

His Worship the Mayor
Councillors
CITY OF MARION

NOTICE OF GENERAL COUNCIL MEETING

Council Chamber, Council Administration Centre
245 Sturt Road, Sturt

Tuesday, 12 March 2019 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 Kaurna 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 February 2019

Originating Officer Governance Officer - Victoria Moritz

Corporate Manager Manager Corporate Governance - Kate McKenzie

Report Reference: GC190312R01

RECOMMENDATION:

That the minutes of the General Council Meeting held on 26 February 2019 be taken as read and confirmed.

ATTACHMENTS:

#	Attachment	Type
1	Final Minutes_GC190226	PDF File

MINUTES OF THE GC190226 - GENERAL COUNCIL MEETING - 26 February 2019

Tuesday, 26 February 2019 06:30 PM

Council Administration Centre, 245 Sturt Road, Sturt





City of Marion Minutes of the General Council Meeting held on 26 February 2019

PRESENT: Elected Members

Mayor - Kris Hanna, Councillor - Ian Crossland, Councillor - Tim Gard, Councillor - Jason Veliskou (from 6.32pm), Councillor - Nathan Prior, Councillor - Raelene Telfer, Councillor - Luke Hutchinson, Councillor - Tim Pfeiffer, Councillor - Kendra Clancy, Councillor - Maggie Duncan, Councillor - Matthew Shilling, Councillor - Joseph Masika

DATE: Tuesday, 26 February 2019, 6:30pm

VENUE:

Council Chamber, Administration Centre, 245 Sturt Road, Sturt

STAFF IN ATTENDANCE

Acting Chief Executive Officer - Tony Lines
General Manager City Development - Abby Dickson
General Manager Corporate Services - Vincent Mifsud
Manager Corporate Governance – Kate McKenzie
Unit Manager Governance & Records – Jaimie Thwaites

OPEN MEETING

The Mayor opened the meeting at 26/02/2019 6:30pm

KAURNA ACKNOWLEDGEMENT

We acknowledge the Kaurna 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)

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

No interest were disclosed.



City of Marion Minutes of the General Council Meeting held on 26 February 2019

CONFIRMATION OF MINUTES

Confirmation of the minutes for the General Council Meeting held on 12 February 2019

Report Reference: GC190226

Moved Councillor – Joseph Masika

Seconded Councillor - Raelene Telfer

That:

1. The minutes of the General Council Meeting held on 12 February 2019 be taken as read and confirmed.

Carried Unanimously

6.32pm Councillor - Jason Veliskou entered the meeting

COMMUNICATIONS

Mayoral Communication Report

Report Reference: GC190226

Date	Event	Comments
30 January 2019	1st Birthday of Tonsley Residential (Peet)	Attended
3 February 2019	The Marilyns' fundraising event – attended as witness for The Guinness Book of World Records	Attended
4 February 2019	Community Grants Cheque Presentation	Presented Awards
5 February 2019	Tonsley Greenway – site investigation	Attended
6 February 2019	Meeting with Lord Mayor Verschoor	Attended
7 February 2019	Lunch with Mayor Thompson (City of Onkaparinga)	Attended
11 February 2019	Galleon Theatre Group AGM	Attended
20 February 2019	Tokyo Keizai University Exchange Student Visit	Hosted and delivered speech in
20 February 2019	Premier's Marshall's Local Government Roundtable	Attended
20 February 2019	Lunch with the Mayor Coxon (City of West Torrens)	Attended



City of Marion Minutes of the General Council Meeting held on 26 February 2019

20 February 2019	LGA President's Mayors Networking Event	Attended
In addition, the Mayor has met with residents, MPs, Candidates and also with the CEO and Council staff regarding various issues.		

Deputy Mayor Pfeiffer Communication Report

Report Reference: GC190226

Date	Event	Comments
31 January 2019	Edwardstown Oval Board of Management Director Elections (attended and spoke)	Attended and spoke
7 February 2019	Edwardstown Oval Board of Management	Inaugural Board meeting
14 February 2019	Marion Libraries 60th Birthday (Hallett Cove)	Guest Speaker
16 February 2019	Elected Member Sire Visits to the Southern Wards	
21 February 2019	Edwardstown Oval Board of Management meeting	
23 February 2019	Marion Celebrates	
25 February 2019	Mayor's Reception for the new Edwardstown Oval Board	
17 February 2019	Bangka Day Memorial Service	Floral tribute laid on behalf of the City of Marion

Councillor Telfer Communication Report

Report Reference: GC190226

Date	Event	Comments
19 January 2019	Elected Member Planning Day	
21 January 2019	Southern Region Waste Resource Authority (SRWRA) - Tour of Waste Facility	
22 January 2019	Marion Museum Meeting	Liaison
25 January 2019	Visit to Nicolle Flint MP	
26 January 2019	Australia Day Citizenship at Hallett Cove	



City of Marion Minutes of the General Council Meeting held on 26 February 2019

26 January 2019	Australia Day Awards and Citizenship	
30 January 2019	Tour of Mitchell Park Cr Maggie Duncan	
31 January 2019	Maintenance Inspection Mitchell Park Sports and Community Club	With Land and Property
5 February 2019	Tour of proposed Tonsley Greenway	On Site
6 February 2019	Marion Life Service recognition	
6 February 2019	Visit of Nadia Clancy to Mitchell Park Sports and Community Club	
10 February 2019	Marion RSL Committee	
12 February 2019	Warriparinga Ward Briefing	
13 February 2019	Fossil Free SA deputation received	
15 February 2019	Carolyn Power MP visit re Ward	
16 February 2019	Elected Member Tour of various sites in the Council area	
18 February 2019	Reconciliation Action Plan	
21 February 2019	State Planning Commission Briefing	
23 February 2019	Marion Celebrates	

CEO and Executive Communications Report

Report Reference: GC190226

Date	Activity	Attended By
30 January 2019	SRWRA Strategic Planning Workshop	Vincent Mifsud
31 January 2019	Meeting Adrian Skull and Steve Murray MP	Adrian Skull
4 February 2019	SRWRA Board Meeting	Vincent Mifsud
5 February 2019	Meeting with Cities of Marion, Holdfast Bay, West Torrens, Mount Barker & Murray Bridge and Solo / Visy	Adrian Skull
6 February 2019	Meeting with SAGE Automation re driverless vehicles	Tony Lines



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7 February 2019	City of Marion with KPMG Toni Jones, National Leader of KPMG's Local Government Sector	Adrian Skull Vincent Mifsud Abby Dickson
7 February 2019	IT Platform Reference Group Meeting	Vincent Mifsud
7 February 2019	Phil Dautel - Tonsley	Abby Dickson Adrian Skull
8 February 2019	South Australian Economic Development Board meeting	Adrian Skull Abby Dickson
11 February 2019	John Schutz - DEW. Site visit re BMX	Adrian Skull Abby Dickson
14 February 2019	Council Collaboration Workshop with City of Holdfast Bay	Adrian Skull Vincent Mifsud Abby Dickson
15 February 2019	Presenting at SAALC Breakfast Seminar	Adrian Skull
18 February 2019	LGA CEO Advisory Group Meeting	Adrian Skull
19 February 2019	Cross Council Collaboration Session with Cities of Charles Sturt and Port Adelaide Enfield	Adrian Skull Vincent Mifsud Abby Dickson
21 February 2019	Meeting Adrian Skull and Ilia Houridis (ORS)	Adrian Skull
21 February 2019	Meeting Adrian Skull and Ilia Houridis and Adman Luscombe re SAALC	Adrian Skull
21 February 2019	Southern Adelaide ZEMC Meeting	Tony Lines
22 February 2019	LGP 2019 Annual State Conference	Adrian Skull
22 February 2019	Cross Council Collaboration Meeting	Vincent Mifsud
25 February 2019	IT Platform Reference Group Meeting	Vincent Mifsud
25 February 2019	Mayors Reception - Edwardstown Board	Abby Dickson
25 February 2019	Implementation Strategy - Planning Meeting	Abby Dickson



City of Marion Minutes of the General Council Meeting held on 26 February 2019

Moved Councillor – Joseph Masika

Seconded Councillor - Raelene Telfer

That:

1. The Communication Reports be received.

Carried Unanimously

ELECTED MEMBER VERBAL COMMUNICATIONS

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

ADJOURNED ITEMS

Nil

DEPUTATIONS

Nil

PETITIONS

Nil

COMMITTEE RECOMMENDATIONS

Confirmation of Minutes of the Infrastructure and Strategy Committee Meeting - 5 February 2019

Report Reference: GC180226R01

Moved Councillor – Luke Hutchinson

Seconded Councillor – Matthew Shilling

That Council:

1. Receives and notes the minutes of the Infrastructure and Strategy Committee meeting of 5 February 2019 (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



City of Marion Minutes of the General Council Meeting held on 26 February 2019

CONFIDENTIAL ITEMS

Marion Outdoor Pool

Report Reference: GC190226F01

Moved Councillor – Jason Veliskou

Seconded Councillor – Ian Crossland

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: Abby Dickson Tony Lines, Vincent Mifsud, Kate McKenzie, Megan Hayward, Ray Barnwell, Jaimie Thwaites, and Craig Clarke, be excluded from the meeting as the Council receives and considers information relating to Marion Outdoor Pool, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates commercial confidence.

Carried Unanimously

6.35pm the meeting went into confidence

Moved Councillor – Jason Veliskou

Seconded Councillor – Kendra Clancy

That Council:

1. In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, appendices and minutes having been considered in confidence under Section 90(2) 3 (b)(i) and (ii) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2019.

Carried Unanimously

6.41pm the meeting came out of confidence

CORPORATE REPORTS FOR DECISION

Elected Member Liaison on External Bodies

Report Reference: GC190226R02

Moved Councillor - Ian Crossland

Seconded Councillor – Maggie Duncan

That:

1. Nominates the following Elected Members to act as Council Liaison Officers to the outlined external bodies for a period of two years, to be reviewed in January 2021:
 - 1.1. Councillor Gard to the 5049 Coastal Community
 - 1.2. Councillor Masika and Councillor Pfeiffer (as proxy) to the Active Elders



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- 1.3. Councillor Masika and Councillor Pfeiffer (as proxy) to the Ascot Park Bowling Club
- 1.4. Councillor Masika to the Clovelly Park Community Centre Committee
- 1.5. Councillor Telfer to the Cosgrove Hall Committee of Management
- 1.6. Councillor Crossland to the Cove Football Club
- 1.7. Councillor Crossland to the Cove Netball Club
- 1.8. Councillor Pfeiffer to the Edwardstown Oval Committee
- 1.9. Councillor Pfeiffer to the Emmaus Christian College
- 1.10. Councillor Crossland to the Good Shepherd Lutheran Church Hallett Cove
- 1.11. Councillor Crossland to the Hallett Cove Beach Tennis Club
- 1.12. Councillor Crossland to the Hallett Cove Estate Community Association
- 1.13. Councillor Duncan to the Hamilton Secondary School
- 1.14. Councillor Crossland to the Hallett Cove R-12 School
- 1.15. Councillor Crossland to the Hallett Cove Netball Club
- 1.16. Councillor Hull and Councillor Masika (as proxy) to the Hindu Temple
- 1.17 Councillor Shilling to the Holdfast Model Aero Club Inc.
- 1.18. Councillor Veliskou to the Koorana Gymnastics Club
- 1.19. Councillor Gard to the Marino Community Hall
- 1.20. Councillor Telfer to the Marion Bowling Club
- 1.21. Councillor Pfeiffer to the Marion City Band
- 1.22. Councillor Telfer to the Marion Historical Society
- 1.23. Councillor Telfer to the Marion Historic Village Museum
- 1.24. Councillor Telfer to the Mitchell Park Sports and Community Centre Committee
- 1.25. Councillor Gard to the Nannas Childcare
- 1.26. Councillor Prior to the Oaklands Estate Kindergarten



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-
- 1.27. Councillor Duncan to the Oasis Family Church
 - 1.28. Councillor Veliskou to the Plympton Glenelg RSL
 - 1.29. Councillor Pfeiffer to the Plympton Probus Club
 - 1.30. Councillor Veliskou and Councillor Hull to the Red House Group Inc
 - 1.31. Councillor Veliskou to the Retire Australia - Glengowrie Estate Residents Group
 - 1.32. Councillor Masika to the Rotary Club of Edwardstown
 - 1.33. Councillor Prior to the Salvation Army Marion
 - 1.34. Councillor Shilling to the Seaview Downs Kindergarten
 - 1.35. Councillor Councillor Telfer and Councillor Duncan (proxy) to the Seaview High School
 - 1.36. Councillor Duncan to the Sheidow Park Primary School
 - 1.37. Councillor Pfeiffer to the South Adelaide Squash & Racquetball Club'
 - 1.38. Councillor Gard to the Southern Football League
 - 1.39. Councillor Telfer to the Sunrise Christian School
 - 1.40. Councillor Hull to the Swimming SA
 - 1.41. Councillor Shilling to the Trott Park Community Garden

- 2. If additional requests are received after this meeting, Council authorizes the Mayor to nominate, after consultation with Elected Members, Council Liaison Officers to external bodies.
- 3. Administration advises each of the external bodies of their nominated Council Liaison.

Carried Unanimously

Single Use Plastics Discussion Paper

Report Reference: GC190226R03

Moved Councillor - Luke Hutchinson

Seconded Councillor – Raelene Telfer

That Council:

- 1. Endorses the Submission contained in Attachment 2 in response to the South Australian Government's Discussion Paper *Turning the Tide on Single-Use Plastic Products*, subject to any amendments made in the meeting.

Carried Unanimously



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Iconic Event - ASO at Warriparinga

Report Reference: GC190226R04

Moved Councillor – Bruce Hull

Seconded Councillor – Luke Hutchinson

That Council:

1. Notes this report.
2. Stages the Adelaide Symphony Orchestra (ASO) at Warriparinga on a date to be fixed in 2019 consistent with the run sheet at Appendix 1.
3. Refers the \$135,520 cost (subject to receiving at least 50% of the required funding through sponsorship and/or cost recovery) to stage the ASO at Warriparinga to the 2019/20 annual budget process for further consideration.

Carried

7.32pm Councillor Hull left the meeting

Moved Councillor – Luke Hutchinson

Seconded Councillor - Raelene Telfer

That the following items be moved en bloc:

- 2nd Budget Review 2018/19
- Capital Works Review
- Seaview High School Community Facilities
- Work Health & Safety – Monthly Performance Report – January 2019
- Questions Taken on Notice Register
- Finance Report – January 2019

Carried Unanimously

2nd Budget Review 2018/19

Report Reference: GC190226R05

Moved Councillor – Luke Hutchinson

Seconded Councillor - Raelene Telfer

That Council:

1. Adopt the revised budgeted statements including the Income Statement, Balance Sheet, Statement of Changes in Equity and Statement of Cash Flows

Carried Unanimously



City of Marion Minutes of the General Council Meeting held on 26 February 2019

CORPORATE REPORTS FOR INFORMATION/NOTING

Capital Works Review

Report Reference: GC190226R09

Moved Councillor – Luke Hutchinson

Seconded Councillor - Raelene Telfer

That Council:

1. Notes this report.

Carried Unanimously

Seaview High School Community Facilities

Report Reference: GC190226R10

Moved Councillor – Luke Hutchinson

Seconded Councillor - Raelene Telfer

That Council:

1. Notes this progress report and that a full report will be brought to the 26 March 2019 General Council meeting detailing a costed concept design for Seaview High School to redevelop new tennis and netball courts with lighting, car parking, landscaping and a clubroom to support community use of the schools open space playing fields and courts.

Carried Unanimously

Work Health & Safety - Monthly Performance Report - January 2019

Report Reference: GC190226R11

Moved Councillor – Luke Hutchinson

Seconded Councillor - Raelene Telfer

That Council:

1. Notes the report and statistical data contained therein.

Carried Unanimously

Questions Taken on Notice Register

Report Reference: GC190226R12

Moved Councillor – Luke Hutchinson

Seconded Councillor - Raelene Telfer

That Council:

1. Notes the report "Questions Taken on Notice Register".

Carried Unanimously



City of Marion Minutes of the General Council Meeting held on 26 February 2019

Finance Report - January 2019

Report Reference: GC190226R13

Moved Councillor – Luke Hutchinson

Seconded Councillor - Raelene Telfer

That Council:

1. Receives the report “Finance Report – January 2019”

Carried Unanimously

Community Bus - additional vehicle and activation of Council facilities

Report Reference: GC190226R06

Moved Councillor – Ian Crossland

Seconded Councillor – Luke Hutchinson

That Council:

1. Notes the report.
2. Notes that Administration will seek to maximize the use of the existing two community buses (average current use is 5.5 days per week).
3. Notes that Administration is seeking to maximize Neighborhood Centre usage, program attendance, and the involvement of volunteers.
4. Hires an additional community bus for two years 2019/20 and 2020/21, to further facilitate attendance at Neighborhood Centre programs and other facilities and activities.
5. Notes the hire fee for an additional bus, like for like, is approximately \$30,000 per annum, and refers this to the 2019/20 annual budget process for further consideration.
6. Re-evaluates the need and possible purchase of a Community Bus to be introduced in July 2021, considering a hydrogen powered bus when this type of vehicle is readily available in the marketplace.

Carried Unanimously

Treasury Management - Borrowings versus Cash Strategy

Report Reference: GC190226R07

7.44pm Councillor Hull re-entered the meeting

Moved Councillor - Tim Gard

Seconded Councillor - Raelene Telfer

That Council:

1. Endorses the proposed amendments to the Treasury Management Policy as detailed in Appendix 1, specifically in regards to the strategy around Borrowings versus the use of Cash



City of Marion Minutes of the General Council Meeting held on 26 February 2019

and in particular consideration of intergenerational equity.

Carried Unanimously

ALGA 2019 National General Assembly of Local Government - Call for Notices of Motions

Report Reference: GC190212R08

Moved Councillor - Joseph Masika

Seconded Councillor - Luke Hutchinson

That Council:

1. Notes the report '*ALGA 2019 National General Assembly of Local Government – call for Notice of Motions*'

Carried Unanimously

WORKSHOP / PRESENTATION ITEMS

Nil

MOTIONS WITH NOTICE

Boundary Realignment

Report Reference: GC190226M01

Moved Councillor - Ian Crossland

Seconded Councillor - Tim Gard

That:

1. the Mayor write to the Boundaries Commission, as soon as possible after the land north of Sigma Road, Lonsdale is zoned residential, to seek advice / guidance regarding the intent to alter the southern boundary of the City of Marion such that the boundary is:

'the land north of Sigma Road, Lonsdale, is incorporated into the City of Marion and the boundary then runs from the southern end of Freebairn Road to the railway line, the railway line north to the Field River, the center of the Field River between the railway line to the point where the current boundary runs from the Field River to the Southern Expressway'

Carried Unanimously



City of Marion Minutes of the General Council Meeting held on 26 February 2019

Community Celebrations

Report Reference: GC190226M02

Moved Councillor - Tim Pfeiffer

Seconded Councillor - Raelene Telfer

That:

1. A low-cost, local celebration be held by Council whenever we complete a project which delivers a moderate, noticeable degree of service improvement.

Carried Unanimously

QUESTIONS WITH NOTICE

Nil

MOTIONS WITHOUT NOTICE

Nil

QUESTIONS WITHOUT NOTICE

Nil

OTHER BUSINESS

Nil

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 26/02/2019 8:09pm

CONFIRMED THIS 12 MARCH 2019

.....
CHAIRPERSON

COMMUNICATIONS - Nil

ADJOURNED ITEMS - Nil

DEPUTATIONS - Nil

PETITIONS - Nil

COMMITTEE RECOMMENDATIONS

Confirmation of the Minutes from the Finance and Audit Committee Meeting held on 26 February 2019.

Originating Officer	Manager Corporate Governance - Kate McKenzie
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	General Manager Corporate Services - Vincent Mifsud
Report Reference	GC190312R02

REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes from the 26 February 2019 Finance and Audit Committee meeting.

EXECUTIVE SUMMARY

A summary of items considered by Committee Members are noted below:

- Elected Members Report
- Internal Audit Program 2018/19 scoping documents
- Project Management Framework
- Climate Risks for Councils
- Service Review Program and Recommendations - Progress Update
- The Collection of Long Outstanding Rates Debt
- Draft Annual Business Plan 2019/20 and Long Term Financial Plan
- Corporate Reporting Framework - Progress Update
- Internal Audit Tender
- Improved Asset Valuation Process
- Internal Audit Program - Implementation of Recommendations

RECOMMENDATION

That Council:

- 1. Receives and notes the minutes of the Finance and Audit Committee of 26 February 2019 (Appendix 1).**
- 2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Finance and Audit Committee.**

Attachment

#	Attachment	Type
1	Final Minutes_FAC190226	PDF File

MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING
HELD AT THE ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON 26 February 2019



PRESENT

Mr. Greg Connor (Chair), Mrs. Emma Hinchey, Ms. Natalie Johnston (from 9.33am) and Councillor Gard

In Attendance

Mr. Tony Lines	Acting Chief Executive Officer
Mr. Vincent Mifsud	General Manager Corporate Services
Ms. Abby Dickson	General Manager City Development
Ms. Kate McKenzie	Manager Corporate Governance
Mr. Ray Barnwell	Manager Finance and Contracts
Ms. Fiona Harvey	Manager Innovation and Strategy
Ms. Karen Cocks	Manager Customer Experience (Item R03)
Ms. Annemarie Mabarrack	Project Management Leader (Item R04)
Ms. Anne Gibbons	Environmental Sustainability Manager (Item R05)
Ms. Cass Gannon	Performance and Innovation Leader (Item R06)
Mr. Brendon Lyons	Team Leader Asset Systems (Item R11)
Mr. Justin Jamison	KPMG (Item R03)
Mr. Eric Beere	KPMG (Item R03)
Mr. James Rivett	KPMG (Item R03)

1. OPEN MEETING

The Chair opened the meeting at 9:30 am.

2. KAURNA ACKNOWLEDGEMENT

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

3. ELECTED MEMBERS DECLARATION (if any)

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

It was noted that Ms. Johnston had notified management that she has an actual conflict of interest regarding the Internal Audit Tender Report as she is currently employed by Ernst and Young who may be a potential tenderer.

4. CONFIRMATION OF MINUTES

9.33 am Ms. Johnston entered the meeting.

Councillor Gard queried the minutes regarding the Treasury Management item on page 11 of the agenda regarding the comments on borrowings and rates. It was agreed that the minutes were an accurate reflection of the discussion held at the previous meeting. The Committee

did agree that it may be helpful to create a formal definition of what 'inter-generational' equity means.

ACTION: that the Treasury Management Policy include a definition of 'inter-generational' equity

Moved Ms. Hinchey, Seconded Councillor Gard

That the minutes arising from the Finance and Audit Committee Meeting held on 11 December 2018 be taken as read and confirmed.

Carried Unanimously

5. BUSINESS ARISING

9.40 am Business Arising Statement

Report Reference: FAC190226R01

The Committee noted the Business Arising Statement and the progress report therein. The Committee noted the WHS hazard reporting. The Committee cautioned management that the hazard reporting doesn't occur purely to meet the KPI of 20% increase in reporting. The Manager Corporate Governance advised that the hazard reporting is used to manage workplace risks and hazards and staff are encouraged to report to ensure that the data, actions and response are managed in a timely and efficient manner. Although the KPI is a target, the driver is a safe work environment.

6. REPORTS FOR DISCUSSION

9.43am Elected Members Report

Report Reference: FAC190226R02

Councillor Gard provided an overview of the report making the following points:

- The item regarding the Westfield Redevelopment was based on Council making a submission to the State Assessment Commission (SAC) as Council is an adjoining land owner. Council raised issues such as the reduced car parking and the impact on surrounding streets (Council infrastructure). Council has yet to be informed on the outcome.
- Issues were identified with the Cove Sports and Community Centre Committee which resulted in Council terminating their license. Council has now directly employed the club manager which is a similar style to the Edwardstown Memorial Sports and Community Club model. This position was agreed to via Council resolution. The Committee queried if this position was accounted for in the existing budget and management confirmed it is.
- Council agreed that the preferred site for the BMX project is Majors Road, subject to DPTI agreeing to fix the traffic management issues at the intersection with Adams Road. Council is currently working through this with DPTI. The City of Onkaparinga has also agreed to this site.

The Committee queried if there had been any analysis on return on investment and it was noted that this will be included as part of the revised Prudential Management Section 48

Report.

- Council has agreed to provide up to \$10m of funding for the Mitchell Park Sports and Community Centre. Council is looking for a broad solution and not necessarily basketball focus, however it is still in the mix. The Committee queried if Council had completed the analysis over the numbers/participation for each sport. The Committee was informed that this work had been completed however further analysis will be included as part of the updated Prudential Management Section 48 Report.

9.57 am Internal Audit Program 2018/19 scoping documents
Report Reference: FAC180226R03

Mr. Jamison, Mr. Beere and Mr. Rivett from KPMG entered the meeting.

Customer Experience Report

Mr. Beere introduced the report on Customer Experience highlighting that it was important to note the journey that Council has commenced over the past two (2) years. It was noted that the Council is moving from a customer service approach to a customer experience approach where there is a better understanding of the touch points with customers. Mr. Beere highlighted the positive observations across the organisation including training, implementation / focus on first time resolution and the 'closing the loop' project.

The Committee noted that Ms. Toni Jones (Partner, KPMG Melbourne, Local Government Lead) came and spoke with the executive team regarding the trends with technology and customer experience. It was noted that the City of Port Phillip had undergone major review and was very much in a transformational stage.

It was noted that there were five (5) recommendations within the report, three (3) moderate and two (2) low. The key recommendations were around KPI's, data and closing out events and an incomplete picture of understanding the customer.

The Committee raised the metrics for customer service and cautioned staff that although metrics will help drive outcomes, it is important that the service quality isn't compromised by the need to meet the KPI.

The Manager Customer Experience highlighted that they are looking to introduced service levels for complaint management which would be based on days taken to complete the complaint and what is an acceptable time. It was noted that further skills development was required in this space.

The following points were noted:

- The difference between a query and a complaint is that a query is defined as a request for service rather than a customer being dissatisfied with something Council has done or with a decision that has been made.
- On page 33 of the agenda, the Communications team were highlighted. This was because they hadn't closed out the action within the customer event system but the action had been completed.
- That during the testing phase of the audit, data was missing and there was no indication as to why. It was noted that further investigation is occurring regarding Customer

Relationship Management (CRM) software, however the implementation of such a system is a two (2) year process due to the integration required with the other systems.

The Committee noted the performance improvement recommendations and that management need to continue to progress with cross divisional opportunities and on-going training at a base level. The Committee also noted that it would be good to discuss with the Elected Members the options of customer experience training for them as they are often dealing with residents at the frontline.

ACTION: Consider Customer Experience Training as part of the Elected Member Training and Development Plan.

Cyber Security Scope

The Committee noted the scope document provided and that this audit is a follow on from a previous review in 2016. The maturity assessment in the previous audit was positive and the organisation was well placed in comparison to other Councils. The Committee noted the risks around cyber security are moving quickly and this audit will validate that the Council is on the right track.

A large element of cyber security is human risk and a focus should be placed on staff training and education.

The Committee queried if 60 hours was too long for an audit of this nature. KPMG indicated that the Framework, Plans and testing are often lengthy and complex. It will take some time to go through the documentation.

10.28 am Project Management Framework Report Reference: FAC190226R04

The Project Management Leader entered the meeting and provided a presentation on the Project Management Framework including a demonstration of the project management software.

The Committee noted the report / demonstration and queried the following:

- What are the tangible outcomes?

The project management software will provide better data on the progress on the capital works programs, carryovers, escalation of issues, managing expectations and capacity to deliver. It will also provide better information for the scheduling of works across Council.

- How is this the software being used across the Council?

To ensure consistency, General Managers and Managers are tracking the progress monthly to monitor what is on track, at risk and off track. It is also being used for status reporting at various meetings (both at a Council and management level).

It was highlighted that the change management processes had been critical for the success of the system and it was still a work in progress. The software had yet to be integrated with the finance systems and hence the budget information was still missing. The next phase of the project was the implementation of Council dashboards.

The Committee acknowledged the hard work to date and requested a further one page update report in six months' time. The Committee also indicated that the Framework still required further work as it reads like a manual to the software. The Project Management Framework should be the 'rules' and/or 'instructions' regarding how projects are managed across the organisation. The Committee also requested that the revised Framework be presented with the update report.

ACTION – An update report and a revised Framework be presented to the Finance and Audit Committee at the August 2019 meeting.

11.02 am CONFIDENTIAL ITEMS

S48 Prudential Management Review - Waste Services

Report Reference: FAC100226F01

Moved Councillor Gard, Seconded Mrs. Hinchey

That pursuant to Section 90(2) and (3)(b)(i)(ii) and (d)(i)(ii) of the *Local Government Act 1999*, the Finance and Audit Committee orders that all persons present, with the exception of the following persons: Vincent Mifsud, Abby Dickson, Tony Lines, Kate McKenzie, Ray Barnwell, and Geoff Whitbread (via Phone), be excluded from the meeting as the Finance and Audit Committee receives and considers information relating to the Waste Services Tender, upon the basis that the Finance and Audit Committee is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information contains commercial information that would on balance, be contrary to the public interest.

Carried Unanimously

11.02 am The meeting moved into confidence

Moved Ms. Johnston, Seconded Councillor Gard that the Finance and Audit Committee:

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Finance and Audit Committee orders that this report, S48 Prudential Management Review – Waste Services, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(b) and (d) of the Act, except when required to effect or comply with the Finance and Audit Committee's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2019.

Carried Unanimously

11.25 am the meeting came out of confidence

Adjournment

The chair adjourned the meeting for five (5) minutes

11.25 am Meeting adjourned

11.30 am Meeting resumed

11.30 am Climate Risks for Councils

Report Reference: FAC190226R05

The Environmental Sustainability Manager provided an overview of the report highlighting that the City of Marion has been working with its neighbouring Councils via the Resilient South Project. This includes the Cities of Holdfast Bay, Mitcham and Onkaparinga. The risk of climate change has grown in recent months with the banking and insurance sectors undertaking an interest on the impact of natural disasters.

It was noted that 10 Councils took part in a briefing and workshop to review a number of short and longer terms strategies to manage climate change. As a result of this workshop, a number of climate change risks have been reviewed and included within the Corporate Risk Register.

It was noted that a gap analysis and benchmarking with other Councils was taking place and Council had implemented a number of strategies to ensure climate change risks are adequately managed. It was highlighted that the organisation needs to further embed climate change risks into the culture of the organisation.

The Committee noted that climate change had not been seen as an immediate high priority by the Local Government Association or the insurance schemes. Regardless of this, it recommended that it is integrated through a number of the Councils Policies and Procedures, particularly in the Emergency Management space.

The Committee noted the report and recommended that there should be 'real' actions and measures in place to ensure progress and it is not just lip service.

11.49 Service Review Program and Recommendations - Progress Update

Report Reference: FAC190226R06

The Performance and Innovation Leader entered the meeting noting that the Hard Waste review is now complete and Marion Celebrates was held on the weekend, meaning that this will also be closed out shortly.

The Committee queried what had occurred with the Hard Waste Tender. It was noted that the industry had changed and although Council had received a few approaches only one tender was received which wasn't to the required standard. The service is still being delivered internally.

The Committee noted that the ICT Service Review was being completed with the Cities of Charles Sturt and Port Adelaide however, this would not impact on timeframes and the intent is to still present a final report to the May Committee meeting.

The Committee noted that the City of Marion is working more collaboratively with other Councils which is a great outcome for the sector.

11.57 am The Collection of Long Outstanding Rates Debt

Report Reference: FAC190226R07

The Manager Finance provided an overview of the report highlighting that the long outstanding rate debts had nearly doubled over the past four years.

The Committee noted the report and provided the following points:

- Council needs to agree to a set of criteria for when an exemption would or would not be applied when seeking to initiate section 184 to sell a property to recover long outstanding rates. This should be set prior to any matter progressing to ensure probity.
- Be clear regarding which matters will have a high likelihood of success for debt recovery as this will guide the criteria.
- Ensure that Council is content to have media coverage on the matters that are pursued as it is likely they will be reported publically.

Moved Ms. Johnston, Seconded Councillor Gard that the Finance and Audit Committee recommends to Council that:

- 1. A set of criteria be created and agreed to apply across all land use codes before initiating Section 184 for the recovery of long outstanding rate debts, and detail where specific exemptions would apply.**
- 2. Once the criteria are set, the process for initiating and recovering rate debts pursuant to Section 184 includes issuing a pre-S184 letter first, before pursuing S184 action.**
- 3. That the Chief Executive Officer is provided delegated authority to enact section 184 of the Local Government Act in accordance with the set criteria.**
- 4. That Council is informed before any properties are sold.**

Carried Unanimously

ACTION – A report be brought to the 28 May 2019 meeting for the FAC to note the set of criteria endorsed by Council.

**12.12 pm Draft Annual Business Plan 2019/20 and Long Term Financial Plan
Report Reference: FAC190226R08**

The Manager Finance provided an overview of the report noting that Council met informally in December 2018 and January 2019 to commence the draft Annual Business Plan (ABP) process. The draft budget had been prepared with a balanced Cash position for 2019/20 and the first 4 years of the Long Term Financial Plan (LTFP).

The Committee noted a total of \$14.4m in cash reserves however, \$5.9m was allocated to be spent in 2019/20. It was also noted that Council had allocated up to \$10m for the Mitchell Park redevelopment which would be included in next year's budget funded through borrowings.

The Committee suggested that the key assumption with regard to service delivery levels staying static should be reviewed. The Committee queried if this assumption was realistic as generally Council is wanting to do a little bit more for its community. The Committee cautioned Council to have discipline around its spending.

The Committee noted the key assumptions including employee costs at 2.3% over the LTFP and noted that negotiations had recently commenced for the ASU Employee Agreement which is due to expire 30 June 2019.

It was also noted that the rate increase within the ABP was 1.8% and to ensure a balanced budget the contribution to the CFPP has been reduced to \$272k instead of \$500k. It was also noted that a number of large projects had been funded via Council resolutions which included:

- Morphetville Park Sports and Community Redevelopment
- Marion Outdoor Pool Upgrade
- BMX Facilities
- Marion Golf Park Clubrooms.

The Committee noted that the cashflow budget was designed to demonstrate a balanced cash budget.

The Committee discussed a number of the financial ratios and Councils low debt. It was noted that Council had strategically decided to build up its cash reserves over the course of the last few years however, there is plans for this money to be spent. It is important that the ratios are read together and there is a sound understanding of what they mean.

12.30pm Extension of time

Moved Councillor Gard, Seconded Mrs. Hinchey that the meeting be extended by 30 minutes to conclude all items on the agenda.

Carried Unanimously

12.37pm Corporate Reporting Framework - Progress Update

Report Reference: FAC100226R09

Manager Corporate Governance provided an overview of the report noting a draft had been reviewed by the Executive Leadership Team (ELT) who had agreed to the key elements of the Framework. Work is progressing on identifying the current gaps and the reporting governance structures across the Council. It was noted that the draft Framework will be presented to the Committee in May for comment and feedback.

12.40pm Internal Audit Tender

Report Reference: FAC190226R10

12.40 pm Ms. Natalie Johnston left the meeting due to a conflict of interest regarding her employment with Ernst and Young.

The Manager Corporate Governance provided an overview of the report highlighting that both the City of Marion and City of Charles Sturt manage their internal audit programs via the same model (outsourced consultant/contractor). Both Councils' internal audit programs had been in operation for more than 10 years indicating a level of maturity and the current contracts were due to expire in June 2019. The Councils' have decided to conduct a joint tender process for Internal Audit services.

The Committee commended management on the approach and suggested there may be some good benefits of working together, including potential costs savings. The Committee noted the timeframes and the approach being taken.

12.45 pm Ms. Natalie Johnston re-entered the meeting.

7. REPORTS FOR NOTING

12.45 pm Improved Asset Valuation Process

Report Reference: FAC190226R11

The Committee noted the report. The Team Leader Asset Systems indicated that the reviewed process for the asset valuation had been considered with input from both the Finance and Risk departments with opportunities for effectiveness and cost savings.

The Committee commented that the Assets represent a large portion of the Council's balance sheet and the process should be sound to ensure they are adequately valued. The accuracy of data is more important than cost saving.

The Committee noted that Infrastructure Assets will continue to be reviewed via a desk top valuation each year however Non-Infrastructure Assets will move from 3 to 5 years.

The external auditors will continue to carry out comprehensive work reviews of the asset valuations as part of their annual audit and this will be included within the scope of works.

It was noted that a comprehensive review and physical inspection will occur every 5 years in line with industry best practice.

The Committee endorsed the proposed revised annual asset valuations process.

12.52 Internal Audit Program - Implementation of Recommendations

Report Reference: FAC190226R12

The Committee noted the revised format of the report and agreed it was easier to read. The Committee noted the progress made on the implementation of the internal audit recommendations.

8. WORKSHOP / PRESENTATION ITEMS

Nil

9. OTHER BUSINESS

ACTION – the Chair requested that an update report be brought to the next meeting regarding the revised leasing accounting standards outlining the known impact to Council.

10. MEETING CLOSURE

MEETING CLOSURE - Meeting Declared Closed at 12:57 PM

Next meeting:

9.30 am Tuesday 28th May 2019

Confirmation of the Minutes of the Review and Selection Committee Meeting - 5 March 2019

Originating Officer Manager Human Resources - Steph Roberts

Corporate Manager N/A

General Manager Chief Executive Officer - Adrian Skull

Report Reference GC190312R03

REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes from the 5 March 2019 Review and Selection Committee Meeting.

EXECUTIVE SUMMARY

A summary of items considered by Committee Members are noted below:

- SRWRA Audit Committee Member - City of Marion Representative
- Corporate and CEO KPI Report Quarter Two 2018/19

RECOMMENDATION

That Council:

- 1. Receives and notes the minutes of the Review and Selection Committee meeting of 5 March 2019 (Appendix 1).**
- 2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Review and Selection Committee.**

Attachment

#	Attachment	Type
1	RSC190305 - Final Minutes	PDF File

**MINUTES OF THE REVIEW & SELECTION COMMITTEE MEETING
HELD AT ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON TUESDAY 5 MARCH 2019**



PRESENT

Elected Members

His Worship the Mayor Kris Hanna
Councillors Kendra Clancy, Jason Veliskou, Maggie Duncan

In Attendance

Adrian Skull	Chief Executive Officer
Steph Roberts	Manager Human Resources
Vincent Mifsud	General Manager Corporate Services

1. OPEN MEETING

The Mayor opened the meeting at Tuesday, 05 March 2019, 06:49 PM

2. KAURNA ACKNOWLEDGEMENT

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

3. ELECTED MEMBERS DECLARATION (if any)

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

No declarations

4. CONFIRMATION OF MINUTES

Confirmation of the minutes for the Review and Selection Committee Meeting held on 4 December 2018
Report Reference: RSC190305R01

Moved Councillor - Jason Veliskou

Seconded Councillor – Kendra Clancy

That the minutes of the Review and Selection Committee Meeting held on 4 December 2018 be taken as read and confirmed.

CARRIED UNANIMOUSLY

5. BUSINESS ARISING – Nil

6. CONFIDENTIAL ITEMS - Nil

7. REPORTS FOR DISCUSSION

**SRWRA Audit Committee Member - City of Marion Representative
Report Reference: RSC050319R02**

Discussion

It was noted there should be enough notice provided to the Committee to enable a recruitment process to be conducted if required. Administration clarified the report is seeking a short term renewal for Mr Greg Connor's representation on the SRWRA Audit Committee to align with his current term on Council's Finance and Audit Committee which is due to expire in November 2019.

Moved Councillor – Kendra Clancy

Seconded Councillor – Jason Veliskou

That the Review and Selection Committee recommend to Council that;

Mr Greg Connor is appointed to the Southern Region Waste Resource Authority Audit Committee as the City of Marion Representative for the period from February 2019 to November 2019 (aligned to his appointment on the City of Marion Finance and Audit Committee)

CARRIED UNANIMOUSLY

8. REPORTS FOR NOTING

**Corporate and CEO KPI Report Quarter Two 2018/19
Report Reference: RSC190305R03**

Discussion

1. Sick leave trends
 - Excessive sick leave management
 - o Targeting individuals with patterns of sick leave
 - o Requesting medical certificates where there are clear patterns of leave
 - o Opportunity for further focus regarding trends and action planning across the workforce
 - Measuring lack of productivity
 - o GPS tracking has been used to manage performance in some cases
 - o Service reviews provide objective data to demonstrate productivity

2. Key Performance Indicators

Total employee costs are currently not tracking to target

- No adjustments have been made as yet to projected employee costs, as was reported last quarter. These adjustments will occur through the 3rd budget review process.
- Full Time Equivalent (FTE) chart shows the total figures compared to budget are currently tracking favourably against budget.
- Pool temporary labour staff are utilised due to the associated cost benefit, considering the short

working periods and flexibility required during the outdoor pool season.

Return to Work / Income Protection Management

-
- When employees are on workers compensation, their substantive roles are generally backfilled with temporary labour hire, in particular the outdoor workforce, to ensure services are still being delivered.
- Employees on Workers Compensation during 2017/18 averaged 1.31% of the total year end FTE figure.

Employee costs to be revised for the CEO KPIs, 19/20 financial year, which is to be discussed at the 7 May 2019 Review and Selection committee meeting.

Moved Councillor - Jason Veliskou

Seconded Councillor – Kendra Clancy

That the Review and Selection Committee;

1. Note this report

CARRIED UNANIMOUSLY

9. WORKSHOP / PRESENTATION ITEMS – Nil

10. OTHER BUSINESS

Question was raised regarding the diversity of committee Independent members. There are no quotas for diversity for independent members, but the City of Marion has an ambition to increase diversity. Members are conscious of the importance of considering diversity when appointing, balanced with merit based appointment.

Diversity discussion

- Suggestion of tapping into different community networks to increase diversity and have access to differing views and experiences
- Administration advised unconscious bias training is delivered to our leaders, to increase awareness of potential bias through recruitment
- Exploring work experience and volunteering opportunities for new migrants generates further diversity

Moved Councillor – Jason Veliskou

Seconded Councillor – Kendra Clancy

That the Review and Selection Committee recommend that;

The next Review and Selection Committee meeting will commence at 6pm 7 May 2019

CARRIED UNANIMOUSLY

11. MEETING CLOSURE

MEETING CLOSURE - Meeting Declared Closed at Tuesday, 05 March 2019, 6.37PM

CONFIDENTIAL ITEMS**Cover Report - Confirmation of Confidential Minutes of the Finance & Audit Committee Meeting held on 26 February 2019.**

Originating Officer	Governance Officer - Victoria Moritz
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	General Manager Corporate Services - Vincent Mifsud
Report Reference	GC190312F01

RECOMMENDATION**That:**

1. Pursuant to Section 90(2) and (3)(b)(i)(ii) and (d)(i)(ii) 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, Craig Clarke, Tony Lines, Kate McKenzie, Ray Barnwell, Colin Heath, Victoria Moritz and Jaimie Thwaites be excluded from the meeting as the Council receives and considers information relating to the Waste Services Tender, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information contains commercial information that would on balance, be contrary to the public interest.

Confirmation of the Confidential Minutes of the Finance and Audit Committee Meeting held on 26 February 2019**CONFIDENTIAL****Reason For Passing This Resolution:**

Local Government Act (SA) 1999 S 90 (2) 3(d) (i) and (ii) : commercial information of a confidential nature (not being a trade secret) the disclosure of which (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and (ii) would, on balance, be contrary to the public interest.

Local Government Act (SA) 1999 S 90 (2) 3(b) (i) and (ii): information the disclosure of which (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and (ii) would, on balance, be contrary to the public interest.

Cover Report - S48 Prudential Management Review - Waste Services

Originating Officer	General Manager Corporate Services - Vincent Mifsud
Corporate Manager	N/A
General Manager	General Manager Corporate Services - Vincent Mifsud
Report Reference	GC190312F02

RECOMMENDATION

1. That pursuant to Section 90(2) and (3)(b)(i)(ii) and (d)(i)(ii) 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, Craig Clarke, Ray Barnwell, Colin Heath, Victoria Moritz and Jaimie Thwaites be excluded from the meeting as the Council receives and considers information relating to the Waste Services Tender, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information contains commercial information that would on balance, be contrary to the public interest.

S48 Prudential Management Review - Waste Services

CONFIDENTIAL

Reason For Passing This Resolution:

Local Government Act (SA) 1999 S 90 (2) 3(d) (i) and (ii) : commercial information of a confidential nature (not being a trade secret) the disclosure of which (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and (ii) would, on balance, be contrary to the public interest.

Local Government Act (SA) 1999 S 90 (2) 3(b) (i) and (ii): information the disclosure of which (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and (ii) would, on balance, be contrary to the public interest.

Cover Report - Outcome of Business Case - 262 Sturt Road, Marion

Originating Officer	Project Manager Strategic Projects - Carla Zub
Corporate Manager	Manager City Activation - Greg Salmon
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190312F03

RECOMMENDATION**That :**

1. Pursuant to Section 90(2) 3 (b)(i) and (ii) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Abby Dickson, Tony Lines, Vincent Mifsud, Kate McKenzie, Greg Salmon, Carla Zub, Craig Clarke and Victoria Moritz, be excluded from the meeting as the Council receives and considers information relating to the report *Outcome of Business Case - 262 Sturt Road, Marion*, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential relating to matters pertaining to commercial operations of a confidential nature, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information and could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or prejudice the commercial position of the council.

Outcome of Business Case - 262 Sturt Road, Marion

CONFIDENTIAL

Reason For Passing This Resolution:

Local Government Act (SA) 1999 S 90 (2) 3(d) (i) and (ii) : commercial information of a confidential nature (not being a trade secret) the disclosure of which (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and (ii) would, on balance, be contrary to the public interest.

Cover Report - Morphetville Park Sports Club Redevelopment - Approval to call Tenders for construction

Originating Officer	Project Manager Strategic Projects - Carla Zub
Corporate Manager	Manager City Activation - Greg Salmon
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190312F04

RECOMMENDATION**That:**

1. Pursuant to Section 90(2) 3(d)(i) and (ii) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Abby Dickson, Tony Lines, Vincent Mifsud, Kate McKenzie, Craig Clarke, Greg Salmon, Carla Zub, Craig Clarke and Victoria Moritz, be excluded from the meeting as the Council receives and considers information relating to the report *Morphettville Park Sports Club Redevelopment - Approval to Call Tenders for Construction*, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential relating to matters pertaining to commercial operations of a confidential nature, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information and could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or prejudice the commercial position of the council.

Morphettville Park Sports Club Redevelopment - Approval to Call Tenders for Construction**CONFIDENTIAL****Reason For Passing This Resolution:**

Local Government Act (SA) 1999 S 90 (2) 3(b) (i) and (ii): information the disclosure of which (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and (ii) would, on balance, be contrary to the public interest.

CORPORATE REPORTS FOR DECISION

RSL Car Park and Drainage Upgrades

Originating Officer	Water Resources Coordinator - Glynn Ricketts
Corporate Manager	Manager City Property - Megan Hayward
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190312R04

REPORT OBJECTIVE

To provide Council with an update on the:

- Proposed cost implications and background on works required in the future
- Understand initial immediate works to manage intensive rain events, that can then be communicated to stakeholders
- Endorse this project into the City Property Strategic Asset Management Plan review

EXECUTIVE SUMMARY

At the 18 July 2018 General Council meeting council endorsed entering into a 21 year lease with the Marion RSL (GC180724R05).

In accordance with the terms of the lease, the lessee (the Marion RSL) is requesting Council to upgrade the car parking facilities, in order to rectify car parking and stormwater drainage issues.

The upgrade of the car parking and storm water drainage are currently unfunded initiatives for this site.

On the scale of priority for this type of upgrade the site rates low and hence it is advised that the work be reviewed in line with the City Property Strategic Asset Management Plan review.

This report provides detail on:

- The associated cost for the design option that best meets all requirements of the site, as recommended by administration for consideration by Council.
- The scope and cost of immediate works
- The Process and approach to the City Property Strategic Asset Management Plan review

RECOMMENDATION

That Council:

- 1. Notes this report**
- 2. Notes the immediate works to be undertaken to be funded within the existing 2018/19 budget.**
- 3. Endorses that this upgrade comes into the City Property Strategic Asset Management Plan**
- 4. Notes the associated cost for this upgrade is in the order of up to \$700,000 for the design and implementation of a holistic car parking and drainage solution for the entire site.**

GENERAL ANALYSIS

Increased Demand

The site located at 31-39 Norfolk Road, Marion is currently leased by the Marion RSL who have negotiated a sub-lease arrangement with the Vietnam Veterans' Federation, to enable the two parties to share the site.

This dual occupancy is creating additional car parking demand at peak times of use.

This is a well used facility within the community with numbers as follows:

249 financial members

371 non-financial

620 Members TOTAL

The key user group of the site are aging and elderly and as such there is also a requirement for well identified parking and pedestrian priority and connectivity throughout the site, as well as from the street to the various clubrooms at the rear of the facility.

There has been a request in addition, from some members, for consideration of gopher parking and charging.

To upgrade the car park to a standard that meets all user group needs, council's requirements and to provide a reasonable level of amenity and repair, requires the surface to be sealed with bitumen.

The additional hard standing area proposed will increase surface water run-off exasperating the current level of on site flooding, during intensive rain events.

The proposed works include additional formalised car parking and improved drainage.

The current car park is not entirely sealed, poorly utilised due to insufficient marked car parking and the site floods during high rainfall events due to poor site drainage and an undersized stormwater pump.

Immediate Works

To avoid the car park flooding during the nearing Autumn rain events, Administration will undertake the installation of a stormwater pipe from the roof of the Vietnam Vets building along the boundary fence line to the street. This will ensure that any flooding risk is mitigated in the short term.

To ensure that users of the car park can easily navigate where to park their vehicles, Administration will undertake also line marking across the whole site.

Total cost of this work is estimated at \$15,000 and will come from the existing 2018/19 Land and Property Budget.

Associated Cost for Car Park Upgrade

To upgrade the car parking and storm water drainage scheme for the entire site to a reasonable standard, completed in 2 stages, is costed at **Approx. \$700,000 (Appendix 1 and 2)**.

Next Steps

It is proposed that work on this property be brought into line with the broader City Property Strategic Asset Management Plan, which is anticipated to take place over the next 6-8 months.

The **City Property Strategic Asset Management Plan** relates to all assets in the City Property portfolio. Its purpose is to assist management:

- Determine the life-cycle costs and budgeting implications of the portfolio
- Determine whether we hold (renew), divest or redevelop each asset
- Develop a whole of portfolio strategy that is equitable and adds value to the community and CoM

'Asset Management' is defined in the ISO 55000 as the "coordinated activity of an organisation to realise value from assets." Assets are defined as "an asset is an item, thing or entity that has potential or actual value to an organisation."

The scope of this work will cover the process to:

- Determine type and location of assets required
- Monitor performance of assets
- Initiate regular upgrading of assets to ensure performance meets required standards

The City Property Department will adopt a continuous improvement approach by examining the need for and performance of assets by applying investigative approaches (regular building assessments, interrogation of data, budgeting, needs analysis and market research) to ensure an asset is well managed over the different stages of its lifecycle.

The key objectives of this work will be to

- Identify assets that are not economical to repair or redevelop and will be **divested**
- Identify assets that meet the organisation's strategic vision and will be **held**
- Identify assets that have **development** potential
- Ensure that CoM assets provide value to the organization and its stakeholders
- Undertake an ongoing asset management approach that provides a structured approach for the initiation, coordination and control of maintenance activities to meet CoM service standards
- Implement sustainable financial plans developed between City Property and Finance utilising reliable data
- Improve coordination of functions, such as purchasing, finance, human resources and information technology.
- Gain a broad understanding of assets, their performance, the risks associated with managing assets, investment needs, and asset value as an input to decision making and organizational strategic planning
- Improve communications and interactions across all City Property functional areas and to external stakeholders who have an interest in City Property assets
- Research and initiate innovation in design, construction and sustainability to improve asset performance and community wellbeing.
- Engage with stakeholders to provide them with some choice in asset outcomes that encourages a feeling of ownership and pride in their community.

Current Budget Allocation

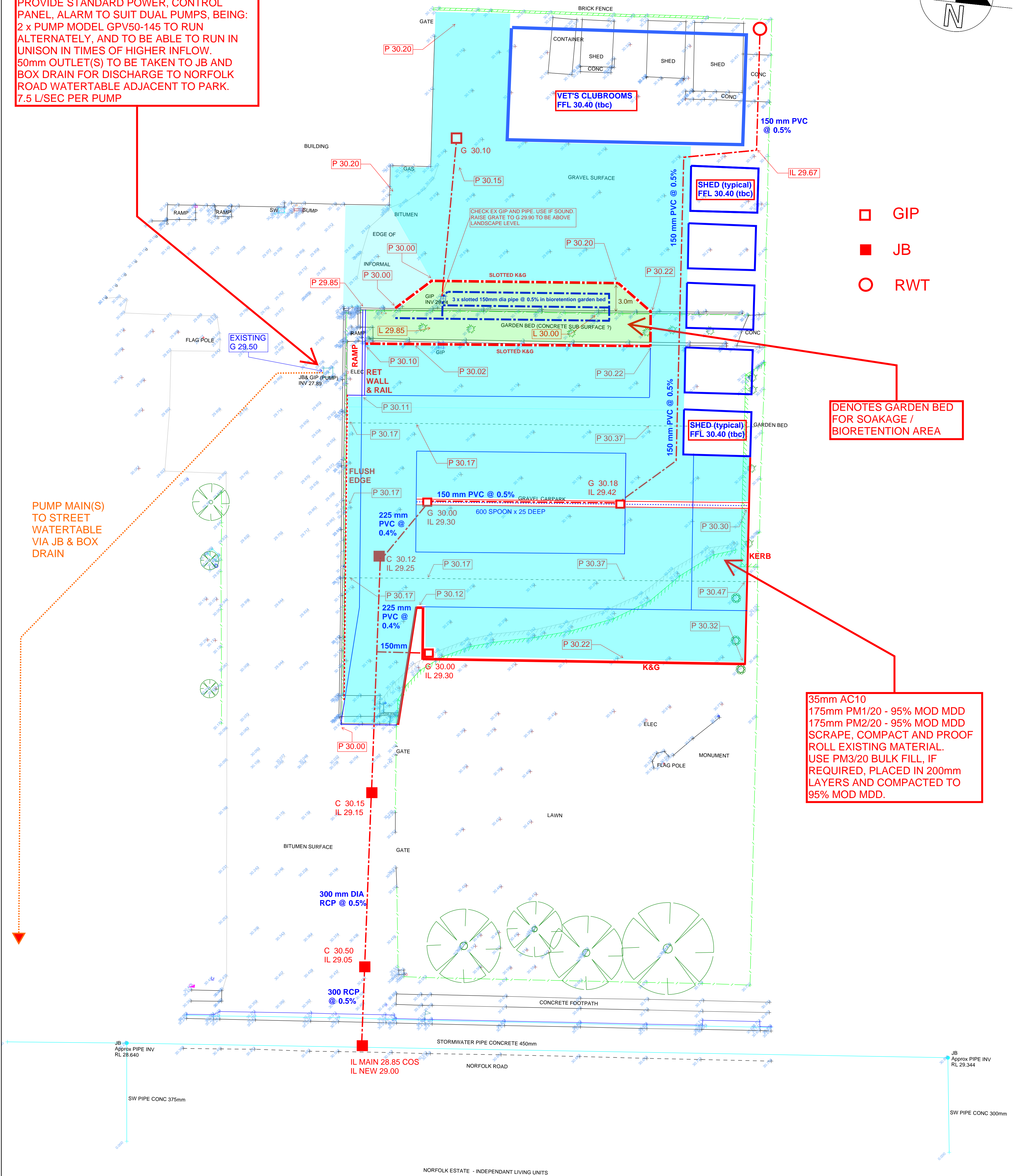
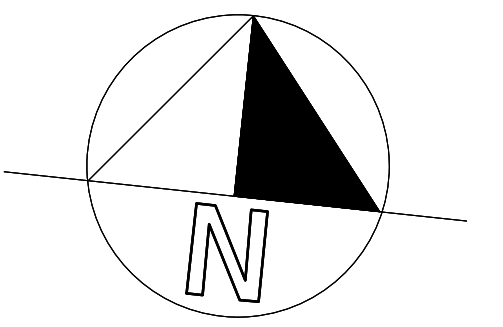
This project is unfunded and is not in the unfunded initiatives proposals

Proposed Future Budget Allocation:

It is proposed that funding be allocated from the Asset Sustainability Budget

Attachment

#	Attachment	Type
1	GC180911 Appendix 1 Stage 1 car park and drainage plans	PDF File
2	GC180911 Appendix 2 Stage 2 car park and drainage plans	PDF File

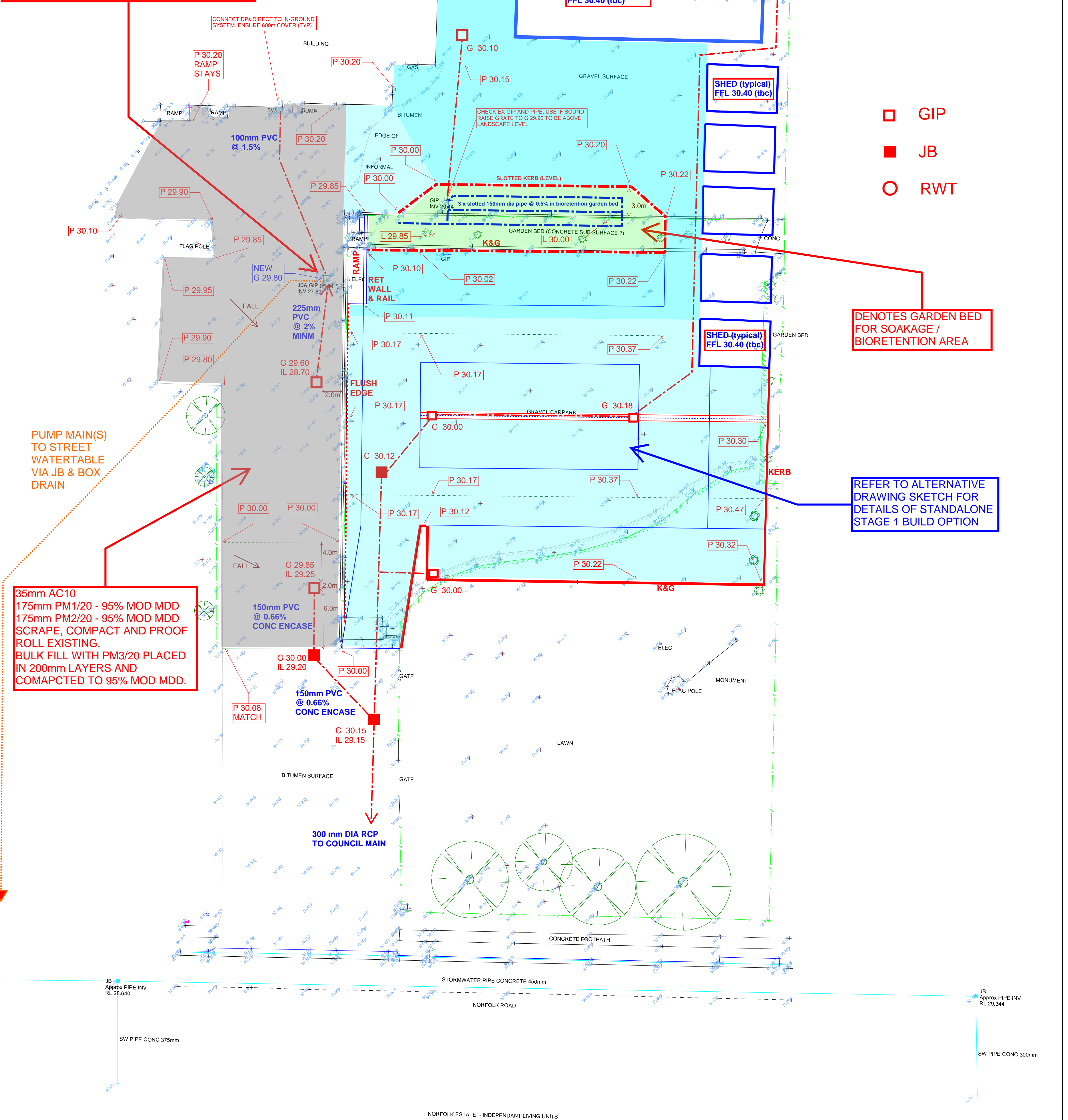


MARION RSL - STAGE 1
WGA SKETCH PLAN (REV B)
AUGUST 2018

**CONSTRUCTION COST ESTIMATE
(STAGE 1 ONLY AS SHOWN)
\$ 490,000 + GST**

MARION RSL SURVEY
NORFOLK ROAD
CITY OF MARION
JUNE 2018
SCALE 1:200 @ A1



The logo for the City of Marion features a stylized green triangle with a white leaf-like shape inside, positioned above the text "CITY OF MARION" in a bold, sans-serif font.

Tonsley Greenway - Celtic Avenue to Daws Road

Originating Officer	Unit Manager Engineering Services - Mark Griffin
Corporate Manager	Manager Engineering and Field Services - Mathew Allen
General Manager	General Manager City Services - Tony Lines
Report Reference	GC190312R05

REPORT OBJECTIVE

The purpose of this report is to provide Council with an update on the provision of the Tonsley Greenway, in particular:

- Hamilton Secondary College not supporting the western alignment of the greenway through the rear of the school.
- Alternative alignments for the Tonsley Greenway, between Celtic Avenue to Daws Road.
- Recognition that the rail crossing at the northern end of the Tonsley precinct is essential for the provision of the Greenway, regardless of route.

RECOMMENDATION

That Council:

1. Notes the report.
2. Notes that the possible western alignment through the rear of the Hamilton Secondary College is not achievable, as the College is not supportive.
3. Authorises the Mayor to write to the Minister for Transport requesting the provision of a pedestrian rail crossing at the north end of the Tonsley precinct to enable the continuation of the Tonsley Greenway.
4. Notes a further report will be presented to Council should the Minister of Transport commit to providing a pedestrian rail crossing at the northern end of the Tonsley precinct.

GENERAL ANALYSIS

The Tonsley Greenway is being delivered by various authorities/partners, as tabled below.

Segment	Details	Timing - Design	Timing - Construct	Responsibility
Flinders Link	Flinders Hospital to north of Sturt Road	2018/19	2019/20	DPTI
Birch Crescent	Viaduct connection to Ash Avenue	2018/19	2019/20 - subject to DPTI works	City of Marion
Tonsley Precinct	Ash Avenue to Alawoona Avenue	2018/19	2019/20	Renewal SA

Tonsley/Clovelly Park	Alawoona Avenue to Celtic Avenue	2021/22	TBC	PEET (Tonsley Village) and the City of Marion
Clovelly Park	Celtic Avenue to Daws Road	2019/20	2020/21	City of Marion
Ascot Park	Daws Road to Railway Terrace	2021/22	2022/23	City of Marion

Previously a number of possible alignments for the Tonsley Greenway have been investigated and presented to Council, as follows:

Alignment 1 within the rail corridor

A detailed design revealed there were a number of site constraints associated with this proposal, namely the overhead electrification pole offsets and stormwater management requirements. This resulted in an estimated cost of \$3.4 million. Consequently at its meeting dated the 30th January 2018 (GC300118R07) Council resolved the following:

- 1. Endorses not to proceed with the detailed design and construction of the Tonsley Greenway Stage 1 within the rail corridor alignment.*
- 2. Approves an amendment to the existing Open Space and Places for People Grant Funding be sought from the Department of Planning, Transport and Infrastructure to redirect the funding for the construction of an alternative walking and cycling route.*
- 3. Requests the development of an alternative walking and cycling route, outside of the rail corridor, to be presented to Council for consideration.*

Alignment 2 west of the rail corridor

This alignment connects Mitchell Park Sports and Community Centre and traverses through the eastern edge of Hamilton Secondary College. In May 2018 this alignment, with estimated cost of \$312,000 was presented to Council (GC080518), at which time the following was resolved:

- 1. Provides in-principle support for the revised Tonsley Greenway alignment (Daws Road to Celtic Avenue), subject to Hamilton Secondary College and DECD agreements.*
- 2. Notes a future report will be presented to Council outlining Tonsley Greenway discussions with Hamilton Secondary College and DECD.*

Following several meetings with the Hamilton Secondary College, the Governing Council were not supportive of the proposal due to future curriculum needs for the land. Therefore this alignment is not achievable.

DISCUSSION

To deliver the Tonsley Greenway further alignments have been developed, these are detailed below.

Alignment 3 (preferred) east of the rail corridor

This alignment utilises the following route:

- Renown Avenue
- English Avenue (a short section)
- Percy Avenue (adjacent to the School – requiring a design to manage school associated traffic)
- Daws Road (to connect to the existing Pedestrian Actuated Crossing)

Alignment 4 western connection towards the Park Holme Shopping Centre

This alignment, from Percy Avenue, utilises:

- Thirza Avenue (using the existing activated rail crossing)
- Nelle Avenue
- Daws Road (using the existing pedestrian crossing to access the Adelaide-Marino Rocks Greenway)

Alignment 5 direct alignment to the north from the Tonsley Precinct

This alignment is as follows:

- Cohen Court
- Windsor Avenue
- English Avenue
- Percy Avenue or Beaumont Street
- Daws Road

The Greenway and the various alignments were discussed at the Elected Member Forum dated 19 February 2019.

To ensure the success of the Tonsley Greenway it is essential that the pedestrian rail crossing at the northern edge of the Tonsley Innovation Precinct is provided. Before proceeding further with an alignment it is necessary to obtain the State Government's commitment to providing the pedestrian rail crossing located adjacent the northern end of the Tonsley precinct.

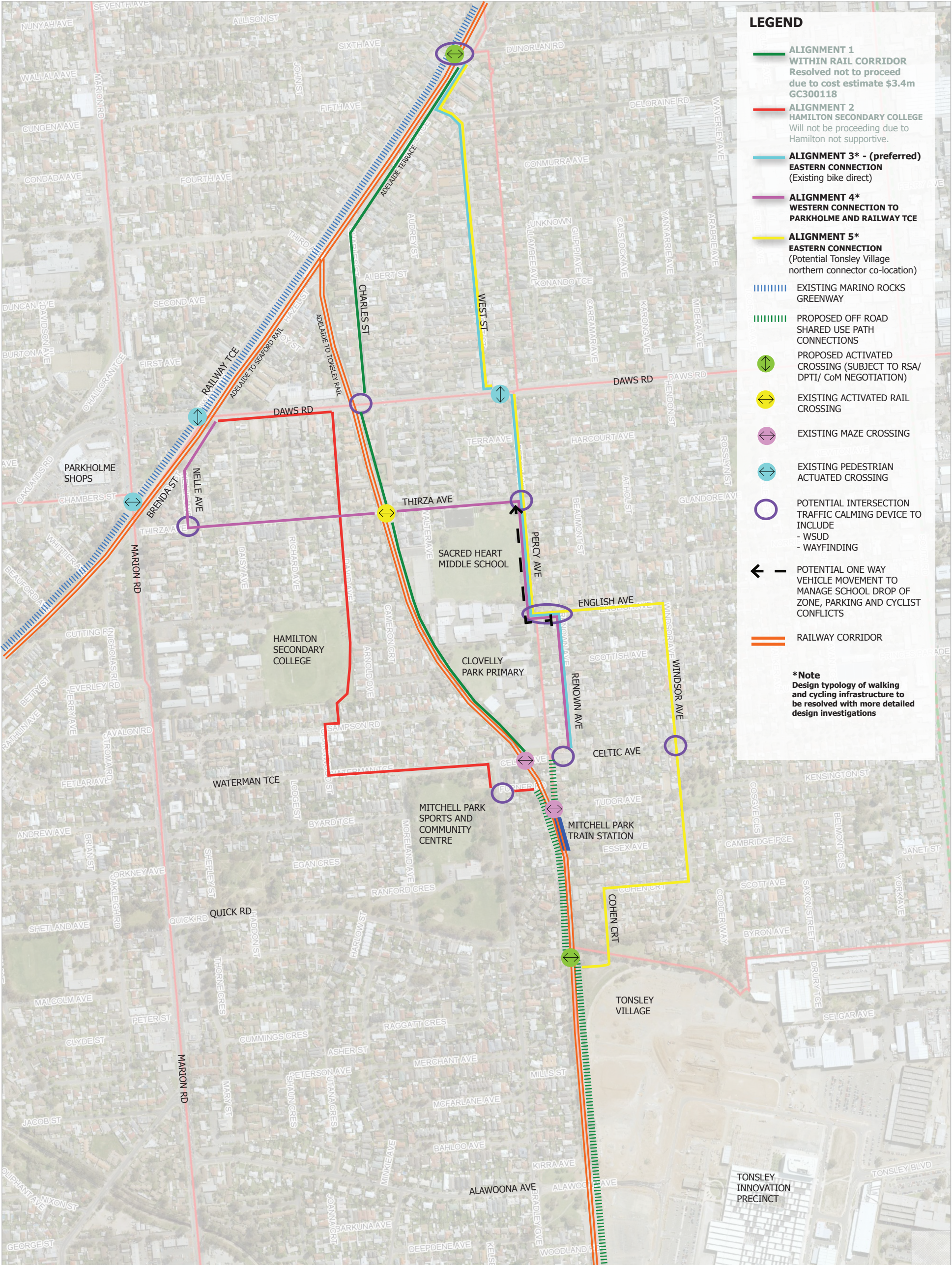
A map of the Tonsley Greenway Alignment Options has been attached as appendix 1.

Attachment

#	Attachment	Type
1	Tonsley Greenway Alignment Options	PDF File

City of Marion -Tonsley Greenway (Celtic Avenue to Daws Road)

OBJECTIVE- Provide a safe and legible walking and cycling connection from the Tonsley Innovation Precinct to the Marino Rocks Greenway.



Call for Nominations for Members of the Metropolitan Local Government Strategic Roads Committee (MSRC)

Originating Officer	Executive Assistant to CEO - Dana Bartlett
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	General Manager Corporate Services - Vincent Mifsud
Report Reference	GC190312R06

REPORT OBJECTIVE

The purpose of this report is to determine if Council wishes to submit any nominations in response to the Local Government Association (LGA) call for nominations for Members of the Metropolitan Local Government Strategic Roads Committee (MSRC).

EXECUTIVE SUMMARY

The MSRC was established by the former Metropolitan Local Government Group (MLGG) to determine and recommend priorities for Special Loads Roads Program funding on behalf of all metropolitan councils. Metropolitan councils submit funding proposals to the MSRC for assessment, and the MSRC then makes recommendation to the Local Government Transport Advisory Panel (LGTAP).

The MSRC membership is comprised of five persons, consisting of:

- *one Elected Member representative from metropolitan Councils north of the River Torrens (Vacant);*
- *one officer representative from metropolitan Councils north of the River Torrens (Vacant);*
- *one Elected Member representative from metropolitan Councils south of the River Torrens (Vacant);*
- one officer representative from metropolitan Councils south of the River Torrens (Currently Mr Russell King, City of Mitcham); and
- one officer representative from the Adelaide City Council (Currently Mr Klinton Devenish, City of Adelaide).

The LGA has written to the City of Marion inviting nominations to fill the Elected Member representative from metropolitan Councils south of the River Torrens. A copy of the correspondence is attached as Appendix 1.

In order for a nomination to be valid it must be made by a resolution of the council and be submitted on the appropriate form (a copy of which is contained in Appendix 1). The candidate nominated by Council is to complete the form and should include a brief summary of his/her relevant, skills, knowledge and experience.

Nominations must be received by the Returning Officer by 5pm Friday 22 March 2019.

If one nomination is received for each position, those persons will be appointed to the MSRC. If more than one nomination is received for each position, GAROC will review the nominations received and appoint members to the MSRC.

RECOMMENDATION

That Council:

- 1. Notes the report '*all for Nominations for the Metropolitan Local Government Strategic Roads Committee (MSRC).*'**
- 2. Nominates xxx to the LGA for a position on the the Metropolitan Local Government Strategic Roads Committee (MSRC).**

- 3. Notes that the above nomination will be forwarded to the LGA by 5.00pm on Friday 22 March 2019.**

Attachment

#	Attachment	Type
1	Metropolitan Local Government Strategic Roads Committee (MSRC) Correspondence	PDF File

CEOEA

From: Matt Pinnegar <Matt.Pinnegar@lga.sa.gov.au>
Sent: Tuesday, 5 March 2019 1:35 PM
To: Matt Pinnegar
Cc: Lea Bacon
Subject: Call for Nominations - Metropolitan Strategic Roads Committee
Attachments: ECM_45554_v5_Metropolitan Strategic Roads Committee Terms of Reference 2....doc;
 ECM_672404_v1_Nominations for the Metropolitan Local Government Strategi....docx

Dear Metropolitan CEOs

The LGA Secretariat is calling for nominations to fill three vacancies on the Metropolitan Strategic Roads Committee (MSRC) for the 2019 Special Local Roads Program (SLRP) application round. This call is for the following Committee members:

- one Elected Member representative from metropolitan Councils north of the River Torrens
- one officer representative from metropolitan Councils north of the River Torrens
- one Elected Member representative from metropolitan Councils south of the River Torrens

The Metropolitan Strategic Roads Committee (MSRC) was established by the former Metropolitan Local Government Group (MLGG) to determine and recommend priorities for Special Load Roads Program funding on behalf of all metropolitan councils. Metropolitan council submit funding proposals to the MSRC for assessment, and the MSRC then makes recommendations to the Local Government Transport Advisory Panel (LGTAP). Further information about the Special Local Roads Program and the role of the LGTAP is available here

- <https://www.lga.sa.gov.au/page.aspx?u=6728>

As outlined in the attached Terms of Reference, the Metropolitan Strategic Roads Committee membership is comprised of five persons, consisting of:

- *one Elected Member representative from metropolitan Councils north of the River Torrens (Vacant);*
- *one officer representative from metropolitan Councils north of the River Torrens (Vacant);*
- *one Elected Member representative from metropolitan Councils south of the River Torrens (Vacant);*
- one officer representative from metropolitan Councils south of the River Torrens (Currently Mr Russell King, City of Mitcham); and
- one officer representative from the Adelaide City Council (Currently Mr Klinton Devenish, City of Adelaide).

It is necessary that the three vacancies be filled in order for the MSRC to perform its role in the 2019 SLRP application round.

Note:

- Metropolitan councils north of the river are Campbelltown City Council, City of Charles Sturt, Town of Gawler, City of Norwood Payneham & St Peters, City of Playford, City of Prospect, City of Port Adelaide Enfield, City of Salisbury, City of Tea Tree Gully and City of Walkerville.
- Metropolitan councils south of the river are City of West Torrens, City of Unley, City of Burnside, City of Holdfast Bay, City of Marion, City of Mitcham, and City of Onkaparinga.

The time commitment for members of the MSRC is low, with generally one two-hour meeting per year plus time to read and review SLRP applications.

Using the attached form, nominations for these vacancies should include a brief summary of the nominees' relevant skills, knowledge and experience. Nominations should be submitted in writing to Lea Bacon, Director Policy at lea.bacon@lga.sa.gov.au and must be received by 5pm, Friday 22 March 2019.

It is anticipated that Members of the MSRC will need to be available during the week commencing 29 April to attend its annual meeting to review 2019 Special Local Roads Program applications.

If one nomination is received for each position, those persons will be appointed to the MSRC. If more than one nomination is received for each position, GAROC will review the nominations received and appoint members to the MSRC.

Please contact Lea Bacon at lea.bacon@lga.sa.gov.au or on 08 8224 2025 if you have any questions in relation to the process.

Kind regards

Matt

Matt Pinnegar • Chief Executive Officer • Local Government Association

matt.pinnegar@lga.sa.gov.au • www.lga.sa.gov.au • Follow us on   @LGAofSA
T: 08 8224 2039 • 148 Frome Street Adelaide 5000 • GPO Box 2693 Adelaide SA 5001



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METROPOLITAN STRATEGIC ROADS COMMITTEE

TERMS OF REFERENCE

Introduction

The Metropolitan Local Government Strategic Roads Committee (MSRC) is established to effect a formal regional assessment process for deliberation of strategic metropolitan road funding priorities. All metropolitan Council applications for funding submissions to Special Local Roads are to be submitted through the MSRC assessment format.

Metropolitan Council Membership

Reference to metropolitan Councils shall include those Councils which collectively constitute the Metropolitan Local Government Group as identified in the LGA Constitution and as amended from time to time.

Funding Process

Funding for strategic local roads in South Australia is made available under the South Australian Special Local Roads Program.

Funding for the Special Local Roads Program is provided from:

- 15% of Identified Local Road Grants; and
- 15% of Roads to Recovery 2.

Funding is also available under the Strategic Pool of Roads to Recovery 2.

The Local Government Transport Advisory Panel (LGTAP)

The Local Government Transport Advisory Panel (LGTAP) has previously been established to consider submissions for strategic road funding under the Special Local Roads Program (SLRP) and the strategic pool of Roads to Recovery 2 (R2R2).

The Local Government Transport Advisory Panel (LGTAP) annually calls for submissions from Regional Local Government Associations for projects to be funded under the Special Local Roads Program.

Regional strategic projects submitted are assessed under the "fit for purpose" categories of freight, tourism and social.

The Metropolitan Local Government Strategic Roads Committee (MSRC)

The Metropolitan Local Government Strategic Roads Committee (MSRC) is now established to provide advice to the Local Government Transport Advisory Panel (LGTAP) for the recommendation of strategic metropolitan road funding projects under SA Special Local Roads Program.

Process

Following written request from the LGTAP to the Metropolitan Local Government Group a call will be made to metropolitan Councils for strategic road funding applications.

The MSRC will consider applications from metropolitan Councils or consortiums of metropolitan Councils and propose a program of works across Adelaide for allocation of funding.

MSRC in making its recommendations will give due weight to

- The prioritisation scores awarded to individual applications through a computer based scoring system, originally developed by the SA Grants Commission. The scoring

system provides a numerical score based on inputs including traffic volume and equivalent standard axle figures.

- The Strategic Roads Hierarchy for metropolitan Adelaide, developed in 2009/2010
- State Government planning documents.

Membership

The MSRC members will be appointed by the Metropolitan Local Government Group and/or the Metropolitan Local Government Group Executive Committee. The MSRC will have membership of five persons, consisting of,

- one Elected Member representative from metropolitan Councils north of the River Torrens;
- one officer representative from metropolitan Councils north of the River Torrens;
- one Elected Member representative from metropolitan Councils south of the River Torrens;
- one officer representative from metropolitan Councils south of the River Torrens; and
- one officer representative from the Adelaide City Council.

The MSRC may appoint its own Chairperson and determine its own meeting procedures.

Executive Support

Executive support for the Committee will be provided by the LGA. Executive support shall be non voting.

Reporting

The outcomes of MSRC deliberations will be provided to the Metropolitan Local Government Group.

Review

The membership and terms of reference of the MSRC will be reviewed from time to time as determined by the MLGG.

Reviewed and endorsed: MLGG 27 January 2011

Nominations for the Metropolitan Local Government Strategic Roads Committee

This form must be completed by Council submitted as a word document to lea.bacon@lga.sa.gov.au

Council Name:			
Full Name of Nominee:			
Position/Title:			
Address:			
Work Phone:		Mobile:	
Email:			
1. <u>Summary of relevant skills, knowledge and/or experience</u>			
2. <u>Other comments in relation to this role</u>			

Please do not exceed one page.

Election of GAROC Representatives

Originating Officer	Executive Assistant to CEO - Dana Bartlett
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	General Manager Corporate Services - Vincent Mifsud
Report Reference	GC190312R07

REPORT OBJECTIVE

The purpose of this report is to notify Council that a ballot has been called by the Local Government Association (LGA) for the election of two vacant positions on the Greater Adelaide Regional Organisation of Councils (GAROC).

Nominations have been received from;

Councillor Jordan Dodd (City of Unley)
 Mayor Michael Coxon (City of West Torrens)
 Deputy Mayor Tim Pfeiffer (City of Marion)
 Mayor Angela Evans (City of Charles Sturt)
 Mayor Jill Whittaker (Campbelltown City Council)
 Councillor Grant Piggott (City of Burnside)
 Mayor Heather Holmes-Ross (City of Mitcham)
 Councillor Don Palmer (City of Unley)
 Mayor Erin Thompson (City of Onkaparinga)
 Mayor Amanda Wilson (City of Holdfast Bay)

Accordingly, an election is necessary to determine the appointment of two candidates. The election will be conducted by postal vote and strict guidelines must be adhered to when completing and returning the ballot paper.

Council needs to determine which two candidates it wishes to elect.

RECOMMENDATION

That Council votes for the appointment of;

1.
2.

to the Greater Adelaide Regional Organisation of Councils.

GENERAL ANALYSIS

The LGA invited Councils to submit nominations for the two vacant positions on the Greater Adelaide Regional Organisational of Councils (GAROC).

The LGA has received ten candidate nominations for two positions and as such an election will be conducted in accordance with the provisions of Clause 4.4.5 of the GAROC Terms of Reference. The casting of the vote by council must be conducted as follows:

- Each member (Council) shall determine by resolution the two candidates it wishes to elect (Clause 4.4.59c))

- The chair of the meeting for that member (Council) shall mark the ballot paper with an "X" next to the two candidates that the member (Council) wishes elected and seal the ballot paper in the envelope marked "Ballot Paper" inside the envelope marked "Returning Officer." Before sealing the second envelope the delegate must indicate the member's (Council) name on the inside of the envelope. The envelope must then be sealed and delivered to the Returning Officer (Clause 4.4.5 (d)).

Ballot papers have now been received along with information on the ten candidates (refer Appendix 1).

At its meeting of 8 September 2015 (GC080915R05), Council resolved to adopt preferential voting as the method to apply when conducting ballots for positions selected by Council. The process for a meeting ballot as adopted is included as Appendix 2.

DISCUSSION

Each Council is entitled to vote. Council needs to determine which two candidates it wishes to elect.

Council's delegate (Mayor Kris Hanna) will then be required to complete the ballot paper in accordance with Council's resolution and submit Council's vote to the LGA Returning Officer by 5pm Thursday 11 April 2019.

The Counting of the votes will take place at the Adelaide Entertainment Centre, 98 Port Road Hindmarsh. The time of the count will be confirmed and candidates will be advised should they, or their nominated scrutineer, wish to be present.

Attachment

#	Attachment	Type
1	Ballot paper and candidate information	PDF File
2	Process for meeting ballot	PDF File



Ballot Paper

Election for GAROC Casual Vacancies (2)

Ballot closes 5:00pm Thursday 11 April 2019

Important Note: In accordance with Clause 4.4.5(d) of the GAROC Terms of Reference, the chair of the meeting for that Member Council shall:

- mark the ballot paper with an "X" next to the two (2) candidates that the Member Council wishes elected;
- place the ballot paper in the envelope marked *Ballot Paper*, seal the envelope then enclose it in the envelope marked *Returning Officer*, seal it and deliver that envelope to the Returning Officer.

<input type="checkbox"/>	DODD, Jordan	Councillor	Unley
<input type="checkbox"/>	COXON, Michael	Mayor	West Torrens
<input type="checkbox"/>	PFEIFFER, Tim	Deputy Mayor	Marion
<input type="checkbox"/>	EVANS, Angela	Mayor	Charles Sturt
<input type="checkbox"/>	WHITTAKER, Jill	Mayor	Campbelltown
<input type="checkbox"/>	PIGGOTT, Grant	Councillor	Burnside
<input type="checkbox"/>	HOLMES-ROSS, Heather	Mayor	Mitcham
<input type="checkbox"/>	PALMER, Don	Councillor	Unley
<input type="checkbox"/>	THOMPSON, Erin	Mayor	Onkaparinga
<input type="checkbox"/>	WILSON, Amanda	Mayor	Holdfast Bay



This form is to be sent to the LGA Returning Officer

Close of nominations 5:00pm Friday 24 August 2018

Candidate Information Sheet GAROC

(word limit is strictly 1,000 words)

Name:	Councillor Jordan Dodd
Council:	City of Unley
Local Government Experience & Knowledge	<ul style="list-style-type: none"> Although this is my first term as an Elected Member, I have extensive experience working within the local government sector as a governance officer, as well as a background in legal spheres and small business. As I sit on both sides of the fence as both an Elected Member and staff member, I have a unique and valuable perspective as to the workings of Council, the needs of the community, and effective management. I have an innate understanding of the legislative frameworks and requirements of local government, having a legal background and currently tasked with legislative interpretation and policy management as a governance officer. Presiding Member - City Strategy and Development Policy Committee 2019-2021
Local Government Policy Views & Interests	<ul style="list-style-type: none"> Both major parties within the State Government are determined to make extensive and broad sweeping local government reforms. It is important that members of GAROC not only understand how to interpret the implications of proposed legislation, but know how to navigate a political landscape to achieve the best outcomes for Councils and our constituents. GAROC and the LGA need to take a strong role as part of this reform, to ensure that the sector is heard, and our experience is valued in the negotiation process. This is an opportunity for the sector to work hand in hand with the other two tiers of government to achieve the best outcomes for our communities. Community input is important, to ensure that constituents don't feel shut out or forgotten during the reform process. At the end of the day, the local government sector exists to provide services and programs for the local community. Council's voices need to be heard in AGM's and OGM's without a "filtering" of items of business via the LGA.
Other information	<ul style="list-style-type: none"> Bachelor of Laws (University of Queensland) 2014 Masters of Applied Finance (University of Adelaide) Current Student representative to Union College Board (University of Queensland)



This form is to be sent to the LGA Returning Officer

Close of nominations 5:00pm Friday 22 February 2019

Candidate Information Sheet GAROC

(word limit is strictly 1,000 words)

Name:	MAYOR Michael Coxon
Council:	City of West Torrens
Local Government Experience & Knowledge	<ul style="list-style-type: none"> • 2018 – Elected Mayor of the City of West Torrens • 8 years – Councillor of the City of West Torrens • 2 years – Chairperson Urban Services Committee • 2 years – Chairperson Corporate and Regulatory Committee
Local Government Policy Views & Interests	<ul style="list-style-type: none"> • Supports LGA as our peak representative body • Supports GAROC and their role in addressing PDI (Planning, Development and Infrastructure Act 2016) impacts - internal /external • Supports a joint local government approach to address cost-shifting from the other tiers of government • Supports recognition of Local Government in the Australian Constitution • Interested in developing initiatives to address future waste services and China Sword impact • Interested in a developing a joint Metropolitan Economic Development Strategy • Interested in Traffic Management - Planning and scheduling • Interested in North South Corridor (South Road) Impacts • Interested in Smart Cities • Interested in public LED lighting
Other information	<ul style="list-style-type: none"> • Bachelor of Arts Degree (Adelaide University) • Graduate Diploma of Business (University of South Australia) • 28 years – Executive Leadership Roles in Property and Finance Industry • 10 years - Board Member West Beach Trust (SA Government) • 7 years – Board Member Camden Community Centre (Community Group) • 7 years – School Council Member – Plympton International College (Education) • 7 years – Board Member Inner West Business Enterprise Centre (Small Business Service)

This form must accompany the Nomination Form

RESUME

Michael Coxon

165 Sir Donald Bradman Drive Hilton 5033 |
0402 212 002 | mayorcoxon@wtcc.sa.gov.au

KEY ACHIEVEMENTS

I am a senior executive with over 28 years' experience in the property and financial services sectors with strong property management, leasing, selling, negotiation, communication, and interpersonal skills.

My responsibilities have included 'hands on' property sales, management, and leasing across commercial and residential sectors, together with determination and management of annual operational budgets together with full P&L and cost centre accountability.

My skill set also includes experience in all facets of strategic planning and execution, elevated level sales management together with developing and implementing highly successful marketing and promotional campaigns with a strong customer service focus and an ability to foster productive cross-functional relationships.

In addition, in the community, I am the Mayor of the City of West Torrens and have also served as a Local Councillor (8 years) and have served as a Board Member for the Camden Community Centre (7 years), School Board Member for Plympton International College (7 years) and, the Inner West Business Enterprise Centre (7 years) plus a Government appointed Board Member to the West Beach Trust (10 years).

EXPERIENCE

CEO - Owner - Land Agent | Century 21 Urban | Dec 13 – Nov 18

- Management of 4 Salespeople, 2 Property Managers, 2 Admin Staff.
- Grew net profit in the Business to 20%.
- Provide 'state of the market' Marketing & Business Development Tools.
- Develop and implement a Sales and Marketing Strategy.
- Provide property management and sales training to the staff.
- Marketing, Selling, Leasing of Residential Properties.

SA State Manager | Century 21 Australia | Jun 09 – Dec 13

- Management of 22 Franchised Offices across South Australia.
- Provide leadership to the franchise group.
- Grew franchise network by 6 franchises in SA.
- Develop and implement a Business Development Strategy.
- Provide management and sales training to franchisees and their staff.

SA State Manager | PCCU | May 06 – May 09

- Management of 3 BDMs, 30 HLAs and 8 HL Sales Support Staff.
- Grew the balance of the home loan book by 27% (after run-off).
- Dramatically improved compliance rating of lending staff to above 95%.
- Significantly increased fee income to 'above benchmark' (over 85%).
- Member of Lending Policy and Procedure Committee.

Sales Manager | McGrath Real Estate | Apr 03 – Apr 06

- Management of 5 Managers, 28 Sales Consultants, 3 Lenders.
- Grew number of offices from 2 to 5.
- Improved sales by 42% in the 3 years.

Area Manager (Sydney) | Commonwealth Bank | Sep 00 – Apr 03

- Management of 3 Divisional Managers and 19 Branch Managers.
- All P&L were managed within acceptable limits.
- Improved 'Mystery Shopping Program survey results from 87 to 96.

Manager Retail (Sydney) | Commonwealth Bank | Aug 99 – Aug 00

- Management of 6 Mobile Lenders, 9 Lenders, 6 Admin Officers.
- Grew the balance of the home loan book to 132% from 98%.
- Grew home loan funding to 120.6% from 88%.
- Improved the internal "Gallop" survey results to 4.14 from 3.2 (out of 5).

Mobile Banker (Adelaide) | Commonwealth Bank | Nov 98 – Aug 99

CEO / Owner - Land Agent | Coxon Real Estate | Mar 95 – Oct 98

Sales Manager | Taylor Neumann Real Estate | Apr 92 – Mar 95

Real Estate Salesperson | Myles Pearce Real Estate | May 90 – Apr 92

EDUCATION

Small Business Management Training Course | Lock LSH | 1994

Business Planning, Insurance, Market Research and Marketing,
Financial Planning, Pricing/Costing, Taxation, and Record Keeping

Graduate Diploma of Business in Property | UniSA | 1994

Accounting, Marketing, Property Law, Commercial Property
Management, Real Estate Investment, Building and Land Development
Systems, Business Management, Real Estate Case Studies, Statistics,
Financial Analysis for Real Estate, Valuation, Conveyancing.

Certificate in Real Estate Practice | TAFE | 1990

Bachelor of Arts Degree | University of Adelaide | 1983 - 1989

COMMUNITY EXPERIENCE

Mayor | City of West Torrens | 2018 - current

Board Member | Adelaide Shores | 2007 - 2017

Local Council Member | City of West Torrens | 2006 – 2014

Board Member | Camden Community Centre | 2006 - 2013

Board Member | IWBECC | 2006 – 2013

School Board Member | Plympton International College | 2005 - 2012

Candidate Information Sheet

GAROC

Name:	Deputy Mayor Tim Pfeifer
Council:	City of Marion
Local Government Experience & Knowledge	<p>I believe that I have the skills, knowledge, experience and passion to make a difference to the lives of the people of Greater Adelaide as a member of GAROC.</p> <p>As a Councillor of the last eight years, with two periods as Deputy Mayor and representation on numerous committees (as outlined below), I have successfully collaborated with our Council to deliver many projects for our community. I am outcome-focussed and have been closely involved in the planning and delivery of the: Edwardstown Oval Redevelopment, City Services Depot, Hallett Cove Library & Community Centre, Oaklands Wetlands, Mike Turtur Bikeway (Marion sections), and many local playground upgrades. During this time, I have also worked closely with Council to significantly reduce rate rises, find business efficiencies and ensure ongoing financial strength (as evident in our balance sheet and long term financial plan).</p> <p>My approach to Council decision making is to always have an open mind and to only make decisions based on fact and what is in the best interest of our whole community. I have a deep respect for all of my fellow elected members and am proud of our collective achievements when we work together as a team. I am politically independent but have sound relationships across the whole political spectrum.</p> <p>Through my professional life I have worked in senior strategy roles across a range of industries, including: banking, utilities, local government (City of Adelaide), construction and the State public service (as outlined below). In addition to my specialist strategy skills, I also have strong and proven generalist corporate experience in planning, finance, governance, policy, communications, customer experience, stakeholder management, risk management, project delivery, change and performance management – skills which are vital to ensuring success on your behalf at the GAROC table.</p> <p>I am a passionate South Australian. If elected to GAROC, I will be a strong voice for the whole of Greater Adelaide, with a particular focus on Southern and Western Adelaide (regions that are not currently represented on GAROC).</p> <p>I was pleased to accept the unanimous nomination of the City of Marion, and would love the opportunity to collaboratively serve the interests of your community.</p> <p>If you have questions about my candidacy or would just like to get to know me a bit better, I strongly encourage you to contact me (tim.pfeiffer@marion.sa.gov.au / 0401 776 523).</p>

Local Government Policy Views & Interests	<p>My Local Government policy views & interests can be summarised through a triple bottom line approach:</p> <p>Environment:</p> <ul style="list-style-type: none">➤ Refining streetscapes and open spaces in all communities➤ Improving stormwater re-use & energy efficiency➤ Delivering plans and infrastructure for climate change adaptation and resilience <p>Community:</p> <ul style="list-style-type: none">➤ Planning reform and ensuring that communities maintain a strong voice➤ Community development that is focused on fostering openness and inclusivity➤ Developing high quality public facilities for the use of strong community groups <p>Economy:</p> <ul style="list-style-type: none">➤ Local government reform to improve the efficiency and effectiveness of service delivery➤ Advocacy for large scale infrastructure upgrades to improve State competitiveness➤ Collaboration across Council boundaries to improve regional economic outcomes																					
Other Information	<p>During my time on Council, I have been elected to the following positions:</p> <ul style="list-style-type: none">➤ Deputy Mayor (2014 & Present)➤ Chair, Strategic Directions Committee (2011 & 2012)➤ Audit Committee (sole Councillor on the committee) (2011, 2012 & 2015)➤ Infrastructure & Strategy Committee (2014 to 2018)➤ Chief Executive Officer Review Committee (2014)➤ Review & Selection Committee (Present)➤ Council liaison to the following Boards: Suneden Special School (2010 - 2014), Edwardstown Soldiers Memorial Recreation Ground (2010 - Present), City of Marion Band (2015 - Present) <p>During my professional career, I have held the following positions:</p> <table><tr><td>➤ Stratosphere Consulting Group</td><td>Managing Director & Principal Consultant</td><td>2018-Present</td></tr><tr><td>➤ People's Choice Credit Union</td><td>Senior Manager Strategy & Planning</td><td>2015 - 2018</td></tr><tr><td>➤ SA Water</td><td>Manager Strategy, Planning & Performance</td><td>2010 - 2015</td></tr><tr><td>➤ Clear Decisions</td><td>Strategy Consultant</td><td>2012 - 2015</td></tr><tr><td>➤ City of Adelaide</td><td>Senior Policy Officer</td><td>2008 - 2010</td></tr><tr><td>➤ Depart for Water, Land & Biodiv Cons</td><td>Senior Ministerial Liaison Officer</td><td>2007 - 2008</td></tr><tr><td>➤ Depart for Water, Land & Biodiv Cons</td><td>Salinity Policy Officer</td><td>2005 - 2007</td></tr></table> <p>In terms of higher education, I hold a Bachelor in Environmental Management (Honours) from Flinders University.</p>	➤ Stratosphere Consulting Group	Managing Director & Principal Consultant	2018-Present	➤ People's Choice Credit Union	Senior Manager Strategy & Planning	2015 - 2018	➤ SA Water	Manager Strategy, Planning & Performance	2010 - 2015	➤ Clear Decisions	Strategy Consultant	2012 - 2015	➤ City of Adelaide	Senior Policy Officer	2008 - 2010	➤ Depart for Water, Land & Biodiv Cons	Senior Ministerial Liaison Officer	2007 - 2008	➤ Depart for Water, Land & Biodiv Cons	Salinity Policy Officer	2005 - 2007
➤ Stratosphere Consulting Group	Managing Director & Principal Consultant	2018-Present																				
➤ People's Choice Credit Union	Senior Manager Strategy & Planning	2015 - 2018																				
➤ SA Water	Manager Strategy, Planning & Performance	2010 - 2015																				
➤ Clear Decisions	Strategy Consultant	2012 - 2015																				
➤ City of Adelaide	Senior Policy Officer	2008 - 2010																				
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➤ Depart for Water, Land & Biodiv Cons	Salinity Policy Officer	2005 - 2007																				

Candidate Information Sheet

GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	Mayor Angela Evans
Council:	City of Charles Sturt
Local Government Experience & Knowledge	<p>Mayor of the City of Charles Sturt (from 2014 Elections) Deputy Mayor of the City of Charles Sturt (2010/11, 2013/14) 8 years as Councillor for West Woodville Ward City of Charles Sturt (2006-2014) Committees:</p> <ul style="list-style-type: none"> • City Services Committee (2006-2014) - Chair (2011-2013) • Audit Committee • Strategic Development Committee (2006-2014) - Deputy Chair (2010-2014) • Policy & Delegation Committee - Deputy Chair (2010-2014)
Local Government Policy Views & Interests	<p>I believe the following represents my keys areas of interest commitment and achievement in local Government. In my term as Mayor I have:</p> <ul style="list-style-type: none"> • Built strong relationships between Councillor's • Developed an effective Governance framework for Council • Implemented long term Financial sustainability for Council • Actively contributed to policy discourse across our sector and advocated for both Charles Sturt and the Sectors view on key issues. • Facilitated Local Economic Development • Ensured that Council focused more directly on Infrastructure Planning and Asset Management • Contributed to Planning Reform so that Council still plays a primary role in developing planning policy and decision making. • Given greater recognition to Community Engagement as an effective tool for assist good decision making • Created partnerships with other levels of Government, the community and the private sector to better serve the local area. <p>In the current economic and political climate Councils need to work together and where possible provide a common voice on things that affect our sector. After 12 years on Council and 4 years as an LGA Board Member I believe I have the experience to contribute to broadly advance the Local Government agenda. The chance to represent my peers on the Greater Adelaide Regional Organisation of Councils will allow me to provide new ideas, policy rigour and a collaborative approach all designed to ultimately improve the quality of life of communities we represent as Councillors.</p>

Candidate Information Sheet

Other information	<ul style="list-style-type: none">• In addition to my Local Government interests I have experience as a small business operator and have extensive experience working within the Community Service sector.• I am well connected within the community including patron of various sporting clubs and community organisations.
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This form must accompany the Nomination Form

This information will be supplied to GAROC member councils in the event that an election is required



Candidate Information Sheet

GAROC

(word limit is strictly 1,000 words)

Name:	Mayor Jill Whittaker
Council:	Campbelltown Council
Local Government Experience & Knowledge	<ul style="list-style-type: none"> • Mayor of Campbelltown City Council from November 2018. • Councillor May 2003 - November 2018 for Campbelltown City Council Newton Ward. • Deputy Mayor 2006 - 2014. • Member of Campbelltown Youth Advisory Committee 2016 - • Member of Campbelltown Service Clubs Advisory Committee 2019 - • Member of Campbelltown Access and Inclusion Advisory Committee 2006 - • Member of Campbelltown Reconciliation Advisory Committee 2005- • Campbelltown Child Friendly City Representative 2015 - Previously • Chairperson Access and Inclusion Advisory Committee Campbelltown 2014-2018 • Campbelltown Active Ageing Advisory Committee Member 2016-2018 • Sesquicentennial Advisory Committee Member 2014-2018 • Development Assessment Panel Member 2006-2008, 2010-2012 • Chairperson Outlook Publication Committee 2006 – 2014 • Campbelltown Library Redevelopment Advisory Committee 2006 -2010 • Campbelltown Leisure Centre Redevelopment Advisory Committee 2006 – 2016 • SA Australian Local Government Women's Association Metro member 2006 - • LGA Board Member 2009 – 2016 • State Executive of the LGA Vice President 2013-2016 • Local Government Research and Development Scheme Committee Past Chairperson 2014-2016 Member 2009-2016 • Proxy LGA Audit Committee 2016
Local Government Policy Views & Interests	<ul style="list-style-type: none"> • There are many challenges facing local government as there is such a range of activities involved. • The biggest challenges are around the development of places with the need to balance the needs of the population for a quality lifestyle with limited resources. Whether that is in relation to land, water, ecology or infrastructure there are constant choices to be made in response to the other governmental sectors. Other sectors of government can see local government as a good diversion by trying to limit funds available via rate capping or that the structures are not able to provide the services people need due to size of the population or the size of the area.



	<ul style="list-style-type: none"> Local government has just been through an election process which showed that citizens are wanting us to deal with those matters that are important to them – housing standards, traffic, mobility, modern facilities, events, creating a community and managing the environment and energy for the future. I am interested in all aspects of local government whether it is service delivery, environment, waste collection, affordable and long lasting roads and footpaths, libraries, sports centres, public art and all of those things that make life in Adelaide attractive to future generations and a safe place for them to grow up. It is important to ensure that local government remains free to develop in conjunction with local needs and for new ideas to be trialled in one area so that others may gain from the experience. I have the energy, ideas and enthusiasm for local government to ensure that change keeps happening but within a responsible framework. My experience is broad and I have attended many forums, training sessions and conferences since joining local government in 2003 and I know that the need to continue to learn is constant because of changing landscape in every field. I have strength at the micro level but have strong capability in dealing with strategic challenges too.
Other information	<p>Employment history</p> <ul style="list-style-type: none"> Teaching at primary, secondary and adult level including English as a Second Language Operative, Policy Advisor, Contract Manager for Commonwealth Public Service in fields of employment, social security, childcare, and education. SA Libraries Board Member 2016-2019 SA Local Government Disability Champion 2011-2016 Consumer Advisory Committee ESCOSA Past Member 2013-2016 Migrant Resource Centre Past Committee Member 2010-2016 President Lions Against Violence 2017 – Social Media Officer Australian Local Government Women's Association 2017 - current

This form must accompany the Nomination Form



Local Government Association
of South Australia

The voice of local government.

Candidate Information Sheet

GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	(insert title, first name and surname)
Council:	(insert council name)
Local Government Experience & Knowledge	<ul style="list-style-type: none"> (insert) <i>Refer attached</i>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> (insert)
Other information	<ul style="list-style-type: none"> (insert details of leadership, board, corporate governance experience etc)

This form must accompany the Nomination Form

This information will be supplied to GAROC member councils in the event that an election is required

Council	City of Burnside
Name	Grant Edward Piggott
LG Experience	<p>Elected member, 2010- present</p> <p>Board member, Eastern Waste Authority, 2010- present</p> <p>Member, Development Assessment Panel, 2011-2015</p> <p>Deputy Chair, 2012-2015</p> <p>Member Audit Committee, 2013</p> <p>Extensive knowledge of workings of local Government</p>
LG policy Views	<p>Particular interest in financial stability of Council - the need to balance the needs of the community with the need for financial sustainability.</p> <p>Active interest in the Annual Business Plan process, achieving sound investment in infrastructure and management of debt</p> <p>Passionate around delivery of the day-to day expectations of Council – infrastructure, waste, parks, aged care</p> <p>Major interest in Planning, borne out of my DAP experience and addressing with the issues of residents</p> <p>I work toward stability within the Council Chamber - It should be a robust but collegiate environment.</p>
Other Information	<p>Qualified Chartered Accountant</p> <p>30 years in financial & commercial roles</p> <p>General Manager, Royal Agricultural & Horticultural Society of SA Inc. – responsible for the delivery of the commercial areas of the Society business.</p> <p>Performed a number of voluntary Committee roles for Not-For-profit organisations.</p> <p>Active observer of the Local government sector.</p>

12/12/2019 Adjourned meeting

1. That the Report be received.
2. That Council submits a nomination for Cr Piggott to the Local Government Association for the position of Member on the Greater Adelaide Regional Organisation of Councils.
3. That the Chief Executive Officer be authorised to advise the Local Government Association of this decision through the nomination form provided.
4. That Council note that an election process across LGA Members will follow if the number of nominations received is greater than the number of vacant positions and that there is no automatic entitlement or quota for Eastern Region Alliance Councils.

Moved Councillor Davis, Seconded Councillor Davey

CARRIED UNANIMOUSLY

Candidate Information Sheet

GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Dr Heather Holmes-Ross</i>
Council:	<i>City of Mitcham</i>
Local Government Experience & Knowledge	<p>As a new Mayor, and having not previously served as a councillor, I bring fresh eyes to local government. I believe that it is important to have the view of a newcomer, particularly in this, the formative GAROC era.</p> <p>I come from a background of excellence in business and academia. I have a PhD in chemistry from Flinders University which means I am trained to investigate, problem solve and collaborate. These are particularly handy skills when applied to the machinations of local government.</p> <p>The hospitality business which my chef husband and I own and manage has been continually recognised for excellence by our industry body, Restaurant & Catering Association of Australia, culminating in being awarded Australian Restaurant of the Year 2017. I believe this shows that I have the ability to encourage a team to work towards excellence, along with a high degree of business acumen, the ability to assess business situations, risks and opportunities and act on them.</p> <p>Our Council believes that GAROC should be representative of the entire region and is currently missing representation from the southern area. The City of Mitcham is well placed to do this and the long term stability of our council means I have time to dedicate to the GAROC role.</p>
Local Government Policy Views & Interests	<p>I am interested in providing the core services of Council while maintaining reasonable rates and believe that collaboration via GAROC along with the bulk buying ability and economies of scales afforded through LGA membership can have a significant effect on provision.</p> <p>My passion lies in building sustainable communities, both environmentally and socially. I believe that small business has a pivotal role to play in both, and that stimulating our local economies brings better outcomes for all. I previously founded a shop local and social inclusion movement in our local area and found the benefits of building pride in community and place were astounding, in terms of economic and social reward.</p> <p>I have a strong interest in the circular economy and believe there is great potential across the region for growth in this space. The Centre for Innovation at Flinders Uni has a department dedicated to growing this sector, I believe, which should be embraced by the local government sector as it provides for immense business growth via sustainability.</p> <p>Since joining council I have become a member of the East Waste board, and our Council has become the Chair of Region 7 of the Murray Darling Association. Waste and water are two of the most significant challenges of our time and I believe councils are best placed of the tiers of government to force change in these sectors. As a body, local government can act to protect our communities by both mitigating and preparing for the effects of climate change.</p>
Other information	<p>Australian Institute of Company Directors Restaurant & Catering Association of Australia East Waste Board MDA Council representative of Chairing Council</p>

This form must accompany the Nomination Form

**This information will be supplied to GAROC member councils
in the event that an election is required**

GAROC Nomination**Cr Don Palmer****City of Unley****Local Government Experience & Knowledge**

I have been a member of the City of Unley since the 2010 periodic elections.

During this time I have participated in and held the following positions.

Deputy Mayor 2017

As Deputy Mayor (acting for our Mayor) I participated in the Metropolitan Local Government Group and the Eastern Regional Alliance.

Presiding Member

Development, Planning & Strategy Committee 2015-16. This committee managed the biggest development plan changes in the history of Unley.

Strategic Property Committee 2018.

Member

Development, Planning & Strategy Committee 2013-14.

Development Assessment Panel 2011-2014.

City Strategy Committee 2017-18.

Unley Business and Economic Development Committee 2012-2018.

CEO Performance Review Committee 2017-18.

I note also my extensive leadership experience outside of Local Government.

I have managed and/or owned several building industry businesses. As a member of the MBA & HIA I have served on various committees. I have been an Area Co-Ordinator for Neighbourhood Watch, Secretary for a Caravan Club, President for a brief stint of the Association of Caravan Clubs SA.

I have also served on the Parish Councils of two Anglican Parishes and as a Warden for some eleven years at St Augustine's Anglican Church at Unley. Likewise I have served on the Diocesan Administration & Resources Executive at the Adelaide Anglican Diocese.

In all cases I was responsible for Presiding over meetings, for Strategic Planning, OHSW, Financial Budgeting, human resourcing, promotions and marketing.

Local Government Policy Views and Interests**Leadership**

As I did in my business career I have always taken an interest in the industry in which I am participating, at this time the local government industry. I am a firm believer that the strength of an association is in the participation of its members.

I am also a firm believer in aiming to be part of the solution rather than the problem. To be someone who is seeking answers to issues rather than sitting back and criticising those taking the responsibility to seek the answers.

The LGA needs people willing to take on this responsibility. I stand ready to take on this role of leadership on your behalf.

As new blood I will also bring a fresh perspective to a fresh executive structure. This at a time when new blood will be positively received by our ratepayers.

Reform

As Unley's representative on the MLGG and ERA I have participated in the debate on the LGA's new structure. I back the new structure and look forward to advancing the reforms that the LGA executive have identified.

The local government industry needs to seek change and reform. We need to be the driver of change. This will require us to recognise where change is needed, and work with the Government to effect purposeful change. We need to be proactive to drive the reform and not be reactive to third parties.

Image

The local government industry needs also to work on changing the image of the industry to our ratepayers. It will not be enough to speak of the need for change. It is another to push the change and be the driver of change. We need mostly to be seen to be driving the change.

To achieve this we need to be seen as a sector responsive to our ratepayers needs. Once again this requires us being proactive, to undertake to understand what our ratepayers are seeking, and demonstrate that we do understand and that we are responsive.

Membership Participation

If the LGA is to be strong we need the LGA membership to be engaged.

GAROC will certainly need to provide the leadership to achieve the above aims. The general industry membership however needs to step up to the plate as well. As an association is only as strong as its membership we all need to participate in making.

We all need to work toward bridging the gap that exists between some of us and the LGA.

I look forward to having the opportunity to provide a positive contribution to the local government industry to the betterment of the South Australian local government community.

The South Australian local government industry is in need of continuing to re-invent itself and to present as relevant to today's communities. We need to leave a legacy for the future. I stand ready to contribute.

Candidate Information Sheet

GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	MAYOR ERIN THOMPSON
Council:	CITY OF ONKAPARINGA
Local Government Experience & Knowledge	<ul style="list-style-type: none"> • 10 + years experience working as a communications professional in local government (City of Playford and City of Unley) • Current Mayor of the City of Onkaparinga. Elected 2018 • As a metropolitan Mayor (City of Onkaparinga) I represent the largest council in SA by population • My experience in local government, firstly within the administration of a small council and now the Mayor of a large council, has helped me to build an understanding of the special challenges faced by different sized councils with very different community demographics and needs.
Local Government Policy Views & Interests	<ul style="list-style-type: none"> • LGA must be proactive on matters that make a difference to Local Government • Local Government should continue to make its views heard at both State and Federal levels • There needs to be more transparency in councils to help rebuild the trust of rate payers • The LGA could help to change the communities negative perception of local government state-wide • We must build solid relationships with government to ensure political interference does not further infiltrate local government. We need to ensure they are very clear about our message. This must occur all year and not just at election time. • Federally it is important that SA has a strong voice at the ALGA table and is not left behind and ignored in favour of the more populist states. • Local government should be a leader in community engagement – we need to step up in this area • Local Government needs to become better communicators – the community are interested in what we are doing and we should involve them more in the conversation as well as celebrate our wins more often.
Other information	

Erin Thompson



0420 507 599



erinfeneley@gmail.com



Erin Thompson

Experience

December 2018 - current

Mayor - City of Onkaparinga

- Preside at meetings of the council;
- If requested, to provide advice to the Chief Executive Officer between council meetings on the implementation of a decision of the council;
- Act as the principal spokesperson of the council;
- Exercise other functions of the council as the council determines;
- Carry out the civic and ceremonial duties of the office of principal member

May 2009 – December 2018

Senior Marketing and Communications Officer - City of Unley

- Manage the strategic delivery of Council's marketing, communications and public relations activity
- Deliver high-level public relations and media support for the organisation including the Mayor, Elected Members, and executive team
- Draft and implement communications policies and guidelines
- Manage the delivery of a new \$150k Website for Council
- Ensure the protection and enhancement of the City of Unley brand
- Developed and implemented a Corporate visual and writing style guide for Council
- Developed a Marketing Strategy for the annual Unley Gourmet Gala which in 2015 attracted 30,000 people, a 50% increase on the previous year
- Monitor the marketing and communications budget and resources allocation
- Utilise a number of digital marketing techniques to deliver campaigns for Council
- Negotiate cost-effective purchasing of services and products to support the communications function
- Manage an external team of providers in areas such as web design, graphic design, copy writing, print, public relations, media monitoring, photography
- Develop and nurture positive relationships with external sponsors, advertisers and other key stakeholders
- Oversee and edit the production of high quality published materials such as Unley Life magazine
- Introduced a new income stream for Council by introducing advertising in the Unley Life magazine
- Prepare speeches, presentations and written documentation for the CEO and Mayor

August 2013 – August 2015

Publisher / Editor - Kids Around Town (SA publication for families)

- Managed all business operations such as budgeting, administration, stakeholder relationships, marketing, website, social media, events, and sponsorship
- Led a small team of sales and administration staff
- Managed contracts for the design, print and distribution of the publication
- Marketed and sold the publication to a new owner in August 2015

November 2008 – May 2009

Event Manager - City of Playford

- Ensured events were coordinated in line with legislation and Council policy, requirements and regulations
- Coordinated administration and logistical management of events including written correspondence, event evaluations, project and events plans, running sheets, site plans, emergency response, contingency and risk plans, etc
- Sought and administered external funding and sponsorship support
- Prepared and monitored budgets
- Obtained quotations and prepared tender documentation
- Actively promoted events to increase community attendance
- Maintained up-to-date and informative website and social media information
- Prepared and presented reports and updates on the development, progress and evaluation of events
- Managed event staff and volunteers

Jun 2007 – Oct 2008

General Manager – Beachouse, North Wollongong

- Managed overall operations of the establishment
- Recruited, trained and led a team of 45
- Administered accounts payable and payroll
- Managed budgets and financial reporting

Marketing and Events Manager

- Generated new clientele in line with set marketing strategies
- Created and coordinated all marketing and promotional material
- Identified and executed proactive media opportunities
- Coordinated sponsorship opportunities
- Planned and executed all corporate events and weddings
- Coordinated event talent/entertainment, suppliers, designers, photographers, transportation companies, hotels and wedding suppliers
- Oversaw events in operation

Jul 2006 – Jun 2007

Manager - Arajilla Resort, Lord Howe Island

Education

- | | |
|-------------|---|
| 2013 | Diploma of Management
Management and Resource Centre, Adelaide |
| 2003 | Diploma of Marketing & Tourism Management
Australian Business Academy ACT |
| | Certificate III Travel Tourism
Australian Business Academy ACT |

Skills

- | | |
|---|---|
| <ul style="list-style-type: none"> • Leadership • Strategic Marketing • Brand management • Resource Management • Community engagement • Communication | <ul style="list-style-type: none"> • Publishing, writing, editing • Media management • Web development • Creative direction • Project Management • Event Management |
|---|---|

Referees

Annabel Shinkfield
Manager Marketing Communications and Customer Service
City of Unley
Contact details available on request

Matt Grant
Director Business and Economic Development
City of Adelaide
0423 783 463

Inga Lidums
Director
identify. brand. package. publish.
0417 022 870

Mayor Amanda Wilson – GAROC

Local Government Experience and Knowledge

- Mayor of Holdfast Bay - November 2018
- Acting Mayor of Holdfast Bay 2018
- Deputy Mayor Holdfast Bay 2017
- Councillor 2014

I practiced as a Commercial Lawyer at partner level in a City law firm, was an inaugural member of the Education and Early Childhood Standards and Registrations Board, I chaired its audit committee. I have sat on the Jetty Road Mainstreet Board. I also have a degree in Business majoring in Tourism.

I am independent and not a member of any political party.

Policy Views and Interests

Being responsible with rates, caring for our environment, protecting our coastline from climate change. I want to focus on using recyclable products for council infrastructure including roads. I am interested in ways we can reduce waste and reduce our carbon footprint and improve water sensitive design.

Once a nominee is identified, this will then be voted upon as a formal council resolution under the Local Government (Procedures) Regulations at meetings.

SRWRA Audit Committee Member - City of Marion Representative

Originating Officer	Governance Officer - Victoria Moritz
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	General Manager Corporate Services - Vincent Mifsud
Report Reference	GC190312R08

REPORT OBJECTIVE

The purpose of this report is to appoint a City of Marion representative to the Southern Region Waste Resource Authority's (SRWRA) Audit Committee.

EXECUTIVE SUMMARY

SRWRA is established jointly by the Cities of Onkaparinga, Holdfast Bay and Marion Council as a regional subsidiary pursuant to Section 43 of the *Local Government Act 1999*. It has significant operations that provides and operates services for the management of waste on behalf of the constituent Councils.

The Authority is governed by a Board of 7 Directors comprising of 2 representatives from the constituent Councils together with an independent Chair. There are currently 2 representatives from the City of Marion, being Councillor Crossland and Mr. Vincent Mifsud, General Manager Corporate Operations (GC251114R10), with Councillor Hull being the deputy.

SRWRA is required to have an Audit Committee (the Committee) which is established under Schedule 2 Part 2 Clause 30(2) of the *Local Government Act 1999*. The Committee consists of 4 members, 1 member who is a board member of the Authority and 3 members who are independent. There is currently 1 member each from Onkaparinga, Holdfast Bay and Marion. Section 1.1 of the Committee's Terms of Reference states that "the SRWRA Board will determine the members of the Audit Committee and after the constituent Councils have approved the members..."

A copy of the SRWRA Audit Committee Terms of Reference are attached as **Appendix 1**.

At its meeting of 29 November 2016, the People and Culture Committee resolved "that the Committee recommend to Council that Mr Greg Connor be re-nominated as the City of Marion representative on the SRWRA Audit Committee". Mr Connor's membership on the SRWRA Audit Committee expired in February 2019, however the next meeting of the Committee is not until 15 April 2019.

Mr Connor is currently the Chair of the SRWRA Audit Committee and has expressed that he would be prepared to continue as a member if Council so determined.

Mr Connor is also the Chair of the City of Marion Finance and Audit Committee with his current term due to expire in November 2019.

From the City of Marion's perspective, the composition of the Authority's Audit Committee is consistent with the City of Marion's adopted approach to audit committees, particularly with the appointment of independent members who have the necessary technical expertise to undertake the role.

Mr Connor's appointment to the SRWRA Audit Committee was discussed at the Review and Selection Committee meeting held on 5 March 2019, where the Committee resolved the following:

That:

Mr Greg Connor is appointed to the Southern Region Waste Resource Authority Audit Committee as the City

of Marion Representative for the period from February 2019 to November 2019 (aligned to his appointment on the City of Marion Finance and Audit Committee)

It is therefore recommended that Council endorse this recommendation.

RECOMMENDATION

That

- 1. Mr Greg Connor is appointed to the Southern Region Waste Resource Authority Audit Committee as the City of Marion Representative for the period from February 2019 to November 2019 (aligned to his appointment on the City of Marion Finance and Audit Committee).**

Attachment

#	Attachment	Type
1	Audit Committee Terms of Reference - Reviewed September 2018 (002)	PDF File

SOUTHERN REGION WASTE RESOURCE AUTHORITY (SRWRA)

Audit Committee Terms of Reference

September 2018

1. Establishment

- 1.1. The Audit Committee is established under Schedule 2 Part 2 Clause 30 of the Local Government Act.

2. Membership

- 2.1. The SRWRA Board will determine the members of the Audit Committee and after the Constituent Councils have approved the members, appoint the members for an initial term of two years.
- 2.2. The Audit Committee shall consist of 4 members:
 - 2.2.1 1 member who is a Board Member of SRWRA; and
 - 2.2.2 3 members who are not Board Members of SRWRA ('independent members').
- 2.3 The Audit Committee will have one deputy member who is a Board Member of SRWRA. The deputy member will deputise during any period of absence of the appointed Board Member appointed under clause 2.2.1.
- 2.4 Independent member(s) of the Audit Committee must have recent and relevant financial, risk management or internal audit experience but must not be an employee of SRWRA or its Constituent Councils and must not be the Constituent Council's Auditor or SRWRA's Auditor.
- 2.5 SRWRA shall appoint the Presiding Member of the Audit Committee.

3. Secretariat and support

- 3.1 The Chief Executive Officer shall ensure that the Audit Committee has access to reasonable administrative resources in order to carry out its duties (subject to any budget allocation being approved by SRWRA).
- 3.2 The Audit Committee shall be provided with appropriate and timely training, both in the form of an induction programme for new members and on an ongoing basis for all members.
- 3.3 Remuneration will be paid to each independent member of the Audit Committee to be set by SRWRA from time to time. The remuneration paid to the independent members will be reviewed on a 12-month basis and on the commencement of a new term.

4. Meetings

- 4.1 The Audit Committee shall meet at least 4 times each year at least once per quarter at appropriate times in the budgeting and financial reporting cycle and otherwise as required.
- 4.2 Only members of the Committee are entitled to vote in Audit Committee meetings and, unless required by legislation not to vote, each member must vote on every matter that is before the Audit Committee for decision.
- 4.3 The quorum necessary for the transaction of business shall be 3 members one of whom must be the SRWRA Board member. A duly convened meeting of the Audit Committee at which a

SOUTHERN REGION WASTE RESOURCE AUTHORITY (SRWRA)

Audit Committee Terms of Reference

September 2018

quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by it.

- 4.4 The Chief Executive Officer, General Manager, Office Manager, Senior Finance Officer, other representatives from Administration and any Board Members may attend any meeting as observers or be responsible for preparing papers for the Audit Committee and all are bound by the confidentiality provisions.
- 4.5 SRWRA's external auditor may be invited to attend meetings of the Audit Committee.
- 4.6 Ordinary meetings of the Audit Committee will be held at times and places determined by the Audit Committee.
- 4.7 The Presiding Member or any 3 Audit Committee members may, by delivering a written request to the Chief Executive Officer, require a special meeting of the Audit Committee to be held. The request will only be valid if it is accompanied by the agenda for the special meeting. On receipt of the request the Chief Executive Officer shall send a notice of the special meeting to all Audit Committee members at least 24 hours prior to the commencement of the special meeting unless, in the opinion of the Chief Executive Officer the matter is urgent whereupon only four hours notice need be given.
- 4.8 Meetings of the Audit Committee will not be conducted in a place open to the public.
- 4.9 All documents presented to, received at or derived from an Audit Committee meeting, including but not limited to:
 - 4.9.1 agenda and minutes of an Audit Committee meeting;
 - 4.9.2 reports to the Audit Committee received at a meeting of the Audit Committee; and
 - 4.9.3 recommendations presented to the Audit Committee in writing and adopted by resolution of the Audit Committee,

will remain confidential and not available for public inspection unless the SRWRA Board otherwise resolves.
- 4.10 Notice of each ordinary meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each member of the Audit Committee and observers, no later than 3 clear days before the date of the meeting. Supporting papers shall be sent to Board Members (and to other attendees as appropriate) at the same time.
- 4.11 The provisions of Part 2 of the Local Government (Procedures at Meetings) Regulations 2013 apply to the proceedings at and the conduct of all Audit Committee meetings.
- 4.12 Minutes of Audit Committee meetings shall be circulated within 5 days after a meeting to all members of the Audit Committee and to Board Members of the SRWRA and will (as appropriate) be available to the public.

5. Review

- 5.1 The Audit Committee shall, at least once per year following the adoption of the audited financial statements by SRWRA, review its own performance, terms of reference and provide a report to SRWRA including any recommended changes it considers necessary.

SOUTHERN REGION WASTE RESOURCE AUTHORITY (SRWRA)

Audit Committee Terms of Reference

September 2018

6. Role of the committee

- 6.1 The Audit Committee has no authority to act independently of SRWRA. The scope of functions of the Audit Committee are set out at clauses 6.2 – 6.8 inclusive below and subject to the operation of clause 6.9 the Audit Committee will develop an annual audit plan to identify the particular functions it will prioritise for the ensuing 12 month period. The primary role of the Audit Committee is to provide suggestions and recommendations to SRWRA about actions in relation to financial governance.

6.2 Financial reporting

The Audit Committee shall:

- 6.2.1 pursuant to Schedule 2 Part 2 Clause 30 (4) of the Act, review SRWRA's annual financial statements (whether before or after audit) to ensure that they provide a timely and fair view of the state of affairs of the SRWRA;
- 6.2.2 monitor the integrity of the financial statements of SRWRA, including its annual report, reviewing significant financial reporting issues and judgements which they contain;
- 6.2.3 review the adequacy of the accounting, internal auditing, reporting and other financial management systems and practices of the SRWRA on a regular basis.
- 6.2.4 liaise with the external auditor.

6.3 Strategic Management Plans

The Audit Committee shall:

review and provide recommendations to SRWRA on the sustainability of SRWRA's financial performance and proposals with respect to debt levels included in the strategic management plans and, in particular, the long-term financial plan.

6.4 Internal controls and risk management systems

The Audit Committee shall:

- 6.4.1 review the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the SRWRA on a regular basis;
- 6.4.2 review and assess the effectiveness of the SRWRA's internal controls and risk management systems; and
- 6.4.3 review and recommend the approval, where appropriate, of statements to be included in the annual report concerning internal controls and risk management.

SOUTHERN REGION WASTE RESOURCE AUTHORITY (SRWRA)

Audit Committee Terms of Reference

September 2018

6.5 Whistle blowing

The Audit Committee shall:

- 6.5.1 review the SRWRA's arrangements for its employees to raise concerns, in confidence, about possible wrongdoing in financial reporting or other matters; and
- 6.5.2 ensure these arrangements allow independent investigation of such matters and appropriate follow-up action.

6.6 Internal audit

The Audit Committee shall review and assess the need for SRWRA to establish an internal audit function.

6.7 External audit

The Audit Committee shall:

- 6.7.1 receive the external auditor's audit opinion with respect to SRWRA's audited financial statements and the external auditor's report on particular matters arising from the audit;
- 6.7.2 consider and make recommendations to the SRWRA, in relation to the appointment, re-appointment and removal of the SRWRA's external auditor;
- 6.7.3 investigate the issues leading to the resignation of an external auditor and report to SRWRA with any recommendations;
- 6.7.4 oversee SRWRA's relationship with the external auditor including, but not limited to:
 - 6.7.4.1 recommending the approval of the external auditor's remuneration, whether fees for audit or non-audit services, and recommending whether the level of fees is appropriate to enable an adequate audit to be conducted;
 - 6.7.4.2 recommending the approval of the external auditor's terms of engagement, including any engagement letter issued at the commencement of each audit and the scope of the audit;
 - 6.7.4.3 assessing the external auditor's independence and objectivity taking into account relevant professional and regulatory requirements and the extent of SRWRA's relationship with the auditor, including the provision of any non-audit services;
 - 6.7.4.4 monitoring the external auditor's compliance with legislative requirements on the rotation of audit partners;
 - 6.7.4.5 assessing the external auditor's qualifications, expertise and resources and the effectiveness of the audit process (which shall include a report from the external auditor on the audit committee's own internal quality procedures);

SOUTHERN REGION WASTE RESOURCE AUTHORITY (SRWRA)

Audit Committee Terms of Reference

September 2018

6.7.5 meet with the external auditor at least once per year, without management being present, to discuss the external auditor's report and any issues arising from the audit and otherwise as needed and in this regard will discuss;

6.7.5.1 any major issues which arose during the external audit;

6.7.5.2 any accounting and audit judgments; and

6.7.5.3 levels of errors identified during the external audit;

6.7.6 review and make recommendations on the annual audit plan, and in particular, its consistency with the scope of the external audit engagement;

6.7.7 review any representation letter requested by the external auditor before it is signed by Administration; and

6.7.8 review the management letter and Administration's response to the external auditor's findings and recommendations.

6.8 Economy and efficiency audits

The Audit Committee may:

6.8.1 propose, and review the exercise of powers in the nature of those set out at Section 130A of the Act (relating to 'economy and efficiency audits'); and

6.8.2 receive a report prepared by the external auditor or other person appointed by SRWRA under Section 130A to examine any matter relating to financial management, or the efficiency and economy with which SRWRA manages or uses its resources to achieve its objectives.

6.9 In the course of its functions the Audit Committee will give priority to those items set out at clause 30(4) of Schedule 2 to the Local Government Act 1999 as more particularly identified at clauses 6.2.1, 6.2.3 and 6.2.4 of these Terms of Reference.

7. Reporting responsibilities

The Audit Committee shall make whatever recommendations to the Board it considers appropriate on any matter within its Terms of Reference where, in its view, action or improvement is needed.

CORPORATE REPORTS FOR INFORMATION/NOTING

Questions Taken on Notice Register

Originating Officer	Governance Officer - Victoria Moritz
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	General Manager Corporate Services - Vincent Mifsud
Report Reference	GC190312R09

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	Questions Taken on Notice Register - Appendix 1	PDF File

Questions Taken on Notice Register



Appendix 1

Report Reference	Meeting Date	Councillor	Responsible Officer	Question taken on notice during the meeting	Response
Seaview High School Community Facilities GC190226R10	26 February 2019	Cr Luke Hutchinson	Megan Hayward	What clubs are involved in the project?	This information is still being finalised. A comprehensive report is scheduled for the General Council Meeting on Tuesday 26 March 2019 and will include a response to this question.

Corporate and CEO KPI Report Quarter Two 2018/19

Originating Officer	Governance Officer - Victoria Moritz
Corporate Manager	Manager Corporate Governance - Kate McKenzie
General Manager	General Manager Corporate Services - Vincent Mifsud Chief Executive Officer - Adrian Skull
Report Reference	GC190312R10

REPORT OBJECTIVE

To advise the Council of the results of the CEO and Corporate KPI's for quarter Two 2018/19.

RECOMMENDATION

That Council;

- Note this report**

Attachment

#	Attachment	Type
1	Corporate and CEO KPI Report Quarter Two 2018-19 - Appendix 1	PDF File
2	Corporate and CEO KPI Report Quarter Two 2018-19 - Appendix 2	PDF File
3	Corporate and CEO KPI Report Quarter Two 2018-19 - Appendix 3	PDF File
4	Corporate and CEO KPI Report Quarter Two 2018-19 - Appendix 4	PDF File
5	Corporate and CEO KPI Report Quarter Two 2018-19 - Appendix 5	PDF File
6	Corporate and CEO KPI Report Quarter Two 2018-19 - Appendix 6	PDF File

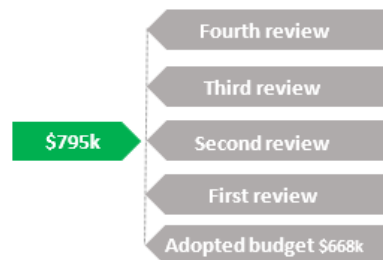
1

Financial Sustainability

Core target: Council maintains a break even or positive cash funding position in delivering its annual budget

Measure: This target compares funding cash position at the relevant budget review with the adopted budget figure.
Adopted Budget \$668k

Achieved: Second Review \$795k
Target is currently being achieved



4

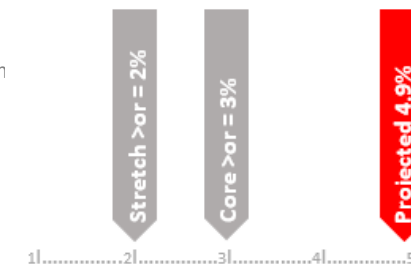
Total Employee Costs

Core target: Less than or equal to 3% increase in actual employee costs (including agency staff) against prior year's actual costs

Stretch target: Less than or equal to 2% increase in actual employee costs (including agency staff) against prior year's actual costs

Measure: The 2017/18 Actual audited figure = \$33,274k.

Achieved: The 2018/19 estimated result per Second Budget Review = \$34,896k
Projected: 4.9% - Target not currently achieved



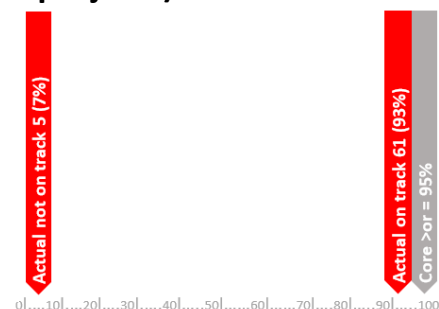
2

Delivery of agreed projects identified in ABP and 3 year Plan (73 projects)

Core target: Greater than or equal to 95%

Measure: Monthly data as at 31 December 2018

Achieved: 61 projects on-track, 7 complete and 5 off track. 93% projects are on track or completed. This is below the core target. 7% of projects are off track.



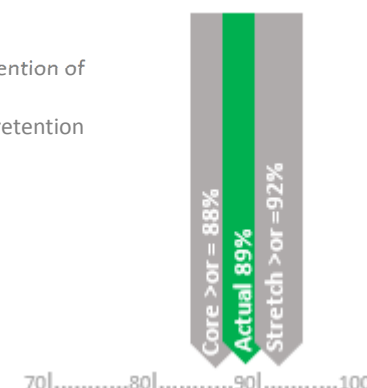
5

Staff Retention

Core target: Greater than or equal to 88% retention of staff.

Stretch target: Greater than or equal to 92% retention of staff.

Achieved: 89% - Core target has been met



3

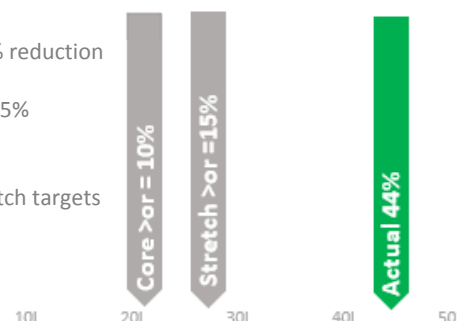
Lost Time Injury Frequency Rate.

Core target: Greater than or equal to 10% reduction from 2017/18 (5.5)

Stretch target: Greater than or equal to 15% reduction from 2017/18 (5.2)

Measure: The LTIFR for Q2 2018/19 is 3.1

Achieved: 44% reduction – Core and Stretch targets have been met



6

Overall Satisfaction with Council's performance

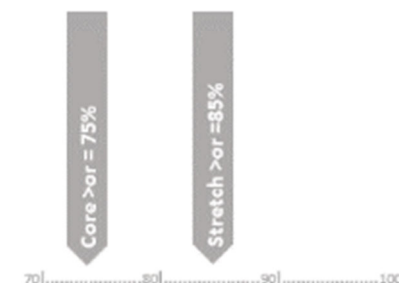
Core target: Greater than or equal to 75% rated as satisfied or above.

Stretch target: Greater than or equal to 85% rated as satisfied or above.

Achieved: 90.3% - Core and stretch targets have been surpassed.

Measure: This target is a bi-annual measure.

**The survey will be run every second year (at the request of members)





QUARTER TWO: YTD DEC'18 – APPENDIX 1

Asset Sustainability

7

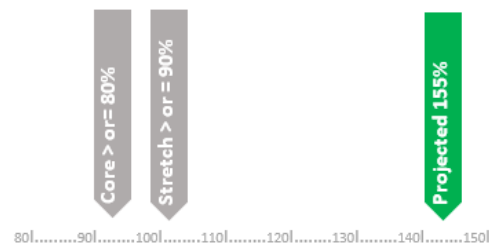
Core target: Asset Sustainability Ratio greater than or equal to 80%

Stretch target: Asset Sustainability Ratio greater than or equal to 90%

Achieved: Projected: 155% per Second Budget Review. Core and Stretch targets are currently being surpassed.

Works at the Edwardstown Soldiers Memorial Recreation Oval totalling \$6.0m have a significant impact on this ratio.

The *Asset Sustainability Ratio* indicates whether Council is renewing or replacing existing assets at the rate of consumption.



8

Delivery of Council's capital works program

Core target: Greater than or equal to 80% delivery of Council's planned capital works program (adjusted for extraordinary items)

Stretch target: Greater than or equal to 90% delivery of Council's planned capital works program (adjusted for extraordinary items)

Achieved: This target is an annual measure.

Staff Engagement

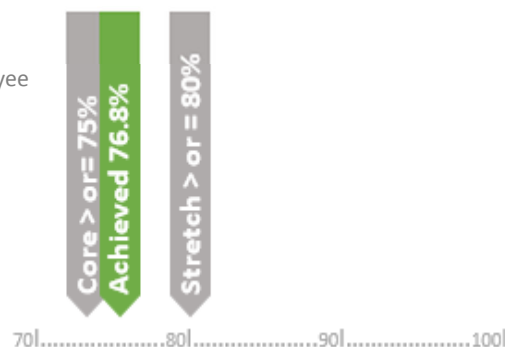
9

Core target: Achievement of an overall employee pulse survey result of 75%, based on 9 metrics

Stretch target: Achievement of an overall employee pulse survey result of 80%

Measure: Staff quarterly Pulse survey results.

Achieved: 76.8%. Core target currently being achieved.



Corporate and CEO KPI Report Quarter Two 2018/19 – APPENDIX 2

KPI	Details	Target	Stretch Target	Qtr 1	Qtr 2	Qtr 3	Qtr 4
1	Financial sustainability.	Council maintains a break even or positive cash funding position in delivering its annual budget	-	\$583k	\$795k		
				Comment: Adopted Budget \$668k. Second Review \$795k. Target is currently being met			
2	Delivery of agreed projects identified in the <i>Annual Business Plan</i> and the third year targets in the three-year plan.	Greater than or equal to 95%	-	Verbal update	93%		
				Comment: There are 73 projects identified. 93% of projects are recorded as on Track. The Core target has not been met.			
3	Lost Time Injury Frequency Rate.	Greater than or equal to 10% reduction from the previous year's result (5.5)	Greater than or equal to 15% reduction from the previous year's result (5.2)	33% increase	44% reduction		
				Comment: The LTIFR for Q2 2018/19 is 3.2. Core and Strength targets have been met.			
4	Total employee costs (inc agency).	Less than or equal to 3% increase in actual employee costs (including agency staff) against prior year's actual costs	Less than or equal to 2% increase in actual employee costs (including agency staff) against prior year's actual costs	4.9% (projected)	4.9% (projected)		
				Comment: The 2017/18 actual audited figure = \$33,274k. The 2018/19 estimated result per Second Budget Review = \$34,896k. The target (as projected) has not been achieved.			
5	Staff Retention	Greater than or equal to 88% retention	Greater than or equal to 92% retention	89%	89%		
				Comment: 89% was achieved. Core target has been met.			
6	Overall satisfaction with Council's performance.	Greater than or equal to 75% rated as satisfied or above	Greater than or equal to 85% rated as satisfied or above	N/A	N/A		
				Comment: This is an annual measure.			
7	Asset sustainability.	Asset sustainability ratio greater than or equal to 80%	Asset sustainability ratio greater than or equal to 90%	145% (projected)	155% (projected)		
				Comment: projected 155% per Second Budget Review. Core and Stretch targets are currently being surpassed. Works at the Edwardstown Soldiers Memorial Recreation Oval totalling \$6.0m have a significant impact on this ratio.			
8	Delivery of Council's capital works.	Greater than or equal to 80% of Council's planned capital works program (adjusted for extraordinary items)	Greater than or equal to 90% of Council's planned capital works program (adjusted for extraordinary items)	N/A	N/A		
				Comment: This is an annual measure.			
9	Staff Engagement	Achievement of an overall employee pulse survey result of 75% based on 9 metrics	Achievement of an overall employee pulse survey result of 80%	76.3%	76.8%		
				Comment: Council has achieved its Core target of 75%.			

FULLTIME EQUIVALENT (FTE) Employee and Agency

APPENDIX 3

The number of FTE employees (staff and agency) employed across the organisation as at 30 December 2018.

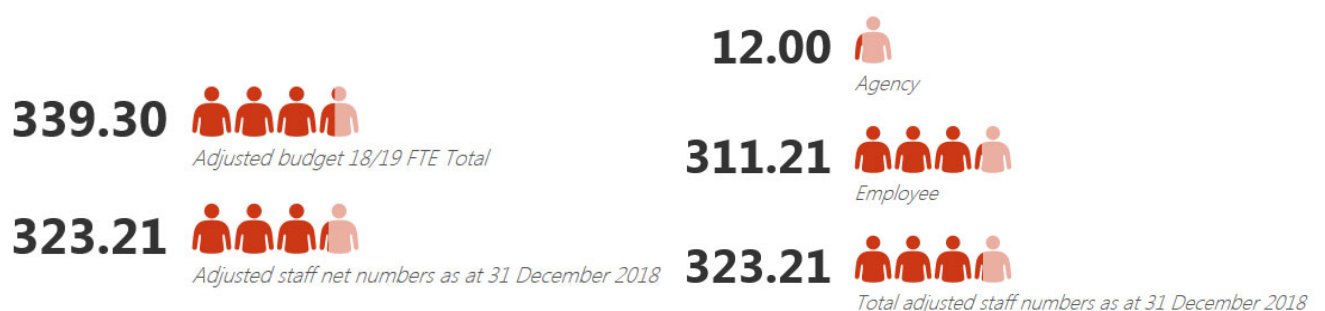


Note: The FTE figure of 355.54 includes 11.98 FTE relating to staff on Income Protection and Work Cover.

There are currently 3.0 temporary vacant positions comprised of:

- Recruitment in progress (required position) 2.0
- Currently under review 1.0

The following tables provide comparative FTE data with the Gap Year Team Members, Pool Staff and Grant Funded positions being excluded.



Labour and FTE Movement Summary

	2018/19 \$000's	2017/18 \$000's	2016/17 \$000's	2015/16 \$000's	2014/15 \$000's	2013/14 \$000's	2012/13 \$000's
Total Employee Costs (including Agency) % Movement on Prior Year	34,896 4.9%	33,274 3.27%	32,221 1.40%	31,783 0.10%	31,757 0.70%	31,532 4.30%	30,239
Total Number of Employees (FTE at 30 June) % Movement on Prior Year	355.54 -1.35%	360.41 4.80%	344 0.60%	342 -1.70%	348 -0.90%	351 -2.20%	359

Appendix 5

The information below has been provided following a request at the previous Review and Selection Committee Meeting for information relating to the process regarding how Administration are managing employees on WorkCover and Income Protection, including clarifying what impact this may have on employee costs.

Return to Work (RTW) management

- Council is insured by the Local Government Association Workers Compensation Scheme (LGAWCS) for Return to Work.
- The LGAWCS framework supports Council with both the claims and return to work processes
- Council is provided with a dedicated claims consultant, for determining the claims and liability.
- A dedicated RTW consultant partners with the Internal RTW consultant, the employee and People Leader to support the return to work ensuring treatment and suitable duties are in place.
- Council and the LGAWCS meet on a quarterly basis to review the current claims and ensure that the relevant strategies are being applied to manage the cases.

Income Protection management

- Council employees are offered income protection insurance with Local Government Risk Services (LGRS).
- Income protection is offered to employees at the commencement of their employment and at the beginning of the financial year thereafter.
- The income protection policy is for two years, employees do not have to accept the offer of income protection.
- LGRS engage an additional provider to support the employee with returning to the workplace.
- LGRS provide regular updates to Council of the status of income protection cases.

Review & Selection Committee – 5 March 2019

APPENDIX 6

Leave: Sick Leave Trends

Quarter 2 - 2018/19 FY Totals	Dates	Number of Pays	Total Hrs	Average Hours per person	Staff Numbers end of Quarter
ASU	1/10/18 – 31/12/18	7	13.97	13.97	286
AWU	1/10/18 – 31/12/18	6	16.38	16.38	92
ASU & AWU Total Q2		13 pays	14.56	14.56	378
Quarter 1 - 2018/19 FY Totals	Dates	Number of Pays	Total Hrs		
ASU	1/07/18 – 30/09/18	6	4,142.94	14.44	287
AWU	1/07/18 – 30/09/18	7	1,799.17	19.77	91
ASU & AWU Total Q1		13 pays	5,942.11	15.72	378
Quarter 2 – 2017/18 FY Totals	Dates	Number of Pays	Total Hrs		
ASU	1/10/17-31/12/17	7	3,443.38	12.39	278
AWU	1/10/17-31/12/17	6	1,399.55	14.58	96
ASU & AWU Total Q2		13 pays	4,842.93	12.95	374

Quarter Total Comparison 18/19	Down on previous quarter
Q2 18/19 to Q1 18/19	7.41%

Quarter Total Comparison Same period previous year	Down on previous year
Q2 18/19 to Q2 17/18	13.61%

Development Plan Amendment Status Update

Originating Officer	Senior Policy Planner - David Melhuish
Corporate Manager	Acting Manager Development and Regulatory Services - Stephen Zillante
General Manager	General Manager City Development - Abby Dickson
Report Reference	GC190312R11

REPORT OBJECTIVE

To update the Council on the status of current and proposed Ministerial and Council initiated Development Plan Amendments (DPA). It is suggested Council suspend formal meeting proceedings to allow discussion on this matter.

RECOMMENDATION

That Council:

- 1. Notes the status of Ministerial and Council Development Plan Amendments outlined in this report.**
- 2. Suspends formal proceedings to allow discussion on this item.**

DISCUSSION

Attached as appendix 1 is a summary of current or recently approved Development Plan Amendments.

Attachment

#	Attachment	Type
1	Development Plan Amendment Table	PDF File

Ministerial-Initiated Development Plan Amendments:

Development Plan Amendment (DPA)	Purpose	Status
<p>Southern Innovation Area Ministerial DPA</p> <p>Part 1 – comprising the Tonsley site, Laffers Triangle and the Darlington area</p> <p>Part 2 – comprising Alawoona Avenue and Mitchell Park and Clovelly Park.</p>	<p>DPA affects Cities of Marion, Mitcham & Onkaparinga.</p> <p>DPA supports the delivery of zoning improvements to enable integrated land use and transport outcomes from the \$620 million government investment in the Darlington Upgrade Project.</p> <p>Involved rezoning the Tonsley site and part of Laffers Triangle to:</p> <p>Regional Activity Zone - a zone that has a focus of land uses that are state wide, national and international attractors supported by a mix of compatible land uses including shops, entertainment, medium and high density residential.</p> <p>Change the zoning of Lot 707 to Suburban Activity Node Zone - a zone to be developed predominantly for medium to high density housing and accommodation with integrated mixed use activities at an appropriate scale</p> <p>Involved land along Alawoona Avenue, land south of Tonsley (north of Sturt Rd) and the broader Mitchell Park area.</p> <p>The land was to be rezoned to SANZ - a zone to be developed predominantly for medium to high density housing and accommodation with integrated mixed use activities at an appropriate scale</p>	<p>Part 1 – was approved by the Minister and was consolidated into the City of Marion's Development Plan on 20 February 2018.</p> <p>Part 2 – was approved by the Minister and was consolidated into the City of Marion's Development Plan on 22 November 2018.</p> <p>The Minister resolved to rezone the Alawoona Ave land and a section adjacent land, to Suburban Activity Node Zone (SANZ) – non-designated area. (allowing up to 4 storeys in scale).</p> <p>The land north of Sturt Road and the broader Mitchell Park area are to remain in current zones/policy areas.</p> <p>It was considered that public re-consultation was not warranted given that this was the same zone as consulted with, albeit with a lower density and built form.</p>

Morphettville Racecourse Ministerial DPA	The South Australian Jockey Club seeks to redevelop surplus land on the northern part of the racecourse for a mixed use development including residential, retail and commercial land uses. Development will involve land located in both the City of Marion and the City of West Torrens.	<p>The DPA was initiated by the Minister.</p> <p>Consultation was held 5 September to 4 November 2017 with a public meeting on 15 November 2017.</p> <p>DPTI has since been reviewing issues that have arisen out of submissions as well as the completed traffic investigations – and considering potential amendments.</p> <p>Hand in hand with traffic impacts, DPTI is considering any necessary infrastructure agreements that will be necessary with finalisation of the DPA.</p> <p>Anticipated that the DPA may be finalised mid-2019.</p>
Lonsdale Residential DPA (ADC land)	<p>Land is located within the City of Marion and the City of Onkaparinga.</p> <p>The DPA seeks rezoning of the land from Industry (CoO) and Landscape Buffer Zone (CoM) to Residential, to allow residential development over land previously required as a separation buffer to the former Oil Refinery (now removed).</p>	<p>The DPA was initiated by the Minister on 17 November 2018.</p> <p>DPTI anticipate that public consultation will be undertaken around June 2019.</p>

Council-Initiated Development Plan Amendments:

Development Plan Amendment (DPA)	Purpose	Status
<p>Seacliff Park Residential & Activity Centre DPA</p> <p>(Cities of Marion & Holdfast Bay)</p>	The DPA proposes to create a Suburban Neighbourhood zone to facilitate the appropriate development of an approximately 8.34 hectare site informally referred to as “Cement Hill” including a neighbourhood activity centre and medium density residential development.	<p>Approved by Minister for public consultation August 2015.</p> <p>Negotiations are near to completion regarding the relocation of the quarry haulage road.</p> <p>The DPA is to be updated/amended and it is anticipated that Public Consultation will commence around the middle of the year.</p>

Development Plan Amendment (DPA)	Purpose	Status
Housing Diversity DPA	The proposed DPA reviews the residential densities envisaged in the existing Policy Areas of the Residential Zone to assess opportunities for increased housing diversity/density, and to identify areas that warrant preservation, including Character areas.	<p>The SOI received agreement from the Minister on 4 August 2017.</p> <p>Public/agency consultation commenced on 19 September 2017 and closed on 14 November 2017. A Public Hearing was held on 20 November 2017.</p> <p>The DPA was forwarded to DPTI / the Minister for consideration / approval on 27 December 2017.</p> <p>The DPA is currently being considered by DPTI</p>

WORKSHOP / PRESENTATION ITEMS - Nil**MOTIONS WITH NOTICE****Mitchell Park Sports and Community Redevelopment Awareness Campaign**

Elected Member Councillor Raelene Telfer

Report Reference: GC190312M01

Motion:

That Council;

- 1. Commits up to \$22,710 to promote an awareness campaign about the need to renew the Mitchell Park Sports and Community Centre.**
- 2. Permits the use of communication resources to develop and implement the awareness campaign.**

Supporting Information:

In 2016, Marion Council was successful in obtaining \$40 million in Federal funding to fix Oaklands Crossing, partly as a result of an intensive lobbying and communications campaign. A variety of techniques were used such as flyers, community meetings and advertisements in the local newspapers. Despite the short timeframe, a similar approach should be adopted in the lead-up to the Federal election to raise community interest in the redevelopment of Mitchell Park Sports and Community Centre.

Response Received From: Unit Manager Communications - Craig Clarke

Staff Comments:

The lobbying to fix Oaklands Crossing was a high-profile, intensive campaign in the lead-up to the 2016 Federal election. A similar, grassroots approach can be adopted to raise community awareness about the need to redevelop Mitchell Park Sports Club and Community Centre.

It would include direct mail to residents, supported by advertisements in the newspaper and roadside banners. The aim would be to urge the community to champion the cause by going onto social media, attending a rally or contacting their local federal candidate.

The cost of delivering the communications is \$22,700 - less than half the cost of the Oaklands Crossing campaign. A significant portion of the work will be performed in-house using existing communications channels. The main expense is in the production and distribution of flyers and banners, and the publication of advertisements.

Should Council support this motion the associated cost will be funded through the 3rd 2018/19 Budget Review process.

Youth Advisory Committee

Elected Member Councillor Matthew Shilling

Report Reference: GC190312M02

Motion:

That:

- 1. Administration investigate and report back on the feasibility of re-establishing the City of Marion Youth Advisory Committee, including history, potential models and costings.**

Supporting Information:

The City of Marion once had a Youth Advisory Committee, which former and current Councillors were a part of. I was a part of the committee in late 2009 -2012. This group helped me bring my concerns to Council. I presented to Council on numerous occasions and made many friends. The Marion YAC was a great opportunity for young people to get involved with issues that concern them. During the election campaign it was raised that Youth feel like they are not heard, I beg to differ, but re-establishing a YAC would enable us to engage with the youth of the City of Marion.

Response Received From: Liz Byrne, Manager Community Connections

Staff Comments:

Youth Development at the City of Marion operates through a grants and partnership model that was endorsed by Council in December 2015 (GC081215R07). The grants are designed to support organisations to deliver diverse youth initiatives across the City for all young people aged 12 to 25 years. The model involves working with various organisations, government agencies and community groups to deliver projects, programs, activities and services to the young people of Marion. This model is resourced with a staffing component of 0.6 FTE.

The City of Marion previously had a Youth Advisory Committee (YAC) which ceased its operation in circa 2014/2015 due to declining numbers and the timing aligned with the implementation of the new model for Youth Development. At the time Marion's YAC and other activities for young people were supported with a resource component of 2.8 FTE and additional funding received from the State Government, Office for Youth. This funding source for YAC's is no longer available.

Currently the Youth Development Officer receives the "voice of youth" through the grant acquittal process and evaluation feedback from our partnerships. This commentary is a valuable resource as it informs Council of young people's priorities and concerns and allows us to direct partnership money to areas where gaps may be occurring. The Youth Development Officer also regularly networks with the recipients of grants and partnership funding to ensure that we are hearing from young people who are attending the programs, activities and events.

Whilst the City of Marion's model of Youth Development does not involve direct service delivery, it does provide a number of leadership and personal development opportunities where young people are able to develop their leadership skills, share their opinions and concerns, take action, facilitate activities, events and forums.

Since this model has been in operation young people have had the opportunity to participate in a diverse range of programs including:

YMCA – Leadership program

A youth Leadership program that worked collaboratively and supported young leaders to create change in their community. The young people attended a General Council meal and meeting and were able to have conversations with the Mayor and Elected members.

YMCA - Leadership Camp

youLEAD Camp provided opportunity for young people to connect with their peers, develop their leadership capabilities, learn more about leadership in different contexts and explore the local Marion area. Mayor Hanna visited the young people during this camp and spoke about his leadership journey.

My Culture Music Festival

MYSA (Multicultural Youth SA) provided skill based sessions around event planning and engagement and the young people held an event at the outdoor pool, showcasing young multicultural musicians.

Operation Flinders

Operation Flinders provides young men and women that may have been identified as being at risk, with demanding outdoor challenges and support, to help them develop their personal attitudes and values of self-esteem, motivation, teamwork and responsibility so they may grow as valued members of the community. The City of Marion supported 9 young people to complete an 8 day trek at Yankanninna Station in the Flinders Ranges in 2018.

The Australian Youth Climate Coalition Marion

The project targeted 18-25 year olds and high school students throughout the city. The project aimed to educate, inspire, and empower young Australians to take action for environmental sustainability in their communities.

Seaview High School – Future Maker Program

The unique program called FutureMakers encouraged students to develop a range of essential career skills, including critical and creative thinking, collaboration and teamwork, entrepreneurial skills, ICT capability and public speaking. The City of Marion working with the school provided some real examples of 'problems'. The young people worked on a variety of solutions and presented these back to the community – Mayor Hanna attended this event.

Through the Youth Achievement Grant Program, the City of Marion financially supports young people to attend Youth Parliament and the UN Youth Conference. Applications can be made through the Youth Achievement Grant Program.

The City of Marion held a youth forum at Marion Cultural Centre in July 2015 around 70 young people attended. The data received from this forum along with other key youth engagement reports such as the Annual Mission Australia report, census and SEFIA data enables us to ensure the funded programs are meeting identified needs of the community.

At a state level, the 'Better Together' Youth Engagement Guide provides practical tools around successful consultations and engagement with young people. The City of Marion considers this resource when planning any engagement.

A city wide youth consultation and engagement is planned and will consult with young people 12-25 years from across the City of Marion in a variety of ways, face-face, online, short surveys and through our social media platforms. As part of this consultation, we will ask young people how they would like to contribute to their community and this could highlight the need for specific youth engagement/consultation groups. This work will be completed by June 30 2019 and will contribute to the Community Needs Analysis project.

Online Engagement and Promotion

The City of Marion communicates with young people through a variety of ways including local schools, youth organisations and partner agencies. We have a dedicated Youth Facebook page that we promote all opportunities from across our council area and region as well as the City of Marion website and Facebook page.

We are currently investigating ways to use the Making Marion dedicated community consultation website based on how young people would prefer to engage with this style of interactivity. We have the opportunity to establish a closed group site where young people can register and be part of online mapping tools, surveys, discussion forums and ideas polls. This will continue to be explored.

Recommendation

Should Council endorse this motion, a report outlining the finding from the Youth consultation and engagement will be provided to Council in June 2019.

Grants Register

Elected Member Mayor Kris Hanna

Report Reference: GC190312M03

Motion:

That Council ;

1. Maintain a Grants Register, accessible by Elected Members of Council, showing in real time

- available grants, relevant to Council projects, which have been noted by staff
- grants for which staff have decided to prepare an application
- when grants are actually applied for, including the scope of the grant and amount sought
- the outcome of grant applications including any conditions eg; timeframes and any co-funding requirements"

Supporting Information:

We have a good record of applying for and winning grant funding for Council projects. The diligence and enthusiasm of staff in this regard is commendable. However, it is important that Councillors and the Mayor are aware of this activity for a consistent strategy of resource allocation to be maintained. Elected Members may have valuable information not necessarily known to relevant staff ie "local knowledge" of community aspirations; and how a potential grant may fit in to overall strategic thinking of the Elected Council. A Grants Register as suggested would help ensure staff and Elected Members work in the same direction with shared knowledge.

Response Received From: Communications Adviser - Richard Watson

Project Management Leader - Annmarie Mabarrack

Staff Comments:

The City of Marion has established the External Funding Attraction Program (EFAP) to support Administration in applying for external funding, including grants.

Administration uses the newly-introduced Project Management System to begin the process of developing projects that support Council's strategic priorities.

Work is underway on the Project Management System to capture information in relation to grants. This will include alerting staff about to begin a project to seek external funding where relevant. The system will seek to capture any current projects that have grant funding, either successful or unsuccessful, or pending outcome, when grants are applied for, the amount sought, the outcome, timeframes, and any co-funding requirements.

An example of how a report will look is expected to be provided to Elected Members in April 2019. Stage 3 of the Project Management System is to create an Elected Member Dashboard. This is due to begin in the 2019-2020 Financial Year.

The scope for the Elected Member Dashboard will include an option to review details of grant funding in relation to projects in 'real time'. The Project Management team will liaise with Elected Members to ensure their requirements are met.

Boundary Realignment - Seacliff Park

Elected Member Mayor Kris Hanna

Report Reference: GC190312M04

Motion:

That the Mayor write to the Boundaries Commission, as soon as possible after the Development Plan Amendment (DPA) is finalised to rezone the land on Scholefield Road, Seacliff Park, to seek advice / guidance regarding the intent to alter the boundary between the City of Marion and the City of Holdfast Bay such that the boundary is the centre line of Scholefield Road and Newland Avenue (as attached in Appendix 1).

Supporting Information:

nil

Response Received From: Kate McKenzie, Manager Corporate Governance

Staff Comments:

As outlined within the motion, the land in question is located in both the City of Marion and the City of Holdfast Bay.

Although partly zoned for residential purposes, the site has historically been used for quarrying, concrete manufacturing, domestic land fill, concrete roofing tile manufacturing and as a depot for a construction company.

A Development Plan Amendment (DPA) process (mechanism for changing zones and policies) is currently being undertaken jointly by both Councils. This has yet to be determined.

The DPA proposes rezoning the land to Suburban Neighbourhood Zone to facilitate the development of shopping and community facilities and medium density residential uses.

In line with the previous motion to address the southern boundary of the City of Marion (GC190226M01), any proposal submitted to the Boundary Commissioner would need to be determined based on the current zoning and not pre-empt the outcome of the DPA.

Therefore, as outlined within the motion, it is recommended that Council write to the Boundary Commissioner with the Councils intent to change the boundary, once the DPA is complete.

ATTACHMENTS:

#	Attachment	Type
1	GC190312M - Boundary Alignment Marion-Holdfast Boundary	PDF File



Waste & Recycling - bin collection magnets

Elected Member Mayor Kris Hanna

Report Reference: GC190312M05

Motion:

That Council receive a report in May 2019 on the cost of:

1. distributing to each household before Christmas each year a DL size waste collection calendar (for the following year) backed by a fridge magnet.
2. providing hard copies of the Waste and Recycling advice booklet to incoming ratepayers as part of a new residents' pack."

Supporting Information:

Nil.

Response Received From: Allison Byrne

Staff Comments:

Should this motion be endorsed, a report will be prepared for consideration by Council in May.

A survey of Elected Members regarding the preferred option for format and delivery of the Bin Collection Calendar and Household Waste and Recycling Guide will be delivered in March. The survey will be accompanied by background information and costings on a number of options.

New Residents' Kit

Elected Member Mayor Kris Hanna

Report Reference: GC190312M06

Motion:

That Council:

1. **Using existing funding, distribute an electronic copy of our Residents' Kit to incoming ratepayers or, if no email is available for a particular household, distribute a hard copy of our New Residents' Kit to the residential or business address of incoming ratepayers (one per address).**

Supporting Information:

In the previous Council term, Elected Members were keen to see a Residents' Kit developed. Such a kit was indeed developed. A significant aspect of Council's intent was to welcome ratepayers new to the city and inform them of facilities and services, attractions, etc.

The kit is currently on the City of Marion website but it is not actively distributed. Council may well consider it is worth spending some money to get real value out of this publication, so that it properly fulfils its purpose.

Response Received From: Manager Customer Experience - Karen Cocks

Staff Comments:

In 2018 we had 2,297 change of land ownership lodged from registered conveyancers. We do not ask for new resident e-mail addresses at this stage of the process, and therefore would be required to post 100% of the new resident kits.

Costs estimates are:

Printing	\$3,000
Postage	\$2,300
Total	<u>\$5,300</u>

Existing budgets can be used for 18/19 financial year, and incorporated into 19/20 budgets.

The new resident kit is currently being refreshed to include the current Council Members and will be put back online once the refresh is complete.

We will identify options to gather e-mail address to reduce ongoing cost.

Amendment to Streetscape Policy and Verge Guidelines

Elected Member Councillor Luke Hutchinson

Report Reference: GC190312M07

Motion:

That Council:

1. Amend the Streetscape Policy and Verge Guidelines to include the ability for property owners to apply to install artificial turf treatments to council verges and that the purchase, installation and maintenance being at the property owner's cost.
2. An appropriate application and acknowledgement form be developed to ensure that it is the responsibility of the property owner to maintain the treatment; to avoid trip hazards, and that where services are accessed by council or utility providers, council will not be liable for reinstatement, and it will be the property owner's responsibility to reinstate the treatment.

Supporting Information:

Background:

In May 2018 council endorsed a Verge Development Guideline, which explicitly excluded artificial turf treatments, given their complexity of maintenance, reinstatement, and environmental merits.

I have subsequently changed my opinion of this.

I have been observing our streets and have been considering our overall objective to green our streets. What is clear to me is that regardless of how many trees we plant there will still be many streets where residents have compact dolomite or clay verges, which aren't achieving the overall goal. I am not advocating we undertake a resurfacing program; and I believe it quite legitimate to have dolomite verges for maintenance reasons.

It has been suggested that artificial turf is not suitable because:

1. It can be trip a hazard; I believe the loose gravel on top of our dolomite verges presents a greater hazard;
2. It is impervious; I believe it presents marginally greater water retention capacity, as water spills over dolomite verges already;
3. Plastic is not environmentally friendly; I believe is it a sustainable, recyclable product, and a great reuse of plastics;
4. It gets hot in the sun; I don't regularly sit on verges, but dolomite and clay in the sun gets hot too, and artificial turf will not be predominate verge treatment, rather the alternative to the existing dolomite or clay.

In the rare circumstances that a property owner wishes to enhance the verge adjoining their property, we should facilitate an improved outcome where possible. Again, this is the exception and in reality we are unlikely to be inundated by applications; and where they do wish to pay for the installation of artificial turf we can provide a simple control and responsibility waiver can be implemented to ensure the owner is responsible for the upkeep of the turf, and reinstatement in cases that require removal of the turf by council or utility providers and the like.

Beyond this, it is my preference we have natural verge treatments where possible, and reduce the number of dolomite and clay verges. It would be responsible of council to encourage a natural treatment, however it is not always feasible for a number of reasons, and therefore our preference should be 'let's see Green over Grey!'

Attachment A:

Provides examples from across the city where poor verges exist, and where potentially, owners could improve the verge with artificial or natural turf.

Response Received From: Brett Jaggard, Unit Manager Open Space Operations

Staff Comments:

The current City of Marion Verge Development Guidelines identify that artificial turf is not permitted on Council verges along with other materials such as scoria, concrete, pavers, and impermeable membranes including black plastics.

Plastic artificial turf is well-recognised for its tendency to absorb heat and offer poor environmental outcomes. The following reports recommend that artificial turf be "used only after consideration of how heat absorption can be offset such as through the use of shade sails or nearby irrigated vegetation" (Western Adelaide Heat Mapping Report1; Collaborative Heat Mapping for Eastern and Northern Adelaide2).

Recent studies have shown artificial turf exposed to the sun is one of the hottest surfaces in use, including bitumen. These surfaces have been recorded reaching temperatures of almost 100C. Hot surfaces are one of the contributors to suburb warming.

The general trend across Adelaide is for Councils to move away from the use of artificial turf with many Councils also restricting use of artificial turf in verges. Modern artificial turf is not manufactured from recycled plastic, and cannot be recycled.

Allowing new verge developments with artificial turf would have an impact on amenity and maintenance. Key considerations include:

- New generation artificial turf looks very similar to natural turf
- No fertiliser or water is required to maintain 'greenness'
- Higher quality artificial turf is generally guaranteed for 10 years+
- When maintained properly, it can create a clean safe surface that would meet the standard requirements of Section 221 of the Local Government Act 1999
- It may need to be removed or cut to accommodate street tree installation or where repair and installation of utilities are required
- Artificial turf does require some maintenance - this could include weed removal, cleaning and re-pinning This may be exacerbated if tree or vegetation is present on the verge
- Issues in relation to liability or litigation due to tripping hazards may rest with the home owner
- Artificial turf can contribute to heat island effects
- Artificial turf does have a limited asset life and requires removal and replacement or at least maintenance at the home owner's cost
- The turf is made of soft plastics with no known local recycling options.

Should Council endorse this motion, the Verge Development Guidelines could be amended to remove artificial turf from the list of "not permitted" treatments and place it in the "permitted" list under the condition that the applicant enter into an agreement around:

- Standard of materials used.
- Installation, construction and maintenance standards.

- The applicant being aware of liability.
- The applicant being aware that the material may need to be lifted / cut to allow access to services and for maintenance of street trees.

1 www.westtorrens.sa.gov.au/CWT/content/Environment/Climate_change/Urban_heat_mapping

2 www.resilienteast.com/resources

ATTACHMENTS:

#	Attachment	Type
1	Verge_Attachment A	PDF File





53 Johnstone Rd



29 Ralph St

QUESTIONS WITH NOTICE**External recruitment expenditure for last 2 years****Elected Member** Councillor Luke Hutchinson**Report Reference:** GC190312Q01**Question:**

Question:

1. Can staff please advise council how much money has been spent on external recruitment over the last 2 years - including all non-overhead/internal costs.

Supporting Information:

Nil

Response Received From:

Manager HR - Steph Roberts

Attached is an overview of the recruitment costs (plus other incidental costs in relation to advertising, screenings and pre-employment medicals) for the previous two full financial years plus year to date.

The increase in recruitment costs in the 2017/18 financial year was due to the recruitment of a significant number of roles resulting from the 2017 organisational restructure. A decision was made in the 2018/19 financial year to reduce the reliance on full service recruitment agencies, resulting in a reduction in the recruitment costs to Council.

With regards to non-overhead/internal costs relating to recruitment, these costs are not captured against each recruitment assignment, however there is an associated significant investment of staff and management time. There are a number of variables which make it difficult to cost internal aspects of the recruitment process, such as:

1. The level of work conducted by agencies compared to internal resource requirements (which differs with each recruitment assignment/external agency service agreement) and;
2. Differing pay levels of employees on recruitment panels

ATTACHMENTS:

#	Attachment	Type
1	Question with notice - Recruitment Expenditure	PDF File

Attachment 1:

External recruitment expenditure for last 2 years

Report reference: GC190312Q01

Recruitment Expenditure	2016/17	2017/18	2018/19 YTD
Consultants Recruitment	86,180	156,712	56,454
Contractors Other (Medicals, Screenings)	11,731	9,331	7,108
Advertising (Seek)	3,673	3,990	3,519
	101,584	170,033	67,081

MOTIONS WITHOUT NOTICE - Nil**QUESTIONS WITHOUT NOTICE - Nil****OTHER BUSINESS - Nil****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.