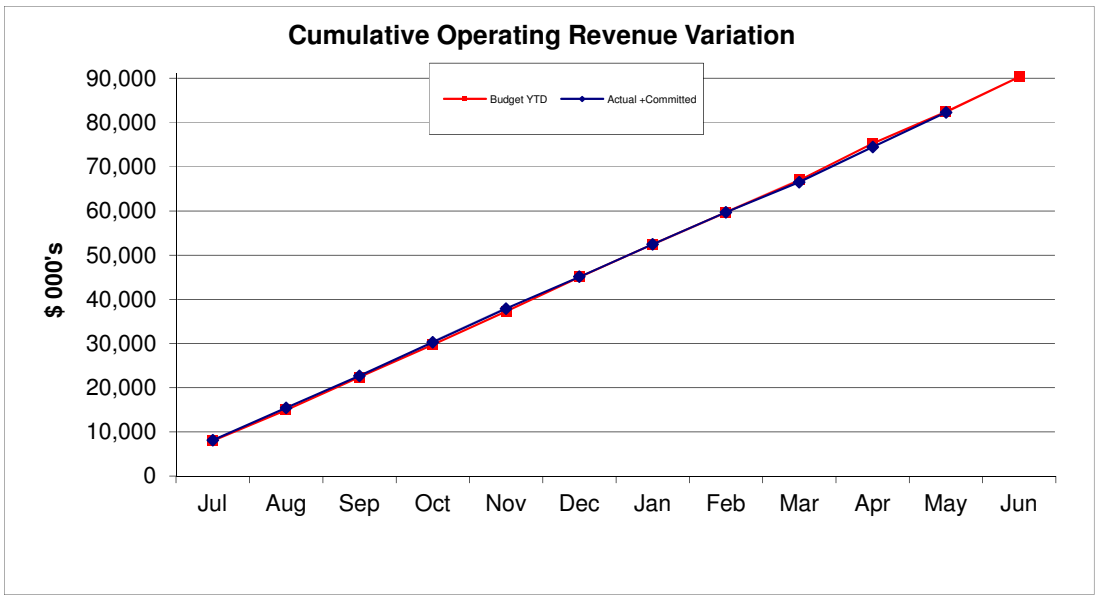
Variation Notes

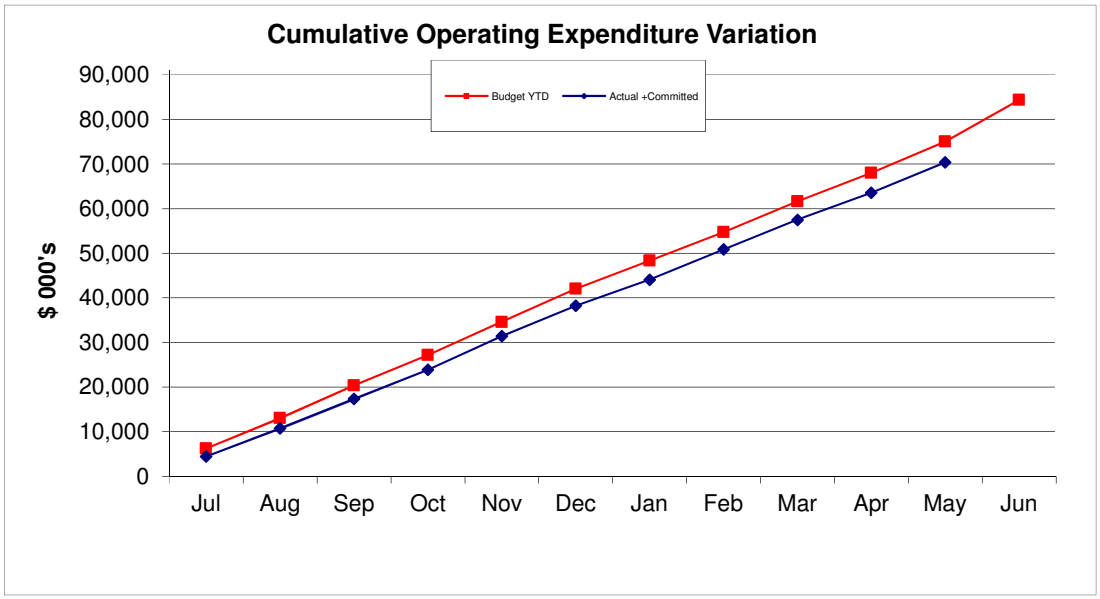
A	**Operating Grants & Subsidies**	**Favourable $194k**	Reflects budget-timing variations with regards to receipt of Roads 2 Recovery funding.
B	**Other Revenues**	**Unfavourable $253k**	Reflects a number budget-timing variations which are individually insignificant.
C	**Employee Costs**	**Favourable $1,114k**	Predominantly reflects budget-timing variations including May superannuation and leave provisions of $386k processed in June and savings from temporarily vacant positions and forecast EA increases for outdoor staff, still in negotiation.
D	**Contractors**	**Favourable $2,744k**	Predominantly reflects budget-timing variations relating to Waste costs ($523k), Streetscape development ($266k), Tree Planting ($184k), Cleaning agreements ($146k), Road Crack Sealing ($117k), Repairs & Maintenance ($116k), On-line Booking System ($100k), Oaklands Crossing design ($64k), Weed Spraying ($54k) and a number of other variances, which are individually insignificant.
E	**Materials**	**Favourable $420k**	Predominantly reflects budget-timing variations with regards to Electricity ($129k), Water ($74k), Fuel/Oil ($34k) and a number of other variances which are individually insignificant.
F	**Other Expenses**	**Favourable $383k**	Predominately reflects budget-timing variations with regards to Insurance Premiums ($117k), contributions expense for Drainage works ($100k), Community Grant Program ($48k), Tonsley Solar Garage ($30k), Youth External Partnerships ($23k) and a number of variances which are individually insignificant.
G	**Capital Expenditure (Renewal)**	**Favourable $3,173k**	Predominantly reflects budget-timing variations with regards to Drainage Construction ($486k), Marion Outdoor Pool Masterplan ($470k), Reserve Development ($422k), Proactive Footpath Repair Program ($306k), Edwardstown Oval Soldiers Memorial Recreation Ground ($300k), Fleet Replacement Program ($253k) and a number of other variances which are individually insignificant.
H	**Capital Expenditure (New)**	**Favourable $6,934k**	Predominantly reflects budget-timing variations with regards to the Sam Willoughby International BMX track ($2,350k), Streetscape Development ($1,338k), Drainage Projects ($836k), Heron Way Reserve Stage 4 ($631k), Youth Plaza Oaklands Wetlands stage 2 ($475k), Hendrie Street Inclusive play space ($448k) and a number of other variances which are individually insignificant.
I	**Funding Transactions**	**Favourable $14,078k**	This variance is the sum total of all variances and reflects an increase against council's expected YTD cash position.

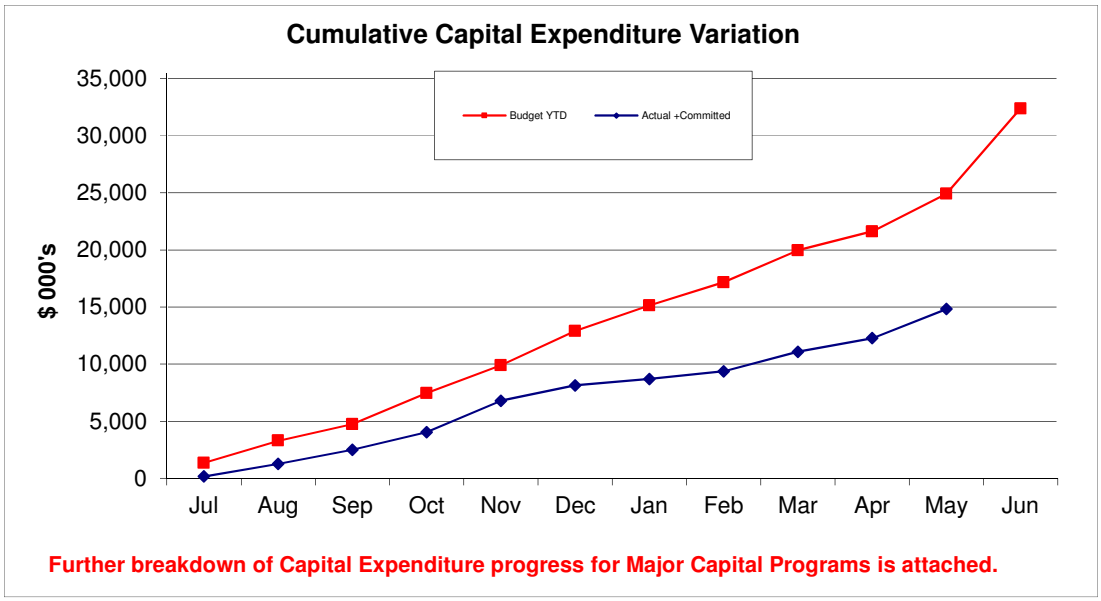
The above comments referring to budget timing variations are where some monthly budget estimates are not reflective of the actual expenditure patterns as at the reporting date.

Note: The progress to date of Capital Expenditure programs (New and Renewal) is detailed in the attached graphs, noting that where no budget exists in the initial months this is primarily due to certain types of capital works that cannot be carried out during periods of inclement weather.

Funding Statement Cumulative Position - 2017/18



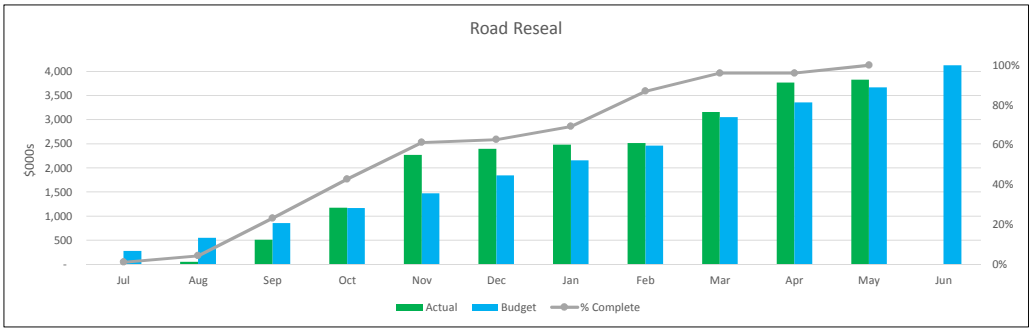




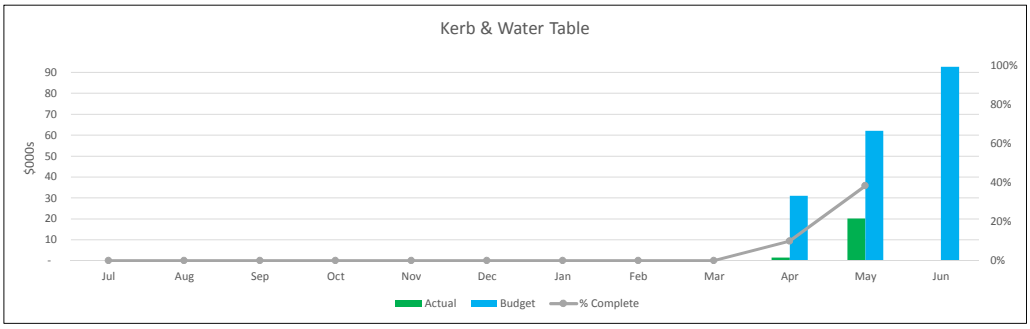
Further breakdown of Capital Expenditure progress for Major Capital Programs is attached.

APPENDIX 2

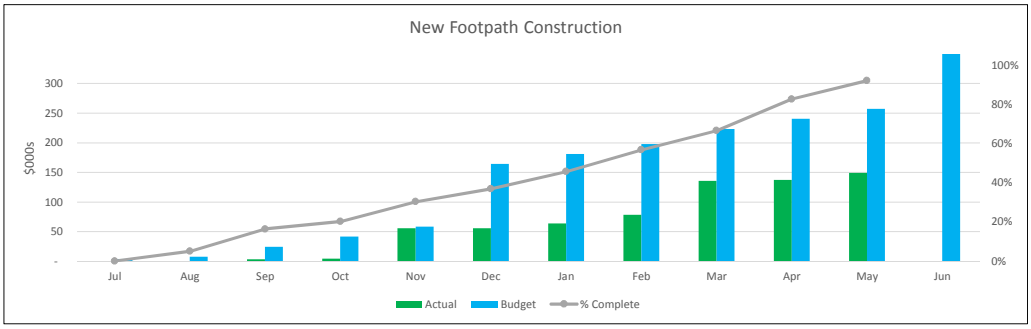
Capital Construction Progress - 2017/18



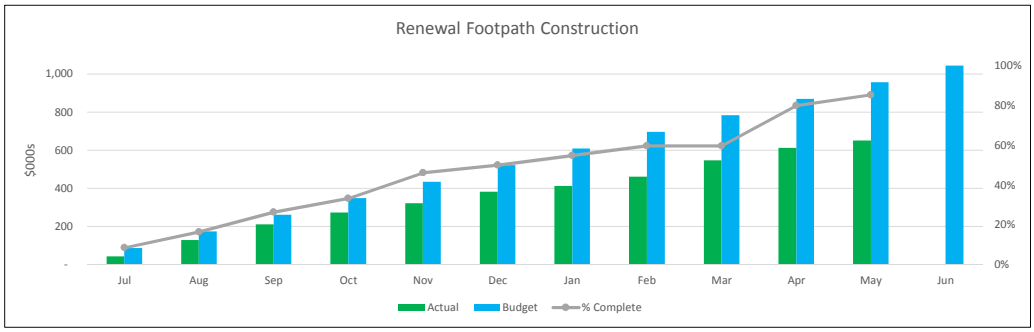
- Program completed, 100% of works carried out.



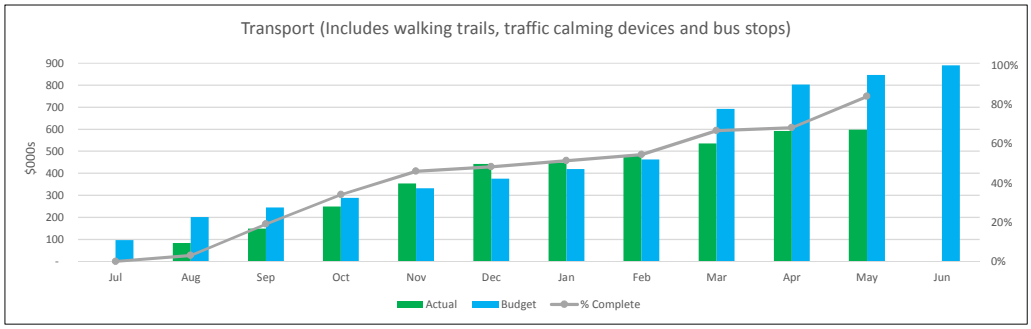
- Works commenced in the second half of April. Programmed works are currently 38% complete.



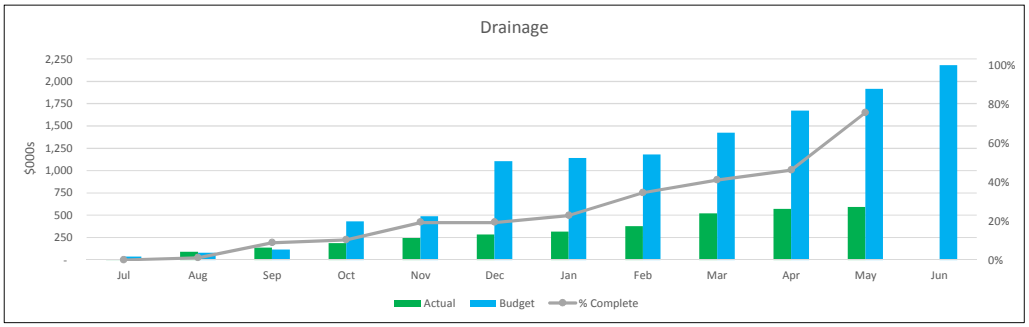
- Programmed works are now 92% complete and on track. Outstanding supplier invoices to be followed up.



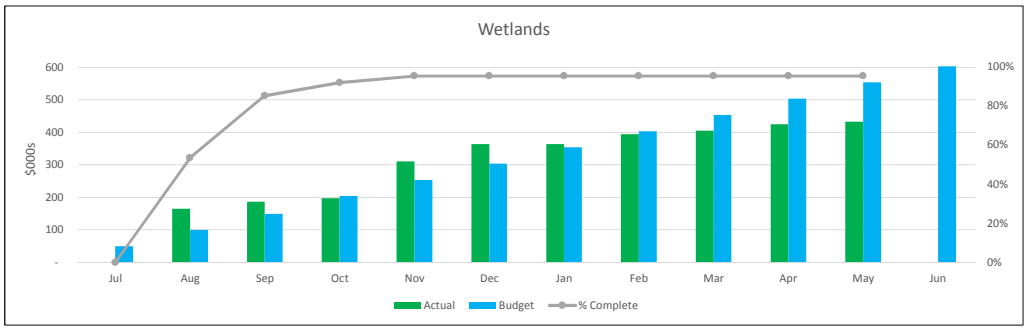
- Programmed works are now 85% complete and on track.



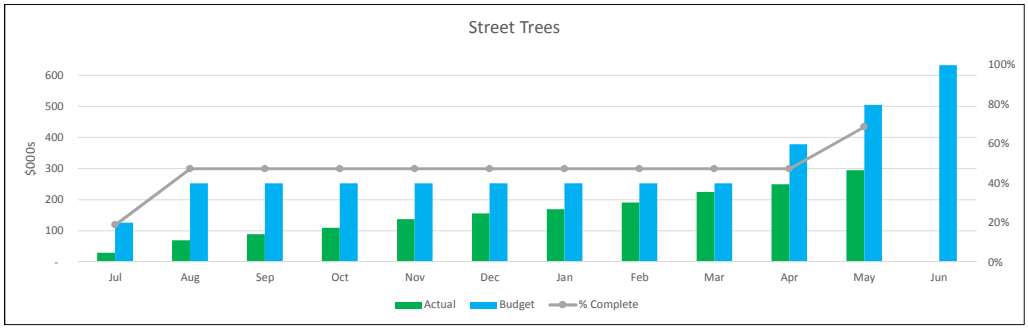
- Programmed works are now 84% complete and on track for June completion with the exception of The Cove Road Car Park, which is anticipated to have a minor carryover.
- Parsons Grove Median Parking and Trott Grove Median Car Park are in progress.



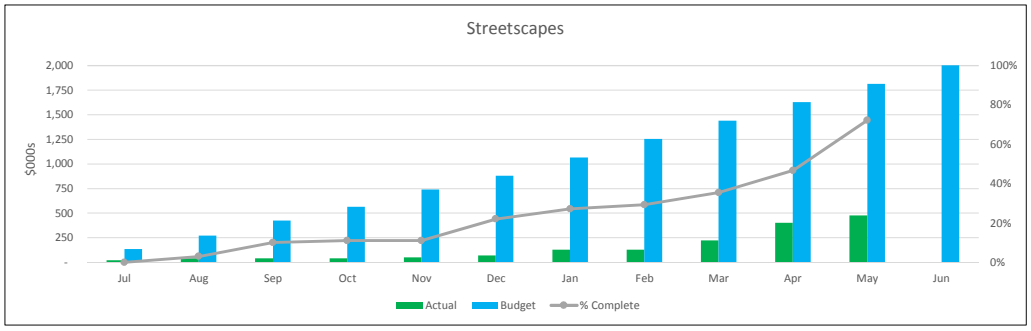
- Programmed works are now 76% complete. Majority to be completed by end of June with the exception of Glamis Avenue.



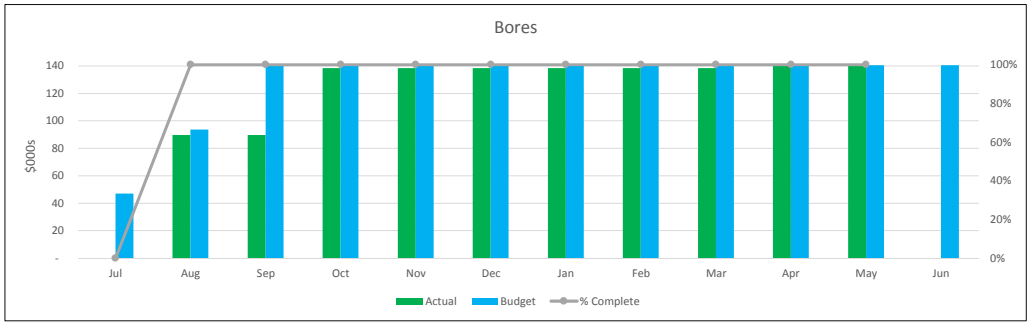
- Majority of programmed works are complete with remaining landscaping works to be undertaken when weather permits.



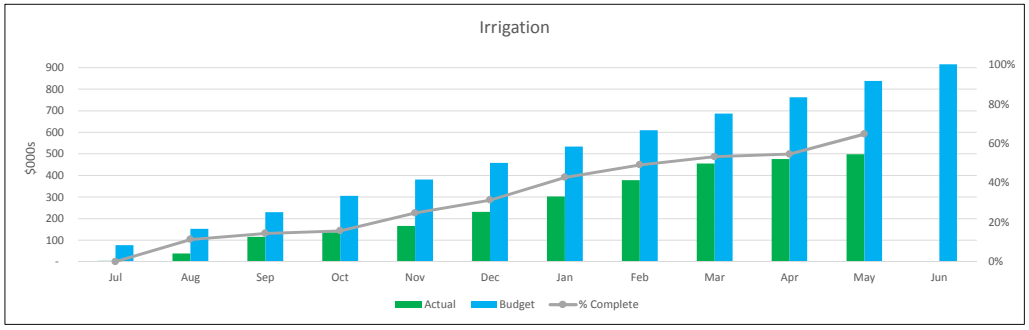
- Program has commenced with 959 street trees planted.
- Completion anticipated by end of June.



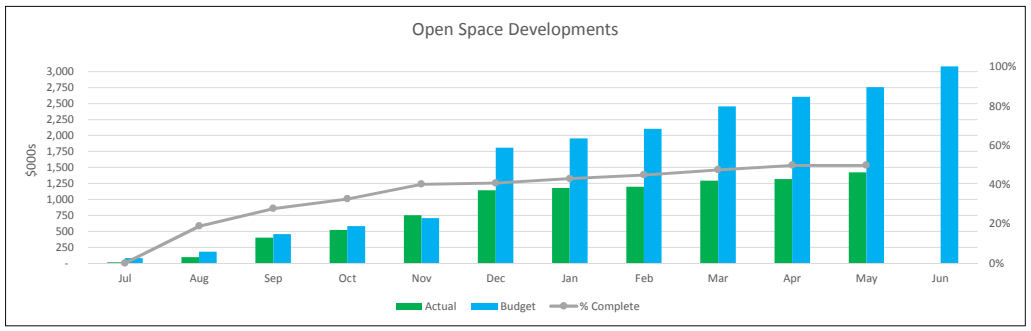
- Charles Street and Ramrod Avenue complete.
- Completion anticipated by end of June with the exception of Finniss Street which will not be finalised until early 2018/19.



- Emergency works required for Golf Club bores are now complete.



- Programmed works are now 65% complete.
- Edwardstown Oval delayed due to major project works, Marion Sports delayed due to leasing discussions - both jobs likely to be carried over due to extraordinary circumstances

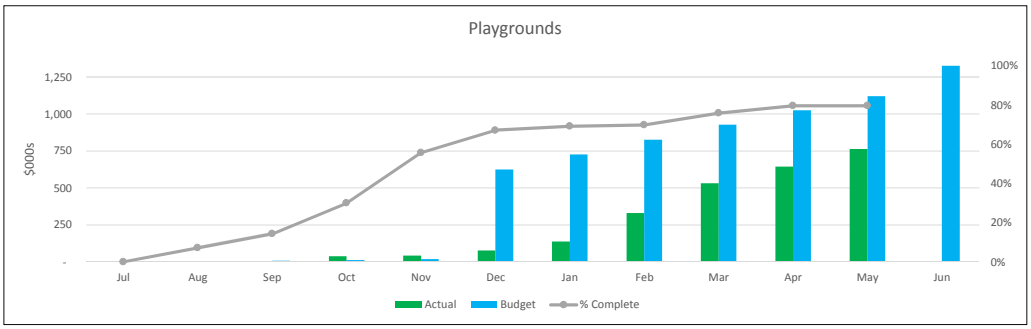


- Programmed works are now 50% complete

Completed
- Edwardstown Oval Open Space Improvements
- Heron Way Reserve Stage 5 - Amphitheatre
- Reserve Street Reserve Shelter
- Jervois Street Reserve Shelter
- Glade Crescent Reserve Shade Sails
- Clovelly Park Reserve Shade Sails
- Gully Road Shade Sails

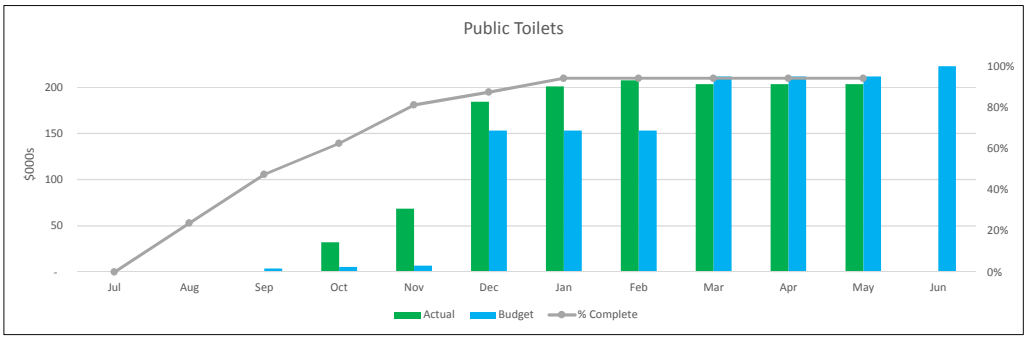
Completed (cont.)
- Sixth Ave Shade Sails

In Progress
- Youth Plaza Oaklands Wetlands
- Heron Way Reserve Stage 4 - Playground
- Capella Reserve Precinct Plan
- Shade Solutions for Reserves

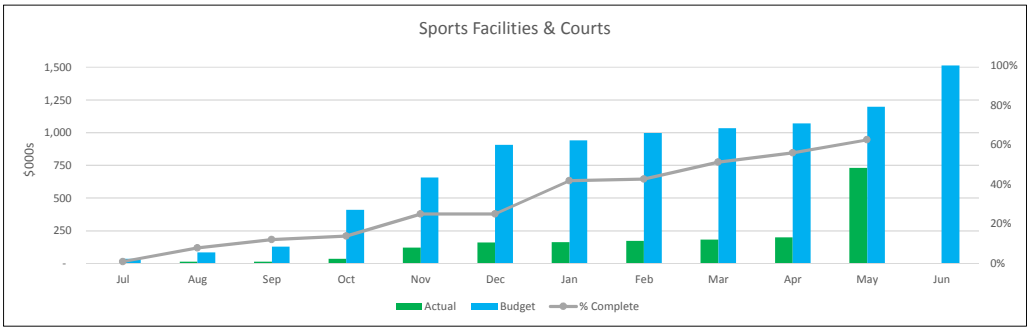


- Programmed works are now 80% complete.

- Jervois Street Reserve, Sixth Avenue Reserve and Breakout Creek Reserve (YMCA) are complete.
- Gully Road and Clare Avenue are on track for completion. Hendrie Reserve Inclusive Playground including additional grant funded works will be completed early 2018/19.



- Installation of Exeloos for Heron Way and Reserve Street Reserve are complete.
- Exeloos for Hendrie Reserve and Gully Road are onsite and awaiting service connection, completion anticipated by June.

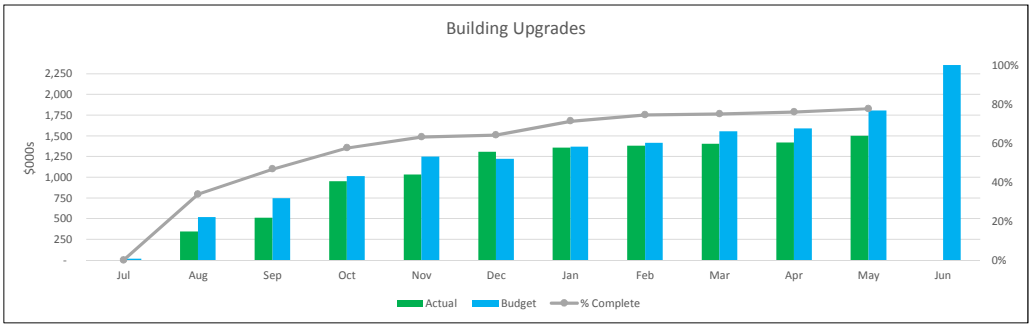


- Programmed works are now 62% complete

Completed
- Stanley Street Tennis Court Renewal
- Mitchell Park Sports Club Air conditioner
- Ascot Park Bowling Fence
- Marion Leisure and Fitness Car Park Design
- Cosgrove Hall Winches
- Clovelly Park Tennis Club line marking and kitchen
- Plympton Park Sports Window Replacement
- Glandore Oval Clubhouse Air conditioner

Completed (cont.)
- Hallett Cove BMX Track

In Progress
- Club Marion carpark
- Woodforde Reserve Courts Redevelopment
- Hallett Cove Beach Tennis Club
- Morphettville Sports Light Towers tender awarded



- Programmed works are now 78% complete

Completed
- Marion Cultural Centre Sign
- Marion Outdoor Swimming Centre Water Slide
- Marion Outdoor Swimming Centre Upgrade - Umbrella
- Marion Outdoor Swimming Centre Shade Sail Replacement
- Solar panels for Cove, Cooinda, LKCC and Glandore
- Glandore Laneways
- Coastal Walking Trail Renewal
- Trott Park Neighbourhood Toilet
- Fitzjames Building ceiling at Glandore Neighbourhood Centre
- Marion Outdoor Pool storeroom

Completed (cont.)
- Clovelly Park Community Hall - Female Toilet
- Enclose Pt Stores Area & Sign Shop Ceiling
- Solar Installation for Marino Community Hall

In Progress
- Solar Options for Marion
- Cove Sports Car Park Renewal
- Energy Efficiency Projects
- Admin Accommodation Refit
- Furniture and Fittings Renewal

Major Projects

Edwardstown Oval Soldiers Memorial Recreation Ground

	2017/18 Actual YTD 31/05/2018	2017/18 Budget	Project Cost At Completion
Income			
Federal Budget Grant Contribution	1,400,000	1,400,000	4,000,000
Total Income	**1,400,000**	**1,400,000**	**4,000,000**
Expenditure			
Operating	-	-	-
Capital Construction	(1,577,103)	(3,739,094)	(8,965,300)
Total Expenditure	**(1,577,103)**	**(3,739,094)**	**(8,965,300)**
Project Result Surplus/(Deficit)	**(177,103)**	**(2,339,094)**	**(4,965,300)**

The net deficit forecast will be funded in the following manner:

Funded By : (Over Project Life)	**$**
Reserve Transfer	4,965,300
- Asset Sustainability Reserve	
	4,965,300

The Edwardstown Oval Soldiers Memorial Recreation Ground project commenced construction in 2017/18 following the signing of a $4m funding agreement with the Federal Government. This project is forecast to be completed in the first quarter of 2019.

Mitchell Park Sports & Community Centre

There is a future project which will meet the criteria and is listed in the following table.

The Mitchell Park Sports & Community Centre project is subject to grant funding but currently proposed for 2019/20 year.

Project	Commencement subject to Grant Funding	Council Resolution	Budget
Mitchell Park Sports & Community Centre	2019/20	GC280616R07	$19.75m

Reporting on this project budget will be included as work commences.

Sundry Debtors Report - Aging report as at 31 May 2018

Debtor	Total Balance	Current	30 Days	60 Days	90 Days	90+ Days	Percentage of total 90+ day balance	Comments for 90+ Day balances
General Total	**15,414.95**	**8,727.28**	**6,256.04**	**.00**	**235.75**	**195.88**	0%	Made up of 2 out of 6 debtors. One account totalling $40.88 has subsequently been settled in June.
Neighbourhood Centres Total	**12,652.50**	**4,706.00**	**3,670.00**	**1,410.00**	**1,085.00**	**1,781.50**	4%	Made up of 3 out of 13 debtors, with none individually significant.
Regulatory Services Land Clearing Total	**5,230.70**	**.00**	**.00**	**.00**	**2,724.96**	**2,505.74**	5%	Made up of 3 out of 9 debtors, with one account totalling $1,725.35.
City Property Facilities Total	**65,192.71**	**34,338.81**	**10,915.66**	**7,872.23**	**9,742.10**	**2,323.91**	5%	Made up of 4 out of 34 debtors. One account totalling $950.00 has been sent to the debt collectors due to payment plan not being met, a new payment plan has been agreed to- $100.00 has subsequently been settled in June. Another account totalling $100.24 has also been settled in June.
Civil Services Private Works Total	**36,947.00**	**10,200.00**	**890.00**	**4,850.00**	**.00**	**21,007.00**	43%	Made up of 17 out of 24 debtors in this category, with one of these totalling $2,095.00 relating to works not commenced, awaiting payment. Six accounts totalling $7,483.00 have subsequently been cleared in June due to the balance being transferred to their rates accounts. Three of the remaining accounts total $7,140.00. Two accounts totalling $225.00 and $850.00 are on a payment plans which are being met- $100.00 has subsequently been received in June.
Swim Centre Debtors Total	**5,476.25**	**140.00**	**1,835.65**	**1,837.00**	**1,069.50**	**594.10**	1%	Made up of 2 out of 6 debtors, one account totalling $402.50 has subsequently been settled in June.
Grants & Subsidies Total	**1,252,346.75**	**213,000.00**	**1,000,000.00**	**36,346.75**	**.00**	**3,000.00**	6%	Made up of 1 out of 5 debtors. This account was subsequently been settled in full in June. $1.0m in 30 days is for the contribution towards Edwardstown Oval Soldiers Memorial Recreation Ground which has been subsequently settled in June.
Environmental Health Inspections Total	**13,235.70**	**3,206.00**	**1,062.00**	**590.00**	**118.00**	**8,259.70**	17%	Made up of 58 out of 91 debtors in this category, with none individually significant. Two accounts totalling $371.00 have subsequently been settled in June.
Regulatory Services Other Total	**7,504.00**	**.00**	**.00**	**536.00**	**268.00**	**6,700.00**	14%	Made up of 74 out of 83 debtors in this category, with none individually significant.
Development Services Total	**1,279.00**	**.00**	**.00**	**.00**	**.00**	**1,279.00**	3%	Made up of 4 debtors, with none individually significant.
Living Kaurna Cultural Centre Total	**4,352.15**	**1,364.50**	**2,020.65**	**100.00**	**.00**	**867.00**	2%	Made up of 4 out of 14 debtors, with none individually significant.
Local Government Total	**44,822.35**	**3,904.12**	**40,720.62**	**.00**	**197.61**	**.00**	0%	
Economic Development Total	**10,538.50**	**10,538.50**	**.00**	**.00**	**.00**	**.00**	0%	
Marion Cultural Centre Total	**2,931.50**	**2,719.50**	**212.00**	**.00**	**.00**	**.00**	0%	
Total	**1,477,924.06**	**292,844.71**	**1,067,582.62**	**53,541.98**	**15,440.92**	**48,513.83**		
Total Aging Profile		**20%**	**72%**	**4%**	**1%**	**3%**		

Category	Description
Employees	Anything that relates to CoM employees.
General	Anything that does not fit into one of the below categories.
Neighbourhood Centres	For hire of rooms in Neighbourhood Centres, etc. - usually charged out at an hourly rate. Also includes cultural workshops and tours.
Regulatory Services Land Clearing	When council has had to clear land due to non-compliance of owner.
Sporting Clubs & Other Leases	Rent, electricity, water, maintenance, etc. charged out to lessees.
Civil Services Private Works	Repairs or modifications to infrastructure (footpaths, kerbs, driveway inverts). Can be at resident request.
Swim Centre Debtors	Outdoor Swimming Centre - used for lane hire, school visits, etc.
Grants & Subsidies	Government grants and subsidies.
Environmental Health Inspections	Food Inspection fees.
Regulatory Services Other	Vehicle Impoundment fees and other regulatory services.
Supplier Refunds	Where a supplier owes the City of Marion funds. This category is used to keep track to ensure we have received payment for credits.
Development Services	Includes contribution from residents and/or developers for the removal and/or replacement of Council Street Trees and significant trees.
Living Kaurna Cultural Centre	Relates to programs run through the LKCC.
Environmental Health Testing	Environmental testing fees.
Local Government	Transactions with other Local Government corporations.
Communications	Anything related to communications.
Economic Development	Events, etc. relating to economic development within the City of Marion.
Marion Cultural Centre	Hiring of the Marion Cultural Centre.

*any category that does not have any outstanding invoices will not be displayed.

Rates Report - Collection of Rates to 31 May 2018

ANALYSIS OF OUTSTANDING RATES AS AT 31 MAY 2018

	Note			% of Total Annual Rates
CURRENT	1	$	5,806,665	7.8%
OVERDUE	2	$	1,238,804	1.7%
ARREARS	3	$	946,841	1.3%
INTEREST	4	$	78,186	0.1%
POSTPONED	5	$	158,433	0.2%
LEGALS	6	$	31,057	0.0%
		$	**8,259,985**	**11.0%**
TOTAL ANNUAL RATES FOR 2017/18		**$**	**74,841,878**	

Note 1: Current
Current rates represent the total amount of rates levied in the current financial year that are not yet due for payment. For example at 1st January this represents Quarter 3 & Quarter 4 rates unpaid.

Note 2: Overdue
Overdue rates represent rates levied in the current financial year that remain unpaid past their due payment date. For example on 1st January, this represents rates from Quarter 1 and Quarter 2 that remain unpaid.

Note 3: Arrears
Rates in arrears represent rates and charges levied in previous financial years that remain unpaid .

Note 4: Interest
Interest represent the fines and interest applied to overdue rates and rates in arrears.

Note 5: Postponed
Postponed rates represent any rates amount due by seniors that have been granted a deferral, until the eventual sale of their property, as allowable under the Local Government Act. Interest is charged on these deferred rates and is recoverable when the property is sold.

Note 6: Legals
Legals represent any legal fees, court costs that have been incurred by Council in the collection of rates in the current financial year. These amounts represent costs that have been on-charged to the defaulting ratepayers and are currently outstanding.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Originating Officer:	**Victoria Moritz, Governance Officer**
Corporate Manager:	**Kate McKenzie, Manager Corporate Governance**
General Manager:	**Vincent Mifsud, Manager Corporate Services**
Subject:	**Questions Taken on Notice Register**
Report Reference:	**GC260618R18**

REPORT OBJECTIVES

To receive and note the information contained within the *Questions Taken on Notice Register* provided in Appendix 1.

BACKGROUND

The '*Code of Practice – Procedures At Council Meetings 2017/18*' states that:

> *4.7 Questions without Notice that were not answered at the same meeting will be entered into a register. This register will be tabled as an information report at the following meeting.*

Under Regulation 9 of *the Local Government (Procedures at Meetings) Regulations 2013* (the regulations*):* p

> *(3) A member may ask a question without notice at a meeting.*
>
> *(4) The presiding member may allow the reply to a question without notice to be given at the next meeting.*
>
> *(5) A question without notice and the reply will not be entered in the minutes of the relevant meeting unless the members present at the meeting resolve that an entry should be made.*

RECOMMENDATIOS	**DUE DATES**
That Council:	
1. Notes the Report *Questions Taken on Notice Register*	**26 June 2018**

Questions Taken on Notice Register

Appendix 1

Report Reference	Meeting Date	Councillor	Responsible Officer	Question taken on notice during the meeting	Response
GC220518R07 - Council Subsidiaries Draft Business Plan and Budget Review	22 May 2018	Clr Ian Crossland	Vincent Mifsud	Can a spot audit be undertaken to verify the savings provided by Council Solutions	Yes, a spot check audit will be undertaken at the end of the financial year.
GC220518M02 - Protocol for Confidential Matters at Designated Informal Gatherings	22 May 2018	Clr Jason Veliskou	Kate McKenzie	Can an Elected Member or any person declare they have submitted a complaint to the Ombudsman or ICAC?	The *Ombudsman Act 1972* and *the ICAC Act 2012* differ slightly regarding the obligations of confidentiality. The ICAC Act states "*a person …. must not, directly or indirectly, disclose information in relation to or connected with a matter that forms or is the subject of a complaint, report, assessment…..*" The Ombudsman Act states "*A person engaged or formerly engaged in the administration of this Act must not disclose information obtained in the course of the administration of this Act…*" It is recommended that Elected Members only speak publically on a matter if the Ombudsman or ICAC Commissioner provides authority to do so. Ombudsman Act - Section 26(1) *A person engaged or formerly engaged in the administration of*

Questions Taken on Notice Register

					this Act must not disclose information obtained in the course of the administration of this Act except— *(a) for the purposes of the administration of this Act or proceedings under this Act or the Royal Commissions Act 1917; or* *(b) for the purposes of the performance of official functions by an agency to which this Act applies, any agency or instrumentality of this State, the Commonwealth or another State or a Territory of the Commonwealth, or any other statutory authority or statutory office holder; or* *(c) as authorised or required by the Ombudsman.* *Maximum penalty: $20 000.* ICAC Act – 54 (1) *Except as required or authorised by this Act or by the Commissioner, a person who is or has been engaged in the administration of this Act must not, directly or indirectly, disclose information in relation to or connected with a matter that forms or is the subject of a complaint, report, assessment, investigation, referral or evaluation under this Act.* *Maximum penalty: $2 500 or imprisonment for 6 months.*
GC220518Q01 - Vehicle Fleet -Accident - Damage	22 May 2018	Clr Bruce Hull	Sherie Walczak	Is the excess/deductable of $500 for insurance claims on fleet vehicles reasonable in comparison to the rest of the market?	The $500 deductible excess was reviewed during the comprehensive insurance review reported to Council at their meeting on 13 March 2018 (GC130318F03). The commercial market initially offered a default deductible excess of $1,000 but, as requested, they responded with premiums costed with a $500 deductible excess. An even lower deductible excess in a commercial setting would be considered unusual.

Questions Taken on Notice Register

GC120618R09 – Final Draft Annual Business Plan 2018/19 and Long Term Financial Plan	12 June 2018	Clr Janet Byram	Carol Hampton	Hallett cove Heights Playground is still not showing in the Open Space & Recreation Works Program 2018/19 (p 152 of the agenda). Can previous resolutions please be checked and ensure this is reflected accordingly	Hallett Cove Heights Playground will be designed in 2018-19 and delivered in 2019-20. This was endorsed by Council at the 27 March 2018 General Council meeting where the following resolution was passed: *Considers the allocation of funds of up to $190,500 for the development of two new local level playgrounds at Skipper Close Reserve in 2019-20 and Brooklyn Drive Reserve in 2020-21 for inclusion in the Playground Works Program*. (GC270318R08)
GC120618R09 – Final Draft Annual Business Plan 2018/19 and Long Term Financial Plan	12 June 2018	Clr Luke Hutchinson	Ray Barnwell	What is the impact of a 0% rate increase?	A reduction in the average rate increase from 1.8% to 0% (reverting back to 1.8% in the last 9 years of the LTFP) will result in a reduction in revenue of $1.33m in 2018/19 and $15.109m over the 10 years of the LTFP.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Notice Received from:	**Councillor Bruce Hull**
Subject:	**Health Assessment - Telco Tower – 287A Morphett Road, Oaklands Park**
Ref No:	**GC260618M01**

MOTION:

That Council request Administration write to the Health Minister requesting that a health assessment be undertaken regarding potential cancer cluster within the area of Barry Road and Milton Street, Oaklands Park. North of Jewel Street and South of the Warradale Army Barracks.

COMMENTS: Councillor Hull

COMMENTS: Jason Cattonar, Manager Development and Regulatory Service

Should Council support this motion a letter will be developed by Administration for the Mayor to send to the Health Minister.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Notice Received from: **Councillor Ian Crossland**

Subject: **Community Bus**

Ref No: **GC260618M02**

MOTION:

That Council:

1. Requests a report detailing the cost of adding another community bus to the existing fleet.

2. Details the services an additional community bus could provide to enable greater access to existing Council facilities, particularly access to Trott Park Neighbourhood Centre.

3. Explores partnership opportunities, including a partner that would lead to the purchase of an electric vehicle.

COMMENTS: Councillor Crossland

Council is currently considering the provision of community facilities across the City of Marion. Presently there are very few accessible facilities in the south of the city. Our current community bus service appears to be fully utilised with only one regular weekday option and one fortnightly option to Cooinda Neighbourhood Centre available to Hallett Cove residents. There are no options for transporting any of our residents to Trott Park Neighbourhood Centre.
An additional community bus will allow Council to fully utilise our existing facilities.

COMMENTS: Liz Byrne Manager Community Connections

Council currently has two community buses that are fully utilised week days and once per month on a Sunday.

Currently the door-to-door service transport residents as follows:

Location	**Frequency**
Cooinda Community Centre	Daily
Marion Westfield Shopping Centre	Daily
Castle Plaza	4 times a week
Park Holme Shopping Centre	Twice weekly
Mitchell Park Neighbourhood Centre	Once a week
Hallett Cove Shopping Centre	Twice weekly

Cove Civic Centre	Twice weekly
Active Elders	Once a week
Park Holme Library	Once a week
Marion Cultural Centre	Once a week

The number of shopping trips have been reduced to accommodate the growing need of residents to attend social outings.

A third bus would be welcomed to meet the growing need for social outings, community participation and development of new programs at the various neighbourhood centres in particular Trott Park and Glandore as they have the capacity to accommodate an increase of the number of programs and participants.

Community need would also justify the expansion of current programs to other neighbourhood centres, currently transport is the barrier. Transport also affects people wanting to attend and participate in Neighbourhood Centre programs.

One example, is that the Community Care team has partnered with Southern Cross for residents to be able to participate in a specifically tailored exercise program "Feeling Stronger, Feeling Healthier". Participants require transport to enable this program to progress and we needed to shift shopping trips on this day to accommodate.

1. Costs of an additional community bus includes:

Based on our recent purchasing experience (August 2016) and current annual costs, a new bus will cost as follows:

- upfront cost of a new bus (including livery and a new wheelchair lifter and seats) would be in the order of $122,000
- annual operating and renewal costs (ie including depreciation) would be in the order of $22,600 per annum (or $181,000 over 8 year life of a bus)

An additional $3,500 per annum will be required for volunteer reimbursements.

2. Details the services an additional community bus could provide to enable greater access to existing Council facilities, particularly access to Trott Park Neighbourhood Centre.

Programs delivered from Trott and Glandore could include social inclusion and participation programs (there is enough demand to provide daily social programs/outings/trips)
Social isolation is the biggest contributing factor to mental health issues, especially in older residents who due to health issues become isolated and excluded causing depression, anxiety and morbidity.

3. Explores partnership opportunities, including a partner that would lead to the purchase of an electric vehicle.

The City of Marion’s current electric car is underutilised. If this vehicle was larger and more appropriate for older clients or younger people with a disability, it could be utilised to provide medical transport to residents (this is another growing area of need).

Another option for Council to consider is autonomous vehicle opportunities.

Council is currently considering adding electric vehicles to its pool fleet in 2018/2019.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Notice Received from: **Councillor Ian Crossland**

Subject: **Central Avenue Playground Upgrade**

Ref No: **GC260618M03**

MOTION:

That Council:

As part of the planned Central Avenue playground upgrade, that council consult with the community prior to commencing the development of the concept plan and;

1. Undertakes a pre design community engagement process seeking feedback from the community for:
    a. The location of the playground at either Central Avenue or Fryer Street Reserve
    b. Amenities the community would like to see within each reserve

2. Requests Administration investigate opportunities for a toilet near the Coastal Walking trail and reports the outcomes of the investigation to Council by September 2018.

3. Requests Administration investigates support for the closure of Central Avenue Road within the constraints of the reserve corridor concurrently with the pre-design community engagement process as a separate process and report to Council.

COMMENTS: Councillor Crossland

Nil

COMMENTS: Carol Hampton, Manager City Property, Victoria Masterman, Unit Manager Open Space and Recreation

Upgrade of a local level playground at Central Avenue Reserve, identified in the Playground Works Program endorsed by Council at its meeting 28 March 2018 (GC270318R09), is scheduled for design in 2018/19. Should Council endorse considering changes to the 2018/19 playground works program where new equipment is installed at Fryer Street Reserve rather than Central Avenue Reserve, then community consultation is recommended.

In response to the proposal to consider both Central Avenue Reserve and Fryer Street Reserve, the playground framework demonstrates there is a need for a local level playground in this area, and the provision could be achieved at either location.

Appendix 1 provides analysis of the opportunities and constraints of both sites.

The Central Avenue Reserve site is recommended due to the constraints identified with the Fryer Street Reserve.

Proposed road closure

The formal closure and removal of the road currently dissecting Central Avenue Reserve could be pursued.

If support is provided through the initial consultation process, a temporary road closure could be trialled to inform a formal road closure and remediation process.

Should Council wish to formally close the road, the following table illustrates Council's approval process in accordance with the requirements of the Roads (Opening & Closing) Act:

Council Report 1	Council authorises the commencement of the Roads (Opening & Closing) Act 1991 process which requires: • Preparation of a preliminary plan • Preparation of a statement of affected parties and • Undertaking of public consultation
Council Report 2	Council considers the outcomes of the public consultation and authorises the preparation of the document to be submitted to the Surveyor General under the Act to formally close the road (Road Process Order)

Addition of a public toilet in Fryer Street Reserve

The Council endorsed Toilet Program (GC140616R12) does not currently identify a toilet for Central Avenue Reserve or Fryer Street Reserve. The report provided to the Elected Member Forum on 15 May 2018 did not identify a gap in service provision in this area.

Locating a toilet in Fryer Street Reserve may be convenient for coastal walk users. There are significant constraints with regard to locating a toilet on this site. Detailed geotechnical assessment is required to ascertain if a toilet or other significant infrastructure can be installed within the reserve.

Funds for the provision of toilets are identified in the Long Term Financial Plan and are in line with the endorsed Toilet Program. Currently there are no funds allocated for additional toilets to the program.

Other opportunities for a toilet near the Coastal Walking trail could be explored and then presented to Council to consider changes to the Toilet Program.

Addition of BBQ area in Fryer Street Reserve

The provision of a BBQ, drinking fountain and picnic table would be in the order of $25k. This would need to be supported by further open space upgrades including planting and pathways.

A BBQ area could be located in the Central Avenue Reserve at a cost of $15k, this is not within the service level for a local level playground so additional funds would be required.

There are no unallocated funds for open space renewal in the 2018/19 budget.

Installation of a basketball hoop or multipurpose court in Central Avenue Reserve.
Currently basketball hoops or multipurpose courts in the southern area are provided at:

- Bandon Terrace Reserve
- Linear Park Reserve
- Olivier Terrace Reserve
- Pavana Reserve
- Southbank Boulevard
- Gully Rd North Reserve
- Barton Drive Reserve
- McConnell Avenue Reserve

(Refer Appendix 2)

The provision of sporting infrastructure could be developed in the playground upgrade if Council considers upgrading Central Avenue Reserve from the endorsed local level to a neighbourhood level reserve. This would require an increase of approximately $140k in capital funds to complete construction and for the increase to ongoing operating budgets for maintenance purposes.

Funding for an increase in hierarchy and an allocation of funds for operating and maintenance costs as well as depreciation will need to be endorsed and incorporated into the Long Term Financial Plan.

If the playground was to be located at Fryer Street Reserve, sporting infrastructure could be provided at Central Avenue Reserve.

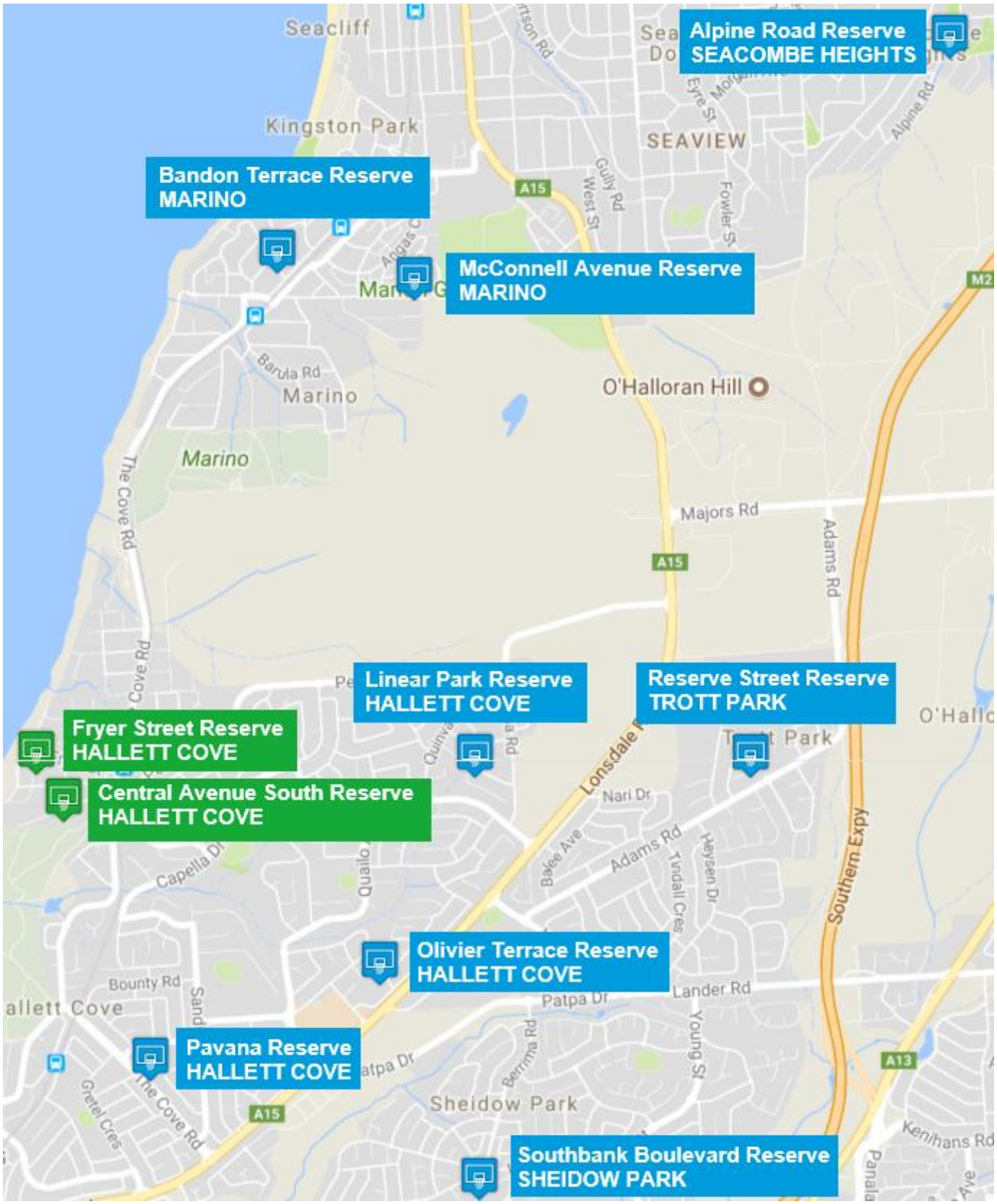
APPENDICES

Appendix 1 Analysis of opportunities and constraints of both sites
Appendix 2 Map of basketball hoops or multipurpose courts

Reserve	Opportunities	Constraints
Fryer Street Reserve	Great views	Maintaining views enjoyed by residents
	Located on the Coastal Walking Trail	Lack of parking and narrow streets
	Underutilised reserve	Historic significant soil subsidence within the reserve has been documented. Further detailed geotechnical investigations are required
	Passive surveillance	The steep gradient of the site, limits potential playground locations to immediately adjacent residential properties at the eastern end of the reserve
	Existing tap for drinking fountain or future irrigation	No natural shade
		Exposed to the elements, impacting on usability and asset life
		No irrigation

Reserve	Opportunities	Constraints
Central Avenue Reserve	Natural shade across the reserve	Linear reserve cut in half by a road
	Buffer between potential playground locations and residential properties	Undulating site, however gradients are not as significant as Fryer
	Natural elements that can be incorporated into the reserve development, including an creek and copses of trees	
	Passive surveillance	
	More on street parking opportunities	
	More usable gradient	
	Playground already exists within the reserve	
	Existing water supply for a drinking fountain and electrical supply for BBQ and toilet	
	Existing irrigation system	
	50m to the Coastal Walking Trail	

Appendix 2


Alpine Road Reserve
SEACOMBE HEIGHTS
Bandon Terrace Reserve
MARINO
McConnell Avenue Reserve
MARINO
Linear Park Reserve
HALLETT COVE
Reserve Street Reserve
TROTT PARK
Fryer Street Reserve
HALLETT COVE
Central Avenue South Reserve
HALLETT COVE
Olivier Terrace Reserve
HALLETT COVE
Pavana Reserve
HALLETT COVE
Southbank Boulevard Reserve
SHEIDOW PARK
Seacliff
Kingston Park
SEAVIEW
Marino
O'Halloran Hill
Majors Rd
Lonsdale Rd
Nari Dr
Adams Rd
Southern Expy
Lander Rd
Patpa Dr
Sheidow Park
Bounty Rd
Capella Dr
The Cove Rd
Barula Rd
Gully Rd
West St
Fowler St
Eyre St
Alpine Rd
Young St
Tindall Cres
Heysen Dr
Berrima Rd
Gretel Cres
Kenihans Rd
A15
A13
M2

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Notice Received from: **Councillor Jason Veliskou**

Subject: **Oil and Gas Exploration in the Great Australian Bight**

Ref No: **GC260618M04**

MOTION:

That the City of Marion writes a letter to the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA) requesting a moratorium on oil and gas exploration in the Great Australian Bight because of the minimal benefits to the City and its residents compared with the potential devastating impacts of an oil spill.

COMMENTS: Councillor Veliskou

*Background***

The Great Australian Bight is one of the world's last oil-free areas - a beautiful wilderness including hundreds of kilometres of towering cliffs and home to a critical whale sanctuary, tight-knit coastal communities, coastal industries, and unique marine and land environments.

In 2016, oil giant BP abandoned its plans to drill amid strong community outcry over the project. Statoil, BP's former partner in the Great Australian Bight, has taken over control of two of BP's licenses and has renewed its bid to conduct ultra deep water drilling in the Great Australian Bight. They are currently in the consultation phase around their environment plans with the view to begin drilling next summer 2018/19. Statoil is a Norwegian oil giant that is majority (67%) owned by the Norwegian government. Seismic testing is conducted by the oil and gas industry as a major early stage of exploration to find hydrocarbon deposits deep in the earth.

Some of the most extensive seismic testing is planned for the Great Australian Bight, close to Kangaroo Island and Port Lincoln.

The marine life found in the Bight is incredibly diverse and ranges from endangered giants such as blue whales and southern right whale which uses the GAB as a breeding area, endangered sea lions, fur seals, snapper, sardines, bluefin tuna, albatross, petrels, giant squid, cuttle fish, also tiny organisms including decapods, isopods and polychaete. It is also home to an incredible diversity of fishing with 25% of the value of Australian seafood production coming from the wider Great Australian Bight and it generates over $1.4 billion a year in economic impact for the region, including $350 million in salaries.

A spill in the Bight would be catastrophic. Its marine ecosystem and the thriving local communities who rely on a healthy Bight for their livelihoods would be devastated. These communities include industries like tourism, aquaculture and fishing families who have been creating jobs in harmony with the environment for generations.

The sardine fishery based out of Port Lincoln is Australia's biggest fishery by volume and the Port Lincoln tuna industry is one of the highest in terms of economic return.

The lobster industry alone in South Australia - which has operators based all along the state from Robe in the East, to Port Adelaide, Kangaroo Island and the Eyre Peninsula to the West - is worth $230million and provides 1300 full time jobs. South Australia is also the bedrock of the global Pacific Oyster industry as it is the only place in the world now whose clean waters support disease-free breeding stock.

An oil spill could take months to stop the flow of oil with a clean up taking up to years to fix and this impact on communities and the environment and the fishing industry would be felt for many years to come.

Statoil's proposed offshore oil exploration in the Great Australian Bight is in Commonwealth waters and therefore not subject to any state royalty, so South Australia will, therefore, not gain any revenue from the project if it proceeds but can possibly suffer the consequences of an environmental disaster .

**Source City Of Onkaparinga Agenda 15052018

I am aware that the Metropolitan Seaside Councils committee will be soon approaching councils to take a stand against the proposed oil Drilling in the bight due to the impact and potentially devastating risks.
See attached risk modelling

Great Australian Bight Alliance: https://www.fightforthebight.org.au/
- Alliance includes groups such as The Wilderness Society, Conservation Council.

COMMENTS: Ann Gibbons, Environmental Sustainability Manager

Should Council support this motion a letter will be developed by Administration for the Mayor to send to the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA).

APPENDIX 1

Oil Spill Modelling
(source: https://www.fightforthebight.org.au/oil-spill-modelling)

In 2010 BP was responsible for the Deepwater Horizon well blowout resulting in a catastrophic oil spill in the Gulf of Mexico. Oil and gas spilled into the Gulf of Mexico for 87 days until the well could be successfully capped.

BP's catastrophic Gulf of Mexico oil blowout and spill occurred during exploration drilling — the same activity now proposed in the Great Australian Bight. Early proposals regarding the Bight included deepwater drilling at the frontier of technical capacity; drilling at water depths of up to 2.2km, and up to 3km into the sea bed in extraordinarily rough, unpredictable and remote seas of the Bight.

It is now estimated that 4.9 million barrels of oil spilled from the well with a flow rate reaching 62,200 barrels per day in April 2010. Inaccurate flow rates were originally reported at an order of magnitude less than this — 1,000–6,000 barrels per day — raising concerns about oil companies' capacity to accurately determine such factors during assessment processes.

A spill catastrophe of the scale seen in the Gulf of Mexico would be disastrous for the marine life of the Great Australian Bight and marine industries (particularly fishing and tourism) across southern Australia.

Given the lack of information provided to the public by BP during their consultation phase, independent expert oil spill modelling was commissioned to enable the community to understand and consider these risks. The results demonstrate the unacceptable scale of the risks presented by drilling in the Bight.

Conducted by oceanographer and oil spill modelling expert Laurent C. M. Lebreton, MSc., the modelling shows due to strong winds and highly energetic waves in the Southern Ocean, the trajectories of an oil slick and its particles have the potential to cover vast areas of Australia's southern waters and coastline.

If a blowout and spill were to occur in summer, aside from the direct and severe impact in near water, the oil would very likely impact the shores of Western Australia. Simulations show oil contamination could reach as far as Albany and Denmark. Under these conditions, the model predicts that within four months, an area of roughly 213,000km2 would have an 80% chance of surface oil thickness likely to trigger the closure of fisheries.

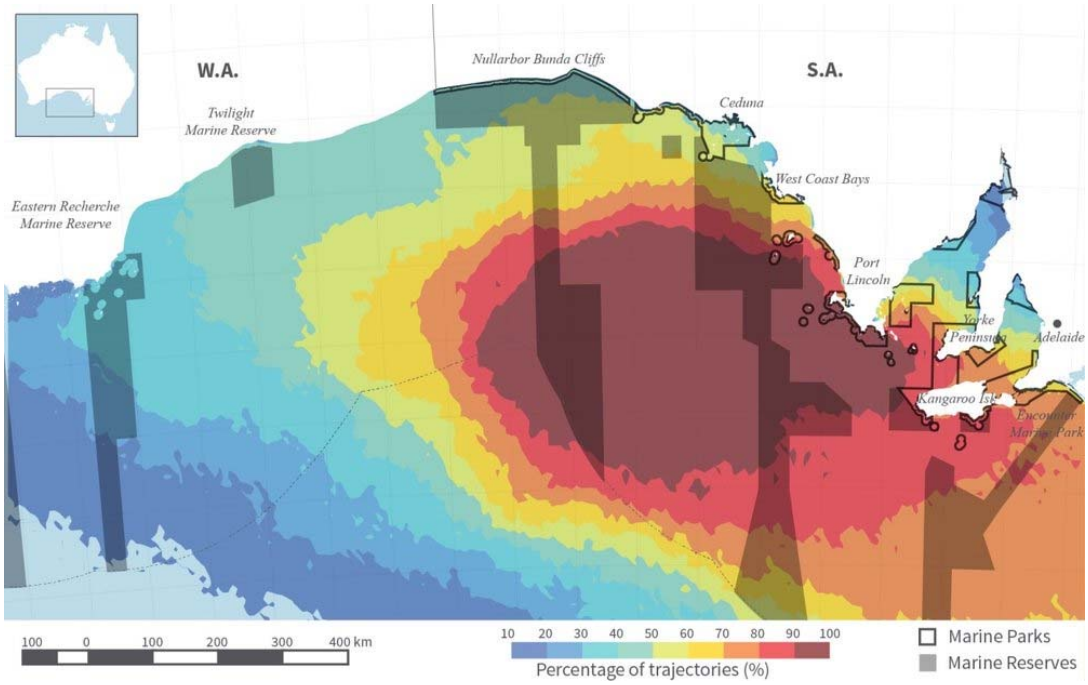


Figure: Socioeconomic impact analysis for Winter after 4 months (Scenario 2A with oiling threshold of 0.01g/m2)

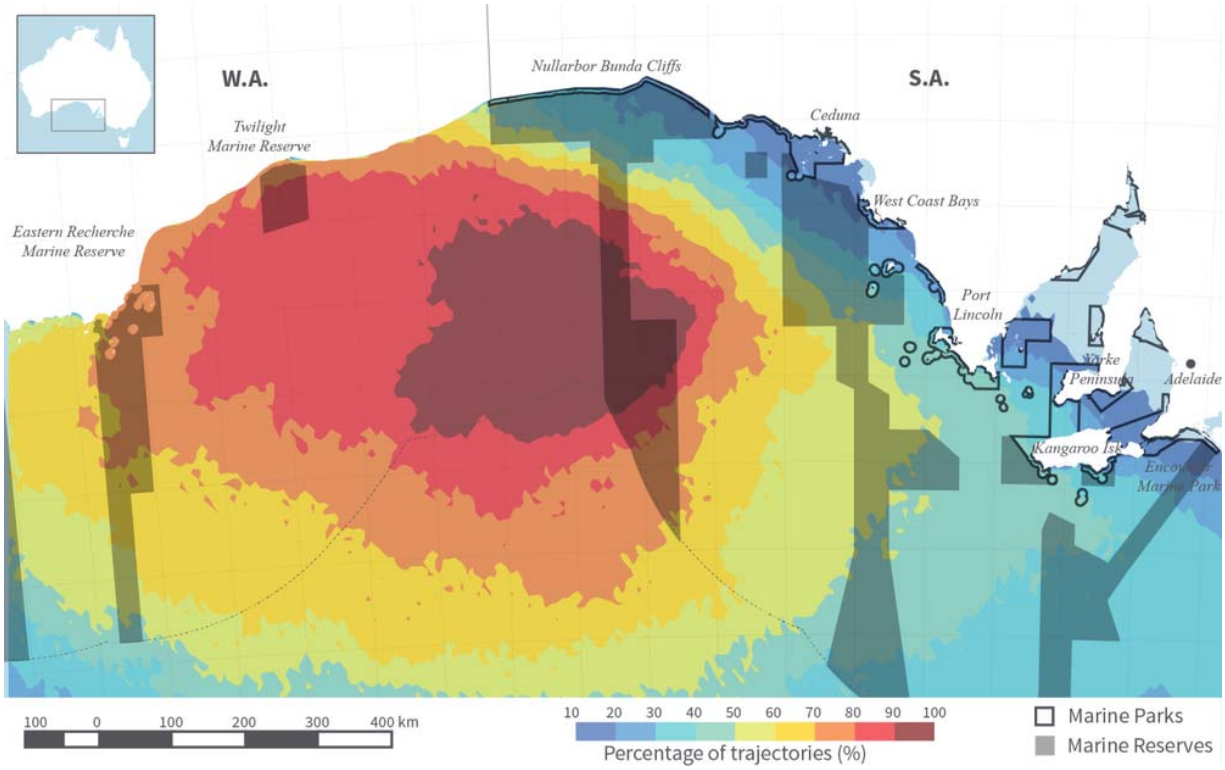


Figure: Socioeconomic impact analysis for summer after 4 months (Scenario 2A with oiling threshold of 0.01g/m2)

If a blowout and spill were to occur in winter, the oil would very likely impact the Eyre Peninsula, Kangaroo Island, and Spencer Gulf in South Australia. Simulations show oil could impact much of the Victorian and Tasmanian coastline, right through the Bass Straight towards New Zealand as well. Under these conditions, the model predicts that within four months, an area of roughly 265,000km2 would have an 80% chance of surface oil thickness likely to trigger the closure of fisheries.

These potential impacts would devastate marine life, fisheries and coastal communities, and would seriously tarnish the clean, pristine image of Australia's Southern Ocean and beaches. This is compounded by the fact that in the event of a well blowout — as uncovered by a Freedom of Information request from the Wilderness Society — BP would have had to bring critical response infrastructure from Singapore (more than 4,800km away) and/or Houston, Texas (more than 14,000km away) and that if a relief well was needed this could take 157 days to arrive.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Notice Received from: **Councillor Jason Veliskou**

Subject: **Hire Charges for Council Operated Facilities**

Ref No: **GC260618M05**

MOTION:

That:

1. **Council request Administration undertake a review of the fees and charges for the hire of halls, meeting rooms and performance spaces of Council operated facilities with options that can make charges more accessible for community groups, maximise the use of council facilities and are sustainable.**

2. **A report and recommendations be brought back to Council for consideration by September 2018.**

COMMENTS: Councillor Veliskou

Community groups and general public interested in using some of our facilities have indicated that the prices are at times prohibitive.

A report into the costs and options that may help increase local community access would be helpful.

There needs to be a balance between community access and some commercial return. But currently it appears that smaller community groups without funds may be missing out.

COMMENTS: (Liz Byrne, Manager Community Connections)

Administration annually reviews the fees and charges for these spaces before presenting suggestions for Council's consideration as part of the Annual Business Plan and Budget Process.

Our Council operated facilities generally have two rates of hire - a corporate rate and discounted community rate.

Should Council support this motion a review will be undertaken and a report will be presented by September 2018.

The review would include – booking numbers, percentage of occupancy, annual revenue, capacity of the spaces, the offering of these spaces, span of hours for hire, any community feedback on affordability etc.

Any financial impacts as an outcome of the review can be adjusted through Council's Budget Review process in 2018/19.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Notice Received from: **Councillor Jason Veliskou**

Subject: **Telecommunication Infrastructure**

Ref No: **GC260618M06**

MOTION:

That Council:

1. **Writes to the relevant Federal Minister and Shadow Minister seeking that connection to telecommunication infrastructure is mandated in the relevant legislation.**

COMMENTS: Councillor Veliskou

There has been a response from the State Minister that appears to direct us to the Federal Legislation, therefore writing to the federal minister seems the next step.

This is like a person buying a house with taps and finding out that the water is not connected and that a permit and huge cost is needed to connect the water and that there is nothing that the law or any government bodies can do to assist.

More information will be tabled at the meeting outlining the significant impact this has had on the residents and the injustice of the whole matter.

COMMENTS: Jason Cattonar, Manager Development and Regulatory Service

Should Council support this motion a letter will be developed by Administration for the Mayor to send to the relevant Federal Minister and Shadow Minister.

Appendix 1 – Letter dated 14 June 2018 from the Hon Stephan Knoll MP

18MPL0092

RECEIVED
CITY OF MARION
INFORMATION MANAGEMENT
14 JUN 2018
Original Fwd: ☐
File No:
2 5 6 7 8 10 P

Government of South Australia

The Hon Stephan Knoll MP
Member for Schubert

Mr Adrian Skull
Chief Executive Officer
City of Marion
PO Box 21
OAKLANDS PARK SA 5046

SCANNED

Dear Adrian Skull

Thank you for your letter on behalf of the Marion Council, regarding National Broadband Network (NBN) connections to new properties.

I am advised by the Department of Planning, Transport and Infrastructure (DPTI) that the Commonwealth Government is primarily responsible for telecommunications infrastructure and the NBN roll-out through the means of the *Telecommunications Act 1997*. However, DPTI understands that, although the Commonwealth Government's powers under that Act to require NBN infrastructure to be provided with new greenfield land divisions is limited to developments undertaken by corporate bodies, in most developments such infrastructure is generally provided.

I am also advised that while there have been anecdotal reports of some developers not providing telecommunications infrastructure in land divisions, the Commonwealth Government itself, which has also raised this issue, has advised that the number of these developments is small and reported cases are few. In this regard, I note that while your letter raises this matter, it does not advise how many members of the Marion community have raised this concern with your council, nor does it provide any details of the developments or circumstances where this issue has arisen.

The introduction of telecommunications infrastructure requirements into South Australia's land division processes under *the Development Act 1993* may duplicate Commonwealth requirements, impose additional unwarranted costs and delays on developers and would not necessarily resolve the issue for the small number of developments in South Australia, where this may be a problem.

In addition, any requirement for telecommunications infrastructure in land divisions processes in South Australia would require an authority or body to set the technical standards; oversee or inspect the works; and certify that the infrastructure had been properly installed for the purposes of the 'section 51 clearance', as currently happens with councils for roads and drains, and SA Water in relation to sewer and water infrastructure.

Minister for Transport, Infrastructure and Local Government
Minister for Planning
Roma Mitchell House Adelaide SA 5000 | GPO Box 1533 Adelaide SA 5001 DX 171
Tel 08 7109 8430 | Email ministerknoll@sa.gov.au

SOUTH AUSTRALIA

Neither your Council's, nor the Commonwealth's correspondence on this matter, discuss or consider who could or should undertake and resource this role and responsibility.

I trust this information is of assistance and I apologise for the delay in responding.

Yours sincerely

Hon Stephan Knoll MP
MINISTER FOR TRANSPORT, INFRASTRUCTURE AND LOCAL GOVERNMENT
MINISTER FOR PLANNING

7 June 2018

SCANNED

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Question Received from: **Councillor Hull**

Subject: **Planting of trees on the Median Strip of Major Roadways in the City of Marion and Holdfast Bay**

Reference No: **GC260618Q01**

QUESTION:

What is the outcome of the motion to support the City of Holdfast Bay in our joint quest to lobby DPTI to plant more street trees on the median strip of major roadways in the City of Marion & Holdfast Bay, I understand that DPTI have a recently revised policy that may be more collegial?

COMMENTS: Councillor Hull

Nil

COMMENTS: Mathew Allen, Manager Engineering and Field Services

In addition to the Council resolution on the 27th April 2011 (appendix 1), a further Council resolution was adopted at the Council meeting on the 28 October 2014, it was resolved that Council:

1. as the Department of Planning, Transport and Infrastructure (DPTI) has advised that its Operational Instruction 19.8 'Trees in Medians in Urban Environment' should not be altered but that it would consider applications for trees in medians on a case by case basis, Council requests DPTI install street trees on the median of Oaklands, Diagonal and Sturt Roads.

2. the Minister for Transport & Infrastructure, the Minister for the Environment and Members for Elder, Bright, Mitchell, Resilient South Group, Premiers Climate Change Council, Adelaide and Mount Lofty Rangers Natural Resource Management Board and City of Holdfast Bay be advised of our request of DPTI to plant such trees.

3. Council be advised of the progress of the request at the February 2015 General Council meeting.

A number of correspondence have been exchanged between the City of Marion, DPTI and the Minister for Transport and Infrastructure. The Minister indicated that Council may wish to develop a landscape scheme that complies with DPTI's Operational Instruction 19.8 and undertakes the planting including accepting all responsibilities for maintenance.

The key themes outlined in DPTI's current Operational Instruction are:

- Assessment of the consequences to vehicle occupants in the event of a vehicle collision in this case, with a fixed object (street tree). This principle is used to determine the suitability of planting within the traffic zone.
- Consider the State governments 30 year plan to increase Adelaide's canopy by 20% by 2045. It also introduces the idea that trees can be planted within the road reserve however, "*trees with a mature trunk diameter of 100mm or more are considered non-frangible."*
- Develop a "*safe sight distances*" specific requirements are listed in DPTI instruction 20.1.
- Provides information about how trees are located in specific situations (verge planting, median planting, slipways and driveways). The tree planting clearance for medians is 1.25m. This would require a 3m wide median to plant spotted gums.
- Identifies local Councils are responsible for maintenance of trees on most arterial roads.
- Where the requirements of this instruction prevent tree planting, alternatives may include
    - Anything with a mature trunk diameter of less than 100mm diameter
    - Low shrubs and ground covers with a mature height of 500mm
    - Native grasses and turf
- An application to DPTI can be submitted for planting activity that varies from the specifics of the instruction.

In summary, the instruction offers specific measurements and therefore some constraints for planting large trees in median strips.

Council's program for treescaping provides an opportunity to identify tree planting on arterial roads. In addition, a number of streetscape upgrades include arterial roads (GC090517R09). Given that Oaklands Road, Sturt Road and Diagonal Road could become treescaping projects over the coming years, staff will initiate discussions with DPTI to meet their operational instruction requirements.

CITY OF MARION
GENERAL COUNCIL MEETING
27 April 2011

REPORT RELATING TO:
A leader in the delivery of the Community Vision / An Organisation of Excellence

Notice Received from: **Councillor Hull**

Subject: **Joint Plantings with City of Holdfast Bay**

Ref No: **GC270411M01**

File No: **9.33.3.27 & 9.24.1.4**

MOTION:

"That council writes to the City of Holdfast Bay advising them of our support to ensure the planting of Spotted Gum on the medium strips of Oaklands, Diagonal and Sturt roads and advise the City of Holdfast Bay that we will join them in the quest to green these wide expanses of bitumen by continuing the plantings into areas under our control."

COMMENTS: Councillor Hull

Explanatory notes:-

See Notice of Motion by Cr Timothy Looker OAM, City of Holdfast Bay.. It is my view that we should support this bipartisan approach to the continuity of the aesthetics and inherent environmental improvement to our increasingly busy road corridors.

"That council write to the City of Marion advising them of our efforts to ensure planting of Spotted Gum on the medial strips of Oaklands, Diagonal and Sturt roads and invite them to consider joining us in our efforts to green these wide expanses of bitumen by continuing the plantings into areas under their control."

Background.
CHB has resolved to pursue plantings on these roads to make what is an unattractive wide expanse of road more attractive. Previous efforts by the CHB has resulted in sections of Brighton Road to be beautified with trees now approaching maturity making those areas shady and as beautiful as any major road can be. A request to Marion to include plantings on sections under their control could enhance the full lengths of these roads rather than just in Holdfast Bay.

COMMENTS: Peter Patterson - Manager Open Space and Facilities

Advising the City of Holdfast Bay of the City of Marion's ongoing support to ensure the planting of Spotted Gum on the medium strips of Oaklands, Diagonal and Sturt roads is an excellent idea. To join the City of Holdfast Bay in the quest to 'green' these wide expanses of bitumen by continuing the plantings into areas under our control provides an opportunity to work closely with our neighbour towards common goals. It is imperative that both neighbouring Councils are working together at these high profile locations to ensure species selection and landscape design consistency that support the streetscape impact that both councils are seeking to achieve.

Council will provide a letter of support, but would also seek further clarification regarding planting consistency of understorey plantings within the medium strips i.e. Lomandra or Dianella (or similar) as this would provide a 'green visual effect' at the pedestrian / motorists scale. Other planting details for our ongoing maintenance consideration would be to provide natural irrigation where possible i.e. permeable pavers, and the installation of root barrier.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Question Received from: **Councillor Veliskou**

Subject: **Illegal Dumping**

Reference No: **GC260618Q02**

QUESTIONS:

1. what are the instances of dumped rubbish and associated cost for the last 5 years?
2. how many instances of people being detected and/or charges for dumped rubbish offences have there been in that period.
3. how many offenders have been caught as a result of the cameras
4. how can the detection and deterrence of illegal dumping within the city be improved?
5. Are there any new initiatives planned to deter and reduce illegal dumping?

COMMENTS: Councillor Veliskou

Nil

COMMENTS: Roger Belding, Unit Manager Operational Support

In answer to questions posed:

Question 1 & 2

Details as to the number of incidents of dumping, direct costs and number of infringement notices issued for the last 5 Years have been included to the below table.

Dumping Statistics Financial Years 2012 to 2018 (as at 7 June 2018)

Year	Direct Costs*	Tonnes**	Reported Incidents - captured from raw data***	Infringement Notices Issued
2011-12	$106,000	116	1,191	1
2012-13	$163,700	92	1,507	1
2013-14	$141,000	64	1,291	-
2014-15	$86,531	62	1,125	-
2015-16	$89,537	60	1,105	-
2016/17	$74,988	68	1,148	-

Year	Direct Costs*	Tonnes**	Reported Incidents - captured from raw data***	Infringement Notices Issued
2017/18 Projected	$80,472	64	1,064	-

*Direct costs include waste disposal and wages
** Tonnage averaged as 60kg per incident
*** Incidents have been captured from raw data with some filtering applied where a single event has been reported by multiple complainants.

Where an alleged illegally dumped rubbish offender can identied (which is often difficult) our approach is to educate in the first instance which generally resolves the issue.

Question 3

Marion partnered with the EPA in use of CCTV at identified hot spot locations including:

- Perry Barr Road, Hallett Cove
- Ackland Street, Edwardstown
- Thirza Avenue, Clovelly Park.

The trial commenced in 2016 and concluded early in 2018. Several infringement notices and fines were issued by the EPA during this period. Further details as to the number of fines and / or prosecutions have been requested and will be provided once received. Use of CCTV's for roadside dumping is not viable (lack of conclusive evidence), however on the back of the recent trial Administration intend to progress with use of CCTV within suitable open space locations.

Questions 4 & 5
Administration continue to provide a range of initiatives directed at combating illegal dumping, these include:

- Taping up of dumped rubbish as "under investigation, provision of letter drops seeking information and investigation where an offender is identified.
- Residential Hard Waste services including option for provision of Tip Tickets
- Community Information and Education, provided through our Waste Education Officer.
- Mail outs and information flyers provided to hot spot locations informing of disposal options available and methods to report dumping
- Arrangement with Correctional Services to assist in litter hot spot locations under their Pay Back initiative
- Partnering arrangements with Housing SA and Junction Australia towards reduced dumping within and around Multi Unit Dwellings
- Community Drop-off Day for Hazardous Chemicals.

New initiatives, include:

- The recently advertised "End Dumped Trolleys" campaign
- Assessment for use of CCTV within council managed open space areas. This will be accompanied by additional signage informing that CCTV is in use. This initiative will also aid in addressing incidents of Graffiti.
- Updated signage that will enable prompt placement by collection teams and Community Inspectors.
- Flyers that provide multi-lingual information associated with dumped rubbish.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Question Received from: **Councillor Kerry**

Subject: **City Limits Costs**

Reference No: **GC260618Q03**

QUESTION:

1. Can staff give an indication of how much each edition of City Limits costs to produce?

COMMENTS: Councillor Kerry

Nil

COMMENTS: Craig Clarke, Unit Manager Communications

The cost of producing each edition of City Limits is about $26,550, which includes photography, design, printing 43,000 copies, distributing them to the community and posting in online.

CITY OF MARION
GENERAL COUNCIL MEETING
26 JUNE 2018

Question Received from: **Councillor Kerry**

Subject: **Oaklands Project Funds**

Reference No: **GC260618Q04**

QUESTION:

1. Can the administration give an indication of how much of the $5 million allocated for the “Oaklands project” been spent?

COMMENTS: Councillor Kerry

Nil

COMMENTS: Greg Salmon – Manager City Activation

$37,081 of the $5 million allocated for the Oaklands Crossing have been spent.

These funds have been spent on consultant investigations ($28,000), legal advice ($5,477), and communications ($3,484).