

His Worship the Mayor
Councillors
CITY OF MARION

NOTICE OF GENERAL COUNCIL MEETING

Council Chamber, Council Administration Centre
245 Sturt Road, Sturt

Tuesday, 10 July 2018 06:30 PM

The CEO hereby gives Notice pursuant to the provisions under Section 83 of the Local Government Act 1999 that a General Council meeting will be held

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 Centre on Sturt Road, Sturt.



Adrian Skull
Chief Executive Officer



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OPEN MEETING

KAURNA ACKNOWLEDGEMENT

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

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.

ELECTED MEMBER'S DECLARATION OF INTEREST (if any)

CONFIRMATION OF MINUTES

Confirmation of the minutes for the General Council Meeting held on 26 June 2018

Originating Officer Victoria Moritz - Governance Officer

Corporate Manager Kate McKenzie - Manager Corporate Governance

Report Reference: GC180710

RECOMMENDATION:

That the minutes of the General Council Meeting held on 26 June be taken as read and confirmed.

ATTACHMENTS:

#	Attachment	Type
1	Appendix 1 - GC180626 - Final Minutes	PDF File

**MINUTES OF THE GENERAL COUNCIL MEETING
HELD AT ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON TUESDAY 26 JUNE 2018**



PRESENT

His Worship the Mayor Kris Hanna

Councillors

Coastal Ward

Ian Crossland
Tim Gard

Mullawirra Ward

Jason Veliskou
Jerome Appleby

Southern Hills

Janet Byram
Nick Westwood

Warracowie Ward

Bruce Hull
Nathan Prior

Warriparinga Ward

Raelene Telfer

Woodlands Ward

Tim Pfeiffer
Nick Kerry

In Attendance

Mr Adrian Skull
Ms Abby Dickson
Mr Tony Lines
Mr Vincent Mifsud
Ms Kate McKenzie
Ms Jaimie Thwaites

Chief Executive Officer
General Manager City Development
General Manager City Services
General Manager Corporate Services
Manager Corporate Governance
Unit Manager Governance and Records (minute taker)

1. COMMENCEMENT

The meeting commenced at 6.30pm

2. KAURNA ACKNOWLEDGEMENT

We acknowledge the Kurna 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 an actual conflict in the item Annual Business Plan 2018/19 and Long Term Financial Plan (Report Reference: GC260618R02).
- Councillor Gard – declared a perceived conflict in the item Seacliff Park Development Site (GC260618R12)

5. CONFIRMATION OF MINUTES

Moved Councillor Prior, Seconded Councillor Crossland the minutes of the General Council meeting held on 12 June 2018 be taken as read and confirmed.

Carried Unanimously

6. COMMUNICATIONS

Report on Mayoral Activities for May and June 2018:

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

These Minutes are subject to confirmation at the General Council Meeting to be held on the 10 July 2018

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.

Report on Deputy Mayor Activities for May and June 2018:

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: Glenithorne 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

These Minutes are subject to confirmation at the General Council Meeting to be held on the 10 July 2018

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
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.		

**Report on Elected Member Activities for May and June 2018:
 Councillor Raelene Telfer:**

Date	Event	Comment
24 May 2018	Seaview High Seacombe Hts Tennis courts	Mayor Hanna looked at options

27 May 2018	National Volunteer Week Recognition	Volunteers applauded
28 May 2018	Citizenship	Ward citizens welcomed
28 May 2018	Induction Rev Diana Bury	Marion Uniting Congregation
29 May 2018	Finance and Audit Committee	NDIS and Service reviews
30 May 2018	Reconciliation	Training LKCC
30 May 2018	Black screen	Indigenous film promotion
31 May 2018	Light Square	Planting of indigenous display
6 June 2018	Basketball South proposal	Met Rod Kiddy and Committee
7 June 2018	Light Square	Planting of indigenous display
7 June 2018	Darlington Community Liaison Group	Tonsley design elements
8 June 2018	Marion RSL	Met committee members
10 June 2018	Glenthorne Farm	Book Launch
10 June 2018	Marion Historic Village Walk of Sturt	Met walkers for tea at RSL
12 June 2018	Marion Museum request for extension	Committee explained outgrowing site
13 June 2018	Edwardstown History	Transformed project submission
13 June 2018	Seaview High Governing Council	Building projects
13 June 2018	Mitchell Park Sports & Community	Planning AGM July 20th
14 June 2018	Marion Bowling Club	Meal with locals
14 June 2018	Gallery M	Exhibition
18 June 2018	Community Grants Awards	Celebrated great projects
19 June 2018	Future of Annie Doolan's Cottage	Mayor Hanna assisted model placement
19 June 2018	Annie Doolan's Cottage committee	Decision to relocate artefacts
19 June 2018	Warriparinga Ward Briefing	Club Marion exits discussed
20 June 2018	Hamilton Governing Council	Tonsley Greenway past oval discussed

Report on CEO and General Manager Activities for May and 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
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

Moved Councillor Crossland, Seconded Councillor Telfer that the Communication Reports be received.

Carried Unanimously

ELECTED MEMBER VERBAL COMMUNICATIONS

Elected Members provided a verbal update on recent activities and events attended.

7. ADJOURNED ITEMS

Nil

8. DEPUTATIONS

Nil

9. PETITIONS

Nil

10. COMMITTEE RECOMMENDATIONS

6.47pm Infrastructure and Strategy Committee - Confirmation of Minutes of Meeting held on 5 June 2018

Report Reference: GC260618R01

Moved Councillor Prior, Seconded Councillor Pfeiffer that Council:

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

Carried Unanimously

11. CONFIDENTIAL ITEMS

6.48pm Potential Property Acquisition at Marino

Report Reference: GC260618F01

Moved Councillor Crossland, Seconded Councillor Westwood that:

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.

Carried Unanimously

6.48pm meeting went into confidence

Moved Councillor Gard, Seconded Councillor Crossland that Council:

1. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, Acquisition of Property at Marino, the appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(b) 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 or upon settlement of the purchase of the property. 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, Prior, Westwood, Byram, Veliskou, Gard and Crossland

Those against: Councillors Kerry Telfer, Hull and Appleby

Carried

7.16pm the meeting came out of confidence

12. WORKSHOP / PRESENTATION ITEMS

Nil

13. CORPORATE REPORTS FOR DECISION

7.17pm ITEMS EN BLOC

Moved Councillor Veliskou, Seconded Councillor Byram that the following items be moved en bloc:

- Annual Business Plan 2018/19 and Long Term Financial Plan (Report Reference: GC260618R02)
- Valuation – Adoption for 2018/2019 Financial Year (Report Reference: GC260618R03)
- Rates Declaration – 2018/2019 (Report Reference: GC260618R04)
- Rate Rebates 2018-19 (Report Reference: GC260618R05)

Carried

Councillor Gard called for a division:

The vote was set aside

Those For: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Byram, Veliskou and Crossland

Those Against: Councillors Kerry, Byram and Gard

Carried

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

Moved Councillor Veliskou, Seconded Councillor Byram that the following be adopted by Council in the following order:

1. Financial Policies:
 - 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).
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).
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).

Carried

Councillor Gard called for a division:

The vote was set aside

Those For: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Byram, Veliskou and Crossland

Those Against: Councillors Kerry, Byram and Gard

Carried

**Valuation – Adoption for 2018/2019 Financial Year
 Report Reference: GC260618R03**

Moved Councillor Veliskou, Seconded Councillor Byram 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.

2. Council notes that, at the time of adoption, the Valuation totalled \$21,032,242,140 (including \$20,033,275,169 Rateable and \$998,966,971 Exempt).

Carried

Councillor Gard called for a division:

The vote was set aside

Those For: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Byram, Veliskou and Crossland

Those Against: Councillors Kerry, Byram and Gard

Carried

Rates Declaration – 2018/2019
Report Reference: GC260618R04

Moved Councillor Veliskou, Seconded Councillor Byram that:

1. Pursuant to:
 - i. 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:
 - (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. 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. 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.
3. 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.
4. 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

5. 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.

Carried

Councillor Gard called for a division:

The vote was set aside

Those For: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Byram, Veliskou and Crossland

Those Against: Councillors Kerry, Byram and Gard

Carried

Rate Rebates 2018-19

Report Reference: GC260618R05

Moved Councillor Veliskou, Seconded Councillor Byram that:

1. The Schedule of Mandatory Rate Rebates (refer Appendix 1) be noted.
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.
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 property it occupies and uses for educational purposes for the 2018-19 financial year.
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.
5. Council resolves that a discretionary rate rebate of 50% be granted under Section 166(1)(j) of the Local Government Act, 1999 to the Abbeyfield Society (Marion) on the property it occupies at 5 Lawrence Ave, Edwardstown for the 2018-19 financial year.
6. Council resolves that a discretionary rate rebate of 50% be granted under Section 166(1)(j) of the Local Government 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.
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.

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.

Carried

Councillor Gard called for a division:

The vote was set aside

Those For: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Byram, Veliskou and Crossland

Those Against: Councillors Kerry, Byram and Gard

Carried

**7.34pm Annual Business Plan 2018/19 and Long Term Financial Plan
 Report Reference: GC260618R02**

Councillor Telfer declared an actual conflict of interest in the item as she lives in close proximity to Kenton Avenue Reserve, which is listed in the irrigation and wetland schedule and left the meeting.

7.34pm Councillor Telfer left the meeting

7.34pm Councillor Westwood left the meeting

Moved Councillor Pfeiffer, Seconded Councillor Kerry that Council

1. Notes the following:
 - a) Capital Works Program for 2018/19 (Appendix 1 – [appendix 6])
 - b) Rate Impact Analysis (Appendix 4)
 - c) Fees & Charges Schedule for 2018/19 (Appendix 5)

Carried Unanimously

7.35pm Councillors Westwood and Telfer re-entered the meeting

**7.35pm Smart Cities and Suburbs Funding Application
 Report Reference: GC260618R06**

Moved Councillor Hull, Seconded Councillor Prior 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 LTTP in 2019/20
 - b. \$132,500 is included in the 2018/19 draft Annual Business Plan for the data platform and metrics new initiative
 - 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.

Carried

7.40pm Wi-Fi Pilot Project
Report Reference: GC260618R07

Moved Councillor Gard, Seconded Councillor Crossland 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.

Carried

Councillor Veliskou called for a Division:

The vote was set aside

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

Those Against: Councillor Appleby

Carried

7.43pm Dog on and off leash areas
Report Reference: GC260618R08

Moved Councillor Telfer, Seconded Councillor Crossland that Council:

1. Receives and notes this report.
2. Endorses retaining the existing declared dog exercise off leash and dog on leash areas within the City of Marion (Appendix 1).
3. Endorses community consultation be undertaken regarding potential changes to dog on / off leash provisions at the following locations:
 - 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.

Carried Unanimously

7.48pm Animal Management Plan
Report Reference: GC260618R09

Moved Councillor Veliskou, Seconded Councillor Pfeiffer 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.

Councillor Veliskou with the consent of Councillor Pfeiffer sought and was granted leave of the meeting to vary the motion as follows:

That Council (as varied):

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.
2. Writes to the Minister for the Environment and requests consideration of State Legislation that would impose a curfew on cats.

Carried

8.02pm New Dog Park – Engagement, Proposed Location and Draft Concept Plan
Report Reference: GC260618R10

Moved Councillor Veliskou, Seconded Councillor Hull that Council:

1. Notes the New Dog Park Shortlisted Sites Community Consultation Summary attached as Appendix 1 to this report.
2. Endorses Hazelmere Road Reserve as the nominated site for the development of a designated dog park.
3. Endorses the draft concept plan (Appendix 2) for Hazelmere Road Reserve for consultation, detailed design and construction.
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.
5. Endorses Crown Street Reserve being considered as a dog friendly reserve when developing the Open Space Plan for the site.
6. Notes that any further designated dog parks/ dog friendly reserves will be considered through the development of the Open Space Plan.

Amendment:

Moved Councillor Pfeiffer, Seconded Councillor Kerry that Council:

1. Notes the New Dog Park Shortlisted Sites Community Consultation Summary attached as Appendix 1 to this report.
2. Endorses Hazelmere Road Reserve as the nominated site for the development of a designated dog park.
3. Endorses the draft concept plan (Appendix 2) for Hazelmere Road Reserve for consultation, detailed design and construction.
4. Endorses the development and commenced implementation of a staged plan for Dumbarton Avenue Reserve that addresses the needs of both dog owners and the broader community, with an initial allocation of \$30,000 within the 2018-19 budget (from existing dog park funds).

5. Endorses Crown Street Reserve being considered as a dog friendly reserve when developing the Open Space Plan for the site.
6. Notes that any further designated dog parks/ dog friendly reserves will be considered through the development of the Open Space Plan.

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

8.16pm Councillor Byram left the meeting

8.16pm Service Review Program Update and FY2018/19 Plan
Report Reference: GC260618R11

8.19pm Councillor Byram re-entered the meeting

Moved Councillor Telfer, Seconded Councillor Byram that Council:

1. Adopts Option 1 (9 Services) for the 2018/19 Service Review Program.

Carried

8.34pm Seacliff Park Development Site
Report Reference: GC260618R12

Councillor Gard declared a perceived conflict of interest in the item as he lives in close proximity to the boundary of the development site. Councillor Gard remained for the item as he did not believe it would affect the value of his property.

Moved Councillor Gard, Seconded Councillor Crossland 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.

8.36pm Councillor Kerry left the meeting

8.38pm Councillor Kerry re-entered the meeting

Carried Unanimously

8.39pm Unsolicited Proposals Policy
Report Reference: GC260618R13

Moved Councillor Telfer, Seconded Councillor Hull that Council:

1. Notes this report.
2. Endorses the City of Marion Unsolicited Proposals Policy (Appendix 1).

8.46pm Councillor Prior left the meeting

8.48pm Councillor Prior re-entered

Carried Unanimously

8.48pm ITEMS EN BLOC

Moved Councillor Westwood, Seconded Councillor Byram that the following items be moved en bloc:

- Annual Review of the Schedule of Delegations (Report Reference: GC260618R14)
- WHS Monthly Performance Report – May 2018 (Report Reference: GC260618R16)
- Finance Report – May 2018 (Report Reference: GC260618R17)
- Questions Taken on Notice Register (Report Reference: GC260618R18)

Carried Unanimously

Annual Review of the Schedule of Delegations Report Reference: GC260618R14

Moved Councillor Westwood, Seconded Councillor Byram 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 and 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.

Carried Unanimously

14. CORPORATE REPORTS FOR INFORMATION / NOTING

WHS Monthly Performance Report – May 2018 Report Reference: GC260618R16

Moved Councillor Westwood, Seconded Councillor Byram that Council:

1. notes the report and statistical data contained therein.

Carried Unanimously

Finance Report – May 2018 Report Reference: GC260618R17

Moved Councillor Westwood, Seconded Councillor Byram that Council:

1. Receives the report “Finance Report – May 2018”

Carried Unanimously

Questions Taken on Notice Register Report Reference: GC260618R18

Moved Councillor Westwood, Seconded Councillor Byram that Council:

1. Notes the Report *Questions Taken on Notice Register*.

Carried Unanimously

8.53pm Remuneration Tribunal Submission Report Reference: GC260618R15

Moved Councillor Byram, Seconded Councillor Veliskou that:

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 GC260618R15 be forwarded to the Tribunal subject to the inclusion of the identified changes as marked in Appendix 1 to the minutes.

Councillor Byram with the consent of Councillor Veliskou sought and was granted leave of the meeting to vary the motion as follows:

That: (as varied)

1. The City of Marion Submission to the Remuneration Tribunal provided at Appendix 1 to the minutes be forwarded to the Tribunal.

Amendment:

Moved Councillor Hull, Seconded Councillor Pfeiffer that:

1. The City of Marion Submission to the Remuneration Tribunal provided at Appendix 1 to the minutes be forwarded to the Tribunal with the reference to the CPI increase removed.

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

15. MATTERS RAISED BY MEMBERS

Motions with Notice

9.18pm Health Assessment - Telco Tower – 287A Morphett Road, Oaklands Park
Report Reference: GC260618M01

Moved Councillor Hull, Seconded Councillor Byram that Council:

1. 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.

9.23pm Councillor Pfeiffer left the meeting

9.26pm Councillor Pfeiffer re-entered the meeting

Councillor Hull with the consent of Councillor Byram sought and was granted leave of the meeting to vary the motion as follows:

That Council: (as varied)

1. Request Administration write to the Health Minister requesting that a health assessment be undertaken regarding whether there is a cancer cluster within the area of Barry Road and Milton Street, Oaklands Park. North of Jewel Street and South of the Warradale Army Barracks, and if so the causes.

MEETING EXTENSION

Moved Councillor Veliskou, Seconded Councillor Westwood that the meeting be extended until the conclusion of the following items:

- Health Assessment - Telco Tower – 287A Morphet Road, Oaklands Park (Report Reference: GC260618M01)
- Community Bus (Report Reference: GC260618M02)
- Central Avenue Playground Upgrade (Report Reference: GC260618M03)
- Oil and Gas Exploration in the Great Australian Bight (Report Reference: GC260618M04)
- Planting of trees on the Median Strip of Major Roadways in the City of Marion and Holdfast Bay (Report Reference: GC260618Q01)
- Illegal Dumping (Report Reference: GC260618Q02)
- City Limits Costs (Report Reference: GC260618Q03)
- Oaklands Project Funds (Report Reference: GC260618Q04)

Carried

9.32pm meeting extended

9.32pm the Mayor left the meeting and did not return. In the absence of the Mayor, Deputy Mayor Byram resumed the Chair.

The motion was **Carried**

Councillor Appleby called for a division:

The vote was set aside

Those For: Councillors Pfeiffer, Kerry, Prior, Hull, Westwood, Byram, Veliskou and Gard

Those Against: Councillors Telfer, Appleby and Crossland

Carried

9.38pm Community Bus Report Reference: GC260618M02

Moved Councillor Crossland, Seconded Councillor Westwood that:

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.

Carried

9.39pm Councillor Prior left the meeting and did not return

9.39pm Central Avenue Playground Upgrade Report Reference: GC260618M03

Moved Councillor Crossland, Seconded Councillor Gard 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.

Carried Unanimously

**9.42pm Oil and Gas Exploration in the Great Australian Bight
 Report Reference: GC260618M04**

Moved Councillor Veliskou, Seconded Councillor Hull that:

1. 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.

9.46pm Councillor Pfeiffer left the meeting and did not return

Carried

Questions with Notice

**Planting of trees on the Median Strip of Major Roadways in the City of Marion and Holdfast Bay
 Report Reference: 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.

Illegal Dumping

Report Reference: GC260618Q02

QUESTIONS: Councillor Veliskou

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	-
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 identified (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 Limits Costs

Report Reference: GC260618Q03

QUESTION: Councillor Kerry

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.

Oaklands Project Funds

Report Reference: GC260618Q04

QUESTION: Councillor Kerry

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).

The following items were not considered:

- Hire Charges for Council Operated Facilities (Report Reference: GC260618M05)
- Telecommunication Infrastructure (Report Reference: GC260618M06)

16. OTHER BUSINESS

Nil

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.

MEETING CLOSURE - Meeting Declared Closed at 9.52pm

CONFIRMED THIS 10 JULY 2018

.....
CHAIRPERSON

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 City of Marion, like almost all other Councils, has not significantly increased in size, complexity or responsibilities in comparison to 2014 when the Remuneration Tribunal last considered the matter. Council recommends that there is no increase in allowance for the Mayor or Councillors across local government as the current allowance is appropriate for the hours invested by conscientious Elected Members.

The following represents the ~~collective views of the City of Marion Council regarding matters that data required by~~ 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, Tonsley, 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 Kurna Cultural Centre & Wetland, Marion Cultural Centre, Morphettville Racecourse, Warradale Military Camp Barracks, 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. Flinders University School of Computer Science, Engineering and Mathematics and TAFE are established on the site. 6,500 students study and train at Tonsley each year (will increase to 8,500 at the completion of the project). The residential development will house 1,200 residents in 850 dwellings and the employee numbers on site are higher than at the point of Mitsubishi's closure in 2008.

~~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:
 - o Last Tuesday in January;
 - o 2nd and 4th Tuesday of the months in February, March, May, June, July and August
 - o 2nd Tuesday of the month in April, September and October
 - o 4th Tuesday of the month in November 2018
 - o 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 is 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, some 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 or Councils of a similar size, 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.

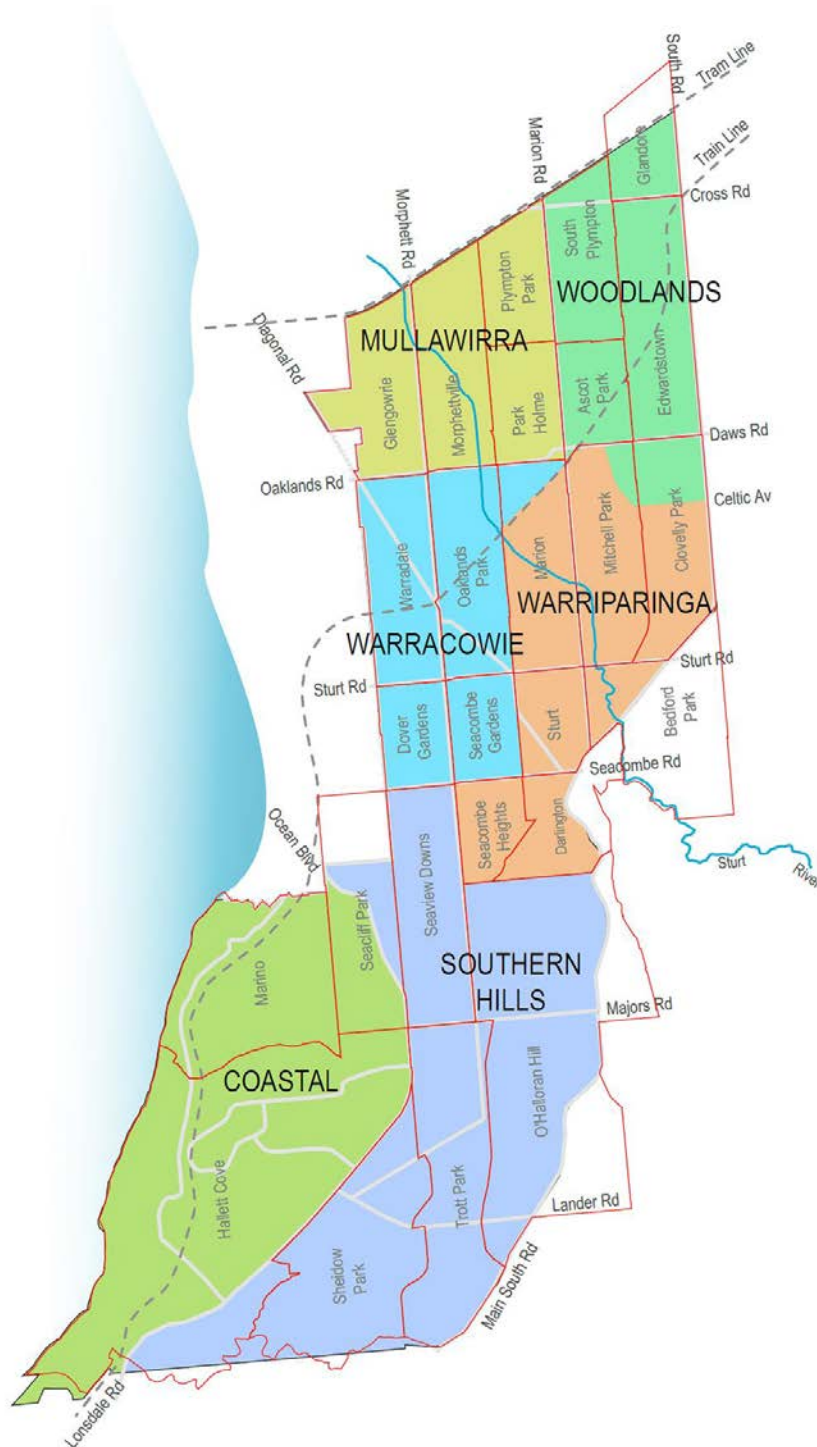
On the basis of our understanding of the City of Marion community, Council has, adopted an Annual Business Plan 2017/18/19 and Long Term Financial Plan 2017/18/19 to 2026/27/28 developed on the basis of Council's refined financial framework which encompasses maintaining current services and service delivery levels for the community, as well as meeting Council's planned capital renewal programs for 2017/18/19. The Annual Business Plan 2017/18/19 was prepared and adopted on the basis of an average rate increase of 2.21.8% (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

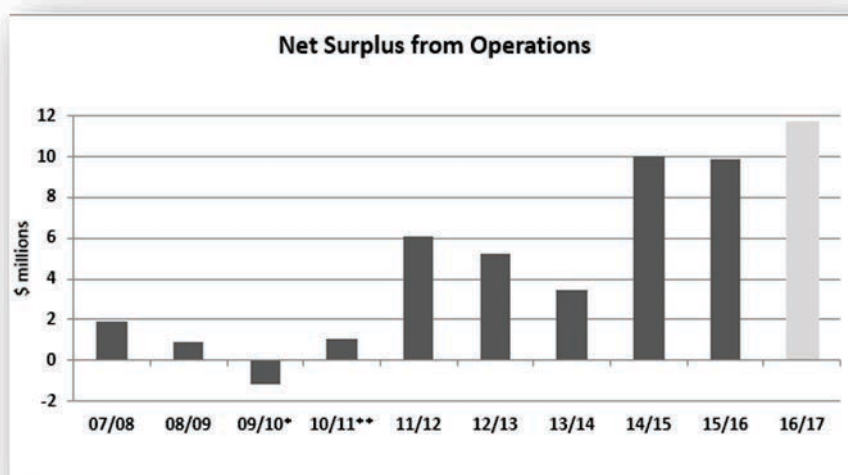
Further Details re Council's Revenue, Expenditure and Financial Indicators

FINANCIAL MANAGEMENT

The City of Marion is in a strong financial position, providing a sound basis for Council's 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

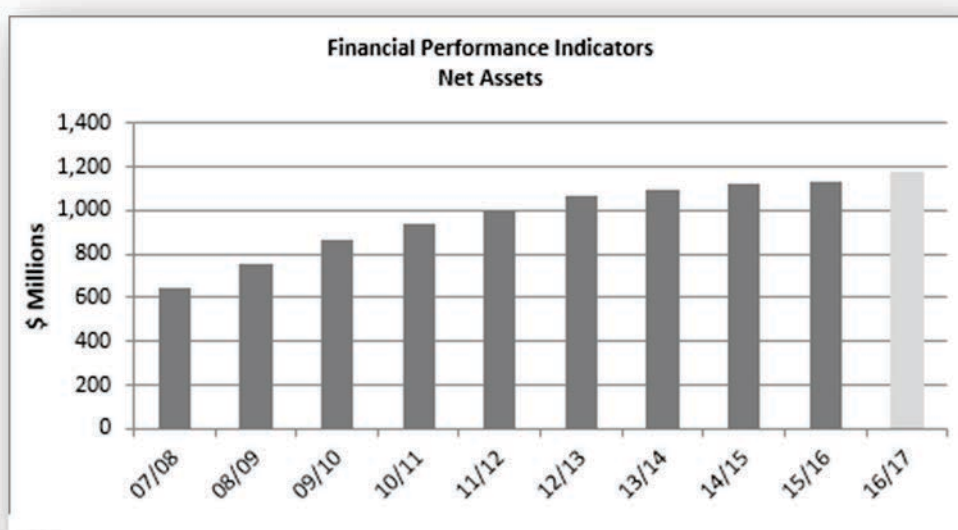
The Statement of Financial Position provides details of Council's assets, liabilities and equity as at 30 June 2017. The majority of Council's assets relate to community property and infrastructure assets (roads, paths, drainage, etc.). Council's at 30 June 2017 is \$1,169.5m,

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

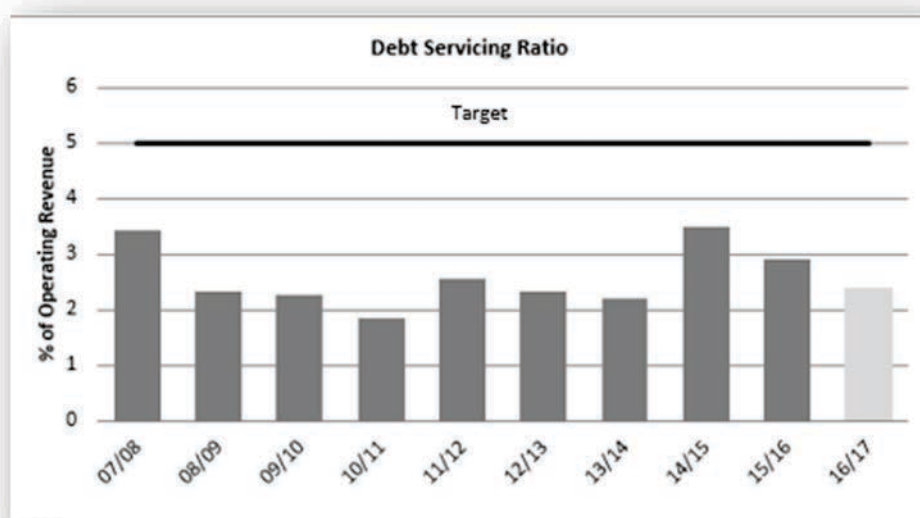
Net interest costs are defined as total interest expenses less total interest revenues. This ratio indicates the extent to which Council's commitment to interest expenses are met by total operating revenues. Negative ratios have been recorded for the past four years reflecting interest revenues being 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.

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.

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 Areas 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.

COMMUNICATIONS

ADJOURNED ITEMS

DEPUTATIONS

PETITIONS

Petition - Phillis Court, Warradale Development

Originating Officer Jason Cattonar - Manager - Development and Regulatory Services.

Corporate Manager Jason Cattonar - Manager Development and Regulatory Services

General Manager Abby Dickson - General Manager City Development

Report Reference: GC180710P01

PETITION FROM:

Mr Ralph Brown

NUMBER OF SIGNATORIES:

30

DATE PETITION RECEIVED:

18 June 2018

CORRESPONDENCE:

"The residents of Cook Crescent and Phillis Court Warradale feel the building of two story buildings in this area is not in the character of this area.

We have been advised to ask to have the two story buildings at 7 Phillis Court Warradale treated as a Category 2."

ORIGINATING OFFICER COMMENTS:

The Administration has responded to a letter from the Hon. Corey Wingard MP, in which he requested on behalf of Mr Ralph Brown, that all applications for two-storey dwellings in the suburb of Warradale be processed by the Council as Category 2 development. Copies of the correspondence are attached as Appendix 2 and 3.

RECOMMENDATION:

That:

1. The petition is noted.

ATTACHMENTS:

#	Attachment	Type
1	Appendix 1 - Petition Phillis Court Warradale Development	PDF File
2	Appendix 2 - Letter from the Hon. Corey Wingard MP	PDF File
3	Appendix 3 - Response Letter to the Hon. Corey Wingard MP	PDF File

RALPH BROWN

8 PHILLIS COURT

WARRADALE 5046

PH. 82988508.

14th JUNE 2018

DEAR JASON,

THE RESIDENTS OF COOK CRESCENT AND
PHILLIS COURT WARRADALE FEEL THE BUILDING OF
TWO STORY BUILDINGS IN THIS AREA IS NOT IN THE
CHARACTER OF THIS AREA.

WE HAVE BEEN ADVISED TO ASK TO HAVE THE
TWO STORY BUILDINGS AT 7 PHILLIS COURT WARRADALE
TREATED AS A CATEGORY 2.

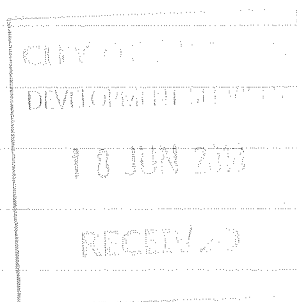
YOURS FAITHFULLY

RALPH BROWN

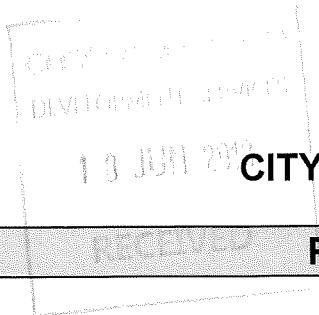
TO. JASON CATTONAR

MANAGER PLANNING DEPT.

MARION CITY COUNCIL



2018/1048 - Jushin's app



CITY OF MARION

PETITION

TO HIS WORSHIP THE MAYOR AND COUNCILLORS OF THE CITY OF MARION

Petition Contact Person: RALPH BROWN
Telephone Number: 8298 8508
Address: 8 PHILLIS COURT WARRADALE 5046
.....
Date Petition Initiated: 14th JUNE 2018

The petition of (identify the individuals or group, eg residents of the City of Marion)

RESIDENTS OF COOK CRESCENT & PHILLIS COURT
WARRADALE

draws the attention of the Council (identify the circumstances of the case)

WE FEEL THE BUILDING OF TWO STORY BUILDINGS
IN THIS AREA IS NOT IN THE CHARACTER OF
THIS AREA

The petitioners therefore request that the Council(outline the action that the Council should or should not take)

TO HAVE THE TWO STORY BUILDINGS AT 7 PHILLIS
COURT WARRADALE TREATED AS A CATEGORY 2
.....

Name	Address	Signature
FRANK RISITANO	7 COOK CR, WARRADALE	Frank Risitano
Jan Brown	8 Phillis Court	J.M. Brown
RALPH BROWN	8 PHILLIS COURT	Ralph Brown
ALAN POTTER	3 PHILLIS COURT	ALAN POTTER
RONDA SMITH	5 Phillis Court	R. Smith
Heleen Norman	14 Phillis Court	Heleen Norman
RONALD WILLIAMS	16 COOK cres	RNWilliams

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.....

.....

.....

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(Identify the details of the petition on each page)

RESIDENTS OF COOK CRESCENT & PHILLIS COURT WARRADALE
 TO HAVE THE TWO STORY BUILDINGS AT 7 PHILLIS COURT WARRADALE...
 TREATED AS A CATEGORY 2.

Name	Address	Signature
WALLY WATKINS	3 COOK CRES.	W. Watkins
HANS DIETER HILMER	1 COOK CRES	H. Hilmer
MARLENE HILLER	1 COOK CRES.	M. Hiller
PETER NORMAN	14 PHILLIS CRT	P. Norman
CWEN BURNETT	15 PHILLIS CRT	C. Burnett
Paul Michalesch	11 PHILLIS CRT	P. Michalesch
John Heywood	13 Phillis Court	J. Heywood
Jenese Heywood	13 Phillis Court	J. Heywood
Kate Morton	10 Phillis Court	K. Morton
Steve Morton	10 Phillis Court	S. Morton
Rod Greenhalgh	6 Phillis Court	R. Greenhalgh
Vicki Zougras	6 Phillis Court	V. Zougras
Megann Wooldridge	12 Phillis Court	M. Wooldridge
Hayden Wooldridge	12 Phillis Court	H. Wooldridge
Shayna Cole	1 Phillis Court	S. Cole
Grant Cole	1 Phillis Court	G. Cole
L. M. Nichol	4 COOK CRES	L. M. Nichol
F. BARBARIDDI	9 cook cres	F. BarbaridDI
L. RIEKSTINS	UNIT 6 No 11 Cook Cres	L. Riekstins
O. Roneberg	Unit 1/11 COOK CRES	O. Roneberg
K. HASSAM	Unit 2/11 Cook Cres	K. Hassam
Sean Halfenny	4 Phillis Court	S. Halfenny
Lauren Halfenny	" "	L. Halfenny
		Attach additional sheets if required

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Office Use Only:
Date Petition Received:

CITY OF MARION

PETITION

TO HIS WORSHIP THE MAYOR AND COUNCILLORS OF THE CITY OF MARION

Petition Contact Person:

Telephone Number:

Address:

.....

Date Petition Initiated:

The petition of *(identify the individuals or group, eg residents of the City of Marion)*

.... **Warradale Action Group**

draws the attention of the Council *(identify the circumstances of the case)*

Two story units proposed for 7 Phillis Court, warradale are not conducive with this area. With co-operation of Marion Council in the past 54 years we have avoided having our street turned into a through road, and construction of un-attractive and/or double storey units.

The petitioners therefore request that the Council*(outline the action that the Council should or should not take)*

Continue accepting applications for single storey housing only, for this area , in future.

Name	Address	Signature

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1. POLICY STATEMENT

The City of Marion's principal role is to act as an informed and responsible decision maker which represents the interests of its community through open and transparent decisions.

The City of Marion makes decisions on behalf of the community, however, members of the community have a role to play in informing Council of their needs and/or to provide information that may assist or influence Council's decision(s). One of the ways in which members of the community can advise Council of their concerns, and influence the decision making process, is to take up a petition.

Petitions provide a democratic mechanism for the community to make requests of, and provide information to, Council.

Council will accept written petitions from person that have a direct interest in the City of Marion Council area as residents, landowners, business people or in some other capacity. Petitions must concern matters that Council is authorised to determine.

As far as possible petitions must be in the form set out in, and otherwise comply with, this policy.

2. PRINCIPLES

When considering a petitioned request, Council will take into account the City of Marion's strategic directions, budget and programmed work. This will ensure that the needs and expectations of both the petitioner(s) and the wider community are considered.

In addition, Council will meet all legal requirements relating to the management of petitions and follow the principles set out in Regulation 11 of the Local Government (Procedures at Meetings) Regulations 2013 which states:

(1) A petition to the council must –

- a) be legibly written or typed or printed; and
- b) clearly set out the request or submission of the petitioners; and
- c) include the name and address of each person who signed or endorsed the petition; and
- d) be addressed to the council and delivered to the principal office of the council.

If a petition is received as detailed above, the Chief Executive Officer must ensure that the petition with a statement as to the nature of the request or submission and the number of signatures is placed on the agenda for the next ordinary meeting of the council.

Note that should the provisions of Section 90(3)(a) of the Local Government Act apply, the Petition will be considered on a confidential basis.

The City of Marion has included these principles in Council's Code of Practice – Procedures at Meetings 2014.

3. POLICY SCOPE AND IMPLEMENTATION

All petitions whether written and delivered to the Council or submitted electronically must indicate the following:

- The nature of the petition, clearly setting out the request or submission on each page of signatories;
- The name and contact details of the head petitioner
- The name and address of signatories to the petition; and
- The date the petition was initiated.

3.1 WRITTEN PETITIONS

Petitions will be received at the Administration Centre of the City of Marion located at 245 Sturt Road, Marion. They can be hand delivered, faxed or posted.

If a petition is brought to a General Council Meeting it will be tabled and noted at that meeting and then brought back and considered at the subsequent General Council Meeting following the process below.

A petition proforma is available on Council's website and from the Administration Centre (Attachment 1).

3.2 SOCIAL MEDIA AND ONLINE PETITIONS

Pursuant to the Electronic Transactions Act section 13B(1)(b), an electronic communication is taken to have been received at the place where the addressee has its place of business. Therefore an email delivered to the chief executive officer of a council is taken to be an email delivered to the Council (council@marion.sa.gov.au). Petitions can be received electronically via the following means:

- An email containing a petition delivered to council;
- An email containing a link to a petition (Facebook or other application) delivered to council
- Posting a petition to City of Marion Social Media

In regards to a Petition being addressed to council, the following **does not** meet the requirements of the Petition Policy and will therefore not be considered as a petition. It may however be used to promote a petition and create awareness of its existence:

- "Likes" on facebook for photos, comments, posts, follows
- "Tagging" City of Marion in comments, tweets, posts
- Individual email, comments, posts supporting a particular request or submission

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4. DEFINITIONS

- Petition –** a request to Council seeking action or special consideration of a particular matter, which is signed by more than two residents/members of the public at, at least, two different property addresses.
- Tagging –** To tag is to attach another Facebook members name to a photograph or post on the social networking site, Facebook.
- Like –** The Facebook "Like" button is a feature that allows users to show their support for specific comments, pictures, wall posts, statuses, or fan pages.
- Tweet –** Tweet, tweeting, tweeted. The act of posting a message, often called a "Tweet", on Twitter. A message posted via Twitter containing 140 characters or fewer
- Address -** The particulars of the place where someone lives or an organisation is situated.

5. REFERENCES

Social Media Policy
Code of Practice – Procedure at Meetings 2014
Petition Proforma – refer attached

6. RELEVANT LEGISLATION

Local Government Act 1999
Local Government (Procedures at Meetings) Regulations 2013
Electronic Transaction Act 2000

7. COUNCIL ENDORSEMENT

This Policy was adopted by resolution of the council on 28 April 2015

8. REVIEW

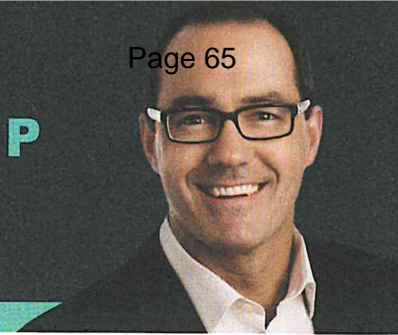
This Policy is scheduled for review by Council in April 2016



COREY WINGARD MP

Member For Gibson

Page 65



Mr Adrian Skull
CEO Marion Council
PO Box 21
OAKLANDS PARK SA 5046

By email: ceoea@marion.sa.gov.au

Dear Mr Skull

TWO STOREY DEVELOPMENTS – COOK CRESCENT & PHILLIS COURT, WARRADALE

I write on behalf of my constituent, Mr Ralph Brown of Warradale, in relation to the recent two storey development which has been approved for Cook Crescent.

Upon speaking with his Phillis Court neighbours and residents in nearby Cook Crescent, Mr Brown has informed us that many residents are opposed to two storey developments within this area, and would like to see any developments of this nature being classified as Category 2.

We understand that Mr Brown has recently written to Jason Cattonar of Council regarding his objections and lodged a petition signed by local residents in support. Please find attached a further copy of the petition, for your information.

I ask that you please consider the matter and I look forward to discussing this matter further with Council.

Yours sincerely,

THE HON. COREY WINGARD MP
Member for Gibson

Minister for Police, Emergency Services and Correctional Services
Minister for Sport, Recreation and Racing

22 June 2018



Level 2, 1 Milham Street
Oaklands Park SA 5046



gibson@parliament.sa.gov.au



[/coreywingardMP](https://www.facebook.com/coreywingardMP)



08 8377 3500



www.coreywingard.com.au



[@Corey_Wingard](https://twitter.com/Corey_Wingard)

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TO HIS WORSHIP THE MAYOR AND COUNCILLORS OF THE CITY OF MARION

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 Telephone Number: 8298 8508
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 Date Petition Initiated: 14th JUNE 2018

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draws the attention of the Council (identify the circumstances of the case)

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Name	Address	Signature
FRANK RISITANO	7 Cook Cr, WARRADALE	Frank Risitano
Jan Brown	8 Phillis Court	J. M. Brown
RALPH BROWN	8 PHILLIS COURT	Ralph Brown
ALAN POTTER	3 Phillis Court	Alan Potter
RONDA SMITH	5 Phillis Court	R. Smith
Heleen Norman	14 Phillis Court	Heleen Norman
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MARLENE HILLER	1 COOK CRES.	Marlene Hiller
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CWEN BURNETT	15 PHILLIS CRT	C. Burnett
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Steve Morton	10 Phillis Court	Steve Morton
Rod Greenhalgh	6 Phillis Court	Rod Greenhalgh
Vicki Zougras	6 Phillis Court	Vicki Zougras
Megann Wooldridge	12 Phillis Court	Megann Wooldridge
Hayden Wooldridge	12 Phillis Court	Hayden Wooldridge
Shayna Coles	1 Phillis Court	Shayna Coles
Grant Cole	9 Phillis CRT.	Grant Cole
L. M. M. M.	4/COOK CRES	L. M. M. M.
F. BARBARIDDI	9 cook cres	F. BARBARIDDI
L. RIEKSTINS	UNIT 6 11/11 COOK CRES	L. RIEKSTINS
O. Roneberg	Unit 1/11 COOK CRES	O. Roneberg
K. HASSAM	Unit 2/11 COOK CRES	K. HASSAM
Sean Halfpenny	4 Phillis Court	Sean Halfpenny
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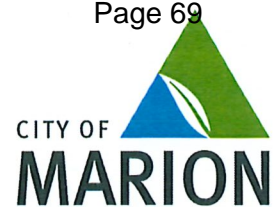
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Ref:18209891



04 July 2018

The Hon. Corey Wingard, MP
 Member for Gibson
 Minister for Police, Emergency Services and Correctional Services
 Minister for Sport, Recreation and Racing

PO Box 21, Oaklands Park
 South Australia 5046

245 Sturt Road, Sturt
 South Australia 5047

T (08) 8375 6600

F (08) 8375 6699

E council@marion.sa.gov.au

By email: gibson@parliament.sa.gov.au

Dear Minister 

RE: Two-Storey Developments – Cook Crescent & Phillis Court, Warradale

Thank you for your letter dated 22 June 2018, in which you wrote on behalf of your constituent Mr Ralph Brown, regarding Council's processing of applications for two-storey development as Category 1 development (i.e. no public consultation).

When planning staff assess an application, they must determine the development category (i.e. Category 1, 2 or 3). The development category is not something that is selected at random.

Council's Development Plan generally assigns the development category however, if the Development Plan is silent on the categorisation, Schedule 9 of the *Development Regulations 2008* ("the Regulations") assigns the category. The Regulations apply across South Australia.

Category 1 development – Section 38(3) of the *Development Act 1993* ("the Act") explicitly prohibits Council from undertaking any form of public consultation in respect to Category 1 development.

It is worth noting that the City of Marion includes significant areas determined by the Minister for Planning as Residential Code ("ResCode"). The properties of concern to Mr Brown and signatories to his Petition are within a ResCode area established by the Minister.

In ResCode areas, dwellings up to two-storeys in height can be deemed *complying* provided they meet certain criteria outlined in Schedule 4 of the Regulations.

Development deemed *complying* must be processed as Category 1 and must be granted planning consent. This type of application can be processed by either Council or a private certifier.

The two-storey dwelling at 7 Phillis Court, Warradale (development application 100/1048/2018), met the *complying* criteria in Schedule 4 – 2B of the Regulations, and therefore Council was obligated to grant planning consent in accordance with section 35(1) of the Act.

The City of Marion acknowledges it is part of Kaurna land and recognises the Kaurna people as the traditional and continuing custodians of the land.



City of Marion



@CityofMarion



City of Marion



@CityofMarion

marion.sa.gov.au

I appreciate the above response may not provide the answers you were seeking, however Jason Cattonar, Manager Development and Regulatory Services would be more than happy to offer his time to answer any further questions, and talk you through the planning process in more detail. You can contact Mr Cattonar by telephone number 8375 6665 or via email jason.cattonar@marion.sa.gov.au.

Yours sincerely,



Adrian Skull
Chief Executive Officer

The City of Marion acknowledges it is part of Kaurna land and recognises the Kaurna people
as the traditional and continuing custodians of the land.



City of Marion



@CityofMarion



City of Marion



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marion.sa.gov.au

COMMITTEE RECOMMENDATIONS**CONFIDENTIAL ITEMS****Cover Report - Code of Conduct Complaint**

Originating Officer	Jaimie Thwaites - Unit Manager Governance and Records
Corporate Manager	Sherie Walczak - Acting Manager Corporate Governance
General Manager	Kate McKenzie - Acting General Manager Corporate Services
Report Reference	GC180710F01

RECOMMENDATION

That:

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 [Adrian Skull, Chief Executive Officer; Kate McKenzie, Acting General Manager Corporate Services and Jaimie Thwaites, Unit Manager Governance and Records], be excluded from the meeting where the Council will receive and consider information pertaining to the item Code of Conduct upon the basis it 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 on the grounds that the report contains information relating to personnel matters.

Code of Conduct Complaint

CONFIDENTIAL

Reason For Passing This Resolution:

Local Government Act (SA) 1999 S 90 (2) 3(a): information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

CORPORATE REPORTS FOR DECISION

Organisational Policy Review 2018

Originating Officer	Deborah Horton - Quality Governance Coordinator
Corporate Manager	Sherie Walczak - Acting Manager Corporate Governance
General Manager	Kate McKenzie - Acting General Manager Corporate Services
Report Reference	GC180710R01

REPORT OBJECTIVE

To seek Council endorsement of a centralised approach to the management of its policy portfolio and a four-year policy review cycle, commencing with the formal rescission of superseded/outdated policies.

EXECUTIVE SUMMARY

The City of Marion now has a centralised approach to its policy management with a framework to provide clarity of policy hierarchy and clear procedures for the creation, evaluation and rescission of policies. This approach is consistent with recommendations arising from an internal audit undertaken by KPMG last year (FAC121217R7.7).

KPMG reviewed various documents purporting to be policies found from across the organisation. KPMG initially identified 123 policies and suggested that *all* policies required some form of updating (change of template, identify policy owner, identify policy review date etc). Notwithstanding, staff have reviewed and further critiqued KPMG's findings to determine there are 108 policies in total (28 legislative, 43 public, 37 corporate), with 71 policies (combining legislative and public policies) that require Elected Member oversight. Of these 71 policies, 39 are 'current', 15 are 'expired', 12 have been 'superseded' and 5 are currently in draft stage. 16 of these policies are proposed to be rescinded in May 2018 (4 expired and 12 superseded).

Should Council agree with the proposed attached supporting policy framework and the formal rescission of superseded or outdated policies, Council will have a total of 55 policies. 28 will require review before caretaker period, with the remaining policies (27) reviewed yearly (legislative requirement) or once within the term of council.

Hard copies of the policies and supporting documents associated with this report are available in the Elected Members room for perusal.

RECOMMENDATION

That Council:

1. Approves the Policy Framework (Attachment 1) which includes a policy review process and four year policy review cycle for all Council policies that do not have a legislatively determined review time-frame.
2. Approves the proposed Council Policy Review Schedule (Attachment 2) and all policies created forthwith to follow a term of council review date (unless otherwise directed).

3. Reviews the proposed list of policies suggested to be rescinded (Attachment 3) and formally rescinds the following;
 - a. Borrowings Policy (Attachment 3a)
 - b. City Landscapes (Attachment 3b)
 - c. Community Garden (Attachment 3c)
 - d. Community Transport Service (Attachment 3d)
 - e. Contamination (Attachment 3e)
 - f. Customer Service (Attachment 3f)
 - g. Footpath (Attachment 3g)
 - h. Healthy Cities (Attachment 3h)
 - i. Landscape Irrigation (Attachment 3i)
 - j. Memorial (Attachment 3j)
 - k. Replacement and removal of trees/shrubs (Attachment 3k)
 - l. Tree Management (Attachment 3l)
 - m. Undergrounding Overhead Services (Attachment 3m)
 - n. Youth Policy/Plan (Attachment 3n)
 - o. Investment (Attachment 3o)
 - p. Information Management - Provision use of Equipment (Attachment 3p)
4. Endorses the Asset Management Policy (Attachment 4).

DISCUSSION

All City of Marion policies were audited by KPMG, commencing February 2017 (FAC280217R8.7). The audit also took into consideration recommendations identified by the Auditor General during its examination of local government governance arrangements (FAC300517R8.3). KPMG presented its findings to the Finance and Audit Committee (FAC) on 15 August 2017 (FAC150817R8.2), which included;

- A governance/management framework should be established.
- A centralised (complete) register and repository for policies is required.
- Policies should be assigned policy owners and policy approvers.
- Policy review process requires improved management and scheduling.
- Policy hierarchy, definitions and terminology need clarification and review in relation to policies and procedures.
- Annual policy refreshers (and declarations) should be considered for key policies
- Annual process for monitoring and reporting compliance with the policy framework and policies is required.

KPMG's Policy Review (August 2017)

KPMG's audit spanned several months, after reviewing over 120 documents purporting to be policies as found from across the organisation. Their audit identified that the City of Marion had 123 policies in total; 57 corporate, 14 public, 31 legislative and 21 undetermined. KPMG suggested that all policies required some form of updating (change of template, identify policy owner, identify policy review date etc.).

Administration have further analysed this body of work (attachment 2) and have identified that there are actually 107 policies in total; 71 policies that require Council input and approval (43 public and 28 legislative).

Prior to KPMG's audit, the City of Marion had a decentralised policy approach. The audit had determined that 'better practice' involved a centralised register and repository supported by a framework (discussed below).

Policy Framework (Attachment 1)

A policy framework document had been created and presented to the FAC (FAC150817R8.2) for critiquing prior to KPMG's audit being finalised, but had not progressed further for Council approval until all policy

documentation could be viewed holistically to give clarity and context. At the time, the FAC analysed the framework noting that;

- A policy should be high level.
- A procedure should deliver an outcome.
- The procedure template is quite short, ensure there is enough scope within the template to provide detail as required.
- EMG reference should be replaced by ELT (Executive Leadership Team).
- Remove last bullet on page 5 "Able to be implemented within Council Resources" as this is not necessary.

The Framework has been edited since February 2017 to clarify elements as a result of practical implementation and review by KPMG auditors, namely;

- condensing definitions.
- provide authority to Committee's of Council for compliance reporting of public policy.
- eight step policy review cycle for new or existing policies (centralised approach).
- minor formatting and grammatical edits.

The framework supports a four-year policy review cycle for all policies that do not have a legislative review timeframe. The centralised approach will be monitored by governance with automated processes for the review of policies such as;

- reminders for when a policy review is due for review,
- search and sorting policy documents for integrity checking,
- checklists for evaluating a policy's impact and ongoing relevance,
- monitoring compliance and legislative responsibilities.

Policy Review Schedule (Attachment 2)

Should Council agree with this report's proposed supporting policy documents and the formal rescission of superseded policies, Council will have approximately 55 policies (26 legislative and 29 public). Of these 55 policies, 28 require review during the remainder of the Council term (before caretaker commences September 2018). It is suggested that several policies be reviewed each Council meeting from 10 July to 22 August 2018. This will result in all policies as compliant (as at 22 August 2018) with the Policy Framework ready for the next review cycle beginning in 2019.

It follows that all policies created forthwith by Council will be reviewed within a term of council (4 year cycle) to be consistent with this new policy review process.

Policies to be rescinded (Attachment 3 summary, Attachments 3a - 3p policies)

There are 16 policies identified as being superfluous or superseded and therefore proposed for formal rescission. A list provided (attachment 3) explains why the policy was identified and any resulting action required.

Asset Management Policy (Attachment 4)

Council has historically considered this policy each year with a suite of financial management policies resulting from the Annual Business Planning and Budget process. This year, the policy has been reviewed earlier by the Assets Steering Committee as a key deliverable in implementing council's Asset Management Improvement Plan. This policy will guide a consistent and integrated approach to sustainable asset management throughout the City of Marion, supporting informed and effective strategic decision-making.

Attachment

#	Attachment	Type
1	Organisational Policy Review Attachment 1	PDF File
2	Organisational Policy Review Attachment 2	PDF File
3	Organisational Policy Review Attachment 3	PDF File
4	Organisational Policy Review 2018 - Attachment 3a - 3p	PDF File
5	Organisational Policy Review Attachment 4	PDF File



Policy Framework

Review Finance and Audit Committee:
Adopted by Council:
Next Review:
Previous Version:
Owner:
Version:

28 February 2017.
Seeking approval 10 July 2018 (GC180710R0X)
2020.
1. Finance & Audit Committee (FAC280217R8.2)
Manager Corporate Governance.
2. Adopted date (GC180710R0X)

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Introduction

The purpose of this Policy Framework (the Framework) is to provide clear direction of how policies, procedures and guidelines will be developed, managed and evaluated by the City of Marion. This will ensure the right documentation is established to support the delivery of strategic objectives, guide decision making, ensure legislative compliance and deliver good governance and policy outcomes for Council and our community.

Objective

The objectives of the Framework include;

- Defining Council's policy hierarchy,
- Align Council's policy hierarchy with strategic management frameworks, community vision, legislative requirements and corporate governance practices,
- Articulate the varying roles, responsibilities and authorities in relation to all facets of Council policy,
- Governing the development, establishment, amendment and review of policies to ensure relevance, responsibility and consistency with compliance obligations.

Scope

This Framework applies to all policies and procedures developed for and on behalf of the City of Marion.

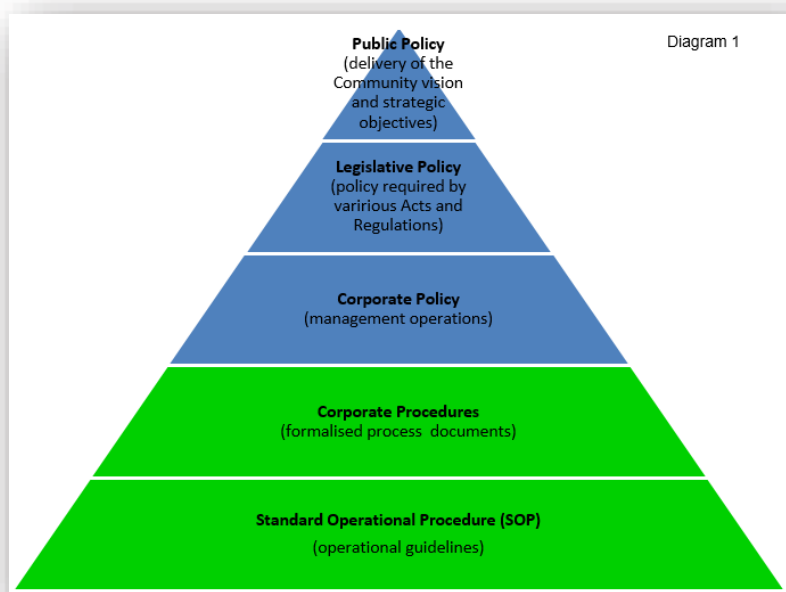
What is a policy?

A policy is a high level strategic directive that establishes a philosophical principle-based approach to a subject. A policy should be developed for any area of Council operation where such direction or purpose is required to efficiently expedite Council business. A policy is implemented through other instruments such as procedures or operating guidelines which detail methodical (often chronological) instructions determining a course of action.

Policy Hierarchy

A policy hierarchy has been established to guide how and when policies will be developed and managed. The hierarchy in Diagram 1 establishes three types of policy:

- Public Policy – sets the commitment of Council to deliver the Community Vision and its strategic objectives as outlined within the *Annual Business Plan*, *3 Year Business Plan*, *10 Year Strategic Plan* and *30 Year Community Vision – Towards 2040*.
- Legislative Policy – sets the commitment of Council to ensure its compliance with legislative obligations.
- Corporate Policy – sets the minimum obligations of staff for policy processes, accountability, values and behaviours.



Public Policy

A public policy is externally focused providing Council's principle position on a particular topic or issue that affects the community. Its purpose is to support effective strategic decision-making by Council for the achievement of desired community outcomes. A public policy must;

- Be developed where there is an identified need for a Council position,
- Align and effectively facilitate with City of Marion strategic management plans or directions,
- Be consistent with community expectations and legal requirements,
- Apply and be binding across the Council,
- Be adopted by Council,
- Able to be implemented within Council resources,
- Be developed and reviewed in consultation with the community and key stakeholders,
- Clearly state the Council department responsible for the policy's development and review.

Legislative Policy

A Legislative Policy is connected to an act or regulation and supports accountability and performance outcomes. Legislative Policy includes matters related to governance requirements of the Council such as Elected Member Policy, Fiduciary responsibilities, Conflict of Interest, Public Consultation, Contract Management, Complaints and Grievance Policy, Risk Management, etc. A legislative policy must;

- Be required by various Act or regulations,
- Be consistent with legal requirements and community expectations,
- Be adopted by the Council,
- Apply and be binding across the Council,
- Be developed, established, amended and reviewed in consultation with key stakeholders,
- Clearly state the Council department responsible for the policy's development and review,
- Able to be implemented within Council resources.

Corporate Policy

A Corporate Policy relates to the core business of the Council and includes matters such as Human Resources, ICT, Internal Controls. A corporate policy must;

- Be required by various Act or regulations,
- Be consistent with legal requirements and community expectations,
- Apply and be binding across the Council,
- Be adopted by the CEO or the Executive Management Team,
- Be developed, established, amended and reviewed in consultation with key stakeholders,
- Clearly state the Council department responsible for the policy's development and review,
- Able to be implemented within Council resources.

What is a procedure?

A procedure clearly identifies logical and methodical instructions for particular course of action usually complete with expected timeframes for each action. A procedure is often referred to as a Standard Operating Procedure (SOP), work process or guideline.

Corporate Procedure

A procedure provides clarity regarding roles and responsibilities including identifying the steps/actions required to support policy implementation. Procedures will include internal controls and steps required to deliver outcomes. If a procedure does not meet with the requirements of a policy, it will be considered non-compliant and will require the approval of ELT or should trigger a review of policy, or redesign of the procedure to comply.

Standard Operational Procedure (SOP)

A standard work procedure has an internal focus. It provides guidance on implementation of a policy and / or procedure and may apply to a specific functional area. A set of written instructions that document a routine or repetitive activity. SOP's should provide enough detail so that someone with limited experience or knowledge of the procedure, but with a basic understanding, can successfully reproduce the procedure when unsupervised. SOP's need to be readily accessible in the work areas of those individuals actually performing the activity.

Principles for Policy and Procedure Development:

1. All policies and procedures must :
 - comply with the Council policy or procedure template.
 - record who approved/adopted the policy, when the policy was adopted, the policy owner responsible for complying with the policy and when the policy is due for a review (financial year).
 - prior to a new policy being created or a major amendment to a policy;
 - this framework must be consulted to determine policy classification;
 - key stakeholders must be consulted,
 - any national or international guidelines, standards and/or relevant legislation must be considered.
 - be clear and succinct.
 - be appropriately communicated (options may include website, intranet, notice boards).
 - be able to be applied fairly and consistently
 - follow this frameworks' policy cycle and review process as identified below.
2. When reviewing a policy, the relevant staff member must;
 - consider whether a process/procedure is more appropriate,
 - consider any synergies in developing/reviewing related policies and procedures concurrently,
 - review both the text of the policy and the practices governed by the text.
3. A policy, procedure or SOP will remain in force unless formally repealed by the relevant authority (refer to Authority and Delegation).

Policy cycle development and review process

In addition to the principles stated above, the following diagram identifies the policy cycle into eight logical steps.

Step 1: Identify Gaps

- Existing policy may not be effective in addressing the issue
- No such policy exists
- Community expectation demands a policy response

Step 2: Policy Analysis

- Existing policy may not be effective
- No such policy exists
- Is a policy the right instrument?

Step 3: Determination of whether the policy is Legislative/Corporate/Public

- Referring to page 4 of this framework

Step 4: Consultation

- Develop policy itself and test policy strengths
- Key agency input into draft policy

Step 5: Coordination

- Roles and responsibilities of different agencies, governance for overview and advice, dept to implement
- Ensure policy meets need and common strategy

Step 6: Decision

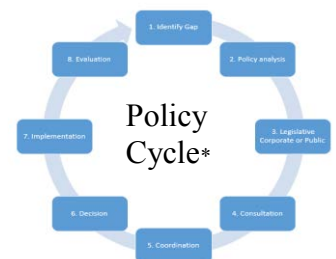
- Refer to "Authority / Delegation" table to page 6 of this framework

Step 7: Implementation

- Relevant dept to action implementation
- Governance to update policy register and website including supporting relevant departments have the most up-to-date policy documents available

Step 8: Evaluation

- Relevant dept to gauge effects of policy implementation.



Authority and Delegation

The following table articulates policy authority;

Policy Hierarchy	Authority to approve	Reporting requirements	Authority to approve inconsequential and/or minor amendments	Compliance reporting requirements	Authority to rescind
Public Policy	Council	Council	Council	Council	Council
Legislative Policy	Council	Committee of Council	Council	Committee of Council	Council
		Council		Council	
		Finance & Audit Committee		Finance & Audit Committee	
Corporate Policy	Executive Leadership Team	Executive Leadership Team	Executive Leadership Team	Executive Leadership Team	Executive Leadership Team
		Committee of Council	Committee of Council	Committee of Council	Executive Leadership Team
		CEO	CEO	CEO	
Procedure	Strategic Leadership Team		Strategic Leadership Team		Executive Leadership Team
Standard Operating Procedure (SOP)	Leadership positions	Executive Leadership Team	Leadership positions	Executive Leadership Team	Executive Leadership Team

<Insert Policy Name>



1. RATIONALE

Explains "why" the policy is being written. The rationale may also contain or refer to background materials or more explanatory details regarding environmental factors that led to the development of the policy.

2. POLICY STATEMENT

An overarching statement of what the policy is meant to achieve – what is the aim? Be as succinct as possible. The statement should only be one or two sentences describing the general intent with respect to the specific topic of the policy. The statement should be general enough to provide some flexibility in implementation and to allow periodic changes as it is reviewed.

3. OBJECTIVES

*Policy is usually based upon one or a number of objectives, which describe Council's desired approach to the policy issue. Examples could include; **Economic objectives** of cost effective or cost neutral, market competitiveness, opportunity, regulatory impact. **Social objectives** of social justice, community impact, community values, community plans, cultural heritage. **Legal objectives** of fundamental legislative responsibility, fairness and access to the law, enforceability. **Environment objectives** of environmental impacts, environmental quality, sustainability, biodiversity.*

4. POLICY SCOPE AND IMPLEMENTATION

Detail "how" the policy statement will be attained and to whom it applies. It may reference a related set of service areas, operating policies and procedures or other requirements for different parts of Council including who will be responsible for various parts of the implementation and compliance monitoring of the policy in their work areas.

5. DEFINITIONS

Provide any definitions for key words or technical terms contained within the policy. These must be stated in alphabetical order for the ease of the reader.

6. ROLES AND RESPONSIBILITIES

Define any roles and responsibilities at a high level. Clearly state the Department(s) responsible for this.

7. REFERENCES

Identify all related references and links in developing this policy, including:

- *Other organisational policies that should be read in conjunction*
- *Model policies of other agencies or governments*
- *Corporate documentation*
- *Legislative requirements, regulations, guidelines*
- *Approved operating procedures that support policy implementation*

8. REVIEW AND EVALUATION

Identify when and how will the policy be reviewed along with which department will be responsible for administering the policy if the information differs from the table provided for the general responsibility of the policy.

<Insert Procedure Name>



1. RATIONALE

Explains "why" the procedure is being written i.e. to support a policy direction of Council or ELT.

2. PROCEDURE SCOPE AND IMPLEMENTATION

Detail "how and when" the procedure will come into effect, who it applies to with the purpose is to deliver an outcome. It may reference a related policy or another procedure.

3. DEFINITIONS

Provide any definitions for key words or technical terms contained within the procedure stated in alphabetical order for the ease of the reader

4. PROCEDURE / STEPS

*Commence detailing relevant steps/ procedures to reach the end goal.
Use of flow charts, tables or diagrams are acceptable.
Be clear and succinct.*

5. REVIEW AND EVALUATION

Identify when and how the procedure will be reviewed along with which department will be responsible for administering /management.

City Of Marion Audited Policy List			Attachment 2
Policy Name *Policies not available on the website ✓Policies proposed for a Term of Council review (4 year cycle)	Category	Status	Action required
Access to Legal Advice for Elected Members	Public	Current	Council review not required until 2019.
Asset Accounting	Legislative	Current	Review as component of Annual Business Plan and Budget.
Asset Management	Legislative	Current	Council to review (July 2018).
*Borrowings	Legislative	Superseded	Council formally rescind (July 2018).
Budget	Legislative	Current	Review as component of Annual Business Plan and Budget.
Building and Swimming Pool Inspection✓	Legislative	Expired	Council to review (August 2018).
Caretaker	Legislative	Current	Council review not required until 2022.
*City Landscapes	Public	Superseded	Council formally rescind (July 2018).
City Limits Publications✓	Public	Current	Council to review (August 2018). Updated policy (GC230517R06) to be published on website.
Climate Change Policy✓	Public	Current	Council to review (August 2018).
Code of Conduct - Council Members and Council Staff	Legislative	Current	Legislation change April 2018.
Code of Practice - Access to Council Meeting and Documents	Legislative	Current	Council review not required until 2019.
Code of Practice Procedures at Meetings 2017/18	Legislative	Current	Council review not required until 2019.
Community Awards and Recognition✓	Public	Expired	Council to review (August 2018).
Community Consultation and Engagement✓	Public	Current	Council to review (August 2018).
Community Garden	Public	Expired	Council to rescind (July 2018).
Community Grants✓	Public	Current	Council to review (August 2018).
Community Facilities	Public	Current	Council to review (July 2018)
*Community Transport Service	Public	Expired	Council to rescind (July 2018).
City of Marion Complaints and Grievances✓	Legislative	Current	Council review not required until 2019.
*Contamination	Public	Expired	Council to rescind (July 2018).
Control of Election Signs Guidelines✓	Legislative	Current	Not technically a policy but retain as publicly available. Council review not required until 2020.
Customer Service	Public	Expired Superseded	Council to rescind (May 2018).
Disposal of Land and Assets✓	Legislative	Expired	Council to review (August 2018).
Donations and Sponsorships✓	Public	Expired	Council to review (August 2018).
Economic Development✓	Public	Expired	Council to review (August 2018).
Elected Member Code of Conduct, Procedure Investigating Complaints	Public	Current	Not technically a policy but retain as publicly available.
Elected Member Allowances and Benefits	Legislative	Current	Council to review after Council Elections 2018.
Elected Members Publications✓	Public	Expired	Council to review (August 2018).
Enforcement✓	Public	Current	Council review not required until 2019.
*Encumbrances✓	Public	Draft	Council to review/adopt (August 2018).
*Equity Access and Social Inclusion✓	Public	Draft	Council to review/adopt (July 2018).
Fees and Charges	Legislative	Current	Review as component of Annual Business Plan and Budget.
*Footpath	Public	Superseded	Council to rescind (July 2018).
Fraud and Corruption Management	Legislative	Current	Council review not required until 2019.
General Environmental✓	Public	Expired	Council to review (August 2018).
*Healthy Cities	Public	Superseded	Council to rescind (July 2018).
How We Work Together✓	Public	Current	Council review not required until 2019.

Informal Briefings	Legislative	Current	Council to review after Council Elections 2018.
Information Management Provision and Use of Equipment (Elected Members)	Legislative	Superseded	Council to rescind (July 2018).
*Investment	Public	Superseded	Council formally rescind (July 2018).
*Kerbside Waste and Recycling✓	Public	Draft	Council to review (August 2018).
*Landscape Irrigation	Public	Superseded	Council to rescind (July 2018).
Leasing and Licensing of Council Owned Facilities	Public	Current	Council review not required until 2020.
Liquor Licence Applications✓	Legislative	Current	Council review not required until 2019.
Memorial	Public	Expired	Council formally rescind (July 2018).
Open Space✓	Public	Current	Council to review (10 July 18).
Order-Making Authority✓	Legislative	Expired	Council to review (August 2018).
Petition✓	Public	Expired	Council to review (August 2018).
Playground✓	Public	Current	Council review not required until 2020.
Privately Funded Development Plan Amendments✓	Legislative	Current	Council to review (August 2018).
Procurement and Contractor Management✓	Legislative	Current	Council to review (August 2018).
Professional Development of Elected Members✓	Legislative	Current	Council review not required until 2019.
Prudential Management	Legislative	Expired	Council to review (August 2018).
Rating	Legislative	Current	Review as component of Annual Business Plan and Budget.
*Records Management - Elected Members	Public	Current	Council to review (December 2018).
Replacement and Removal of Trees and Shrubs	Public	Superseded	Council to rescind (July 2018).
Reserve Funds	Public	Current	Review as component of Annual Business Plan and Budget.
Risk Management✓	Public	Current	Council to review (August 2018).
*Road Naming	Legislative	Draft	Council to adopt (August 2018).
Roads Opening and Closing✓	Legislative	Current	Council to review (August 2018).
Sister Cities✓	Public	Expired	Council to review (August 2018).
Social Media✓	Public	Current	Council to review (August 2018).
Streetscape✓	Public	Current	Council to review (August 2018).
Temporary Signs and Banners and Application	Public	Current	Not technically a policy but retain as publicly available.
Treasury Management	Legislative	Current	Review as component of Annual Business Plan and Budget.
Tree Management	Public	Superseded	Council to rescind (July 2018).
Undergrounding Overhead Services	Public	Superseded	Council to rescind (July 2018).
Volunteer✓	Public	Current	Council to review (August 2018).
*Waste Management✓	Public	Draft	Council to review (August 2018).
Whistleblower Policy✓	Legislative	Current	Council review not required until 2020.
Youth Policy	Public	Superseded	Council to rescind (July 2018).

Corporate Policy list provided below for information

Policy Title	Category	Status	Action required
Breastfeeding at work Policy	Corporate	Outdated	ELT change to procedure 2018.
Building and Fire Inspection Policy and Terms of Reference	Corporate	Expired	ELT to review 2018.
Business Continuity Management Policy	Corporate	Current	No action
Child Safe Environments Policy	Corporate	Expired	ELT to review/rescind based upon Councils' direction re: Equity & Diversity Policy.
Employee Performance (Staff Performance No 2)	Corporate	Current	ELT review not required until 2020.
Employee Wellbeing (Staff Support No 1)	Corporate	Current	ELT review not required until 2020.
Equal Opportunity Discrimination Harassment and Workplace Bullying Policy	Corporate	Current	ELT to review 2018.
Fleet Policy	Corporate	Current	ELT to review 2018.
Flexible Working Arrangements Policy	Corporate	Current	ELT to review 2018.
Healthy Catering	Corporate	Expired	ELT to rescind (program no longer running)
Insurance Policy	Corporate	Current	Council review not required until 2018.
Internet and Email Access and Usage Policy	Corporate	Expired	ELT to review 2018.
Learning and Development	Corporate	Current	ELT to review 2018.
Leave Arrangements Policy	Corporate	Current	ELT to review 2018.
Legal Advice Policy (Administration)	Corporate	Current	ELT to review 2018.
Management of Excessive Leave	Corporate	Current	ELT endorsed procedure 2018.
Management of Unacceptable Customer Behaviour Policy	Corporate	Current	ELT to review 2018.
Marion Library Service Customer Conditions of Use Policy	Corporate	Expired	ELT to review 2018. Remove from website.
Mobile Device Policy	Corporate	Expired	ELT to review 2018.
Payment of invoices earlier than standard payment terms	Corporate	Expired	ELT to review 2018.
Petty Cash Policy	Corporate	Current	ELT to review 2018.
Purchase Card Policy	Corporate	Expired	ELT to review 2018.
Recognition of Employee Contribution	Corporate	Current	ELT to review 2018.
Records and Document Management Policy	Corporate	Expired	ELT to review 2018.
Remuneration Packaging Motor Vehicle	Corporate	Current	ELT endorse procedure 2018.
Safe Environment for children and other vulnerable people	Corporate	Current	ELT to review 2018.
Staff Memorial Policy	Change to a procedure.		
Staff Support Policy No 1	Duplication (Employee Wellbeing)		
Termination and Separation Policy	Corporate	Current	ELT to review 2018.
Vacancy Management Policy	Corporate	Expired	ELT to review 2018.
WHS Administration Policy	Corp/Leg	Current	ELT to review 2018.
WHS Consultation and Communication Policy	Corp/Leg	Current	ELT to review 2018.
WHS Contractor Management Policy	Corp/Leg	Current	ELT to review 2018.
WHS Hazard Management Policy	Corp/Leg	Current	ELT to review 2018.
WHS Hazardous Work Policy	Corp/Leg	Current	ELT to review 2018.
WHS Return to Work Policy	Corp/Leg	Current	ELT to review 2018.
WHS Wellbeing Policy	Corp/Leg	Current	ELT to review 2018.

Organisational Policy Review 2018

Suggested list of policies for rescission

Attachment 3

# Report Attach	Policy name	Reasons for suggested rescission	Action required
4	Borrowings	<ul style="list-style-type: none"> Primary legislation articulates borrowing management; <i>Local Government Act 1999</i> (SA) s 44, s 122 and s 134. Secondary sources articulate borrowing management; <i>Local Government (Financial Management) Regulations 2011</i> (SA) rr5, 5B. Principles captured within suite of Finance Policies including; <ul style="list-style-type: none"> Treasury Management (Clauses 1, 2, 4 and 6). Reserve Funds (Clauses 3 and 4). <p>Audit Committee Meeting 20 February 2009 (AC200209R5.1) indicated that the "Borrowings Policy" and "Investment Policy" would be retired following Council's adoption of the "Treasury Management Policy" however no records exist identifying formal rescission or approval of Council.</p>	<ul style="list-style-type: none"> Update policy register as rescinded. Remove from website.
5	City Landscapes	<ul style="list-style-type: none"> Outdated. Procedural document. Principles captured within Streetscapes Policy (Clauses 1, 3, 4, 5 and 6). 	<ul style="list-style-type: none"> Review and update procedural documents supporting the policy to ensure currency and accuracy. Update policy register as rescinded. Remove from website. Reference these procedures in Streetscape policy.
6	Community Garden	<ul style="list-style-type: none"> Outdated. Procedural document. Principles captured within Streetscapes Policy (Clauses 1, 3, 4, 5 and 6). 	<ul style="list-style-type: none"> Review and update procedural documents supporting the policy to ensure currency and accuracy. Update policy register as rescinded. Remove from website. Reference these procedures in Streetscape policy.
7	Community Transport Service	<ul style="list-style-type: none"> Outdated. Procedural document. Principles captured within Customer Experience Charter. 	<ul style="list-style-type: none"> Policy becomes a procedure. Update policy register as rescinded. Remove from website.

Organisational Policy Review 2018

Suggested list of policies for rescission

Attachment 3


# Report Attach	Policy name	Reasons for suggested rescission	Action required
8	Contamination	<ul style="list-style-type: none"> Outdated policy. <i>Environment Protection Act 1993</i> (SA) divests responsibility to <i>Environment Protection Authority</i> (EPA) as the lead agency for land contamination; Council has an ancillary supporting role. <i>South Australian Public Health Act 2011</i> (SA) divests responsibility to the Minister regarding declaration of notifiable conditions and contaminants (Part 9, ss 67 – 68). Records suggest policy was not formally endorsed by Council (Audit Committee 11 December 2011). 	<ul style="list-style-type: none"> Review and update procedural documents supporting the policy to ensure currency and accuracy. Update policy register as rescinded. Remove policy from website. Updating website information regarding contamination of land concerns – providing links to the EPA and SA Health.
9	Customer Service	<ul style="list-style-type: none"> Outdated policy. Principles captured within Customer Experience Charter. 	<ul style="list-style-type: none"> Update policy register as rescinded. Remove from website.
10	Footpath	<ul style="list-style-type: none"> Outdated. Procedural document. Principles captured within Streetscapes Policy (Clauses 1, 2 and 5). 	<ul style="list-style-type: none"> Review and update procedural documents supporting the policy to ensure currency and accuracy. Update policy register as rescinded. Remove from website. Reference these procedures in Streetscape policy.
11	Healthy Cities	<ul style="list-style-type: none"> Outdated policy. Policy tied to a program that is no longer in operation. 	<ul style="list-style-type: none"> Suite of corporate policies and procedures to be rescinded. Update policy register as rescinded. Remove from website.
12	Landscape Irrigation	<ul style="list-style-type: none"> Due for review. Procedural document. Principles captured within Streetscapes Policy. 	<ul style="list-style-type: none"> Review and update procedural documents supporting the policy to ensure currency and accuracy. Update policy register as rescinded. Remove from website. Reference these procedures in Streetscape policy.

Organisational Policy Review 2018

Suggested list of policies for rescission

Attachment 3

# Report Attach	Policy name	Reasons for suggested rescission	Action required
13	Memorial	<ul style="list-style-type: none"> • Due for review. • Procedural document. 	<ul style="list-style-type: none"> • Policy becomes a procedure. • Update policy register as rescinded. • Remove from website. • Reference these procedures in Open Space policy.
14	Replacement and removal of trees/shrubs	<ul style="list-style-type: none"> • Due for review. • Not a policy document. • Outdated information. • Overlap with Tree Management Framework. 	<ul style="list-style-type: none"> • Update policy register as rescinded. • Remove from website.
15	Tree Management Policy	<ul style="list-style-type: none"> • Due for review. • Outdated information. • Duplication with Tree Management Framework (see separate report to GC080518) and Streetscape/Open Space Policies. 	<ul style="list-style-type: none"> • Update policy register as rescinded. • Remove from website.
16	Undergrounding Overhead Services	<ul style="list-style-type: none"> • Due for review. • No longer required as various schemes provide for the removal of overhead power lines and associated infrastructure without the need for a council policy position (eg: Developer schemes granted by Development Assessment Approval, Power Line Environment Committee etc). 	<ul style="list-style-type: none"> • Update policy register as rescinded. • Remove from website.
17	Youth Policy/Plan	<ul style="list-style-type: none"> • Outdated policy. • Principles tied to a program that is no longer in operation. 	<ul style="list-style-type: none"> • Update policy register as rescinded. • Remove from website. • Access, Equity and Social Inclusion policy will address policies.
18	Investment	See 'Borrowings above'.	<ul style="list-style-type: none"> • Update policy register as rescinded.

<p style="text-align: center;">GOVERNANCE POLICIES</p>  <p style="text-align: center;">Borrowings Policy</p>	Policy Number:	GP-51
	Version Number:	3

POLICY STATEMENT:

Council regards borrowing as an appropriate source of funding for the provision of certain services so as to meet its strategic plan objectives.

DEFINITIONS:

Net Debt - Borrowings less Cash & Investments.

Debt Servicing Ratio (Rates) - Principal and Interest repayments as a percentage of Rates Revenue

PRINCIPLES:

Borrowing will be considered as an appropriate funding source in the following circumstances:-

1. In the context of the strategic objectives of Council.
2. In the context of long term financial forecasts and objectives.
3. As an alternative funding source for asset additions.
4. As a method of spreading the cost of long life (intergenerational) assets.
5. As a mechanism to fund temporary cash shortfalls

Council has responsibility for approximately \$439m of non current assets. The use of borrowings is an important funding source and is a useful mechanism for allocating the costs of asset replacement or creation over a time frame that reflects when residents will benefit from the assets.

Short term borrowings can be a useful mechanism to meet short term cash needs. Short term borrowing may be used to sustain the cash flows of Council having regard to anticipated receipts and expenditures and the annual cash flow budget. For this purpose Council may operate an overdraft on its bank account and/or a cash advance facility from a financial institution.

Council's management of borrowings will focus on the net debt situation and consequently sound cash management practises will dictate that Council will not borrow at higher interest rates when significant funds are invested at lower interest rates. When surplus funds exist, Council will consider applying these against planned borrowings subject to consideration of the Community Priorities Reserve Policy.

Management shall not speculate on interest rate movements.

As a guide, borrowing levels are to be within the parameters of a debt servicing ratio (rates) of between 5.0% and the metropolitan average.

All borrowings will be subject to Council approval on the recommendation of the Director of Finance. The nature of any borrowings (short or long term) and the interest rate (fixed or variable) will take into account the purpose of the borrowings and seek to minimise interest rate exposure. All borrowings will be considered in the context of Council's strategic priorities and borrowing levels are to be in line with Council's Forward Financial Estimates. As a guide however the following borrowing terms shall be applied;

Borrowings Amount	Term
Less than \$500,000	1 - 5 years
\$500,000 - \$1,000,000	10 years
Greater than \$1,000,000	15 years

The Council supports the Local Government Finance Authority of South Australia (LGFA) which is a statutory authority established for the benefit of Councils in South Australia. Using the LGFA provides an efficient means of investing surplus funds and a source of competitive interest rates

with alternative options when borrowings are required. To ensure Council continues to receive competitive rates for borrowing, a selective tender of not less than three (3) financial institutions will be sought on borrowings greater than \$1,000,000.

Legislative Requirements

Chapter 3 of the Local Government Act 1999 - Section 44 provides that a Council must approve all loans and clearly states that the power to borrow money can not be delegated from the Council itself.

REFERENCES:

Corporate Plan:


Recognised for its Excellence in Governance. EG1-Apply the principles of business excellence to achieve best practice in governance.

Procedure References :

Other Related References :

Previous Versions :

N/A

<p style="text-align: center;">SERVICE POLICIES</p>  <p style="text-align: center;">MARION City Landscapes DRAFT</p>	Policy Number:	SP-28
	Version Number:	1.0
	Authorisation Date:	01/04/2001
	Review Date:	20/03/2002
	Author:	Gordon Sykes
	Authorised By:	Peter Tsokas

POLICY STATEMENT:

Council has a leadership role in preserving, planning and enhancing the amenity and physical image of the City. The unique amenity and character of the City Landscapes should be recognised, respected and valued whether they be natural, built or landscaped.

Good planning and management of the local landscape amenities enriches the community's environmental setting and makes the City a more attractive place in which to live, work and visit.

The City of Marion is committed to enhancing, preserving and protecting the landscape amenities of the area by:

- Undertaking street plantings to provide attractive avenues of landscaping that are sensitive to the existing infrastructure and the environmental conditions of the area.
- Removing vegetation that is deemed to or have the potential to cause harm to the public or infrastructure
- Providing functional and aesthetically pleasing roadside furniture, signs and bus shelters.
- Developing and maintaining reserves to provide attractive and safe areas that meet the community needs for outdoor activities.
- Protecting and improving the biodiversity of the City through retaining remnant vegetation and undertaking revegetation programs using indigenous species.
- Processing of landscape plans by developers and residents for reserves, streetscapes and verges.
- Managing the installation of memorials on Council land.

All activities undertaken to upgrade and maintain existing and/or develop new landscape amenities will be in accordance with relevant legislative requirements, Council's Corporate Plan and annual budget allocations.

DEFINITIONS:

Biodiversity - The variety of life forms: the different plants, animals and micro-organisms the genes they contain and the ecosystems they form.

Infrastructure - Constructed facilities in the street including underground service cables.

Landscape Amenities - the scenic quality of views and vistas and the use of vegetation and any landscape feature on public land that creates or contributes to making the locality harmonious, pleasant, enjoyable and functional.

Memorial - a plaque, park bench, tree or other minor structure.

Nature Strip - the area within a verge not specifically constructed to provide a walking surface.

Reserve - an area of open space that can be used by the community for passive and recreational activities.

Street Furniture - structures and/or improvements erected on Council's road reserve (bus shelters, seats, lighting, litter bins, signage).

Tree - A tree is any plant that has or will obtain a height exceeding 4 metres.

Verges - the area between the adjoining property boundary and the edge of the road carriageway.

REFERENCES:**Corporate Plan:**

KRA 4. Improve our Services

KRA5. Build our Community

KRA6. Focus on Sustainability

Community Garden Policy



1. POLICY STATEMENT

The City of Marion supports the development of community gardens and will adopt an encouraging approach to the appropriate establishment and enhancement of community gardens across the City.

The City of Marion recognises that community gardens contribute to the wellbeing of communities and provide diverse health, social, environmental and cultural benefits. In particular:

- Community gardens have the potential to connect communities, build friendships and provide a recreation and educational resource for all age groups.
- Community gardens enable people to pursue horticultural activities in an urban environment and can be particularly valuable in medium and higher density areas where people may have limited garden space.
- Community gardens provide an opportunity to grow food in an environmentally sustainable way and contribute to addressing food security.

Whilst the City of Marion is supportive of community gardens it is essential that these gardens are based on a strong community commitment and are appropriately located, managed and connected to the community in order to be sustainable and viable. The purpose of the Community Garden Policy is to provide policy directions that ensure community gardens in the City of Marion are based on best practice and will benefit communities across the City for years to come.

2. DEFINITIONS

For the purpose of this Policy a community garden on City of Marion owned or managed land is defined as:

“A dedicated area of public land that is used by the community for horticultural based activities including the growing of ‘food’ plants and other plants, the demonstration of gardening and environmental best practice and the sharing of ‘gardening’ information and ideas.”

A community garden should be ‘not for profit’, have strong community involvement and commitment and cater for a diversity of people.

3. POLICY CONTEXT

As a result of the research and consultation, two documents have been developed to guide the future provision, development, management and use of community gardens. These include:

- **The Community Garden Policy** which reflects Council’s commitment to community gardens and provides an overriding direction for community gardens through policy principles.
- **A Community Garden Framework** which provides further direction and detail to assist in the appropriate provision, location, development, management and use of community gardens in the City of Marion.

The Community Garden Policy only relates to community gardens on Council owned or managed land, whereas the Community Garden Framework has been designed to also assist community gardens on land owned by other stakeholders such as schools, churches, nursing homes and other locations.

The Community Garden Policy is consistent with the City of Marion Strategic Plan 2010-2020 and connected to other Council policies. In particular:

- The Community Garden Policy reinforces a number of Strategic Plan Directions including:
 - CW1: Strong engaged communities
 - CW4: Healthy lifestyles and healthy communities
 - HE5: An environmentally aware and engaged community
- Where trees are included in a community garden consideration must be given to the requirements of Council's Tree Management Policy.
- The Community Garden Policy includes principles for garden verges and productive landscapes which will be relevant to the Tree Management Policy (e.g. street trees and trees in parks).
- The Community Garden Policy recommends appropriate community engagement in accordance with Council's Community Engagement Policy.

4. COMMUNITY GARDEN PRINCIPLES

The following overriding principles will be adopted and promoted across Council with the aim to guide the future provision, development, management and use of community gardens on Council owned or managed land in the City of Marion.

Council Support

The City of Marion will encourage and support the development of appropriately located, developed and managed community gardens across the City providing there is demand and available land and resources.

Community Commitment

Demand and commitment from the community or related stakeholders will be essential for a community garden to be established. This includes community members and other stakeholders being committed to achieving, resourcing, managing and using a community garden.

Demand and Feasibility

Before developing a new community garden, a Demand and Feasibility Assessment must be undertaken to show that the garden will benefit the community and can be sustained in the future. A guide for undertaking the Demand and Feasibility Assessment is provided in the Community Garden Framework and Council may assist with this assessment.

Level of Provision

The provision of community gardens in the City of Marion will be 'needs based' and as such Council will not limit the opportunities through a predetermined number of facilities. However, before committing to a new community garden, consideration must be given to the provision and capacity of other existing community gardens in the area to ensure there is not a duplication of facilities or inappropriate allocation of resources.

Community Garden Distribution

Whilst Council is keen to see an equitable spread of community gardens across the City, the distribution will depend on community and stakeholder interest and the appropriateness of sites.

Diversity of Provision

A mix of community garden types and diverse activities and uses within community gardens will be encouraged to meet a diversity of community needs and achieve vibrant gardens. This could include the provision of communal gardens used by a range of people, dedicated allotments for community hire, 'open community gardens' as part of urban greening projects, and demonstration gardens linked to education.

Community Garden Purpose

Community gardens should have diverse purposes including social connection and friendships, recreation, education, food security and environmental sustainability, and aim to provide a valuable resource that benefits a range of people in the community.

Planning and Policy Requirements

The provision, location, design and management of a community garden must be in accordance with the requirements of existing Council plans, policies and procedures including the relevant Community Land Management Plan, and Occupational Health and Safety and Environmental Sustainability policies.

Community Garden Location

Community gardens on public land must be appropriately located in accordance with the site assessment criteria provided in the Community Garden Framework. A community garden should not have a detrimental impact on other existing or potential site users. Particular support will be given to locating community gardens near higher density residential areas where there is demand.

Links to Community Facilities

Opportunities to link community gardens to community facilities or infrastructure should be considered to enable the shared use of facilities, avoid additional infrastructure development (e.g. toilets and meeting spaces) and achieve vibrant community and activity hubs.

Hierarchy Approach

Each community garden will be allocated a hierarchy level and developed in accordance with the hierarchy. The hierarchy will consider location and profile, land size, links to other facilities, potential catchment, potential use and other factors. A Hierarchy Guide is included in the Community Garden Framework.

Community Garden Size

The size of a community garden will be influenced by demand, site character and hierarchy. However, a community garden should be large enough to include a mix of garden areas (e.g. communal space, allotments) as well as infrastructure such as shelter, toilet, rainwater tank, storage shed and seating, unless these are provided in an existing connected facility such as a community centre.

Approach to Land Allocation

The allocation of public land for a community garden will be formalised between Council and the community garden managing body through a lease arrangement, unless the land is part of a Council managed community centre. Initially a 2 year lease will be allocated and to provide greater security of tenure this will be followed by a 5 year lease (providing the community garden is still required and feasible). The terms of the lease arrangements will be in accordance with Council's current Leasing and Licensing Policy.

Community Garden Management

The management of a community garden is to be undertaken by the community or a supporting organisation such as a community centre, church or school. In the case of a community group or non Council organisation, the managing body must be incorporated and have public liability insurance of at least \$10 million and it is the lessee's responsibility to ensure that the insurance is adequate for its own purposes. The managing body must develop a Management Plan for the community garden to guide management activities (a Guide for developing the Management Plan is included in the Community Garden Framework).

Community Garden Design

Community gardens should be designed to be both innovative and functional including the integration of best practice sustainability design features (water collection, shelter/ shade, recycling, solar panels) and social connection opportunities (meeting spaces, education opportunities). The design and materials used will require Council approval.

Community Garden Access

Community gardens should be designed to be accessible and cater for a range of community groups and needs. If fencing is required for security and safety reasons the community garden should be designed and managed to be accessible to the broad community during daylight hours and when gardeners are present. Level pathways, raised garden beds and accessible buildings should also be considered to support people with disabilities and older people, including pathways to the community garden.

Community Garden Function

Whilst the specific function of the community garden will be determined by the managing body, the following broad principles should be taken into consideration:

- The community garden should be managed by a committee or designated coordinator to ensure the smooth running of day to day operations and ongoing planning and promotion.
- A democratic and consultative approach to planning and decision making should be adopted.
- The community garden should aim to support as many people in the community as possible. The garden should not be held for the exclusive use of a small number of people.
- Community gardens should aim to target all age groups and genders (children, older people, middle aged, young adults).
- The community garden should be accessible to the broad community with no discrimination due to race, culture, social status, ability or sexuality. This includes supporting people with disabilities.
- A key focus of a community garden should be on growing 'food' plants to contribute to food security.
- The community garden should ideally include communal spaces to encourage the interaction of individuals and enable demonstration gardening (versus only providing individual allotments).
- The community garden should include activities that benefit gardeners from the broad community, e.g. advice and information that people can use in their own gardens and programs targeting the broad community. This will ensure community gardens benefit a range of people and also contribute to the greening of the City of Marion.
- The community garden should have access to water and power, with dedicated meters for the community garden (separate to other open space or connected community buildings). The water

and electricity costs should be covered by the community garden group and through user fees or grants.

- The community garden should include access to basic infrastructure including toilets, activity space and storage.
- Community garden allotments and activities should aim to be affordable and consider capacity to pay.
- Gardeners should have the potential for 'security of tenure' when obtaining a community garden allotment to encourage commitment. This could involve allocating a licence for a 6 month to 2 year period with a 'right of renewal' if appropriate.
- The ongoing allocation of allotments (beyond 2 years) should be based on use and community benefit.
- Codes of conduct, user rules and agreements should be simple and achievable.
- Community gardens should be maintained to a high quality on an ongoing basis (managing weeds, collecting produce, maintaining infrastructure, general maintenance).
- Community gardens should meet basic occupational health and safety requirements and have no major safety or health issues.
- Community garden sites should be checked for soil contamination prior to establishment.
- Community gardens should be designed to minimise security issues (i.e. ensure the space and related facilities meet Crime Prevention Through Environmental Design principles).

Sustainability and Environmental Best Practice

Community gardens should be used to endorse and promote sustainability and environmental best practice, including management of water use, water capture (rainwater tanks), reduced use of chemicals, composting, worm farms, recycling, organic gardening, energy efficient design of buildings and structures, and other sustainability practices.

Communication and Awareness

Community gardens and related activities should be widely promoted to the broad community to encourage use and participation in programs and activities. In addition, Council will be committed to communicating with community garden managers on an ongoing basis.

Community Engagement

Communities surrounding or affected by a proposed community garden will be appropriately consulted in accordance with Council's Community Engagement Policy to ensure the location, design, use and management of the community garden does not impact on the health and wellbeing of the wider community.

Partnerships and Networks

Partnerships and networks should be established between community gardens and with garden organisations to enable the sharing of ideas and ensure best practice approaches to design and function are adopted. In addition, Council and community groups should establish partnerships with State Government bodies and other agencies when considering the opportunities for establishing and funding community gardens (State Government land, grant funding etc).

Resource Allocation

A partnership approach to allocating resources to achieve and enhance community gardens will be required. This could include resource contributions by Council but will also require funding innovations by garden groups and grant funding.

Commercial Considerations

Community gardens should operate as 'not for profit' entities and commercial activities will generally not be supported by Council. However, opportunities to raise revenue for the operations or enhancement of the community garden (e.g. through the sale of affordable food and plants or education programs) or to contribute to charities or other 'not for profit' organisations may be supported by Council.

Species Selection

Plant species selected for community gardens should be appropriate to the climatic and soil conditions and must be non invasive, e.g. avoid the creation of weed or pest outbreaks, minimise the impacts of root systems on surrounding buildings, footpaths and residents, manage water use and minimise other potential impacts.

Centres of Excellence

The development of some strategically located community garden 'centres of excellence' that include diverse activity and education opportunities and benefit the broad community will be encouraged by Council. This includes supporting existing best practice community gardens linked to community facilities, e.g. Glandore Community Garden.

Productive Landscapes

Council may consider establishing or allowing productive landscapes such as an orchard of fruit or nut trees on public land, providing the productive landscape does not create maintenance or social issues. Generally there would need to be a commitment by a community group to maintain the productive landscape and the site would need to remain accessible to the general public.

Verge Gardens

Generally community gardens will be located in open spaces or linked to community facilities and not located on verges. However, Council may consider allowing a verge community garden if there is strong interest by the surrounding community (e.g. a number of households in a street), a commitment to ongoing maintenance by the community and the verge garden does not impact on the walkability of the neighbourhood (i.e. stop people from walking along the verge). There could be some instances where Council believes it is appropriate to establish a productive landscape on a verge, e.g. as a design feature or gateway statement. Given a verge is defined as a 'Road' in the Local Government Act, a verge garden will require a Section 221 authorisation and a Section 222 permit and potential impacts on utilities will need to be assessed by Council in consultation with relevant agencies.

5. LEGISLATION CONSIDERATIONS

Community gardens in the City of Marion must comply with relevant Legislation including:

- The South Australian Local Government Act 1999 and in particular sections relating to the management and use of community land.
- The Disability Discrimination Act 1992 and the need for community facilities to be accessible and available to the broad community.

6. OTHER DEFINITIONS

Other key terms used in the Community Garden Policy are defined as follows:

Public Land: Community land as defined in the Local Government Act 1999.

Community Facilities: Building and infrastructure that is provided for community use and benefit.

Sustainability: Longer term endurance (the ability to 'keep alive').

Best Practice: Leading or innovative approach or practice from an industry perspective.

Feasibility: Realistic or viable (socially, economically, environmentally).

Resources: People or funding required to achieve a facility, service or activity.

Commercial: Where the primary focus of the activity, item or facility is 'financial profit'.

Productive Landscape: A landscape that produces food (e.g. trees that bear fruit or nuts).

Verge: Land between a formalised road and an allotment (house, park, commercial development etc).

POLICY STATEMENT

The City of Marion will provide eligible community residents with a Community Transport Service which is intended to provide social support and affordable, accessible transport for those who cannot easily gain access to their community by themselves, and:

- Promote individual independence
- Provide social support to enable a meaningful and dignified place within our community
- Enable access to the community
- Be responsive to current needs
- Provide a door-to-door service
- Provide flexible and relevant scheduling
- Provide a professional, effective, efficient, safe, friendly and high quality service

In providing the Community Transport Service, Volunteers and eligible Transport Users have an obligation to use those services and equipment appropriately.

The most effective and efficient use of the Community Transport Service will ensure that the demand is maintained within available Council resources.

The City of Marion operates the Community Transport Services within relevant Legislation at all times.

DEFINITIONS

Eligibility - Pre-determined guidelines to establish individual entitlement which will enable equitable and appropriate access to the Community Transport Service.

Assessment - An agreed and consistent process to determine eligibility and priority of access, provided by the City of Marion.

Priority - Level of priority will be in direct relation to level of urgency, health, safety and need for an individual to access the community.

Older Person - A person over the age of 65 years, except in the case of an Aboriginal and Torres Strait Islander person where the age is deemed to be 50 years.

Younger person living with a disability - A person 16 years to 64 years who has a disability.

Carer - A person who has a caring role for an older person and/or a younger person with a disability.

Community - The area defined as the City of Marion and its close surrounds.

Close Surrounds - Neighbouring Council areas closely located to the City of Marion boundaries.

Door-to-door - Pick up and return to the individual residence.

PRINCIPLES

Marion Council and staff share a commitment to quality customer service. To ensure access to services is transparent, fair and equitable, the following principles will be applied:

Access to the Community Transport Service will be based on individual need and priority after meeting eligibility criteria.

Eligibility is to be:

- Consistent with Home and Community Care (HACC) eligibility, i.e. older people, younger people living with a disability and their carers.
- Includes individuals who do not have access to a private vehicle
- Individuals who have difficulty accessing public transport
- Individuals with a disability or frailty which impacts upon their ability to access their community

All applicants for the Community Transport Service will undergo an assessment to ensure eligibility prior to accessing the service. The purpose of the assessment process is to:

- Determine eligibility
- Identify individual needs and circumstances
- Ensure appropriate matching of services to need
- Determine priority for services
- Determine risks to the individual, others and community
- Identify appropriate and agreed methods of managing any risks
- Inform individuals of their rights and responsibilities and of the City of Marion rights and responsibilities
- To provide information and, where appropriate, facilitated referral to other agencies

Priority to the Community Transport Service will be based on individual level of need, available resources, need for access to essential services and will include:

- Eligible applicants with the highest need will receive priority access.
- The urgency of the situation eg what level of risk is presented if the assistance is not provided
- Level of risk to individual safety and health
- Lack of other available resources including willing family and friends
- Limited ability to access public transport
- Lack of private transport options
- The individual need to access the community for essential services
- The individual need for a door-to-door service
- The individual need for assistance by another
- City of Marion residents will be a higher priority than non - City of Marion residents
- City of Marion destinations will be a higher priority than non - City of Marion destinations

Volunteer Drivers and Assistants will be provided with adequate training, equipment and resources to enable safe service provision. Any equipment and resources provided to Volunteers remain the property of the City of Marion and must be returned on completion of duties.

The service fee will remain affordable for eligible residents and comparable to other similar services. Fees can be reduced or waived if residents demonstrate financial hardship, as assessed by the City of Marion.

REFERENCES

CORPORATE PLAN:

OBJECTIVE 1.2 Significantly enhance the quality of life in the City of Marion

OBJECTIVE CW 3.1 Enable community access to sustainable transport options

OBJECTIVE CW 5.1 Work with partners to improve community, public and alternative transport

[Previous KRA4.1 Continue to improve the value of services]

EXCELLENCE IN GOVERNANCE:

Nil

PROCEDURE REFERENCE:

Policy - Customer service

Policy - Staff Code of Conduct

Policy - Risk Management

Policy - Mobile Device

PROCEDURE REFERENCE:

PROC # 4.49 Manual Handling

PROC # 38 After Hours Emergency Callout Service - Community Service Department

Guidelines - City of Marion Community Bus Users

SWP # 904 Driving Community Bus by Volunteer Drivers and Assistants

COUNCIL AGENDA REFERENCE:

CoM Ref No: GC161203R04 - File No: 05/70/19

(approved by council at its meeting on 8 march)

OTHER RELATED REFERENCES:

HACC National Service Standards

Disability Discrimination Act 1992

Passenger Transport Act 1994

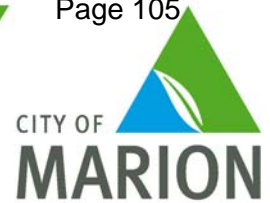
Passenger Transport (General) Regulations 1994

REVIEW AND EVALUATION

In accordance with the Community Care - Quality Review of Documentation Procedure.

Issue Date:	16/01/13
Review Date:	19/06/14
Author:	Sharyn Johnson

Contaminated Sites Notification Policy



POLICY STATEMENT

This policy is supported by a “Contaminated Sites” Procedure which provides clarity on Council’s role and outlines a consistent approach for the handling of contaminated sites.

This policy and associated procedure aims to provide the City of Marion with clarity on its role and responsibilities to ensure the safety of its community with respect to contamination.

It is recognized that the Environment Protection Authority (EPA) is the lead agency with respect to the handling of site contamination, however, in the context of a “whole of government approach” local government has an ancillary role supporting the EPA and representing the interests of the community.

The procedure outlines instances in which the Council is legally obligated or is otherwise legally able to notify the public of potential or actual site contamination.

DEFINITIONS

'Site Contamination' is as defined in section 5B of the Environment Protection Act 1993. (Refer Attached EPA Guideline – Issued January 2009)

POLICY SCOPE

The following matters are within the scope of this policy and associated procedure:

- the role and responsibilities of the Council to notify the public of the discovery of potential or actual site contamination;
- how members of the public can access site contamination notifications, investigations and other information;
- the scope of the Council's responsibilities in disclosing the existence of potential or actual site contamination to prospective purchasers of land; and
- how the public may access particular reports or other information held by the Council which relates to the potential or actual existence of site contamination at any land.

The following matters are outside the scope of this policy:

- the Occupational Health and Safety of Council employees, contractors or the public on contaminated sites whether or not they are owned by the City of Marion;
- the management and remediation of known contaminated sites in Council ownership; and
- the consideration of potential or actual site contamination as it relates to a Development Plan Amendment (rezoning) or a development application under the Development Act 1993.

For more information on the consideration of potential or actual site contamination under the Development Act 1993, please refer to Planning Advisory Notice 20 which is available from Planning SA at the following address: <http://dataserver.planning.sa.gov.au/publications/715p.pdf>.

PRINCIPLES

Council's role and responsibilities

The Council's role and responsibilities in notifying the public of actual or potential site contamination are limited by legislation such as the *Development Act 1993*, the Land and Business (Sale and Conveyancing) Act 1994 and the Environment Protection Act 1993. Council's "Contaminated Sites" – procedure clarifies the circumstances where Council might become aware of contamination and what action should be taken in each circumstance.

This policy recognises that the Environment Protection Authority is the lead agency in the handling of contamination and is legally obliged to keep registers of potential or actual site contamination in respect of which land owners and occupiers are obliged to provide notification under section 83A of the Environment Protection Act 1993, as well as details of site contamination assessment and remediation orders made by it under that Act and other relevant details.


This information is available on the Environment Protection Authority's website at http://www.epa.sa.gov.au/environmental_info/site_contamination. A link to this website will be made available from Council's website.

Council will work collaboratively with the EPA on behalf of the community in terms of a site contamination issue having regard to the recognition that it is not the lead agency in terms of handling site contamination and having regard to the internal procedures attached to this policy.

REFERENCES

City of Marion Strategic Plan 2010/2020

- CW1.3 Support a strong sense of safety in our community.*
- CW2.3 Improve the built environment by enhancing character, amenity, safety and accessibility.*
- CW4.3 Support healthy and safe environments for people to live and work*
- HE4.2 Prevent pollution and contamination of land, air and water.*
- HE5.3 Build community skills and knowledge of environmental management.*
- EG3.4 Develop, implement and maintain leading practice structures and systems of performance and internal review e.g. performance indicator development and reporting, knowledge management, continuous improvement, risk management, compliance.*

<p style="text-align: center;">SERVICE POLICIES</p>  <p style="text-align: center;">CITY OF MARION Customer Service</p>	Policy Number:	SP-3
	Version Number:	2

POLICY STATEMENT:

The City of Marion is committed to providing its Customers with a consistently professional, friendly and high-quality service. Our aim is to anticipate and, where possible, exceed our Customers' needs and expectations.

The Council will, at all times:

- Treat Customers with consideration and courtesy;
- Ensure easy access to Council for all enquiries, requests and information needs;
- Provide assistance by staff who are willing and able to help;
- Ensure enquiries and requests for service are responded to promptly and within service standards;
- Keep Customers informed on the progress of their requests;
- Ensure Customers' requests or issues are adequately answered or resolved as promised and;
- Encourage and value Customer feedback.

Customers' requests and questions will be answered promptly and within service standards, and the Council will exercise integrity at all times.

DEFINITIONS:

City of Marion For the purposes of this policy the term City of Marion refers to the administrative and operational functions of Marion Council

Customer A Customer is an Individual (External or Internal) or Organisation who requires or needs a product or service from the City of Marion and can include those with voluntary and obligatory relationships with the City of Marion.

REFERENCES:

Corporate Plan:

KRA6 - Customer Service

Procedure References:

Customer Request System Procedures - CPR-13 (Draft)

Bulletin Board Procedures - CPR-15

Telephone Handling Procedures - CPR-11(Draft)

Customer Complaint Handling Procedure - to be developed

Customer Correspondence Handling Procedure - to be developed

Other Related References:

Service Charters - to be developed

Previous Versions:

Nil



Footpath Policy

Adopted by Council:
Next Review Date:
Blue Point Number:

- Footpath environments should enhance local amenity and environments.
- Footpaths should encourage prolonged activity for fitness and recreation for personal wellbeing.

Dynamic Economy

- Footpaths should provide access to shopping, commercial and offices requiring walking trips.
- Footpaths should be constructed with an understanding of business needs and be part of a broader infrastructure plan that forms part of an integrated regional plan.

DEFINITIONS

ISO31000 - The current Australian Standard (AS) which refers to Risk Management.

Community Wellbeing - A community with a high degree of wellbeing enjoys a healthy community life. In a healthy community people enjoy a comfortable standard of living; they feel safe and a sense of belonging, are connected with and supportive of each other, celebrate diversity and difference, and seek to actively participate within the community. This term has been identified as one of the four community themes of the City of Marion Strategic Plan 2006-2020.

Healthy Environment – In a healthy environment interactions between natural assets: land, water, air, biota (all living things), are diverse and yet occur with a stability causing changes to happen over very long periods of time. This term has been identified as one of the four community themes of the City of Marion Strategic Plan 2006-2020.

Footpath – Is an area that is open to the public that is designated for, or has as one of its main uses, use by pedestrians.

Risk Management – Coordinated activities to direct and control an organisation with regards to risk.

Streetscape – Describes the appearance of a street, which is achieved through a combination of road design, surface treatments, street trees, landscaping, architecture, street furniture and artwork. Items situated within private property, which contribute to the appearance of the street are also considered components of the streetscape. For the purpose of this policy an emphasis is placed on the specific contribution to the streetscape made by footpaths.

A renewal prioritisation program will be set by suburb based on the outcomes of current footpath audit undertakings. Within the selected suburbs works will be further prioritised to service the needs of the principle pedestrian generating activities in the area.

2. Location

Every road is entitled to a footpath. The footpath will be located after consultation with affected property owners and subject to technical limitations. Where a majority of services in an area are located on one side of a road the footpath will be sited (where only one will be constructed) on the other to minimise third party works affecting the City of Marion's asset.

Roads that are located around major pedestrian generating activities will have a footpath on each side of the road. Generally on Department of Transport roads or within 200 metres of principle traffic generators the footpath may be constructed from the kerb to within 300mm of the adjoining private boundary.

Where possible the footpath will be constructed 1 metre back from the made kerb line to enable future tree plantings.

3. Obstructions

Footpaths may be indented or narrowed as necessary to deal with issues such as fixed signs, stobie poles, street furniture and trees.

4. Footpath Not Wanted

If more than 90% of residents of a street do not want a footpath constructed then the road will be put on the end of the new footpath construction program. At a minimum the street will not be revisited for 5 years.

Where there is a need for a footpath in a street based on other traffic generators or due to the frailty or health of a single resident a footpath will be constructed in accordance with this Policy.

5. Width

All footpaths will be materially constructed to a nominal 1500mm width accepting recognised obstructions or local site conditions.

CW 2.2 - Develop and manage sustainable infrastructure including roads, footpaths and drains.

Other Related References

- City of Marion Asset Management Policy
- City of Marion Replacement and Removal of Trees and Shrubs Policy
- City of Marion Verge Policy (under development)
- City of Marion Streetscape Policy (under development)
- Healthy Environment Plan 2010
- City of Marion General Environmental Policy
- Local Government Act 1999
- Development Act 1993 and Development Regulations 2008
- Electricity Act 1996

Previous Versions

Nil

POLICY STATEMENT

The Corporation of the City of Marion provides a range of physical, social and developmental services to the local community, visitors to the City and external stakeholders. In recognition of this ongoing delivery of a range services that contribute to the enhancement of health and wellbeing for both local residents and visitors; the City of Marion is committed to developing a clear policy direction in this area.

The purpose of this policy is to build on established, emerging and new practice by continually committing to working towards the positive health and wellbeing of all residents and visitors to the City of Marion on an integrated and sustainable basis. This clear articulation of our commitment to health and wellbeing is in keeping with World Health Organisation standards for being a Healthy City which focuses local areas to consider the health impact of what they deliver in partnership with the community. Furthermore, the development of this policy builds upon the City of Marion engagement with the Thinkers In Residence program theme which focused on 'Healthy Societies: Addressing 21st Century Health Challenges' which sets out what local government can do in contributing towards the development of healthy and sustainable local communities.

Council contributes to the health and wellbeing of residents by being responsive to community need and complying with a range of health and wellbeing driven legislative requirements. Having an explicit policy on health and wellbeing is designed to provide a firm foundation to developing an approach that builds on the current strategic plan, 'Broad Horizons, Bright Future' and the future Community Wellbeing Plan.

DEFINITIONS

"A healthy city is one that is continually creating and improving those physical and social environments and expanding those community resources which enable people to mutually support each other in performing all functions of life and in developing their maximum potential."¹

PRINCIPLES

A clear framework with principles that enable Council to review, plan, develop and evaluate positive approaches in delivering high quality health and wellbeing outcomes is essential. Therefore adopting a methodology which has clear definition and guiding principles that Council can adopt is necessary.

In committing to the health and wellbeing of the residents of the City of Marion council will commit to:

- Becoming accredited as a Healthy City
- Ensure any health and wellbeing initiatives developed will be tailored to and be responsive to community
- Develop initiatives that contribute to health and wellbeing on an evidence based and financially prudent basis.
- facilitate working collaboratively across sectors on a range of thematic priorities in the area of health and wellbeing.

The 'Alliance for Healthy Cities' accredits and defines what constitutes towards being a Healthy City. Council will commit to working towards achieving definition(s) and guidelines produced by this body.

PROJECT DELIVERY

Healthy City accreditation will form the basis for developing an evolving, informed and responsive framework to meet the aspirations of local residents in terms of their health and wellbeing needs. Consideration of health and wellbeing will extend to looking at all policies and services that council currently delivers, may deliver in the future or may redesign that have health determinants that affect the quality of life of residents living in the City of Marion.

Health determinants impacting on health and wellbeing of the local community will require routine and systematic examination by council. Council commits to resourcing policy and program development, and collaborative action in improving health outcomes.

Appropriate techniques such as health and wellbeing impact assessments or a 'health lense' to ensure robust evaluation and value for money will be core to any work undertaken in this area.

STRATEGIC AND ACTION PLANNING

Work in Healthy Cities will be informed through the City of Marion's Strategic Plan directions, and health and wellbeing actions contained within a Community Wellbeing Plan that will be produced for three to five years in the first instance. The action plan will be used to inform strategic planning and program and project development by being annually reviewed and refreshed by Council as deemed appropriate. This process will enable Council to determine resource allocations as necessary to meeting commitments to achieving high quality health and wellbeing outcomes for residents and visitors to the City of Marion.

TOOLS AND SYSTEMS

- To meet accreditation requirements as stipulated by the Alliances for Healthy Cities;
- Maintaining compliance by benchmarking/monitoring council performance against best practice from other Councils that are affiliated to the Alliance for Healthy Cities.

REFERENCES

CORPORATE PLAN:

Nil

EXCELLENCE IN GOVERNANCE:

Nil

PROCEDURE REFERENCE:

Nil

COUNCIL AGENDA REFERENCE:

GC100309RO1 – Approved by Council 10 March 2009

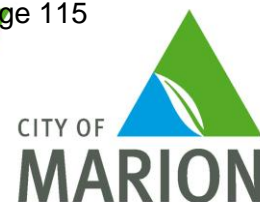
OTHER RELATED REFERENCES:

- i Hancock, T and L.Duhl. Promoting Health in the Urban Context. WHO Healthy Cities Papers No.1, 1988
(Extract from WHO Regional Office for the Western Pacific – March 2000 Guidelines, Page 5)

AUTHOR

Leeanne McEwan

Landscape Irrigation Policy



POLICY STATEMENT

Sustainable water management is a priority for the City of Marion. This policy statement outlines the commitment to sustainable water use and turf quality in the management of irrigated public open space. The policy aims at providing a framework by which current irrigated reserves within the city will be managed and guidelines for future planning and development in relation to the provision and management of irrigated open space within the city.

This Policy sits within the City of Marion's **Environmental Management System (EMS) framework** and is in line with the **General Environmental Policy** and demonstrates continual improvement of the Council's environmental activities.

SCOPE

This policy is to apply to all Council managed parks, reserves and open spaces.

DEFINITIONS

Code of Practice – Irrigated Public Open Space (IPOS) - IPOS provides a management framework for best practice turf and irrigation management for all irrigated public open spaces. It forms the basis by which the industry can demonstrate efficient, effective resource management.

Fit for Purpose – a turf quality standard. Not all turf needs to be of the same quality or standard – **"fit for purpose"** is the minimum standard of turf required to ensure a safe and functional surface for its intended use.

Functional Benefit – the primary objective for the provision of irrigated turf. Function is related to the intended use as opposed to being provided for aesthetic purposes only. Examples of functional requirements include athletic fields, cricket, winter sports, informal ball play/recreation areas, picnic areas, etc.

Dry- landscape - sustainable low maintenance and water wise landscape planting. These opportunities may include the provision of both native and non-native plant species and native grasses, which are designed to enhance the amenity of the open space without the need for ongoing irrigation.

Water Sensitive Urban design (WSUD) - the integration of urban planning with the management, protection and conservation of the urban water cycle, that ensures that urban water management is sensitive to natural hydrological and ecological processes.

WSUD incorporates holistic management measures that take into account:

- urban planning and design,
- social and environmental amenity of the urban landscape and stormwater management which are integrated with stormwater conveyance by reducing peak flows,
- protection of natural systems and water quality,
- stormwater reuse and water conserving landscaping.

LANDSCAPE IRRIGATION OBJECTIVES

The objectives of this policy are to:

- Ensure compliance with government legislation, regulations and water restrictions as they arise.
- Achieve a balance between the provision of an amenity landscape that aesthetically changes across the seasons, whilst meeting the needs of the community and is economically and environmentally sustainable.
- Achieve a consistent approach in the provision and development of the irrigated landscape.
- Provide a clear direction and framework for irrigation and water management strategies to enable accountability in relation to water usage and financial impacts.
- Complement and integrate with existing Council strategies and plans and the General Environmental Policy.
- Improve Community Education and increasing awareness of irrigation issues

LANDSCAPE IRRIGATION PRINCIPLES

The drought period from 2003 – 2010 resulted in significant water restrictions and increased potable water costs (\$1.09 per kilolitre (kL) in 2006 to \$3.45 per kL in 2013). These factors have put pressure on the ability of local government to provide functional irrigated public open space for the community.

Planning

- An Irrigation Management Plan will be developed in accordance with the 'Code of Practice – Irrigated Public Open Space', for all current and new irrigated sites.
- The principles of Water Sensitive Urban Design will be considered in all new landscape developments within the City.

Water Supply

- Council will develop alternative water sources to SA Water mains as the preferred water source for irrigating Council reserves (including bore water, recycled stormwater, reclaimed effluent etc.).

Provision of Irrigated Landscapes

- The provision of irrigated turf areas and landscape treatments will be guided by functional benefit and will be kept to the minimum required to meet the functional requirement, complemented by alternative dry-landscape treatments. Where the provision of irrigated turf areas cannot be supported on the basis of functional benefit (aesthetic benefit only), alternative landscape treatments will be considered in the first instance.

- Consideration of the development of irrigated turf for aesthetic benefit only will be subject to the use of water supplies other than SA Water potable mains water.
- Each new irrigation proposal will require the preparation of a water balance assessment to be made taking into account water consumption, operating costs and the proposed functional benefit of the proposal.
- Developers will be required to ensure that irrigated turf and landscape areas are developed in accordance with this policy and must ensure that water sensitive urban design principles are considered and implemented
- Prominent trees and landscape treatments will be irrigated using drip irrigation systems where possible or manually irrigated using water trucks to meet the plant water requirement for healthy growth.

Irrigation Infrastructure

- Irrigation systems will be designed, installed and maintained to industry best practice standards based on the Irrigation Australia, 'Urban Irrigation – Best Management Practice Guidelines.'
- Irrigation scheduling will be based on sound irrigation management principles using best practice technology, agronomic and climatic data to determine water requirement and programming.

Turf and Irrigation Management

- Turf and irrigation management practices will implement industry best practice using technology to ensure water is used efficiently to achieve the desired 'fit for purpose' turf outcome.

Turf and Irrigation Monitoring and Performance Reporting

- Turf quality and irrigation efficiency will be monitored regularly according to the 'Code of Practice – Irrigated Public Open Space' and reported on annually.

REFERENCES

CITY OF MARION STRATEGIC PLAN

HE 2.1 Investigate and implement alternative water sources and maximize water conservation, capture and reuse

HEALTHY ENVIRONMENT PLAN

HE 2.1d Enhance public spaces through sustainable irrigation practices

PROCEDURE REFERENCE:

Nil

OTHER RELATED REFERENCES:

City of Marion Enterprise Wide Risk Management Framework

Code of Practice – Irrigated Public Open Space

Memorial Policy



1. POLICY STATEMENT

The Memorial Policy has been developed to provide for memorials across the City in a consistent way.

2. PRINCIPLES

The objectives of this policy are to:

- Provide guidelines for the application and installation of memorials, promoting a clear and transparent process.
- Defines conditions under which Council will accept requests for memorials.
- Provide a level of consistency across the City of Marion for plaques to exist on park infrastructure.

3. POLICY SCOPE AND IMPLEMENTATION

- This policy applies to any applicant wishing to apply for a memorial on Council's public open space.
- All requests for memorials must be made in writing to the Manager Open Space and Facilities on the Application Form which is available on Council's [website](#), or by contacting Council on 8375 6600.
- The ordering, supply and installation of memorial item/s and plaque will be undertaken by the City of Marion in consultation with the applicant.
- All costs associated with the supply and installation of the memorial and/or plaque is to be borne by the applicant. Full payment is required after approval of the application and prior to the ordering of a memorial / plaque.
- Ordinary maintenance costs are at the Council's expense, however no additional maintenance will be carried out on any memorial.
- The City of Marion reserves the right to remove a memorial if it falls into a state of disrepair or remove a memorial after 10 years or at the point at which the asset requires replacement in order to maintain its amenity.
- This policy is managed by the Open Space and Recreation Team, who are responsible for liaison with the applicant; and coordination of the ordering, supply and installation of the memorial.
- If the application falls outside these policy guidelines, and the applicant wishes to pursue the memorial, the application will be referred to the Governance department for consideration and may result in the matter being considered by Council in a public meeting.

4. DEFINITIONS

Within this policy, unless the contrary intention appears;

- ‘Applicant’:** A person or group who propose the installation of a memorial, and who will pay all costs of supply and installation of the memorial item/s, as per the application and approval.
- ‘Memorial’:** Includes plaque / park furniture (i.e. park bench, seat or picnic setting) as set out in the application form available on Council’s website or by contacting Council, and as updated from time to time to reflect suitable products and pricing; tree; stone/rock or etched paver designed to preserve the memory of a person or group.
- ‘Plaque’:** A flat tablet of metal or other durable material which includes text to commemorate a person or group of people.
- ‘Public Open Space’:** Includes community land, road reserve and operational land owned by Council and any other land in Council’s care, control and management.

5. OTHER

- In the instances of existing memorials installed prior to the date of this policy, which subsequently require removal, every effort will be made to contact next of kin prior to such removal. Replacement of the memorial will not occur if no contact can be made with the initial donor.
- All memorials existing within the City prior to the adoption of this policy will be subject to the provisions of this policy.
- Memorials should be consistent with the Community Land Management Plan for that location.
- All memorials and plaques placed in Council owned and managed land are Council assets and therefore are owned and under the care, control and management of Council.
- The applicant will be kept up to date as the application is processed.

6. REFERENCES

- City of Marion Memorial Policy (adopted 24 August 2010)
- Memorial Procedure
- Memorial Application Form
- Fees and Charges Schedule

7. REVIEW

The Memorial Policy will be reviewed in three years from the date of adoption, and will be administered by the Open Space and Recreation Team.



Replacement and Removal of Trees and Shrubs Policy

**Adopted by Council: 14 September 2010
Next Review Date: 30 June 2011
Blue Point Number: 16.63.1.1**

PURPOSE

This Policy provides guidance and a framework for the replacement and removal of trees and shrubs on the City of Marion's parks, reserves and other operational land (including road verges).

Trees in the urban environment (on public land) are an important asset. The replacement of trees in streets and reserves is an investment by the City of Marion of resources belonging to the community, on behalf of the community. This Policy supports this principle and gives direction on how this will be undertaken.

The Replacement and Removal of Trees and Shrubs Policy is not intended to cover all tree issues as these will be dealt with through the Tree Policy – Streets & Reserves, that is currently under development.

POLICY STATEMENT

The City of Marion recognises the value of trees and shrubs and in doing so acknowledge some of the values of these assets being that they:

- Contribute to the amenity and aesthetics of an area and to the well-being of both residents and visitors;
- Provide shade and reduce heat (from hard surfaces and buildings);
- Contribute to reduction of air pollution;
- Provide a source of food and shelter for wildlife;
- Remove carbon dioxide from the atmosphere and sequester (store) it as carbon;
- Contribute to economic reward.

DEFINITIONS

Arboriculture - The study, cultivation, care and management of trees, particularly in the urban environment.

AS 4373-2007 - The current Australian Standard (AS) which refers to the pruning of amenity trees.

AS/NZS 4360-2004 - The current Australian Standard (AS) which refers to Risk Management.

Community Wellbeing - A community with a high degree of wellbeing enjoys a healthy community life. In a healthy community people enjoy a comfortable standard of living; they feel safe and a sense of belonging, are connected with and supportive of each other, celebrate diversity and difference, and seek to actively participate within the community. This term has been identified as one of the four community themes of the City of Marion Strategic Plan 2006-2020.

Healthy Environment – In a healthy environment interactions between natural assets: land, water, air, biota (all living things), are diverse and yet occur with a stability causing changes to happen over very long periods of time. This term has been identified as one of the four community themes of the City of Marion Strategic Plan 2006-2020.

Risk Management - The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk.

Significant Tree – Relevant to the Development Act 1993, a significant tree is defined as any tree with a trunk circumference in excess of 2.0 metres. In addition, trees with multiple trunks, that have trunks with a total circumference of 2.0 metres or more and an average circumference of 625 mm or more are also classed as significant. In each situation the circumference of the trunk(s) is taken at a height of one metre above natural ground level.

Streetscape – Describes the appearance of a street, which is achieved through a combination of road design, surface treatments, street trees, landscaping, architecture, street furniture and artwork. Items situated within private property, which contribute to the appearance of the street are also considered components of the streetscape. For the purpose of this policy an emphasis is placed on the specific contribution to the streetscape made by trees.

Sustainable – Maintaining all elements compatibly within an infrastructure, in safe operating condition, to deliver their facility in the most economical, maintenance-reduced manner, having regard to amenity, for as long as possible within the limits of acceptable wear and tear, technological best practice, and funding provisions.

Tree – A plant having a permanently woody main stem or trunk, ordinarily growing to a considerable height, and usually developing branches at some distance from the ground.

Shrub – A woody plant smaller than a tree and generally divided into separate stems from near ground level.

PRINCIPLES

In relation to the replacement and removal of trees and shrubs, the following guidelines have been developed to support the Council's strategic directions within the City of Marion Strategic Plan 2008-2020 of:

- A Liveable City
- Healthy lifestyles and healthy communities
- Enhanced landscapes, habitats and local biodiversity

Principles of this policy relate to best practice arboriculture systems and procedures and the most relevant Australian Standard being the AS 4373-2007 - the current Australian Standard (AS) which refers to the pruning of amenity trees.

1. Replacement Tree & Shrub Selection and Planting

Objective

To preserve and enhance its environment and amenity, the City of Marion will select plant species and utilise tree management practices that make a sustainable contribution to the City in accordance with the Councils Tree and Open Space & Recreation Strategies.

- 1.1 The City of Marion maintains a tree register that defines the appropriate tree and shrub species for planting throughout the City. All plantings will be in accordance with this register.
- 1.2 Streetscape / Reserve Planting will include where practical:
 - the replacement of trees and shrubs where they are missing or have died; and
 - the retention and maintenance of existing healthy and structurally sound street trees.
- 1.3 The City of Marion will consider community requests for tree planting if
 - site constraints do not preclude planting; and
 - streetscape development planting has not been scheduled for that location within the following five years.

- individual trees and shrubs will only be planted where there is community support and ownership for their placement and acceptance of joint maintenance requirements in relation to watering (adopt a tree program).
- 1.4 Prior to planting replacement trees / shrubs, consideration shall be given to the future and time of streetscape and reserve upgrades.
- 1.5 Replacement trees and shrubs shall be planted during the planting season (May – September).
- 1.6 A register of trees / shrubs planting requests shall be kept for the ensuing planting season as these requests are received.
- 1.7 Where a tree is planted by the Council, this shall be recorded on a register and entered into the Council's Asset Management System.
- 1.8 Replacement trees planted in any given year shall be considered for two years' manual watering subject to internal capacity.
- 1.9 Tree planting on Community Land will be consistent with the purpose for which the land is held, as detailed in the relevant Community Land Management Plan.
- 1.10 With avenues of trees, plantings will first occur by replacement of trees and shrubs where they are missing or have died and then the healthy trees be considered for replacement on a case by case basis within two years of the initial avenue planting.

2. Tree Removal

Objective:

To ensure that prior to the removal of a City of Marion tree, all alternatives have been fully explored, legislative requirements fulfilled and that if removal is inevitable, wherever possible suitable replacements are made.

- 2.1 No tree may be removed without authorisation, unless the tree presents an immediate threat to the public or to property of substantial value.
- 2.2 When considering the possible removal of a street tree or shrub, an arborist assessment will take place giving consideration to the health, condition, useful life, level of risk and management options for the tree or shrub.

- 2.3 Any alteration or removal of a Significant or Regulated Tree (as defined by the Development Act 1993) will only be undertaken subject to any required approvals or guidelines contained in legislation, regulation or other statutory power.
- 2.4 Where a City of Marion owned tree is removed, a suitable replacement will be planted unless it is impractical to do so due to the proximity of existing vegetation or other limiting factors such as low survival rate.
- 2.5 Where a City of Marion owned tree is removed, this shall be recorded on a register and entered into the Council's Asset Management System.
- 2.6 Requests for removal of trees growing on property under Council's care, control and management must be made in writing.
- 2.7 Where a request for tree removal is based on allergic reactions to the tree or its pollens, consideration may be given to removing the tree if:
 - The request is supported by evidence from a medical specialist, which attributes persistent allergic reaction to a particular species of tree, and
 - The species of tree is uncommon in the very near vicinity of the applicant's residence, and
 - Alternative options for managing the issue have been investigated and determined to be unfeasible.

3. Risk Management – Replacement of Trees and Shrubs

Objective

To maintain the levels of risk associated with City of Marion trees to within acceptable limits, thereby managing the Council's exposure to liability, through the application of sound risk management techniques and policies.

- 3.1 To minimise risk associated with public trees, tree planting processes will be consistent with the document titled Trees: Legislation and Risk Management Guidelines for Local Government (Local Government Association Mutual Liability Scheme, 2004). Reference is also made to the Australian Standard for Risk Management (AS/NS 4360-2004)

REFERENCES

City of Marion Strategic Plan 2008 - 2020

Community Wellbeing

CW2.1 A liveable city

Lead best practice in sustainable urban design and streetscapes

CW 4.1 Healthy lifestyles and healthy communities

Develop open spaces and recreation facilities that support active communities and healthy environments

Healthy Environment

HE 3.3 Enhanced landscapes, habitats and local biodiversity

Increase the planting of local native plants in Marion's open spaces

City of Marion Open Space and Recreation Strategy 2006 - 2016

Goal 3 Protecting and Enhancing our Local Environments

Other Related References

- Part 1 - City of Marion Street Tree Strategy
- City of Marion Open Space and Recreation Strategy 2006 – 2016
- Healthy Environment Plan 2010
- City of Marion General Environmental Policy
- Local Government Act 1999
- Development Act 1993 and Development Regulations 2008
- Electricity Act 1996
- Natural Resource Management Act 2004

Previous Versions

Nil

Tree Management Policy



POLICY STATEMENT

The City of Marion is committed to adopting a proactive and strategic approach to planting and managing trees in parks, reserves and streets, with the aim to establish a strong, diverse and clearly defined tree character with quality, functional and sustainable trees that are appropriately managed.

This will be achieved through the implementation of Tree Character Plans and Tree Species Listings developed for 'Parks and Reserves' and 'Street Trees' and the adoption of proactive management principles and policies outlined in this Tree Management Policy.

The Tree Character Plans and Tree Species Listings aim to achieve quality, diverse, functional and sustainable trees in parks, reserves and streets across the city and also strengthen the city's pre-European landscape in parks and reserves. The management principles and policies will guide council in its future practices regarding the planting, replacing and managing of trees.

The ultimate aim of the Tree Management Policy is to strengthen the character, livability and biodiversity of the City of Marion through a strategic and proactive approach to tree planting and management across the city. The Tree Management Policy is closely linked to and should be implemented in conjunction with the City of Marion Tree Management Framework.

TREE CHARACTER PLANS

The City of Marion will plan for and plant trees in accordance with the following conceptual plans and associated tree species listings:

- Parks and Reserves Tree Character Plan
- Street Trees Tree Character Plan
- Tree Species Listings for 'parks and reserves' and 'street trees'

The Tree Character Plans define the desired character and types of tree species that should be achieved over time across the city for 'parks and reserves' and 'street trees'. These plans consider the appropriate character, size, function, safety and biodiversity role of trees across geographical areas and suburbs.

The Tree Character Plans for 'parks and reserves' and 'street trees' differ due to the need for a different spread, height and character of trees in streets.

The Tree Character Plans are provided on the following pages and the Tree Species Listings are included in the Tree Management Framework. Photographs of the tree species suggested for each character area are provided in the Tree Management Framework document.

TREE MANAGEMENT PRINCIPLES

The following overriding principles, which aim to guide the planning, planting and management of trees in parks, reserves and streets in the City of Marion, will be adopted and promoted across the council. Specific directions that build on the principles are included in the Tree Management Framework.

A 'Green' City

The City of Marion recognises the economic, social and environmental value of trees and is committed to maintaining and where appropriate increasing the number of trees across the City of Marion in parks, reserves and streets to 'green' the city, contribute to healthy lifestyles and strengthen habitat and biodiversity.

Pre European Landscape

An emphasis will be placed on strengthening the city's pre European landscape in parks and reserves where this is consistent with the character and function of the park or reserve. This principle is reflected in the Parks and Reserves Tree Character Plan and the associated Tree Species Listing.

Tree Avenues

The City of Marion will aim to establish avenues of quality street trees in most streets across the city, to enhance the appeal and amenity of the streets and neighbourhoods.

Climate Change Adaptability

There will be a commitment to climate change adaptation through the use of drought tolerant and sturdy tree species and by adopting management practices that enhance tree sustainability, such as the use of mulch and climate sensitive watering.

Species Selection

An emphasis will be placed on tree species within streets, precincts and suburbs that are consistent and relevant to the character and climate of the area concerned. This will involve using the Tree Character Plans and Tree Species Listings (in the Tree Management Framework) to guide the tree species selection. Photographs of suggested tree species are provided in the Tree Management Framework document.

Landscape Connections and Habitat

Trees will play a key role in achieving landscape connections and habitat provision across the city through corridor, boulevard and avenue tree planting, and the use of plant species that provide habitat for local wildlife.

Biodiversity

A commitment will be made to enhancing existing biodiversity sites and establishing new biodiversity sites through tree management and additional local provenance tree plantings.

Tree Management Policy



Trees of Significance

Significant trees will be appropriately managed in accordance with the requirements of the current Development Act and council's Development Plan. This will involve protecting and maintaining significant and regulated trees to the appropriate level.

Tree Audit Guide

As part of a proactive and sound approach to planning for and managing trees, planting projects and management decisions will primarily be based on an 'audit of trees in parks and reserves' and an 'audit of street trees' (which council will undertake in the near future).

Tree Removal

Trees in parks, reserves and streets will generally not be removed unless the tree is dead, badly diseased or dying (and cannot be revived to a sustainable condition), the tree species or location is inappropriate and/ or the tree is a risk to the public.

Tree Replacement

Where there is justification to remove a tree, the tree will be replaced with at least one tree of similar or even more appropriate species using the relevant Tree Character Plan and Tree Species Listing as a guide.

Proactive Tree Maintenance

A proactive approach to tree maintenance and pruning will be undertaken. This will include planting lower maintenance plant species where appropriate and undertaking regular pruning and maintenance. The pruning and maintenance priorities will be based on potential risks, the priority of the park, reserve or street, usage by and benefits to the community, and the significance, size and species of the tree.

Safety and CPTED (Crime Prevention through Environmental Design)

The safety of people and workers will be of primary importance when locating, planting and managing trees. This will include ensuring infrastructure and activity spaces are appropriately located around existing trees.

Tree Vandalism

The vandalism of trees will be deterred and appropriately disciplined to minimise the impacts on trees and residents. Potential approaches to managing and responding to tree vandalism are included in the Tree Management Framework.

Watering Trees

Whilst the City of Marion is committed to managed water use and Water Sensitive Urban Design (WSUD), trees will be watered as required and in accordance with climatic conditions to minimise the stress on new and existing trees and as part of risk management and recognising the value of trees.

Tree Management Policy



Managing Tree Impacts

The potential impacts of trees and associated root systems on park and street infrastructure and utilities will be managed by appropriately locating trees and selecting tree species that are suitable for the site.

Tree Stock

The City of Marion will maintain and expand its tree stock for planting projects (with a particular focus on appropriate tree species, drought tolerant trees and lower maintenance trees) through continued plant nursery activities and ongoing tree propagation.

Managing Trees on Private Land

The management of trees on private land and potential impacts on neighbouring properties will be the responsibility of the land owner with information and guidance provided by council.

Trees and Residential Development

Developers must manage potential impacts on street trees and in neighbouring parks and reserves, taking the Development Act 1993, council's Development Plan and the Tree Management Policy and Tree Management Framework into consideration.

Trees and Views

Impacts on views will not justify the removal or substantial pruning of a tree. However, the planting of trees will be sensitive to the future impact on views in the first instance.

Trees and Utilities

Utility providers will be responsible for ensuring the appropriate care of trees when undertaking pruning or works near tree root systems and should undertake works in consultation with council.

Involving the Community

The City of Marion will appropriately inform and involve the community in tree management through community engagement and encouraging the community to be involved in planting and maintaining trees.

OTHER POLICY CONSIDERATIONS

Other specific policy considerations are provided below for ‘trees in parks and reserves’ and ‘street trees’.

Trees in Parks and Reserves

- Priority tree planting projects in parks and reserves will primarily focus on:
 - Reserve or playspace upgrade projects
 - Parks and reserves that lack trees and shade
 - Higher level parks and reserves (regional, precinct and neighbourhood)
 - Biodiversity and habitat projects
- The specific selection of tree species in parks and reserves from the Tree Species Listing will consider:
 - The appropriateness of the area’s predominant pre-European tree species for the park or reserve
 - The species already planted in the park or reserve and whether the theme should be continued
 - The opportunities for climate change adaptation (e.g. drought tolerant species)
 - The ultimate height and spread of the species and the appropriateness to the site
 - The tolerance to climatic and soil conditions
 - Species form, colour and appropriateness to the site (including spatial considerations)
 - Potential service impacts (overhead power lines, irrigation, drainage and other utilities)
 - Potential benefits and impacts to park or reserve users (e.g. shade, connection to activity areas)

Street Trees

- Priority street tree planting will primarily be based on:
 - Establishing tree avenues along primary and secondary travel routes
 - Opportunities to create and strengthen habitat corridors using streets as connectors
 - Addressing gaps and issues identified in the Street Tree Audit
- The specific selection of street tree species from the Tree Species Listing will consider:
 - The appropriateness of the species already planted in the street
 - The opportunities for climate change adaptation (e.g. drought tolerant species)
 - The capacity of the verge linked to the potential height and spread of the species
 - The tolerance to climatic and soil conditions
 - Species form, colour and appropriateness to the street and neighbourhood
 - Potential service impacts (overhead power lines, irrigation, drainage and other utilities)
 - Potential benefits and impacts to pedestrians and cyclists (e.g. shade, debris)

Tree Management Policy



RELATED PLANS AND POLICIES

The City of Marion Tree Management Policy is consistent with and reinforces the following plans and policies:

- The City of Marion Strategic Plan 2010-2020 and particularly:
 - A liveable city (CW2)
 - Preservation of our heritage, valuing the past and planning for the future (CV4)
 - Active response to climate change (HE1)
 - Enhanced landscapes, habitats and local biodiversity (HE3)
- The City of Marion Tree Management Framework which provides specific directions relating to the policies and principles in this Tree Management Policy. The Tree Management Framework is an extension of the Tree Management Policy and should be implemented concurrently with the Policy.
- The City of Marion Street Tree Descriptions document, which provides information on types of trees that are suitable for the City of Marion and has been drawn on to develop the Tree Character Plans and the Tree Species Listings.
- The Independent Inquiry into the Management of Trees on Public Land (2010) which has influenced the directions in the Tree Management Policy and Tree Management Framework.
- The Local Government Act 1993 and the Development Act 1993, which include legislative requirements relating to trees in public places.
- Other legislative acts relating to vegetation, conservation, utilities and heritage. The various Acts are listed in the City of Marion Tree Management Framework.
- And council's Development Plan.

Tree Management Policy



DEFINITIONS

Definitions of key terms used in the Tree Management Policy are provided below.

Park and Reserve Trees: Trees located within council owned or managed parks and reserves, including recreation parks, sporting grounds, natural areas, drainage areas and around community facilities.


Street Trees: Trees located on verges along major roads and other streets.

Significant Trees: Currently defined as any tree with a trunk circumference in excess of 2.0 meters or more, measured one meter above natural ground level or a total circumference of 2.0 meters or more where trees have multiple trunks and an average circumference of 625mm or more.

Pre European Landscape: The tree species and landscape character that prevailed prior to European settlement.

This policy supersedes the Replacement of Trees and Shrubs Policy and should be reviewed every five years in line with the review of the Tree Management Framework, as the broad principles and directions could change over time.

ATTACHMENT 2

<p style="text-align: center;">GOVERNANCE POLICIES</p>  <p style="text-align: center;">MARION</p> <p style="text-align: center;">Undergrounding Of Overhead Cables Policy</p>	Policy Number:	GP-66
	Version Number:	1.0
	Authorisation Date:	25/02/2008
	Review Date:	19/05/2009
	Author:	Rudy Tieman
	Authorised By:	Peter Tsokas

POLICY STATEMENT:

The purpose of the policy is to establish a consistent framework for identifying, prioritising, approving and funding projects to remove overhead service cables and associated equipment by undergrounding such infrastructure.

This policy will be integrated into internal project management and budgeting processes and external funding application processes (eg. PLEC schemes, Planning SA (Place making)).

This policy covers the undergrounding of overhead services including electricity supply and telecommunications transmission cables and equipment on arterial and local roads, reserves, open spaces and paths that are, or will be (after handover) under the care and control of the City of Marion.

DEFINITIONS:

Undergrounding:- comprises the removal of existing overhead electricity and telecommunications cables, including overhead transformers and switching equipment and its supporting infrastructure including stobie or other types of poles and replacing this with underground cables and associated infrastructure. This can include the replacement of overhead private consumer service connections to the electricity and telecommunications distribution networks with an underground connection. It may include removal of overhead electricity supply pole mounted public lighting and its replacement by new light poles and fittings connected to an underground electricity supply.

PLEC:- This is the Power Line Environment Committee which assists the Minister responsible for the Electricity Act 1996 in assessing and recommending the undergrounding of overhead power lines where there are significant community benefits. PLEC approved undergrounding schemes receive funding assistance on a 2/3 PLEC:1/3 Council cost sharing basis. The arrangements regarding eligibility and application for PLEC funding are detailed in PLEC Project Guidelines 4 July 2005.

PRINCIPLES:

The City of Marion will consider undergrounding overhead services when:

- It supports the delivery of the Community Vision.
- there is a demonstrated and clear community benefit in terms of visual or recreational amenity, public safety and economic advantage
- it can be cost effectively incorporated into new subdivision and property developments, urban renewal and street scape development projects to enhance urban character.

Priority for undergrounding projects will be given to streets and locations with:

- High levels of pedestrian activity such as shopping and entertainment precincts.
- Significant cultural and civic value eg Warraparanga
- Specific heritage significance
- Special landscape, environmental or tourism features such as around significant trees along scenic trails and views such as Coast Park and Coastal Walking Trail
- Major intersections, entrances to the City of Marion and important boulevards.
- High traffic volume roads
- Areas undergoing urban regeneration, consolidation and redevelopment

Undergrounding may also be supported in other areas or locations where there is a strong economic benefit for instance redevelopment of Industrial or Commercial precincts.

As undergrounding is an expensive activity and Council has limited resources, projects considered for undergrounding will be appraised on their overall funding potential based on the following criteria:

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- Eligibility and capacity to attract full or contributing funding eg from PLEC or developers
- Agreement by residents and businesses to contribute to undergrounding costs in projects where there is a significant individual or business benefit eg enhanced views, improved parking as well as benefits for the wider community.

Potential revenue sources for funding undergrounding projects will be investigated as part of the process for assessing the feasibility and priority of projects and developing longer term programs.

REFERENCES:

Corporate Plan:

Community Wellbeing CW3: A well planned city to improve character, amenity and safety.

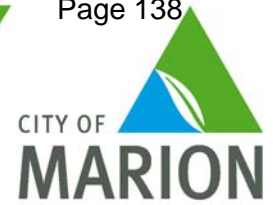
Procedure References:

PLEC Project Guidelines, 4 July 2005

Other Related References:

Previous Versions:

Youth Policy



POLICY STATEMENT

This policy provides the guiding principles that will set the direction for the City of Marion youth programs, services and engagement priorities. The Youth Policy will be applied to the City of Marion's own delivery of youth services and to the way that the City of Marion operates as a corporate citizen.

The City of Marion recognises that young people are a valuable part of the Marion community, with a unique role to play in the development of the region. The City of Marion will continue to support both young people and the community to make Marion a positive place for young people.

The City of Marion is committed to working for the benefit of all young people who live, work, study or spend leisure time in the Marion area. The City of Marion recognises its leadership role within the community and will work collaboratively with young people and our partners to provide opportunities for young people to develop their potential and participate in community life.

The Youth Policy defines the term "Youth" as a transitional stage rather than a specific age, ensures our approach aligns with young people's values, and identifies the priority areas that the programs and services will address - these being:

- Develop opportunities for youth participation and citizenship
- Work collaboratively to build community and youth sector capacity
- Promote healthy lifestyles and wellbeing for young people
- Contribute to the development of a safer community for young people to grow up in
- Improve young people's access to relevant information and services

DEFINITIONS

The Youth Sector

The Youth Sector is the term given to organisations, both government and non government that work with, for and on behalf of young people.

Health

The World Health Organisation defines health as "a state of complete physical, mental, and social well-being and not merely the absence of disease or infirmity". Supporting young people's health has emerged as a priority across the three tiers of Australian Government and increasingly refers to unacceptably high rates of overweight or obese children and related conditions as a result of poor diet, inactivity, social isolation and self concept.

Wellbeing

The term wellbeing as used in this policy describes a holistic approach to the health of a young person and includes their physical, social, economic and psychological status. Local Governments primarily promote health and wellbeing through; urban design, health education, community activities & events, promotion of recreation and therapeutic services in the community, mental, physical and sexual health awareness campaigns.

PRINCIPLES

The City of Marion will take a broad community based approach to working with all young people to foster their strengths and build a community in which young people can thrive and successfully negotiate the tasks of transitioning to adulthood.

The six governing principles that underpin the development of City of Marion's contribution to youth development are:

1. Transitional Stages of Youth

The City of Marion understands youth as the period of transition that takes place between childhood and adulthood. Two key transition points are:

- 1.1 Primary to secondary school (childhood to adolescence)
- 1.2 Secondary school to employment or further study (adolescence to adulthood)

The City of Marion acknowledges that while the transitions of adolescence primarily take place between the ages of 12 and 19 years, this experience is not the same for all young people. As such, while the primary age range targeted is 12-19 years, the City of Marion is committed to supporting young people who are outside of this age group but still considered in the transition period.

2. Youth Participation and Citizenship

Young people are a valuable part of the Marion community. The City of Marion is committed to providing young people with opportunities in accessible and youth friendly environments that allow them to contribute to the decisions that affect their lives and to participate in the community in ways that they find meaningful. The following principles inform our engagement with young people:

- 2.1 We value the energy, diversity, knowledge and skills each young person brings to the community.
- 2.2 We respect everyone, no matter how similar or different they are from ourselves.
- 2.3 Young people have the right to participate in the community and to contribute to decisions that impact on them.
- 2.4 We are committed to fairness and justice and take seriously our responsibility to provide young people with the right information, training and support for accessible, transparent and safe participation.

3. Collaboration to Build Community and Youth Sector Capacity

The City of Marion will work collaboratively with young people, the youth sector, the community, local schools, neighbouring Councils, government agencies and non-government organisations toward a holistic approach to engaging with and responding to the needs of young people in the Marion community

4. Promote Healthy Lifestyles and Wellbeing for Young People

The City of Marion is committed to promoting healthy lifestyle and wellbeing for young people. The City of Marion will work with young people, the youth sector, the community, government agencies and non-government organisations to maximise the opportunities within Marion that contribute to a young person's health and wellbeing.

5. Safe Communities for Young People to Grow Up In

The City of Marion places a strong emphasis on community safety and will work with young people, the community, the youth sector, government agencies and non-government organisations to build a safer community for young people

6. Access to Relevant Information and Services

The City of Marion recognises the increasing importance of accessible and timely information for young people on issues that are relevant to them and of the role that technology plays in the delivery of this information. The City of Marion will use its resources to assist in the dissemination of information across its sites including web based infrastructure, libraries, administration centre, community centres, and youth specific sites to ensure young people have access to the services and programs that are designed to support and assist them.

REFERENCES

Strategic Plan :

- CW1.1 Build on local strengths to develop active, friendly and connected neighbourhoods
- CW1.2 Encourage an inclusive community that values diversity and engagement
- CW1.3 Support a strong sense of safety in our community
- CW1.4 Build community resilience and participation in planning for change

- CW2.3 Improve the built environment by enhancing character, amenity, safety and accessibility
- CW3.3 Provide or support equitable access for all to services and facilities
- CW4.1 Develop open spaces and recreation facilities that support active communities and healthy environments
- CW4.2 Increase opportunities to improve the community's physical, mental and spiritual health and wellbeing
- CW4.3 Support healthy and safe environments for people to live and work
- CV 2.1 Actively support the development of a multicultural, inclusive and welcoming community
- CV 3.1 Develop unique and vibrant public places that express local identity and meet local needs
- CV 3.2 Provide and support opportunities to celebrate and express community identity
- CV 3.3 Enhance greater connection and understanding between young and older people
- CV4. 2 Foster a culture that plans for the future and values the needs of future generations

EXCELLENCE IN GOVERNANCE:

Nil

PROCEDURE REFERENCE:

Nil

COUNCIL AGENDA REFERENCE:

GC270911R

OTHER RELATED REFERENCES:

- SA Strategic Plan
- Youth Connect, Office for Youth, South Australian Government
- LGA Strategic Plan
- 40 Developmental Assets (Benson, Roehlkepartain, Sesma 2004)
- Resilience Survey (Resilience Foundation 2009) at the Hallett Cove R-12 School in 2009
- National Survey of Young Australians (2009, 2010)
- United Nations World Programme of Action for Youth
- United Nations Convention on the Rights of the Child
- National Strategy for Young Australians
- City of Marion Strategic Plan 2010-2020
- City of Marion Healthy Cities Policy
- Healthy Environment Plan
- Community Safety Plan


POLICY APPENDICES

Nil

AUTHOR

Kate Berry - Cove Youth Service, Youth Development Officer

David Sharp - Unit Manager, Community Development Officer

<p style="text-align: center;">GOVERNANCE POLICIES</p>  <p style="text-align: center;">Investment</p>	Policy Number:	GP-19
	Version Number:	3

POLICY STATEMENT:

1 Introduction

1.1 Objectives

The purpose of this policy is to ensure that:

- Council maximises the return on surplus funds
- Council funds are preserved
- Council funds are invested in accordance with its legislative and common law responsibilities

1.2 Legislative Power

Section 139 of the Local Government Act.

1.3 Prudent Person of Business

All investments are to be made exercising care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons.

1.4 Legislative Requirements

All investments are to be made in accordance with the provisions of the Local Government Act 1999, with particular attention to Sections 139 and 140.

2 Investments

2.1 Approved Investments

Without approval from Council, investments are limited to

- Deposits with the Local Government Finance Authority
- Bank accepted / endorsed bank bills
- Bank negotiable Certificate of Deposits
- Bank interest bearing deposits
- State / Commonwealth Government Bonds

Subject to the following exposure limits

2.2 Investment Limits

Investments shall not be made with institutions or products with a rating below that listed below, and nor should the amount invested exceed the following percentages of total short-term investments.

Type	S&P Short Term Rating 7 Day	S&P Long Term Rating >12 mth	Maximum Holding
LGFA deposits	n/a	AA	100%
Other products and institutions	A-1+	AAA to AA-	< \$1m

2.3 Calculation of Maximum Holding (refer Table 2.2)

The Maximum Holding is the amount of the investment, plus any other investments of the same type, as a percentage of the current total of council investments.

3 Maximising Return

3.1 Money to be invested

The bank account balance of Council is to be kept at a level no greater than is required to meet Councils immediate working capital requirements, with any surplus funds being applied to either reduce debt or invest.

3.2 Quotations on Investments

No fewer than three quotations are to be obtained from authorised institutions on investments \$500,000 or more where the period of investment exceeds 30 days. During periods of stable interest rates, new investments may be made based upon the results of previous quotes.

4 Long Term Investments

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

5 Reporting

5.1 Valuation and measurement

All reports are to account for investments in accordance with the provisions of Accounting Standard AASB132 Financial Instruments: Disclosure and Presentation.

Annual averages are to be calculated by using the weighted average of end of month balances.

5.2 Annual Review

Each year a report will be prepared which summarises the performance of the investment portfolio as whole.

DEFINITIONS:

PRINCIPLES:

REFERENCES:

Corporate Plan:

Excellence in Governance - 2.2 Advance the alignment of financial and physical resources to Council and community priorities.

Procedure References :


Nil

Other Related References :

Nil

Previous Versions :

Nil

<p style="text-align: center;">GOVERNANCE POLICIES</p>  <p style="text-align: center;">Information Technology - Provision And Use Of Equipment (Elected Members)</p>	Policy Number:	GP-29
	Version Number:	2

POLICY STATEMENT:

The City of Marion will provide members of the elected body with facilities and support (pursuant to Section 78 of the Local Government Act 1999) in the form of Information Technology Services and Equipment which is intended to:

- facilitate electronic communications with key stakeholders;
- enable effective and efficient communication between staff of the City of Marion, other Elected Members and members of the community;
- achieve informed decision-making;
- enable Elected Members to perform their role effectively and efficiently; and
- increase productivity in the provision of services to the City of Marion community.

In providing these Information Technology Services and Equipment, Elected Members have a responsibility to ensure that they are aware of their obligations to use those services and equipment appropriately. Elected Members are therefore required to use the Information Technology Services and Equipment in accordance with relevant policies of the City of Marion. These services and equipment are not permitted to be used for non-Council business activities unless approved by the Council, in accordance with Section 78(3) of the Local Government Act 1999.

The appropriate use of Information Technology Services and Equipment will ensure that the demands on resources and the costs associated with providing the services and equipment are minimised and potential disruption to the business of the City of Marion is averted.

The City of Marion is required to regulate the use of Internet and Email so that it is protected from commercial harm and its Elected Members and employees enjoy a safe working environment. Internet and Email services are also subject to the same standards and Codes of Conduct that are applicable to all other resources and facilities that are provided, so as to protect Elected Members and employees of the City of Marion from illegal, unethical and inappropriate use of the Internet and Email services. To achieve these requirements, the City of Marion must regulate messages sent, received and transmitted. Further, as electronic communications may be "*official records*" under the State Records Act 1997, all Email messages sent and retrieved may from time to time be subject to monitoring or retrieval by staff of the City of Marion.

The City of Marion may be required to disclose Email messages, even if expressed to be confidential, in court proceedings, in investigations by regulatory bodies or for the purposes of the Freedom of Information Act 1991.

DEFINITIONS:

Information Technology Services and Equipment - services and equipment provided to Elected Members for use in their role as an Elected Member including a personal computer and associated software, printer, facsimile machine, answering machine, telephone, Email and Internet access.

Email - a service that enables people to exchange documents or messages in electronic form where messages are sent and received using computer technology. Each person has a designated mailbox that stores messages sent by other users. You may retrieve, read and forward or re-transmit messages from your mailbox.

Internet - a global research, information and communication network providing services such as file transfer and electronic mail.

Hack - To attempt by illegal or unauthorised means to gain entry into another's computer system or

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files.

Security system - The City of Marion has prescribed controls giving authorisation and access to files and directories in the network to protect the information on the network. Each Elected Member has a password that allows them access to information and programs within their authority. Network security is controlled by the Manager Information Management and Technology and reviewed by the Chief Executive Officer.

PRINCIPLES:

Section 78 of the Local Government Act 1999 states that a council may provide facilities and other forms of support to Elected Members to assist them in the performance or discharge of official functions and duties. The provision of such facilities and support is always at the discretion of the Council subject to compliance with the following:

- (a) the Council must specifically resolve that the provision of facilities or services is necessary or expedient to the performance or discharge of official functions or duties;
- (b) facilities and services must be available to all Elected Members on a uniform basis (other than facilities and services specifically provided for the benefit of the principal member); and
- (c) any property provided to an Elected Member remains the property of the City of Marion.

As resolved by the Council on 25 June 2002, Elected Members will be provided with Information Technology Services and Equipment to be located at their place of residence for the duration of their term of office. These Information Technology Services and Equipment, determined by the Manager Governance, comprise:

- a personal computer and associated software;
- a printer;
- a facsimile machine / answering machine;
- electronic communications services, including Email and Internet access (via Council's Internet Service Provider)
- telecommunications facilities

Technical and maintenance support is also provided.

The Information Technology Services and Equipment will be standardised by Council's Information Technology Department to ensure consistency, in model and maintenance, to enable communication between Elected Members and Administration, and for the provision of Council documentation/information.

Provision of Information Technology Services and Equipment

Information Technology Services and Equipment provided to an Elected Member remains the property of the City of Marion and, as such, are to be returned to staff of the City of Marion at the completion of the term of office of an Elected Member or upon request.

Information Technology Services and Equipment are provided for the purpose of improving productivity related to Council business and not for non Council business activities.

Email and Internet Access

Email and Internet services are provided to Elected Members to enable improved productivity in communication with Council staff, other Elected Members and other key stakeholders.

Elected Members are permitted to use the Internet and Email services for legitimate Council business.

Elected Members, are permitted to use Internet and Email services for private purposes where such use is open, accountable and transparent. Private use of Internet and Email services must always be appropriate and lawful and not interfere with the Elected Members' capacity or ability to perform his or her Council functions and duties. Elected Members may choose to set up a separate Email account

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for private purposes, eg hotmail.

Elected Members are not permitted to use Internet and/or Email services to:

- send or forward Emails, including jokes, anecdotes, song lyrics or animated and graphic images, that:
 - contain pornographic materials or any other provocative, offensive, abusive, sexist or racist material of any kind;
 - promote discrimination on the basis of race, gender, disability, age, marital status, sexuality, religion and/or, political beliefs;
 - contain threats of violence or unwelcome statements that could reasonably be perceived as bullying or harassment;
 - discuss or promote illegal activities, including harassment on the grounds of race, gender or sexuality;
 - breach the Council's Code of Conduct for Elected Members;
 - contain personal opinions about statements or conduct of other Elected Members and/or staff of the City of Marion that may be derogatory or defamatory.
- Elected Members are not permitted to send or forward written materials by Email or over the Internet that:
 - are for the purposes of personal financial gain;
 - is commercially sensitive information;
 - disperses corporate data to the City of Marion's customers or clients without prior authorisation;
 - breaches legislation, particularly Occupational Health, Safety & Welfare Act 1986, Equal Opportunity Act 1984 (South Australia), Sex Discrimination Act 1984 (Commonwealth), Disability Discrimination Act 1992 (Commonwealth), Racial Discrimination Act 1975, including the Racial Hatred Act (Commonwealth) and any Council Policy or the Code of Conduct for Elected Members;
 - is protected under copyright laws.
- Elected Members are not permitted to forward:
 - frivolous Emails to a number of recipients;
 - chain letters to other recipients.
- Elected Members are not permitted to:
 - access Internet sites containing pornographic, provocative, offensive or objectionable content of any kind;
 - access Internet gambling sites;
 - establish and/or utilise spamming Email accounts from the City of Marion;
 - view, download, save, receive (without deleting immediately), or send material as set out above, or any such related materials;
 - "hack" into other Information Technology systems belonging to individuals or other organisations;
 - read or attempt to determine other people's logins;
 - attempt to "crack" passwords;
 - breach computer or network security measures, including attempting to gain unauthorised access to the mailboxes of other Elected Members or staff of the City of Marion and if access is gained, to forward or remove any materials from those mailboxes;
 - monitor electronic files or communications of others; or
 - interfere with any password.

● ***Email Address Book:***

Emails from Elected Members requesting information or action by a member of staff are to be directed to the relevant Director and/or Manager for follow up of the request. If an Elected Member requires information to be provided to all staff of the City of Marion, the Elected Member must contact the relevant Director and request that the item be listed on "Hot News" (eg community event information).

- ***Copyright:***

Not all information on the Internet is in the public domain or freely available for use without proper regard to rules of Copyright. Much of the information is subject to Copyright Protection under Australian law, and by Australia being a signatory to related international treaties.

"Use" in Copyright terms includes downloading, reproducing, transmitting or in any way duplicating all or part of any information (text, graphics, videos, cartoons, images or music) which is not in the public domain. That is, simply because material is available via the Internet does not necessarily mean it is in the public domain.

- ***Privacy:***

The Council is not bound by the Privacy Act 1988 (Commonwealth), which incorporates both the National Privacy Principles and the Information Privacy Principles, nor the Information Privacy Principles Instruction (Cabinet Administrative Instruction No 1 of 1989).

However, the Council recognises the importance of protecting the privacy of Elected Members and their personal information and is therefore committed to ensuring that privacy is protected. To this end, the Council will endeavour to protect the personal information it collects, stores, discloses and uses in accordance with the standards set by the National Privacy Principles and any Privacy Policy developed and adopted by the Council.

- ***Virus Scanning:***

Non-text files or unknown messages should not be imported without first being scanned for viruses. Elected Members must not open, view or attempt to read attachments of any description (eg games, screen savers, documents, executable files, zip files, joke files or other mails) unless they have been scanned for viruses. To do so will breach network security measures.

- ***Sending Emails:***

Elected Members must exercise care and discretion when sending Emails. Highly confidential messages or information should not be sent via the Internet or Email as messages may be sent, forwarded or transmitted to someone other than the intended recipient. Controlled or limited distribution of messages cannot be guaranteed.

Copies of Emails sent on Council business must be kept in an electronic directory as these Emails may be required for reference in the future. Additionally, those emails should be electronically forwarded to the Manager Governance to be placed on Council's document management system for record keeping purposes. Hard copies also should be made of Emails that need to be retained.

Elected Members should ensure that confirmation of receipt of an Email is obtained for important messages. Telephonic or faxed communication is advised where the Email system does not provide for electronic confirmation of the recipient's receipt of a message.

- ***Infringement of this Policy***

Any infringement or alleged infringement of this policy will be investigated in accordance with the City of Marion's Code of Conduct for Elected Members. Where the investigation finds that an infringement of the policy has occurred (unless the alleged infringement warrants referral to the Police) Council may choose to:

- take no further action;
- censure the Elected Member;
- withdraw the use of Lotus Notes and/or the Internet for a specified period of time;
- withdraw the use of Lotus Notes and/or the Internet until the end of the Elected Member's term of office;
- withdraw one or more components of the Information Technological Services and Equipment, including software/applications, from the Elected Member for a specified time or for the remainder of his or her term of office.

Violations of this policy may constitute a breach of the Code of Conduct, an offence against the principles and the spirit and intent of the Occupational Health, Safety and Welfare Act 1986, Equal Opportunity Act 1984 (South Australia), Sex Discrimination Act 1984 (Commonwealth), Disability Discrimination Act (Commonwealth) or Racial discrimination Act (Commonwealth). Misuse of

confidential and other information obtained in the course of undertaking duties as an Elected Member may constitute a breach of the Local Government Act 1999 and the Criminal Law Consolidation Act 1936. Other legislative provisions may also be breached where a violation of this policy has been identified.

- **Email Disclaimer:**

The following disclaimer must be attached as a footnote to all outgoing Emails sent by Elected Members:

"The contents of this email are intended only for the named recipient and may be confidential. If you have received this communication in error, please contact us then delete the email and any attachments. You must not copy, distribute or disclose this message or any part of it to anyone.

No representation is made that the disk/email is free of viruses or other defects. Virus scanning is recommended and is the responsibility of the recipient. The contents of this message may express views and opinions not necessarily shared by the City of Marion.

The City of Marion is committed to providing our customers with excellent service. If we can assist you in any way please either telephone (08) 8375 6600 or visit our web site <http://www.marion.sa.gov.au>."

REFERENCES:

Corporate Plan:

KRA 1 - Provide Leadership

Procedure References:

Code of Conduct for Elected Members

Other Related References:

Local Government Act 1999, Section 78

Previous Versions:

Nil.

1. RATIONALE

This policy is to guide a consistent and integrated approach to sustainable asset management throughout the City of Marion, supporting informed and effective strategic decision-making

2. POLICY STATEMENT

The City of Marion currently owns and manages a large and diverse asset portfolio, valued in excess of \$1 billion. These assets make up the social and economic infrastructure that enables the provision of services to the community and businesses for current and future generations, playing a vital role in the local economy and on quality of life.

Asset management is a critical tool in ensuring appropriate provision is made for the long-term management of Council assets, and their impacts on all areas of service planning and delivery.

This policy applies to all assets within the City of Marion under the care, control and management of Council.

3. VISION AND PRINCIPLES

The vision for asset management at the City of Marion is:

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

Council is committed to implementing asset management best practice across all areas of council defined by the following key principles:

1. Assets exist to meet community needs and support the delivery of services to the service levels adopted by Council
2. All relevant legislative, political, social, environmental and economic requirements are to be taken into account in asset management
3. Asset management decisions are based on consideration of strategic asset criticality and priority for action
4. Prioritisation of new asset investments and asset disposal decisions are based on an evaluation of public value, encompassing consideration of such criteria as asset utilisation potential, benefits, risks, ownership and management options, life cycles and costs in accordance with Council's Prudential Management Policy and Disposal of Land and Assets Policy
5. Asset renewals required to meet agreed service levels will be identified in Council's adopted Asset Management Plans
6. Council's Long Term Financial Plans will align with Council's adopted Asset Management Plans to ensure adequate funding is set aside to meet forecast asset management requirements.

4. POLICY SCOPE AND IMPLEMENTATION

The City of Marion's Strategic Management Framework provides the overarching framework that supports Council in setting strategic direction and making determinations relating to priorities, resource and budget allocation. Asset management is an integral element of Strategic Management and forms part of key strategic management plans.

This policy will be supported by an Asset Management Strategy to align Council's asset portfolio to meet the service delivery needs of the community.

The Asset Management Plans and Long Term Financial Plans are the mechanisms by which the asset related priorities will be resourced to ensure delivery of strategic outcomes.

5. DEFINITIONS

Asset: An individual or group of physical objects, which has value and enables services to be provided.

Asset Management: The combination of management, financial, economic, engineering and other practices applied to assets with the objective of providing the required service level in the most cost effective manner.

Asset Strategy: High level asset management objectives, practices, improvement plans, audit and review processes which coordinate activities to deliver the Asset Management Policy.

Asset Management Plan: Long-term plans (usually 10-20 years or more for infrastructure assets) that outline the asset activities and programs for each service area and resources applied to provide a defined level of service in the most cost effective way (IIMM 2015).

Lifecycle Cost: The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal costs.

Asset Sustainability Ratio: Provides a measure as to whether Council's asset base is being adequately maintained. It expresses as a percentage the proportion of the total asset value consumed (depreciation) compared to the amount spent in preserving the asset (capital replacement/renewal).

Asset Owner: A subject matter expert or work area within Council that is responsible for the planning, creation, operation, monitoring, maintenance, renewal and disposal of an asset.

Further definitions are included in the International Infrastructure Management Manual 2015 referenced below (section 7).

6. ROLES AND RESPONSIBILITIES

The role of Council is to ensure that:

- Council's assets meet the needs of the community now and into the future
- Asset management follows an approach based on maintenance before renewal and renewal before new/upgrade (where it is cost effective to do so)
- Life cycle costs are be considered in all decisions relating to new services and assets and upgrading of existing services and assets
- Asset disposal occurs following a transparent process, aligned with all legislative and policy requirements
- Systems are established and adhered to, to provide responsibility and accountability for asset conditions, usage and performance
- Asset Management Plans identify current and future strategic asset management requirements for major service/asset categories
- The Annual Business Plan include Asset Sustainability Ratio targets within each Annual Business Plan

The role of Council Administration is to ensure that:

- Progress in the improvement of asset management practices is monitored
- The organisation makes effective and informed decisions through each stage of the asset lifecycle to achieve the Asset Management Vision
- Data in Asset Management Plans informs the Annual Business Plan and Long Term Financial Plan
- Maintenance and capital works programs are implemented in accordance with Asset Management Plans
- Responsible staff members are supported in the creation, upgrade, renew, receipt (gifted or otherwise), or disposal, of Council-owned assets

7. REFERENCES

Policy development has been guided by the International Infrastructure Management Manual (IIMM) 2015 and Australian Infrastructure Financial Management Guidelines.

The Local Government Act 1999 requires that Councils develop and adopt plans (to be collectively called the strategic management plans) including the extent to which any infrastructure will need to be maintained, replaced or developed by the council.

Community Facilities Policy

Originating Officer	Sean O'Brien - Community Facilities Planner
Corporate Manager	Carol Hampton - Manager City Property
General Manager	Abby Dickson - General Manager City Development
Report Reference	GC100718R02

REPORT OBJECTIVE

For Council to consider the City of Marion Community Facilities Policy (Appendix 1) for community consultation.

EXECUTIVE SUMMARY

The Community Facilities Policy aims to guide the development of quality, suitable and well used community facilities to support Council in the delivery of its strategic objectives.

The draft Community Facilities Policy provides the rationale, principles, objectives and classifications to assist Council with the management and renewal of its assets.
The policy aims to provide consistency and integration with other Council frameworks, policies and plans.

RECOMMENDATION

That Council:

1. Endorses the Community Facilities Policy attached as Appendix 1 to this report for community consultation.
2. Requests Administration report back on the consultation outcomes for Council's consideration on 28 August 2018.

Liveable:

L1 We will make our services, facilities and open spaces more accessible.

L2 We will create more opportunities for residents to enjoy recreation and social interaction in our neighbourhood centres, libraries, sports facilities and other Council facilities.

Connected:

C1 We will provide a variety of options for social interaction.

DISCUSSION

The City of Marion owns, develops and manages an extensive range of facilities from multipurpose sites with playing fields, community halls, to sites from which Council operates a range of community services.

The Infrastructure and Strategy Committee identified that Council required a policy to guide Council in the provision and management of community facilities. The Committee discussed a broad range of planning principles and objectives over the course of 2017, which have been integrated into a draft policy for the consideration of Council.

To guide the delivery of the vision for Community facilities, a framework is being developed comprising of:

- Community Facilities Policy – provides the rationale, vision, objectives and principles to guide the development of a 10 year plan, service levels and works program
- Service Levels – guide the location and types of facilities to be provided
- Community Facilities Plan – provides a 10 year plan that assists with determining priorities, timelines and the allocation of funds in the Long Term Financial Plan
- Works Program - provides a 3 year works program to deliver on specific actions from the plan. This plan will be taken into consideration when Council develops its annual business plan and budget

The objective of the Community Facilities Policy is to support Council planning, management and decision making.

The policy's principles and objectives aim to guide Council to develop facilities that will create more opportunities for residents to enjoy recreational activities and promote social interaction.

The policies principles and objectives are outlined below:

- Accessible: Enhance people's physical and mental health and wellbeing by providing a broad range of accessible facilities for the community
- Multi-functional and Adaptable: Where possible design and develop facilities to be multi-functional and adaptable, ensure they are maintained in good condition to provide quality facilities and to maximise their capacity to benefit the broader community.
- Sustainable: Ensure facilities are socially, environmentally and economically sustainable and managed efficiently and responsibly.
- Community Involvement, Pride and Participation: Provide facilities and services to the community that meet their current and future needs.

The policy identifies classifications for infrastructure, providing a reference point to guide the types of facilities that Council will plan for.

These classifications are:

1. Libraries
2. Neighbourhood Centres (multi-purpose, programmed and staffed)
3. Cultural and Performing Arts Facilities
4. Community Centres and Halls (Neighbourhood and Regional)
5. Indoor Sport and Recreation Centres
6. Swimming Pools
7. Sports and Community Clubs (multi-purpose venues)
8. Outdoor sport and recreation ovals, courts and lawn bowls

There may be additional types of facilities not currently identified in the above classifications, these additional facilities will be assessed, planned and developed on a case specific basis.

The Community Facilities Policy applies only to Council owned community facilities and will assist Council with determining strategic planning priorities, the allocation of resources and future funding to be identified in the Long Term Financial Plan. The policy also provides guidance for the Capital Works Program and Asset Management Plans.

Public Consultation

The Community Engagement Policy sets out the City of Marion's commitment to effective consultation regarding Council decisions, which have an impact on the people who live, work, study, conduct business and use the facilities or public places in the City of Marion.

A Copy of the draft policy to be made available on the Council's Making Marion web site inviting written submissions within a period of 21 days. The consultation will be held across the July to August period of 2018 and all responses will be collated and summarised in a report to Council.

Attachment

#	Attachment	Type
1	Appendix 1 - Community Facilities Policy	PDF File

1. RATIONALE

The City of Marion owns, develops and manages an extensive range of facilities from multi-purpose sites with playing fields, community halls to sites from which Council operates a range of community orientated services.

This policy will guide the development of community facilities planning and works programs.

2. POLICY STATEMENT

This policy will guide decisions relating to the acquisition and sale of properties and land, the reclassification of properties and land, service levels, allocation of funds for maintenance, renewal and replacement, and planning for future service delivery.

3. OBJECTIVES AND PRINCIPLES

The objective of this policy is to support planning and decision making that will provide the City of Marion with appropriate facilities supports people to access services and participate in activities.

Council's objectives are to strategically plan for and provide community facilities that are:

Principle	Objective	Rationale
Accessible	Enhance people's physical and mental health and wellbeing by providing a broad range of accessible facilities for the community	Accessibility is strongly related to city wide planning and universal design approach, where facilities are well located and cater for the widest possible range of situations. With the intent to make facilities where possible accessible to all people (whether they have a disability or not).
Multi-functional and Adaptable	Where possible, design and develop facilities to be multi-functional and adaptable, ensure they are maintained in good condition to provide quality facilities and to maximise their capacity to benefit the broader community.	Where possible, design and construct buildings to meet a wide range of community needs, be functional, comfortable and fit with the natural and/or local environment.
Sustainable	Ensure facilities are socially, environmentally and economically sustainable and managed efficiently and responsibly.	Where possible community facilities will: <ul style="list-style-type: none"> • Have energy efficient technologies, use water efficiently, minimise waste and recycle • Will be economically efficient for Council to maintain • Be supported by best practice asset management planning and processes.

Principle	Objective	Rationale
Community Involvement, Pride and Participation	Provide facilities and services to the community that meet their current and future needs.	Options for developing facilities will be based on demonstrated demand and community aspirations.

4. POLICY SCOPE AND IMPLEMENTATION

The Community Facilities Policy applies only to council owned community facilities and will assist Council with determining strategic planning priorities, the allocation of resources and future funding to be identified in the Long Term Financial Plan. The policy also provides guidance for the Capital Works Program and Asset Management Plans.

Council's Leasing and Licencing of Council Owned Facilities Policy also plays a pivotal role in ensuring community facilities are accessible, sustainable and maximise community use by requiring clubs and community groups to demonstrate their efforts in achieving good governance, maximising facility utilisation and social inclusion, sound volunteer management and the implementation of environmental initiatives.

5. DEFINITION AND CLASSIFICATION

For the purposes of implementing this policy, the following definitions apply;

Community facilities
(*definition*)

Are council owned buildings and spaces that provide;

- A council managed community service, or
- Are available to be leases/licenced or hired to community organisations to support the delivery of sport or recreation opportunities or community services.

While there may be some costs involved with room hire or fees to participate in a particular program or activity, community facilities should be publicly accessible and available to all members of the community where possible.

Community facilities
(*classification*)

Are public spaces available for community use and are classified as;

1. Libraries
2. Neighbourhood Centres (multi-purpose, programmed and staffed).
3. Cultural and Performing Arts Facilities
4. Community Centres and Halls (Neighbourhood & Regional)
5. Indoor Sport and Recreation Centres
6. Swimming Pools
7. Sports and community clubs (multi-purpose venues)
8. Outdoor sport and recreation ovals, courts and lawn bowls.

There may be additional types of facilities not currently identified in the above classifications, these additional facilities will be assessed, planned and developed on a case specific basis.

The purpose of facility classifications is to provide a reference point to guide the types of infrastructure that Council will include in the planning process.

The provision of council facilities will consider the provision of facilities in neighbouring council areas to ensure there is a strategic and balanced approach to providing facilities where they are most needed and accessible.

6. EXCLUSIONS

It is recognised that other facilities perform as community facilities for community use. Outdoor recreation facilities, such as the provision of parks, playgrounds, walking trails or bike paths are generally not considered as community facilities although the community benefits is clearly recognised.

Council has facilities from which administration and outdoor services are provided, these are required to support service delivery to the community.

Council also has facilities that support the delivery of services including kindergartens and cafes, which for the purpose of this policy are classed as commercial premises leased to and operated by independent third parties, and as such will be exempt from this policy.

There are a number of other facilities which the community are able to access that are not owned by Council but could be defined as community facilities such as, churches within halls and facilities provided in adjoining councils.

7. ROLES AND RESPONSIBILITIES

Council is responsible for developing the policy and work plans, allocate funding and resources to develop and maintain facilities. The Manager City Property is responsible for supporting the development, review and implementation of work plans and the management and monitoring of facilities.

8. REFERENCES

South Australian Government

- *Local Government Act 1999* (SA)
- *Planning, Development and Infrastructure Act 2016* (SA)
- 30-Year Plan for Greater Adelaide
- *Development Regulations* (e.g. fencing)
- *South Australian Public Health Act 2011* (SA)
- *Work Health, Safety Act 2012* (SA)
- *Heritage Act 1993* (SA)
- Disability Discrimination Act 1992 Commonwealth
- South Australian Office for Recreation and Sport – South Australian Regional Level Recreation and Sport Facilities Planning Guidelines 2016
- Crime Prevention Through Environmental Design, Attorney-General's Department

City of Marion

- Community Vision – Towards 2040
- City of Marion Strategic Plan 2017- 2027
- City of Marion Business Plan

- City of Marion Annual Business Plan and Budget
- Long Term Financial Plan
- Building Asset Management Plan
- Leasing and Licensing of Council Owned Facilities Policy
- Open Space Policy
- Playground Framework
- Asset Management Plans
- Walking and Cycling Strategy
- Risk Management Framework
- Community Engagement Policy
- Climate Change Policies

9. REVIEW AND EVALUATION

This policy will be reviewed once during a term of Council. Its review will be initiated by the Governance Department.

Open Space Policy - Updated

Originating Officer	Rebecca Deans - Open Space and Recreation Planner
Corporate Manager	Carol Hampton - Manager City Property
General Manager	Abby Dickson - General Manager City Development
Report Reference	GC180710R03

REPORT OBJECTIVE

This report presents a revised policy for Council's consideration and endorsement.

EXECUTIVE SUMMARY

The Open Space Policy was endorsed by Council in January 2017 (GC240117R02). Since then Elected Members have discussed minor changes to the policy to reflect changes to related documents and clarify the intent within the policy.

RECOMMENDATION

That Council:

1. Endorses the changes to the Open Space Policy and adopts the policy as provided as Appendix 1 to this report.

DISCUSSION

The Open Space Policy provides a vision, high-level principles and a scope to guide a citywide approach to the development of a long-term program of capital and renewal works.

A draft Open Space Policy was presented to Council in November 2016 (GC011116R02) this was then placed on Council's website for a 21-day community consultation period during November 2016.

Council considered the feedback and endorsed the policy at the General Council meeting in January 2017 (GC210117R02).

Since the policy was endorsed minor amendments have been proposed to clarify the intent of the policy and update terminology. There have also been amendments to related documents that are considered within the Open Space Policy.

At the Elected Member Forum in May 2018 (EMF150518), Councillors provided further feedback on the Open Space Policy. Proposed amendments are in Appendix 1 for Council's consideration.

These minor amendments do not change the intent of the policy, and the feedback received during the initial community consultation remains relevant. Given the changes are minor no further community consultation is warranted.

A copy of the community feedback received on the policy is attached as appendix 2 to this report.

The adoption of the amendments to the Open Space Policy sets the high-level vision and principles for ongoing development, upgrade and management of open spaces across the City of Marion.

Attachment

#	Attachment	Type
1	Appendix 1 - Open Space Policy	PDF File
2	Appendix 2 - Community Feedback	PDF File

1. RATIONALE

Council will provide accessible and diverse open spaces that are distributed across the City that contribute to neighbourhood character, provide opportunities for active living and community engagement, and protect and enhance natural environments.

2. POLICY STATEMENT

This policy sets the principles and framework ~~and a defined open space hierarchy~~ to guide the provision, development and management of accessible and diverse open spaces in order to improve sustainable environmental outcomes and our community's individual and collective health and wellbeing.

3. OBJECTIVES

The City of Marion owns, develops and manages a network of open spaces ranging from small parks to large reserves in order to:

- Ensure their sustainable provision and management for current and future generations.
- Enhance people's physical and mental health and wellbeing through open space that is accessible and provides opportunities for active living and social interaction.
- Improve the amenity of neighbourhoods and business/industrial precincts so they are attractive places to live and work.
- Contribute to people's sense of place and connection with the character of a neighbourhood.
- Mitigate and adapt to climate change impacts.
- Provide sustainable and attractive natural environments.

4. PRINCIPLES

The following principles guide the provision, development and management of open space:

- **Accessibility and Amenity**
 - Access for the majority of people to at least one type of open space within 400 - 500 metres of their residence and/or work place.
 - Design that enhances safe use of open spaces including good passive surveillance.
 - Design that enhances the character and amenity of neighbourhoods.
 - Well distributed open space to mitigate the urban heat island effect.
 - Provides destinations that support the walking and cycling network.
 - Facilities and amenities to support the primary function of the open space.
 - Contributes to the amenity and attractiveness of business precincts.
- **Multi-functional and Adaptable**
 - Responds to demographic and land use changes so open space performs different roles in response to community needs.
 - Encourages active living to promote health and wellbeing for everyone.
 - Provides a diversity of accessible opportunities, settings and experiences for people of all ages, abilities and interests.
 - Provides opportunities for gardening and growing food locally.
 - Strengthens the cultural richness of communities through opportunities for cultural expression and interactions.
 - Provides settings for commemoration.
 - Provides outdoor settings that attract visitors and tourists.

- **Environment Protection and Sustainability**

- A focus on protecting, preserving and enhancing natural environments
- Use of water sensitive urban design
- Mitigation and adaptation to climate change impacts
- Opportunities for people to connect with nature

- **Placemaking and Community Involvement**

- Communities are encouraged to be involved in the planning and ~~activation~~-use of open spaces that are important to them

5. POLICY SCOPE AND IMPLEMENTATION

This policy applies to the provision of Council owned open spaces and any other open spaces for which Council has a formal contract or agreement to develop and/or maintain.

6. OPEN SPACE HEIRACHY AND CLASSIFICATIONS

Application of ~~a defined hierarchy and requisite classifications~~ across the open space network enables an assessment of what types of open space are required now and into the future to ensure accessibility and adequate diversity.

6.1 Hierarchy

The Hierarchy ~~table below~~ describes ~~identifies~~ the level of use for each open space and potential types of facilities that may be included. ~~The Hierarchy~~The Hierarchy in Council's ~~Playground space~~ Policy will inform the level of ~~playground space~~ provision within open spaces.

Table 1 – Hierarchy of open space in the City of Marion

Local Level	
Categories	Description
Purpose	Local Level open spaces are less complex in design providing limited facilities that generally cater for a low density urban environment. They provide environmental value through urban heat mitigation, contributing to biodiversity, water management, and improving air quality.
Types of facilities	May include: <ul style="list-style-type: none"> > Minimal park furniture and amenities <u>such as a park bench, shade and drink fountains</u> > Pathways for accessibility > Playground spaces > Opportunities for community gardens > Natural shade > <u>Nature Play</u>
Neighbourhood Level	
Categories	Description
Purpose	Neighbourhood Level open spaces will be of a higher quality with a diversity of character in locations that cater for a higher density population. Due to the broader scale of facilities people can use these open spaces for extended periods of time. They provide similar environmental value as Local Level open spaces.
Types of facilities	May include: <ul style="list-style-type: none"> > Sporting and recreation facilities > Park furniture and amenities <u>such as a park bench, shade, and drink fountains</u> > Pathways for accessibility > Playground spaces > Opportunities for community gardens > Shelter and natural shade > <u>Nature Play</u>

Regional Level	
Categories	Description
Purpose	Regional Level open spaces are large, high quality destinations that have broad appeal and attract visitors and local community members alike. They can offer sporting facilities, and unique play and recreation opportunities. Environmental benefits are provided through the enhancement of natural landscapes.
Types of facilities	May include: <ul style="list-style-type: none"> > Significant sporting and recreation facilities > Diverse opportunities for play for a range of ages > Playground spaces > Park furniture and amenities including public toilets > Opportunities for community gardens > Shade and shelter > Pathways for accessibility > Public art > Off-road car parking > <u>Nature Play</u> > <u>Provision of Public Toilets</u>

State Level	
Categories	Description
Purpose	Open space managed for public benefit under a State or Federal Government management plan
Types of facilities	May include: <ul style="list-style-type: none"> > Walking, cycling, mountain bike and horse riding trails > Shelters and barbecues > Specialist sporting areas > Nature play areas > Educational signage > Areas for protection and enhancement of local native flora and fauna >

6.2 Classifications

Classifications describe the functional and environmental character of open space. Each open space is attributed one or more classifications to ensure a diversity of settings and experiences are provided across the open space network.

Recreation – active	Designed for active informal recreation that can include facilities such as play space playgrounds, grassed areas for ball games, multi-purpose courts, fitness equipment.
Recreation – non-active	Designed primarily for passive recreation activities such as relaxing, strolling, picnics, barbecues and barbecues.
Play	Where a playground space is the dominant feature of the open space. Provision of play space playgrounds is guided by the City of Marion's Playspace Policy (2016) Playground Framework
Sport	Where sport facilities are the principle purpose of the open space that are associated with club membership – usually competitive use. There can be community use outside of competitive sport schedules.
Dog park	Where a principal use of the open space is for dog off-leash exercise.
Formal garden	Where a formal garden is a feature that may have historic and/or cultural significance.
Community garden	Designed to include more formal recreation activities that may be restricted, such as community gardens.
Linear / linkage	Walking, cycling and other shared use off-road trails that are used for recreational and commuting purposes.
Cultural / heritage	Open space that is of special historic/cultural significance to indigenous and/or non-indigenous communities.
Nature conservation	Where the protection and/or improvement of biodiversity is of high value, including linking areas of remnant vegetation for passage of wildlife.
Natural landscaping area	Open space managed for general enhancement of natural amenity and passive recreation.
Wetland/watercourse/stormwater	Where a key focus is for a wetland, watercourse, and/or stormwater management.
Coastal	Where open space is situated in a coastal setting and plays a role in protecting the coastal environment.
Road reservation	Road reserves that contribute to the open space network but its primary purpose is land banking for potential future changes to transport corridors.

7. ROLES AND RESPONSIBILITIES

The Unit Manager Open Space and Recreation Planning is responsible for the implementation of this policy.

8. REFERENCES

The following key City of Marion policies and plans relate to open space:

- ~~The City of Marion suite of strategic documents~~
- City of Marion Development Plan

- City of Marion Long Term Financial Plan
- Asset Management Plan
- Community Garden Policy
- Community Land Management Plans
- Irrigation Management Plan
- Remnant Vegetation Plan
- ~~Playground space Policy Framework~~
- Climate Change Policy
- Streetscape Policy
- Asset Management Policy
- Disposal of Land and Assets Policy
- Tree Management Policy
- Community Consultation and Engagement Policy
- ~~Irrigation Management Plan~~
- ~~Street Tree Planting~~
- ~~Streetscape Policy~~
- ~~Natural Landscaping Design and Maintenance Guidelines~~
- ~~Playground Framework~~
- ~~Cycling and Walking Strategy~~
- ~~Model policies of other agencies or governments~~
- ~~Corporate documentation~~
- ~~Legislative requirements, regulations, guidelines~~
- ~~Approved operating procedures that support policy implementation~~

8. REFERENCES

- Development Act 1993 (SA)
- 30 Year Plan for Greater Adelaide
- South Australian Public Health Act 2011 (SA)
- State Public Health Plan, South Australia: A Better Place to Live 2013
- Australian Government, Department of the Environment¹
- Department of Environment, Water and Natural Resources²
- Resilient South – Integrated Vulnerability Assessment Technical Report, April 2014

9. REVIEW AND EVALUATION

This policy will be reviewed once during a term of Council. Its review will be initiated by the Governance Department.

¹ Source: [Built environment | In Brief | State of the Environment 2011 \(SoE 2011\)](#)

² Source: <http://www.environment.sa.gov.au/Home>

Initial Open Space Policy Consultation

Community consultation was undertaken from 27 October to 18 November 2016 in accordance with Council's Community Consultation Policy. Feedback on the draft Open Space Policy was sought via Council's website through *Making Marion* and social media posts, and the Messenger's 'What's Happening' column. Opportunities were provided to respond to poll questions: 'Tell us what you think of the Open Space Policy?', and 'Overall, do you support what is in the Policy'. Comments could also be provided via an online comment form.

The following were advised of the opportunity to provide feedback:

- The Department of Planning, Transport and Infrastructure
- Department of Environment, Water and Natural Resources
- SA Health
- The Cities of Onkaparinga, Holdfast Bay, Mitcham and West Torrens
- Environmental groups via the *Green Thymes* environmental e-newsletter

Community feedback statistics

The feedback received from the community on the draft Open Space Policy was:

- A total of 79 people visited the Making Marion website and 7 people downloaded the document
- 2 written responses were received and 4 people completed the online Poll indicating their level of support for the Plan
- A Facebook post was published on 18 November 2016 reaching 719 people with 5 shares and likes and 1 comment received stating 'nature play and flying foxes'
- A twitter post was published on 18 November 2016 with 1 re tweet and 3 likes.

Quick Poll response

100% of the 4 people who participated in the Online Poll indicated they strongly support what is in the Policy.

Specific feedback

The specific feedback received and our proposed responses are summarised in the table below. The draft Policy (Appendix 1) has been revised taking into consideration the comments and responses.

Feedback received		Response
1.	<p>This Open Space Policy provides a suitably diverse range categories and classifications as it relates to the purpose of open space within the community and environment.</p> <p>It is good to see that State managed open space has been identified within the policy as these areas are valued by the community and contribute to the amenity of the council area and community wellbeing. The policy is consistent with the Department of Environment, Water and Natural Resources objectives for managing state land within this council area.</p> <p>Department of Environment, Water and Natural Resources</p>	Positive to note.
2.	<p>I live near the Stanley street tennis courts and park and our local play area is so dismal compared to new exciting parks around. I'd love to see something done</p>	<p>This response forwarded to the:</p> <ul style="list-style-type: none"> - Project team that will apply the open space

Feedback received	Response
<p>there, it's a great space to do something special and Brighton up Glengowrie.</p> <p>Life Skills for School Leavers</p>	<p>hierarchy and classifications to develop an Open Space Plan</p> <ul style="list-style-type: none"> - Project team currently coordinating the Tennis and Netball review to inform their community feedback process
<p>3. Thank you for the opportunity to provide feedback on the City of Marion's Open Space Policy Review. As you outline in your draft policy, access to open space is key to the amenity of our local communities and is an important environmental and recreational asset that must be considered in existing and new developments.</p> <p>I have taken the opportunity to provide specific comment about an area of Hallett Cove, which I believe has been poorly serviced in terms of the amenity of its open space.</p> <p>It is my opinion that Hallett Cove Heights has not been well planned in this regard and that access to usable and enjoyable open space in this area needs to be improved as a matter of priority. This sub-development is rapidly expanding, seemingly with very little thought as to providing appropriate facilities and amenities to its residents.</p> <p>This is in stark contrast to the more established Hallett Cove/ which has a conservation park, the foreshore and a broad variety open spaces all throughout the suburb. This is particularly disappointing given the large number of families in the area.</p> <p>While there are some small patches of open space throughout Hallett Cove Heights, there are very little facilities and amenities, leaving families who want to take their children to a playground with no choice but to use the ageing playground in the Cove Sports Precinct or walk a long distance to facilities on the west side of Lonsdale Road. I believe playgrounds are needed as well as shade areas and BBQ facilities to ensure that this suburb has appropriate open space areas both for its current and future residents.</p> <p>I also reiterate my previous offers to work alongside you on other matters relating to this subdivision including traffic, pedestrian and public transport issues.</p> <p>David Spiers MP – Member for Bright</p>	<p>This response was forwarded to the:</p> <ul style="list-style-type: none"> - Project team that will apply the open space hierarchy and classifications to develop an Open Space Plan - Engineering and Field Services to advise of offer to 'work alongside' council on traffic/transport matters relating to the Hallett Cove subdivision - Open Space Planning team as input into the Playspace strategy review and works programming

Energy Efficiency and Renewable Energy - A Plan for the City of Marion

Originating Officer	Ann Gibbons - Environmental Sustainability Manager
Corporate Manager	Fiona Harvey - Manager Innovation and Strategy
General Manager	Abby Dickson - General Manager City Development
Report Reference	GC180710R04

REPORT OBJECTIVE

The purpose of this report is to present the draft Energy Efficiency and Renewable Energy Plan to Council for consideration and endorsement.

EXECUTIVE SUMMARY

A draft Energy Efficiency and Renewable Energy Plan was provided for feedback at the 5 June 2018 Infrastructure and Strategy Committee meeting (ISC050618R01). The draft Plan (Appendix 1) has been updated to reflect feedback provided at this meeting.

Energy efficiency and renewable energy actions already being delivered by Council are summarised in the Plan. Priority projects that will embed energy efficiency and renewable energy into Council operations have been identified for 2018/19 along with work area responsibilities and indicative timeframes for delivery. Medium to longer term actions have been summarised at a high level, with more detail to be added during annual business planning processes.

Council endorsement of the Plan is now sought. If adopted, actions identified for delivery during 2018/19 will be included in relevant work plans for implementation.

Annual reporting on measures and indicators for each of the action areas will commence from June 2019, and will contribute to community indicators aligned with the 2017-2027 Strategic Plan.

RECOMMENDATION

That Council:

1. Endorse the draft Energy Efficiency and Renewable Energy Plan (Appendix 1)

Valuing Nature:	Reducing energy use and expanding the use of renewable energy will support achievement of Valuing Nature strategies.
Innovation:	The use of innovative and smart technologies will enable energy efficiency and renewable energy outcome
Prosperous:	Supporting delivery of the SAEDB Community Energy Hubs priority will add to the prosperity of the southern Adelaide region.
Organisational Excellence:	Increasing the efficiency of Council operations through better management of our energy use.

Timeline

This Plan for energy efficiency and renewable energy sets the agenda for the City of Marion for the next ten years. It provides short and long-term actions that will improve the energy efficiency of Council's operations and reduce our overall carbon footprint.

Proposed Future Budget Allocation:

Further detail and budget requirements for projects after June 2019 will be considered through the annual business planning process.

Other Funding Sources:

A contribution of \$100,000 from the SA Government is currently being confirmed by the SAEDB to progress the Community Energy Hubs Priority.

DISCUSSION

The draft Energy Efficiency and Renewable Energy Plan for the City of Marion (Appendix 1) has been updated in response to feedback provided at the 5 June 2018 Infrastructure and Strategy Committee meeting (ISC050618R01).

The Draft Plan outlines a set of initiatives, grouped within four key themes, aimed at accelerating the uptake of energy efficiency and renewable energy projects in the City of Marion:

1. **Efficient Council Operations:** improve energy efficiency and use of renewable energy by Council. Council's effort will primarily be focussed on things that are within its operational control. Cost and energy savings and greenhouse gas emissions reductions will be used as a measure of success of these projects
2. **Sustainable Business:** encourage uptake of energy efficiency and renewable energy by businesses in Marion. Delivery of these actions will primarily be through the Southern Adelaide Economic Development Board (SAEDB) Community Energy Hubs project and by Council's involvement in key partnership projects.
3. **Sustainable Households and Communities:** encourage fair and equitable access to energy efficiency technologies and renewable energy generation for all households in Marion. Council's efforts will focus primarily on engagement, capacity building and behaviour change programs that will be delivered in partnership with others.
4. **Sustainable Mobility and Transport:** encourage an integrated, socially inclusive, economically viable and environmentally friendly transport and mobility system in Marion.

Current energy efficiency and renewable energy actions being delivered by Council are summarised in the Plan, and priorities for delivery during 2018/19 are identified. Should Council endorse the Plan, actions identified for delivery during 2018/19 will be included in relevant work plans for implementation.

The measures and indicators proposed in the Plan will enable Council to track and report on delivery of agreed actions. Annual updates to Council will commence from June 2019.

Attachment

#	Attachment	Type
1	Appendix 1 - Energy Efficiency and Renewable Energy	PDF File

Energy Efficiency and Renewable Energy A Plan for the City of Marion

DRAFT

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INTRODUCTION

The energy efficiency and renewable sector is changing very rapidly, with a diverse range of individuals, public and private organisations all leading initiatives.

This Plan for energy efficiency and renewable energy sets the agenda for the City of Marion for the next ten years. It provides short and longer-term actions that will improve the energy efficiency of Council's operations and reduce our overall carbon footprint. It will also support our community to become more energy efficient and increase the uptake of renewable energy.

The development of this Plan takes into consideration the current state of the energy sector and takes strategic steps to address specific issues facing the City of Marion.

The Plan outlines a set of initiatives, grouped within four (4) key themes, aimed at accelerating the uptake of energy efficiency and renewable energy in both Councils operations and in the wider Marion community.

A key priority of the Plan is to explore the potential to establish further partnerships where Marion can play a range of leading, supporting, and advocacy roles.

This provides a good opportunity for City of Marion to collaborate with partners to pursue our priority initiatives. Partnerships have already been formalised to progress some initiatives, most notably the Southern Adelaide Economic Development Board (SAEDB).

CITY OF MARION STRATEGIC DIRECTIONS

The City of Marion's Community Vision: Towards 2040 establishes the shared values and aspirations that will guide how our City develops.

The Strategic Plan 2017 – 2027 states that:

- We will operate more efficiently and sustainably in terms of energy and water use, using the best technologies and methods to be as self-sufficient as possible. (Valuing Nature – VN3)
- We will encourage our community to be careful in their energy and water consumption. (Valuing Nature – VN6)
- We will encourage, where economically feasible, the provision of the daily needs of residents within a short walk or bike ride (Connected – CN2)

The 3-Year Business Plan 2016 – 2019 commitments include:

- Significantly increase the energy efficiency across our council facilities. (Valuing Nature)
- Deliver sustainable street lighting priorities. (Valuing Nature)
- Deliver a solar panel network at key council sites across the City and expand the solar panel network to maximise the use of renewable energy at council facilities. (Innovative)
- Investigate 'Smart City' technology and infrastructure opportunities (Innovative)
- Implement the priority actions of the Southern Adelaide Economic Development Board. (Prosperous)

OUTCOMES

The following outcomes support achievement of energy efficiency and renewable energy objectives set by Council:

1. The City of Marion is demonstrating leading practice in energy efficiency and renewable energy in its own operations;
2. There is active community participation and investment in energy efficiency and renewable energy initiatives;
3. Local businesses and householders feel well informed and supported to take action;
4. There is strong collaboration with regional partners and others to deliver strategic energy efficiency and renewable energy initiatives across southern Adelaide;
5. Energy efficiency and renewable energy solutions are integrated, accessible to all, environmentally responsible and innovative.

ACTION THEMES

The Action Themes focus effort to achieve the energy efficiency and renewable energy outcomes in to councils operations and in the wider community.

Theme 1 includes initiatives that will improve the energy efficiency of council's internal operations with a focus on actions over which Council has a high level of control.

Themes 2, 3 and 4 include actions aimed at increased energy performance of businesses and households and more sustainable mobility options in Marion. To develop and deliver these actions, Council will need to collaborate with other organisations and establish key strategic partnerships. While Council may have a strong advocacy or partnership role, primary responsibility for delivery of many of these actions rests with other organisations.

1. Efficient Council Operations: Improve energy efficiency and use of renewable energy by Council.
2. Sustainable Businesses: Encourage uptake of energy efficiency and renewable energy by businesses in Marion with the view to decarbonising the local economy.
3. Sustainable Households and Communities: Encourage fair and equitable access to energy efficiency technologies and renewable energy generation for all households in Marion.
4. Sustainable Mobility and Transport: Encourage an integrated, socially inclusive, and environmentally friendly transport and mobility system in Marion.

ACTION THEME 1: Efficient Council Operations

Improve energy efficiency and use of renewable energy by Council

Improving energy efficiency of Council's buildings, fleet, facilities and operations will result in long-term financial savings and reduce Council's carbon footprint.

Over the past 2-3 years Council's energy efficiency and renewable energy effort has focussed on Council owned buildings and areas where Council has some level of operational control. We have now explored most of the cost effective options. An approach for future energy efficiency and renewable energy works on leased facilities has also been developed.

A number of opportunities have been identified that will support Council's continued efforts to improve energy efficiency and reduce reliance on the national electricity grid. An ongoing commitment to reducing local carbon emissions, building resilience to climate change and publicly tracking and reporting on progress.

With any of these options, Council will need to consider the outcomes it is seeking to effect and how these outcomes align with the 10-Year Strategic Plan and 3-Year Business Plan.

To support the operationalisation of energy efficiency and renewables transition, we will focus on the following priority areas:

1. Efficient council buildings
2. Efficient fleet
3. Sustainable streetlighting
4. Energy behaviour change
5. Benchmarking and reporting
6. Other energy efficiency and renewable energy actions

ACTION THEME 2: Sustainable Business

Encourage uptake of energy efficiency and renewable energy by businesses in Marion

Encouraging local businesses to save energy and use alternate power sources will have long-term economic and environmental benefits for our region.

The Southern Adelaide Economic Development Board (SAEDB)¹ has developed an Economic Plan for Southern Adelaide that seeks a regionally coordinated approach to increasing the economic and life quality of Adelaide's South. Building on the region's competitive strengths and supporting innovation and diversification in the local economy, Priority 5 of the Plan includes projects focussed on energy and the circular economy and community energy hubs.

The Southern Adelaide Economic Development Plan (SAEDP) identifies the establishment of two Community Energy Hubs across the southern Adelaide region as a priority to support the creation of jobs, reduce power costs for businesses and community, and reduce reliance on the national electricity grid. A project to progress this initiative is a priority action for the SAEDB during 2018.

Large-scale renewable energy opportunities are also being progressed by the Southern Region Waste Resources Authority (SRWRA) at the Pedlar Creek landfill site. SRWRA is a regional subsidiary of the cities of Marion, Onkaparinga and Holdfast Bay.

The following initiatives will complement the SAEDB priorities with a specific focus on energy efficiency and renewable energy.

1. Community Energy Hubs (SAEDB Priority 5.3)
2. Efficient Precincts

ACTION THEME 3: Sustainable Households and Communities

Encourage fair and equitable access to energy efficiency technologies and renewable energy generation for all households in Marion

Electricity prices are continuing to rise placing increasing financial pressure on households. Encouraging our residential community to save energy and use alternate power sources will have long-term financial, social and environmental benefits for our region.

Community education and capacity building sessions with a focus on energy efficiency and renewable energy delivered in collaboration with our regional partners as part of Resilient South will help to build awareness of available energy saving options.

Working in partnership with organisations such as the Smart Energy Council to deliver community information sessions on household energy efficiency and renewable energy and battery storage options.

A renewable energy power station could also be developed through a community energy project or cooperative approach. Careful consideration is required of the role of Local Government in supporting the construction of a renewable energy power station.

To ease this financial pressure on Marion households, council could deliver a range of programs aimed at the residential sector to ease this pressure, in particular, programs targeting vulnerable households. Three focus areas may help us to achieve this:

1. Community Education and Awareness
2. Planning and Partnerships
3. Community-owned Renewable Energy

¹ Southern Adelaide Economic Development Board (<http://southernadelaide.com.au/site/main>)

ACTION THEME 4: Sustainable Mobility and Transport

Encourage an integrated, socially inclusive, economically viable and environmentally friendly transport and mobility system in Marion

The City of Marion's road network is increasingly congested because of population growth and low-density development structured on car-based transport. This is driving the need for more sustainable transport options and alternative ways for people, services and goods to move across, in and out of the City.

On-road transportation accounts for around 26% of carbon emissions in the City of Marion. The challenge to reduce emissions from the transport sector is significant due to its complexity. The 30-Year Plan for Greater Adelaide 2017 Update² promotes walking and cycling as sustainable transport modes along with improved access to public transport.

Walking and cycling is central to supporting active living and healthy lifestyles. As well as improving health and wellbeing, walking and cycling supports environmental sustainability, safe communities, vibrant economies and reduces traffic congestion. Providing safe and convenient streets that support a network of walking and cycling paths to key destinations across the council is one way to encourage people to walk and cycle more.

New technologies are having an impact on the transport sector in Australia. This includes recent developments in the sharing economy such as car share and ride share, vehicle technologies, increased use of online shopping, home delivery and remote working, contactless payment options for public transport, the concept of Mobility as a Service (MaaS) rather than transport ownership and the likely advent of autonomous vehicles within the next few years³.

An approach that gives priority to walking, cycling, public transport, shared and light electric vehicles can support a range of community benefits including increased safety, improved air quality and more accessible travel options.

There are a number of actions that Council can take to encourage uptake of more efficient and active transport options. Three areas of focus may help us to develop an integrated, socially inclusive, and environmentally friendly transport and mobility system in Marion:

1. Mobility and Transport
2. Electric vehicles and public recharging infrastructure
3. Walking and Cycling Infrastructure

² The 30-Year Plan for Greater Adelaide 2017 Update (<https://livingadelaide.sa.gov.au/>)

³ Flinders – Tonsley Precinct Integrated Transport and Parking Strategy Final report (Feb 2018) prepared by GTA Consultants for Renewal SA with Flinders University and the Cities of Marion and Mitcham

MEASURING SUCCESS

The City of Marion has adopted a suite of high-level community indicators, aligned to its 2017-2027 Strategic Plan. These indicators track progress on the key goals within the plan, over a long-term timeframe. Two indicators directly relate to renewables and energy efficiency:

- % of council owned/leased facilities utilizing energy efficiency/renewables measures
- Technology improvements in council infrastructure

Aligned to the high-level community indicators, a suite of measures and indicators will also be progressively introduced and monitored to assess performance and outcomes focused on the key themes and actions within this Plan.

Action Theme 1 has a focus on delivering energy efficiency and renewable energy actions within Council's operations. As this is an area where Council has a high level of operational control, data will be more readily available to measure the success of these actions.

Action Theme 1: Efficient Council Operations

- Cost, energy and emissions reduction resulting from energy efficiency and renewable energy actions.

For Action Themes 2, 3 and 4, a series of indicators will be developed to assist Council to determine if the proposed actions are having an impact in the community. Because Council has less control over these actions and outcomes, these indicators will be more about awareness and behaviour change rather than measurement of actual cost and energy savings or emissions reductions.

Some initial proposed indicators include:

Action Theme 2: Sustainable Business

- Number of businesses in Marion accessing Building Upgrade Finance (BUF)

Action Theme 3: Sustainable Households and Communities

- Number of people attending energy efficiency and renewable energy workshops and presentations

Action Theme 4: Sustainable Mobility and Transport

- Number of public electric vehicle recharging stations across the city.

Annual reporting on delivery of the actions identified in the Plan along with the measures and indicators will commence from the end of June 2019. Additional measures and indicators may be identified as the Plan is delivered.

ENERGY EFFICIENCY AND RENEWABLE ENERGY PLAN

Outcomes sought:

1. The City of Marion is demonstrating leading practice in energy efficiency and renewable energy in its own operations;
2. There is active community participation and investment in energy efficiency and renewable energy initiatives;
3. Local businesses and householders feel well informed and supported to take action;
4. There is strong collaboration with regional partners and others to deliver strategic energy efficiency and renewable energy initiatives across southern Adelaide;
5. Energy efficiency and renewable energy solutions are integrated, accessible to all, environmentally responsible and innovative.

Action Theme	Initiatives	Current Actions	2018/19 Projects			Towards 2027 (Medium – Long Term)
			Action	Lead Work Area	Indicative Timing	
Action Theme 1: Efficient Council Operations <u>Measuring Success:</u> <ul style="list-style-type: none"> • Cost, energy and emissions reduction resulting from energy efficiency and renewable energy actions 	Initiative 1.1 – Efficient Council Buildings	<ul style="list-style-type: none"> • 375kW of solar installed on 10 Council operated buildings • Energy efficiency upgrades completed at 8 Council operated buildings • Finance mechanism for energy efficiency and renewable energy on leased facilities has been developed • Energy efficiency and solar reviews completed on 6 leased sporting and recreation facilities • Commitment to install solar panels on new Edwardstown Facility 	<ul style="list-style-type: none"> • Develop Environmental Sustainability Design (ESD) Framework to incorporate ESD principles (including energy efficiency and renewable energy) into all Council buildings • Analyse 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 • Oaklands Wetland Solar Offset – Install a further 36kW of solar on City Services (\$40k) 	Environmental Sustainability Environmental Sustainability Engineering	Jan 2019 Sep 2018 Oct 2018	<ul style="list-style-type: none"> • Embed ESD Framework in to Council operations • City Switch Green Office program trial, include more council-operated sites to the program (pending outcome of free trial)
	Initiative 1.2 – Efficient Fleet	<ul style="list-style-type: none"> • Fleet Optimisation Review has commenced 	<ul style="list-style-type: none"> • New Fleet Policy to guide Council's approach to provision of light and heavy vehicles that are efficient and fit for purpose • Trial use of EV/hybrid passenger vehicles as pool vehicles as they are changed over • Encourage staff to use technologies such as video conferencing to reduce business vehicle use 	Contracts Contracts Environmental Sustainability	Jan 2019 Jun 2019 Ongoing	<ul style="list-style-type: none"> • Investigate and trial alternative fuel options for light and heavy plant vehicles
	Initiative 1.3 – Sustainable Streetlighting	<ul style="list-style-type: none"> • LED Streetlighting Project to be completed by December 2018 	<ul style="list-style-type: none"> • Pilot 'smart' sensors for streetlighting in Oaklands precinct (subject to grant funding) to enable greater lighting control and save energy 	Engineering	2019	<ul style="list-style-type: none"> • LED public lighting for lighting not included in LED Streetlighting Project (e.g. reserves)
	Initiative 1.4 – Energy Behaviour Change	<ul style="list-style-type: none"> • Green @ Work team delivering energy efficiency staff initiatives 	<ul style="list-style-type: none"> • City Switch Green Office program – <u>free</u> trial at City Services and Administration Building to improve office waste and energy efficiency through staff engagement and benchmarking activities 	Environmental Sustainability	Jun 2019	<ul style="list-style-type: none"> • Provide ongoing advice and support for staff to encourage energy efficient behaviours at work (pending outcome of City Switch Green Office program trial)
	Initiative 1.5 – Benchmarking and Reporting	<ul style="list-style-type: none"> • Carbon inventory of Council's operations (2014/15; 2015/16; 2016/17) 	<ul style="list-style-type: none"> • Complete 2017/18 carbon inventory of Council's operations • Establish energy efficiency and renewable energy performance measures, indicators and targets 	Environmental Sustainability	Oct 2018	<ul style="list-style-type: none"> • Collection of data on solar, fleet/fuel use, energy efficiency, etc. to enable performance measurement • Consider use of sensors and other smart technologies to support performance measurement and inform action identification
	Initiative 1.6 – Other energy efficiency and renewable energy actions	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 			<ul style="list-style-type: none"> • Trial solar-powered 'Smart Bins' in key areas of the city

Action Theme	Initiatives	Current Actions	2018/19 Projects			Towards 2027 (Medium – Long Term)
			Action	Lead Work Area	Indicative Timing	
Action Theme 2: Sustainable Business <u>Indicators:</u> <ul style="list-style-type: none"> Number of businesses in Marion accessing Building Upgrade Finance (BUF) 	Initiative 2.1 – Community Energy Hubs (SAEDB Priority 5.3)	<ul style="list-style-type: none"> SAEDB Economic Development Plan for Southern Adelaide: Priority 5c Community Energy Hubs – initial scoping underway Building Upgrade Finance (BUF) mechanism in place to support energy efficiency and renewable energy improvements on commercial and industrial buildings 	<ul style="list-style-type: none"> Further develop SAEDB Community Energy Hubs priority that include (\$100k State Govt funding): <ul style="list-style-type: none"> Active promotion of the BUF mechanism Develop an Energy Smart Businesses program to assist local businesses to identify energy efficiency and renewable energy opportunities Identify project opportunities to deliver energy security, reduced energy costs and economic development outcomes for southern Adelaide. 	City Activation / Environmental Sustainability	Dec 2018	<ul style="list-style-type: none"> Deliver agreed SAEDB Community Energy Hub priorities Pending the outcomes of the trial on council-operated buildings, promote participation in the City Switch Green Office program to commercial building owners and tenants in Marion
	Initiative 2.2 – Efficient Precincts	<ul style="list-style-type: none"> SRWRA investigations into renewable energy options for Pedlar Creek facility to complement the 100kW PV system already installed at the site SAEDB Economic Development Plan for Southern Adelaide: Priority 5c Community Energy Hubs – includes consideration of large-scale renewables 	<ul style="list-style-type: none"> Encourage and promote innovative energy solutions at Tonsley 	City Activation	Ongoing	<ul style="list-style-type: none"> Further develop Tonsley as an efficient ‘green’ energy precinct and Smart City hub

Action Theme	Initiatives	Current Actions	2018/19 Projects			Towards 2027 (Medium – Long Term)
			Actions	Lead Work Area	Indicative Timing	
Action Theme 3: Sustainable Households and Communities <u>Indicators:</u> <ul style="list-style-type: none"> Number of people attending energy efficiency and renewable energy workshops and presentations 	Initiative 3.1 – Community Education and Awareness	<ul style="list-style-type: none"> Energy efficiency and renewable energy information and links provided to community via City of Marion website Partnering with others to deliver community energy efficiency and renewable energy information sessions (e.g. Australian Solar Council, Resilient South, etc.) 1 Million Women partnership – development of free app to encourage users to make lifestyle choices to cut carbon pollution in their everyday lives. 	<ul style="list-style-type: none"> Investigate options to support residential building owners and tenants to increase uptake of energy efficiency and renewable energy technologies (possible link with Community Grants Program) Partner with 1 Million Women to launch the app in Marion 	Environmental Sustainability	Ongoing	<ul style="list-style-type: none"> Climate Ready Schools program (partnership with NRM & Red Cross)
	Initiative 3.2 – Planning and Partnerships	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Actively support the Adelaide Living Laboratories / CRC for Low Carbon Living demonstration project at Tonsley Foster university research partnerships that focus on energy efficiency and renewable energy outcomes 	Environmental Sustainability	Ongoing	
	Initiative 3.3 – Community-owned Renewable Energy	<ul style="list-style-type: none"> A presentation on community-owned renewable energy was provided at the July 2017 Common Thread event by Heather Smith from Changing Weather (this links with the SAEDB Priority 5 Community Energy Hubs) 	<ul style="list-style-type: none"> Monitor community interest in the development of community-owned renewable energy projects 	Environmental Sustainability	Ongoing	<ul style="list-style-type: none"> Development of community-owned renewable energy projects

Action Theme	Initiatives	Current Actions	2018/19 Projects			Towards 2027 (Medium – Long Term)
			Actions	Lead Work Area	Indicative Timing	
Action Theme 4: Sustainable Mobility and Transport <u>Indicators:</u> <ul style="list-style-type: none"> Number of public electric vehicle recharging stations across the city 	Initiative 4.1 – Mobility and Transport	<ul style="list-style-type: none"> SAEDB Economic Development Plan (Priority 3) – integrated regional approach to transport infrastructure and public transport services (e.g. autonomous and electric vehicles, car share schemes and public electric car charge points) Flinders – Tonsley Precinct Integrated Transport and Parking Strategy has been developed 	<ul style="list-style-type: none"> Encourage transport and mobility outcomes identified in Smart Cities Proposed Project 3: Oaklands Crossing and surrounds as a Smart City precinct and Proposed Project 5: Tonsley as Australia’s leading Smart City hub. Southern Adelaide Economic Development Plan Priority 5.1 – Smart Region Strategy. This strategy will explore opportunities to capitalise on the global shift towards electric vehicles, car-sharing schemes and autonomous vehicles. 	City Activation	Ongoing	<ul style="list-style-type: none"> Test programs to influence and support personal mobility choices and reduce single-occupancy vehicle use (partnerships)
	Initiative 4.2 – Electric vehicle and public recharging infrastructure	<ul style="list-style-type: none"> \$30k contribution to public EV recharging station at Tonsley 	<ul style="list-style-type: none"> Council-wide electric vehicle charging infrastructure – encourage service providers and regional partners to build a network of recharging stations to support the increased uptake of electric vehicles in South Australia. Identify opportunities to support and promote the conversion of petrol driven cars to electric drive by organisations or individuals that can demonstrate technical capability to perform this work. 	Environmental Sustainability	Ongoing	<ul style="list-style-type: none"> Increased public EV (car and bike) recharging infrastructure, particularly in new higher-density developments, large public and private car parks, activity centres and employment centres.
	Initiative 4.3 – Walking and Cycling Infrastructure	<ul style="list-style-type: none"> City of Marion Walking and Cycling Guidelines review 	<ul style="list-style-type: none"> Implement agreed recommendations from the Walking and Cycling Guidelines 	City Activation	As per Guideline	<ul style="list-style-type: none"> Include options for ‘smart’ solutions that provide cyclists with ‘intelligent’ assistance, resulting in better safety, convenience and fun on any trail or bike path

Funding Agreement for Facility Manager at Cove Sports & Community Club

Originating Officer	James O'Hanlon - Unit Manager Sport & Recreation Facilities
Corporate Manager	Carol Hampton - Manager City Property
General Manager	Abby Dickson - General Manager City Development
Report Reference	GC180710R05

REPORT OBJECTIVE

This report seeks Council endorsement of the terms and conditions within the proposed funding agreement for a Council funded part time facility manager at the Cove Sports & Community Club (CSCC) and authorisation to commence recruitment.

EXECUTIVE SUMMARY

Council has recognised the need to support regional sporting and community facilities to be financially sustainable and to ensure increased use of the facilities by the wider community.

Clubs are predominantly run by volunteers and do not always have the resources or skills to support good governance and ensure high utilisation of facilities. The introduction of skilled, experienced facility managers who have a higher level of accountability and clear performance criteria will better support clubs based at regional sporting facilities.

Council has undertaken investigations into how to better support the CSCC which has included funding a part time facility manager. Discussions have been undertaken with the CSCC committee who are supportive of the proposal. This report provides the outcomes of the engagement undertaken with CSCC Committee and details the terms and conditions of the funding agreement sought by Council to provide funding for this position.

Council has endorsed funding of up to \$60k in the 2018-19 budget towards the funding of the a skilled facility manager at CSCC. Should Council endorse the proposed funding agreement, the level of funding will be reviewed on an annual basis to assess the subsidy required against the financial capacity of the CSCC to pay. Council retains the right to reduce the amount of subsidy paid as the Club's financial position improves.

RECOMMENDATION

That Council:

1. Endorses the funding agreement for the employment of a part time facility manager at Cove Sports & Community Club attached as appendix 1 to this report.
2. Authorises administration to commence recruitment for the position in July 2018.
3. Requests Administration bring a report back to Council in August 2019 with a review of the governance, financial performance and utilisation of Cove Sports and Community Club.
4. Authorises the Manager City Property to finalise and execute the funding agreement between Council and the Cove Sports and Community Club.

GENERAL ANALYSIS

The CSCC is a high use, multifaceted regional facility located in the south of Marion, delivering a range of sporting, community and recreational services to the community.

Administration staff have worked closely with the CSCC to support them to improve the Committee's governance, financial management and increase community utilisation. While there have been some improvements they have not achieved the desired level of change.

Council recently engaged the services of an advisor, who specialises in assisting clubs in financial management, governance, effective systems and processes. The advisor has continued to work with the committee members. This has been funded through a grant received by the City of Marion to assist clubs to improve performance in governance and to assist committee members to understand their roles and responsibilities.

At the General Council meeting on 8 August 2017 (GC080817F02) Council endorsed the management and financial model for the ESMRG and sought a further report on the cost and benefits of funding professional managers (part time or otherwise) for Council's regional facilities which are managed by non-profit associations.

The classification of a regional facility as set out in the draft Community Facilities Policy is a facility that:

- Caters for a population of 20,000 or more.
- Integrates competition and recreational forms of participation and provides a broad range of activities and programs for a large number of participants across local and regional geographic catchments beyond a single local council area.
- Generates usage via sporting events as a specialised venue (for multi-sports) or sport specific service.
- Provides multifaceted facilities that also cater for community needs that are unable to be addressed through local or neighbourhood provision, either because of the scale of the facility or because of the specialist nature of the activity.

At the 13 March 2018 General Council meeting Council considered a further report on the potential funding of a facility manager at CSCC and resolved the following:

- 1. Endorses Administration to undertake engagement with the Cove Sports and Community Club committee and affiliated clubs in regards to the appointment of a Council funded Facility Manager on a part time basis (up to 28 hours per week)*
- 2. Requires Administration to bring back a report outlining the outcomes of the consultation with Cove Sports and Community Club committee and affiliated clubs by end May (GC130318F04)*

At the 22 May 2018 General Council meeting Council received a further report which outlined outcomes of the engagement with CSCC and requested a further report on the funding agreement. The following resolutions were passed:

- 1. Notes the report.*
- 2. Notes that a further report on the implementation and funding of a Facility Manager for the Cove Sports and Community Club will be provided. (GC220518R014)*

Council in its development of the 2018-19 annual budget allocated \$60k towards the funding of a part time manager at CSCC. The 2018-19 budget was approved at the 26 June 2018 General Council meeting

This report provides the funding agreement for Council's consideration and endorsement. Should Council endorse the agreement recruitment will proceed.

DISCUSSION

Council staff attended several CSCC Committee meetings from March 2018 through to May 2018 to discuss changes to their management including a Council funded facility manager. The Committee unanimously endorsed the proposal, which was noted in their minutes.

The CSCC currently employ a manager up to 15 hours per week. The existing manager's contract was due to expire at the end of April 2018. The CSCC committee and the manager have agreed to an ongoing month-by-month employment agreement until such time as the appointment of the facility manager. This allows time to undertake the recruitment process.

Facility Manager Position

Council has endorsed (GC220518R14) an allocation of up to \$60k per annum for the Facility Manager position and an ongoing allocation of up to \$60k plus indexation per annum in the Long Term Financial Plan. The allocation includes 20% for on costs, with \$48k per annum for wages. Based on the proposed 28 hours per week, this would equate to an hourly rate of around \$33 per hour, which is in line with industry standards contained within the Australian Hospitality Award for a facility manager of a complex of this size and responsibilities.

The funds that the CSCC currently utilises to pay the existing manager will be redirected into financing facility operations to address current annual operating deficits. It should be noted the CSCC are solvent with the utilisation of cash reserves to balance current operating deficits.

Any surplus of these redirected funds will contribute to the club's financial position and its ability to contribute to subsidising the Facility Manager salary and decreasing Council's required contribution in future years.

The Facility Manager will be employed by and report directly to the CSCC Committee. The new position will perform a different role to the current manager position at CSCC. It will have increased accountability and a broader portfolio of responsibilities that include:

- Facilitating all aspects of the facility including the day-to-day operations and the development of community programs and services ensuring the facility is well utilised and meeting the needs of the community.
- Promoting the services available at the facility to the wider community.
- Developing and monitoring policies, procedures, and MOUs with partner organisations.
- Managing the bookings and other hiring and utilisation matters.
- Promoting communication amongst affiliated clubs, service providers, encouraging a multi-disciplinary approach to service provision and fostering a culture of cooperation.
- Overseeing all contractors, sub-contractors and staff/volunteers providing services within the site and associated processes to provide effective governance and meet the goals and objectives of Council and associated committees, affiliates or user groups of the facility.
- Ensuring compliance to reporting responsibilities including Annual General Meetings, Financial Statements and Minutes.
- Assisting with the financial sustainability of the facility.

Recruitment

Due to the time intensive processes involved in recruitment, Council has offered to facilitate the recruitment process through its Human Resources team. A position description and job advertisement have been formulated with the position to be advertised in line with Council's current processes. The advertisement will include CSCC details to ensure it is not identified as a Council position.

Council will assess all applications and field any enquiries regarding the position, and develop a short list of applicants. These applications will then be provided to the CSCC committee to finalise the preferred

applicants to be interviewed and Council informing unsuccessful applicants.

The interview panel will comprise of three people, the Unit Manager, Sport & Recreation and two people nominated from the CSCC committee. Once Council has endorsed the funding, recruitment would begin immediately with an anticipated start date in late August 2018, dependent on the availability of the successful applicant.

Administration staff will develop the employment contract on behalf of the CSCC and will ensure that it is clear the position is employed by the CSCC and does expose Council to any liabilities.

Funding Agreement

The CSCC Committee have been advised that the provision of the proposed funding is based on attaining measurable targets relating to wider community usage, effective management, increased revenue and improved governance. Council will develop the employment contract on behalf of the CSCC and will ensure that the contract clearly states the successful applicant is an employee of the Club to ensure Council is not exposed to any liabilities.

It is proposed that Council will review on an annual basis Council's contribution based on the performance of the CSCC's previous years financial statement after year 1 of the agreement. The establishment of annual review is aligned to the longer term objective of decreasing Council's contribution to the point that the CSCC can sustain the salary within its own operational expenditure.

The funding agreement sets out deliverables within the areas of Good Governance; Community Utilisation; and Culture.

The agreement also requires the CSCC to provide the following reports:

- Monthly reporting to Council Administration to commence after the development of a strategic plan. Reports to demonstrate delivery against the strategic plan objectives and to include as a minimum a monthly profit and loss statement and a facility utilisation report.
- Annual reporting to be provided to Council detailing financial performance and achievement of objectives and actions as set out in the strategic plan.

A transparent reporting regime is essential to ensure Council has oversight of how the funds are delivering improved governance and increased utilisation at CSCC.

The funding agreement will include a termination clause which provides Council with the right to cease the funding should the club not meet the performance criteria.

A draft copy of the funding agreement has been attached (Appendix 1).

Attachment

#	Attachment	Type
1	Appendix 1 - Management Model for Cove Sports and Community Club	PDF File

FUNDING AGREEMENT – Cove Sports & Community Club Facility Manager

Parties:	The City of Marion Cove Sports & Community Club (CSCC)
Term of Agreement:	1 August 2018 to 30 June 2022
Review Dates:	1 March 2019, 2020, 2021 and 2022
Amount of funding:	\$60,000 for 2018/19 (pro-rated), adjusted by the average CPI - All Groups for Adelaide as released by the Australian Bureau of Statistics for the Year to June quarter period (as adopted by the City of Marion), to be paid in quarterly instalments each year the agreement is valid.
Payment:	Payments will be made by the City of Marion in quarterly instalments in advance upon receipt of invoice from the Cove Sports & Community Club
Scope of funding:	To be used exclusively for the payment of salary and associated on-costs for the Facility Manager position at the Cove Sports & Community Club.

Responsibilities:

The provision of funding is subject to both parties meeting their responsibilities outlined below

The City of Marion

Will pay \$60,000 per annum (pro-rated) plus an annual CPI increase for the term on of the agreement:

The City of Marion will also provide in-kind support in the form of recruitment services to the Cove Sports & Community Club including:

- Preparation and advertising of the position including writing the position description.
- Receive applications and field any enquiries in relation to the position.
- Provide resources and advice for interview panel process
- Provide assistance in preparing an employment contract

Cove Sports & Community Club

1. Good Governance:

1.1. Review of the Cove Sports & Community Club constitution is to be undertaken at the next AGM and no later than 30 June 2019 in consultation with Council, to reflect the changing role, responsibilities and objectives of the Cove Community Club Committee in regards to governance, management and best practice.

1.2. Annual financial statements are to be externally audited at least every 2 years at the Cove Sports & Community Club expense.

1.3. Development of a strategic plan within 6 months of the commencement of this agreement. The Plan is to include objectives and actions under the headings of: Governance, Financial Sustainability, Community Utilisation and will be presented to Council for consideration at a General Council meeting.

2. Community Utilisation

- 2.1. Host a minimum of two community events per year not affiliated with any sporting club based at the site e.g. car boot sales, outdoor movies, markets or public performances. These events and their frequency would be determined through community consultation undertaken by the club and assisted by Council to ascertain the types of events the community wishes to see at the site.
- 2.2. An increase in hire of the facility (excluding existing affiliates and existing booking which equate to 3 hours) to an average of 8 hours per week at the conclusion of funding for the first year and an additional 4 hours at the conclusion of funding for the second year. Subsequent years KPI's will be established in consultation with Council each March for the following financial year. Quarterly reports are to be provided to Council detailing the increase of visits from the increased bookings.

3. Culture

- 3.1. Demonstrate to Council a move in culture to an inclusive facility suitable for families, females, juniors and the diverse population of the surrounding community. This will be measured and assessed through usage figures and an annual user survey and presented to Council

4. Reporting:

The Cove Sports and Community Club will be required to provide the following reports:

- 4.1. Monthly reporting to Council Administration to commence after the development of the Strategic Plan. Reports to demonstrate delivery against the Strategic Plan objectives and include monthly financial reports.
- 4.2. Annual reporting to be provided to Council detailing financial performance and achievement of strategic plan objectives and actions.

Review of subsidy:

Council will review the subsidy on an annual basis to assess the level of funding subsidy required against the financial capacity of the Cove Sports and Community Club to pay. Council retains the right to reduce the amount of subsidy paid should the Club's financial position improve.

Termination:

This agreement may be terminated with 30 days written notice under the following circumstances:

1. Mutual consent of both parties
2. Non-compliance by either party with their responsibilities under the agreement
3. If agreed to by both parties that the need for a Council funded subsidy for the Facility Manager position is no longer required due to financial position of the CSCC.

Insurance:

The Cove Sports & Community Club must maintain, at all times during the funding agreement, all insurances required by Law

Indemnity and Exclusions of Liability:

The CSCC will undertake the employment of a Facility Manager at its own risk in all things and hereby releases the Council and its respective employees, officers, members and Contractors from and against all claims, actions, proceedings, costs, expense, losses, suffering, illness and liabilities incurred by the CSCC or its employees, agents, subcontractors, third party persons, and customers which arise from the employment or performance of the Facility Manager.

Signed:

Name

Signature

Manager, City Property - City of Marion

Date: / /2018

Name

Signature

President - Cove Sports & Community Club

Date: / /2018

Variation of Easement - Young Street Trott Park

Originating Officer	Heather Michell - Land Asset Officer/Registered Conveyancer
Corporate Manager	Carol Hampton - Manager City Property
General Manager	Abby Dickson - General Manager City Development
Report Reference	GC180710R06

REPORT OBJECTIVE

The purpose of this report is to provide Council with an update regarding the variation of Council's drainage easement over land owned by the Commissioner of Highways.

RECOMMENDATION

That Council:

1. Notes the report and that the previous resolution of Council will not be implemented and will be closed out.

GENERAL ANALYSIS

In 2008 the Commissioner of Highways (the Commissioner) granted a drainage easement to Council over land known as Lot 750 in DP 81097 at Young Street Trott Park and in Certificate of Title Volume 6040 Folio 974 (GC120808R05). The area of the easement is highlighted and marked G on the attached plan (Appendix 1).

In 2011 the Commissioner identified that the area of the easement was greater than intended and asked Council to vary the easement to reflect the original intention as highlighted on the attached plan (Appendix 2). This request was approved by Council on 12 April 2011 (GC120411R02) (Appendix 3) (the April 2011 resolution).

The Commissioner was to pay all costs to register the variation of easement.

The fulfilment of the April 2011 resolution is dependant upon DPTI meeting all costs and providing the variation plan and document.

Council administration staff have communicated with the Department of Planning Transport and Infrastructure (DPTI) staff on many occasions since that date and have been advised that DPTI does not have the funding for the preparation of the variation plan and document.

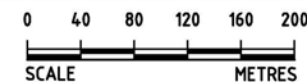
Council's drainage infrastructure is within the area of the proposed varied area. If the easement is not varied, Council will not be disadvantaged.

The April 2011 resolution cannot be fulfilled because of the lack of support by DPTI. Council will not be disadvantaged if the April 2011 resolution is not fulfilled.

Attachment

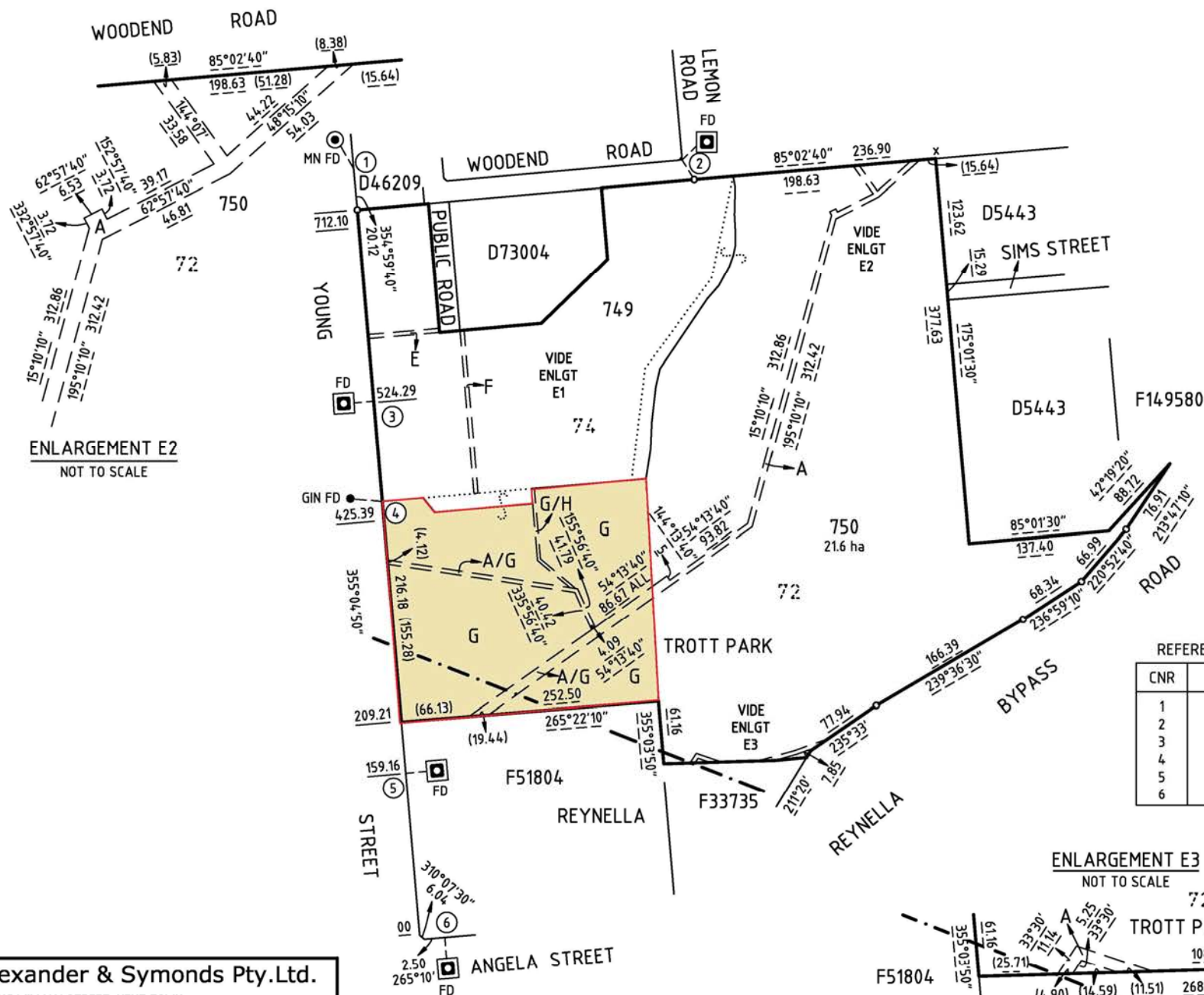
#	Attachment	Type
1	Appendix 1	PDF File
2	Appendix 2	PDF File
3	Appendix 3	PDF File

BEARING DATUM: MGA 94 ZONE 54
DERIVATION: TERTIARY NETWORK



AREA OF EXISTING EASEMENT

APPENDIX 1



REFERENCE MARKS				
CNR	BEARING	FROM	DIST	PM NO
1	152°12'	MN FD	10.52	6627/21969
2	239°30'	PM FD	16.28	6627/17836
3	85°05'	PM FD	19.15	6627/7667
4	99°51'	GIN FD	16.97	
5	265°04'50"	PM FD	20.76	6627/24202
6	355°10'	PM FD	0.25	6627/8026

Alexander & Symonds Pty.Ltd.

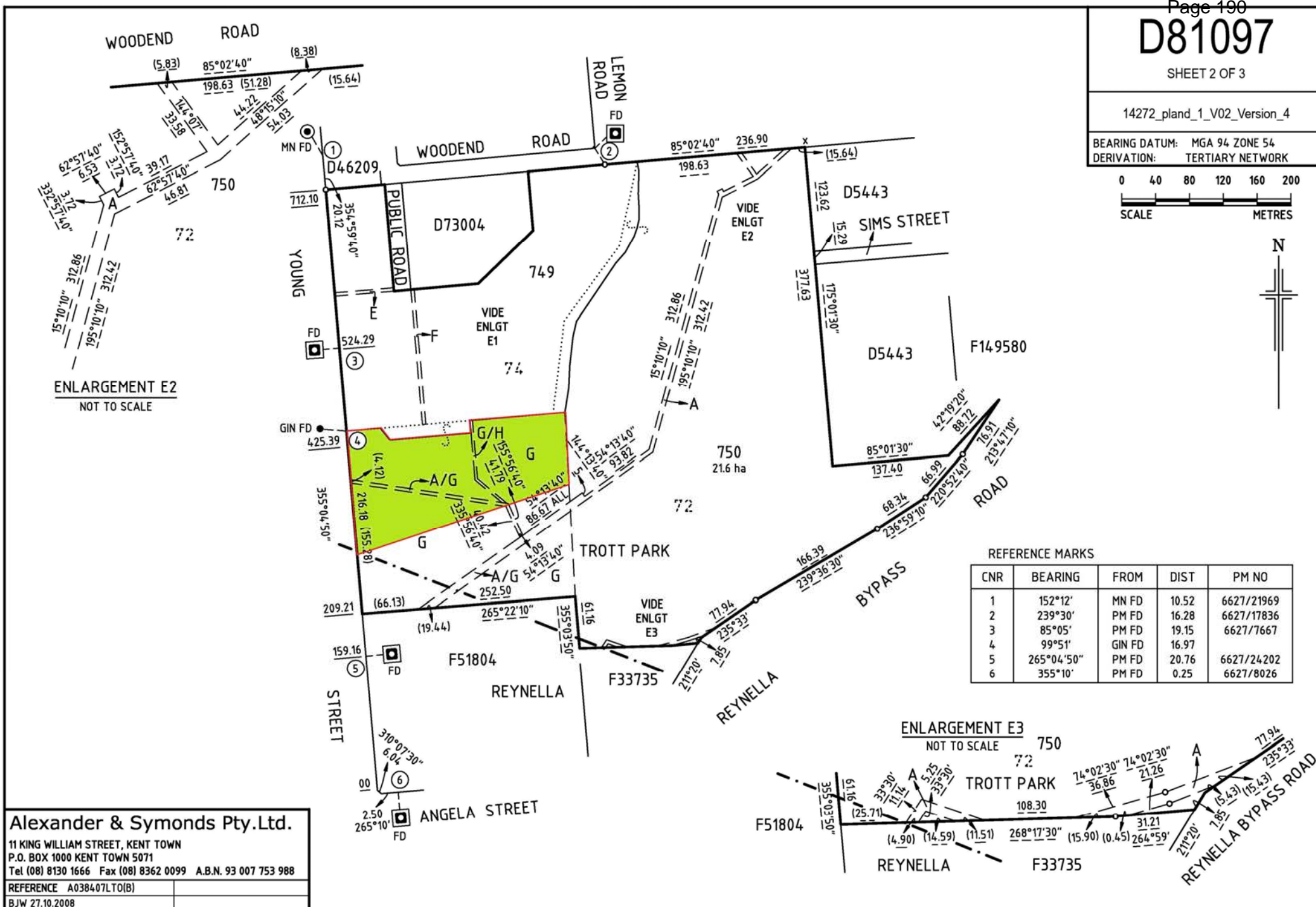
11 KING WILLIAM STREET, KENT TOWN
P.O. BOX 1000 KENT TOWN 5071
Tel (08) 8130 1666 Fax (08) 8362 0099 A.B.N. 93 007 753 988

REFERENCE A038407LTO(B)

BJW 27.10.2008



APPENDIX 2



BJW 27.10.2008

**CITY OF MARION
GENERAL COUNCIL MEETING
12 April 2011**

**REPORT RELATING TO:
A leader in the delivery of the Community Vision**

Originating Officer: Mandy Bosson, Land Asset Officer
Director: Adrian Skull, Director City Services
Subject: Variation of Easement – Young Street, Trott Park - DTEI
Ref No: GC120411R02
File No: 16.2.3.2

STRATEGIC OBJECTIVES:

HE2 Healthy Environment – Responsible management of water resources

REPORT OBJECTIVE AND EXECUTIVE SUMMARY:

The purpose of this report is to obtain Council's consent to a variation of an existing stormwater easement granted to Council in 2008 over land owned by the Commissioner of Highways at Trott Park.

The Department of Transport, Energy & Infrastructure (DTEI) has identified an error in the southern boundary of the easement granted to Council in 2008. The 2008 plan erroneously extended the southern boundary of the easement to the title boundary, rather than to the Field River as agreed. The plan at Appendix A shows the proposed extent of the easement, whilst the existing easement is shown at Appendix B.

DTEI will meet the costs to register the variation of easement.

RECOMMENDATIONS:

- 1. That Council approve a variation of the existing easement contained in Certificate of Title Volume 6040 Folio 972 granted by the Commissioner of Highways over portion of the land comprised in Certificate of Title Volume 6040 Folio 974 as more particularly shown in Appendix 1 – Plan of Proposed Easement.**
- 2. That Council, pursuant to Section 37(b) of the Local Government Act 1999, authorise the Mayor and CEO to enter into and sign and seal all documentation necessary to finalise the variation to the easement.**

DUE DATES:

Recommendation 1
Recommendation 2

April 2011
July 2011

BACKGROUND:

In 2008 an easement for stormwater purposes was granted to Council over land owned by the Commissioner of Highways at Trott Park. The easement also provides Council with the right to revegetate and maintain the land.

The easement was granted over the area to the south of the Fairmont Homes redevelopment to the Field River.

The survey plan that was prepared erroneously extended the southern boundary beyond the Field River to the edge of the certificate of title. This area extends over the Field River and includes the entire Southern Expressway. This area was never intended to be included within the easement boundary.

DISCUSSION:

As part of the duplication of the Southern Expressway project, the Department of Transport, Energy & Infrastructure (DTEI) has identified the error in the southern boundary of the easement and has requested a variation to the easement. The plan at Appendix A shows the proposed extent of the easement, whilst the existing easement is shown at Appendix B.

DTEI will meet the costs to register the variation of easement

INTERNAL ANALYSIS:

Legal / Legislative and Risk Management: The variation to the easement will ensure that Council has the right to enter onto the land to maintain the stormwater infrastructure and undertake the revegetation.

Financial Implications: All costs involved in the variation of the easement will be borne by DTEI.

Environmental (Green) Implications: There are no adverse environmental implications in providing the variation to the easement.

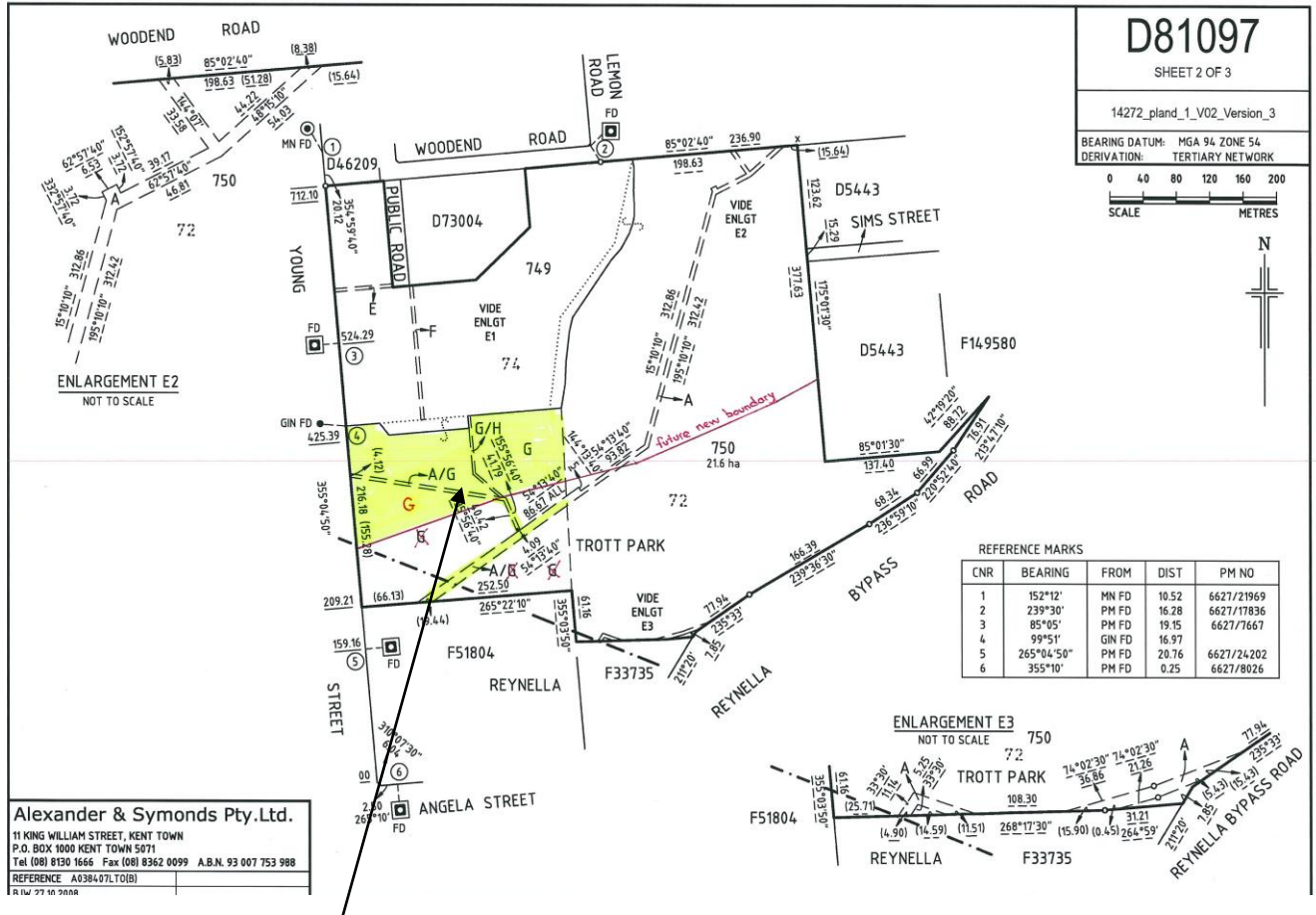
CONCLUSION:

Council's endorsement of the recommendations will ensure that the easement is over the land previously agreed to be used for stormwater, drainage and revegetation purposes.

It is recommended that Council approves the variation to the easement from the Commissioner of Highways.

APPENDIX A: PLAN OF PROPOSED EASEMENT

APPROVED - NOT YET DEPOSITED



Proposed easement area

Oaklands Rail Crossing - Stage 2- New Railway Station and Associated Infrastructure

Originating Officer	David Melhuish - Senior Policy Planner
Corporate Manager	Jason Cattonar - Manager Development and Regulatory Services
General Manager	Abby Dickson - General Manager City Development
Report Reference	GC180710R07

REPORT OBJECTIVE

The Oaklands Rail Crossing – Stage 2 – *New Railway Station and Associated Infrastructure* application (100/V068/18) was lodged pursuant to Section 49 of the *Development Act 1993* (“the Act”), requiring the State Commission Assessment Panel (“the SCAP”) to act as the relevant authority, with Council given the opportunity to provide comments.

Pursuant to Section 20 of the *Development Act 1993*, Council has endorsed the delegation of its functions under the *Development Act 1993*, the Chief Executive Officer (“the CEO”) and Council Assessment Panel (“the CAP”). The CEO and CAP may sub-delegate those functions to other persons/positions in Council’s administration.

Council’s endorsed delegations: *Instrument of Delegation Under the Development Act 1993, and Development Regulations 2008*, include the following:

Clause 24 – Crown Development

24.1 – The power pursuant to Section 49(4a) of the Act to receive notice from the Development Assessment Commission (now called the SCAP) containing the prescribed particulars of the development in accordance with the regulations.

24.2 – The power pursuant to Section 49(4a) 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.

**The above powers are delegated to: Manager Development and Regulatory Services, Senior Development Officer Planning, Team Leader Planning, subject to seeking the views of the Council Assessment Panel where the development is non-complying.*

The Oaklands Rail Crossing – Stage 2 application was made pursuant to Section 49 of the Act, therefore the above delegation must be applied. Effectively the comments made by the delegate (i.e. staff) constitute the formal comments of Council as a relevant planning authority. Although there is no formal mechanism under the Act for Elected Members to comment, there is nothing to prevent them from submitting comments to supplement those of the Administration.

EXECUTIVE SUMMARY

The Oaklands Grade Separation Project involves the grade separation of the road and rail networks at the intersection of Morphett Road and Diagonal Road by a lowered rail underpass of Morphett Road, construction of a new Oaklands Park Railway Station, and the grade separation of the Marino Rocks Greenway pedestrian and cycling shared path at Morphett Road.

Planning approval is sought via two separate applications. Stage 1 - in respect to tree damaging activities and new car parking, was considered by Council on 22 May 2018. Stage 2 (i.e. this application) is made in respect to railway station infrastructure, including the station canopy, station buildings, structural element finishes, pedestrian pathways and landscaping.

The works proposed in Stage 2 are considered to satisfy the relevant objectives and principles of development control of the Development Plan, whilst also achieving a significant infrastructure upgrade to this problematic road/rail intersection.

RECOMMENDATION

That Council:

1. Advises the State Commission Assessment Panel (SCAP) that Council supports, in principle, Development Application 100/V068/18 – Oaklands Crossing – Stage 2 – New Railway Station and Associated Infrastructure.
2. Advises the State Commission Assessment Panel (SCAP) that Council concurs with the comments submitted by the Administration on 25 June 2018 (Appendix 5) subject to any additional comments Council wishes to provide on the application (Appendix 4).

GENERAL ANALYSIS

BACKGROUND

The Oaklands Grade Separation Project involves the grade separation of the road and rail networks at the intersection of Morphett Road and Diagonal Road by a lowered rail underpass of Morphett Road, construction of a new Oaklands Park Railway Station, and the grade separation of the Marino Rocks Greenway pedestrian and cycling shared path at Morphett Road. The project consists of:

- Rail infrastructure
- Bus and interchange infrastructure
- Road and pedestrian infrastructure
- Utility service infrastructure
- Structures integral to the rail lines operation; and
- Tree damaging activity

The project maintains the arterial road connectivity by installing a road bridge on Morphett Road spanning the excavated rail line. The bridge provides for the predicted traffic volumes on Morphett Road while providing wide pedestrian areas on both sides of Morphett Road.

The application is made pursuant to Section 49 of the Development Act 1993, requiring the State Commission Assessment Panel (SCAP) to act as the relevant authority, with Council being given the opportunity to provide comments.

Components of Stage 2 of the project requiring planning approval include:

Rail Infrastructure

- Train Station
 - Platform canopy
 - Public toilet
 - Bicycle storage enclosure and bicycle racks.
- Public Realm
 - Architectural elements to the rail underpass and passenger access bridge (finishes)
 - Piers and headstocks (finishes)
 - Landscaping adjacent to the train station (nominally 20m either side)
 - Landscaping of the underpass

- Landscaping of land between the train line and adjacent roads.

On Road Public Transport Infrastructure

- Passenger Pathways
 - Elevated covered paved interchange pathways to the train station for passenger interchange (finishes)
 - Passenger pathway connecting the indented bus stops and shelters to interchange (finishes).
- Public Realm
 - Landscaping adjacent the bus stops (nominally 20m either side)
 - Landscaping adjacent to the passenger pathways (nominally 20m either side).

Structures

- Bridge structure supporting pathways over Seaford line and connecting pathways (finishes)
- Reinforced soil walls abutments at either end of bridge structure (finishes).

(For greater detail on the components of Stage 2 of the project which require planning approval refer to the excerpts from the 'Proposal Detail' section of the Public Transport Projects Alliance (PTP) report for the Oaklands Crossing Stage 2 application - attached as Appendix 1)

For full details concerning Stage 2 please refer to "Public Transport Projects Alliance – Oaklands Rail Crossing – Oaklands Crossing – Application for new railway station and associated infrastructure (Stage 2 application)". The link to this report is below.

https://www.sapanningcommission.sa.gov.au/scap/public_notices

DISCUSSION:

Planning Assessment

The majority of the subject site is located within several residential policy areas of the Residential Zone, with portions of the road corridor works to the north of the existing crossing located within the Neighbourhood Centre Zone. As the rail and road corridors already exist within these zones and policy areas, the zoning of the land and the uses generally anticipated in those zones and policy areas is not particularly relevant in this instance. However, the higher residential densities envisaged in the zones within the station environs will be better supported by a better functioning transport system.

The subject proposal is for railway infrastructure, including the station canopy, station buildings, structural element finishes, pedestrian pathways and landscaping. The activities are not listed as either complying or non-complying forms of development within these zones and thus are for consideration on merit.

In addition to the Zone and Policy Area provisions the Development Plan contains the following General Section policies that are considered to be of particular relevance to this application:

- Crime Prevention
- Design and Appearance
- Hazards
- Infrastructure
- Interface between Land Uses
- Landscaping Fences and Walls
- Natural Resources
- Orderly and Sustainable Development
- Siting and visibility
- Transportation and Access

(A detailed planning assessment of Stage 2 of the project has been provided in the 'Planning Assessment' section of the PTP report for the Oaklands Crossing Stage 2 application - attached as Appendix 2)

Following consideration of the planning assessment provided by Public Transport Projects Alliance ("PTP") the following comments on the provisions covered are provided:

- Crime Prevention

The design of the proposal provides a high level of surveillance of the station and associated public spaces through the use of Crime Prevention Through Environmental Design ("CPTED") techniques..

- Design and Appearance

Whilst providing functional transport infrastructure, the proposed architectural design and finishes to be given to the station canopy, bridge structures, retaining walls and the public spaces are of a commendable standard and should provide a visually appealing environment notwithstanding its function as a railway station.

- Hazards

Council has, and will continue to be actively involved in the detailed stormwater management design to ensure impacts on the surrounding locality are minimised.

- Infrastructure

The proposed grade separation between the road and rail network at the intersection of Morphett Road and Diagonal Road, with associated upgrades to the pedestrian and cycle network, are predicted to significantly reduce congestion on the arterial roads, improve travel times and improve driver and pedestrian safety.

- Interface between Land Uses

The rail corridor, station and associated car parking areas are an existing feature of the locality. Although the location of the station and rail line within the corridor will change, good separation to adjacent residential uses will be retained by existing road reserves, and substantial landscaping. The cutting in of the rail line and station should lead to a reduction in both visual and noise impacts.

- Landscaping Fences and Walls

Although the proposal will result in the loss of a number of regulated/significant trees within the corridor, a substantial selection of new plantings, including large trees, shrubs and groundcovers are proposed. Additional visual interest will be provided by hard landscaping components (paving, walls etc.) comprising a variety of textures, materials and colours.

- Natural Resources

Council will be involved in stormwater management and water quality aspects of the proposal. Impacts on native fauna and flora was discussed previously as part of the Stage 1 application.

- Orderly and Sustainable Development

The proposed upgrade has demonstrated that it will contribute to a safer and more efficient transport system and contribute to the attainment of a more compact urban form.

- Siting and visibility

Due to rail line and station being located within a cutting below the road, the proposed development will have a substantially lesser, and acceptable, visual impact than the existing station, which is constructed upon the existing grade level. In addition, the development includes substantial landscaping that will re-establish the green corridor along the rail line.

- Transportation and Access

The proposal has demonstrated that the rail re-alignment will achieve reduced traffic congestion on the arterial roads, which in turn leads to improved travel times and improved safety and convenience for pedestrians, cyclists and motorists.

Internal Referral Comments

Council's Infrastructure Department has provided comments in regards to the 70% Detail Plans provided to date.

(These comments are attached as Appendix 3)

Liveable

The proposed grade separation between the road and rail network at the intersection of Morphett and Diagonal Roads, with associated upgrades to the pedestrian and cycle network, should lead to reduced congestion on the arterial roads, improved travel times and improved safety.

The proposed upgrade should contribute to a safer and more efficient transport system and contribute to the attainment of a more compact urban form.

Connected

The proposal should lead to reduced congestion on the arterial roads, improved travel times and improved safety, connectivity and convenience for pedestrians, cyclists and drivers.

The works proposed in Stage 2 are considered to satisfy the relevant objectives and principles of development control of the Development Plan, whilst also achieving a significant infrastructure upgrade to this problematic road/rail intersection.

Attachment

#	Attachment	Type
1	Appendix 1- Excerpts from the 'Proposal Detail' section of the Public Transport Projects Alliance (PTP) report for the Oaklands Crossing Stage 2	PDF File
2	Appendix 2- Planning Assessment' section of the PTP report for the Oaklands Crossing Stage 2 application	PDF File
3	Appendix 3 - Council's Infrastructure Department – comments	PDF File
4	Appendix 4 - Council Comments – to SCAP	PDF File
5	Appendix 5 - Section 49 Referral Notice/Council Administration Comments	PDF File

Excerpts from “Public Transport Projects Alliance – Oaklands Rail Crossing – Oaklands Crossing – Application for new railway station and associated infrastructure (Stage 2 application)”

5. PROPOSAL DETAIL

5.2. This application

This application is made to enable the construction of the new railway station and associated connecting infrastructure, bus stops, pedestrian pathways and public realm elements by seeking appropriate approvals.

5.2.1. Connectivity

Oaklands station is the centre of a multi-modal (active travel, train, bus & private vehicle) transportation node situated in a precinct of relatively diverse land uses that can be reached within a short 15-minute walk, (refer Figure 5-1). The station design responds to this by maximising pedestrian and bicycle connectivity within as well as to/from the precinct. This is a key focus of the urban design approach.

Through a process of assessment and analysis of current and future precinct features and requirements, considered and meaningful connections are included to link the precinct and the surrounds. Sightlines have been considered in the design to allow for greater spatial understanding and safety and open views to and from the station and plazas. The result is a highly connected station with access paths spreading in all directions with appropriate facilities spread to minimise walking distances. Figure 5-2 illustrates the pedestrian and cyclist connectivity provided.

All connecting paths have been designed to provide an amenable environment, with adequate shade provided by landscaping (refer section 5.2.2), appropriate lighting in accordance with AS/NZS 1158 and alignments which respect shortest path desire lines as far as practicable.

The Oaklands Station project will improve connectivity for active travel through the crossing precinct by providing the following:

- Signalised pedestrian crossing of Diagonal Road north approach to Morphett Road (north intersection). No pedestrian facilities are currently provided for this movement.
- Signalised pedestrian crossing of Morphett Road, adjacent the entrance to Coles. This is to replace an uncontrolled crossing without pedestrian priority.
- Grade separation of the Marino Rocks Greenway with Morphett Road and integration of the greenway with cycling facilities at the station
- Grade separated pedestrian pathways beneath Morphett Road either side of the railway line (shared with Marino Rocks greenway on south side), with direct platform access, removing sometimes lengthy wait times to access the station from West side of Morphett Road.
- Removal of the Diagonal Road left turn slip lane adjacent the Aquatic centre, improving the amenity of this crossing.

Connecting paths have been designed in respect of CPTED principals:

- All pathways have good visibility to adjacent roadways, public space and land use
- Lighting has been appropriately designed to provide adequate illumination without reducing visibility through eye height glare

- Safe signalised crossings at ground level are provided as an alternative to the grade separated pathways beneath Morphett Road

Pathways will be formed from exposed aggregate coloured concrete, accented with concrete and stone paving and Kanmantoo Bluestone. Refer materials and finishes section of Appendix A.

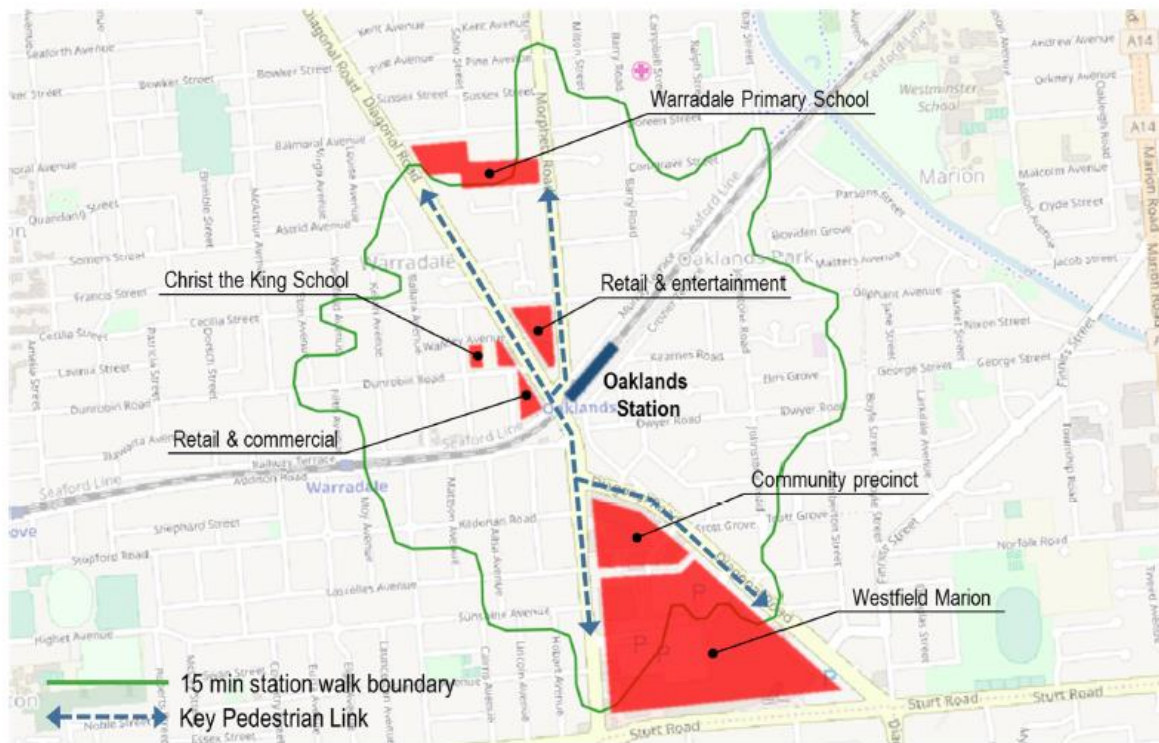


Figure 5-1: Key non-residential destinations within 15-minute walk to/from Oaklands Station

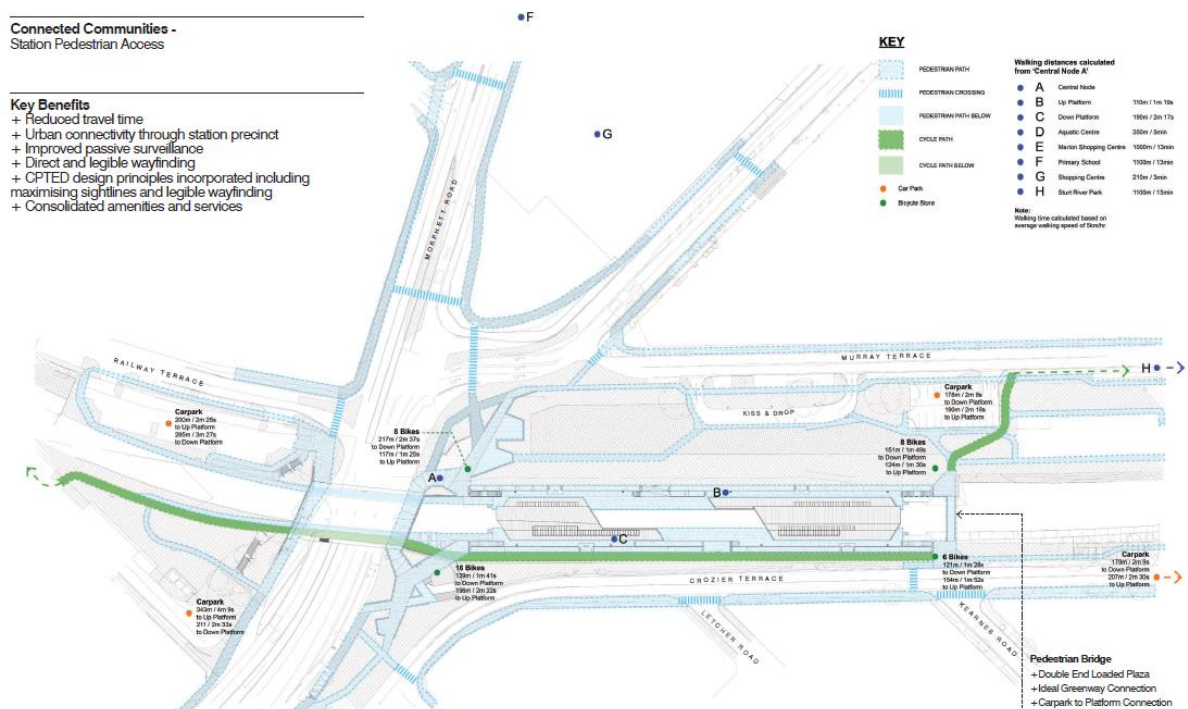


Figure 5-2: Pedestrian & cyclist connectivity provided by Oaklands Station design

5.2.2. Landscaping

The project landscape design includes substantial green infrastructure and improved biodiversity to the project by careful selection of trees and shrubs that are self-sustaining to avoid ongoing irrigation or regular replanting. The tree planting palette, Table 5-1, has been developed to comply with a range of guidelines, including:

- City of Marion Street Tree Strategy
- DPTI operation Instruction Trees in Median and Roadsides in the Urban Environment
- DPTI Rail Electrification Guidelines
- In house experience and knowledge of successful and appropriate tree species

Table 5-1: Proposed Landscaping Tree Planting Schedule

Botanical Name	Common Name	Quantity
<i>Allocasuarina verticillata</i>	Drooping Sheoak	7
<i>Angophora hispida</i>	Dwarf Apple	11
<i>Celtis australis</i>	Southern Hackberry	17
<i>Cupaniopsis anacardioides</i>	Tuckeroo	25
<i>Eucalyptus Camaldulensis</i>	River Red Gum	23
<i>Eucalyptus leucoxylon</i>	SA Blue Gum	28
<i>Eucalyptus leucoxylon</i> 'Rosea'	Red Flowering Yellow Gum	2
<i>Eucalyptus macrocarpa</i>	Grey Box	8
<i>Hymenosporum flavum</i> - TBC*	Native Frangipani	60
<i>Koelreuteria paniculata</i>	Golden Rain Tree	14
<i>Pyrus calleryana</i> 'Chanticleer'	Ornamental Pear	15
<i>Zelkova serrata</i>	'Green Vase' Green Vase Zalkova	13
TBC	(Tree species along swale to be confirmed)	60

* Alternative to be confirmed - *Eucalyptus torquata* or *Corymbia ficifolia*

The project landscaping plan is provided in Figure 5-3. A detailed tree, shrub and ground cover planting palette for the project is provided in the Urban Design report in Appendix A.

As can be seen from the plan, the project landscaping design will provide significant green space and tree coverage within the station precinct, particularly in areas of high pedestrian activity surrounding the station, such as the plaza areas and walkways to car parks and the station platforms. The shade provided by tree plantings (once mature) will provide substantial amenity benefits to station users through an improved microclimate at ground level.

The distribution of soft landscaping through the precinct will act to soften the overall station built form and create an inviting aesthetic. The landscaping design respects CPTED principles by avoiding the use of screening type plantings and maintaining clear sightlines to the abutting road network and surrounding buildings.



Figure 5-3: Station precinct plan showing landscaping layout

Figure 5-3: Station precinct plan showing landscaping layout

5.2.3. Station Canopy

The station canopy is designed with an asymmetric cross section providing low level cover to the platforms and sufficient clearance for high voltage railway traction power infrastructure beneath the span across the tracks, see Figure 5-5. The cross section is extruded across the platform length, with a central cut out which allows open views in and out of the station while providing weather protection to areas where boarding and alighting activity will be concentrated.

The canopy will provide 73% coverage of the up track (towards city) platform, and 74% coverage of the down track platform. The lower parts of the canopy cross section will be approximately at ground height. The elevated central span across the railway tracks will rise approximately 3m above ground level when viewed from the Morphett Road Bridge. From platform level, the overall structure will be 8.2m in height.

The canopy will be a clad steel structure, primarily formed from I section structural members, stabilised with circular section tension supports. Structural members will be partially exposed, refer Figure 5-7, and painted charcoal in colour where visible.

The canopy roof will be clad in steel roof sheeting, coloured 'Matt Monument Black', inset with Danpalon Skylights to provide adequate natural lighting to the platforms. The canopy soffit will be clad with timber veneer exterior grade plywood panelling.

Refer Appendix A for further details around the station canopy material finishes.

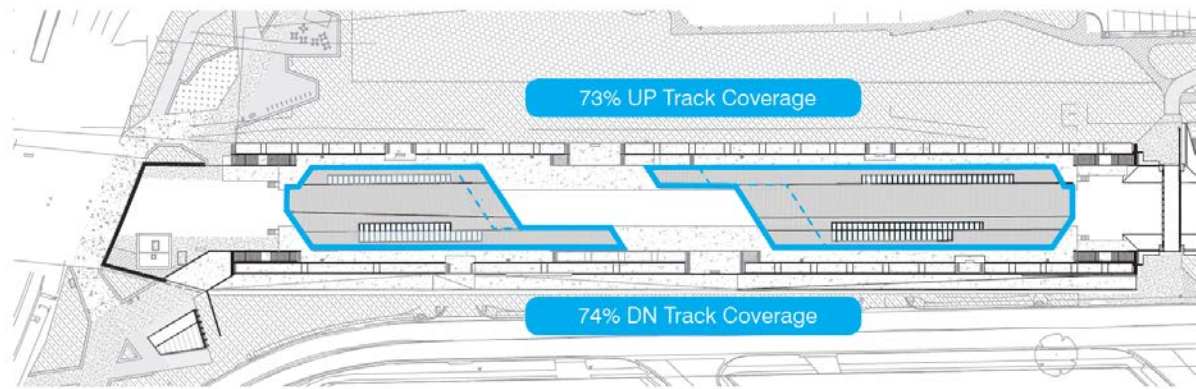


Figure 5-4: Platform coverage provided by canopy



Figure 5-5: Station canopy cross section



Figure 5-6: Aerial view of station, showing canopy design



Figure 5-7: Station view from the platform showing canopy look and feel

5.2.4. Plaza

The plaza ground plane is imagined as a ‘human’ place with a combination of landscaped strips and an extended urban plaza situated both north and south of the rail corridor adjacent to Morphett Road and connected via a wide pedestrian promenade hinged off Morphett Road. The ground plane is designed to allow for and complement future development opportunities in the surrounding urban precinct.

The north and south station plazas, located adjacent the Morphett Road bridge, have been designed to provide high user amenity, with large areas of shade to be provided through tree plantings (when maturity is reached) and integration of existing trees (refer section 5.2.2), high quality custom seating and integration of the station bike store and facilities building. The plaza layout is designed to maximise green space, with large areas of integrated planting, while still providing direct connectivity to the station platforms, the Marino Rocks Greenway and access ways from the bordering road network. Design of the Plazas respects CPTED principles, with clear sightlines to the station, surrounding road network and adjacent properties and high quality elevated lighting to provide adequate night time illumination without obscuring visibility through glare.

Hard landscaped surfaces of the plaza will be paved with a combination of exposed aggregate coloured concrete and large format blockwork formed from concrete and stone. Seating areas, to be placed at the edges of soft landscaping in both plaza areas, are a custom design formed from precast concrete and timber battens.

The combined north and south plaza areas, plus the linking pedestrian promenade off Morphett Road cover an area of approximately 2,500 sqm, of which, approximately half of which will be landscaped with trees and integrated low-level plantings.

Rendered impressions of the plaza designs can be provided in Figure 5-8 and Figure 5-9. Further details around design, landscaping and surface finishes are provided in Appendix A.



Figure 5-8: North plaza perspective



Figure 5-9: South plaza perspective

5.2.5. Bike Store

A Metrocard operated bike storage will be located in the southern plaza area, integrated within the station facilities building. Refer Figure 5-10 for a rendered illustration of the combined facilities & bike store building. The building will provide secure storage for up to 16 bikes, accessible at no cost to anyone who has registered their Metrocard with DPTI and undergone an identification check.

The bike storage will be conveniently accessible from the Marino Rocks Greenway via the down direction platform stairs or ramp.



Figure 5-10: Station facilities building with integrated bike store

5.2.6. Revetment and Retaining Wall Finishes

Within the station precinct, retaining walls will generally be finished in either precast textured concrete panels, or steel plate panelling painted in red ochre in colour. The combination of these finishes is illustrated in Figure 5-6.

Outside of the immediate station precinct, retaining walls and revetment walls necessary to facilitate the railway cutting will be finished in precast concrete, broomed shotcrete, scallop shotcrete and gabion baskets. Figure 5-11 shows the extent of walls and their finishes to be constructed by the project.



Figure 5-11: Extent of retaining walls and revetment walls

5.2.7. Bridge Structures, Throw Screens and Finishes

The Morphett Road bridge and eastern pedestrian bridges have been designed in accordance with RMS NSW, Bridge Aesthetics Design Guidelines⁴, in accordance with the project technical requirements.

The bridge superstructure will be of a concrete super-T type design, with a minimum 3.0m clearance provided between the structure soffit and pedestrian/cyclist pathways below. Parapets will be clad in steel plate panelling painted in red ochre colour. The parapet cladding will be integrated with the adjacent stairway wall cladding to create an extended and integrated form. Bridge abutments will be vertical walls finished in textured concrete panelling, integrated with the wider station retaining wall design and finishing.

Throw screens will be provided to all bridge edges and abutments, as required by the project technical requirements. Throw screens will be constructed from Gryffin Securifor rectangular mesh panels, supported by Tsection steel posts with an angled cut-away treatment to the top side of the post webbing. Both the mesh and supporting posts will be powder coated red ochre in colour to provide an aesthetic integrated with the balustrade panelling.

Further details around bridge and throw screen finishes can be found in the Urban Design report provided in Appendix A



Figure 5-12: View of Morphett Road overbridge and integrated stairways from station platform



Figure 5-13: View of Morphett Road bridge throw screening

5.2.8. Services and Stormwater

Utility Services

Within the station precinct, all new utility services, including stormwater, electrical, communications, water reticulation and sewer, will be placed underground such that there will be no immediate visual indication of their presence to those using the station or passing through the precinct.

Approach to stormwater management

The creation of a deep rail cutting as part of the Oaklands Crossing project substantially alters the exiting stormwater management regime through the area.

Within the Oaklands Project, the existing underground drainage is serviced by the Addison Road and Diagonal Road drainage networks. The Addison Road network services the south of the railway corridor while the north is serviced by the Diagonal Road network. During major events, flood flows travel overland in a north-westerly direction and cross the existing railway corridor at the Morphett Road rail crossing and in several areas between Murray and Crozier Terraces.

The Oaklands project necessitates a number of changes to the existing stormwater regime, as follows:

- The new rail cutting alters the distribution of flood flows which will now be able to cross the railway corridor in two discrete locations; the first being via a set of culverts under a raised portion of the rail between Murray and Crozier Terraces, and the second being overland flow across the newly constructed Morphett Road bridge. The rail cutting itself is designed to be protected from stormwater overtopping in the 100-year ARI long term development scenario without adversely impacting flood risk to surrounding properties.

- Drainage of the railway corridor is managed by a pump and sump system located in the low point under the bridge which will discharge into a series of detention and soakage basins located along Railway Terrace.
- Drainage for carparking, paths and public realm areas have been designed in accordance with WSUD principles, through the use of landscaped soakage areas and pervious swale drains which act to attenuate discharge rates during minor rainfall events and provide a level of primary and secondary stormwater treatment. The drainage systems for these areas will tie into the drainage for the road and track network as appropriate.

Details of stormwater strategy and associated works will be discussed and agreed with Council.

5.2.9. Soil Storage Mound

The proposal will result in the formation of a mound of surplus soil taken from the excavation of the rail cutting and other site works. This will be located on the northern side of the rail corridor inside the alignment of the existing trees. The mound will be grassed (but not landscaped) to maintain stability and avoid wind or water erosion. The mound will be temporary in that it is intended to be removed when the surplus land upon which it is to be located is made available for future development. The mound will be no greater than 3.0m in height above the natural surface of the ground and therefore does not constitute development. (Refer Development Regulations Schedule 2 Clause 4.)

5.3. Surplus Land Development

This proposal does not propose as part of this application the development of land which will eventually become surplus to rail requirements. It does, however, acknowledge that land on the northern side of the rail corridor has dimensions that will facilitate its future development, most likely, for medium density residential development purposes. Such development would be able to occur between the rail alignment and the existing trees and need not involve the removal of those trees.

The relevant zone and policy area for this location (Residential Zone – Regeneration Policy Area 16) specifically encourages increased dwelling densities and population in close proximity to public transport routes. Furthermore, proposed Development Plan Amendments drafted by the Council (but not yet authorised by the Minister) anticipate an uplift in residential densities, reinforcing the policy support for greater development in this locality.

Accordingly, the design of the current application acknowledges that this surplus land may be developed for primarily medium density residential development purposes in the future. This possible land use would be highly complementary to the enhanced performance of the public transport system provided by the current proposal. A future application may be prepared in due course and such an application might be by an entity other than the State Government. No details have been determined at this stage.

Excerpts from “Public Transport Projects Alliance – Oaklands Rail Crossing – Oaklands Crossing – Application for new railway station and associated infrastructure (Stage 2 application)”

6. PLANNING ASSESSMENT

6.1. Provisions

The majority of the subject site is located within several residential policy areas of the Residential Zone, with portions of the road corridor works to the north of the existing crossing located within the Neighbourhood Centre Zone.

In addition to the Zone and Policy Area provisions the Development Plan contains the following general section policies that area considered to be of relevance to this application:

- Crime Prevention
- Design and Appearance
- Hazards
- Infrastructure
- Interface between Land Uses
- Landscaping Fences and Walls
- Natural Resources
- Orderly and Sustainable Development
- Siting and visibility
- Transportation and Access
- Waste

6.2. Assessment

The subject proposal is for railway infrastructure, including the station canopy, station buildings, structural element finishes, pedestrian pathways and landscaping. The activities are not listed as either complying or non-complying forms of development and thus are for consideration on merit.

The proposal is unlikely to compromise the attainment of the intent of either of the applicable zones and thus warrants approval. The following paragraphs evaluate the merits of the proposal in more detail.

6.2.1. Land Use

Neither the Residential Zone nor the Neighbourhood Centre Zone specifically identify rail or transport infrastructure as a land use envisaged for those zones. However, this is consistent with the formatting of the vast majority of zones, which do not directly address transport or other infrastructure services as specific land uses required within those zones but which inherently are reliant upon such services being provided within those zones.

Both residential and neighbourhood centres are reliant upon transport services and are enhanced by public transport. In particular, Residential Policy Areas 12 and 16, in which the station environs are located, envisage higher residential densities which are supported by public transport services and specifically link those higher densities to proximity to public transport (Residential Policy Area 12: Objective 1 and Desired Character; Residential Policy Area 16: Objective 9).

6.2.2. Crime Prevention

The proposal has been designed to maximise surveillance of public spaces, pedestrian walkways and platform areas through a combination of:

- Careful species selection which combines ground covers and tall trunk trees in areas of pedestrian movement;
- High levels of lighting of platforms, walkways and carparks;
- Provision of multiple viewing points of the station from surrounding walkways, bridges and terraces at the entrances to the station;
- Use of mid-height balustrading to enable views from ramps and stairs;
- Use of see-through throw screens on bridges;
- Avoidance of entrapment or concealment spaces through an openness to landscaping and limited built form; and
- Prominent, public location of the public toilets and bike shed which open to the southern plaza.

6.2.3. Design and Appearance

The proposal combines the utilitarianism of rail infrastructure with the architectural flair brought to the station canopy structure and the urban design considerations given to retaining wall finishes, plazas and pedestrian spaces. The design is inherently representative of its function as a rail station but provides particular interest through the angular canopy form and the mix of materials, colours and patterning of balustrades and retaining walls. By virtue of the depressed location of the station, only the roof form will be visible from a distance. The roof is of a high design standard and reinforces its function in the local environment. Its low profile means that it has little impact in terms of height, mass and proportion and no material impact on surrounding properties, which are generally some distance from the station (25-60m). The canopy comprises profiled steel roof sheeting punctuated with skylights to provide improved light penetration. Given its location and position just protruding above ground level and the extent of surrounding vegetation planting, the structure should have no appreciable glare impact for surrounding residents, motorists and cyclists. It has no consequences for overshadowing or overlooking and its relationship to the street will actually be through the surrounding landscaping rather than the built form.

Signage will be co-ordinated and standardised.

6.2.4. Hazards

As the proposal involves an extensive cutting, the management of stormwater and the avoidance of flooding of the cutting is of primary concern to the applicant. This will be managed using cut-off drains and mechanical pumping systems operated by the proponent.

The proponent will liaise with Council during detailed design to ensure that the proposal has no appreciable impacts on stormwater movement, capture or detention in the locality or where such impacts are determined likely to arise, will negotiate appropriate mitigation strategies.

The proponent will manage any on site contaminants in suitably engineered bunds on-site.

6.2.5. Infrastructure

The proposed Station and environs generally accords with Council Wide Infrastructure Objectives 1, 2, 4 and 5. In particular, the proposal seeks to deliver an improved public transport service ahead of need, in the most practical manner possible. By depressing the station, the proposal is visually unobtrusive and provides for optimum efficiency in road and train movement through grade separation. The alternative of a road or rail bridge would

have had far greater visual, social and environmental impact on the surrounding community.

The rail alignment seeks to minimise the length of disruption to train commuter traffic by providing an alignment that facilitates the continued operation of the existing service during the construction period. This is a significant social benefit that must be balanced against the implications of establishing this new alignment. The Stage 1 Application details the alignment's impact upon existing vegetation, which does necessitate the removal of some trees. However, works associated with this new alignment, have sought to limit the number of trees required to be removed (indeed car parking areas were redesigned multiple times to minimise tree damaging activities) and have proposed replacement planting at a rate greater than provided for in the Development Regulations 2008. As a consequence, it is reasonable to conclude that the proposal exhibits environmental sensitivity and on balance, represents a preferred horizontal and vertical alignment outcome than possible alternative alignments which would have increased social dis-benefits and/or other visual or environmental impacts.

6.2.6. Interface between Land Uses

The interface between the rail station and corridor and surrounding residential land uses is managed appropriately. In all instances, the rail station and corridor are separated from residential land uses by landscaping, car parking, and existing road reserves (Railway Terrace, Addison Road, Murray Terrace and Crosier Terrace). The rail station and corridor and associated car parking already exist and therefore are an existing feature of the locality. The proposal will not materially change the relationship of the rail infrastructure and the surrounding residences in terms of emissions, noise, vibration, electrical interference, light spill, glare, hours of operation or traffic impacts.

The proposal shifts the rail alignment and in doing so creates a marginal change in the relationship of that alignment, being further from residences to the north and closer to residences to the south. Because the corridor is electrified, train noise is not a significant factor for surrounding residents. Car parking will continue to be provided on both sides of the alignment and pedestrians will continue to move along pedestrian routes provided along both sides of the corridor. Car parking numbers are proposed to increase to accommodate future patronage growth, however non-private vehicle access to the station will continue to be encouraged and is expected to remain at 75% of all train patrons.

Significant landscaping interventions will contribute to the interface conditions, while the depression of the station will potentially reduce any impacts arising from the congregation of large numbers of patrons on the station platforms.

6.2.7. Landscaping, Fences and Walls

The proposal will provide for a greatly enhanced station precinct through hard and soft landscaping, appropriate materials and species selections, provision of forecourts and pedestrian linkages and delivery of durable landscapes appropriate to local conditions. Fencing and walls will provide interest through the use of a variety of colours, textures and materials and will ensure safety and surveillance capabilities.

The locality will be enhanced by the increased formality of the northern and southern forecourts and the woodland character of the area will be complemented by new plantings of selected indigenous species.

Larger trees will provide shade and shelter. Ground covers and shrubs will define pedestrian spaces and create a setting for car parking areas. Landscaping will extend to street frontages.

Species selection has considered the need for a robust landscape solution which minimises maintenance and watering requirements

6.2.8. Natural Resources

The response to stormwater management and water quality will be resolved in consultation with the Council, in particular, addressing the need for detention and the incorporation of wetlands or other water sensitive urban design features. Council has already indicated the potential availability of adjacent reserves and part road reserves for water quality management works.

Within the subject site, the expanded area of landscape planting will provide for improved infiltration and cleansing over current conditions.

Impacts on native flora and fauna, ecosystems and habitat corridors have been previously discussed in the Stage 1 Application. The planting of 110 new trees, including native species, relocation/replacement of hollows and provision of extensive ground covers in areas currently only bare earth, will ultimately improve opportunities for habitat and local wildlife.

The proposal is not expected to impact soil conditions to any degree greater than that previously experienced on site. Batters will be managed with planting and structures to prevent erosion.

6.2.9. Orderly and Sustainable Development

Expansion and improvement of public transport services is orderly and sustainable in its encouragement of the use of more efficient transport modes, while the grade separation of road and rail provides for improved safety and more efficient road use, avoiding unsustainable delays in traffic movement. This improves convenience for road and rail users and contributes to a more pleasant local environment in which to live.

Upgrades to public transport services should also contribute to maintaining a more compact urban form and efficient service provision.

The rail station environs can become an improved point of connectivity for the neighbourhood, both through improved and safer pedestrian movement across the rail alignment and as an activated congregation space (on the platforms and plazas).

6.2.10. Siting and Visibility

The proposal has a very limited visual impact given its location in a cutting that will be barely visible from surrounding vantage points (save for the pedestrian crossing points over the railway). The site will be extensively landscaped and earth batters will be planted with suitable stabilising species.

6.2.11. Transportation and Access

The proposal makes a significant contribution to road transport, rail and bus transport, pedestrian movement and cycling through the following development outcomes:

- A new, expanded, efficient grade separated road link across the Seaford rail line which will reduce traffic delays, congestion and air pollution from idling vehicles and increase capacity to address future road needs;
- Safer, co-ordinated and enhanced traffic movement from Dunrobin Street and generally along Diagonal Road;
- Provision of a larger capacity rail station and platforms which enhance commuter experiences and encourage increased patronage;
- Provision of bus bays in close proximity to the rail station, enhancing mode changes

- and thus further encouraging increased patronage;
- Provision of improved pedestrian connections via grade separated rail overpasses and road underpasses as well as pedestrian activated at grade signalised crossings; and
- Enhanced alignment of the Marino Rocks Greenway for pedestrian and cyclists, which replaces at grade crossings of Diagonal Road and the Seaford Rail Corridor with safe and convenient grade separated crossings.

The proposal enhances safety for all transport modes and improves the convenience of accessing the station and crossing road and rail corridors. The proposal is an integrated transport solution that delivers substantial advantages to a range of user groups, including the local community, commuters and visitors taking advantage of local services, such as the supermarket, hotel and surrounding commercial premises. The proposal supports and improves the efficiency of provision of the metropolitan transport network and should result in increased utilisation.

The proposal provides for car parking, at increased levels over current provision, and includes passenger pick up and set down areas, including opportunities for taxis.

The pedestrian network is permeable, providing direct routes and increased rail crossing point options and greatly enhances the cycling experience along the Marino Rocks Greenway. This should encourage increased pedestrian and cycle utilisation. Bike racks are proposed in various locations and a secure bike shed is proposed for the southern plaza.

6.2.12. Waste

Surplus soil from the cutting created by the lowering of the rail line and station will be stockpiled on site on land north of the railway alignment and south of the trees along Murray Street, towards the north-east end of the subject site.

The stockpile will be not more than 3m high with 1:4 batters. It will be stabilised prior to its eventual removal, which is anticipated prior to the later development of land surplus to rail corridor requirements. (This does not form part of the current application.) This will reduce risk to health or impairment of the environment and, in particular, will reduce the risk of wind-blown dust or rain induced erosion.

The station and environs will be provided with waste bins for passenger refuse, the contents of which will be collected and disposed of or recycled as appropriate.

Internal Council Comments

Council's Infrastructure Department has provided the following comments in regards to the 70% Detail Plans provided to date:

1. Review the shared path alignment on the north of the corridor. Potential to align to the south of the large off street car park wrapping around to the east (supersede the path apron). Head north to connect to the off street path and supersede the back of kerb path as a shared path heading east till the end of the indented parking. Pram ramp to street at eastern end of parking. This would eliminate potential conflicts of cars entering the parking areas and cyclists riding between. This would also achieve a larger extent of off street greenway duplication with back of kerb path proposed. If spoil stockpiling is to occur in this space the path could meander through the earthworks profiling.
2. Confirm drainage on shared paths with kerbs on either side. Will this be a longitudinal cross fall drainage and if so management of the drainage?
3. Review details on balustrading and protective barriers are placed where there are steep batters and interface with steps.
4. Public art opportunity on the underpass to be considered and integrated. Seek solutions that will limit graffiti and enhance the sense of place.
5. DPTI to provide clarity on the surplus land that will be subject to potential development. Interface of the project and the land to be considered with fence lines and landscape treatments located to maximise the footprint.
6. Northern plaza to be designed with potential active edges in mind to proposed developable land. Opportunities for mixed use built form to anchor the site and provide interface with the plaza.
7. Mounding proposed to the east of the corridor off Murray Tce to be designed with a more natural meandering appearance. Mounding to be sympathetic to the context and amenity with appropriate establishment of vegetation.
8. Retention of maze crossing to the east of the corridor opposite Carlton St and Johnstone St and planned upgrade to an activated crossing to support community connectivity for future urban density in the area.
9. Street lighting to consider smart pole technology applications for dimming and LED.
10. Opportunities for amenity lighting and wayfinding within the plaza spaces and connections to the broader precinct should be considered.
11. Confirmation on ownership of the lighting poles to be negotiated and confirmed. Street lighting to be consistent with Council current arrangements with SAPN (owners and tariff applied).
12. Car parking in Stage 2 to include 2500mm parking width for Council parking.
13. Amenities building to be a DDA publicly accessible exeloo with timed closure after hours. Toilet to be owned and operated by DPTI.

14. Need to demonstrate the velocity of flows in the Stormwater swale on Railway Tce to ensure safety.
15. Maximise retention of mature vegetation/ shrubs along Railway Tce and Addison Ave with supplementary planting to enhance the landscape buffer and amenity.
16. Flood management barrier on Crozier Tce to be resolved and details provided.
17. Station bridge lighting types to be considered for potential vandalism. Preference to have them integrated in concealed anti vandal proof fixtures. More details need to be provided.
18. Considered for pedestrian coverage from Bus Stops through to the station platforms.
19. Ensure the seating under the station canopy is located outside of the drip line.
20. Suggested slight modification to species selections. Recommend *Eucalyptus torquata* and *Corymbia ficifolia* along Crozier Tce.
21. Urban design materiality is in line with City of Marion Streetscape Guidelines.
22. Wayfinding and signage to be developed and integrated as a precinct approach.
23. Review access points for the food truck site provisions and ensure pavements accommodate movements and circulation for functionality.
24. Recommend no turf in the northern plaza. Preference for garden beds and paved areas with trees in grates. Maintenance levels require consideration.
25. Swale on Railway Tce to be landscaped with a more natural appearance, with scattered boulders and potential tree logs on batters to enhance habitat creation.
26. ASR irrigation design and implementation to be included in the scope, with connection to Oaklands Wetland water.
27. Clarification on anti-graffiti coating application to the walls to be provided.

State Commission Assessment Panel
GPO Box 1815
ADELAIDE SA 5001



Sent via email: laura.kerber@sa.gov.au

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245 Sturt Road, Sturt
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T (08) 8375 6600

F (08) 8375 6699

E council@marion.sa.gov.au

SCAP ref: 100/V068/18
Council ref: 100/1082/2018
Applicant: Department of Planning, Transport and Infrastructure
Location: Various land parcels
Nature of Development: Section 49 – Construction of new train station together with related ancillary structures, landscaping and pedestrian links

Thank you for referring the above application to the City of Marion pursuant to Section 49(4a) of the *Development Act 1993* ("the Act"), regarding the Oaklands Crossing Project – Stage 2, which involves the proposed new railway station and associated infrastructure.

To supplement the comments from the Administration submitted pursuant to Section 49(5) of the Act the Elected Members of Council have also considered the proposal and wish to provide the following comments to the State Commission Assessment Panel:

XXXXXXXX

OR

The Elected Members of Council have also considered the proposal and wish to further endorse the comments by the Administration on 25 June 2018.

If you require further information or clarification, please do not hesitate to contact David Melhuish, Senior Policy Planner on 8375 6721 or Jason Cattonar on 8375 6665, Manager Development and Regulatory Services.

Yours sincerely

XXXXXXXXXX

David Melhuish

From: Jason Cattonar
Sent: Monday, 25 June 2018 4:15 PM
To: laura.kerber@sa.gov.au
Cc: David Melhuish; stephanie@planningfutures.com.au; Abby Dickson
Subject: Section 49 - Oaklands Crossing Stage 2 - City of Marion Comments
Attachments: Oaklands Crossing Stage 2_City of Marion Comments_Section 49_5.pdf

Importance: High

Dear Laura

Pursuant to Section 20 of the Development Act 1993, Council has endorsed the delegation of its functions under the Development Act 1993, through Council's endorsed delegations: Instrument of Delegation Under the Development Act 1993, and Development Regulations 2008. The delegations include the following:

Clause 24 – Crown Development

24.1 – The power pursuant to Section 49(4a) of the Act to receive notice from the Development Assessment Commission (now called the SCAP) containing the prescribed particulars of the development in accordance with the regulations.

24.2 – The power pursuant to Section 49(4a) 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.

*The above powers are delegated to: Manager Development and Regulatory Services, Senior Development Officer Planning, Team Leader Planning, subject to seeking the views of the CAP where the development is non-complying.

Accordingly, the Oaklands Rail Crossing – Stage 2 application was made pursuant to Section 49 of the Act, therefore the above delegation has been applied. Please accept the attached document as Council's report pursuant to Section 49(5) the Act. Although there is no formal mechanism under the Act for Elected Members to comment, there is nothing to prevent them from submitting comments; supplementing those of the Administration. Please be advised that a report concerning the Oaklands Crossing Stage 2 application will be presented to Elected Members on 10 July 2018. It is my understanding that the Elected Members intend to forward comments to the SCAP immediately following that meeting.

Should you have any questions in relation to the above matters or attached document, please be in touch.

Regards, Jason

Reference: 2018/13619/01
Contact Officer: Laura Kerber
laura.kerber@sa.gov.au

Telephone: (08) 7109 7073

Email:



13 June 2018

State Commission
Assessment Panel

Level 5
50 Flinders Street
Adelaide SA 5000

GPO Box 1815
Adelaide SA 5001

Dear Sir/Madam,

Application Number: 100/V068/18
Proposed Development: Oaklands crossing project – stage 2
Subject Land: Various land parcels

SECTION 49 - REFERRAL

The State Commission Assessment Panel (SCAP) has recently received a copy of the proposed development described above, pursuant to Section 49 of the *Development Act 1993*. A copy of the application is attached (Section 49(4a)).

Councils attention is particularly drawn to the time allowed for reports under Section 49 (5) and (6).

49 (5) A council may report to the SCAP on any matters contained in a notice under subsection (4a).

(6) Where a notice is given to a council under subsection (4a), and a report from the council is not received by the SCAP within two months of the date of the notice, it will be conclusively presumed that the council does not intend to report on the matter.

When replying please attach a copy of this letter with your details below.

Yours faithfully

A handwritten signature in black ink, appearing to be "J. Cattonar", is written over a horizontal line.

For STATE COMMISSION ASSESSMENT PANEL

I advise that this Council has **the attached report** to make on the proposed development described below.

Jason Cattonar, Manager Development & Regulatory Services
Reporting Officer

25 June 2018

Date

#12794913



State Commission Assessment Panel
GPO Box 1815
ADELAIDE SA 5001

Sent via email: laura.kerber@sa.gov.au

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SCAP ref: 100/V068/18
Council ref: 100/1082/2018
Applicant: Department of Planning, Transport and Infrastructure
Location: Various land parcels
Nature of Development: Section 49 – Construction of new train station together with related ancillary structures, landscaping and pedestrian links

Thank you for referring the above application to the City of Marion pursuant to Section 49(4a) of the *Development Act 1993* ("the Act"), regarding the Oaklands Crossing Project – Stage 2, which involves the proposed new railway station and associated infrastructure. Accordingly, please accept this letter as Council's report to the State Commission Assessment Panel ("SCAP"), pursuant to Section 49(5) of the Act.

Having reviewed the particulars of the application together with supporting documentation, Council advises that, in principle, it supports the proposed development.

The application demonstrates that the grade separation between the road and rail networks, at the intersection of Morphett and Diagonal Roads, will collectively result in significantly reduced congestion on the arterial roads, improve travel times and improve safety by reducing potential conflicts between trains, vehicles, cyclists and pedestrians.

Whilst being supportive of the proposal, Council wishes to ensure that the proposal does not cause unnecessary and/or additional detrimental impacts on the surrounding locality, both during construction and following completion.

Council therefore would like to bring the following matters to the attention of the SCAP and request that appropriate consideration be given to these matters prior to a decision being made:

1. Review the shared path alignment on the north of the corridor. Potential to align to the south of the large off street car park wrapping around to the east (supersede the path apron). Head north to connect to the off street path and supersede the back of kerb path as a shared path heading east till the end of the indented parking. Pram ramp to street at eastern end of parking. This would eliminate potential conflicts of cars entering the parking areas and cyclists riding between. This would also achieve a larger extent of off street greenway duplication with back of kerb path proposed. If spoil stockpiling is to occur in this space the path could meander through the earthworks profiling.

2. Confirm stormwater drainage on shared paths with kerbs on either side. Will this be a longitudinal cross fall drainage and if so how will this be managed.
3. Review details on balustrading and protective barriers to ensure they are placed where there are steep batters and interface with steps.
4. Public art opportunity on the underpass to be considered and integrated. Seek solutions that will limit graffiti and enhance the sense of place.
5. DPTI to provide clarity on the surplus land that will be subject to potential development. Interface of the Oaklands Station and the 'potential development' site/s needs to be considered together with fencing and landscape treatments.
6. Northern plaza should be designed with active edges that integrate with adjoining land. This will facilitate opportunities for mixed-use built form to anchor the site and provide interface with the plaza.
7. Mounding proposed to the east of the corridor off Murray Tce to be designed with a more natural meandering appearance. Mounding should be sympathetic to the context and improve visual amenity with appropriate establishment of vegetation.
8. Retention of maze crossing to the east of the corridor opposite Carlton St and Johnstone St, and planned upgrade to an activated crossing to support community connectivity for future urban density in the area.
9. Street lighting should include smart-pole technology applications for dimming and LED.
10. Opportunities for amenity lighting and wayfinding within the plaza spaces and connections to the broader precinct should be considered.
11. Confirmation of ownership of the lighting poles to be negotiated and confirmed. Street lighting to be consistent with Council current arrangements with SAPN (owners and tariff applied).
12. Car parking spaces in Stage 2 should be a minimum width of 2500mm.
13. Amenities building to be a DDA publicly accessible Exeloo with timed closure after hours. Toilet to be owned and operated by DPTI.
14. Confirmation that velocity of flows in the Stormwater swale on Railway Tce are to a suitably safe standard.
15. Maximise retention of mature vegetation/shrubs along Railway Tce and Addison Ave with supplementary planting to enhance the landscape buffer and local amenity.
16. Details of the flood management barrier on Crozier Tce need to be provided to Council and resolved to the reasonable satisfaction of Council.
17. Station bridge lighting types to be considered for potential vandalism. Preference to have them integrated in concealed anti-vandal proof fixtures. More details need to be provided.
18. Considered for pedestrian coverage from Bus Stops through to the station platforms.
19. Ensure the seating under the station canopy is located outside of the drip line.
20. Suggested slight modification to species selections. Recommend *Eucalyptus torquata* and *Corymbia ficifolia* along Crozier Tce.

21. Urban design materiality is in line with City of Marion Streetscape Guidelines.
22. Wayfinding and signage to be developed and integrated as a precinct approach.
23. Review access points for the food truck site provisions and ensure pavements accommodate movements and circulation for functionality and durability.
24. Recommend no turf in the northern plaza. Preference for garden beds and paved areas with trees in grates. Maintenance levels require consideration.
25. Swale on Railway Tce to be landscaped with a more natural appearance such as scattered boulders and tree logs on batters to enhance habitat creation.
26. ASR irrigation design and implementation to be included in the scope, with connection to Oaklands Wetland water.
27. Clarification on anti-graffiti coating application to the walls to be provided.

Conclusion

Subject to the above matters being resolved and/or included as reserved matters, the City of Marion is satisfied that the proposed development is not seriously at variance with the Marion Council Development Plan, and therefore advises the State Commission Assessment Panel that development plan consent should be **GRANTED**.

If you require further information or clarification, please do not hesitate to contact me.

Yours sincerely



Jason Cattonar
Manager Development and Regulatory Services

Phone: 8375 6665

Email: jason.cattonar@marion.sa.gov.au

LGA Request - Seeking Funding Support to Adelaide City Council's Legal Costs to Defend allegations of Legal Defects in the Fines Enforcement Process

Originating Officer	Sherie Walczak - Acting Manager Corporate Governance
Corporate Manager	Sherie Walczak - Acting Manager Corporate Governance
General Manager	Kate McKenzie - Acting General Manager Corporate Services
Report Reference	GC180710R08

REPORT OBJECTIVE

The objective of this report is to provide Council with the opportunity to respond to a request from the Acting Chief Executive Officer of the Local Government Association of South Australia (LGA), who has recently written to the City of Marion (Appendix 1) regarding the provision of funding support for Adelaide City Council's (ACC) legal costs.

RECOMMENDATION

That the Council:

1.Approves the LGA's request to support the Adelaide City Council's legal defence by providing a contribution in the amount of \$1,511.

2.Notes that this will be funded through existing budgets.

or

1.Declines the LGA's request to support the Adelaide City Council's legal defence and authorises that a letter be sent to the LGA advising them of the decision.

DISCUSSION

The 'Councils Seeking Funding Support for Litigation Policy' of the LGA's, enables member councils to apply to the LGA to seek voluntary contributions from all councils to assist with legal costs where the council is involved in litigation that relates to a matter or principle of importance to local government. Contributions by any council is voluntary.

The ACC defended a matter in the Supreme Court where it was alleged that there were legal defects in the enforcement processes undertaken by councils. The outcome may have required all councils to repay all monies received for enforcement expiation notices since February 2014. Due to the potentially signification impacts for all councils the LGA Board agreed to seek funding contributions on behalf of ACC. A copy of the LGA Board Report is attached as Appendix 2.

The matter was dismissed by the Supreme Court in December 2017.

If Council supports the LGA's request, the funding will be provided to the LGA and the total contributions will be provided to the ACC as contribution to their legal defence costs.

Attachment

#	Attachment	Type
1	CEO Letter to Mr Adrian Skull - Request to Council's ACC Funding Support.._	PDF File
2	LGA Board 18 May 2017 Application for Litigation Assistance from City of Adelaide	PDF File

In reply please quote our reference: ECM 661146 AS/JF

25 May 2018

Mr Adrian Skull
Chief Executive Officer
City of Marion
PO Box 21
OAKLANDS PARK SA 5046
Emailed: adrian.skull@marion.sa.gov.au

Dear Mr Skull

Funding Support for Adelaide City Council litigation

The LGA Policy for Councils Seeking Funding Support for Litigation (Policy) enables a member council to apply to the LGA to seek voluntary contributions from all councils to assist with its legal costs where the council is involved in litigation that relates to a matter or principle of importance to local government.

At its meeting of 18 May 2017, the LGA Board considered an application from the City of Adelaide (CoA) for funding support from councils for litigation and agreed to seek contributions in accordance with the Policy.

The CoA was joined as a party to a Supreme Court action brought by Mr Consenza against an agency of the State of South Australia. Mr Consenza alleged there were legal defects in the enforcement processes undertaken by the Fines Enforcement and Recovery Officer (FERO) and the CoA, and sought to have the Court declare that all actions taken by FERO since February 2014 were invalid.

Subject to the Court's decision, the outcome may have required all councils to repay all monies received from FERO for enforced expiation notices since February 2014. Due to the potentially significant impacts for all councils, the LGA Board agreed to seek funding contributions on behalf of CoA to ensure the matter was appropriately defended and the interests of all councils protected. The Supreme Court dismissed Mr Consenza's application in December 2017. The LGA is inviting voluntary contributions from councils to fund the litigation costs incurred by CoA in achieving this outcome.

In accordance with the LGA's Policy, contributions are sought from councils based on the proportion of the LGA membership subscription assessed against each council. Contributions by councils is voluntary and the LGA will remit the total of contributions received to CoA. Applying the formula for determining your LGA subscription fee, your council is asked to consider a contribution of \$1511.

Please let me know by 25 June 2018 whether you wish to contribute the above amount. If you agree to contribute, the LGA will issue an invoice to facilitate the payment.

Please let me know if you have any questions or concerns.

Yours sincerely



Lisa Teburea
Acting Chief Executive Officer
Telephone: (08) 8224 2068
Email: lisa.teburea@lga.sa.gov.au

Attach: ECM 622826 – LGA Policy for Councils Seeking Funding Support for Litigation

Title: Policy for Councils Seeking Funding Support for Litigation

DATE OF POLICY:	July 2015
DATE OF LAST REVIEW BY LGA:	Approved by LGA Board July 2015

Background

From time to time a Council may wish to pursue a legal matter through the courts. In certain circumstances it may be appropriate for such Councils to seek financial support for the court action from the Local Government sector. This policy sets out the criteria against which the LGA will assess the request for legal assistance.

Policy**Guiding Principle for Providing Support**

A Council may apply to the Local Government Association (LGA) to seek contributions from all Councils to assist with its legal costs, where that Council is involved in litigation and the principle in the matter involves an important Local Government principle which may be eroded if the matter is not pursued.

Criteria against which Applications will be Assessed

Applications will be considered and dealt with on the following basis.

1. The LGA Board will be the sole decision-maker on whether or not an application for legal assistance will be supported. The decision will be based on the general application of the principle involved in the case to all Councils. This decision-making power may also be delegated to the CEO in relation to requests for funds under \$25,000.
2. Assistance under these guidelines will be granted in respect of matters in the District Court or the Supreme Court of SA or the High Court of Australia.
3. Assistance will not be available to fund litigation in a tribunal of initial jurisdiction, such as the South Australian Civil and Administrative Tribunal (SACAT), unless the LGA is satisfied that special and exceptional reasons exist for doing so. (This may include a 'test case' where the matter will affect all Councils).
4. Assistance will not be available for matters which do not involve immediate court action (for example matters involving mediation or for seeking advice on available courses of action).
5. Assistance will not be available in relation to matters which arise as a consequence of any entrepreneurial activities which may have been initiated or undertaken by the Council concerned in the matter.
6. Assistance will not normally be available in appeals against penalties imposed on a Council in a prosecution action by another authority unless there are exceptional grounds for

granting it, such as the imposition of a penalty which is significantly inconsistent with penalties imposed in other matters having essentially similar facts and the matter has significance for the whole of Local Government.

7. Requests for assistance will be considered only if submitted to the LGA prior to the commencement of the proceedings in the appellate court, unless the Council is involved as a respondent to an appeal. In that event, the request must be submitted as soon as possible after the Council becomes aware that an appeal has been or is to be lodged.

8. Support will not be available where the estimated or final legal costs are less than \$10,000.

9. All applications should include the following details:

- a brief statement of the facts of the matter;
- a clear indication of the principle involved which makes the outcome of the case of relevance to all Councils;
- an estimate of the costs involved; and
- advice from counsel or the representative solicitor as to the prospects of success.

10. When submitting a request for assistance, Councils should ensure, as far as possible, that all necessary information is included in the initial application. A request cannot be considered until all information has been supplied. Failure to do so may lead to unnecessary correspondence and delays. If there is information which cannot be supplied when the request is submitted, that fact should be stated and an indication given as to when it will be available.

Process for how Financial Support will be Calculated and Paid

11. Where the LGA agrees to support a request for assistance, contributions will be sought from Councils calculated on a *pro rata* basis according to the proportion of the basic membership subscription assessed against each Council and based upon the estimate of costs submitted with the initial request (unless an updated figure has been submitted in the meantime). Requests for commitments to make a contribution will be circulated as soon as possible after approval is given to seek contributions in the matter.

12. Contributions are entirely voluntary and no Council is under any obligation to make a contribution in any instance.

13. The LGA may, if it considers it appropriate, seek contributions for an amount which is less than the estimated costs involved in the matter.

14. The LGA will pay to the Council involved in the matter, the lower of:

- the total amount collected by the LGA through the contribution process; or
- the residual amount of costs remaining liable upon the Council involved in the matter, after any costs are recovered from, or ordered by the court to be paid by, the other parties to the action.

These funds will be provided to the Council only after the court has made final orders in the matter, including any orders for costs.

15. The LGA will provide the funds when it receives an invoice from the Council involved in the litigation, which clearly accounts for the manner in which the funds will or have been spent.

16. Where the Council to which support has been given recovers costs from another party after the LGA has paid contributions to it, the Council must account for, and repay to the LGA, these amounts not previously taken into consideration. That is, no Council is entitled to make a profit from receiving assistance.

17. Where a Council has received support in respect of an appeal to one court suffers an adverse verdict in that court and wishes to appeal to a higher court, for example to have an adverse verdict of the District Court tested in the Supreme Court, a fresh application for assistance must be submitted. Each application will be considered on its merits. The fact that assistance was given in the lower court will not guarantee that assistance will be available for a further appeal.

18. The LGA will provide the names of any participating Councils to the applicant Council, which will be responsible for providing information and updates to all participating Councils on the progress of the matter that has been approved under this policy.

Policy Review

From time to time as required.

9.5 Application for Litigation Assistance from City of Adelaide

Confidential Reports

From: Andrea Malone, Director Legislation
 Key Initiative: K.I 1 Leadership and advocacy
 Strategy: 2A Support local government through training and resources
 Meeting: LGA Board 18 May 2017
 ECM: 649205 Attachments: 650148, 622826

Recommendation

That the LGA Board:

1. **agrees to support the application from the City of Adelaide for funding support for defending against legal action brought against it, provided that the final outstanding amount is more than \$10,000 after the finalisation of costs; and**
2. **agrees to request financial support from member councils in accordance with the LGA policy.**

Discussion

The City of Adelaide (ACC) has made an application for funding support for litigation (copy attached, including legal advice) in accordance with the LGA policy made by the LGA Board in July 2015. A copy of the policy is also attached.

The ACC has made the request for assistance in light of an application in the Supreme Court to join the ACC as a party to a judicial review action being taken against an agency of the state government by a Mr Cosenza.

Mr Cosenza's action for judicial review concerns the processes and procedures for enforcing expiation notices. In early 2014, the state government amended the *Expiation of Offences Act 1996* to establish a new agency for enforcing expiation notices. The new processes bypass the court system and set up the Fines Enforcement and Recovery Officer (FERO). This statutory officer is responsible for enforcing all expiation notices issued in South Australia.

Under the new procedures, councils issue an expiation notice and then a reminder notice, which attracts an additional fee. If the fine is not paid, a council can commence enforcement proceedings through FERO. If the council receives a statutory declaration or other document from the alleged offender, but the council declines to waive the fine, the council must issue a further enforcement warning notice before seeking to have the fine enforced through FERO.

All councils must pay an application fee to FERO. In 2014, the amount was \$18 per enforcement action. When seeking to have a fine enforced, a council must provide specified particulars to FERO in the form of a certificate under s 13 of the *Expiation of Offences Act*. When FERO successfully enforces the expiation notice, the fines are remitted to the council.

Mr Cosenza apparently alleges that there are legal defects in the enforcement processes undertaken by FERO and by the ACC and therefore claims that the enforcement action against him is unlawful. He has sought to join ACC to the judicial review action, which will involve legal costs for the council. As indicated in the legal advice attached to the ACC application, there are both benefits and disadvantages in having ACC involved in the action. The benefits for local government are that ACC will be in a position to argue a case in the court proceedings. The disadvantages are that joining the council will add to costs. Ultimately, however, ACC may have no choice but to become a third party in the matter if the court agrees to the joinder application.

Sector-wide Ramifications

According to legal advice received by ACC (which is attached to the application), if Mr Cosenza succeeds in his action, in whole or in part, it could have a significant impact on all councils. Mr Cosenza is seeking to have the court declare that all enforcement action taken by FERO since February 2014 is invalid. If this is successful, councils could be required to repay, from that date, all moneys collected through FERO.

The likely costs exposure for ACC is difficult to assess at this stage. If ACC is joined as a party, it will incur costs for the council, but the council will be in a position to present argument to the court that would benefit the sector as a whole.

If the case against the state government and ACC is lost, costs will increase substantially as the state and ACC will have to pay the applicant's costs as well as their own. If the state and ACC win the case, then the applicant may have costs awarded against him and be required to pay the state's and ACC's costs.

Role of the LGA

Under the LGA policy for councils seeking funding support, the LGA does not commit funds. Rather, the LGA undertakes a facilitative role and seeks commitments for support from member councils. The contributions of those councils which commit to providing funds is based on the formula used to calculate councils' LGA membership dues.

Once the litigation is complete and costs have been fully settled, the LGA will arrange to collect funds from the participating councils and remit the quantum received to ACC.

Financial and Resource Implications

This activity has not been anticipated in the LGA's work program but resources are available to progress this work.

Adelaide City Council
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25 Pirie Street, Adelaide
GPO Box 2252 Adelaide
South Australia 5001
Tel 08 8203 7203
Fax 08 8203 7575
www.adelaidecitycouncil.com

Enquiries: Adity Roy Chowdhury
Reference: 2017/82885

2 May 2017

The LGA Board,
The Local Government Association (LGA),
148, Frome Street,
Adelaide - 5000

Ref: Request for funding for the Cosenza matter

Dear Board Members,

I would like to present the following litigation matter for consideration by the LGA Board members and seek funding from the LGA given the potential impact to the Local Government Sector as a whole.

The litigation is an Interlocutory Application lodged by Mr Cosenza in the Supreme Court of South Australia seeking an order that CoA be joined as a party to the judicial review action that he has commenced against the State of South Australia.

In summary, Mr Cosenza alleges that, on account of what he thinks are procedural defects in the manner in which the Fines Enforcement and Recovery Officer (FERO) has enforced expiation notices issued by CoA, the enforcement determinations made by the FERO are invalid and of no effect.

In particular, Mr Cosenza alleges that:

1. the CoA has failed to supply a 'certificate' to the FERO for the purposes of the enforcement of expiation notices issued by it as required by Section 13(1)(a) of the Expiation of Offences Act 1996 (EO Act);
2. the CoA has failed to pay the prescribed fee as required by Section 13(1)(b) of the EO Act with respect to each expiation notice sought to be enforced; and
3. the FERO has improperly prevented him from alleging more than one ground of review in respect of enforcement determinations made by it, contrary to 13(8) of the EO Act.

Arising from these allegations, Mr Cosenza also alleges that enforcement action taken against him is unlawful and that the enforcement action taken against him should be quashed. Mr Cosenza also seeks declarations, in effect, that all enforcement action taken by the FERO since February 2014 is invalid.

If Mr Cosenza succeeds (in whole or part) with respect to his action, it could jeopardise the validity of substantial enforcement actions taken by FERRO. This could potentially impact on the likelihood of being able to recover expiation fees with respect to large numbers of unpaid (but enforced) expiation notices. In addition, there could be a requirement to repay significant number of payments made by persons as a result of unlawful demands made by FERRO. This would be in relation to all payments that have been made as a consequence of the FERRO's reliance on invalid enforcement determinations.

Subject to the Court's decision, this case could have a substantial adverse impact on receipt of expected expiation revenue and could require all Councils to make repayments to the FERRO in respect of monies already received for enforced expiation notices. As such, the Council sought to be joined as a party in the litigation in order to ensure the proceedings are appropriately defended and interests of Councils are protected.

Given the potential sector-wide ramifications for other Councils, we are seeking funding from the LGA to support CoA in engaging solicitors to defend the proceedings.

The matter is listed for the 22 June 2017 hearing and CoA lawyers and Crown Lawyers are assessing the likelihood of the success of this matter. At this stage it is difficult to substantiate the exact amount of costs involved however it is most likely the litigation costs will be over \$10,000.

We believe this matter fits within the criteria against which such applications are assessed as per your Policy for Councils Seeking Funding Support for Litigation.

CoA would like to thank you in advance for any support you can provide regarding this matter.

Yours sincerely



Steve Mathewson

Acting Chief Executive Officer

2 /05/2017

CORPORATE REPORTS FOR INFORMATION/NOTING**Councillor Byram Attendance at the Australian Local Government Association National General Assembly 2018**

Originating Officer	Sherie Walczak - Acting Manager Corporate Governance
Corporate Manager	N/A
General Manager	Kate McKenzie - Acting General Manager Corporate Services
Report Reference	GC180710R09

REPORT OBJECTIVE

In accordance with the Elected Member Professional Development Policy and Procedure, Councillor Byram has prepared a report outlining the details of the professional development activity, the knowledge gained through attendance and any opportunities to be progressed for the City of Marion. This report has been prepared to comply with the policy and procedure requirements and inform Council accordingly.

EXECUTIVE SUMMARY

Councillor Byram attended the Australian Local Government Association (ALGA), National General Assembly from 17 to 20 June 2018 in Canberra. The ALGA National General Assembly is held each year as an opportunity for Local Government to engage directly with Federal Government, to develop national policy and to influence the future direction of our councils and our communities. Councillor Byram has prepared a report and this attached as **Appendix 1**.

RECOMMENDATION

That Council notes the report.

Attachment

#	Attachment	Type
1	Janet Byram - Report on general assembly	MS Word File

NATIONAL GENERAL ASSEMBLY CONFERENCE –CANBERRA

The Australian Local Government Association (ALGA), National General Assembly was held in Canberra from 17 to 20 June 2018 during a sitting week of our Federal Government.

This was my first attendance at the National Assembly and the only attendance of a council member during this term of council.

Not only did I find the Assembly informative with 3 days of positive discussion but was an opportunity to interact with other Council Elected Members and Staff to hear trends and discussion of similar local issues and how other councils are dealing with these issues.

The theme of this year's conference was 'Australia's Future - Make it Local', covering our unique ability at the local level to effect fundamental change, and incorporate partnerships to build better community relationships on a local basis.

From the opening night:

To hear about National Coat Day and Enormity started in Tasmania by 15 year olds when a friend became homeless and what they could do to help not only their friend but other teenagers and how this organisation has grown to assist community and address problems for the mid-teens. They only need donations of another 800 coats to reach their target of 100,000 coats, to enable homeless to carry a coat with them, using it to keep warm and protect from the elements.

National General Assembly Motions

92 motions were presented to the assembly with many sub motions also considered.

Topics covered included

- Constitutional recognition
- Requesting the Federal Government Increasing the Financial Assistance Grants back to 1%
- The need for Realigning federal funding arrangements of the 3 tiers of Government
- The need for equitable infrastructure funding across the states
- Waste recycling issues
- Roads to recovery program
- Combustible Cladding on high rise buildings
- Management of street tree canopies under high voltage power lines
- National data collection standards and information management platforms
- National Transport infrastructure
- Climate change
- Partnerships in Innovation and Digital Transformation – Smart Communities
- And many more

To the Closing address

Top Priorities from Local Government for the Next Federal Election

- Maintain living standards and Local economic growth by restoring the Financial Assistance Grants to 1% of Commonwealth Tax Revenue (currently 0.55%)
- Realise the Productive potential of Australia's freight routes– 1st and last mile concentration
- Roads to recovery project
- Improve the safety and management of Local Bridges – make the bridges renewal program permanent
- Achieve more sustainable Local communities by funding community infrastructure at a cost of \$300mill/yr for 4 years
- Invest in Targeted disaster mitigation
- Creation of a Climate change fund partnership
- Establishment of a Preventative health & activities program
- Remote and indigenous housing

- Permanently fix SA road funding gap
- Invest in Digital Transformation program against cyber attacks
- Recycling issues
- Constitutional recognition for local government
 - Failed in 1974 and 1988, no vote in 2013
 - Requires bi-partisan support
 - Needs joint support and mutual understanding of what is wanted

Stand out Moments

Address by Mr Bernard Salt AM - Population and the Policy Imperative

He talked about Councils being at the surging and churning coalface of having to deliver liveable communities in an environment where expectations are always rising.

What can councils do NOW to mitigate the risk of breakdown in social cohesion?

Main Points were:

- Delivering prosperity – councils make it happen
- Demographics – 39% are internationally born
- Greatest wealth is now being generated in China
- Lifestyle cities – look at London
- Loss of faith in big institutions
- Increase in single households – especially older single women
- Councils at the coalface
- 25 years since recession
- Local communities want more
- Sense of entitlement among people today
- Universal aspirations
- Value in how to live
- New verb: fitinability
- Flexibility, agility and adaptability as key
- Business awards
- Café culture
- How can council provide a better lifestyle?
- Bringing together communities

It was an informative and amusing presentation and we learnt some new acronyms

- PUMCINS: Professional Urban Middle Class in Nice Suburbs
- NETTELS: Not Enough Time TO Enjoy Life
- KIPPERS: Kids In Parents' Pockets Eroding Retirement Savings

There were many presentations by other councils/presenters/businesses and more – of note were:

- Mayor Vonda Malone – Torres Shire Council
- Dean Landy-CEO – Tribus
- David Speers Political editor Sky News
- Professor Veena Sahajwalla – Laureate Professor Australian Research Council

Also a Hall full of business displays – of note to Marion are

- Green Frog Systems
- Tribus
- Wood Solutions
- Continence Foundation of Australia
- Everywhere venues
- Bunnings warehouse
- Kitchen Garden Foundation

Questions Taken on Notice Register

Originating Officer	Victoria Moritz - Governance Officer
Corporate Manager	Sherie Walczak - Acting Manager Corporate Governance
General Manager	Kate McKenzie - Acting General Manager Corporate Services
Report Reference	GC180710R10

REPORT OBJECTIVE

To receive and note the information contained within the *Questions Taken on Notice Register* provided in Appendix 1.

EXECUTIVE SUMMARY

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):

- (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.

RECOMMENDATION

That Council:

1. Notes the report "Questions Taken on Notice Register"

Attachment

#	Attachment	Type
1	Appendix 1 - Questions Taken on Notice Register	PDF File

Questions Taken on Notice Register



Appendix 1

Report Reference	Meeting Date	Councillor	Responsible Officer	Question taken on notice during the meeting	Response
Annual Business Plan 2018/19 and Long Term Financial Plan Report Reference: GC260618R02	26 June 2018		Ray Barnwell	Can a review be undertaken of the user charges for our facilities, including an analysis of revenue and administration costs?	<p>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, reducing the reliance on rates revenue to fund these services completely. Sources of revenue such as user charges play an important role in enabling Council to provide a range of specific community services and facilities.</p> <p>User charges include charges for the use of council's community facilities, swimming pool admission and the like. The revenue from user charges for 2018/19 is forecast to be \$2.175m (2.35% of Council's total operating revenue).</p> <p>The following factors are examined when determining the proposed charges/fees:</p> <ul style="list-style-type: none"> • the cost of providing the service, inclusive of overheads • 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 <p>A review of the fees and charges for the hire of halls, meeting rooms and performance spaces of Council operated facilities is set to be undertaken in first half of the 2018/19 financial year. This review will consider and report back to Council on costs associated with the provision of these services including administration costs.</p>

Questions Taken on Notice Register



Animal Management Plan Report Reference: GC260618R09	26 June 2018		Sharon Perin / Jason Cattonar	What is the cost of cat registration?	<p>If Council wishes every home to be visited the approximate predicted major costs for implementation of cat registration in the first year would be \$ \$61,326. This includes the employment of a part time Community Safety Inspector.</p> <p>If Council does not wish every home to be visited and unregistered cats dealt with upon complaint or when a cat is found the approximate predicted major costs for implementation of cat registration in the first year would be \$18,000.</p>
Monthly Finance Report Reference: GC260618R17	26 June 2018		Ray Barnwell	Can administration provide details regarding the carryovers, what capital works have been delayed by contractors and what has been delayed by staff?	<p>A detailed report incorporating the requested carryover information was distributed via email on Thursday 28 June 2018 to Elected Members.</p> <p>In summary, a total forecasted carry over for 17/18 capital works is \$8.665 million. The amount excluding grants/partnerships carryovers is \$3.152 million, slightly less than last year.</p> <p>The breakdown between contractors and staff is as follows (including grants/partnerships):</p> <ul style="list-style-type: none"> - \$7.296 million are connected to contractors - \$1.369 million connected to CoM staff.

WORKSHOP / PRESENTATION ITEMS**MOTIONS WITH NOTICE**

Hire Charges of Council Operated Facilities

Elected Member Councillor Jason Veliskou

Report Reference: GC180710M01

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.

Supporting Information:

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.

Response Received From:

Liz Byrne - Manager Community & Cultural Services

Staff Comments:

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.

Telecommunications Infrastructure

Elected Member Councillor Jason Veliskou

Report Reference: GC180710M02

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.

Supporting Information:

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.

Response Received From:

Jason Cattonar - Manager - Development and Regulatory Services.

Staff Comments:

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.

ATTACHMENTS:

#	Attachment	Type
1	Appendix 1 - Letter of Response	PDF File

18MPL0092



Government
of South Australia

The Hon Stephan Knoll MP
Member for Schubert

RECEIVED CITY OF MARION INFORMATION MANAGEMENT							
14 JUN 2018						Original	<input type="checkbox"/>
File No:						Fwd:	<input type="checkbox"/>
2	5	6	7	8	10	P	

Mr Adrian Skull
Chief Executive Officer
City of Marion
PO Box 21
OAKLANDS PARK SA 5046



Dear Mr 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.

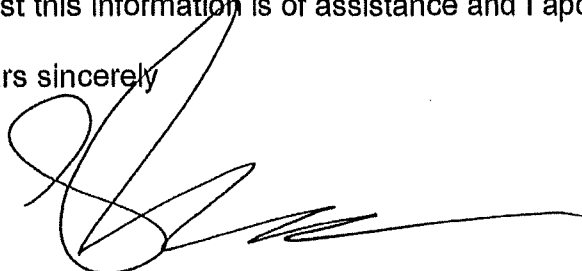
In addition, any requirement for telecommunications infrastructure in land divisions processes in South Australia would require an authority or body to set the technical standards; oversee or inspect the works; and certify that the infrastructure had been properly installed for the purposes of the 'section 51 clearance', as currently happens with councils for roads and drains, and SA Water in relation to sewer and water infrastructure.



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

A handwritten signature in black ink, consisting of a large, stylized 'S' followed by a horizontal line and some smaller, less distinct strokes.

Hon Stephan Knoll MP
MINISTER FOR TRANSPORT, INFRASTRUCTURE AND LOCAL GOVERNMENT
MINISTER FOR PLANNING

7 June 2018

SCANNED

Debt Incurrence Versus Deployment of Reserves

Elected Member Councillor Tim Gard

Report Reference: GC180710M03

Motion:

That Management:

1. Researches and reports on regulation and policy related to acquisition of debt and debt management strategy in local government in Australia
2. Reports the relevant current financial ratios, particularly the Financial Liabilities Ratio, and the corresponding budgets, of other municipalities in the Adelaide metropolitan area
3. Reports the graph of 'rates collection versus Council reserves' for the last 10 years
4. Having regard for the findings in points 1 to 3, develops a proposal for the incurrence of debt, versus the drawdown on reserves for future capital expenditure.

Supporting Information:

There are several main questions a government entity should consider when acquiring debt, versus the deployment of reserves, they include:

- A) The principle of inter-generational sharing in the costs of development and asset acquisition; 'who pays and over what timeframe' is in most instances a more important consideration than 'how much is paid'. Expressed in another way, there is the matter of 'fairness and equity', as required in the Act.

Brought to the domestic level, it is more important for a family to agree on whether parents pay for the purchase of a property, or whether the children who are to use the property should pay. Indeed there may be a sharing of this burden, depending on environments and personal circumstances, but as a general rule the user pays, or at least if the previous generation pays, payment is in the form of a repayable loan.

- B) The need to maintain and replace assets at a rate that is optimal to the management of overall maintenance and operating costs.
- C) The ability to service debt as it is incurred, including interest rate outlooks that may have a significant bearing on this factor
- D) The desirability to be able to take advantage of valued grant opportunities, that are in keeping with corporate strategy, as they arise

Irrespective of these considerations, it is incumbent on government entities to have clear policy on such decisions, if planning is to be executed to maximal advantage and in view of evolving opportunities and threats of the external environment. This is a matter for Elected Members, not the executive.

As the City of Marion currently stands, it is not aware of its precise strength or weakness in relation to its internal environment, because we have no policy that allows Council to quantify precisely the capital outlay capacities that determine the ability to plan to an optimal level.

This is a fundamental requirement in any business, public or private.

When such policies are in place several benefits will be forthcoming:

- the ability to make better and more timely decisions when necessary
- the ability to advance the City at an optimal rate, measured by known capacities, returns and risk management considerations
- the ability to react appropriately to changes in both the macro and micro economies
- clarity and therefore a greater likelihood of continuity in the handovers between consecutive Councils
- a sounder basis for planning reviews as environments change

As expressed in a recent communique to Elected Members, it is not appropriate to approach decisions on debt incurrence versus deployment of reserves based entirely on interest rates, nor is it appropriate to reduce debt simply because one has the reserves to do so. **That is a profound over-simplification that has a bearing on the fundamentals of optimal planning and fairness and equity, irrespective of any political implications that may exist or potentially arise.**

The moral issues surrounding 'propriety' of reserves and 'purpose' of capital expenditure are overwhelming ones in such arguments and decisions.

In the case of the City of Marion, having regard for its extremely low Financial Liability Ratio, it is possible and even probable that today's ratepayers have been over-charged for some period of time and that tomorrow's stand to be undercharged. To make matters worse, it has been made clear that this has also been in a period when fairness and equity went missing in the assessment of property values, meaning that some residents have been doubly disadvantaged.

It is now paramount that Council goes through the processes of self-assessment and benchmarking, followed by establishment of clear and quantified debt policy.

Response Received From:

Ray Barnwell - Manager Finance

Staff Comments:

Council has a number of accounting policies that seek to provide sound corporate governance, guidance and direction taking a holistic approach to managing not only debt but financial investments and Council's reserves.

In particular, Council's Treasury Management policy seeks to guide and direct Council in the way borrowings are raised and how its investments are managed, and its Reserve Funds policy guides decision making with regard to the recognition and allocation of funding for future purposes.

These policies seek to underpin Council's decision making in relation to financing its operations and managing its long term funding requirements in a financially sustainable manner.

At present Council has Cash Reserves that have in the main been derived from various savings, efficiencies and process improvements. In terms of intergenerational equity, Council's current position of utilising the current cash reserves, that have been contributed to by the current and past ratepayers and applying them in the short-term in providing service improvements and outcomes in the LTFP, would be considered sound and reasonable.

To burden the current and future ratepayers given the current circumstances with additional debt if cash reserves can be utilised in the first instance may not be considered reasonable. This would not lessen the burden already borne by past ratepayers.

To quote the LGA's *'Financial Sustainability' Information Paper No.10: Debt - 'Debt should be managed holistically and only sourced when funding is needed, and not for a single project. Cash and investments where available should be used in preference to acquiring additional debt'*.

A discussion paper has also been presented previously to the Council's Finance and Audit Committee in relation to *'An Appropriate Level of Debt' (FAC150817R8.10)*. The paper addresses supporting information in the motion and highlights a range of factors that may be considered when assessing what may be considered appropriate levels of debt for Council.

These factors include items such as;

- Intergenerational equity
- Affordability - current debt levels and financial ratios
- What should Council use borrowings for?
- Borrowing -v- cash reserves
- Current level of cash reserves

The principles outlined in Council's Treasury Management policy are that 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 Interest Cover ratios).

Council's Long Term Financial Plan (LTFP) also enables Council assess its future debt raising needs and capacity to service associated interest costs and other expenses, relative to its projected revenue. Council's LTFP currently identifies a future need for borrowings with forecast borrowings in 2019/20 of \$12.96m. The financial ratios in Council's LTFP indicate capacity for further borrowings. Where projects are identified that meet the goals in Council's strategic plan, it would be appropriate to assess these having regard to Council's Treasury Management and Reserve Fund policies to determine if borrowings would be the most appropriate method of funding.

Notwithstanding the policies noted above and information previously provided in relation to the appropriateness of debt, should Council support this motion a report will be brought back to council addressing the motion by October 2018.

Proposed By-law for Cat Curfew

Elected Member Mayor Kris Hanna

Report Reference: GC180710M04

Motion:

That Council:

1. Receives a report from Administration in August 2018:

- a) proposing a by-law for a cat curfew in the City of Marion; and
- b) advising on appropriate enforcement measures and the estimated cost of enforcement.

Supporting Information:

Council resolved on 26 June 2018 to:

- Endorse the Animal Management Plan and send it to the Dog and Cat Management Board and the Minister for Environment and Water for ratification.
- Write to the Minister for the Environment and requests consideration of State Legislation that would impose a curfew on cats.

Council has written to the Minister and, at the time of writing this motion, has yet to receive a response.

However, the Minister in news reports in the Messenger and ABC radio on 3rd July 2018 appeared reluctant to support a state-wide curfew. Instead, he is reported as saying:

"Marion Council should demonstrate leadership and impose its own curfew, which could be used as a trial for other councils to learn from."

I agree that Marion should take the lead and consider introducing its own cat curfew.

People have a right to own a cat. However, Marion has a network of national parks and the wildlife have a right to be protected at night.

Cats don't recognise Council boundaries and they wander but we need to take the lead in addressing this issue. Hopefully other Councils will follow.

New state-wide laws introduced on July 1 mean it is compulsory for cats to be microchipped and those born after July 1 must be de-sexed.

Response Received From: Jason Cattonar - Manager Development and Regulatory Services

Staff Comments:

Should Council resolve to support the motion, the Administration can provide a report to Council at the 28 August 2018 General Council Meeting.

QUESTIONS WITH NOTICE**MOTIONS WITHOUT NOTICE****QUESTIONS WITHOUT NOTICE****OTHER BUSINESS****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.