

His Worship the Mayor  
Councillors  
CITY OF MARION

## NOTICE OF GENERAL COUNCIL MEETING

Council Chamber, Council Administration Centre  
245 Sturt Road, Sturt

Tuesday, 22 September 2020 at 06:30 PM

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

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

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



Adrian Skull  
Chief Executive Officer



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## OPEN MEETING

## KAURNA ACKNOWLEDGEMENT

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

## DISCLOSURE

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

## ELECTED MEMBER'S DECLARATION OF INTEREST (if any)

## CONFIRMATION OF MINUTES

### Confirmation of the minutes for the General Council Meeting held on 25 August 2020

<b>Originating Officer</b>	Governance Officer - Victoria Moritz
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>Report Reference:</b>	GC200922R01

## RECOMMENDATION:

That the minutes of the General Council Meeting held on 25 August 2020 be taken as read and confirmed.

## ATTACHMENTS:

#	Attachment	Type
1	GC200825 - Final Minutes	PDF File



**MINUTES OF THE GC200825 - GENERAL COUNCIL MEETING**

**Tuesday, 25 August 2020 at 06:30 PM**

**Council Administration Centre, 245 Sturt Road, Sturt**



**PRESENT:****Elected Members**

Mayor - Kris Hanna

Councillor - Tim Gard (electronically)

Councillor - Bruce Hull

Councillor - Kendra Clancy

Councillor - Maggie Duncan

Councillor - Joseph Masika

Councillor - Raelene Telfer

Councillor - Nathan Prior

Councillor - Jason Veliskou (electronically)

Councillor - Matthew Shilling

Councillor – Sasha Mason

**In Attendance:**

Chief Executive Officer - Adrian Skull

General Manager City Services - Tony Lines

General Manager City Development - Ilia Houridis

General Manager Corporate Services – Sorana Dinmore

Manager Corporate Governance - Kate McKenzie

Unit Manager Governance and Council Support – Jaimie Thwaites

**OPEN MEETING**

The Mayor opened the meeting at 06:30pm

**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.

Nil declarations were made.

**CONFIRMATION OF MINUTES**

**Confirmation of the minutes for the General Council Meeting held on 11 August 2020**

**Report Reference:** GC200825R01

**Moved Councillor – Matthew Shilling, Seconded Councillor – Joseph Masika**

That the minutes of the General Council Meeting held on 11 August 2020 be taken as read and confirmed.

**Carried Unanimously**

**COMMUNICATIONS****PROCEDURAL MOTION**

**Moved Councillor - Joseph Masika, Seconded Councillor – Nathan Prior**

1. That the Communication Reports be moved en bloc.

**Carried Unanimously**

**ELECTED MEMBER VERBAL COMMUNICATIONS**

6.31pm Councillor – Matthew Shilling left the meeting

6.36pm Councillor – Jason Veliskou entered the meeting

**Elected Member Verbal Communications Report**

**Report Reference:** GC200825R04

**Moved Councillor - Joseph Masika, Seconded Councillor – Nathan Prior**

That Council:

1. Notes the verbal communications provided by Elected Members during this period.

**Carried Unanimously**

**Mayoral Communication Report****Name of Elected Member:** Mayor - Kris Hanna**Report Reference:** GC200825R02**Details**

<b>Date</b>	<b>Event</b>	<b>Comments</b>
31/7/20	Delivery with Warradale Meals on Wheels	
5/8/20	Meeting with Pattriti Wines General Manager	
11/8/20	Channel 7 interview regarding environmentally friendly concrete	For "House of Wellness" program
12/8/20	Southern Region Water Resource (SRWRA) site tour	
12/8/20	Solidarity with Lebanese people event organised by Hon Jing Lee MLC	
13/8/20	Club Marion Committee Meeting	Attended as Council Liaison
13/8/20	Flinders Link site tour	
13/8/20	City of Marion Youth Collective Committee Meeting	
17/8/20	Coastal Walkway Community Update	
19/8/20	LGA Zoom Briefing with Premier and Deputy Premier	

**Moved Councillor - Joseph Masika, Seconded Councillor – Nathan Prior**

That

1. The Mayoral Communication Report be received.

**Carried Unanimously**

**CEO and Executive Communications Report****Date of Council Meeting:** 25 August 2020**Report Reference:** GC200825R03**Details**

<b>Date</b>	<b>Activity</b>	<b>Attended By</b>
29 July 2020	Meeting   Gasparin Group re Seacliff Park Precinct & Utilities Supply (Smart Precinct)	Tony Lines
29 July 2020	Meeting   Adrian Skull, Craig Clarke and Mat Kesting (Adelaide Film Festival)	Adrian Skull
29 July 2020	Meeting   Adrian Skull and Quentin Roberts (Tonsley Future Energy Consortium)	Adrian Skull
30 July 2020	Meeting   Adrian Skull and Chris Menz (Renewal SA)	Adrian Skull
31 July 2020	Meeting   Collaborative Stores Management Scoping with KPMG and Cities of Marion and Charles Sturt	Tony Lines
31 July 2020	Meeting   Housing Renewal Australia re Oaklands Park Precinct Development	Tony Lines
31 July 2020	Presented   City of Port Adelaide Enfield Planning Day	Adrian Skull
3 August 2020	Board meeting   Southern Region Waste Resource Authority (SRWRA)	Sorana Dinmore
3 August 2020	Meeting   Ilia Houridis & Simon Shepherd (Westminster School) re Westminster Reserve	Ilia Houridis
4 August 2020	Meeting   Adrian Skull, Steph Roberts, Scott Ashby and Jordan Littlefair (City of Onkaparinga)	Adrian Skull
6 August 2020	Meeting   Oaklands Park Ministerial DPA, Reference Group Meeting with DPTI and stakeholders	Tony Lines Ilia Houridis

*Minutes of the General Council Meeting held on 25 August 2020*

6 August 2020	Meeting   Adrian Skull (City of Marion) and Adam Faulkner (NAWMA) re MRF	Adrian Skull
6 August 2020	LGA CEO Advisory Group Meeting	Adrian Skull
7 August 2020	Meeting   Adrian Skull, Warwick Deller-Coombs, Alex Wright, Minister Speirs and Mrs Mensitieri re planning matter	Adrian Skull
11 August 2020	Post-engagement debrief – KPMG	Sorana Dinmore
11 August 2020	Meeting   Kim Cheater, PWC re KYAC	Tony Lines
11 August 2020	Meeting   Adrian Skull and John Spoehr (Flinders Uni)	Adrian Skull
12 August 2020	Webinar – KPMG	Sorana Dinmore
12 August 2020	Site Tour of SRWRA with Nicolle Flint MP and the Hon Trevor Evans MP Assistant Minister for Waste Reduction and Environmental Management.	Adrian Skull Sorana Dinmore
13 August 2020	Business women online networking event - Behind Closed doors	Sorana Dinmore
13 August 2020	Site visit - Flinders Link	Sorana Dinmore Tony Lines Ilia Houridis
13 August 2020	Meeting   Youth Collective Committee (YCC)	Tony Lines
13 August 2020	Westminster College - Tour of the new innovation hub	Adrian Skull
14 August 2020	Meeting - Ryan McMahon (City of TTG)	Sorana Dinmore
14 August 2020	Meeting   Cross Council Initiatives with CEO's from City of Marion, City of Charles Sturt and City of Port Adelaide Enfield	Adrian Skull
17 August 2020	Attended   Coastal Walkway Consultation Workshop	Adrian Skull Ilia Houridis



17 August 2020	Meeting   Iliia Houridis, Luigi Rossi & Nick Wotton (Sustainable Infrastructure Systems)	Iliia Houridis
18 August 2020	Presentation on HRIS system - ELMO	Sorana Dinmore
18 August 2020	Meeting   ICT Cross-council collaboration group	Adrian Skull Sorana Dinmore
19 August 2020	Meeting   Irrigation Project Executive Governance with Cities of Marion, Charles Sturt and Port Adelaide Enfield	Tony Lines
19 August 2020	Zoom Meeting   Update from the Premier and Deputy Premier on the COVID-19 pandemic and other matters affecting our sector	Adrian Skull
20 August 2020	Meeting   Tonsley Project Control Group	Iliia Houridis
20 August 2020	Coffee Meeting   Adrian Skull, Scott Ashby (Onkaparinga) and Mark Goldstone (Adelaide)	Adrian Skull
21 August 2020	Meeting   Adrian Skull, Sorana Dinmore and Heather Martens (KPMG)	Adrian Skull Sorana Dinmore

**Moved Councillor - Joseph Masika, Seconded Councillor – Nathan Prior**

That:

1. The CEO and Executive Communication Report be received.

**Carried Unanimously**

**Elected Member Communication Report**

**Name of Elected Member:** Councillor – Raelene Telfer

3/8/20	Marion Museum Report	Mayor and staff to progress Red House extension
4/8/20	Marion Village Museum	Briefing with Committee
5/8/20	Messines Ave, Edwardstown	Met with Cr Mason to look at tree retention
6/8/20	Darlington/Flinders Link	Final Community Liaison Group meeting with DPTI
11/8/20	Warriparinga Ward	Briefing with staff
12/8/20	RSL/VVF Meeting	Car Park design
13/8/20	Flinders Link	Site visit

14/8/20	Cricket balls into Parslow Rd	Marion Cricket and Club with resident representative
18/8/20	Mitchell Park S C Centre	Met Land and Property staff re Management model
19/8/20	Marion Historical Society	Chaired AGM
23/8/20	Marion Village Museum	Tour with my family

6.39pm Councillor – Matthew Shilling re-entered the meeting

## ADJOURNED ITEMS

### Adjourned Item - Vacant / Underutilised Sites

**Report Reference:** GC200825R06

The following is the adjourned motion:

**Moved Councillor - Jason Veliskou, Seconded Councillor – Joseph Masika**

That:

1. Administration works with Ward Members to identify sites in their ward to be reviewed.
2. A report is prepared for Council for discussion at an Elected Member Forum that:
  - Outlines an analysis of vacant and underutilised sites across City of Marion; and
  - Provides analysis of options for Council to encourage owners to develop or beautify their sites
3. The progress and ongoing monitoring for these sites be included as items with in the respective ward briefing for which they are located.

**The mover, with the consent of the seconder, requested and was granted leave of the meeting to vary the motion as follows:**

That: (as varied)

1. Administration works with Ward Members to identify sites in their ward to be reviewed.
2. A report is prepared for Council for discussion at an Elected Member Forum that:
  - Outlines an analysis of vacant and underutilised and unsightly sites across City of Marion; and
  - Provides analysis of options for Council to encourage owners to develop or beautify their sites
3. The progress and ongoing monitoring for these sites be included as

items with in the respective ward briefing for which they are located.

**Carried**

**Adjourned Item - Skorpos Garage**

**Report Reference:** GC200825R05

**Moved Councillor - Bruce Hull, Seconded Councillor - Tim Gard**

That Council:

1. Takes whatever necessary measures including robust legal action if necessary, to finally bring about a satisfactory resolution to the unsightly premises and public eyesore commonly known as the Skorpos Service Station 646 Marion Road, Park Holme. That the resolution to this long standing blight on our landscape be comprehensive and not limited to just graffiti removal.

**Lost**

**Councillor Hull called for a division**

The Mayor declared the vote set aside

**Those For:** Councillors Mason, Hull, Duncan and Gard

**Those Against:** Councillors Masika, Shilling, Clancy, Prior, Telfer and Veliskou

**Lost**

**DEPUTATIONS - Nil**

**PETITIONS - Nil**

**COMMITTEE RECOMMENDATIONS**

**Confirmation of Minutes of the Infrastructure & Strategy Committee Meeting held on 4 August 2020**

**Report Reference:** GC200825R07

**Moved Councillor – Raelene Telfer, Seconded Councillor - Matthew Shilling**

That Council:

1. Receives and notes the minutes of the Infrastructure & Strategy Committee meeting held on 4 August 2020.

2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Infrastructure & Strategy Committee.

**Carried Unanimously**

## **CONFIDENTIAL ITEMS - Nil**

## **CORPORATE REPORTS FOR DECISION**

### **Landlord Consent - St Martin De Porres School - Spinnaker Circuit Reserve, Sheidow Park**

**Report Reference:** GC200825R08

**Moved Councillor - Maggie Duncan, Seconded Councillor - Matthew Shilling**

That Council:

1. Grants Landlord consent to St Martin De Porres School to cover the whole of the licenced area of Spinnaker Reserve in 150mm thick quarry rubble (Option1).

**Carried**

### **City of Marion response to proposed changes to Native Vegetation Regulation 2017**

**Report Reference:** GC200825R09

**Moved Councillor - Raelene Telfer, Seconded Councillor - Maggie Duncan**

That Council:

1. Writes to the Minister for Environment and Water in response to the proposed changes to the Native Vegetation Regulations 2017 (Attachment 1 and Attachment 2) to provide in principle support to the changes proposed in the letter, and providing a copy of Attachment 3.
2. Requests the Minister to consider applying the Native Vegetation Act 1991 to all areas south of Seacombe Road plus the Sturt River open space corridor, subject to the Minister seeking further consultation with the local community.
3. Sends a copy of the response to the Minister for environment and Water to the Minister for Planning.

**Carried Unanimously**

**Draft Disability Action and Inclusion Plan 2020-2024****Report Reference:** C200825R10

**Moved Councillor - Kendra Clancy, Seconded Councillor - Nathan Prior** that formal meeting proceedings be suspended to enable discussion on the item.

**Carried Unanimously**

7.30pm formal meeting proceedings suspended

7.49pm Councillor - Matthew Shilling left the meeting

7.50pm Councillor – Matthew Shilling re-entered the meeting

8.06pm Councillor – Jason Veliskou left the meeting

8.11pm Councillor - Jason Veliskou re-entered the meeting

8.17pm Councillor - Nathan Prior left the meeting

8.18pm formal meeting proceedings resumed

**Moved Councillor - Maggie Duncan, Seconded Councillor - Matthew Shilling**

That Council:

1. Notes Draft Disability Access and Inclusion Plan 2020-2024 (Appendix 1) and that a revised version will be tabled at the September 2020 General Council meeting for public consultation.

**Carried Unanimously**

8.19pm Councillor - Nathan Prior re-entered the meeting

**Smart CoM Strategic Plan****Report Reference:** GC200825R11

The Chair sought and was granted leave of the meeting to correct the title 'Smart Community Strategic Plan' included in the agenda to 'Smart CoM Strategic Plan' in the minutes.

**Moved Councillor – Matthew Shilling, Seconded Councillor - Nathan Prior**

That Council:

1. Note the consultation results, changes to the Smart CoM Strategic Plan and Action Plan items identified within existing resources
2. Endorse the Smart CoM Strategic Plan.

3. Endorse funding of up to \$143,000 for the 2020/21 financial year for the following projects aligned to the Smart Goals and Foundational Principles, funded from the first Budget Review:
  - 3.1. Open Space Monitoring - \$10,000
  - 3.2. Smart Lighting - \$90,000
  - 3.3. Smart Parking - \$43,000

**Carried Unanimously**

### **Woodend Path Naming Competition**

**Report Reference:** GC200825R12

**Moved Councillor - Matthew Shilling, Seconded Councillor - Maggie Duncan**

That Council:

1. Confirms Woodend Way as the name for the path between Woodend Primary School and Berrima Road, Sheidow Park.
2. Writes to the Principal of Woodend Primary School to notify him of the competition winner, and to thank him for the school's participation in the events to celebrate the naming of the path.
3. Writes to the students who entered the competition to thank them for their submissions and to notify them of the winning entry.

**Carried Unanimously**

### **Response to Legislative Review Committee's review of Petition 2 - Planning Reforms**

**Report Reference:** GC200825R13

**Moved Councillor - Nathan Prior, Seconded Councillor - Raelene Telfer**

That Council:

1. Endorse the letter marked as Attachment 1 and supporting documents in Attachment 2 to this Report as a written submission to the Legislative Review Committee's review of Petition 2 - Planning Reform.

**Carried Unanimously**

**Response to Statutes Amendment (Animal Welfare Reforms) Bill 2020****Report Reference:** GC200825R14**Moved Councillor – Matthew Shilling, Seconded Councillor - Kendra Clancy**

That Council:

1. Endorse the letter marked as Attachment 2 to this Report as a written submission to the State Government's Joint Committee on the Statutes Amendment (Animal Welfare Reforms) Bill 2020.

**Carried****Draft City of Marion Asset Management Plans for Community Consultation****Report Reference:** GC200825R15

The Chair sought and was granted leave of the meeting to suspend formal meeting proceedings to enable more discussion on the item:

8.35pm formal meeting proceedings suspended

8.47pm Councillor Veliskou left the meeting

8.50pm Councillor Veliskou re-entered the meeting

9.18pm formal meeting proceedings be resumed

**Moved Councillor – Matthew Shilling, Seconded Councillor - Nathan Prior**

That Council:

1. Endorses stakeholder and community engagement, with the feedback provided at the meeting incorporated, for the:
  - Draft City of Marion Buildings and Structures Asset Management Plan
  - Draft City of Marion Open Space Asset Management Plan
  - Draft City of Marion Coastal Walkway Asset Management Plan
2. The Draft City of Marion Arts, Culture and Heritage Asset Management Plan be discussed at an Elected Member forum.
3. Notes a further report will be presented to Council on 27 October 2020 outlining the outcomes of the stakeholder and community engagement.

**Carried Unanimously**

**CORPORATE REPORTS FOR INFORMATION/NOTING****PROCEDURAL MOTION**

**Moved Councillor – Nathan Prior, Seconded Councillor - Raelene Telfer** that the following items be moved en bloc:

- Work Health & Safety - Monthly Performance Report - July 2020 (Report Reference: GC200825R16)
- Corporate Risk Quarterly Report (Report Reference: GC200825R17)
- Finance Report - July 2020 (Report Reference: GC200825R18)
- Questions Taken on Notice Register (Report Reference: GC200825R19)

**Carried Unanimously**

**Work Health & Safety - Monthly Performance Report - July 2020**

**Report Reference:** GC200825R16

**Moved Councillor – Nathan Prior, Seconded Councillor - Raelene Telfer**

That Council:

1. Notes the report and statistical data contained therein (acknowledging that the dates are incorrect on Page 469 of the agenda and these will be fixed for future reporting).

**Carried Unanimously**

**Corporate Risk Quarterly Report**

**Report Reference:** GC200825R17

**Moved Councillor – Nathan Prior, Seconded Councillor - Raelene Telfer**

That Council:

1. Notes the report including the risk review process, methodology undertaken and the resulting risk movement.

**Carried Unanimously**



**Finance Report - July 2020****Report Reference:** GC200825R18**Moved Councillor – Nathan Prior, Seconded Councillor - Raelene Telfer**

That Council:

1. Receives the report “Finance Report – July 2020”

**Carried Unanimously****Questions Taken on Notice Register****Report Reference:** GC200825R19**Moved Councillor – Nathan Prior, Seconded Councillor - Raelene Telfer**

That Council:

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

**Carried Unanimously****WORKSHOP / PRESENTATION ITEMS - Nil****MOTIONS WITH NOTICE - Nil****QUESTIONS WITH NOTICE****Dog and Cat Registration****Elected Member:** Councillor - Matthew Shilling**Report Reference:** GC200825Q01**Question:**

How many dogs were registered in CoM at the end of the 19/20 and break down of breed? How many cats were voluntarily registered in CoM for the same period?

How many residents refused to pay their registration fees and what actions were taken to ensure they were paid?

**Supporting Information:**

Nil.

**Response Received From:**

Manager Development and Regulatory Services - Warwick Deller-Coombs

**Staff Comments:**

**How many dogs were registered in CoM at the end of the 19/20 and break down of breed?**

13,591 dogs were registered. A breakdown of the dog breeds is

attached. **How many cats were voluntarily registered in CoM**

**for the same period?** 938 cats were recorded in the state-wide

database (DACO) by their owner.

**How many residents refused to pay their registration fees and what actions were taken to ensure they were paid?**

In 2019/2020:

- 3,513 dogs were not re-registered by the due date (31 August 2019), so a reminder notice was sent to dog owners in September 2019.
- If the registration was not paid, the dog owner was issued a late fee of \$15 and Community Safety Inspectors followed up with the dog owner to register the dog.
- If the dog remained unregistered, an expiation notice was issued for unregistered dog (currently \$170 fee).
- For the 1,693 dogs that then remained unregistered, Community Safety Inspectors followed up by phone or site inspection with the owners.
- 103 expiations were issued for dogs that still remained unregistered and these are in the process of being paid, challenged or redirected to relevant residents.

**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 9.26pm

**CONFIRMED THIS 22ND DAY OF SEPTEMBER 2020**

.....

**CHAIRPERSON**

## COMMUNICATIONS

### Mayoral Communication Report

**Date of Council Meeting** 22 September 2020

**Name of Elected Member** Mayor - Kris Hanna

**Report Reference** GC200922R02

#### Details

Date	Event	Comments
26 August 2020	Online meeting with LGA and cross-bench Legislative Councillors	
27 August 2020	CoastFM Interview	
30 August 2020	Marion RSL Annual General Meeting	
30 August 2020	Marion City Lions Inaugural Lunch	Toasted the club, made a donation
2 September 2020	CAP meeting regarding proposed Service Station at Diagonal Road	
5 September 2020	Woodend Path Name Unveiling and Planting Event	Gave speech
5 September 2020	Glengowrie Uniting Netball Club Presentations	
10 September 2020	Marion Sports and Community Club Committee Meeting	
12 September 2020	Hamilton Reserve Official Opening	Unveiled plaque
12 September 2020	Marion RSL Bowling Club Opening and Trophy Day	Gave speech, first bowl of the season
13 September 2020	Cove Tigers Netball Club Presentations	
15 September 2020	Launch of Women's Suffragists Tiled Photo Board Project	
16 September 2020	City of Marion Gap Year Program Presentation at Hamilton Secondary College	

## Deputy Mayor Communication Report

**Date of Council Meeting** 22 September 2020

**Name of Elected Member** Councillor - Matthew Shilling

**Report Reference** GC200922R03

### Details

Date	Event	Comments
2 September 2020	CAP Meeting	Part of meeting as Deputy Council Member
3 September 2020	Planting along Woodend Way path	Represented the Mayor and planted a tree with David Speirs MP, spoke to the group.
8 September 2020	Cove Cobras FC Committee Meeting	Attended as Council Liaison
21 September 2020	Meeting with Amanda Rishworth MP to discuss local issues	Cr Duncan also attended

## CEO and Executive Communications Report

**Date of Council Meeting** 22 September 2020

**Report Reference** GC200922R04

### Details

Date	Activity	Attended By
26 August 2020	Meeting   Donna Fenton (Dell) - CoM IT	Sorana Dinmore
27 August 2020	Meeting   Friends of Sturt River Landcare Group	Tony Lines
27 August 2020	Committee Meeting   Southern Recycling Centre Joint Venture	Sorana Dinmore
28 August 2020	Online Seminar   Her Tech Path - Getting ahead in the tech sector	Sorana Dinmore
1 September 2020	Meeting   KPMG re Internal Audit Stores Management	Tony Lines
1 September 2020	Meeting   Adrian Skull and Wendy Campana	Adrian Skull
2 September 2020	Meeting   Adrian Skull and Shanti Ditter	Adrian Skull
2 September 2020	Meeting   Adrian Skull and David Speirs MP	Adrian Skull
2 September 2020	Meeting   Adrian Skull and Susan Neuhaus	Adrian Skull
3 September 2020	Meeting   Adrian Skull, Mark Withers (PaE) and Paul Sutton (CCS)	Adrian Skull
3 September 2020	Event   Minister Speirs and Woodend Primary School - tree planting at Woodend Way, Sheidow Park	Tony Lines
3 September 2020	Meeting   Peter Harmer (Harmer Consulting), Warwick Deller-Coombs, Stephen Zillante & Ilia Houridis re PDI Impacts	Ilia Houridis
4 September 2020	Cross Council Meeting   PAE, CCS - ICT Program	Sorana Dinmore
4 September 2020	Meeting   Western Adelaide Consultative Group (WACG)	Adrian Skull
5 September 2020	Community Event   Mayor Hanna and Minister Speirs - tree planting and naming of Woodend Way, Sheidow Park	Tony Lines
7 September 2020	Meeting   Housing Renewal Australia re Oaklands Green	Tony Lines
8 September 2020	Meeting   Corey Turner (SCI) and Jeffrey Newchurch re LKCC Management	Tony Lines

9 September 2020	Meeting   Cities of Port Adelaide Enfield, Charles Sturt and Marion with Erika Comrie re Cross Council Civil Service Review	Tony Lines
9 September 2020	Meeting   Alex KerrGrant (CAMMS) - Project management software	Sorana Dinmore
11 September 2020	Presented   LGA Council CEO Forum	Adrian Skull
12 September 2020	Hamilton Reserve official opening	Adrian Skull
14 September 2020	Meeting   Adrian Skull and Dianne Vaneck	Adrian Skull
15 September 2020	Greening Edwardstown tour with Minister Speirs	Adrian Skull
15 September 2020	Meeting   Adrian Skull, Tony Lines, James Holyman and Mayor Alison Nunan (District Council of Robe)	Adrian Skull Tony Lines
16 September 2020	Meeting   Dustin Feneley (FieldForce4) - Productivity software presentation	Sorana Dinmore
16 September 2020	Meeting   Christopher White (Director, Corporate, City of Onk) - Introduction and collab opportunities	Sorana Dinmore
16 September 2020	Network Forum   LG Professionals SA - Innovating the Future	Sorana Dinmore
16 September 2020	Meeting   Philipp Dautel (Renewal SA) & Ilia Houridis re Tonsley	Ilia Houridis
17 September 2020	Meeting   Wade Reynolds (GM Corporate Services, Mitcham) - introduction and collab opportunities	Sorana Dinmore
17 September 2020	Meeting   KPMG - Internal Audit, COVID response and business continuity	Sorana Dinmore
18 September 2020	Meeting   Cross Council Initiatives – CEO Update with City of Marion, City of Charles Sturt and City of Port Adelaide Enfield	Adrian Skull
21 September 2020	AGM & Board Meeting   SRWRA	Sorana Dinmore
21 September 2020	Meeting   Kylie Taylor, Anthea Shem & David Nash (Office of Recreation Sport & Racing), Ilia Houridis, Greg Salmon & Brett Grimm re Marion Regional Centre and Warracowie Way	Ilia Houridis

**ADJOURNED ITEMS - Nil****DEPUTATIONS - Nil****PETITIONS****Petition - Reserve Upgrade - Ludgate Avenue and Phyllis Court Trott Park**

**Originating Officer** Unit Manager Open Space and Recreation Planning - Renee Pitcher

**Corporate Manager** Manager City Activation - Greg Salmon

**General Manager** General Manager City Development - Ilia Houridis

**Report Reference:** GC200922P01

**PETITION FROM:**

Selim Kang - Resident

**NUMBER OF SIGNATORIES:**

21 signatories

**DATE PETITION RECEIVED:**

15 September 2020

**CORRESPONDENCE:**

WE, THE UNDERSIGNED, HEREBY PETITION the City of Marion Council to upgrade the reserve located on the corner of Ludgate Avenue and Phyllis Court in Trott Park. Despite the potential to be utilised as a recreational venue, it is currently underused due to poor maintenance. The increasing number of young families on the streets and in the neighbourhood is calling for more amenities to be installed such as shades, play and fitness equipment and BBQ facilities on the premise.

**ORIGINATING OFFICER COMMENTS:**

On the 23 June 2020 (GC200623R18), Council adopted an Open Space Plan identifying open space upgrades for the next 8 years (with review after 4 years). Link: <https://www.marion.sa.gov.au/things-to-do/parks-and-playgrounds/strategic-frameworks-1/open-space-framework>

This Open Space Plan does not identify any upgrades for Phyllis Court Reserve due to the proximity to Barton Drive Reserve, a Neighbourhood Level playground which is located approximately 250 metres away and was upgraded in 2012.

Link: <https://www.marion.sa.gov.au/things-to-do/parks-and-playgrounds/barton-drive-reserve>

This approach is consistent with Council's Playground Framework (Policy) which is aimed at providing quality access, safety and a distribution of playgrounds. The Playground Framework states that playgrounds will be provided within approximately 500m walking distance to dwellings or will average provision of one playground per 1,000 residents.

Link: <https://www.marion.sa.gov.au/things-to-do/parks-and-playgrounds/strategic-frameworks-1/playground-framework>

Hugh Johnson Reserve is a planned Regional Playground Upgrade planned for construction in 21/22 and is located approximately 750 metres away.





The level of service requested in the petition is for a Neighbourhood level facility which costs \$235,500 to construct and \$17,000 per annum ongoing to maintain. The adopted Open Space Plan has committed Council's delivery resources to capacity for the first 4 years, so any decision to build an additional playground in that period will require the delay of another endorsed playground.

A customer event has been raised to review the maintenance of Phyllis Court Reserve; it's irrigation score is 5 and therefore not irrigated.

## **RECOMMENDATION:**

**That Council:**

- 1. Notes the petition and comments provided by Administration.**
- 2. The head petitioner be advised that Council has noted the petition.**

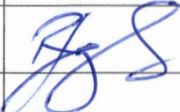

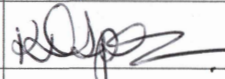
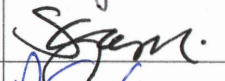




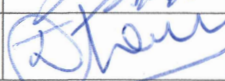

## **ATTACHMENTS:**





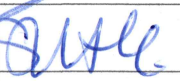


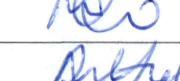
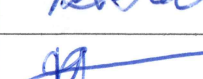
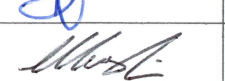
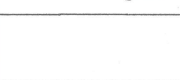
#	Attachment	Type
1	GC200922P01 - Petition - Reserve Upgrade - Ludgate Avenue and Phyllis Court Trott Park - Petition	PDF File

# PETITION

## TO THE CITY OF MARION COUNCIL

**WE, THE UNDERSIGNED, HEREBY PETITION** the City of Marion Council to upgrade the reserve located on the corner of Ludgate Avenue and Phyllis Court in Trott Park. Despite the potential to be utilised as a recreational venue, it is currently underused due to poor maintenance. The increasing number of young families on the streets and in the neighbourhood is calling for more amenities to be installed such as shades, play and fitness equipment and BBQ facilities on the premise.

Name	Address	Signature	Comment	Date
Ryan Langley	18 Ludgate Ave, Trott Park			12/8/20
Se Lim Kang	18 Ludgate Ave, Trott Park			12/8/20
Kristin Sprackman	20 Ludgate Ave, Trott Park		Swing, shade, bbq.	13/8/20
Sokunthea Crasquin	16 Ludgate Ave, Trott Park			13/8/20
RYAN SPRACKMAN	20 LUDGATE AV, TROTT PARK			15/8/20
CHARU CHAWLA	14 LUDGATE AVE, TROTT PARK		Swings, play equipment.	18/8/20
SCOTT FORT	15 LUDGATE AVE, TROTT PARK		Swings, PLAY GROUND.	21/8/20
NORA WALLACE	22 Ludgate Court Trott Pk			23/8/20
TERRY ROBB	22 Ludgate Court TROTT PK			23/8/20
Jitesh Chawla	14 Ludgate Av. Trott Park 5158		Swings/slides bbq/shade	23/8/20

Name	Address	Signature	Comment	Date
Matthew Dockett	7 Ludgate Ave		Playground would be awesome	25/8/20
Lucy Dockett	"		Switz family suburb	23/8/20
Jodie Lees	68 LEMON RD TROTT PK		playground	23/8/20
Ian Lees	68 Lemon road Trott Park		BBQ	23/8/20
S. Harris Evans	5 Ludgate Ave Trott Park.		Playground, better lawn shade, (not as keen on a BBQ)	23/8/20
Alb Rinder	9 Ludgate AVE TROTT PARK		Play <sup>children</sup> area for	23/8/20
Heylan	11 Ludgate ave Trott Park		Play ground	23/8/20
Nickieah	11 Ludgate Ave Trott Park		playground.	23/8/20
Denise Ford	18 Hessing cres. Trott Park		shade table p-ground	23/8/20
Kate Hosford	81 Ragamuffin Dr Hallett Cove		The more playgrounds <sup>the</sup> better!!	25/8/20
Michael Garskin	16 Ludgate Ave Trott Park		Would get used more with some equipment.	27/8/20

## COMMITTEE RECOMMENDATIONS

### Confirmation of the minutes for the Urban Planning Committee Meeting held on 1 September 2020

<b>Originating Officer</b>	Development Officer - Planning - Kai Wardle
<b>Corporate Manager</b>	Manager Development and Regulatory Services - Warwick Deller-Coombs
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922R05

### REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes from the Urban Planning Committee meeting held on 1 September 2020.

### EXECUTIVE SUMMARY

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

#### Reports for Discussion

- Warradale - Potential Character Zone
- Planning Reforms Update

#### Reports for Noting

- Development Plan Amendments Update

### RECOMMENDATION

That Council:

1. Receives and notes the minutes of the Urban Planning Committee meeting held on 1 September 2020.
2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Urban Planning Committee.

### Attachment

#	Attachment	Type
1	UPC200901 - Final Minutes	PDF File





## **MINUTES OF THE UPC200901 - URBAN PLANNING COMMITTEE MEETING**

**Tuesday, 01 September 2020 at 06:30 PM**

**Council Administration Centre, 245 Sturt Road, Sturt**



**PRESENT****Committee Members**

His Worship the Mayor Kris Hanna  
 Councillor Ian Crossland (Chair)  
 Councillor Nathan Prior  
 Councillor Joseph Masika  
 Councillor Maggie Duncan

**In Attendance**

Raelene Telfer	Councillor
Adrian Skull	Chief Executive Officer
Ilia Houridis	General Manager City Development
Alex Wright	Team Leader - Planning
Stephen Zillante	Team Leader - Building
David Melhuish	Senior Policy Planner
Kai Wardle	Development Officer - Planning

**OPEN MEETING**

The Chair opened the meeting at 06:32 PM

**KAURNA ACKNOWLEDGEMENT**

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

**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 were made.

**CONFIRMATION OF MINUTES****Confirmation of the minutes for the Urban Planning Committee Meeting held on 14 July 2020**

**Report Reference:** UPC200901R01

**Moved Councillor Duncan, Seconded Councillor Masika**

That the minutes of the Urban Planning Committee Meeting held on 14 July 2020 be taken as read and confirmed.

**Carried Unanimously**

## **BUSINESS ARISING - Nil**

## **CONFIDENTIAL ITEMS - Nil**

## **REPORTS FOR DISCUSSION**

### **Warradale - Potential Character Zone**

**Report Reference:** UPC200901R02

The Chair invited the Senior Policy Planner to present and elaborate on the report. A photographic montage of original and infill housing in the relevant area of Warradale was presented to the Committee with commentary from the Senior Policy Planner.

The Committee discussed the report. It was questioned whether further consultation could be undertaken within the relevant area, to which the Senior Policy Planner advised there would likely be timing issues with the implementation of the Planning and Design Code.

The Committee discussed that a more holistic approach to analysing potential character policy areas across the Council area would be more beneficial to the greater Council area. Some members expressed concern that a more holistic approach would take time.

### **Moved Councillor Masika, Seconded Councillor Crossland**

1. Recommends that Council continue advocating for the site dimension and design policy associated with the current Marion Plains Policy Area to be retained in the northern part of Council, with Plan SA and the State Planning Commission, consistent with its submission to the State Government.
2. Recommends that dependent on the final outcomes of the Planning and Design Code implementation, Council investigates the appropriateness of the given residential zoning and determines whether any future Code Amendments should be pursued.

### **Amendment:**

### **Moved Councillor Prior, Seconded Mayor Hanna**

That the Urban Planning Committee:

1. Recommends that Council continue advocating for the site dimension and design policy associated with the current Marion Plains Policy Area to be retained in the northern part of Council, with Plan SA and the State Planning Commission, consistent with its submission to the State Government.
2. Recommends that Council consider initiating consultation of residents with regards to the potential character policy area defined by the north-western section of Warradale bounded by Diagonal Road to the west, Oaklands Road to the north, Buckingham Avenue to the east, and Kent Avenue to the south.

**The Amendment Was lost**

**The original motion:****Moved Councillor Masika, Seconded Councillor Crossland**

1. Recommends that Council continue advocating for the site dimension and design policy associated with the current Marion Plains Policy Area to be retained in the northern part of Council, with Plan SA and the State Planning Commission, consistent with its submission to the State Government.
2. Recommends that dependent on the final outcomes of the Planning and Design Code implementation, Council investigates the appropriateness of the given residential zoning and determines whether any future Code Amendments should be pursued.

**Carried****Planning Reforms Update****Report Reference:** UPC200901R03

General Manager City Development provided a verbal update of administration's progress with regards to sourcing information about the Planning Reforms.

The Committee questioned what Council are doing to inform the public of Council's position and role with regards to the proposed policy changes of the Planning Reforms. General Manager City Development advised that there are limited process-based options available to Council for negotiating policy outcomes.

**Moved Mayor Hanna, Seconded Councillor Prior**

That the Urban Planning Committee:

1. Recommend Council undertake a short-term media campaign seeking to influence the State Government to accept Council's position in relation to residential development in the Council area.
2. Recommend Council writes to the Minister for Planning and Local Government detailing the City of Marion's support for a collaborative approach to finalising the Planning and Design Code taking into account Council's practical suggestions for improvement.

**Carried Unanimously****REPORTS FOR NOTING****Development Plan Amendments Update****Report Reference:** UPC200901R04

The Committee suggested investigating policy changes to allow for mixed use or improved development outcomes for non-residential sites in the Council area, in particular those along Marion Road.



Action: General Manager City Development to provide the Committee with a scoping report on the matter at a later date.

It was suggested that the Committee consider other similar opportunities which could be suggested for further investigations.

The Urban Planning Committee notes the report.

## **WORKSHOP / PRESENTATION ITEMS - Nil**

## **OTHER BUSINESS**

Action: Administration to provide the Committee with a report at the next meeting, which compares the current and future process and Council's level of involvement with certain examples of common development applications, with a particular focus on developments which are at variance to the relevant criteria.

Action: Administration to write to the State Government requesting they release a practice direction with regards to minor variations under the new system.

A concern was raised that the new planning system shall reduce minimum car parking requirements. The Committee discussed the balance between car parking requirements and encouraging alternate modes of transport.

## **MEETING CLOSURE**

**MEETING CLOSURE** - Meeting Declared Closed at 08:00 PM

**CONFIRMED THIS xx DAY OF xx**

.....

**CHAIRPERSON**

## Confirmation of the Minutes for the Special Review and Selection Committee Meeting held on 15 September 2020

<b>Originating Officer</b>	Manager Corporate Governance - Kate McKenzie
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922R06

### REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes from the Special Review and Selection Committee meeting held on 15 September 2020.

### EXECUTIVE SUMMARY

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

#### Confidential Items

- FAC Independent Member

### RECOMMENDATION

That Council:

1. **Receives and notes the minutes of the Review and Selection Committee meeting held on 15 September 2020.**
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	RSC200915 - Final Minutes	PDF File



## **MINUTES OF THE RSC200915 - REVIEW AND SELECTION COMMITTEE**

**Tuesday, 15 September 2020 at 05:30 PM**

**245 Sturt Road Sturt**



## **PRESENT**

### **Elected Members**

His Worship the Mayor Kris Hanna

Councillors Kendra Clancy, Luke Hutchinson (Via zoom)

### **In Attendance**

Chief Executive Officer

Adrian Skull

Manager Corporate Governance

Kate McKenzie

## **OPEN MEETING**

The Mayor opened the meeting at 05:37 PM

## **KAURNA ACKNOWLEDGEMENT**

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

## **CONFIRMATION OF MINUTES**

Nil

## **BUSINESS ARISING**

Nil

**CONFIDENTIAL ITEMS****Cover Report - FAC Independent Member****Report Reference:** RSC200915F01**Moved Councillor Clancy, Seconded Councillor Hutchinson**

That pursuant to Section 90(2) and 90(3)(a) of the Local Government Act 1999, the Review and Selection Committee orders that all persons present with the exception of the following persons: Adrian Skull, Steph Roberts, Tony Lines and Kate McKenzie, be excluded from the meeting as the Committee receives and considers information relating to the recruitment of an independent member for the Finance and Audit Committee upon the basis that the 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 relates to the personal affairs of any persons.

**Carried Unanimously**

5.37 pm the meeting went into confidence

6.06 pm the meeting came out of confidence

**OTHER BUSINESS****MEETING CLOSURE**

Meeting Declared Closed at 06:06 PM

**CONFIRMED THIS 3RD DAY OF NOVEMBER 2020**

.....

**CHAIRPERSON**

**CONFIDENTIAL ITEMS****Cover Report - Revitalisation of the Edwardstown Employment Precinct - Creative Coworking Space**

<b>Originating Officer</b>	Unit Manager Economic Development - Donna Griffiths
<b>Corporate Manager</b>	Manager City Activation - Greg Salmon
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922F01

**RECOMMENDATION**

That pursuant to Section 90(2) 3(b) (i) and (ii) and 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, Tony Lines, Ilia Houridis, Sorana Dinmore, Craig Clarke, Donna Griffiths, Greg Salmon , Jaimie Thwaites and Victoria Moritz, be excluded from the meeting as the Council receives and considers commercial information relating to the Revitalisation of the Edwardstown Employment Precinct, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to commercial information, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party and would on balance be contrary to the public interest.

## Revitalisation of the Edwardstown Employment Precinct - Creative Coworking Space

### 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 - Mitchell Park Redevelopment - Pre-tender estimate**

<b>Originating Officer</b>	Project Design Advisor - Birgit Stroeher
<b>Corporate Manager</b>	Manager City Activation - Greg Salmon
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922F02

**RECOMMENDATION**

**That pursuant to Section 90(2), 90(3)(b) (i) and (ii) and (3)(k) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Ilia Houridis, Tony Lines, Sorana Dinmore, Greg Salmon, Birgit Stroeher, Craig Clarke, Jaimie Thwaites and Victoria Moritz, be excluded from the meeting as the Council receives and considers information relating to the Mitchell Park Redevelopment - Pre-tender Estimate, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to the pre-tender estimate for the carrying out of works and disclosure of the information 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.**



## Mitchell Park Redevelopment-Pre-tender estimate

### CONFIDENTIAL

#### Reason For Passing This Resolution:

**Local Government Act (SA) 1999 S 90 (2) 3(k):** tenders for the supply of goods, the provision of services or the carrying out of works.

**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 - Westminster Reserve

<b>Originating Officer</b>	Manager City Property - Thuyen Vi-Alternetti
<b>Corporate Manager</b>	Manager City Property - Thuyen Vi-Alternetti
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922F03

### RECOMMENDATION

That 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, Ilia Houridis, Tony Lines, Sorana Dinmore, Thuyen Vi-Alternetti, Craig Clarke, Jaimie Thwaites and Victoria Moritz, be excluded from the meeting as the Council receives and considers information relating to the report Westminster Reserve, 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.

## Westminster Reserve

### 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 - Edwardstown Soldiers Memorial Recreation Ground Management Request for Proposals

<b>Originating Officer</b>	Community Facilities Planner - Sean O'Brien
<b>Corporate Manager</b>	Manager City Property - Thuyen Vi-Alternetti
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922F04

### RECOMMENDATION

That pursuant to Section 90(2) 3(b) (i) and (ii) and 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, Tony Lines, Ilia Houridis, Sorana Dinmore, Craig Clarke, Thuyen Vi-Alternetti, Mark Hubbard, Jaimie Thwaites and Victoria Moritz, be excluded from the meeting as the Council receives and considers information relating to Edwardstown Soldiers Memorial Recreation Ground Management Request for Proposals, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to commercial information, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party and would on balance be contrary to the public interest.

## Edwardstown Soldiers Memorial Recreation Ground Management Request for Proposals

### 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 - Confirmation of Confidential Minutes of the Special Review and Selection Committee meeting held on 15 September 2020**

<b>Originating Officer</b>	Manager Corporate Governance - Kate McKenzie
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922F05

**RECOMMENDATION**

**That pursuant to Section 90(2) and 90(3)(a) of the Local Government Act 1999, Council orders that all persons present with the exception of the following persons: Adrian Skull, Ilia Houridis, Sorana Dinmore, Tony Lines, Craig Clarke, Jaimie Thwaites and Victoria Moritz, be excluded from the meeting as Council receives and considers information relating to the Confidential Minutes of the Special Review and Selection Committee Meetings held on 15 September 2020 upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to the personal affairs of any persons.**

**Confirmation of Confidential Minutes of the Special Review and Selection Committee meeting held on 15 September 2020**

**CONFIDENTIAL**

**Reason For Passing This Resolution:**

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

## CORPORATE REPORTS FOR DECISION

### Grant For Food Waste Recycling Program

<b>Originating Officer</b>	Education Officer Waste & Recycling - Allison Byrne
<b>Corporate Manager</b>	Manager Engineering, Assets and Environment - Mathew Allen
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922R07

### REPORT OBJECTIVE

The purpose of this report is to seek endorsement for:

- Implementation of an area-wide distribution of kitchen caddies and compostable liners to 40,500 households in the City of Marion.
- A grant application to Green Industries SA in their Kerbside Performance Plus Food Organics Incentive Program 2020/21 to support delivery of an area-wide food waste recycling program in Marion.
- A once-off budget allocation (subject to successful grant application) to support the area-wide food waste recycling program.

### EXECUTIVE SUMMARY

In 2012, the City of Marion launched its food waste recycling program to divert household waste from landfill (GC240712R03). This program has been supported by three previous grants from Green Industries SA (GISA), totalling \$31,589, which has supported Marion's funding of \$66,312 to date for the provision of kitchen caddies to residents on an opt-in basis. Approximately 8,000 residents have collected a kitchen caddy since 2012, however food waste diversion in Marion remains low at 5%.

Due to the sharply rising costs of waste disposal, the investment for expanding this program to all households at an upfront cost to Council of \$202,500 (ex GST) and supported by a GISA grant of \$382,725 is anticipated to yield significant ongoing savings on landfill gate fees (refer Attachments 1 and 2). Environmental benefits are also significant with the potential to divert up to 2,400 tonnes of food waste per year from landfill to recycling, and reduction of methane gas emissions.

### RECOMMENDATION

**That Council:**

1. **Notes that the Kitchen Caddy business case, which outlines an additional Council expenditure of \$192,500 in 2020/21 will repay itself by 2022/23, and thereafter result in waste disposal savings of approximately \$200,000 per annum.**
2. **Endorses an area-wide roll-out to 40,500 households of ventilated kitchen caddy and compostable liners by 30 June 2021 with the aim of reducing food waste sent to landfill (subject to a successful grant application).**
3. **Applies for \$382,725 in the next round of the Green Industries SA Kerbside Performance Plus Food Organics Incentive Program 2020/21 to support the area-wide food waste recycling program.**





4. **Endorses an allocation of an additional \$192,500 for the implementation of a Council-wide distribution of kitchen caddies, to be funded in 2020/21 from identified cash savings following the completion of the 2019/20 audited financial statements.**
5. **Undertakes a review of the performance of the food waste recycling system within 12 months of service commencement to meet the requirements of the funding agreement.**
6. **Endorses the allocation of budget in 2021/22 onwards for the ongoing purchase of compostable bags to maintain household participation rates, noting the savings on landfill disposal costs (detailed in Attachment 2).**

## GENERAL ANALYSIS

The City of Marion is committed to minimising waste to landfill and adopting best practice technologies and methods for recycling of green waste and other waste. Provision of waste management services is one of Council's largest expenses at approximately 13% of the annual budget, with high community expectations and legislative requirements to deliver this service.

South Australia's Draft Waste Strategy 2020-2025 has a diversion target of 70% for metropolitan municipal solid waste, and to achieve this target more measures are needed to reduce the volumes of food waste going to landfill and increase uptake of diversion systems in households. Addressing food waste therefore continues to be a key focus of GISA.

When food breaks down in landfill, it is a slow process and releases harmful methane gases into our atmosphere. It is estimated that for every 1kg of food in landfill, it creates 1.9kg CO<sub>2</sub>-equivalent. Food waste is a valuable resource which can be turned into nutrient-rich compost for gardens. The Kerbside Bin Audit conducted for the City of Marion in September 2019 provides up-to-date information on the current composition of residual waste bins in Marion. The City of Marion achieves above the state average in the overall diversion of waste to recycling and organics, however food waste remains high in Marion's kerbside waste bins at 2.5kg per household per week and makes up approximately 35% of waste to landfill. Food waste diversion remains very low at only 5%. A summary of key information from the audit report is provided in Attachment 3.

### Costs of Food Waste

The cost to dispose of waste to landfill in South Australia is approximately five times higher than the cost per tonne for organics processing.

If all organic material could be diverted to commercial composting, this could potentially save Council approximately \$805,210 per year (after the organic processing costs). Realistically 100% diversion is unlikely, however, even if 20% of organic material was diverted, this would save Council \$161,000 per year on disposal costs.

### Kitchen Caddies and Compostable Liners

A kitchen caddy takes all kinds of food scraps, including bread, seafood and meat scraps and bones, egg shells, cheese, cooked leftovers and even facial tissues, paper towel and hair. Once the kitchen caddy is full, both the compostable bag and contents can be placed directly into the organics bin.

For the past 7 years the City of Marion has made available a free kitchen caddy with a roll of 75 bags for collection from Council, with replacement rolls of compostable bags available for residents to purchase at the following prices:

- roll of 75 liners \$6.50
- roll of 100 liners \$8.50

Since 2013 the uptake of kitchen caddies has been in the vicinity of 8,000 caddies (we only offer solid caddies, with an average uptake of around 1,000 caddies each year), with a regular sale of the rolls of compostable bags from the customer service centre and libraries.

City of Marion was one of the first metropolitan councils to adopt a food waste recycling system in South Australia after the trials concluded. The opt-in method was chosen with the aim to revisit this when more conclusive information became available on the costs and benefits of each method for consideration to investing in a Council-wide service (refer GC240712R03).

There is a mixture of approaches to food caddy systems across metropolitan Adelaide, including five councils that have implemented an area-wide roll-out (refer Attachment 4). Two additional metropolitan councils will commence an area-wide roll-out later this year. Due to the varied approaches across metropolitan Adelaide, administration staff are regularly asked by residents why the rolls of bags are not issued free like in some other Councils. (This was based on the previous decision of Council on 24 July 2012).

While it is estimated that approximately 18% of Marion households place some food waste in their organics bin (based on Council bin inspection data), most households are also placing food waste in their general waste bin. Therefore higher participation rates are needed in order to achieve higher rates of food waste diversion and disposal cost savings.

Data supplied by three councils that completed area-wide roll-outs in 2012 - 2014 indicate that approximately 30% food waste diversion was achieved within the first 12 months of roll-out to all households and the participation rate was around 40-50%. There has been a slight decrease over 6-8 years where these Councils now have an average of 24% food waste diversion and approximately 30-40% household participation. These figures form a reliable basis for estimating the costs and savings associated with a Council-wide roll-out of food waste systems in the City of Marion.

### **Kerbside Performance Plus Food Organics Incentives Grant Program**

GISA's *Kerbside Performance Plus Food Organics Incentives Program* assists councils to implement sustainable and efficient food organics recycling systems with a focus on kitchen caddy and compostable liners.

This year GISA has increased the incentives available through this grant program and will meet the full cost of compostable liner bags when offered with a ventilated kitchen caddy. Previously their maximum incentive was 50% funding, however the revised incentive increases GISA funding to 65% of the initial roll-out costs.

With the improved funding available from GISA this year, Council now has the opportunity to provide all households with a ventilated kitchen caddy, roll of compostable liners and education flyer, free of charge and delivered to the household (refer Attachment 5). There will be no upfront cost to Council in supplying the compostable bags which presents significant savings to Council with the initial roll-out costs.

### **Ventilated kitchen caddy**

A key criteria of the grant is the provision of ventilated caddies rather than the solid container design currently provided in Marion.

Ventilated caddies allow the food waste to lose moisture through evaporation, which reduces weight and subsequent organics processing costs. Airflow also reduces the likelihood of the material starting to decompose anaerobically, reducing the risk of unpleasant odours. The moisture that can accumulate in the bottom of solid caddy designs is typically avoided.

The downside is that the ventilated caddies must always be used with compostable liners. Issuing every resident with a ventilated caddy will likely set expectations of ongoing resupply of liners for those that actively use the caddy system. If the project aims are realised this will be a worthwhile ongoing investment.

### **Grant Application**



An application for \$382,725 (ex GST) funding under the GISA Kerbside Performance Plus Food Organics Incentives Program 2020-21 will be made to subsidise 65% of the cost of delivering an area-wide food waste recycling system to all households in the City of Marion.

Receipt of the incentive will be dependent on Council allocating funding of \$202,500 for a city-wide roll-out of kitchen caddies to improve our diversion of food waste in 2020/21.

The GISA grant agreement will also include financial support towards system costs (to continue supplying free compostable bags to households) in each subsequent year for up to five years.

While Council incurs annual costs for the provision of free compostable bags for residents to collect from Council facilities once a year after the initial roll-out, these costs would be outweighed by the savings Council can expect to see from reduced landfill volumes. The estimated savings on waste disposal costs following the area-wide roll-out of food waste systems are conservative estimates and the actual savings realised may be greater. Refer to Attachment 2 for further detail on the annual costs and savings to maintain the performance of the food waste system.

### **Communication and Consultation**

If supported, project management of the area-wide roll-out can be accommodated within existing staff work plans.

A Communications Plan will be developed to guide the delivery of information to residents and promotional campaign messages via digital and print media before, during and after the roll-out of food waste systems to all households (refer Attachment 5).

### **Benefits of Area-Wide Food Waste Recycling Program**

The City of Marion is committed to providing realistic waste management options that encourage ongoing reductions of waste, reducing impact on landfill and recovering resources for reuse. This commitment is strongly aligned with State and National policies and strategies.

While there will never be 100% of households using a kitchen caddy, increasing our incentive to the community by delivering the caddies to households and continuing to supply the compostable bags free of charge overcomes two barriers currently impacting on uptake of food waste recycling practices by Marion households.

In addition to the financial benefits of food waste going to compost rather than landfill, the environmental benefits of food waste diversion are significant. It is estimated that in the first year after roll-out of food waste systems, approximately 1,800 tonnes of food waste will be diverted, which equates to greenhouse gas emission reduction of approximately 3,420 tonnes CO<sub>2</sub>-equivalent. Not only is less methane produced, additional resource recovery yields circular economy benefits.

It is recommended that an area-wide roll-out is implemented to increase landfill diversion rates, which in turn reduce methane emissions and waste disposal costs.

### **Valuing Nature:**

VN7 We will encourage our community to minimise waste going to landfill, and we will adopt best practice technologies and methods for recycling of green waste and other waste.

### **Risk management**

There is a low level risk that the provision of kitchen caddies to all households will not achieve the estimated rates of waste diversion from landfill. This risk will be mitigated by:

- development of a sound communications plan in the months leading up to and following the delivery of kitchen caddies to households,

- continuous provision of free compostable bags to residents to support their ongoing participation.

<b>Timeline</b>	GISA grant guidelines require the roll-out to be delivered by 30 June 2021
<b>Current Budget Allocation</b>	\$10,000 ex GST
<b>Proposed Future Budget Allocation:</b>	\$202,500 ex GST (including current budget of \$10,000)
<b>Whole of Life Costs:</b>	-\$215,259 (over 5 years)
<b>Other Funding Sources:</b>	Green Industries SA Kerbside Performance Plus Food Organics Incentives Grant of \$382,725

### Attachment

#	Attachment	Type
1	Attachment 1 - Cost of food waste system rollout	PDF File
2	Attachment 2 - Annual costs for food waste recycling program	PDF File
3	Attachment 3 - Kerbside bin audit findings	PDF File
4	Attachment 4 - Metropolitan Adelaide food waste systems	PDF File
5	Attachment 5 - Image of food waste system for area-wide rollout and communication planning	PDF File

## Attachment 1

### Breakdown of costs for area-wide rollout of food waste systems

The figures listed are preliminary quotes. Final costs will be determined through the procurement process.

All figures have been independently reviewed by Finance.

Expenditure Item	Unit cost (ex GST)	GISA funding	Cost to Council	Total cost
Ventilated kitchen caddy	\$5.00	\$101,250	\$101,250	\$202,500
Roll of 75 compostable bags	\$4.45	\$180,225	nil	\$180,225
Assembly and delivery to doorstep	\$4.00	\$81,000	\$81,000	\$162,000
Education (brochure & bin sticker)	\$1.00	\$20,250	\$20,250	\$40,500
<b>Totals</b>		<b>\$382,725</b>	<b>\$202,500*</b>	<b>\$585,225</b>
% of total funding		65%	35%	

\* The cost to Council of \$202,500 includes the \$10,000 existing budget for food waste systems.

#### Assumptions

- 40,500 households serviced (rounded forecast for 2020/21).
- Unit cost of approximately \$14.50 ex GST for kitchen caddy + roll of compostable bags, educational brochure and bin sticker, and includes delivery to household.
- Leftover caddies from the rollout will meet any ad hoc needs for additional caddies within the first 5 years of rollout (eg for new residents, requests from small businesses).

#### Grant conditions

- A contribution towards the cost of a food waste system - up to 50% of cost of containers and education material included with containers at the time of distribution.
- A satisfactory performance report is due 12 months after the system has been rolled-out in order to be eligible for future grants.
- Financial support towards the system costs (up to \$3 per tenement per annum) will also be available for up to five years, subject to a performance target being met. The support payments will be withdrawn at such time compostable bags are readily available in fresh food retail outlets for residents to access.
- GISA meeting the full cost of compostable liner bags delivered to all households in a geographic area using the ventilated food waste systems.

## Attachment 2

### Costs and savings to maintain area-wide food waste systems

The following figures have been independently reviewed by Finance.

	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>5-year total</b>
	2020/21	2021/22	2022/23	2023/24	2024/25	
GISA funding	\$382,725	\$51,030	\$35,721	nil	nil	\$469,476
Annual Council Budget Requirement	\$202,500	\$145,800	\$119,070	\$128,466	\$53,460	\$649,296
Landfill savings	\$19,087	\$247,314	\$247,314	\$201,302	\$149,539	\$864,555
Annual cost	\$183,413	- \$50,484	- \$128,244	- \$72,836	- \$96,079	- \$215,259
<b>Cumulative cost to Council</b>	<b>\$183,413</b>	<b>\$81,899</b>	<b>- \$46,345</b>	<b>- \$119,181</b>	<b>- \$215,259</b>	

#### Assumptions

- Year 1 landfill savings are calculated for 4 weeks as rollout will occur near the end of the financial year.
- Approximately 8% participation drop-off each year based on experience of other council areas, affecting landfill savings over the years.
- GISA expects that by 2023 they will not need to continue providing incentives, as more residents will get their free compostable bags from fresh food outlets rather than councils.

## Attachment 3

### Findings from the City of Marion Kerbside Bin Audit

In August 2019 Rawtec undertook a kerbside domestic waste audit of general waste, co-mingled recycling and organics bins from 200 tenements in the City of Marion. The methodology was based on the South Australian Government's *Guide to Kerbside Performance Reporting* (Zero Waste SA, 2007).

The principal outcome from the audit sought by City of Marion was to gain accurate, reliable and consistent data on the performance of the three-bin kerbside collection system. This assists Council in better understanding the community's waste profile and provides a snapshot of the community's recycling behaviour.

A report has been provided which compares key findings of this audit with the results of the previous 2015 audit prepared by APC Consulting.

Overall waste generation has increased per household per week. The greatest opportunity for improvement is food waste diversion, which is most of the unrecovered organic material and 35% of the general waste stream by weight.

### Key results

**Overall waste generation** – The average Marion household produces 17kg of waste per week (garbage, recycling and organics). This has increased from 15.7kg per week in 2015.

**General waste generation** – The average household produces 7.2kg of general waste per week, which has slightly increased from 6.6kg in 2015.

**Composition of the general waste stream** – The general waste stream is primarily food waste at 35%, which is a significant increase from 26% in 2015. This equates to 2.52kg of food waste per household per week, up from 1.7kg per household per week in 2015. An additional 15% of the general waste bin by weight is recyclables that could be disposed to the co-mingled recycling bin.

**Diversion** – The diversion rate of 58% is in line with the 2015 audit. This is well above the state average of 50%.

**Recycling contamination** – Contamination in the co-mingled recycling is 20% in 2019, which is slightly higher than 19% in 2015. The top three contaminants by weight are mixed recycling in plastic bags (7%), general waste that is loose and in plastic bags (4%) and soiled paper/ cardboard (2%).

**Organics contamination** – The contamination rate is low and what would be acceptable at commercial compost facilities, at 1.4%. In 2015 the contamination rate was 1.9%.

**Food waste diversion** – 5% of food waste is discarded into organics bins, compared with 4% in 2015.

## Attachment 4

## Metropolitan Adelaide Council Food Waste Systems 2019-20

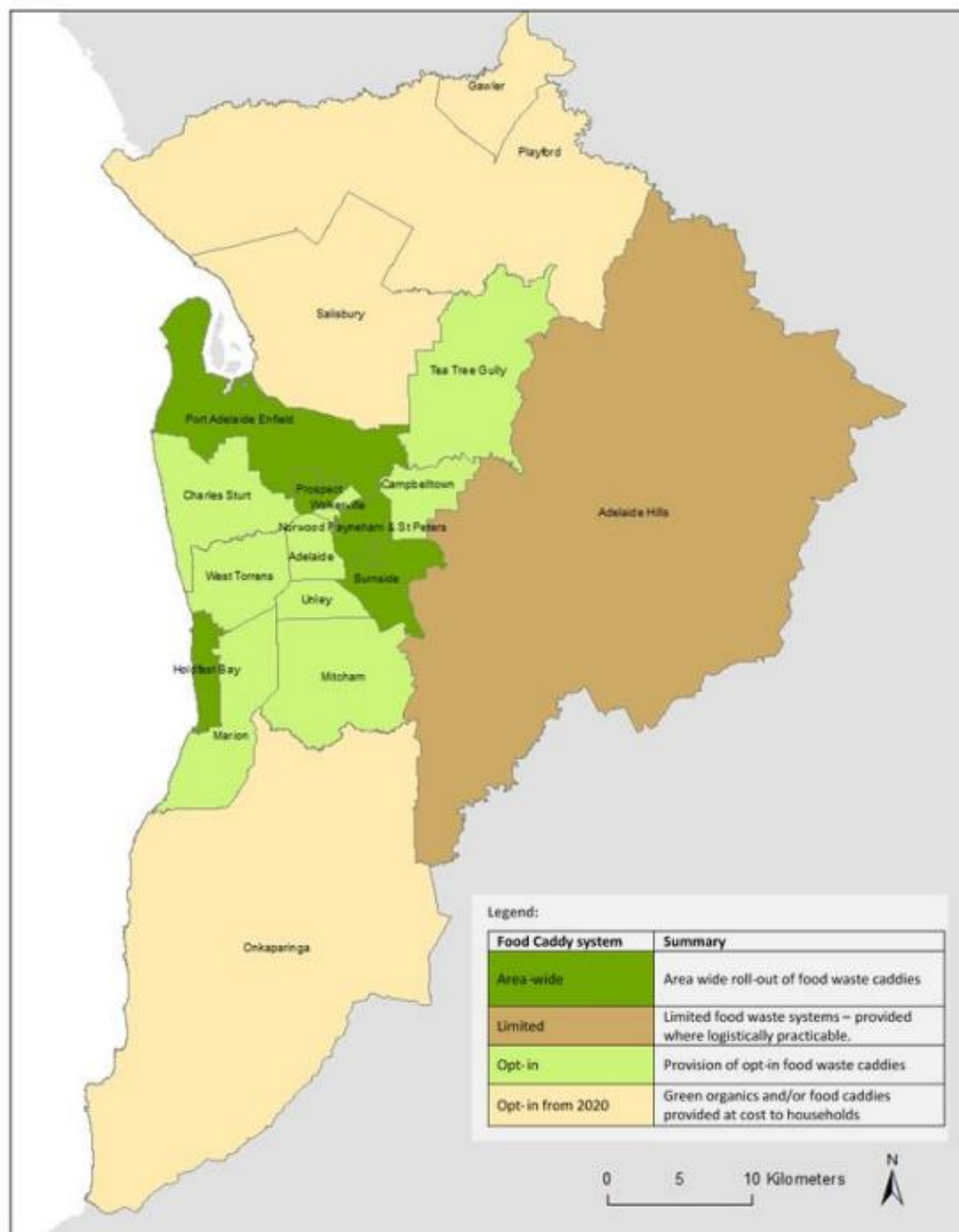


Figure 2. Metropolitan Adelaide Council Food Collection System, 2019-20

Source: Green Industries SA (2020). *Valuing our Food Waste - South Australia's strategy to reduce and divert household and business food waste: Consultation Draft*, Adelaide, Australia, p. 14.



## Attachment 5

### Food waste system for area-wide rollout



Image: ventilated caddy, roll of compostable bags, educational material.

## Communication Plan

A comprehensive communication plan will be developed in the months leading up to the rollout of food waste systems, including:

- social media and Council website
- rates notice flyer inserts
- City Limits article
- FAQ resources
- digital signboards
- street banners
- Customer Service Centre support for common questions
- school and community recycling education programs

## Expansion of Sports in Reserves

<b>Originating Officer</b>	Team Leader - Vibrant Communities - Jacqui Clark
<b>Corporate Manager</b>	Manager Community Connections - Liz Byrne
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922R08

### REPORT OBJECTIVE

To seek Council's endorsement to expand sports and physical activity programs in various reserves across the City of Marion, for 12 months from January until December 2021.

### EXECUTIVE SUMMARY

The expansion of Sports in Reserves program across the City of Marion is based on the concept of the Rajah Reserve program that has been successful since its introduction in 2014.

Council wishes to see a similar sports program, for young people and school aged children between 5 to 18 years of age, delivered evenly across the city throughout a number of the Council wards. The utilisation of reserves will depend on the suitability and the infrastructure available to support the activity/program.

Allocation of funding will allow a 12 month pilot project to provide data and determine uptake of this program before Council makes an ongoing commitment.

### RECOMMENDATION

**That Council:**

- 1. Endorses additional funding of \$15,000 to be funded from savings in the first budget review in 2020/21, and \$15,000 as part of the Annual Business Plan and Budget in 2021/22 to support the expansion of Sports in Reserves pilot program.**
- 2. Endorses Administration to implement the Sports in Reserves program for a 12-month period from January to December 2021.**
- 3. Receives a report about the Sports in Reserves program in January 2022.**

<b>Liveable:</b>	L1 - We will make our services, facilities and open spaces more accessible.
<b>Connected:</b>	C1 - We will provide a variety of options for social interaction.
<b>Opportunities:</b>	There is potential to provide pathways for young people to local sporting clubs after participating in the Sports in Reserves program.
<b>Timeline</b>	12 months based on the calendar year.
<b>Current Budget Allocation</b>	\$6,000 (\$3,000 current Vibrant Communities budget & \$3,000 contributed by Roger Rasheed Foundation).



**Proposed Future Budget Allocation:** \$30, 000

## **DISCUSSION**

Administration applied for a grant to Wellbeing SA to support this program however were advised on 2 September 2020 that we were unsuccessful. To that end additional funds will be required to ensure a successful implementation of the Sports in Reserves program.

### **Sports in Reserves – Implementation:**

A Pilot Program will be modelled on the current Rajah Sports program:

- The program will run throughout the school year commencing in January and concluding in December 2021.
- Each program will consist of 2 activities per week over approximately 8 weeks every term.
- Each program will also include 1 to 2 school holiday sessions in Terms 1, 2 and 3.
- Delivery of a total of 6 programs within the calendar year, costing \$6,000 per program.
- Total cost of 6 programs = \$36,000. (Inclusive of the Rajah Sports program – current funding shared between Roger Rasheed Foundation and City of Marion - \$3,000 each.)
- Sport activities would be varied and include both mainstream and non-mainstream sports and physical activity opportunities that will cater for a wide range of interests.
- Proposed programs on offer would include but not limited to: Soccer, AFL, skateboarding, roller skating, cycling, BMX, basketball, tennis, volleyball, tee ball.
- The program would also incorporate Come'n'Try in partnership with local clubs and associations.

Regular feedback would be sought from young people to identify sport and activity preferences and this would guide the programming that will occur.

Locations of programs will be shared equally across the City of Marion's wards. Reserves will need to be suitable for the activity/program that is delivered. This may mean that multiple reserves are utilised dependant on the infrastructure available to support each program.

Additional budget for these programs would need to be incorporated into the 2021/22 budget.

COVID-19 restrictions may delay the start-up and/or limit certain activities able to be delivered in the reserves. Program decisions and facilitator implementation will be in alignment with current government advice.

Administration will implement a pilot project throughout one school calendar 12 month period, with a review of the outcomes presented to Council after project end date. Administration will collate project data, measure demographics and outcomes for Council's consideration to allocate an ongoing budget.

Target audience for these activities in reserves will be school aged children and young people, aged 5 to 18 years.

## Neighbourhood Centres - Extended hours

<b>Originating Officer</b>	Manager Community Connections - Liz Byrne
<b>Corporate Manager</b>	Manager Community Connections - Liz Byrne
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922R09

### REPORT OBJECTIVE

To inform Council of the outcomes of the extended opening hours trial of the City of Marion Neighbourhood Centres between October 2019 and March 2020 and to seek Council's approval to increase the operating hours at the centres and therefore actioning two of the recommendations from the Neighbourhood & Community Centres Service Review Report, May 2020.

### EXECUTIVE SUMMARY

At a General Council meeting in May 2019 (GC190528R10) Council resolved to trial opening three Neighbourhood and Community Centre sites - Cooina, Glandore and Trott Park for one night each week from 4.00 pm - 7.00 pm during daylight savings months, October 2019 to March 2020. Council supported the trial with additional funding for staffing and programs.

It is now recommended to undertake a trial at Cooina during non-daylight savings months to test the ongoing desire for extended opening hours all year round. Data also indicates support to continue with extended opening hours at the three centres during daylight savings months with increased promotion of the service offerings.

If Council supports the extension of opening hours at the City of Marion Neighbourhood & Community Centres then two of the recommendations from the Service Review Neighbourhood & Community Centres Report, May 2020 will be achieved.

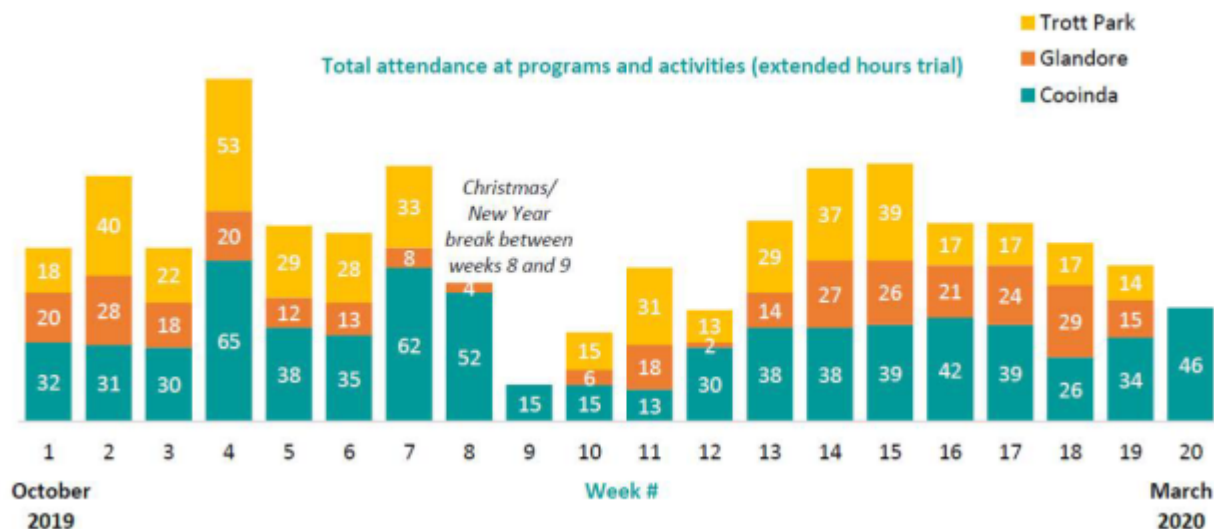
### RECOMMENDATION






**That Council:**

- 1. Endorses the ongoing extension of opening hours at three of Marion's Neighbourhood Centres for one night each week (all year round at Cooina and day light savings months for Glandore and Trott Park).**
- 2. Endorses additional funding of \$40,000 for a staff salary component (two staff members - required for HSE) of 15 hours per week during daylight savings and 5 hours per week in non-daylight savings months, to be funded from savings in the first budget review in 2020/21, and then considered as part of the Annual Business Plan and Budget from 2021/22 onwards.**
- 3. Endorses funding of \$10,000 for programs, to be funded from savings in the first budget review in 2020/21, and then considered as part of the Annual Business Plan and Budget from 2021/22 onwards.**

### GENERAL ANALYSIS

As per the CoM Business Plan 2019-2023 (Project 10), the Neighbourhood and Community Centres trialled the implementation of extended operating hours at three centres. The trial occurred during daylight savings months (October 2019 - March 2020), finishing one week earlier than planned due to the COVID-19 pandemic. The centres were open until 7pm at Cooninda (Tuesdays), Glandore (Wednesdays) and Trott Park (Thursdays). Various programs and activities were run from each centre with food/meals also available.



	 No. of programs and activities offered (total)	 Attendance at programs and activities (total people)	 Greatest attended programs and activities (total)	 Food/meals provided (total)	 Drop ins/phone calls (total)
Cooninda	56	720	English class (280)	636	73
Glandore	41	305	Yoga (118)	95	40
Trott Park	31	452	Hip Hop (267)	9	104
<b>TOTAL</b>	<b>128</b>	<b>1,477</b>	<b>NA</b>	<b>740</b>	<b>217</b>

The extended hours trial was completed in March 2020, finishing one week earlier due to the COVID-19 pandemic to ensure public safety. Cooninda and Trott Park had the highest attendance during the trial. The community meal at Cooninda was very popular and one occasion saw over 45 people attend to share an evening meal together. Elected Members also had one occasion to attend the community meal, this was a positive experience and allowed Members an opportunity to interact with people who were in attendance.

A sample of stories that the team heard from the community:

- Elizabeth, a 19 year old Venezuelan girl who lives by herself signed up as a volunteer with Cooninda. Her first day was in November 2019. Whilst cooking the BBQ with the other volunteers she said "I am so happy, it feels like I am home with all of my family. I want to do this every night. Thank you".

- A Youth Mini Market was held in December 2019 saw 35 people attend and 5 people took away more information about other centre programs.
- One outcome from the Youth Mini Market was that one person (after the market) took her leftover cupcakes into town. While buying from a shop she mentioned that she had made cupcakes that morning for a market, the shop owner asked for a sample. The owner then asked the young person to bring some food into her shop as a trial to sell in her Cafe.
- Hip Hop parents were thrilled to have a Christmas Party after the last session to mingle with other parents. "Awesome" was a quote from one of the mums.

**Liveable:**

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

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

**Engaged:**

E1 - We will increasingly use data and community responses to understand our community values and then we will deliver what they want.

E4 - We will ensure that our community is well informed about the services we provide.

**Connected:**

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

**Timeline**

Extended opening hours will occur at three sites - Cooina, Glandore and Trott Park during daylight savings months and will commence in October 2020. Extended hours at Cooina will also occur during non-daylight savings months in 2021 (April to September) and this will test the ongoing desire for all year round.

**Proposed Future Budget Allocation:**

\$50,000 to be included in the 2020/2021 first budget review and in the Annual Business Plan and Budget thereafter.

**Whole of Life Costs:**

\$50,000 ongoing to be included in the neighbourhood centres budget to cover staffing and some programs.



## Draft City of Marion Art, Culture and Heritage Asset Management Plan for Community Consultation

<b>Originating Officer</b>	Unit Manager Asset Solutions - Brendon Lyons
<b>Corporate Manager</b>	Manager Engineering, Assets and Environment - Mathew Allen
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922R10

### REPORT OBJECTIVE

The purpose of this report is to seek endorsement from Council to undertake stakeholder and community engagement on the:

- Draft City of Marion Artworks, Culture and Heritage Asset Management Plan

### RECOMMENDATION

**That Council:**

- 1. Endorses stakeholder and community engagement for the draft City of Marion Artworks, Culture and Heritage Asset Management Plan.**

### DISCUSSION

The City of Marion owns and manages a large and diverse asset portfolio, valued at over \$1 billion. Our assets enable the provision of services to the community and businesses for current and future generations. Assets play a vital role in the local economy and on our residents' quality of life.

Council's assets range from roads and footpaths, to buildings, playgrounds, barbecues, shelters, vehicles, machinery, stormwater drains and Arts and Heritage items. In addition, we receive a number of "gifted" assets from State Government and developers which attract ongoing operational and maintenance costs over their life.

The South Australian Local Government Act 1999 and its regulations require each council to have Asset Management Plans covering the management of infrastructure and other major assets of the Council for a period of at least ten years. In addition to the legislative requirement, our role is to ensure our assets meet the needs of the community now and into the future.

The City of Marion's vision for Asset Management is "To maintain the City of Marion's assets to agreed levels of service which maximise community value throughout an asset's life". It is this vision that is driving Asset Management improvement at the City of Marion.

#### What are our Asset Management Obligations

Under the Local Government Act 1999 [Chapter 8, Part 1, Section 122 (1)(1a)], Council is required to develop and adopt Asset Management Plans (AMPs). These AMPs form part of Council's strategic documentation and are required to be reviewed as soon as practicable after adopting the Council's annual business plan for a particular financial year; and in any event, within 2 years after each general election of the Council [Chapter 8, Part 1, Section 122 (4)(a)(b)]. This means that the City of Marion is required to adopt a suite of AMPs by November 2020.



In addition, under the Local Government Act 1999 [Chapter 4, Part 5, Section 50], Council is required to provide a reasonable opportunity for interested parties to provide feedback for a minimum period of 21 days.

Following on from the Elected Member Forum on 8 September 2020, the Snapshot of Draft City of Marion Arts, Culture and Heritage Asset Management Plan (Attachment 1) and the Draft City of Marion Arts, Culture and Heritage Asset Management Plan (Attachment 2) are the final tranche of Asset Management Plans seeking endorsement for community engagement.

#### Public consultation

Community and stakeholder engagement on this Asset Management Plan will be focussed on the snapshot (attachment 1) and undertaken for the period 24 September to 15 October 2020. The draft plan and opportunity for comment will be available on the 'Making Marion' website. Opportunities inviting interested parties will be advertised on social media directing readers to Council's website.

Any feedback from the community consultation process will be considered and will inform the Asset Management Plan to be presented for Council's consideration and adoption at the General Council meeting to be held on 27 October 2020.

#### **Attachment**

#	Attachment	Type
1	Attachment 1 - Snapshot of Draft Artworks Culture and Heritage Asset Management Plan	PDF File
2	Attachment 2 - Draft City of Marion Artworks Culture and Heritage Asset Management Plan	PDF File





# ARTWORKS, CULTURE AND HERITAGE ASSETS

Your feedback will help shape the development of our Asset Management Plans so that we offer the right levels of service for our assets for the future.

The key questions are:

- **How well do they perform?**
- **Are they delivering our Community Levels of Service?**
- **What can be improved?**



Find out more and provide feedback at  
**[makingmarion.com.au](http://makingmarion.com.au)**

Comments close on 22 September 2020.

**Artworks, culture and heritage assets contribute to the unique identity of the City of Marion, and reflect the development of the community, its diversity and its history.**

## MAKING MARION MEMORABLE AND ENGAGING

Public art contributes to a sense of place creating a more attractive urban environment which reflects local character, community pride, ownership, sense of place and community identity.

The Council Art Collection comprises purchases and donations of art that are recognised as having lasting value to the City and reflecting the diversity of the community past and present.

Marion City Band provides opportunities for musical growth and development to youths and adults alike through four ensembles. Council supports the Band with purchase and management of their musical instrument collection.

Civic regalia (e.g. the Mayoral Robes) and corporate gifts form a small collection.

The Marion Heritage Research Centre collection while not having great commercial value is of significant importance to the Marion community for their historic and cultural value as evidence and as a rich resource for current and future researchers of Marion's history.

## WHAT YOU TOLD US

Council uses a range of activities to engage with the community and stakeholders such as Social Media, Community Workshops and Meetings, Education Services, our website and via our Elected Members. Community engagement is underway on our Public Art Guidelines 2020 - 2028.

The Improvement Plan includes an action to investigate the feasibility of adding additional questions to Council's future Community Satisfaction Surveys.

## HOW WE HAVE LISTENED

By listening and understanding what is important to you, we have developed Community Levels of Service:

<b>SAFETY</b>	Provide a safe public realm and open space network for enjoyment by members of the public
<b>QUALITY</b>	Provide quality artwork
<b>FUNCTION</b>	Contributes to a sense of place, sensitive to the on-going cultural significance and stories of the land
<b>CAPACITY</b>	Access to Public Art is a feature of the public realm across the City
<b>SUSTAINABILITY</b>	Operational requirements are safely and effectively met, whilst minimising impact on the environment

We will optimise our spending through better asset management to deliver these service levels in the most affordable and efficient way.

This Plan is a first step towards improved asset management for our Artworks Culture and Heritage assets. As such several improvements have been identified.

Future versions of this Plan will be informed by the improvement actions identified.

## WHAT WE ARE DELIVERING

Incorporate Public Art in Open Spaces, Community Facilities, Sports and Recreation facilities and Public Infrastructure across the City.

Endorse Public Art Guidelines 2020-28.

Deliver a three-year program to promote the use of stobie poles and utility boxes as a setting for community art within improved streetscapes.

Manage a portfolio of artworks and items of cultural and heritage significance to the Marion community.

Explore options to increase community access to the City of Marion Art Collection.

Add to the collections of public art, visual and multimedia art, and culturally significant artefacts as opportunities arise.

Consider including the Marion Heritage Research Centre Collection within this Asset Management Plan. The collection is of significant historic and cultural importance to the Marion community and is a rich resource for current and future researchers of Marion's history.



# ARTWORKS CULTURE AND HERITAGE ASSET MANAGEMENT PLAN

## EXECUTIVE SUMMARY

### Assets covered by this plan



Public Art	- Gross replacement cost	\$1.23M
Portable Art Collection	- Fair value	\$0.16M
Band Instruments	- Gross replacement cost	\$0.33M
Uncertain asset data		

### What it will cost over the 10-year planning period



Planning and Creation	\$0.375M
Operations and Maintenance	\$0.130M
Renewal	\$0.000M
Total	\$0.505M

The Marion Heritage Research Centre collection is not included within this Plan

### Levels of Service



- Provide a safe public realm and open space network for enjoyment by members of the public
- Provide quality artwork
- Contributes to a sense of place, sensitive to the on-going cultural significance and stories of the land.
- Regular upkeep of artworks in accordance with specific guidelines established in consultation with the works' originators

Funding levels are sufficient to continue to provide identified Community Levels of Service

### Risk Management



Controls are in place to manage risks  
Funding levels are sufficient to continue to manage risks in the medium term

### Future Demands managed through ongoing monitoring



- Community Expectations
- Demand for quality open space and public realm
- Assuming care and control of Public Art incorporated in State Government-initiated infrastructure

### Improvement Plan



- Endorse Public Art Guidelines
- Consider including the Marion Heritage Research Centre Collection within this Asset Management Plan
- Improve documentation of procedures for ongoing management of Artworks, Culture and Heritage assets



# DRAFT Artworks, Culture and Heritage Asset Management Plan 2020 - 2030





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## DATA SOURCES

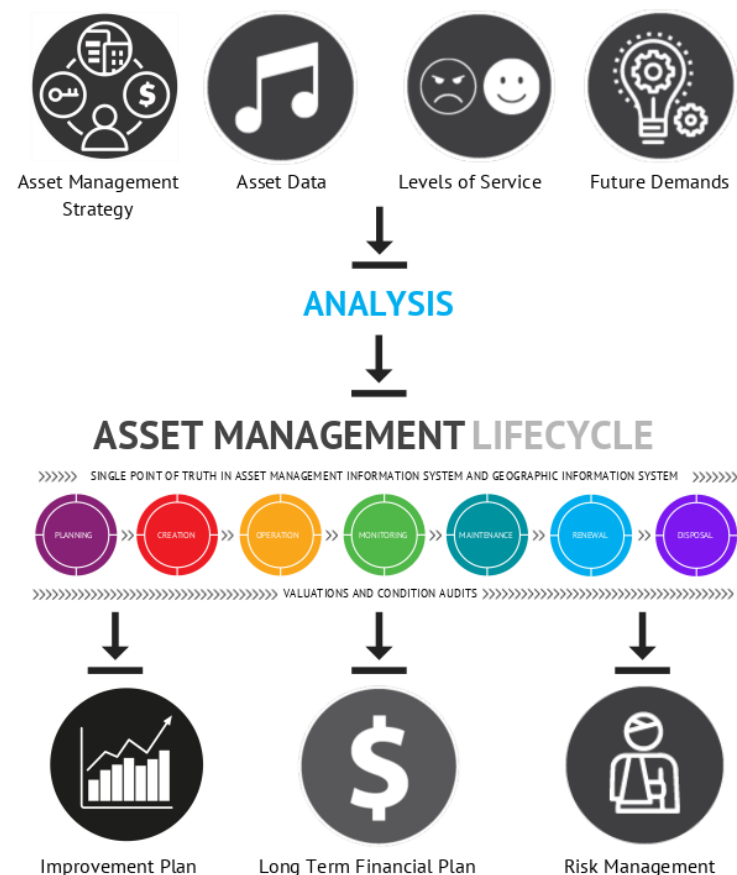
JLL Council Valuation Data 2018  
CoM Draft Public Art Guidelines 2020-2028

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IPWEA, 2008, 'NAMS.PLUS Asset Management', Institute of Public Works Engineering Australasia, Sydney, [www.ipwea.org/namsplus](http://www.ipwea.org/namsplus).

IPWEA, 2015, 2nd edn., 'Australian Infrastructure Financial Management Manual', Institute of Public Works Engineering Australasia, Sydney, [www.ipwea.org/AIFMM](http://www.ipwea.org/AIFMM).

IPWEA, 2015, 3rd edn. 'International Infrastructure Management Manual', Institute of Public Works Engineering Australasia, Sydney, [www.ipwea.org/IIMM](http://www.ipwea.org/IIMM).



# 1 - INTRODUCTION

## What is this plan about?

The City of Marion is custodian of a portfolio of artworks and items of cultural and heritage significance to the Marion community. This group of assets contribute to the unique identity of the City of Marion, and reflect the development of the community, its diversity and its history.

This comprises the following categories of items:

- Public art (fixed works)
- Visual, sculptural and multimedia artworks (portable works - the 'art collection')
- Cultural items relating to the role of Mayor
- Cultural items owned by Council for the use of Community Organisations (e.g. Marion City Band Instruments)
- Cultural and heritage items of significance to the community donated for archiving and research (Marion Heritage Research Collection)



*Hallett Cove One Million Years*, Cove Civic Centre

Artists: Stephen Whittington, Margit Bruenner, Sebastian Tomczak, 2015

Photo: City of Marion



*e.v.a.*, Morphetville Park Sports and Community Centre

Artist: Michael Kutschbach, 2020

Photo: S. Noonan

### What is asset management?

Asset management is about how assets are “looked after”, both on a day-to-day basis (maintenance, monitoring and operation) and in the medium-to-long term (planning, creation, renewal and disposal).

### What will we do?

A significant part of Council’s annual spend is devoted to the repair, maintenance and upgrade of the assets which deliver safe and sustainable services to the community. Council will continue to invest in these assets as cost effectively as possible whilst considering beneficial advancements in technology.

This plan has been aligned with Council’s Asset Management Policy (2018) and Asset Management Strategy (2019). Any upgrades or new asset expenditure will require Council prioritisation.

Council recognises that climate change is likely to affect asset life and functionality. We are exploring what we can do to make artworks, culture and heritage assets more environmentally sustainable and resilient to climate change.

### What can you do?

Better understanding of community needs can help us improve user experience, attract more users and provide services more efficiently.

Council will be pleased to consider your thoughts on the issues raised in this plan and suggestions on how we may change or reduce the mix of services to ensure that the appropriate level of service can be provided to the community within available funding.

## 2 - EXECUTIVE SUMMARY

### ARTWORKS CULTURE AND HERITAGE ASSET MANAGEMENT PLAN

### EXECUTIVE SUMMARY

#### Assets covered by this plan



Public Art	- Gross replacement cost	\$1.23M
Portable Art Collection	- Fair value	\$0.16M
Band Instruments	- Gross replacement cost	\$0.33M
Uncertain asset data		

#### What it will cost over the 10-year planning period



Planning and Creation	\$0.375M
Operations and Maintenance	\$0.130M
Renewal	\$0.000M
Total	\$0.505M

The Marion Heritage Research Centre collection is not included within this Plan

#### Levels of Service



- Provide a safe public realm and open space network for enjoyment by members of the public
- Provide quality artwork
- Contributes to a sense of place, sensitive to the on-going cultural significance and stories of the land.
- Regular upkeep of artworks in accordance with specific guidelines established in consultation with the works' originators

Funding levels are sufficient to continue to provide identified Community Levels of Service

#### Risk Management



Controls are in place to manage risks  
Funding levels are sufficient to continue to manage risks in the medium term

#### Future Demands managed through ongoing monitoring



- Community Expectations
- Demand for quality open space and public realm
- Assuming care and control of Public Art incorporated in State Government-initiated infrastructure

#### Improvement Plan

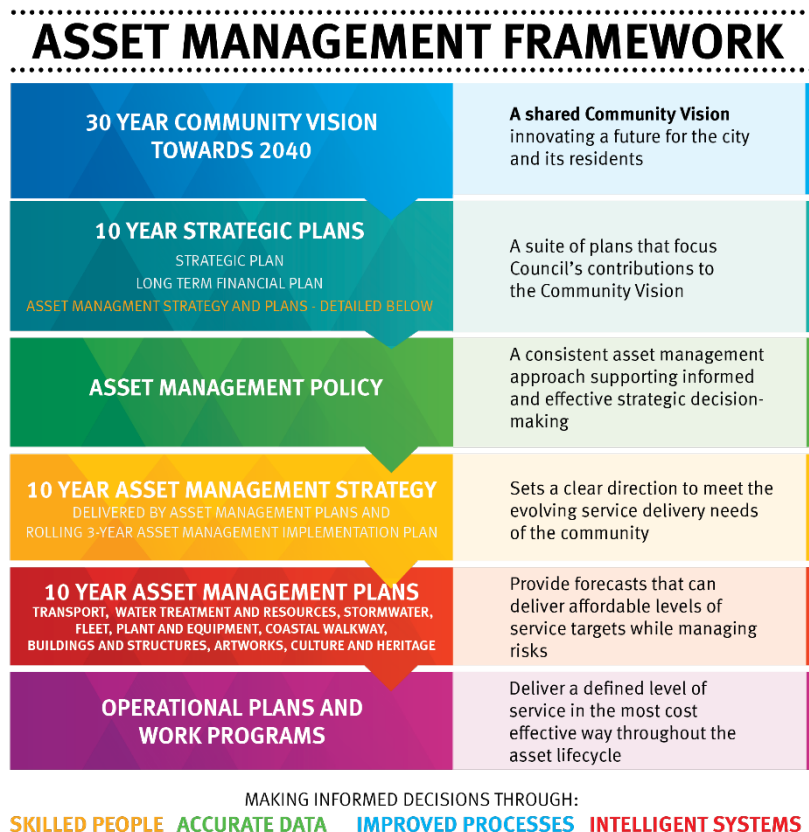


- Endorse Public Art Guidelines
- Consider including the Marion Heritage Research Centre Collection within this Asset Management Plan
- Improve documentation of procedures for ongoing management of Artworks, Culture and Heritage assets



### 3 - WHY WE NEED A PLAN

*“Good asset management is critical for a high performing Council. Investing in People, Data, Process and Systems enables effective and informed decision-making and optimises community outcomes”* Brendon Lyons, Unit Manager Asset Solutions



The Asset Management Framework aligns Council's asset portfolio to meet the service delivery needs of our community.

Council's purpose is:

**To improve our residents' quality of life; continuously, smartly and efficiently**

The City of Marion Asset Management vision is:

**To maintain our assets to agreed levels of service which maximise community value throughout an asset's life**

Supported by four Strategic Objectives:

- 1. MAXIMISE COMMUNITY VALUE**
- 2. DELIVER AGREED LEVELS OF SERVICE**
- 3. INFORMED DECISION MAKING**
- 4. OPTIMALLY MANAGED**

This Asset Management Plan reflects and responds to change It is based on the format recommended in Section 4.2.6 of the *International Infrastructure Management Manual* (IPWEA 2015).

This plan is driven by the priorities of Council's Strategic Plan, the Asset Management Policy and Asset Management Strategy. It is funded by the Long Term Financial Plan and Annual Business Plan.

The effectiveness of this Asset Management Plan is measured annually through the following key performance indicators:

KEY PERFORMANCE INDICATOR
<p><b>Asset Renewal Funding Ratio</b></p> <p>Calculated by measuring capital expenditure on renewal and replacement of assets relative to the Infrastructure and Asset Management Plan required expenditure.</p> <p>This indicates whether Council is renewing or replacing existing non-financial assets in accordance with its future Asset Management renewal requirements</p>
<p><b>Asset Management Maturity Assessment</b></p> <p>Assessed against the Institute of Public Works Engineering Australasia (IPWEA) National Asset Management Strategy (NAMS) targets.</p> <p>The maturity scale builds from 1 - Aware to 3 - Core Maturity to 5 - Advanced Maturity</p>

## 4 - WHAT ASSETS WE HAVE

Assets exist to meet community needs and support the delivery of services to the service levels adopted by Council. This group of assets contribute to the unique identity of the City of Marion, and reflect the development of the community, its diversity and its history.

The City of Marion Community Vision 2040 describes a shared vision of a city that is liveable, valuing nature, engaged, innovative, prosperous and connected. Public art contributes to this vision and can make a city memorable, stimulating and engaging, thus attracting visitors and locals alike.

The Artworks, Culture and Heritage assets in their current form are listed as follows:

Service Provided	Asset Category	Location	Quantity
Public Art	Individual works	Open space and public realm	137
Art collection (portable)	Individual works	245 Sturt Road and other core Council facilities	273
Cultural Items owned by Council for the use of Community Groups	Individual band instruments	Marion City Band	172
Cultural Items relating to the role of the Mayor	Set of Mayoral Robes	245 Sturt Road	1
Heritage Items	Marion Heritage Research Centre Collection	Marion Heritage Research Centre 245 Sturt Road	Not included

Improvements to the ongoing management of these assets are included in the Improvement Plan.

Detailed documentation of these assets is recorded on a collection of lists namely:

- Spreadsheet record of public artworks,
- Database record for the art collection (artworks housed in the council buildings),
- Spreadsheet record list the ceremonial artefacts (Mayoral regalia)
- Spreadsheet list of musical instruments that are purchased for the Marion City Band that Council owns and insures
- Catalogue record of the Marion Heritage Research Centre

These lists have been used to create a repository of Asset Register data on Artworks, Culture and Heritage which is held in the 'Single Point of Truth dataset awaiting transition to a new asset management data system.

## Public Art

Public art contributes to a sense of place and it is often an indicator of a thriving cultural environment. Art in public places can be chanced upon by accident, enriches our everyday experience, and can be accessed free as a shared experience in public places.

The City of Marion acknowledges that it is situated on the traditional land of the Kaurna people. As such it acknowledges that public space already carries long-held stories and meaning. When developing public art, Council is sensitive to the on-going cultural significance and stories of the land.

Public art may be:

- Permanent and long lasting (usually a minimum of 15 years) using durable material
- Temporary, remaining for a fixed and specified time. Some of these art works are considered as assets, depending on their durability, for the purpose of this Plan.
- Ephemeral, in place for a very brief span or using non-durable materials, performative arts, projections or sound. These artworks are not considered as assets for the purpose of this Plan.

Public art can stand alone and iconic or integrated into the public realm, architectural projects (both inside and outside), streetscapes, walking and cycling trails, playgrounds and reserves. It can also be:

- Site specific - designed specifically for and responsive to, a particular site in regard to scale, material, form, and concept
- Commemorative - acknowledging a specific event or person important to the local community, tell the history of place or connection to country
- Functional - art or design elements integrated into the built or natural environment with a practical purpose such as seating, lighting, furniture, bollards, signage, rubbish bins, landscaping elements, etc. Inside buildings, these elements could include building foyers or reception desks, window treatments, door handles, flooring, signage, lighting, furniture, or façade treatments

The majority of the Public Art Portfolio is installed on Council land. From time to time Council assumes the care and control of Public Art developed by public authorities and installed in other public infrastructure such as major roads and rail infrastructure by agreement with the originating public authority. Current examples include the Darlington Interchange public art (still in construction), Marion Railway Station artwork and the Ascot Park Railway Station mural.

Public Art is also commissioned by Council as part of infrastructure projects on land owned by public authorities for which Council assumes maintenance and control under agreement. Current examples include Mike Turtur Bikeway works: Chain figures, Badges on Poles and Which Way, and Tram top 6 Poetry signage project.

## Art Collection

The Council Art Collection comprises purchases and donations of art that are recognised as having lasting value to the City and reflecting the diversity of the community past and present.

The Art Collection is held in Council's operating premises and stored items kept in secure storage. The management of this collection would benefit from establishment of Collection Guidelines.

### Cultural Items owned by Council for the use of Community Groups

The Marion City Band (the Band) is financially supported by the City of Marion through a five year agreement and an annual subsidy to assist with operational costs and the purchase and maintenance of musical instruments. The Marion City Band Constitution acknowledges that the City of Marion retains ownership of the musical instruments purchased by the Band and therefore the City of Marion will continue to maintain insurance cover for the instruments. An annual instrument list is provided by the Band for this purpose.

The Band instruments of the Marion City Band are owned by the City of Marion. These are on 'long term loan' to the Band. Changes to the instrument collection are considered on advice from the Band leadership. Improvements to the ongoing management of this collection are included in the Improvement Plan.

### Cultural Items relating to the role of the Mayor

A Civic collection owned by the City of Marion includes items such as the Mayoral Robe and cultural objects gifted to the Mayor by visiting dignitaries from other nations (including Sister Cities) and the Armed Forces. These items are regularly assessed for value and insurance purposes.

### Heritage Items

The Marion Heritage Research Collection is accommodated within the Marion Heritage Research Centre at 245 Sturt Road, Sturt. The collection contains over 8,000 catalogued items, including:

- Books relating to heritage (both current to out-of-print)
- Historical data sets
- A full set of the South Australian births, deaths and marriage registrations.
- Archived photographs
- Archived paper records
- Historic maps, plans and ephemera
- A few Special Collections, including the Phelps Collection and the Old Council Equipment Collection.

Donations and acquisitions are subject to a Collection Policy. The digitisation of the collection is ongoing. The collection is not subject to valuation unless specific items are deemed to have particular market value.

While the collection is not of any great commercial value, and as such is not subject to valuation unless specific items are deemed to have particular market value, the items in the collection are of significance to the Marion community for their historic, cultural and research value now and into the future.

Improvements to the documentation of ongoing management of this collection are included in the Improvement Plan.

## Data Quality

Currency and accuracy of asset data is critical to effective asset and financial management. Data confidence is classified on a 5-level scale:

Confidence Grade	Data Confidence	Description
A	Highly reliable data	<ul style="list-style-type: none"> <li>Based on sound records, procedures, investigations and analysis</li> <li>Documented accurately</li> <li>Agreed as the best method of assessment</li> <li>Dataset is complete and estimated to be accurate <math>\pm 2\%</math></li> </ul>
B	Reliable data	<ul style="list-style-type: none"> <li>Based on sound records, procedures, investigations and analysis</li> <li>Documented properly but has minor shortcomings</li> <li>For example, some data is old, some documentation is missing and/or reliance is placed on unconfirmed reports or some extrapolation</li> <li>Dataset is complete and estimated to be accurate <math>\pm 10\%</math></li> </ul>
C	Uncertain data	<ul style="list-style-type: none"> <li>Either based on sound records, procedures, investigations and analysis which is incomplete or unsupported</li> <li>Or extrapolated from a limited sample for which grade A or B data are available</li> <li>Dataset is substantially complete but up to 50% is extrapolated data and accuracy estimated <math>\pm 25\%</math></li> </ul>
D	Very uncertain data	<ul style="list-style-type: none"> <li>Based on unconfirmed verbal reports and/or cursory inspections and analysis</li> <li>Dataset may not be fully complete, and most data is estimated or extrapolated.</li> <li>Accuracy <math>\pm 40\%</math></li> </ul>
E	Unknown	<ul style="list-style-type: none"> <li>Unknown, as none or very little data held</li> </ul>

Data confidence is assessed for asset data used in the preparation of this plan at Level C – Uncertain. Action identified in the Improvement Plan will improve data quality.

All figures in Council's Asset Management Plans are in present value (today's dollars) as a number of factors influence the indexation rates. When incorporating the figures into Council's Long Term Financial Plan, relevant indexations linked to the type of expenditure will be applied.

## 5 - LEVELS OF SERVICE

### Community Levels of Service

Community levels of service are associated with the variety of services provided by Council to our community.

The proposed Levels of Service expected of the Public Art Portfolio are articulated in the draft Public Art Guidelines and associated process maps. These Guidelines include:

- Benefits and Values of Public Art
- Strategic Alignments
- Types of Public Art
- Siting of Public Art
- Development and Commissioning Process
- Themes
- Life Cycle procedures
- Maintenance and Repair of Damaged Artwork
- Removal
- Relocation

	Community Level of Service	Achieved By
<b>Safety</b>	Provide a safe public realm and open space network for enjoyment by members of the public.	Artwork risk assessed to ensure it is safe for community use.
<b>Quality</b>	Provide quality artwork.	Assets are managed and maintained to best practice industry standards and legislation requirements.
<b>Function</b>	Contributes to a sense of place.  Sensitive to the on-going cultural significance and stories of the land.	Provide sufficient assets to meet levels of service Maintaining and referring to the draft Public Art Guidelines. Undertake network and asset analysis to determine where or if a service is required.
<b>Capacity</b>	Access to Public Art is a feature of the public realm across the City.	Assets are designed to cater for current demand Incorporating Public Art in Open Spaces, Community Facilities and Sports and Recreation facilities across the City. Encouraging Public Art to be incorporated in other public infrastructure servicing the City as outlined in the Public Art Guidelines. Assess the asset utilisation and determine if asset requires upgrade or disposal.
<b>Sustainability</b>	Operational requirements are safely and effectively met, whilst minimising impact on the environment.	Environmental performance is considered when commissioning new artworks.

Artwork, Culture and Heritage assets support Council to deliver services to the community. Council uses a range of activities to engage with the community and stakeholders on these services. The Improvement Plan includes an action to investigate the feasibility of adding additional questions to Council's future Community Satisfaction Surveys.

## Technical Levels of Service

This determines the allocation of resources to service activities to best achieve the desired community outcomes and demonstrate effective performance throughout an asset's lifecycle. Council manages and operates assets at the agreed levels of service while managing whole-of-life costs to ensure the best value for resources used.

The following table demonstrates how community levels of service are supported by the assets covered under this Asset Management Plan.

Technical Level of Service	Achieved By
<b>Planning</b> to enrich the public realm experience for current and future generations.	A planned and sustainable process of adding to the collections of public art, visual and multimedia art, and culturally significant artefacts as opportunities arise.
<b>Creation</b> of the asset subject strict accessioning procedure maximising the community value and the sustainability of the permanent collections.	Public Art Assets created in keeping with the draft Public Art Guidelines. Art Collection – received through donation or acquisition, collection rotated. Preparation of Collection guidelines recommended Heritage Collection- subject to Collection Policy Band Instruments determined by the needs of the Band(s) and condition of instrument collection.
<b>Operation</b> of an asset in the manner it was designed to be used for.	Regular upkeep of public artworks in accordance with specific guidelines established in consultation with the works' originators Art collection held in secured premises, or secure storage Heritage Collection: Subject to Collection Policy Band Instruments utilised only by registered members of the Marion City Bands
<b>Monitoring</b> condition, utilisation and recording asset downtime.	Level 1 Inspection – Regular (period depending on the vulnerability of particular assets) Band instruments as reported by Band committee. Explore options to increase community access to City of Marion Art Collection
<b>Maintenance</b> of assets in line with originator's requirements.	Scheduled maintenance of public artworks in accordance with specific guideline, processes and procedures established in consultation with the works' originators. Immediate attention when. risks to structural or artefact integrity become evident. Art Collection: held in secure locations, repairs by appropriately qualified practitioners if damaged Heritage Collection: Subject to Collection Policy Band Instruments maintained by Band committee.
<b>Renewal</b> in accordance with optimum replacement timing principles based on whole of life costs.	Consideration of renewal where repair, damage or deterioration is impractical, along with other alternatives as per the Public Art Guidelines.
<b>Disposal /Removal</b> A work of art may need to be removed from public display for a range of reasons including if restoration is impractical, changes to surroundings impact the work or relevance to the community changes.	Public Art: Removal/ disposal procedures outlined in the draft Public Art Guidelines. Art Collection: Rare but in future to be subject to Collection Guidelines Heritage Collection: Subject to Collection Policy noting that digitisation may allow for ongoing record to be maintained. Band Instruments utilised for their life. Used for teaching or sold and funds utilised for purchase of replacement instruments.



## Legislative Requirements

Council considers the following legislative framework in the management of Artwork, Culture and Heritage assets.

Legislation	Requirement
Aboriginal Heritage Act 1988	Provides for the protection and preservation of Aboriginal heritage and includes legislation governing the discovery, acquisition, damage or sale of sites, objects, or remains of Aboriginal significance
Australian Accounting Standards	Sets out the financial reporting standards relating to the (re)valuation and depreciation of infrastructure assets
Development Act 1993	Sets development and building approval and requirements to control stormwater from developments
Disability Discrimination Act 1992, Disability Inclusion Act 2018 and other relevant disability legislation	Sets the standard for accessibility to eliminate, as far as possible, discrimination against persons on the grounds of disability
Environmental Protection Act 1993	Provides guidelines for protection of the environment; establishes the Environment Protection Authority and defines its functions and powers, amongst other purposes
Local Government Act 1999	Sets out the role, purpose, responsibilities and powers of local governments including the preparation of a Long-Term Financial Plan supported by infrastructure and asset management plans for sustainable service delivery
Local Government (Financial Management and Rating) Amendment Act 2005	Provides impetus for the development of a Strategic Management Plan, comprising an Asset Management Plan and Long-Term Financial Plan
Native Vegetation Act 1991	Provides incentives and assistance to landowners in relation to the preservation and enhancement of native vegetation; it controls the clearance of native vegetation amongst other powers
Work Health and Safety Act 2012 (SA)	Provides guidelines for protection of the health, safety and welfare of persons at work

## 6 - HOW WE PROVIDE THE SERVICE

In simplest terms, asset management is about how assets are ‘looked after’, both on a day-to-day basis (operation, monitoring and maintenance) and in the medium-to-long term (planning, creation, renewal and disposal).

# ASSET MANAGEMENT **LIFECYCLE**

»»»»» SINGLE POINT OF TRUTH IN ASSET MANAGEMENT INFORMATION SYSTEM AND GEOGRAPHIC INFORMATION SYSTEM »»»»»

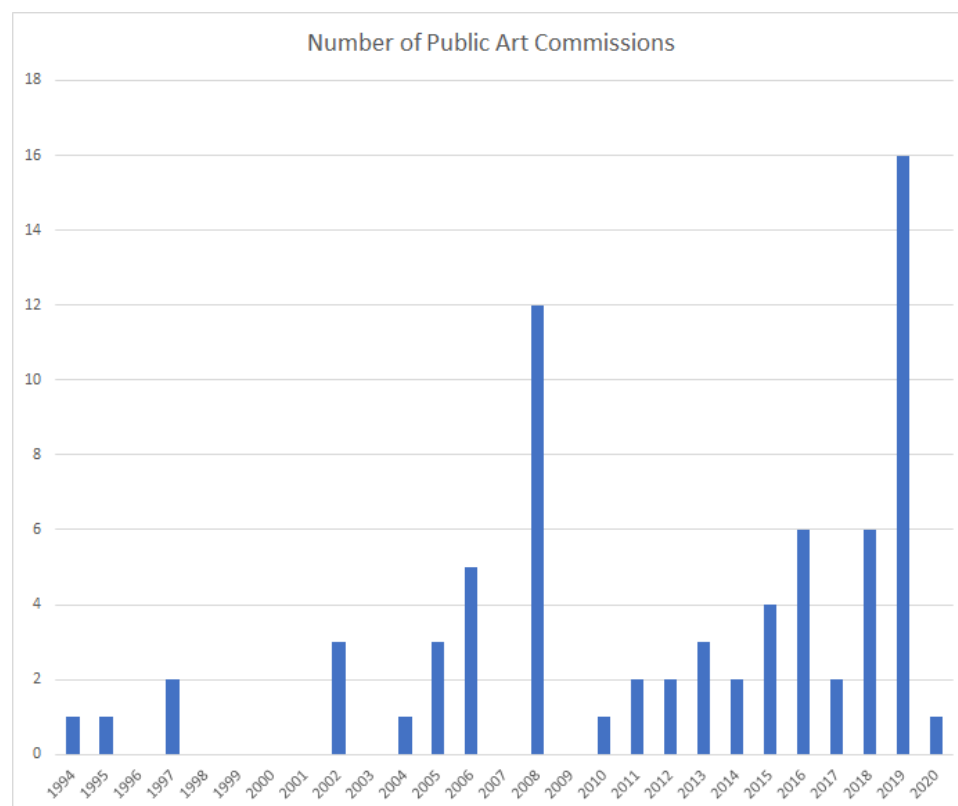
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## ASSET PLANNING AND CREATION

When specifying asset requirements, Council seeks to balance a range of factors including:

- Safety requirements by applying the hierarchy of hazard controls to designs to ensure hazards are eliminated, or where that is not reasonably practicable, are effectively controlled.
- Operational needs and functional requirements and where possible seek to identify innovation that may provide for greater level of efficiency or effectiveness in undertaking council's services or reduce risk of downtime.

Factors that impact on our environment or where the environment may impact on the function or lifecycle of the asset



The draft Public Art Guidelines 2020 - 2028 were endorsed by Council for public consultation on 29 July 2020. The consultation process is in progress. The Guidelines provide framework for the life cycle of public art in the City of Marion. The commissioning of public art addresses many of the themes of the community vision, involves rigorous processes to ensure relevance to the community and consideration of whole of life costs.

Public artwork is generally developed as part of a new development, streetscape, reserve etc. Artwork is also developed in partnership with third parties such as Department for Infrastructure and Transport (DIT) road or rail.

There will be times that the artwork is also developed to express community issues, identity etc. or as part of a community art project and could range from permanent to temporary or ephemeral.

Some public murals are undertaken by the Art of Respect program.

The graph shows the pattern of Public Art commissions in Marion over the last 25 years:

Council is currently working on public artworks for Oaklands Connections, Mitchell Park Sports and Community Centre redevelopment (one work integral to the fabric of the building and one as a community arts project for inclusion in the building), Flinders Link culvert, Darlington Upgrade Redevelopment (with DPTI). Public art has also been included in the plans for some upcoming reserves.

Council have endorsed a three-year program to promote the use of stobie poles and utility boxes as a setting for community art within improved streetscapes. A budget of \$15,000 per annum has been allocated to this initiative.

A one-off budget of \$40,000 has been approved by Council for the 2020/ 2021 financial year to develop public art along the Sturt River Linear Park.

Council collaborates with the Department of Premier and Cabinet (DPC), Public Art and Design program which supports the commissioning of high-quality new works of art and design for public places by practising professional South Australian artists.

This program offers supplementary funding in three categories:

- Project Seed Funding
- Commission Support Funding
- Major Commission Funding (one per year for the State).

While budget allocations for public art are included in major projects, some reserves and open space projects and some streetscape projects, an annual budget allocation of \$25,000 per year assists in supporting the commissioning process for these and other public art projects.

While external grant funding is sought when available, the funding timelines do not always align with Council project timelines and this budget enables the concept development phase, and sometimes commissioning budgets, to occur within other project timelines.

This budget is also used for public art projects in other areas such as community hubs, neighbourhood, historic and/or economic precincts that are not specified as major projects.



*Little Marion Skipping*, Marion  
Artist: Gerry McMahon, 2008  
Photo: Sam Oster

The City of Marion Art Collection was initiated in 1941 with the purchase of The Cow Paddock (looking West over Tonsley) by Max Ragless. Between 1965 and 1985 nineteen artworks were purchased. An annual acquisition budget of \$5000 was established in the early 1980s and purchasing for the collection expanded from the 1990s onwards. This annual budget was reduced to \$4000 in 2016. A budget of this size enables the acquisition of one or two significant artworks or a number of smaller artworks. The budget is not always fully expended if appropriate works for purchase are not identified, however it enables staff to purchase works as they arise, for instance in exhibitions at Gallery M, Living Kaurna Cultural Centre, Chambers Gallery, SALA and at other relevant exhibitions.

### Aims and objectives of the art collection

The aims and objectives of the City of Marion Art Collection are to:

- integrate art into the structure, fabric and daily life of the City of Marion
- develop a sense of identity and pride of place
- develop opportunities and relationships with community artists and emerging, mid-career and established artists who were born, live and/or work within the City of Marion
- promote art and artists as a valuable part of the community and assets of the City of Marion
- identify, challenge, reflect and contextualise art and cultural practices for the local community audience of today and for the future
- create an ambience of a creative, innovative and welcoming council
- support a workplace culture that reflects creativity and innovation
- animate and enrich public buildings within the City of Marion
- provide an effective community resource for the collection, display, exhibition, research and publication of visual art, craft and design

### Acquisition criteria and selection process for the art collection

The following criteria are considered for acquisition of artworks for the collection:

- *Relevance* - Council collects artwork that is creative by artists who were born, live, work, exhibit in or make artwork about the City of Marion
- *Significance* - priority will be given to artwork that has significant historic, cultural, aesthetic or social value to the City of Marion
- *Condition and integrity* - the condition of the artwork must be taken into consideration prior to acquisition
- *Representative* - artwork may be prioritised if it is an excellent representative example of a particular genre of work or by a recognised artist
- *Duplications* - artwork that duplicates items that are already in the art collection will not be accepted unless they are of superior condition and/or of historic or significant value
- *Legal requirements* - council only accepts artwork where the donor or the vendor has legal title to the artwork

All artwork proposed for acquisition is assessed for relevance and condition by the manager of the team managing the collection. This is currently the Team Leader Vibrant Communities and Manager Community Connections.

### Asset Planning and Creation Forward Program (external resourcing only)

	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Public Art	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Stobie Pole Utility Box Community Art Initiative	\$15,000	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sturt River Linear Park Artworks	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art Collection Acquisitions	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
<b>Total</b>	<b>\$84,000</b>	<b>\$44,000</b>	<b>\$44,000</b>	<b>\$29,000</b>	<b>\$29,000</b>	<b>\$29,000</b>	<b>\$29,000</b>	<b>\$29,000</b>	<b>\$29,000</b>	<b>\$29,000</b>

## Future Demands

Political, economic, social, technological, legal, environmental and relationship drivers that may impact future service delivery and use of assets are monitored via Council's environmental scan and corporate risk register.

Council recognises that climate change is likely to affect asset life and functionality. We are exploring what we can do to build asset resilience in response to climate impacts such as less rainfall overall, more frequent and intense rainfall events, increased frequency and intensity of bushfires, increased temperatures, more frequent and intense heatwaves and increased risk of coastal erosion and flooding as a result of sea level rise. Climate change currently has minimal impact on our artwork, culture and heritage assets; however, we will continue to consider climate change impacts within standard asset replacement processes.

The public realm in Marion serves a resident population estimated as at June 2019 of 93,000. It is also accessible to the wider Greater Adelaide population and visitors. The population distribution is currently split at 0-14 years 16.2%, 15-34 years 27.7%, 35 – 64 years 38.8% and 65 years and over 17.3% and is reflecting the general ageing trend in the wider community and is increasing at a rate of 1.23% per annum which is slightly above the rate of increase for Greater Adelaide.

Art in public places is commissioned for several reasons. The benefits to the growing and increasingly diverse Marion community are broad and wide reaching and address many of the themes in the Council Community Vision through:

- Helping to create a more attractive urban environment which reflects local character, community pride, ownership, sense of place and community identity.
- Being commemorative, interpretive, educative, celebratory, illustrative, functional, decorative, conceptual, experimental, innovative, entertaining, playful, or surprising creating and interpreting a range of meaning in the urban environment.
- Complementing natural settings in our public spaces.
- Encouraging opportunities for community involvement and participation through creative and practical skills development.
- Increasing community expression and awareness.
- Assisting the community to express and interpret issues facing them through the research, communication and expression of artists.
- Increasing an appreciation of art more broadly through equitable accessibility.
- Complementing the work of urban design professionals such as architects, landscape architects and urban designers.
- Creating vibrant destinations attracting tourists and visitors to places whilst attracting and retaining talent and trade to the City.
- Influencing or directing how people use or move through a space, including walking, cycling or driving vehicles.

Council has considered the following future demands during development of this Asset Management Plan:

Area	Demand	Impact on services	Demand Management Plan
Political	Political changes, Productivity Commissioner's report and possibility of council amalgamations.	Change in services or service levels.	Continue to liaise with neighbouring Councils.
Social	Changing community demographics, needs and expectations.	Change in services or service levels.	Monitoring community expectations.  Communicating service levels and financial capacity with the community to balance asset priorities with what the community is prepared to pay for.
Technological	Being a smart organisation that uses data to drive decision-making.	Ability to deliver services at a higher operational level achieved through use of GPS data. Implementing Internet of Things within facilities, assets and services to understand current demand and identify opportunities to improve service delivery.	Use technology in public art where it enhances community value.
Legal	Legal changes.	Complex legal and compliance requirements.	Established compliance registers. Considered within standard replacement cycle. Decisions made on a range of evaluation criteria.
Environmental	Impacts of climate change.	Change in services or service levels.	Climate Risk Assessments will determine impact on asset useful lives.  The City of Marion Carbon Neutral Plan 2020 – 2030 is currently being developed as a roadmap to reduce carbon emissions from Council operations by 2030.
Relationships	Collaboration between neighbouring councils and stakeholders within shared catchments	Improved information and data sharing.	Continue to work with neighbouring councils and share information.
Relationships	Collaboration between Cities of Marion, Charles Sturt and Port Adelaide Enfield.	Ability to deliver services at a higher operational level.	Adopting best practice principles across all three councils to deliver best value.  Continue to engage and consult with key stakeholders.
Relationships	Testing of levels of service.	Improve understanding of costs and capacity to maintain current service levels.	Continue to analyse the cost of providing service and the capacity to fund at the required level of service.

## ASSET OPERATION, MONITORING AND MAINTENANCE

Council operates, monitors and maintains assets to provide the defined level of service to approved budgets in the most cost-efficient manner.

### Options for extended display of the art collection

The need to explore further options to increase community access to the collection has been identified as an improvement plan action. Staff previously explored the potential for an online gallery of the art collection. At the time, it was considered untenable as obtaining copyright permissions from all of the artists was resource prohibitive. While the legal title of all the artwork in the collection remains with Council (as the purchaser), the copyright of works remains with the artists (as the creators). This option will be explored further. Other options include an art loan scheme to various local community groups and businesses. This has been done previously with works of limited value but a more comprehensive process would need to be explored to ensure care and security of the artwork while on loan.

### Maintenance

Council has a regular schedule for public art maintenance based on recommendations from the artists. Artists are required to provide an indicative maintenance plan at the concept phase and at the Design Development stage whereby the full maintenance plan is signed off before fabrication and installation.

There is a schedule of works based on the frequency recommended by the artist. A Customer Event System request is raised to the Civil team to undertake this work or in some instances a specialist is contracted to undertake the work.

There is a public art management cost centre of \$13,000 per year that covers maintenance of most works. The maintenance of other works included in more recent major projects or reserve developments are included in the maintenance budgets for those places as assets against those projects. These costs are reflected in the Open Space and Buildings and Structures Asset Management Plans.

The Public Art Operations and Maintenance budget may be subject to future cost pressures as new commissions, new community art initiatives and public art in State government infrastructure is completed.

Major repairs are an irregular and infrequent requirement for Council's Public Art collections. Any such Asset Renewal would be subject to Council endorsement following consideration of other options. No assets have been identified for major repairs in this plan.

There are no budgets for operational or maintenance expenses for any of the other asset groups in this Plan.

### Asset Operations and Maintenance Forward Program (external resourcing and Civil Field Services only)

	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Public Art	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000

Condition Data of Public Art works is monitored as follows

- Structural condition recorded by Technical Officer – Asset Systems
- General condition jointly recorded by Field Supervisor Civil Services, Field Supervisor Open Space, and the Public Art and Placemaking Officer (quarterly inspections)
- Risks to Public Safety or the Physical Integrity of Artworks are recorded and acted upon through the Customer Events system

Generally internal resources are used for this activity.



## ASSET RENEWAL AND DISPOSAL

Asset renewal is an irregular and infrequent requirement for Council's Public Art collection. Asset Renewal is subject to Council endorsement following consideration of other options as outlined in the Public Art Guidelines and supporting process maps. No assets have been identified for renewal in this plan.

Disposal includes any activity associated with disposal of a decommissioned asset including sale, demolition or relocation. No assets have been identified for disposal for this plan.

A work of art may need to be removed from public display for a range of reasons including:

- if the artwork has deteriorated in its condition to a point where public safety is at risk
- the cost of restoration is more than the original cost of the work
- the cost of ongoing maintenance is prohibitive
- if the conditions of the site impact on the artwork and compromises its integrity
- the artist raises concerns regarding the condition of the work, or if changes to the site affect the artist's original intent or moral rights
- the artwork is no longer relevant to the community
- a finding that the work does not comply with the Public Art Guidelines

Impartial expert advice is sought before removing an artwork. The views of a number of stakeholders are also considered.

## 7 - RISK MANAGEMENT

Risk management provides a process for the selection of treatment plans and management actions to protect the community against unacceptable risks. Risk assessment identifies credible hazards, the likelihood of the hazard event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks

An assessment of risks associated with service delivery from fleet assets, using Council's risk matrix, has identified the hazards that will result in significant loss, 'financial shock' or a reduction in service:

Hazard	Current Controls	Current Rating	Further Actions	Forecast Rating
Future external funding of commissioning of Public Art is not secured.	Scale of commissioning kept within council project resources if required.	Medium	Consider other funding and cost options.	Low
Lack of maintenance allows deterioration of Public Art works.	Consideration of ongoing maintenance needs is made at the commissioning stage. Monitor asset condition and maintain accordingly.	Medium	Increase maintenance levels and consider options to reduce vulnerability.	Low
Inappropriate maintenance activity detracts from original artistic intent and integrity of artwork.	Maintenance guidelines for specific works prepared.	Medium	Adoption and application of Draft Guidelines.	Low
Public Art commissioned inconsistently across the City of Marion.	Community Cultural Development Team involvement at budget establishment and at the initiation of potential Public Art commissioning.	Medium	Adoption and application of Draft Guidelines and process maps.	Low
Extreme weather events damage Public Art assets.	Reduce vulnerability through improved structures where appropriate.	Low	Ongoing monitoring.	Low

Critical assets are those which have a high consequence of failure causing significant loss or reduction of service. Investigative activities, condition inspection programs, maintenance and capital expenditure plans can be targeted at the critical areas. Activities may include increased inspection frequency and higher maintenance intervention levels.

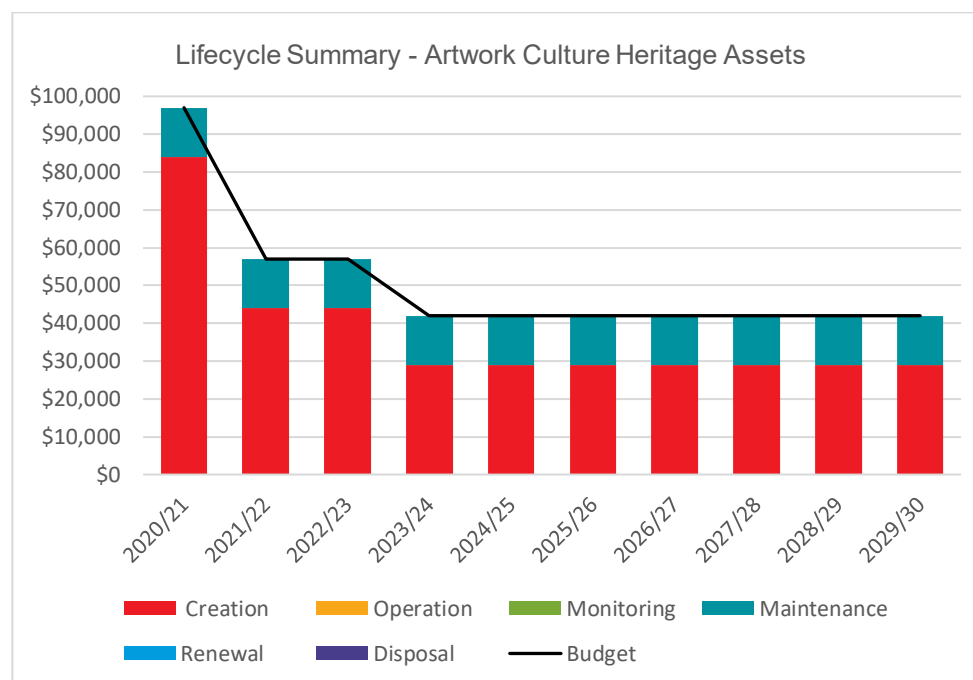
No assets within this plan have been identified as critical.

## 8 - WHAT IT WILL COST AND HOW WE WILL PAY FOR IT

### Financial Statements and Projections

The decisions made in adopting this Plan are based on the objective to achieve the optimum benefits from the available resources. This section contains the financial requirements resulting from all the information presented in the previous sections of this asset management plan. The financial projections will be improved as further information becomes available on desired levels of service and current and projected future asset performance.

### Funding Strategy



This Asset Management Plan identifies the projected operations, maintenance and capital renewal expenditures required to provide an agreed level of service to the community over a 10-year period.

This provides input into 10 year financial and funding plans aimed at providing the required services in a sustainable manner.

All figures in Council's Asset Management Plans are in present value (today's dollars) as a number of factors influence the indexation rates. When incorporating the figures into Council's Long-Term Financial Plan, relevant indexations linked to the type of expenditure will be applied.

These figures will be revisited with each iteration of the Long-Term Financial Plan.

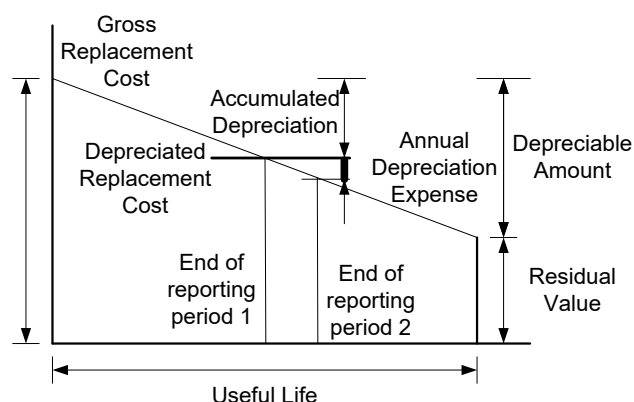
Lifecycle costs (or whole of life costs) are the average costs that are required to sustain the service levels over the asset life cycle. Lifecycle costs include operations and maintenance expenditure and asset consumption (depreciation expense). The lifecycle cost for the services covered in this Asset Management Plan is **\$0.505M** (average operations and maintenance expenditure plus depreciation expense projected over 10 years). The depreciation expense will increase as new public art works come into service increasing the Gross Replacement Cost.

Lifecycle costs can be compared to lifecycle expenditure to give an initial indicator of affordability of projected service levels when considered with age profiles. Lifecycle expenditure includes operations, maintenance and renewal expenditure. Lifecycle expenditure will vary depending on the timing of asset renewals. The lifecycle expenditure over the 10-year planning period is **\$0.505M** (average operations and maintenance plus capital renewal budgeted expenditure in LTFP over 10 years).

## Valuation Forecasts

Although many of the Artworks, Culture and Heritage assets do not have significant commercial worth and/ or resale value, they have cultural and social significance to the community and reflect the creativity, diversity and heritage of our City.

The value of assets recorded in the asset register at 30 June 2019 covered by this asset management plan is shown below.



Gross Replacement Cost **\$2.13M**

Depreciable Amount **\$2.13M**

Depreciated Replacement Cost  
(Written Down Value / Fair Value) **\$1.16M**

Annual Average Asset Consumption **\$0.041M**

Council's useful life of public art is generally at least 40 years. This may vary from 5 to 10 years for murals or 15 to 50 years for large scale artworks depending on the site and project.

Rate of Annual Asset Consumption **2%** (Depreciation/Depreciable Amount)

Rate of Annual Asset Renewal **0%** (Capital renewal expenditure/Depreciable amount)

This reflects the fact that these assets are not subject to Capital Renewal

Public Art was valued in 2018 by Jones Lang LaSalle (JLL). Gross Replacement Cost of Public Art is **\$1.23M** and a Fair Value of **\$1.07M** with annual depreciation of **\$29,945**.

The portable art collection has a Fair Value of **\$160,095**. Note: Only six individual assets are above the materiality threshold of \$3,000 Fair Value.

Mayoral robes are insured to a value of **\$48,900**.

Band Instruments have a Gross Replacement Cost of **\$334,220** and a Fair Value of **\$89,317** with annual depreciation of **\$10,965**.

The table below details the key assumptions made in presenting the information contained in this Asset Management Plan and in preparing forecasts of required operating and capital expenditure and asset values, depreciation expense and carrying amount estimates.

<b>Key Assumptions</b>	<b>Risk of Change to Assumptions</b>
Community level of service expectations remain consistent.	Low
Climate Risk Assessments may impact asset useful lives	Low
Carbon Neutral Plan may impact asset planning and renewal evaluation criteria	Low
No significant changes in legislation.	Low
The materiality threshold is \$3,000.	Low
Assets should have a useful life of greater than one year in order for the expenditure to be capitalised and have a value above the Materiality Thresholds described below. Any expenditure considered to be Capital must also pass a materiality test. Materiality levels are set so as not to misstate Financial Statements and to provide a guide whether it is practical from an Administrative perspective that expenditure is capitalised.	Low
Networked/Aggregate Assets - Expenditure can still be capitalised on items that fall below materiality thresholds individually but operate together as a cohesive whole to form a substantial/significant total value. Examples are the Computer Network, Library Books, and Reserve Furniture.	Low
The Long-Term Financial Plan will not change over the planning period.	Low
The new asset management system will be able to capture operations and maintenance costs to better manage the overall expenditure.	Low
Operation and Maintenance costs for new assets will be consistent with the operation and maintenance costs of existing assets.	Low

## 9 - WHAT WE WILL DO NEXT - IMPROVEMENT PLAN

	Task	Responsibility	Timeline/Frequency
1	Ensure asset handover process is utilised to ensure asset acquisition, upgrade, renewal and disposal is captured and communicated to maintain the Asset Management Information System.	Asset Owner – Manager City Activation	Ongoing
2	Review and revise chart of accounts to facilitate consistent and accurate cost allocation for all asset expenditure aligned with the Asset Management Lifecycle.	Manager Finance	Ongoing
3	Endorse Public Art Guidelines 2020-28	Asset Owner – Manager City Activation	October 2020
4	Investigate options to conduct Climate Risk Assessments for City of Marion assets and the forecast impacts on asset useful lives	Unit Manager Asset Solutions	June 2021
5	Consider the need for the Cultural Heritage Archive (Marion Heritage Research Centre Collection) to be included in the scope of this plan	Asset Owner – Manager Community Connections	June 2021
6	Investigate the consolidation of the stored art collection	Asset Owner – Manager Community Connections	June 2021
7	Explore options to increase community access to City of Marion Art Collection	Asset Owner – Manager Community Connections	June 2021
8	Develop targets for Community Levels of Service	Asset Owners – Manager City Activation and Manager Community Connections	June 2021
9	Investigate feasibility of adding additional questions of Council's future Community Satisfaction Surveys	Unit Manager Asset Solutions	June 2021
10	Explore alternative asset management systems (as part of council's Digital Transformation initiative) to monitor servicing schedules, record maintenance activities undertaken, and impacts of asset downtime.	Unit Manager Asset Solutions	June 2021 (highly dependent on other factors)
11	Ensure all Public Art commissioning is executed in accordance with draft Guidelines	Asset Owner – Manager City Activation	June 2021 then annually
12	Regularly revalue Public Art assets as they are acquired	Asset Owner – Manager City Activation	June 2021 then annually
13	Monitor Operations and Maintenance expenditure on Public Art through Civil Operations, Open Space Operations and Buildings and Property and ensure a consistent approach is applied as per draft Public Art Guidelines	Asset Owner – Manager City Activation	June 2021 then annually
14	Improve condition monitoring of public art through regular inspections by structural engineer (potentially engaging external consultant)	Asset Owner – Manager City Activation	June 2021 then annually
15	Annual review of KPIs and benchmarks aligned to Asset Management Strategy.	Unit Manager Asset Solutions	June 2021 then annually
16	Undertake annual review of Asset Renewal Funding Ratio for asset class to ensure assets are being renewed as they are consumed (Ratio of 1.0)	Unit Manager Statutory Finance and Payroll	June 2021 then annually

	<b>Task</b>	<b>Responsibility</b>	<b>Timeline/Frequency</b>
17	Update this Asset Management Plan during annual budget planning processes to show any material changes in service levels and/or resources available to provide those services as a result of budget decisions.	Asset Owner – Manager City Activation	November 2021 then annually
18	Improve documentation of procedures for ongoing management of Artworks, Culture and Heritage assets	Asset Owners – Manager City Activation and Manager Community Connections	December 2021
19	Complete the transition of existing asset data into the new Council Asset Management System	Asset Owner – Manager City Activation	June 2022
20	Improve documentation of procedures for ongoing management of Band Instrument collection	Asset Owner Manager- City Activation	June 2023
21	Undertake a full review of this plan in 2024 and thereafter within two years of each Council election or any review to Council's Strategic Plan	Asset Owner – Manager City Activation	November 2024

## APPENDIX A: Budgeted Expenditures Accommodated in Long Term Financial Plan

All figures in Council's Asset Management Plans are in present value (today's dollars) as a number of factors influence the indexation rates. When incorporating the figures into Council's Long Term Financial Plan, relevant indexations linked to the type of expenditure will be applied.

Year	Creation	Operation	Monitoring	Maintenance	Renewal	Disposal	Budget
2020/21	\$84,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$97,000</b>
2021/22	\$44,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$57,000</b>
2022/23	\$44,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$57,000</b>
2023/24	\$29,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$42,000</b>
2024/25	\$29,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$42,000</b>
2025/26	\$29,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$42,000</b>
2026/27	\$29,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$42,000</b>
2027/28	\$29,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$42,000</b>
2028/29	\$29,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$42,000</b>
2029/30	\$29,000	\$0	\$0	\$13,000	\$0	\$0	<b>\$42,000</b>
<b>TOTAL</b>	<b>\$375,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$130,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$505,000</b>



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**Front Cover Artwork**

**Title:** Dig and Delve

**Year:** 2018

**Created by :** Laura Wills and Will Cheesman

**Location:** Hendrie Street Reserve Inclusive  
Playground, Park Holme

## Draft Disability Action and Inclusion Plan 2020-2024

<b>Originating Officer</b>	Social/Cultural Sustainability Planner - Melissa Batt
<b>Corporate Manager</b>	Manager People and Culture - Steph Roberts
<b>General Manager</b>	Chief Executive Officer - Adrian Skull
<b>Report Reference</b>	GC200922R11

### REPORT OBJECTIVE

To consider the Draft Disability Access and Inclusion Plan (Draft DAIP) 2020-2024 prior to going to public consultation.

### EXECUTIVE SUMMARY

The City of Marion has developed a Draft DAIP in consultation with the Community, Elected Members, Volunteers and employees.

The Draft DAIP demonstrates how the City of Marion promotes the rights of people living with a disability, ensuring all people enjoy the same access and inclusion experience within our community. Elected Members provided feedback at 25 August General Council meeting (GC200825R10), this feedback is reflected in the Draft DAIP.

The Draft DAIP meets State Government legislative requirements and will be reported on annually.

### RECOMMENDATION

**That Council:**

- 1. Endorses the Draft Disability Access and Inclusion Plan 2020-2024 for public consultation (Appendix 1)**
- 2. Notes the DAIP Making Marion Project Report - Stage 1 (Appendix 2)**

### GENERAL ANALYSIS

The City of Marion DAIP will:

- demonstrate and guide annual actions the City of Marion delivers to reduce access and inclusion barriers for people living with a disability
- reflect Marion's Equity, Access and Social Inclusion Policy

The Draft DAIP has been developed, in line with the South Australian State Government's Disability Inclusion Act 2018 (the Act), that legislates that Councils must:

Specifically, the Act legislates that all Councils must:

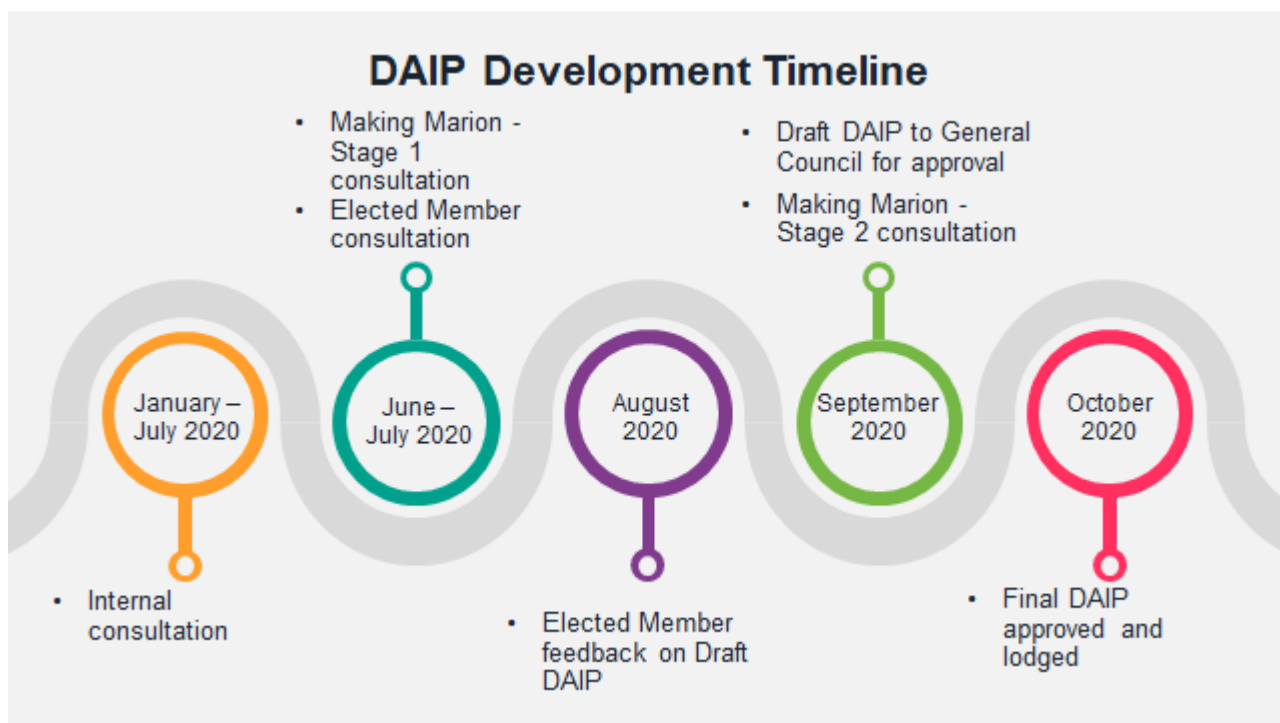
- prepare a Disability Access and Inclusion Plan (DAIP) in consultation with the community
- lodge their DAIP with State Government by 31 October 2020
- report (to State Government) on the DAIP annually
- review the DAIP at least once every 4-years

### DAIP Framework

The DAIP framework, which includes 4 themes and 12 priorities is detailed in the table below.

Theme		Priority	
T1	Inclusive Communities for all	P1	Involvement in the community
		P2	Improving community understanding and awareness
		P3	Promoting rights of people living with a disability
T2	Leadership and collaboration	P4	Participation in decision-making
		P5	Leadership and raising profile
		P6	Engagement and consultation
T3	Accessible Communities	P7	Universal Design across South Australia
		P8	Accessible and available information
		P9	Access to services
T4	Learning and employment Learning and employment	P10	Better supports within educational and training settings
		P11	Skill development through volunteering and support in navigating the pathway between learning and earning
		P12	Improved access to employment opportunities and better support within workplaces

## Developing our DAIP





Significant and meaningful consultation, including those with and who represent community members living with access and inclusion barriers was crucial in developing the draft plan. COVID19 social distancing restrictions interrupted face to face engagement activities, requiring consultation to be conducted online and via telephone.

Internal consultation has raised awareness of current contributions made towards reducing access and inclusion barriers for people living with disabilities, as well as identifying new opportunities for the City of Marion.

Two stages of online public consultation will be undertaken to ensure our DAIP is relevant and supported.

- Stage 1 seeking feedback for inclusion in the Draft DAIP is complete (Appendix 2 DAIP Making Marion Project Report - Stage 1)
- Stage 2 will enable community members to provide feedback on the Draft DAIP 23 September - 13 October

Stage 1 of public consultation revealed the following as access priorities:

- footpath and road network
- buildings and facilities
- information

Stage 2 public consultation will occur following the endorsement of the Draft DAIP, and will provide an opportunity for community feedback on the Draft DAIP, ensuring opportunity is provided via a number of feedback channels.

Elected Members provided feedback at the 25 August General Council meeting (GC200825R10). This feedback is reflected in the Draft DAIP, with the Action Plan (Appendix 1) reduced by removing operational tables.

The Draft DAIP (as amended) is presented for Council's endorsement.

Following Council endorsement of the Draft DAIP, public consultation will occur and appropriate adjustments to the plan will be made, before returning a Final DAIP to Council for endorsement, publication and delivery.

## Attachment

#	Attachment	Type
1	GC200922 - Appendix 1 Draft DAIP	PDF File
2	GC200922R - Appendix 2-DAIP Making MarionProject Report - Stage 1 (002)	PDF File

## City of Marion DRAFT Disability Access and Inclusion Plan 2020-2024

### Inside cover - TBC

- The City of Marion acknowledges we are situated on the traditional lands of the Kaurna people and recognise the Kaurna people as the traditional custodians of the land.
- Insert Mayor and CEO message - To be confirmed

### Our vision

The City of Marion is committed to our purpose: *To improve our residents' quality of life; continuously, smartly and efficiently.*

The City of Marion is also committed to creating an accessible and inclusive City based on fairness, respect and providing a safe and welcoming environments for all users, outlined in our [Equity Access and Social Inclusion Policy](#).

This Disability Access and Inclusion Plan (DAIP) demonstrates how we deliver on our purpose and our policy, promoting the rights of people living with a disability.

The City of Marion contributes to improved access and inclusion through the implementation of a variety of plans;

- The Smart City of Marion Strategic Plan
- The City of Marion Walking and Cycling Strategy
- The Open Space Framework

### Strategic Context

The South Australian Government introduced the Disability Inclusion Act 2018 (the Act) in June 2018. The Act supports the [United Nations Convention on the Rights of Persons with Disabilities \(UNCRPD\)](#) acknowledging that people living with disability have the same human rights as other members of the community.

The Act also establishes a framework to support a whole-of-Government (State and Local) approach to improving the inclusion of all South Australians living with disability. To achieve this, the Act requires all South Australian Councils to:

- prepare a DAIP in consultation with the community
- lodge their DAIP with State Government by 31 October 2020
- report (to State Government) on the DAIP annually
- review the DAIP at least once in each 4-year period

The City of Marion's DAIP, along with all other State authorities' DAIPs will together support South Australia's implementation of the National Disability Strategy (NDS), which is a coordinated plan across all levels of government within Australia to improve the lives of people living with disability, their families and carers.

## APPENDIX 1

[Inclusive SA, South Australia's first State Disability Inclusion Plan](#), was published on 31 October 2019.

The City of Marion's DAIP sets out the actions to be taken over the next four years to achieve a more inclusive city together with documenting actions that are already being undertaken by Council.

DAIPs are also important for raising access and inclusion awareness in the community and promoting the social and economic benefits of a more accessible and inclusive city. The City of Marion is proud to play its role.

We continually celebrate community diversity ensuring that our place can be anyone's place.

## Defining Disability

The City of Marion acknowledges Section 3 of the Act: defining disability, in relation to a person, as including long-term:

- physical
  - psychosocial
  - intellectual
  - cognitive
  - neurological or
  - sensory impairment,
  - or a combination of any of these impairments,
- Which in interaction with various barriers may hinder the person's full and effective participation in society on an equal basis with others. [Reference](#)

Further to the above, the DAIP also supports people with short term experiences with disability.

## City of Marion context

The City of Marion is a 55 km<sup>2</sup> Local Government area, located ten kilometres south west of the Adelaide city centre and neighbours the Cities of Holdfast Bay, Mitcham, Onkaparinga, Unley and West Torrens (Figure 1).

Figure 1: City of Marion location



The City of Marion is responsible for and committed to the delivery of a broad range of facilities, services, activities and programs for our community, such as:

- Libraries, neighbourhood and recreational centres
- Community and cultural events, services and programs
- Open space maintenance
- Environmental and waste management
- Road and street works including footpaths and street trees
- Community health and safety
- Building and development services

## APPENDIX 1

- Leasing of facilities to community groups

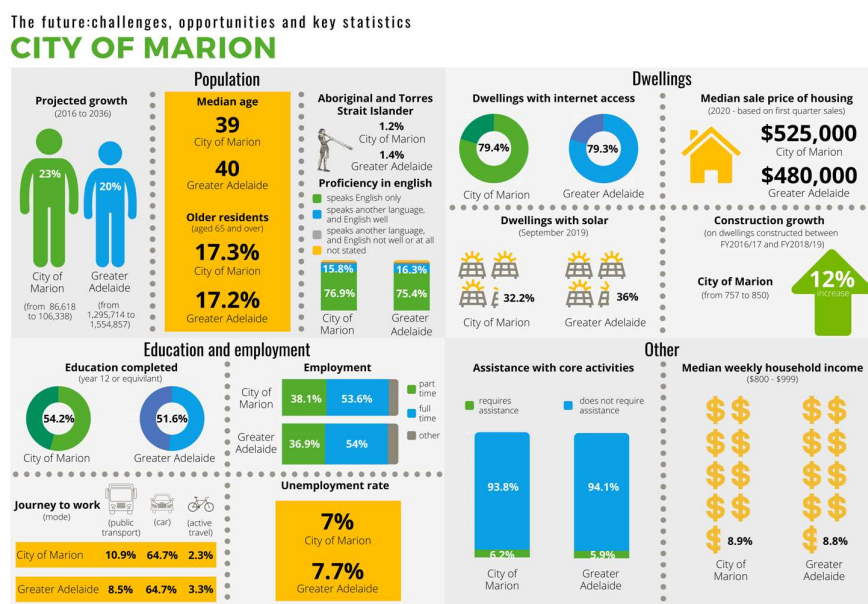
The delivery of these facilities, services, activities and programs, combined with strategic projects, play a key role in improving the quality of life for all our residents, taking into account the imperative to provide programs and services that meet the needs of a diverse range of people such as people from all countries of origin and abilities.

## Resident profile

A snapshot of the 2016 Australian Bureau of Statistics (ABS) Census data for City of Marion is provided in Figure 2 below.

The ABS 2016 Census data tells us that 6.2% of Marion residents (compared with 5.1% for South Australia) indicated they needed assistance with core activities.

**Figure 2: City of Marion resident snapshot**



## Employee and volunteer disability profile

The City of Marion actively supports employees via an internal group, specifically trained to promote diversity and inclusion amongst the workforce and provide support to employees and volunteers where required. We actively promote the hiring of people from a wide variety of backgrounds, which makes our organisation stronger. Our inclusive culture empowers all of us to connect, belong, and grow.

3% of City of Marion employees surveyed identified as living with a disability.

18% of City of Marion volunteers surveyed identified as living with a disability.

## APPENDIX 1

## What our Community has told us

Significant and meaningful consultation, including those with and who represent community members living with a disability was crucial in developing the draft, to ensure a deep understanding and empathy of the needs of all is factored into the design of services. COVID19 physical distancing restrictions interrupted face to face engagement activities, therefore consultation has occurred online and via telephone.

Two stages of online public consultation will be undertaken to ensure our DAIP is relevant and supported.

- Stage 1 seeking feedback for inclusion in the Draft DAIP is complete
- Stage 2 will enable community members to provide feedback on this Draft DAIP in September

Stage 1 of public consultation revealed the following top 3 priorities:

- Accessibility of footpath and road network
- Accessibility of buildings and facilities
- Accessibility of information

The Draft DAIP includes actions which reflect the feedback received during consultation activities and demonstrates the City of Marion's continued commitment to further enable equity, access and inclusion considerations to be applied across our business operations, including our footpath and road network, facilities, planning and development services, programs, information and public spaces.

The Draft DAIP includes contributions made, as well as identifying new opportunities to improve access and inclusion within our City.

There are a number of actions which will be delivered by the City of Marion Disability Access and Inclusion Plan between 2020 and 2024. Some example actions are:

- We will deliver a kerb ramp maintenance and improvement schedule across the city to improve accessibility of our footpaths
- We will install smart technologies to improve pedestrian safety
- We will review the accessibility of libraries, community and cultural centres

Delivering on the commitments within this plan will ensure all aspects of work is considered through the lens of people living with disability and that access and inclusion is at the forefront of our thinking.

## Monitoring and Reporting

The DAIP will be monitored and reported on internally via the City of Marion project management tool.

In addition, a report will be presented to Council each September annually outlining the previous financial years' contribution towards access and inclusion. The report will outline



**APPENDIX 1**

steps taken, tasks completed and projects undertaken to deliver the outcomes of the plan including evidence of achievements and progress made.

In order to meet the State legislative requirements for reporting Council will submit the progress report to the State Government Minister in October each year.

DRAFT

## APPENDIX 1

## Draft Actions

Action number		Draft ACTIONS	Responsibility	Timeframe	Measurable Target	State Plan Priority Number
New number	Original number	<b>Theme 1 - Inclusive communities for all</b>				
		<b>Priorities</b>				
		<b>1: Involvement in the community</b>				
		<b>2: Improving community understanding and awareness</b>				
		<b>3: Promoting the rights of people living with disability</b>				
1	16	Integrate disability access considerations in public realm, place making, project planning and delivery	City Activation	2021/2022	Accessibility improvements investigated and delivered where applicable	2
2	3	Deliver accessible and inclusive programs at City of Marion centres	City Activation Community Connections	2021/2022	Programs are delivered at community and cultural centres for improved accessibility	1
3	12	Deliver training to Council employees and contractors on access and inclusion design standards to raise awareness and standards	City Activation City Property Engineering, Assets and Environment	Ongoing	Training/induction delivered	2
4	6	Explore opportunities to increase the involvement of children with disability in sports, for example: VACSWIM at Marion Outdoor Pool	City Property	Ongoing	Number of children with a disability participating in VACSWIM	1

## APPENDIX 1

5	7	Explore opportunities with sporting clubs to increase diversity and number of members living with a disability	City Property	Ongoing	Sporting clubs reporting increase in membership base	1
6	28	Actively seek external funding (e.g. Federal Government SA-HACC) to deliver programs that meet community needs	Community Connections	Ongoing	Grant applications made	3
7	2	Advocate for access and inclusion improvements with stakeholders involved in the Marion Community Forum	Community Connections	Ongoing	Active participation at Marion Community Forum meetings	1
8	26	Be actively involved in the Local Government Access and Inclusion Network (LGAIN) and other relevant disability networks	Community Connections	Ongoing	LGAIN meeting attendance	3
9	17	Deliver programs and initiatives to better equip people living with a disability and those who are elderly that improve their quality of life and that is reflective of our grant funding contractual obligations	Community Connections	Ongoing	Number of programs offered Number of participants completing programs	2
10	9	Maintain networks with other service providers to maximise awareness of access and inclusion barriers and advocate for improvements	Community Connections	Ongoing	Networks maintained Partnerships formed	1

## APPENDIX 1

11	13	Provide adequate and versatile seating options and program times at Libraries, Community Centres and Council Offices for low lighting and quiet spaces for people with sensory needs	Community Connections	2021/2022	Survey customer needs and implement changes where required	2
12	4	Develop a toolkit to promote accessible and inclusive practices for community events	Customer Experience	2020/2021	Toolkit developed	1
13	35	Facilitate accessible and inclusive planning and development in the private sector through advocacy and information provision and potential incentives	Development & Regulatory Services	Ongoing	Provision of information	3
14	10	Undertake employee and volunteer surveys to evaluate attitudes to and awareness of Council's disability inclusion aspirations	People and Culture	Annually	Survey is administered	2
New number	Original number	<b>Theme 2- Leadership and collaboration</b>				
		<b>Priorities</b>				
		<b>4: Participation in decision-making</b>				
		<b>5: Leadership and raising profile</b>				
		<b>6: Engagement and consultation</b>				
15	19	Collaborate with members of the community who have lived experience of disability to form a list of community members who can be contacted to provide advice and guidance on request	Community Connections	Ongoing	Reference group established and maintained	4

## APPENDIX 1

16	1	Identify access and inclusion improvement opportunities through consultation with young community members on the City of Marion Youth Collective Committee (YCC) and aged community members through relevant groups	Community Connections	Ongoing	Consultations held with City of Marion Youth Collective Committee and actions identified for improved connection	4
17	49	Evaluate Hendrie Street Reserve Inclusive Playground to understand community value of this space and opportunities for accessibility improvements within other open space projects	City Activation	2020/2021 2021/2022 2022/2023 2023/2024	Evaluation complete Opportunities identified	6
18	46	Conduct relevant social/demographic research that informs evidence base - continue to share findings across team and wider City of Marion	Community Connections	Ongoing	Research undertaken	5
New number	Original number	<b>Theme 3 - Accessible Communities</b>				
		<b>Priorities</b>				
		<b>7: Universal Design across South Australia</b>				
		<b>8: Accessible and available information</b>				
		<b>9: Access to services</b>				
19	89	Identify accessibility opportunities for Coastal Walkway upgrade Stage 1 and 2 (recognising that it is not feasible to make the entire walkway accessible)	City Activation	2020/2021 2021/2022 2022/2023 2023/2024	Accessibility improvements investigated and delivered where applicable for Stage 1 and 2	9

## APPENDIX 1

20	82	Install smart technologies to improve pedestrian safety	City Activation	2020/2021 2021/2022 2022/2023 2023/2024	Improvements installed	9
21	61	Use the State Government Inclusive Play Guidelines to guide the development of accessible and inclusive playgrounds and open spaces within the City of Marion	City Activation	2020/2021 2021/2022 2022/2023 2023/2024	Inclusive Play Guidelines utilised	7
22	57	Develop and apply access and inclusion checklist in all project and infrastructure planning, delivery and facility maintenance (new and minor renewals)	City Activation City Property	Ongoing	Checklist developed, communicated and utilised	7
23	59	Investigate the development or application of a universal access guideline – to advocate for best practice in designing dwellings (recognising limitations under the Act and Building Code of Australia)	City Activation Development & Regulatory Services	2021/2022	Demonstrated use of guideline	7
24	96	Review provision of on street and off-street accessible car parking to ensure it continues to balance the needs of a range of users including drivers, carers and modified vehicles	City Property Engineering, Assets and Environment Development & Regulatory Services	2021/2022	Review completed	9
25	88	Ensure equitable access to Community Development funded	Community Connections	Ongoing	Number of complaints made	9

## APPENDIX 1

		programs and initiatives are maintained				
26	63	Improve the curated library collections specific to the access and inclusion needs within our community, including dyslexia collection, large print and literacy collections as well as visual and e-resources	Community Connections	Ongoing	Increased collection resources	8
27	79	Monitor and review City of Marion recharge points for mobility scooters and identify new potential recharge installation locations	Community Connections	2021/2022	Review undertaken Additional site identified Additional recharge points installed	9
28	94	Review accessibility of libraries, community and cultural centres	Community Connections	2020/2021	Review completed and improvement opportunities identified and implemented	9
29	92	Include accessibility requirements question in event bookings (online and other)	Community Connections Customer Experience	Ongoing	Question included at time of booking	9
30	72	Promote the State Government access and mobility app (once developed) to assist people navigate our City e.g. accessible playgrounds, parking, accessible toilets and changing places sites	Customer Experience	2022/2023	Access and mobility app promoted	8
31	52	Ensure design standards consider technical specifications that meet Australian Standards for all new and renewal projects	Engineering, Assets and Environment	Ongoing	Review and maintain standards	7

## APPENDIX 1

32	85	Deliver kerb ramp maintenance and improvement schedule across the city, based on Footpath Blitz Community Consultation outcomes	Field Operations	2020/2021	Schedule delivered	9
33	66	Install, activate and maintain hearing loop in the Council Chamber, Administration Customer Service and Cove Civic Centre. Consider installation of hearing loops in any new buildings or refurbishment projects	Governance	2020/2021	Hearing loop installed, activated and maintained	8
New number	Original number	<b>Theme 4 - Learning and Employment</b>				
		<b>Priorities</b>				
		<b>10: Better supports within educational and training settings</b>				
		<b>11: Skill development through volunteering and support in navigating the pathway between learning and earning</b>				
		<b>12: Improved access to employment opportunities and better support within workplaces</b>				
34	104	Review Life Skills Program to ensure relevant to community need, and provides opportunity for people with disabilities to develop skills to enhance their ability rather than their disability	Community Connections	2020/2021	Increased skill development for participants, numbers attending,	11
35	101	Provide Disability Traineeship opportunities to people living with a disability	People and Culture	2020/2021 2021/2022	Completion of qualification	10
36	103	Continue to develop meaningful volunteer and work experience opportunities for people living with disability	People and Culture	Ongoing	Proportion of people living with disability, who volunteered or undertook work experience	11



## APPENDIX 1

37	105	Ensure employment and volunteer policies and processes maximise opportunities for people with disability	People and Culture	Ongoing	Survey Volunteers every 3 years	11 and 12
38	111	Promote employment practices that support reduce barriers to employment for people with a disability	People and Culture	Ongoing	100% of Leaders attending training	12

# Project Report

30 August 2011 - 02 August 2020

## Making Marion

### Disability Access and Inclusion Plan 2020-2024



#### Visitors Summary

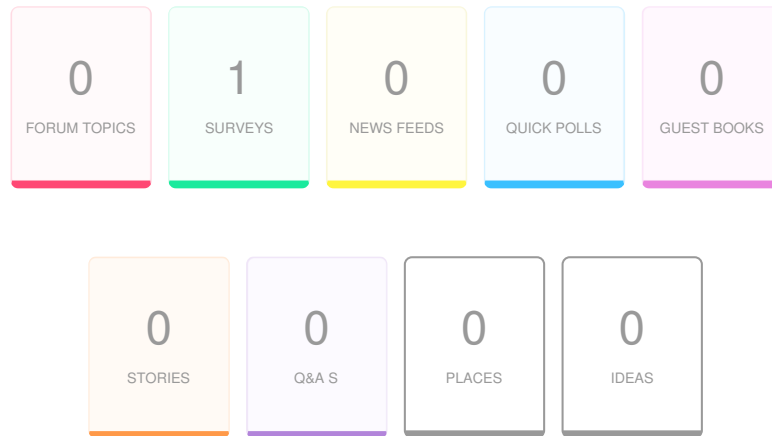


#### Highlights

TOTAL VISITS	211	MAX VISITORS PER DAY	56
NEW REGISTRATIONS	0	ENGAGED VISITORS	34
		INFORMED VISITORS	81
		AWARE VISITORS	171

Aware Participants		171	Engaged Participants		34	
Aware Actions Performed		Participants	Engaged Actions Performed	Registered	Unverified	Anonymous
Visited a Project or Tool Page		171				
Informed Participants		81	Contributed on Forums	0	0	0
Informed Actions Performed		Participants	Participated in Surveys	1	0	33
Viewed a video		0	Contributed to Newsfeeds	0	0	0
Viewed a photo		0	Participated in Quick Polls	0	0	0
Downloaded a document		0	Posted on Guestbooks	0	0	0
Visited the Key Dates page		0	Contributed to Stories	0	0	0
Visited an FAQ list Page		0	Asked Questions	0	0	0
Visited Instagram Page		0	Placed Pins on Places	0	0	0
Visited Multiple Project Pages		50	Contributed to Ideas	0	0	0
Contributed to a tool (engaged)		34				

## ENGAGEMENT TOOLS SUMMARY



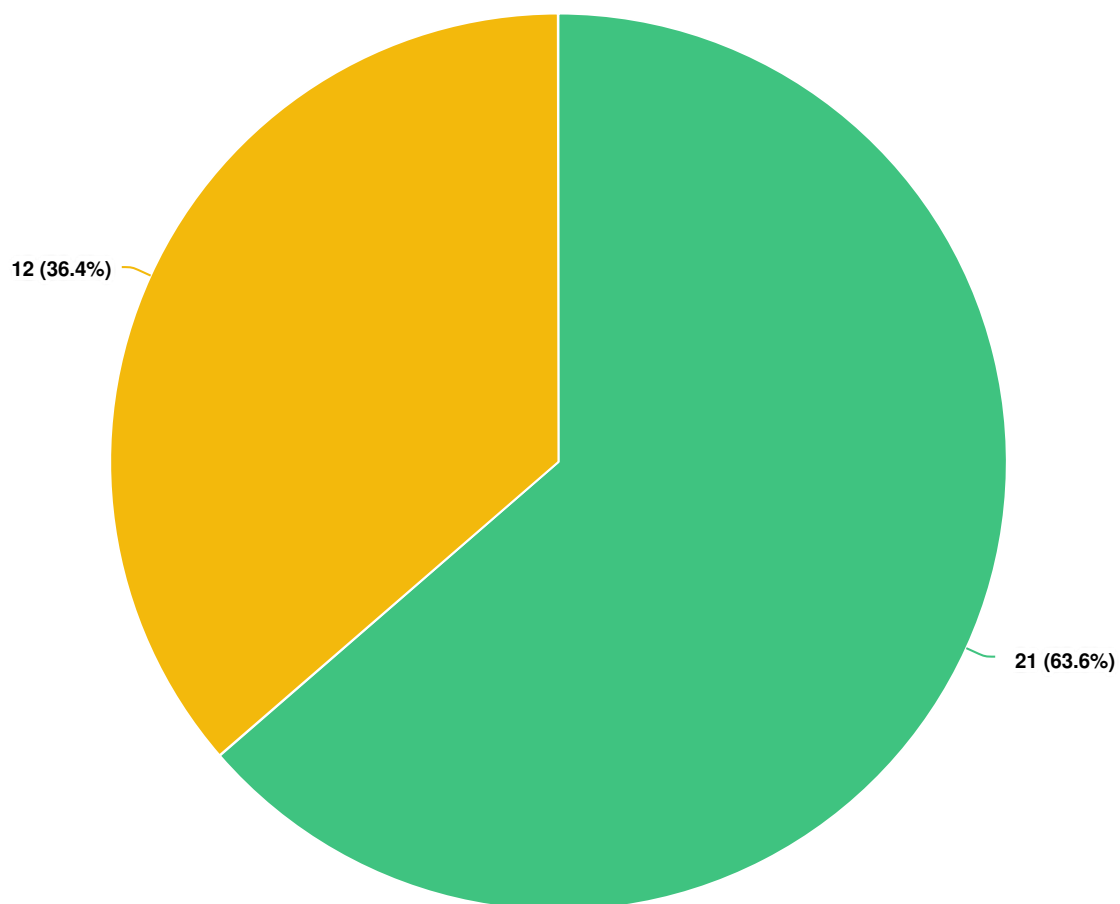
Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Tell us what should be included in our Plan	Published	81	1	0	33

## ENGAGEMENT TOOL: SURVEY TOOL

Tell us what should be included in our Plan

Visitors <b>81</b>	Contributors <b>34</b>	CONTRIBUTIONS <b>34</b>
--------------------	------------------------	-------------------------

When thinking about 'ACCESS' have you experienced any difficulties which relate to you or someone close to you as a result of a disability?



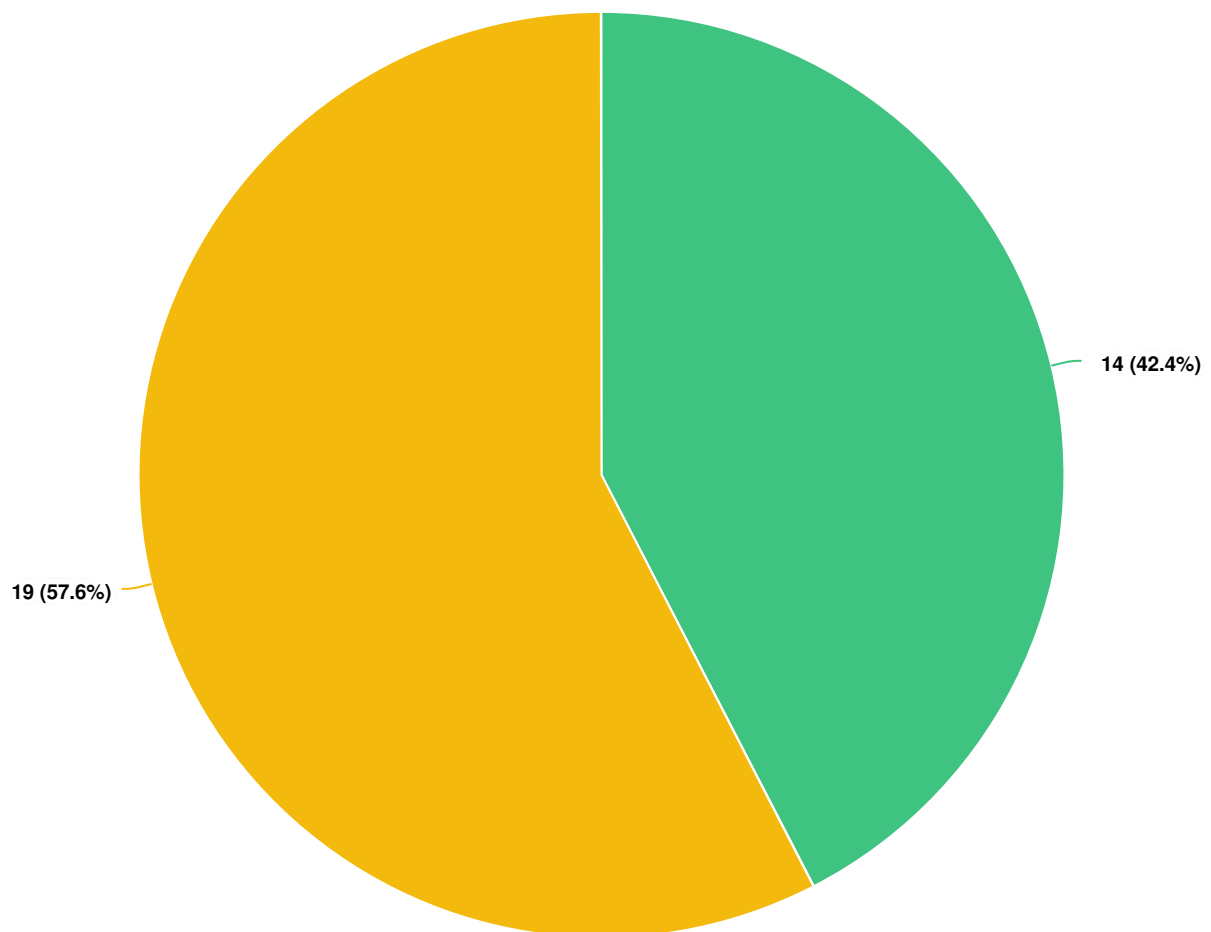
### Question options

☒ Yes ☐ No

Optional question (33 response(s), 1 skipped)

Question type: Radio Button Question

When thinking about 'INCLUSION' have you experienced any difficulties which relate to you or someone close to you as a result of a disability?



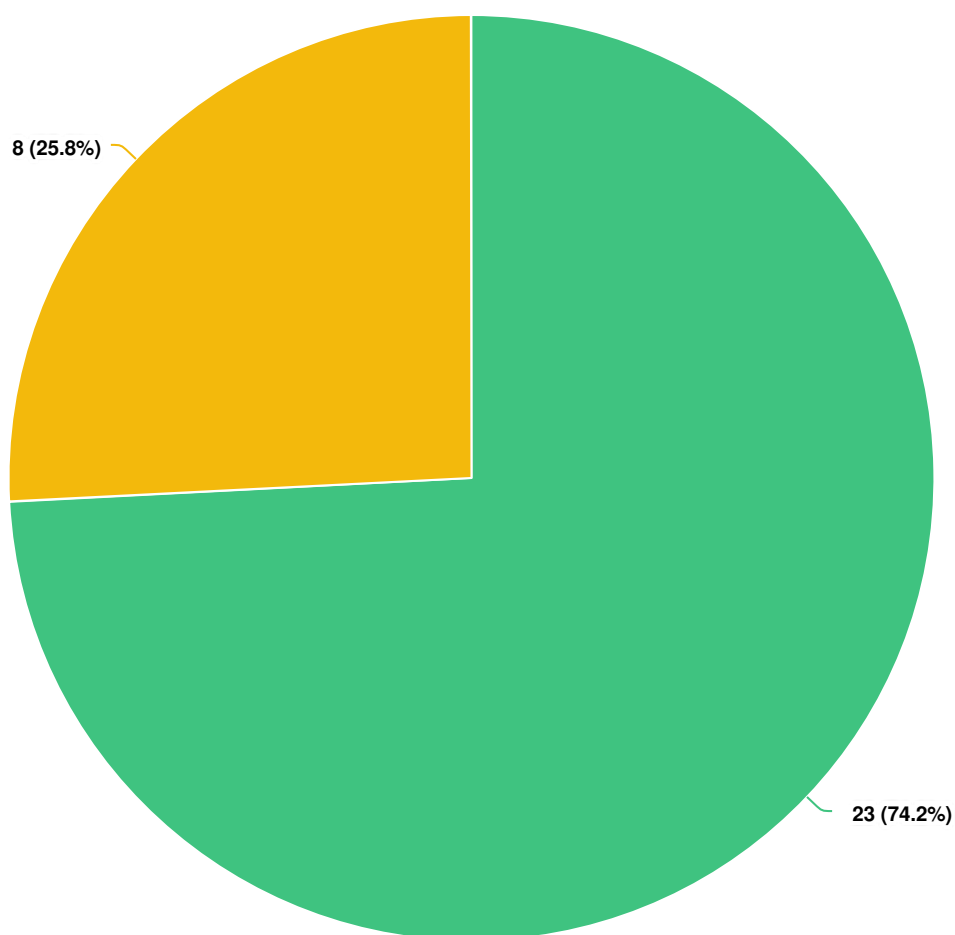
**Question options**

☒ Yes ☐ No

Optional question (33 response(s), 1 skipped)

Question type: Radio Button Question

**If we were to conduct further consultation on this topic, would you be willing to be contacted?**



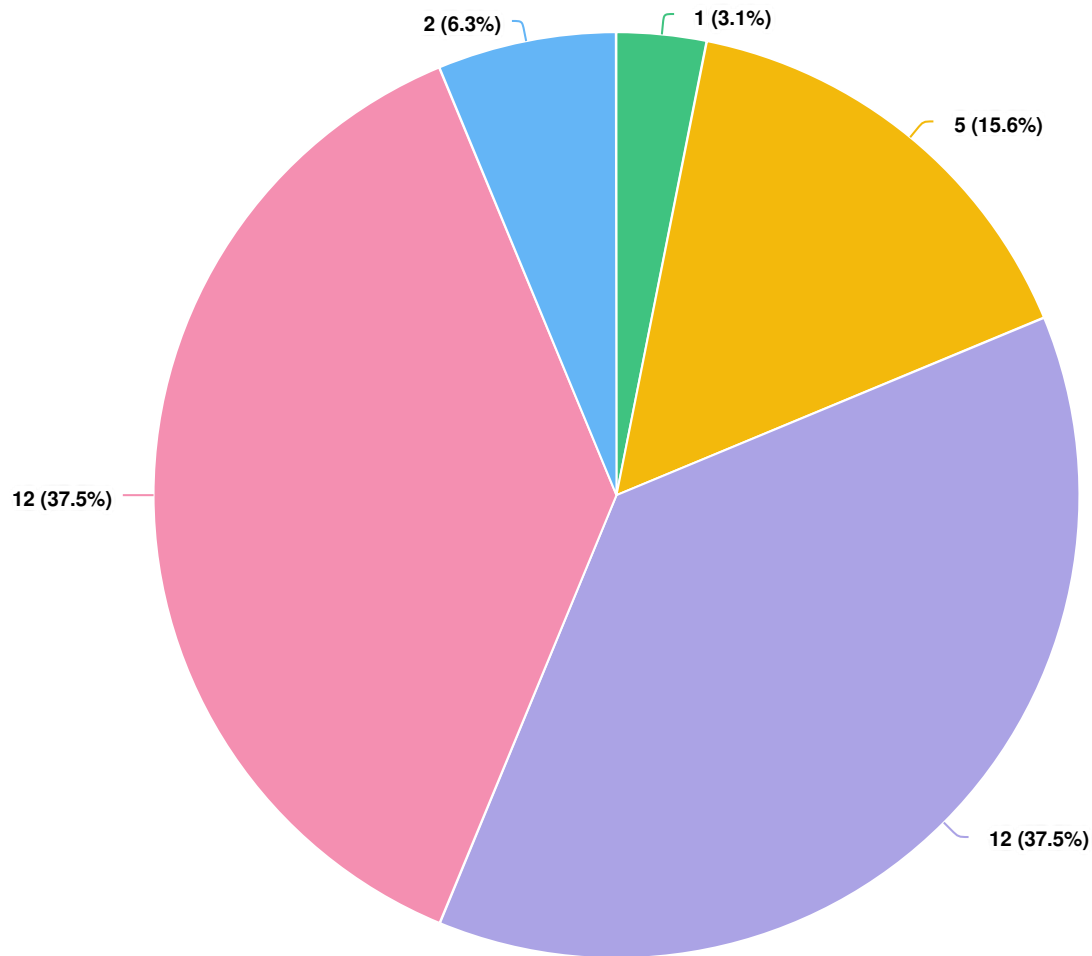
**Question options**

☒ Yes ☐ No

*Optional question (31 response(s), 3 skipped)*

*Question type: Radio Button Question*

### Tell us how you found this survey



#### Question options

● Not very good
 ● Not good
 ● Neutral
 ● Good
 ● Very Good

Optional question (32 response(s), 2 skipped)

Question type: Emoji Question

## Travers Street Reserve - Revocation of Community Land Classification

<b>Originating Officer</b>	Land Asset Officer/Registered Conveyancer - Heather Carthew
<b>Corporate Manager</b>	Manager City Property - Thuyen Vi-Alternetti
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922R12

### REPORT OBJECTIVE

To acknowledge receipt of Ministerial approval for the revocation of the community land classification of Travers Street Reserve, 37-41 Travers Street Sturt, Lot 482 in Deposited Plan 95697 being the whole of the land in Certificate of Title Volume 6158 Folio 572 (the Reserve) and to seek Council authorisation to revoke the community land classification over Reserve in accordance with Section 194(3)(b) of the Local Government Act 1999.

### EXECUTIVE SUMMARY

The Minister's approval to revoke the community land classification and dispose of 679 square metres of the Reserve was received by Council on 3 September 2020 (Attachment 1).

Council's endorsement of the recommendations will finalise the process to revoke the community land classification of the whole of Travers Street Reserve. Following the revocation, Council will be able to create and dispose of a residential allotment of 679 square metres from the Reserve in accordance with Council's Disposal of Land and Assets Policy. Immediately upon creation of the residential allotment, the balance of the reserve will automatically be reinstated as a reserve and as community land. The area proposed for disposal is outlined in green and the balance of the reserve to be retained by Council is outlined in red in the attached plan (Attachment 2).

### RECOMMENDATION

**That Council:**

- 1. Acknowledges the Ministerial approval to revoke the community land classification dated 31 August 2020 for Travers Street Reserve, 37-41 Travers Street Sturt being the whole of the land in Certificate of Title Volume 6158 Folio 572.**
- 2. Revokes the community land classification in respect of Travers Street Reserve to enable the creation of one residential allotment of 679 square metres (the Land), noting that upon creation of the Land, the balance of the reserve will automatically be reinstated as a reserve and as community land.**
- 3. Notes that the Registrar General is to be notified of the revocation of the classification of community land in accordance with Section 195 of the Local Government Act 1999.**
- 4. Authorises the disposal of the Land in accordance with Council's Disposal of Land and Assets Policy.**
- 5. Authorises the revenue from the sale net of all associated land division and disposal costs of the Land be transferred to the Open Space Reserve Fund for the development of open space facilities as approved by Council.**
- 6. Pursuant to Section 37(b) of the Local Government Act 1999 authorises the Chief Executive Officer to negotiate, enter into and sign all contracts and documentation necessary to effect the sale and settlement of the Land.**



## GENERAL ANALYSIS

### Background

Community consultation for the revocation of the community land classification of the Reserve and to seek authorisation to lodge the proposal to dispose of 679 square metres of the reserve was considered by Council on 28 January 2020 (GC200128R14), Council resolved:

*That Council:*

1. *Notes the outcome of the community consultation process undertaken for the revocation of the community land classification for Travers Street Reserve, Sturt at Lot 482 in D95697, Certificate of Title Volume 6158 Folio 572 and for the potential disposal of 679 square metres of the Reserve (the Land).*
2. *Declares that the retention of the Land does not contribute to Council's strategic objectives and is surplus to Council's requirements.*
3. *Authorises the lodgement of the proposal to dispose of the Land to the Minister for Planning in accordance with Section 194 of the Local Government Act 1999;*
  - *with a report on all submissions made as a part of the public consultation process*
  - *a request to approve the revocation of the Community Land Classification on the basis that the Community Land Classification over the balance of the reserve being retained by Council will automatically be reinstated upon creation of the residential allotment of 679 square metres.*
4. *Notes a report will be presented to Council upon receipt of the determination from the Minister for Planning in relation to the Land. Subject to Ministerial approval, the proceeds from the sale will be paid into the Open Space Reserve Fund for the development of open space as approved by Council.*

## DISCUSSION

The receipt of Ministerial approval (Attachment 1) for the revocation of the Reserve, allows Council to finalise the process by passing a resolution to revoke the community land classification for the Reserve.

Upon revocation of the community land classification, the Land will be created as a stand alone allotment and Council will be free to dispose of the Land in accordance with the Disposal of Land and Assets Policy. Immediately upon creation of the Land, the balance of the Reserve will automatically be reinstated as a reserve and as community land and will be retained by Council.

The following table illustrates Council's approval process to revoke the community land classification:

Authorisation to undertaken consultation under Section 194(2)(b) of the Local Government Act 1999	Completed - GC190827R07 (Report 1)
Consideration of the submissions made in response to the public consultation and authorisation for Ministerial consideration of revocation	Completed - GC200128R14 (Report 2)
Revocation of Community Land classification on receipt of Ministerial approval (Final Report)	For Council consideration GC200922R (Report 3)

### Community Impact

The Reserve is a local level reserve of 5,437 square metres with a classification of linear / linkage. It provides a throughway for pedestrians accessing bus stops and shopping on Sturt Road. The proposal does not impact this access, which will remain with the open space that is retained.



Open Space mapping shows 3 other reserves within 500m of Travers Street reserve. They are Hawkesbury Avenue, Rosefield Land and Brolga Place Reserves.

The suburb of Sturt has the lowest square metre rate of open space in the Warriparinga Ward (8.18m<sup>2</sup> of open space per person). Marion, by contrast has 55.26m<sup>2</sup> of open space per person. Warradale has the lowest percentage of 7.34m<sup>2</sup> in the City.

The 679 square metres of Reserve identified as the Land is disconnected from the main body of the reserve and the access is maintained between Travers Street and Myer Road.

## Environmental Implications

### Contamination

At the time of transfer of the portion of the Reserve that fronts onto Travers Street, from the SA Housing Trust, Council was advised that this portion of the Reserve appeared to have had no potentially contaminating activities (Regulation 50) under the Environment Protection Regulation 2009.

### Tree

There is a regulated tree on the Land proposed for disposal.

Two Development Applications for the removal of the regulated tree have been refused under the Development Act 1993.

Under the current development legislation, the tree can be removed without Development Approval if a dwelling is constructed within 10 metres of the trunk.

### Financial Implications

It is recommended that the net proceeds from the disposal of the Land be transferred to the Open Space Reserve Fund to be used for the development of open space facilities as approved by Council.

As required under the Disposal of Land and Assets Policy, a valuation will be undertaken by a Licensed Valuer.

## Attachment

#	Attachment	Type
1	Attachment 1 - Ministerial approval	PDF File
2	Attachment 2 - Plan	PDF File

The Hon Vickie Chapman MP

RECEIVED  
CITY OF MARION

- 3 SEP 2020

RECORD NUMBER

20MPL0211

31 August 2020



**Government  
of South Australia**

Deputy Premier

Attorney-General

Minister for Planning  
and Local Government

GPO Exchange  
10 Franklin Street  
Adelaide SA 5000

GPO Box 464  
Adelaide SA 5001  
DX 336

Tel 08 8207 1723  
Fax 08 8207 1736

Mr Adrian Skull  
Chief Executive Officer  
City of Marion  
PO Box 21  
OAKLANDS PARK SA 5046

Dear Mr Skull

**Community Land Revocation — Travers Street, Sturt**

I write in response to the City of Marion's (the Council's) request for approval of its proposal to revoke the community land classification of Lot 482 in Deposited Plan 95697 and comprised in Certificate of Title Volume 6158 Folio 572, also known as Myer Road Reserve (the Reserve).

I have considered the information provided to me by the Council, and in making my decision, I have taken into account the nature of the public consultation undertaken by the Council.

After carefully considering the effect of the revocation on the area and the local community, I am of the opinion that, on balance, the revocation will be more positive than not in its effect. I approve the Council's proposal to revoke the classification as community land of Lot 482 in Deposited plan 95697 and comprised in Certificate of Title Volume 6158 Folio 572.

In making my decision, I have taken into account that the Council intends to revoke the community land classification of the entire Reserve, but that following the creation of an allotment from a portion (approx. 679 m<sup>2</sup>) of the Reserve, the balance of the Reserve (approx. 4,757 m<sup>2</sup>) will be reinstated as a reserve, reclassified as community land and will be retained as open space by the Council.

If the Council wishes to proceed with the revocation it will need to pass a motion to revoke the community land classification pursuant to section 194(3)(b) of the *Local Government Act 1999*.

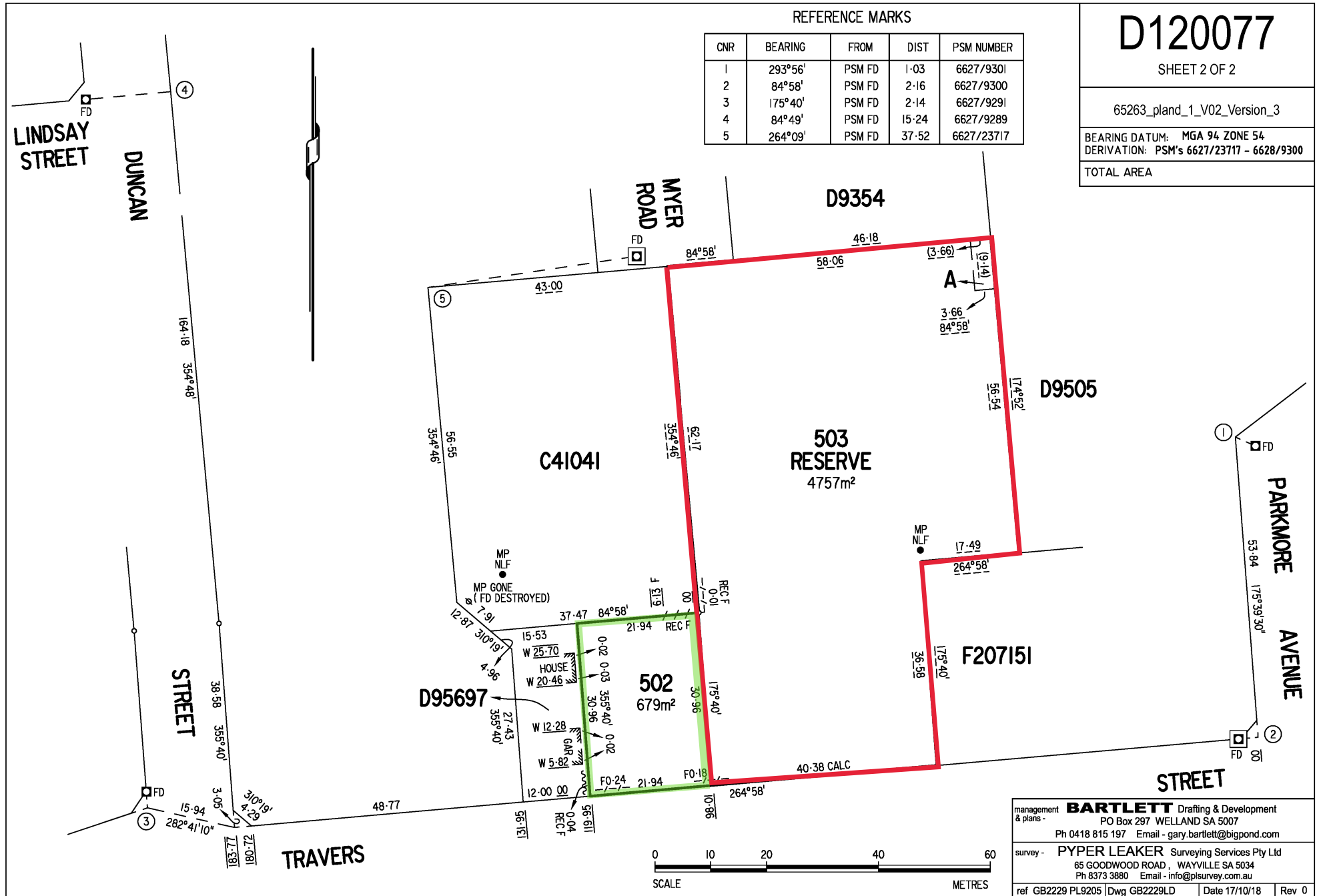
Yours sincerely



**VICKIE CHAPMAN MP**  
DEPUTY PREMIER  
MINISTER FOR PLANNING AND LOCAL GOVERNMENT

SCANNED

APPROVED - NOT YET DEPOSITED



## Dog By-Law - Fee Review

<b>Originating Officer</b>	Unit Manager Community Health and Safety - Sharon Perin
<b>Corporate Manager</b>	Manager Development and Regulatory Services - Warwick Deller-Coombs
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922R13

### REPORT OBJECTIVE

To provide Council with the opportunity to the remove the \$36.00 permit fee for additional dogs and cats and refund residents who have paid the fee this financial year.

### EXECUTIVE SUMMARY

Council recognises that pets positively contribute to the quality of life of many people. Council has sought to balance the needs of dogs and their owners and minimise the impact to the wider community of dogs through its Dog By-law of 2014.

The By-law includes a limit on the number of dogs that can be kept at a property and was brought in to address emerging issues with complaints from residents about increased numbers of barking dogs. Council initially relied on people volunteering to request the permit, or when a staff member investigated an issue raised by the community.

With the introduction of the State Government's state-wide dog database ("Dogs and Cats Online"), Administration has better information about residents that have more than the prescribed number of dogs. This has allowed Administration to assess residents who potentially require a permit.

Recent efforts by the Administration to clear list of potential permits has resulted in more people being contacted this year compared to the same time last year. This has resulted in residents receiving a letter advising the need to apply for a permit to keep additional dogs and pay an application fee, listed in Council's Fees and Charges Schedule for the permit to be assessed. These residents may have had their dog for several years without any issues or awareness of the By-law and it may have been a surprise for them to receive the letter.

Elected Members have heard community concerns raised about this process and have discussed it at a recent forum. Members indicated support to refund the fee to those residents who have paid since 1 July 2020 and a removal of the fee from the Fee Schedule.

### RECOMMENDATION

**That Council:**

- 1. Refund 48 residents the \$36 fee for an 'Application to keep more than prescribed number of dogs (or cats)' in the 2020/2021 Financial Year (total of \$1,740) starting from 1 July 2020.**
- 2. Remove the \$36.00 fee for the 'Application to keep more than prescribed number of dogs (or cats)' from Council's 2020/2021 Fees and Charges Schedule.**
- 3. Write to affected dog or cat owners. (A draft letter is attached as Attachment 1)**
- 4. Note that the Dog By-law No. 4 of 2014 (and all current By-laws) expire on 1 January 2022 and are scheduled for a legislated review, and the review will include investigating options for amending the By-law where needed.**



## DISCUSSION

Issues with the process for an application to keep more than prescribed number of dogs was recently highlighted by Elected Members, as a result of some residents expressing concern that they had been asked to apply and pay for a permit after they had registered their dogs through the current annual dog registration renewal process. The letter sent to residents was found to be impersonal and potentially upsetting to some residents. This has since been reviewed and re-written with assistance from the Customer Experience Team.

Elected Members considered this matter at the Elected Member Forum on 8 September 2020 (EMF200908R03). At the forum, staff and Elected Members:

- reviewed the application process
- discussed options
- noted concern that some residents were upset at receiving the letter advising of the need to apply for a permit and pay an application fee
- proposed to refund the application fee to those residents that have paid the dog application fee since 1 July 2020
- proposed to write to residents who had received the letter to apologise for any concern or upset caused and inform them of the refund process
- proposed to amend the permit process to undertake a desktop assessment where appropriate and issue residents with a permit to keep additional dogs. This is on the proviso that there have not been breaches of relevant legislation such as the Dog and Cat Management Act 1995 or the Local Nuisance and Litter Control Act 2016 and that the permit may be revoked in the future if there are breaches of legislation.

Since 1 July 2020, there have been 48 payments made for an application to keep more than prescribed number of dogs (44) or cats (4) under either Council's Dog or Cat By-laws, which both limit the number of dogs or cats that can be kept on a property without a permit.

Administration have reviewed fees charged by other Councils and its capacity to continue to assess residents who own multiple dogs or cats. A \$0 fee is in line with neighbouring Councils, noting that the existing fee was lower than other metropolitan Councils that charge for this purpose. By providing the application for free, it may result in greater take up of the process and a greater ability for staff to manage the keeping of additional animals in the city when issues arise.

As a result of the improved reporting of data through the Dogs and Cats Online system, Administration is now working through approximately 1,200 potential permits to keep additional dogs or cats. It is not anticipated that all of these will result in the need for a permit. For example, the resident may have moved or may no longer have the pet. Based on current data, staff estimate additional applications for this permit are likely to be around 50 per year.

The recommendation to remove the \$36.00 fee from the CoM Fee and Charges Schedule is not detrimental to the overall operations or revenue of Council. To be equitable, it is recommended that Council also refund the application fee for additional cats to those residents that have paid since 1 July 2020.

Staff are working to expedite the remaining applications by the end of the year. Staff will continue to issue permits to residents where required and will improve the process to prioritise desktop audits over site visits. The Finance Team have advised that the process to refund residents (for 20/21) must be completed by cheque and that it may take approximately 2 months.

## Attachment

#	Attachment	Type
1	Attachment 1 - Draft letter to resident	PDF File

Attachment 1  
Draft letter to resident

Date  
Name  
Address

Dear

We recognise that pets play a key role in our everyday lives.

Thank you for using Dogs and Cats Online to register your dog. In addition to the Dog and Management Act, we have a By-law regarding dogs. This is a local law established by Council to manage effectively any issues relating to dogs. The By-law includes a limit on the number of dogs that can be kept, to maintain a balanced living environment for the enjoyment of all residents.

With your recent dog registration, you received a letter advising under Council's Dog By-law you were required to apply for a permit to keep additional dogs and pay an application fee for the permit to be assessed. We understand this may have been disappointing for you to learn of and we have reviewed this process.

As a result of Councils' review, the application fee has been removed from the Fees and Charges Schedule and we will refund the application fee if you have already paid it.

I am pleased to advise that a permit to keep your ...(number) ...dogs has been successful.

Please be aware the Dog and Cat Management Act is designed to ensure the ongoing comfort of the wider community is considered.

Please contact us if you would like to discuss this matter further. Our Customer Service Centre can be reached by calling 8375 6600 or email [customerservice@marion.sa.gov.au](mailto:customerservice@marion.sa.gov.au).

Yours sincerely

(Name)  
Business Support Officer



## Planning Reform Action from Urban Planning Committee

<b>Originating Officer</b>	Manager Development and Regulatory Services - Warwick Deller-Coombs
<b>Corporate Manager</b>	Manager Development and Regulatory Services - Warwick Deller-Coombs
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922R14

### REPORT OBJECTIVE

To advise Council of the proposals discussed at the Urban Planning Committee (UPC) regarding engagement with the new Minister for Planning on the City of Marion submission and concerns with the new Planning and Design Code and the opportunity to develop additional communication materials about the Planning Reforms to engage with our community.

### EXECUTIVE SUMMARY

The UPC at its meeting on 1 September 2020, discussed concerns with the level of formal response and information that could be shared with our community from the State Planning Commission and Plan SA relating to progress of the proposed changes to the Planning and Design Code and implementation of the State Government's planning reforms.

The Committee unanimously agreed to progress the following recommendations for consideration by General Council with regard to the implementation of the State Government's Planning Reforms:

- *undertake a short-term media campaign seeking to influence the State Government to accept Council's position in relation to residential development in the Council area; and*
- *writes to the Minister for Planning and Local Government detailing the City of Marion's support for a collaborative approach to finalising the Planning and Design Code taking into account Council's practical suggestions for improvement.*

### RECOMMENDATION

**That Council:**

- 1. Write to the Minister for Planning and Local Government detailing the City of Marion's support for a collaborative approach to finalising the Planning and Design Code taking into account Council's practical suggestions for improvement.**
- 2. Undertake a short-term media campaign seeking to influence the State Government to accept Council's position in relation to residential development in the Council area.**
- 3. Allocates up to \$25,000 for communications and postage costs, sourced from 2019/20 carry overs or savings identified in this year's first budget review.**

### DISCUSSION

At UPC on 1 September 2020, Administration provided an update of progress with regards to the implementation of the State Government's Planning Reforms.



Administration advised of the lack of formal responses from the State Government with regard to the issues raised in the City of Marion submission to be able to provide certainty of what the final version of the code will include for our residents, developers, staff and Elected Members.

The Committee discussed options to inform the public of Council's position and role with regards to the proposed policy changes of the Planning Reforms.

The Committee felt that the State Planning Commission and Plan SA are not informing our community enough about the proposed changes and that Council should consider contacting the new Planning Minister to discuss our concerns and informing residents of progress and the issues as Council sees them.

The Committee recommended that Council consider engaging with the new Minister for Planning and develop information that could be shared with our community regarding the reforms.

The campaign could comprise letters to residents, advertisements in radio/papers, news articles, free social media, free news media and our website and would seek to inform the community on key issues including:

- Council's February 2020 submission to the State Government regarding the Planning and Design code;
- Housing Diversity DPA; and,
- Car parking.

The Committee further noted that Administration will write to the State Government requesting they release a practice direction with regards to minor variations under the new system.

A practice direction on minor variations would give Councils and Private Certifiers greater confidence about what a Private Certifier could sign off and would be left with Council staff to consider.

## Shopping Trolley Variation By-law

<b>Originating Officer</b>	Unit Manager Community Health and Safety - Sharon Perin
<b>Corporate Manager</b>	Manager Development and Regulatory Services - Warwick Deller-Coombs
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922R15

### REPORT OBJECTIVE

The purpose of this report is to seek Council's endorsement to progress minor amendments to the City of Marion Shopping Trolley Amenity By-law 2020 in response to feedback received from the Legislative Review Committee (LRC) on 9 September 2020.

### EXECUTIVE SUMMARY

Dumped trolleys are a safety issue for the City of Marion community.

After community consultation in 2019, Council endorsed a By-law to deal with shopping trolleys abandoned in the community to improve the amenity and safety of the City of Marion area. This includes putting the onus on retailers to better manage their trolleys.

The Shopping Trolley Amenity By-law 2020 (By-law Number 8 of 2020) was endorsed and is due to be valid from 2 November 2020.

The Legislative Review Committee has written to the City of Marion (Attachment 1) suggesting:

- a Variation By-law be made to address 2 instances of reference to "2019" in the By-law be changed to consistently refer to "2020" throughout. This is administrative and does not change the intent of Council's By-law.
- seeking further information with regard to our consultation process, in particular with retailers.

Council may also use this opportunity to improve the By-law to make it clear when the Shopping Trolley By-law will actively commence. It is recommended that Council endorse a commencement date of 1 February 2020 to clearly show Council's intention of providing retailers with time to be educated on the requirements of the By-law and so they can take the necessary actions to comply with the By-law.

As community consultation is required under the Local Government Act 1999 before Council can formally make a By-law (even an administrative Variation By-law), endorsement is sought from Council for community consultation regarding the Variation By-law.

### RECOMMENDATION

**That Council:**

1. **Endorses the revised commencement of the operative provisions of the Shopping Trolley Amenity By-law (paragraphs 4-8) to 1 February 2021.**
2. **Endorses the draft Shopping Trolley Amenity (Commencement) Variation By-law 2020 for public consultation under Section 249(1) of the Local Government Act 1999 (Attachment 3).**



**3. Instructs the Chief Executive Officer to undertake the consultation requirements of Section 249(1) of the Local Government Act 1999 and present a further report to Council following the completion of that process.**

**4. Notes the Chief Executive Officer will respond to the LRC on the information requested.**

## DISCUSSION

On 23 June 2020, Council endorsed the City of Marion's Shopping Trolley Amenity By-law 2020 By-law Number 8 of 2020 (Attachment 2). The By-law was gazetted in the Government Gazette on 2 July 2020 with a commencement date of 2 November 2020.

As part of the legal process of making By-laws, the Legislative Review Committee ("the LRC") has considered the By-law on 9 September 2020 and subsequently wrote to Council.

The letter from the LRC:

- noted that although the By-law is dated 2020, Clauses 1 and 7.1 refer to a By-Law 2019 (from when the By-law was originally drafted).
- have requested further consultation information from Council by 8 October 2020.

The inconsistencies of the date provided was not picked up in the drafting, approval or Gazettal of the document and a Variation By-law is now required to amend these two clauses.

Amending the date clauses is administrative and does not change the intent of Council's By-law.

Along with the letter, the LRC included a copy of the "LRC Information Guide" which gives Council clearer information on the content and format of information to be provided back to the LRC as well as information regarding the types of issues the LRC seeks to scrutinise.

Administration has contacted the Secretary of the LRC to seek further clarification on the information requested and Council has an opportunity to pre-empt another possible query of the LRC.

In creating the Shopping Trolley Amenity By-law (refer GC230620), Council noted staff would provide a grace period to retailers before enforcement of the By-law commenced. This would provide retailers and community with the opportunity to be educated on the requirements of the By-law and so they could take the actions necessary under the By-law (including erecting signs and labelling their trolleys).

However, this is not stipulated in the By-law and the LRC (and retailers and community) could interpret that the By-law would be strictly enforced from 2 November, which was not Council's intent.

Council now has the opportunity to confirm the date of operation in the By-law which would provide greater certainty to the LRC, retailers and the community.

Administration is not aware of any intent of any Member of Parliament to recommend a motion to disallow the By-law at this time and any MP would have until 12 November 2020 to do so.

It is recommended that Council:

- endorse the draft Shopping Trolley Amenity (Commencement) Variation By-law 2020 (Attachment 3) to amend the Shopping Trolley Amenity By-law 2020 By-law Number 8 of 2020 by amending Clauses 1 and 7.1 so both clauses read "2020" and not "2019"
- delay the commencement of the Shopping Trolley Amenity By-law 2020 to 1 February 2021 and inserting this date in the draft Shopping Trolley Amenity (Commencement) Variation By-law 2020, to clearly show Council's intention of providing retailers with time to be educated on the requirements of the By-law and so they can take the necessary actions to comply with the By-law.

This requires Council to specifically resolve when the delayed provisions will commence (recommended to be 1 February 2021), by resolving to include the date in paragraphs 2.2 and 5.3 of the draft Variation By-law.

As part of the legal process of making By-laws under Section 249 of the Local Government Act 1999, there needs to be 21 days of community consultation regarding the Variation By-law. Accordingly, it is further recommended that Council endorse the draft Variation By-law 2020 for community consultation.

Community consultation will be informative consultation and is not an opportunity for the community to debate the original By-law. Consultation will occur from 23 September 2020 to 13 October 2020. The consultation will be via a letter to retailers; and to the broader community through Council's Making Marion web page. The Making Marion page will provide people with an information flyer (draft in Attachment 4), FAQs (Frequently Asked Questions), the past consultation processes and the opportunity to submit feedback. Social media and other communication methods will be used with this opportunity to educate the broader community about the upcoming By-law.

Administration will prepare a response to the LRC on the information requested before the 8 October deadline.

## Attachment

#	Attachment	Type
1	Attachment 1 - Letter to City of Marion - LRC090920	PDF File
2	Attachment 2 - Originally drafted Shopping Trolley Amenity By-law 2020 By-law No 8 of 2020	PDF File
3	Attachment 3 - Draft Shopping Trolley Amenity (Commencement) Variation By-law 2020	PDF File
4	Attachment 4 - Shopping Trolley Variation BY-Law - Information flyer Sept 2020	PDF File



Mr Adrian Skull  
Chief Executive Officer  
City of Marion  
(by email)

9 September 2020

Dear Mr Skull,

**City of Marion Shopping Trolley Amenity By-Law 2020 - By-law No. 8**

The Legislative Review Committee ('the Committee') today considered the above by-law made by the City of Marion on 23 June 2020.

The Committee notes that clauses 1 and 7.1 of the by-law refers to the by-law as a 2019 by-law despite the by-law being made in 2020. If the reference to a 2019 by-law in these provisions is in error, the Committee suggest a variation by-law ought to be made by the City of Marion under section 249(6) of the *Local Government Act 1999* before the commencement of the by-law.

In addition, the Committee seek further information from the City of Marion on any concerns that were raised during the consultation process for the by-law, particularly from retailers, and the action taken by the City of Marion in response to concerns raised.

For the information of the City of Marion, I attach the Legislative Review Committee's Information Guide. The Committee's Information Guide sets out how the Committee carries out its functions, including for the benefit of Members of Parliament, those involved with the making of instruments, which are required to be tabled in the Parliament and referred to the Committee, and the general public. The Committee appreciates that the City of Marion would not have been previously aware of the Committee's Information Guide but would ask the City of Marion, in its response to the Committee on the matter of concerns raised during the consultation process for the by-law, to take account of section 4.4 (Consultation in relation to instrument) of Part 4 of the Committee's Information Guide.

If you have any questions or would like to discuss the matter further, please contact Mr. Matt Balfour, Secretary to the Committee, on (08) 8237 9415. Otherwise, the Committee would appreciate the City of Marion's reply to [seclrc@parliament.sa.gov.au](mailto:seclrc@parliament.sa.gov.au) on or before Thursday 8 October 2020.

Yours sincerely,

A handwritten signature in black ink, appearing to read "N. Centofanti".

**Hon. Nicola Centofanti MLC**  
**PRESIDING MEMBER**





## CITY OF MARION

*By-law made under the Local Government Act 1999*

### Shopping Trolley Amenity By-law 2020

#### By-law No. 8 of 2020

*To protect and enhance the amenity of the area of the Council, suppress nuisance caused by the use of shopping trolleys on roads, local government land and private land and otherwise for the convenience, comfort and safety of the Council's community.*

#### Part 1 – Preliminary

##### 1. Short Title

This by-law may be cited as the *Shopping Trolley Amenity By-law 2019*.

##### 2. Commencement

This by-law will come into operation four months after the day on which it is published in the *Gazette* in accordance with Section 249(5) of the *Local Government Act 1999*.

##### 3. Definitions

In this By-law:

- 3.1 **authorised person** has the same meaning as in the *Local Government Act 1999*;
- 3.2 **authorised token** means any object designed to release a trolley from a coin deposit and release system that has been approved by the Council on application by a retailer;
- 3.3 **coin deposit and release system** means a coin-operated lock that operates with the insertion of an Australian currency one dollar or two dollar coin or equivalent authorised token;
- 3.4 **premises** includes:
  - 3.4.1 land;
  - 3.4.2 a part of any premises or land;
- 3.5 **removal notice location** means:
  - 3.5.1 the place mentioned in a removal notice where the trolley was found; and

- 3.5.2 any place outside a retailer's shopping centre precinct that can be clearly seen from the place mentioned in the removal notice;
- 3.6 **retailer** means a person who provides shopping trolleys for use in the retailer's premises;
- 3.7 **retailer's shopping centre precinct**, for a retailer's shopping trolley, means the shopping centre precinct where the retailer's premises that are identified on the trolley are located;
- 3.8 **shopping centre**, for retail premises which provide shopping trolleys for use in the premises, means:
  - 3.8.1 if the premises occupy a single building—the retail premises; or
  - 3.8.2 if the premises are in a shopping centre, shopping mall, shopping court or shopping arcade—the centre, mall, court or arcade;
- 3.9 **shopping centre precinct** means:
  - 3.9.1 an area consisting of:
    - 3.9.1.1 a shopping centre; and
    - 3.9.1.2 any car park provided for the use of customers of the shopping centre; and
    - 3.9.1.3 any area, including a road or other public place, between the shopping centre and the car park; and
    - 3.9.1.4 any other area provided for the use of customers of the shopping centre immediately adjacent to the shopping centre; or
  - 3.9.2 an area determined by the Council to constitute a shopping centre precinct for the purposes of this by-law;
- 3.10 **shopping trolley** means:
  - 3.10.1 a predominantly metal trolley incorporating a basket that cannot be removed; or
  - 3.10.2 a trolley or handcart determined by the Council to constitute a shopping trolley for the purposes of this by-law;
- 3.11 **trolley containment system** means:
  - 3.11.1 a wheel lock system;
  - 3.11.2 a coin deposit and release system; or
  - 3.11.3 such other system as the Council may determine to prevent shopping trolleys being removed from a shopping centre precinct, and to



facilitate the return of the shopping trolleys to a designated location within the precinct;

- 3.12 **wheel lock system** means a disabling device which makes the trolley inoperable, including by locking the wheels of the shopping trolley, if it is removed from a retailer's shopping centre precinct.

## Part 2 – Management of Shopping Trolleys

### 4. Retailer to keep Shopping Trolleys within Shopping Centre Precinct

- 4.1 A retailer must keep a shopping trolley, which has been identified as belonging to the retailer under this by-law, within the retailer's shopping centre precinct.
- 4.2 This paragraph does not prevent a shopping trolley that is not within the retailer's shopping centre precinct being:
- 4.2.1 on premises owned or leased by the retailer or a person authorised by the retailer to keep the trolley;
  - 4.2.2 in the possession of the retailer or a person authorised by the retailer to be in possession of the trolley; or
  - 4.2.3 in a shopping centre precinct other than the retailer's shopping centre precinct.
- 4.3 This paragraph does not apply if:
- 4.3.1 a trolley containment system is in operation at the retailer's shopping centre precinct;
  - 4.3.2 the number of trolleys provided by the retailer at the retailer's shopping centre precinct is less than 25; or
  - 4.3.3 the retailer has obtained an exemption from the Council from the operation of this paragraph.
- 4.4 For the avoidance of doubt, nothing in this paragraph prevents an authorised person from giving a retailer a removal notice under paragraph 5 of this by-law.

### 5. Notice to Remove Individual Shopping Trolley

- 5.1 If a shopping trolley is found in a place outside the retailer's shopping centre precinct an authorised person may give a retailer a notice (a **removal notice**) requiring the retailer to remove the shopping trolley from the removal notice location specified in the removal notice within the period specified in the removal notice.
- 5.2 A removal notice issued under paragraph 5.1 of this by-law:
- 5.2.1 is to be complied with within 72 hours after the time the removal notice is given (or such other time as has been specified in the notice);
  - 5.2.2 must specify:

- 5.2.2.1 the time and date the removal notice is given;
    - 5.2.2.2 the place where the shopping trolley was found;
    - 5.2.2.3 it is an offence against this by-law to fail to comply with the removal notice or remove the notice without authorisation;
    - 5.2.2.4 the expiation fee and maximum penalty applicable under this by-law for failing to comply with the notice or removing the notice without authorisation;
    - 5.2.2.5 the Council's contact details in relation to the removal notice.
  - 5.3 A retailer must comply with a removal notice issued under paragraph 5.1 of this by-law.
  - 5.4 A removal notice may be given by the authorised person:
    - 5.4.1 either:
      - 5.4.1.1 securely attaching the removal notice, addressed to the retailer, to the shopping trolley in a conspicuous position; and
      - 5.4.1.2 calling the contact telephone number stated on the trolley as required under this by-law and giving the information in the removal notice to the retailer; or
    - 5.4.2 serving the removal notice in accordance with the *Local Government Act 1999*.
  - 5.5 For the purposes of this by-law, a removal notice is taken to have been given to a retailer under paragraph 5.4.1 of this by-law:
    - 5.5.1 at the time and date the telephone call is made and the information is given to:
      - 5.5.1.1 a person who answers the telephone call; or
      - 5.5.1.2 a telephone answering or recording device; or
    - 5.5.2 if a reasonable attempt was made to give the information to the retailer by telephone.
  - 5.6 A person, other than a retailer or a person authorised by a retailer, must not remove or interfere with a removal notice attached to a shopping trolley under this by-law.
- 6. Direction to Return Shopping Trolley**
- 6.1 If an authorised person believes on reasonable grounds that a person:

- 6.1.1 has taken a retailer's shopping trolley from the retailer's shopping centre precinct;
- 6.1.2 is using a retailer's shopping trolley in a place outside the retailer's shopping centre precinct; or
- 6.1.3 has left a retailer's shopping trolley at a place outside the retailer's shopping centre precinct,

the authorised person may give the person a direction (an **on-the-spot direction**) to return the shopping trolley to the retailer's premises identified on the trolley.

6.2 An on-the-spot direction issued under paragraph 6.1 of this by-law:

- 6.2.1 is to be complied with within such reasonable time as specified by the authorised person;
- 6.2.2 must include:
  - 6.2.2.1 a warning it is an offence against this by-law not to comply with the direction;
  - 6.2.2.2 the expiation fee and maximum penalty applicable under this by-law for failing to comply with the direction; and
  - 6.2.2.3 the Council's contact details;

6.3 A person must comply with an on-the-spot direction issued under paragraph 6.1 of this by-law.

6.4 Nothing in this paragraph empowers an authorised person to issue an on-the-spot direction under this paragraph to:

- 6.4.1 the retailer identified on the trolley; or
- 6.4.2 a person authorised by the retailer to deal with the trolley in the manner specified in paragraphs 6.1.1 or 6.1.2.

### Part 3 – Notification Requirements

#### 7. Shopping Trolley Removal Notification

A retailer must place prominently at or near each customer exit in the retailer's premises a notice that:

- 7.1 contains the following statement:
 

‘Under the City of Marion's *Shopping Trolley Amenity By-law 2019* fines can apply for taking, using or leaving a shopping trolley outside this shopping centre precinct.’
- 7.2 describes the retailer's shopping centre precinct;

7.3 contains anything else required by a determination of the Council under this paragraph; and

7.4 can be seen and read easily by a person leaving the retailer's premises.

## 8. Identification of Shopping Trolleys

A retailer must display on each of the retailer's shopping trolleys the following information:

8.1 the retailer's legal name;

8.2 the address of the retailer's premises at which the retailer keeps the trolley; and

8.3 the contact telephone number of:

8.3.1 the retailer; or

8.3.2 a person authorised by the retailer to collect the trolley.

## Part 3 – Miscellaneous

### 9. Exemptions

9.1 A retailer may apply in writing to Council for an exemption from the application of paragraph 4 of this by-law.

9.2 The Council may, in its absolute discretion, determine to exempt a retailer from the application of paragraph 4 of this by-law in respect of all shopping trolleys or particular types of shopping trolleys, either temporarily or permanently.

9.3 A retailer must not include information in an application made under this paragraph that is false or misleading in a material particular.

### 10. Requirement to Publish Determinations Online

If the Council makes a determination under paragraph 3.9.2, 3.10.2, 3.11.3 or 7.3 of this by-law, the Council must give notice of the making of that determination on a website determined by the Council's Chief Executive Officer.

The foregoing by-law was duly made and passed at a meeting of the Council of the Corporation of the City of Marion held on the 23rd day of June 2020 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

Mr Adrian Skull  
Chief Executive Officer



*By-law made under the Local Government Act 1999*

## **SHOPPING TROLLEY AMENITY (COMMENCEMENT) VARIATION BY-LAW 2020**

### **City of Marion By-law No. 9**

To vary the Council's *Shopping Trolley Amenity By-law 2019* and for related purposes.

#### **Part 1 - Preliminary**

**1. Short title**

This by-law may be cited as the *Shopping Trolley Amenity (Commencement) Variation By-law 2020*.

**2. Commencement**

2.1 Subject to paragraph 2.2, this by-law will come into effect on 2 November 2020 in accordance with Section 249(6) of the *Local Government Act 1999*.

2.2 Paragraph 6 of this by-law will come into operation on 1 February 2021 in accordance with Section 249(6) of the *Local Government Act 1999*.

**3. Variation provisions**

In this by-law, a provision under a heading referring to the variation of a specified by-law varies the by-law so specified.

#### **Part 2 - Variation to *Shopping Trolley Amenity By-law 2019* made 23 June 2020**

**4. Variation of Paragraph 1**

Paragraph 1 – delete '2019' and substitute '2020'.

**5. Variation of Paragraph 2**

5.1 Paragraph 2 – redesignate as paragraph 2.1.

5.2 Paragraph 2.1 – delete 'This' and substitute 'Subject to paragraph 2.1 of this'.

5.3 After paragraph 2.1 insert:

2.2 Notwithstanding paragraph 2.1 of this by-law, paragraphs 4, 5, 6, 7 and 8 of this by-law come into operation on 1 February 2021 in accordance with Section 249(5) of the *Local Government Act 1999*.

**6. Variation of Paragraph 7**

Paragraph 7.1 – delete ‘2019’ and substitute ‘2020’.

The foregoing by-law was duly made and passed at a meeting of the Corporation of the City of Marion held on 2020 by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....  
Mr Adrian Skull  
Chief Executive Officer

## SHOPPING TROLLEY BY-LAW

### Variation By-Law - Administrative update

September 2020



#### INTRODUCTION

Dumped trolleys are a hazard and an eyesore across Adelaide.

Following community consultation, Council endorsed a By-law to deal with abandoned trolleys in the City of Marion on 23 June 2020.

The Shopping Trolley Amenity By-law 2020 includes measures that put the onus on retailers to better manage their trolleys as well as provisions for community members to be fined.

These include:

- Requirements for trolley containment systems
- Fines for retailers whose trolleys are found outside their shopping centre area
- Ability to fine individuals who leave trolleys in our streets.

#### NEXT STEPS

A Variation By-law is now required to amend two clauses of the By-law that Council consulted on. This is an administrative requirement and does not change the intent of the By-law.

The Variation By-law also clarifies when the Shopping Trolley By-law will be introduced.

**The Variation By-Law is now open for comment until 13 October 2020 via**  
[www.makingmarion.com.au/shopping-trolley-bylaw](http://www.makingmarion.com.au/shopping-trolley-bylaw)

Council has endorsed that the By-law commences on xxxx. This aims to provide Council with time to educate retailers and community on what will be required of them to comply with the By-law.



## City of Marion Public Health Planning - Progress Report 1 July 2018 - 30 June 2020

<b>Originating Officer</b>	Social/Cultural Sustainability Planner - Melissa Batt
<b>Corporate Manager</b>	Manager People and Culture - Steph Roberts
<b>General Manager</b>	Chief Executive Officer - Adrian Skull
<b>Report Reference</b>	GC200922R16

### REPORT OBJECTIVE

To seek endorsement of a report to the Chief Public Health Officer for forwarding to the Minister of Health on the extent to which the City of Marion has met the requirements of the South Australian Public Health Act 2011 in relation to public health planning for the period of 1 July 2018 to 30 June 2020.

### RECOMMENDATION

**That Council:**

- 1. Endorses the 1 July 2018- 30 June 2020 City of Marion Progress Report on Public Health Planning for submission to the Chief Public Health Officer (Appendix 1).**

**Legal / Legislative / Policy:** Reporting on the City of Marion's contribution to public health is a requirement of the South Australian Public Health Act 2011 S51, S52.

### DISCUSSION

The South Australian Public Health Act 2011, (S51, S52) requires councils to develop Regional Public Health Plans and report on their implementation every two years. These Plans can be prepared by a group of Councils or an individual Council, or alternatively, Councils can work towards 'greater integration of public health planning with Council's strategic management plans'. The City of Marion has taken this latter approach with the support of SA Health.

Reports are due to the Chief Public Health Officer by 30 September 2020 for the reporting period 1 July 2018 to 30 June 2020.

Public health planning must be consistent with the State Public Health Plan's four priority areas:

1. Promote: build stronger communities and healthier environments
2. Protect: against public and environmental health risks and responds to climate change
3. Prevent: chronic disease, communicable disease and injury
4. Progress: Strengthen the systems that support public health and community wellbeing

The aim of reporting as stated in a Guideline for Reporting on Regional Public Health Plans issued by the Chief Public Health Officer, is to build a shared understanding of:

- Councils' achievements in implementing Public Health Plans with a focus on local priorities, key strategies and actions
- The alignment of local action with state priorities
- Key partnerships in delivering council achievements
- Key issues in Public Health Plan implementation
- Key issues for future iterations of the State Public Health Plan and Chief Public Health Officer's report





The previous City of Marion public health report was endorsed by Council in September 2018 (GC180911R19) for the period of 1 July 2016 - 30 June 2018.

### **City of Marion Approach to Public Health Planning**

The City of Marion uses an integrated approach to public health planning and reporting, therefore links are made between the Community Vision themes, and the State Public Health Plan priorities.

The City of Marion's strategic plans provide the following:

Community Vision – Towards 2040, which outlines our community's aspirations based on extensive community engagement

- City of Marion Strategic Plan 2017 - 2027, which includes strategies that aim to achieve public health outcomes
- Business Plan 2019 - 2023, which identifies goals and initiatives within the context of the Community Vision and Strategic Plan

In addition to strategies and initiatives outlined in the Business Plan, Council also provides a range of services for its community that deliver public health outcomes. These include services such as community programs; footpath provision; walking and cycling infrastructure; open spaces; auditing and inspection; immunisation education; and volunteer programs. These are areas that have significant impacts on people's health and have been included in the report as they are state and local government priorities.

A progress report to the Chief Public Health Officer for the period 2018-2020 is attached for endorsement by Council (Appendix 1).

### **Attachment**

#	Attachment	Type
1	Public Health Progress Report 2018-2020 Appendix 1	PDF File

# City of Marion Public Health Planning - Progress Report 2018-2020

Section 1: STATUS OF RPHP COMMITMENT IMPLEMENTATION (for the purpose of this Guidance, a ‘commitment’ can include a priority, strategy or action)								
1. PRIORITY/STRATEGY/ ACTION	2. STATE PUBLIC HEALTH PLAN STRATEGIC PRIORITY(S) ALIGNMENT				CoM Strategic Alignment	3. STATUS Please number according to one of the following	4. PROGRESS AND/OR ACHIEVEMENTS (if deferred, or not commenced, please mark N/A)	5. PARTNERSHIP(S) ESTABLISHED OR SOUGHT TO ACHIEVE THIS COMMITMENT (if any) (if not applicable, please mark N/A)
	TICK BOX - can be more than one							
	1 PROMOTE: build stronger communities and healthier environments.	2 PROTECT: against public and environmental health risks and responds to climate change.	3 PREVENT: chronic disease, communicable disease and injury.	4 PROGRESS: Strengthen the systems that support public health and community wellbeing.	Liveable Valuing Nature Engaged Innovative Prosperous Connected	1. in progress 2. completed 3. ongoing 4. deferred 5. will not be progressed		
Expand the number of netball courts at Cove Sports and Community Club	X				Liveable	Completed	Improved facilities to reflect community need for active recreation.	n/a
Marion Cultural centre Plaza designs and linkages to surrounding areas	X				Liveable	In progress	A master plan for Marion Cultural Centre Plaza aims to create a civic heart. Co- location of cultural, recreation and health facilities within a regional centre, supported by public transport infrastructure have been considered, as these contribute to positive community health outcomes.	Office for Recreation Sport and Racing, Department for Planning, Transport and Infrastructure
Develop the City Property Strategic Asset Management Plan to meet community, sport and recreation needs	X	X			Liveable	In progress	A strategic focus on City Property assets, to drive programming and support decision making in a holistic and comprehensive way, enabling our community to have access to quality open spaces and facilities for active and passive recreational and community activities, benefiting population health outcomes.	n/a
Determine future for the Marion Golf Club clubrooms	X				Liveable	In progress	Currently underway and ongoing.	n/a
Deliver expended online booking service for community managed facilities	X			X	Liveable	In progress	This will increase the use of Council venues by enabling residents to book these spaces online.	Simple Integrated Marketing Pty Ltd
Partner with key stakeholder to maximise the outcomes for the site of the Seacliff Park Development Plan Amendment	X				Prosperous	In progress	The DPA proposes to introduce policies within Council's Development Plan to facilitate the appropriate development of a site. The rezoning of the land will offer increased development opportunities, provide an incentive for remediation of some of the site and a significant opportunity to improve the amenity of the area, benefiting the community.	City of Holdfast Bay, Seacliff Ocean Estate Pty Ltd, Department of Planning, Transport and Infrastructure, URPS

# City of Marion Public Health Planning - Progress Report 2018-2020

## Section 1: STATUS OF RPHP COMMITMENT IMPLEMENTATION *(for the purpose of this Guidance, a 'commitment' can include a priority, strategy or action)*

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Trial a third community bus	X				Connected	Deferred	To fulfil an identified need for accessible transport for residents in the southern area of the City.	Community members, Ezyrent Minibuses.
Trial implementation of extended operating hours at Neighbourhood Centres	X				Connected	In progress	Increase the hours of three Neighbourhood Centres from 4pm to 7pm for a trial period and assess participation rates.	n/a
Deliver a Southern Soccer Facility	X				Liveable	In progress	The southern region needs additional soccer pitches to address high demand. Enable greater participation with related health and social inclusion outcomes.	Football Federation of SA, Department of Environment Water and Natural Resources, Treasurer, Minister for Sport and Recreation
Deliver a Sam Willoughby International BMX facility in partnership with State Government and the City of Onkaparinga	X				Liveable	In progress	The objective is to develop a competition and training venue for BMX in South Australia with the capacity to host national and potentially international level competitions. The outcomes desired from the development of the facility include: - Providing new quality BMX facilities to support participation and enjoyment of South Australians. - To make positive contribution to the civic interests of the wider region from both a social, economic and positive health perspective. - To provide riding opportunities for youth at risk of disengaging from society. - To provide venue in promoting increased community physical activity.	City of Onkaparinga, Office for Recreation and Sport, Department for Environment and Water, BMX Australia, BMX SA, The Cove BMX Club, Happy Valley BMX Club, Department for Planning, Transport and Infrastructure, State MPs, Consultants and Contractors

# City of Marion Public Health Planning - Progress Report 2018-2020

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Complete the development of Morphettville Park Sports and Community Centre	X				Liveable	Completed	The Morphettville Park Sports Club development addresses expansion of the club through the recent increase of club participants as a result of the Female Football League, whilst addressing the condition of the ageing infrastructure. The development delivers an integrated sports and community facility that provides economic, social and health benefits to a well connected and inclusive community.	Office for Recreation, Sport and Racing, Minister for Recreation, Sport and Racing, SANFL, Morphettville Park Football, Cricket, Netball and Drats clubs, local community groups, local residents
Complete the Marion Outdoor Pool building and recreational facilities upgrade	X				Liveable	In progress	The Marion Outdoor Pool upgrade provides an improved community facility promoting active and healthy lifestyles.	n/a
Activate the Edwardstown and Melrose Park Employment Precinct	X				Prosperous	In progress	The vision for the project is Edwardstown will become an outstanding place for business, innovation and entrepreneurs to thrive, while simultaneously creating new jobs and attracting new industry. This activation would benefit community health outcomes.	Southern Adelaide Economic Development Board, Cities of Mitcham, Unley, West Torrens, Southern Business Connections, Vicinity Centres, Businesses within the Edwardstown Precinct

# City of Marion Public Health Planning - Progress Report 2018-2020

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Continue to deliver the Volunteer Strategy 2018-2021	X				Engaged	In progress	Continued delivery of our Volunteer Strategy, which empowers our community to embrace volunteer opportunities that delivers a sense of purpose and contributes to their overall wellbeing. We have: - Developed a skill match program. - Developed a Y20 program to enable school students to participate in volunteering activities. - Achieved accreditation in National Standards for Volunteer Involvement 2018 – 2021.	Schools, Flinders University, RSPCA, Red Cross, Riding for the disabled, Volunteering SA/NT, LGA Functional Support Group
Develop a City Transport Plan to enable ease of movement for people of all ages and abilities within and through the city	X	X	X		Connected	In progress	An integrated approach to transport and mobility is required to improve accessibility across the city.	Regional Councils, Department for Infrastructure and Transport, RAA
Renew the Mitchell Park sports and community facilities	X				Liveable	In progress	Deliver a new facility for the community of Mitchell Park where a broad range of community and sporting programmes can be delivered with facilities enabling active and well connected communities.	Mitchell Park clubs, Neighbourhood Centre, Basketball SA, South Adelaide Basketball, Flinders University, Junction Australia

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Deliver final stages of the Hallett Cove Foreshore redevelopment	X	X			Liveable	In progress	Delivery of a regional coastal reserve, playground and events space for community use promoting active healthy recreation opportunities in progress.	Hallett Cove Lions club, Boat Shed Cafe, Community, Department for Planning, Transport and Infrastructure, Arts SA, Department for Environment and Water, SAPOL, Karna representatives
Develop and deliver a coastal walkway to connect Heron Way Reserve with the Field River environs	X				Connected	In progress	The coastal walkway is valued and well used community asset, which attracts visitors into the region and contributes to the liveability of the city. The provision of a walkway from Heron Way through to the Field River will improve public access and enable additional walking traffic, whilst protecting sensitive dune and foreshore environment.	n/a
Deliver Oaklands Precinct project to provide improved public amenity and connectivity	X				Liveable	In progress	The project objectives are to improve travel times and reduce travel time variability for vehicles, using the crossing to improve safety by removing the level crossing and lowering the rail line under the road. The project also improves walking and cycling access and safety by installing new pedestrian bridges, pathways and activated crossings. Councils contributing works will enhance streetscapes for walking and cycling and the creation of a larger public park with new playground amenities whilst also integrating new technologies that will support the visitor experience through smart car parking and asset sustainability data collection.	Federal government, Department of Planning Transport and Infrastructure



# City of Marion Public Health Planning - Progress Report 2018-2020

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Expand the streetscape program to include arterial roads	X	X			Liveable	In progress	Improved streetscape increases the useability and amenity of our road and footpath networks, thereby encouraging walking and cycling, which contributes to positive community health outcomes.	Department of Planning Transport and Infrastructure
Implement the Coastal Climate Change Adaptation Plan	X	X			Valuing Nature	In progress	Deliver a coastal monitoring program to identify changes to coastal condition, continuously update Council's coastal climate change risk profiles and identify priority actions in response to changes in risk.	Department for Environment and Water - Coastal Management Branch
Implement the Energy Efficiency and Renewable Energy Plan	X	X			Valuing Nature	In progress	A number of opportunities have been identified that will support Council’s continued efforts to improve energy efficiency and reduce reliance on the national electricity grid. An ongoing commitment to reducing local carbon emissions, building resilience to climate change and publicly tracking and reporting on progress.	n/a
Undertake a destination playground feasibility study	X				Valuing Nature	Completed	Council endorsed a partnership with Department of Environment and Water to build a nature play City Wide Attraction at Glenthorne National Park.	Department of Environment and Water
Implement the Social Media Strategy	X	X		X	Innovative	In progress	Social Media Strategy 2020-23 endorsed 2020. Includes communications regarding public health.	n/a
Implement the 2020-2023 Reconciliation Action Plan	X	X			Engaged	In progress	The City of Marion has implemented Reconciliation Action Plans since 2013. These plans build and strengthen relationships, understanding and respect between Aboriginal and Torres Strait Islander people and the wider Australian community.	Reconciliation Australia, reconciliation South Australia, Kurna community, Flinders University

# City of Marion Public Health Planning - Progress Report 2018-2020

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Capella Precinct Plan	X				Liveable	In progress	To develop a Precinct Plan for Capella Reserve that considers the open space and recreation needs for positive community health outcomes.	n/a
Tarnham Road Open Space Redevelopment	X				Liveable	In progress	A site concept is being developed that includes four new acrylic surfaced courts, public toilet, shelters, a new playground, retaining walls and landscaping that integrates the site into the surrounding area. This redevelopment will enable community to participate in active recreation.	n/a
Open Space Strategy Framework	X				Liveable	Completed	Plan and prioritise open space developments and actions based on our Open Space policy, to meet the needs of a growing and changing community into the future.	n/a
4 year Business Plan development	X	X	X	X	Excellence	Completed	Develop, finalise & launch 4-year Business Plan 2019-23 that integrates public health. Meet Strategic Planning requirements of the Local Government Act and Public Health Act.	n/a
Digital Literacy Programs	X			X	Connected	Ongoing	To integrate digital literacy programs in our neighbourhood centres and libraries. To meet community needs for digital literacy skills, knowledge and development. To provide a coordinated approach to digital literacy training and access to resources.	n/a
Oaklands water supply business, implementation stage		X			Valuing Nature	In progress	Supply recycled water from Oaklands Wetlands to third parties, as well as watering Council reserves.	Essential Services Commission of South Australia, Environmental Protection Authority, Department of Health, Customers, Residents



## GC200922R - Public Health Progress Report 2018-2020      **APPENDIX 1**

### Section 2: EMERGING PUBLIC HEALTH ISSUES AND OPPORTUNITIES

*If applicable, please provide a description of emerging public health issues that have been encountered, and opportunities that have been identified, during the current reporting period.*

#### **Covid19**

The City of Marion continued to deliver services to our community during the 2020 Covid19 pandemic. Many services were modified to maintain State Government directions. We continued to support our vulnerable community, and adapted services as needed.

During March to June 2020, the City of Marion's Community Health Officers and Safety Unit performed an active role in keeping the community safe due to the public health emergency of Covid 19 by supporting the State Government's Directions regarding Covid-19, and supporting SA Health's requests to ensure food businesses were continuing to ensure food safety and hygiene. The City of Marion's Environmental Health Officers monitored food and health premises to provide advice and to ensure the State Government's changing Directions regarding Covid-19 regarding opening and closing, types of service offered and social distancing were adhered to and any non-compliances were reported to SAPOL for follow up and action. The Environmental Health Officers provided advice from SA Health to food businesses regarding transitioning to takeaway and ensuring food safety. The City of Marion's Community Safety Inspectors monitored parks and reserves and provided advice and guidance to members of the community regarding the State Government's Directions regarding social distancing, and also monitored Council's closed facilities such as skate parks

#### **Chronic disease & mental health**

Higher (than metropolitan average) prevalence of prostate cancer, colorectal cancer, melanoma and lymphoma in males.

Higher (than metropolitan average) prevalence of breast cancer & lung cancer in females.

Chronic Obstructive Pulmonary Disorder & Asthma in the Central and northern areas of Marion.

Increasing prevalence of Adults with mental and behavioural problems.

#### **Well being**

Above average estimated no. of people aged 15 years and over with fair or poor self assessed health.

Lower intake of fruit and vegetables compared to the metropolitan average.

Higher than metropolitan average of people not undertaking exercise.

#### **Community**

Environmental Health officers at the City of Marion continue to deal with complaints about people living in hoarding and squalor.

#### **Disability**

Higher (than metropolitan average) number of people with a profound or severe disability and living in the community.

#### **Mortality**

Substantially higher rate than metropolitan Adelaide of infant deaths. City of Marion 4.3 per 1000 live births, Metropolitan Adelaide, of 2.6 per 1000 live births.

Higher death rate than metropolitan Adelaide for young people (aged 15-24years).

#### **Preventing food poisoning**

The City of Marion has Food Auditors who audit food safety plans for child care centres and aged care facilities who are population groups vulnerable to food poisoning. Where a Food Auditor from another organisation or council has audited a food safety plan in a child care centre or aged care facility within the City of Marion, a City of Marion Food Auditor is notified and the City of Marion remains the appropriate enforcement agency regarding food complaints regarding those facilities.

The City of Marion conducts safe food handling training to a range of groups of people including staff of nursing homes, staff and volunteers of school canteens and staff and volunteers of the City of Marion's Neighbourhood and Community Centres. For the general public Marion provides free on-line food training course called 'I'm alert' which can be accessed by Council's website.

#### **People living with hoarding and squalor**

Environmental Health officers continue to deal with complaints about people living in hoarding and squalor. people are referred to support groups and other areas of support through The NDIS and My Aged Care.

#### **Endorsement of Community Indicators**

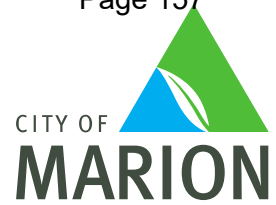
Suite of 23 indicators with 2017 baseline measures has been established which help inform our business planning processes. The indicator themes include: housing choice, feeling of safety in the community, crime statistics, improved health status, improving environmental management, internet access, numbers of residents engaged in community programs, increase in physical activity, improved quality of open space, and an increase in active transport modes for walking and cycling.

#### **Preventing communicable diseases**

The City of Marion continued to offer immunisation to people who are newly arrived to Australia and who have been refugees, through a monthly clinic at one of the neighbourhood centre's. This will ensure that our immunisation rate continues to remain on par or above that of Greater Adelaide.
The rate of full immunisation at one year of age (95.3%) in the City ofMarion was slightly above the metropolitan average (94.0%).

## Appendix 1

OFFICE OF THE MAYOR



23 September 2020

Dr Chris Lease  
Chief Public Health Officer  
Health Regulation and Protection  
PO Box 287, Rundle Mall  
Adelaide SA 5000

PO Box 21, Oaklands Park  
South Australia 5046

245 Sturt Road, Sturt  
South Australia 5047

T (08) 8375 6600

F (08) 8375 6699

E [council@marion.sa.gov.au](mailto:council@marion.sa.gov.au)

Dear Dr Lease

**RE: Public Health Planning Progress Report 1 July 2018 – 30 June 2020**

In accordance with s.52 of the *South Australian Public Health Act 2011*, please find attached a copy of the City of Marion's fourth Progress Report on Public Health Planning for the period of 1 July 2018 to 30 June 2020, as endorsed by the City of Marion on 22 September 2020.

The City of Marion's approach has been to integrate public health planning into its strategic plans.

Yours faithfully,

Kris Hanna  
**Mayor**

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

## CORPORATE REPORTS FOR INFORMATION/NOTING

### Streetscape Update

<b>Originating Officer</b>	Designer - Civil Engineering - Cain Jeffery
<b>Corporate Manager</b>	Manager Engineering, Assets and Environment - Mathew Allen
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922R17

### REPORT OBJECTIVE

The purpose of the report is to provide Elected Members with a progress update on the Streetscape program, this includes information regarding:

- Streetscape projects that have been completed.
- Current Streetscape projects.
- Future Streetscape project scheduling.
- Streetscape programme funding.

### EXECUTIVE SUMMARY

There have been a number of factors that have influenced the planning and delivery of the Streetscape program, namely:

- As a result of managing costs, the delivery of the Sturt Road streetscape project has been divided into two sections between Marion Road to Diagonal Road, and between Diagonal Road to Morphett Road.
- Cost increase in the delivery of the Alawoona Avenue PLEC project (under grounding the power lines).
- The inclusion of Messines Avenue, Edwardstown (WW1 Memorial of Honour) into the Streetscape program.
- Grant funding for the design of Diagonal Road between Sturt Road and Crew Street and contribution towards the construction of Sturt Road (Marion to Diagonal Road).

These factors have resulted in a re-alignment of the Streetscape program, please refer to Attachment 1.

### RECOMMENDATION

**That Council:**

1. Notes the report.

### DISCUSSION

At the General Council meeting on 28 May 2019 (GC190528R09), Council resolved to divide the Streetscape Program into three delivery segments over 15 years, utilising feedback from Elected Members to identify and prioritise streetscape upgrade projects. The status of the Streetscaping Program is summarised below.

#### Recently Completed Streetscape Projects



- Finnis Street: 2018/19, project length 560 metres.
- Bray Street: 2019/20, project length 1600 metres.
- Railway Terrace 2019/20, project length 3345 metres.

### **Current Streetscape Projects – 2020/21 Financial Year**

- Quick Road (Marion Road to Bradley Grove) is currently under construction and is anticipated to be completed by the end of October 2020.
- Sturt Road (South Road to Marion Road) is also currently under construction and is anticipated to be completed by early October 2020.
- Sturt Road (Marion Road to Diagonal Road) is at 70% design completion. Consultation with DPTI has commenced and community consultation is to be undertaken during September and October 2020. Construction is programmed to commence in February 2021.
- Birch Crescent (Ash Avenue to Sturt Road) is at 75% design completion. This project had been delayed due to the Department of Infrastructure and Transport (DIT) works associated with the Darlington Upgrade and the Flinders Link projects. The public consultation has concluded and construction is due to commence in November 2020.

### **Streetscape projects being developed**

- Diagonal Road (Sturt Road to Crew Street) is at 50% design completion. Consultation with DIT has commenced and construction has been programmed to commence in the 2021/22 financial year.
- Sturt Road (Diagonal Road to Morphett Road) is at 50% design completion. Consultation with DIT has commenced and construction is due to commence in the 2022/23 financial year.
- Morphett Road (Sturt Road to Diagonal Road) is at 50% design completion. Consultation with DIT has commenced and construction is due to commence in the 2023/24 financial year.
- Alawoona Avenue (Marion Road to Bradley Grove) PLEC has been obtained for the under-grounding of the over head power lines. The delivery of the PLEC under-grounding project will be carried out over two financial years, with work commencing in the second half of 2020/21 and being completed within the first half of 2021/22. The Streetscape construction is scheduled to commence in 2023/24. This project is subject to development of properties adjacent Alawoona Avenue.
- Messines Avenue Streetscape (South Road to Mons Avenue) was added to the program of works in accordance with Council's resolution (GC190924R04). Recently, as part of the redevelopment of Australian Motors, the business established garden beds and lower level plantings along the southern side of Messines Avenue. This provides an opportunity and catalyst to complement streetscaping works along the remainder of the road.

### **Funding**

The annual capital budget for streetscape upgrades is \$2.2 million. This financial year, the City of Marion has received additional grant funding through the Open Space and Places for People Grant programme to the value of \$735,000. This funding is allocated towards the design and delivery of projects related to the Marion Triangle (Sturt Road, Diagonal Road and Morphett Road).

The PLEC design for the Alawoona Avenue Streetscape Project has been completed and the City of Marion has received confirmation that there is a funding commitment from PLEC towards this project. The project will be undertaken over two financial years – 2020/21 and 2021/22. The grant funding is based on an allocation on a 2/3 PLEC and 1/3 Council contribution. PLEC has indicated that the total cost of the project is \$3,948,170. This expenditure increase (compared to the original estimate) is due to the amount of trenching required and the cost of civil works. Council's total financial contribution across two financial years will be \$1,316,060, broken into the first instalment during 2020/2021 of \$325,000 (as per budget allocation) and the second instalment of \$991,060 during 2021/22.

Council will receive a further report on the delivery of the Streetscape and Treescape programs at the end of year 4 (i.e. June 2024).

## Conclusion

The Streetscape Program continues to delivery significant upgrades and projects for the benefit of residents, business, visitors and those who use our road network to reach their destination. Council's delivery program for Segment 1 (Years 1 to 5) of the Streetscape Program has been re-aligned as a result of project and funding adjustments.

## Attachment

#	Attachment	Type
1	Streetscape updated program - Attachment 1	PDF File

# Attachment 1

## Streetscape Program

The Balance of Segment 1 (Years 1 to 5)

Plus Design components of Segment 2

Financial Year	Construction	Design
2021/22	<ul style="list-style-type: none"> <li>• PLEC (second segment) = \$991,060</li> <li>• Messines Avenue, Edwardstown = \$308,940</li> <li>• Diagonal Road, Sturt Road to Morphett Road (part 1) = \$900,000</li> </ul>	<ul style="list-style-type: none"> <li>• The Cove Road, Hallett Cove</li> <li>• Raglan Avenue, Marion Road to Railway Terrace</li> <li>• Morphett Road, Sturt Road to Diagonal Road</li> <li>• Alawoona Avenue, Mitchell Park</li> </ul>
2022/23	<ul style="list-style-type: none"> <li>• Diagonal Road, Sturt Road to Morphett Road (part 2) = \$600,000</li> <li>• Sturt Road, Diagonal Road to Morphett Road = \$1,400,000</li> <li>• Raglan Avenue (relocation of services) = \$200,000</li> </ul>	<p><b>Design of Segment 2 Projects</b></p> <ul style="list-style-type: none"> <li>• Braeside / Calum Grove, Seacombe Heights (in the vicinity of Seaview High).</li> <li>• South Terrace, Plympton Park (Park Terrace to Marion Road).</li> <li>• Trott Grove, Oaklands Park (Diagonal Road to Pemberton Street).</li> </ul>
2023/24	<ul style="list-style-type: none"> <li>• Alawoona Avenue = \$1,350,000</li> <li>• Morphett Road, Sturt Road to Diagonal Road = \$850,000</li> </ul>	<ul style="list-style-type: none"> <li>• Adams Road, Trott Park (Majors Rd to bend).</li> <li>• Finniss Street, Marion (Township Rd to Sturt Road).</li> </ul>
2024/25	<ul style="list-style-type: none"> <li>• Raglan Avenue, Edwardstown = \$2,200,000</li> </ul>	<ul style="list-style-type: none"> <li>• Perry Barr Road, Hallett Cove (Lonsdale Road to 'S' bend).</li> <li>• Newland Avenue, Marino (Council boundary to Jervois Terrace).</li> </ul>
2025/26	<ul style="list-style-type: none"> <li>• The Cove Road, Hallett Cove = \$1,800,000</li> <li>• Braeside/Calum Grove (part 1), Seacombe Height = \$400,000</li> </ul>	<ul style="list-style-type: none"> <li>• The Cove Road, Hallett Cove (in the vicinity of the Hallett Cove Railway Station)</li> <li>• Park Terrace, Plympton Park (Bray Street to Wattle Terrace)</li> </ul>





## Potential publicly initiated council boundary change proposal at Hallett Cove/ Lonsdale

<b>Originating Officer</b>	Senior Policy Planner - David Melhuish
<b>Corporate Manager</b>	Manager Development and Regulatory Services - Warwick Deller-Coombs
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	GC200922R18

### REPORT OBJECTIVE

Council has been informed that the Boundaries Commission has been notified by Hallett Cove Joint Venture (a subsidiary of Adelaide Development Company) of a potential publicly initiated council boundary change proposal.

### EXECUTIVE SUMMARY

The Boundaries Commission has informed Council of a potential boundary change affecting the City of Onkaparinga and the City of Marion, over land recently subject to the Lonsdale Residential Development Plan Amendment (DPA). The proposal is that the boundary between the Councils be moved so that the subject area is entirely within the City of Marion.

The matter has been discussed previously by Council, when considering the DPA process, where there was general support for a boundary realignment. At this stage, a formal response from Council is not required.

Once the Commission has received a detailed submission from Hallett Cove Joint Venture (HCJV), Council will be provided an opportunity for formal consideration.

### RECOMMENDATION

**That Council note the report.**

### DISCUSSION

A letter from the Commission advising both Councils of the potential proposal was received on 27 August 2020. (*Attachment 1*)

The subject area was recently subject to the Lonsdale Residential Development Plan Amendment (DPA), which was approved by the Minister for Planning on 2 July 2020. The subject area is currently located in both the City of Onkaparinga and the City of Marion. HCJV is proposing that the boundary between the Councils be moved so that the subject area is entirely within the City of Marion. (*A marked up map showing the proposed boundary realignment is contained in Attachment 2*).

The process by which the Commission deals with boundary proposals is set out under the Local Government Act 1999. (*A copy of 'Guideline No.6 - Proposals Initiated by Members of the Public' is contained in Attachment 3*).

Stage 1 of the process relates to an initial consideration of a potential proposal by the Commission. HCJV has written to the Commission outlining the nature of the potential proposal and the reasons why a boundary change is the best option. The Commission has considered the potential proposal along with all other relevant information and has now advised HCJV that it may refer a general proposal (Stage 2) to the Commission. This does not guarantee that a proposal will be formally accepted.



In Stage 2 of the process (yet to be initiated by HCJV) HCJV are required to prepare a detailed submission to the Commission that sets out in detail the grounds on which the proposal is made and the issues to be considered in an assessment of the change to the boundary.

On receipt of the proposal, the Commission will assess the proposal and determine whether it meets the requirements of the Act and guidelines. As part of its assessment the Commission will undertake consultation including seeking the extent of support for the proposal by the City of Onkaparinga and the City of Marion.

At the conclusion of an inquiry, the Commission must prepare and publish on a website a report that includes the Commission's recommendations and provide a report to the Minister. If the Minister determines that the proposal proceed, it will be forwarded to the Governor with a recommendation that a proclamation be made.

At this stage Council is only being informed of the boundary amendment process proposal. Once the Commission has received the Stage 2 submission from HCJV, Council will be provided with a detailed proposal for formal consideration.

It is noted that a Motion with Notice regarding a council boundary realignment, which included the section proposed for change by HCJV, was considered and agreed to by Council, at the General Council meeting held on 22 February 2019.

It was moved and carried unanimously that :

*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 centre of the Field River between the railway line to the point where the current boundary runs from the Field River to the Southern Expressway'.*

The boundary realignment proposed by HCJV only relates to the land affecting their property, north of Sigma Road. Onkaparinga Council are aware of this proposal. Council may wish to pursue a boundary realignment covering the additional land, considered by Council at the 22 February General Council meeting, at a later date.

The overall HCJV site (currently located in both Onkaparinga and Marion Councils) is approximately 12ha in area. If a proposal for boundary realignment is lodged and approved by the Minister, Council will be responsible for approximately 5 ha of additional residential land. At this stage the future street layout and number of dwellings is an unknown. An early concept plan from 2013 showed approximately 150 allotments with around 90 within Marion and 60 in Onkaparinga. These numbers may be different after HCJV has had opportunity to undertake a more detailed proposal.

The additional land will result in an increased service provision for Council, (i.e. road and open space maintenance, garbage collection etc.) However, this should be offset by additional rates.

## Attachment

#	Attachment	Type
1	Attachment 1 - Letter from LGBC to Affected Councils -HCJV Stage 1 - Aug 2020	PDF File
2	Attachment 2 - Potential Council Boundary Realignment - Map	PDF File
3	Attachment 3 - Boundaries_Commission_Guideline_6_-_Public_Initiated_Submissions	PDF File



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Mayor Erin Thompson  
City of Onkaparinga  
PO Box 1  
Noarlunga Centre SA 5168

Mayor Kris Hanna  
City of Marion  
PO Box 21  
Oaklands Park SA 5046

### **Notification of stage 1 potential publicly initiated boundary proposal**

I write to inform you that the Boundaries Commission (the Commission) has been notified by Hallett Cove Joint Venture (HCJV), a subsidiary entity of Adelaide Development Company of a potential publicly initiated boundary change proposal (the potential proposal).

This potential proposal relates to a boundary change affecting the City of Onkaparinga and the City of Marion. More specifically, the proposal would affect land held within Certificate of Title 6113 Folio 868 and located adjacent Burlington Road, Freebairn Drive and Sigma Road, Lonsdale (subject area). HCJV is proposing that the boundary between your Councils be moved so that the subject area is entirely within the City of Marion.

As you would be aware the subject area was recently subject to the Lonsdale Residential Development Plan Amendment (DPA), which was approved by the Minister for Planning by notice in the *South Australian Government Gazette* on 2 July 2020.

The process by which the Commission deals with boundary proposals under the *Local Government Act 1999* (the Act) is set out in the nine guidelines that the Commission has published that detail the aspects of the boundary change process.

At its meeting on 13 February 2020, the Commission considered the potential proposal along with all other relevant information.

Subsequently, the Commission informed HCJV that before a General Proposal (Stage 2) can be referred to the Commission, HCJV would need to seek confirmation from Chief Executive Officer of the City of Onkaparinga that HCJV is an eligible elector as defined under section 27(1) of the *Local Government Act 1999* and that they have met the 10% requirement of eligible electors in order to refer a proposal to the Commission. The Commission received this confirmation from HCJV on 19 August 2020.



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Under Stage 1 of Guideline 6, the Commission have now advised HCJV that it may refer a general proposal to the Commission. Councils should note that advice from the Commission that a general proposal can be referred does not guarantee that the proposal will be formally accepted.

If a proposal is referred to the Commission, it is the Commission's responsibility to determine whether the proposal should be investigated. If the Commission determines that a proposal should be investigated, all affected councils will be notified of this decision.

Guideline 9 also outlines the engagement and consultation that the Commission will undertake when investigating proposals. The Commission must undertake thorough community engagement on proposals before making recommendations to the Minister. This would include close engagement with councils that may be affected by the proposal.

When discussing proposals, the Commission gives close consideration to the principles contained under section 26 of the Act. These principles are of fundamental importance to boundary change proposals and ultimately form the basis of recommendations that the Commission may make to the Minister.

The information about the potential proposal from HCJV along with the Commission's nine guidelines are available at—

[www.dpti.sa.gov.au/local\\_govt/boundary\\_changes](http://www.dpti.sa.gov.au/local_govt/boundary_changes)

I trust that this information is of assistance to you. If you have further questions, please contact Mr Thomas Rossini in the Office of Local Government on 7109 7443, or [thomas.rossini@sa.gov.au](mailto:thomas.rossini@sa.gov.au).

Yours sincerely

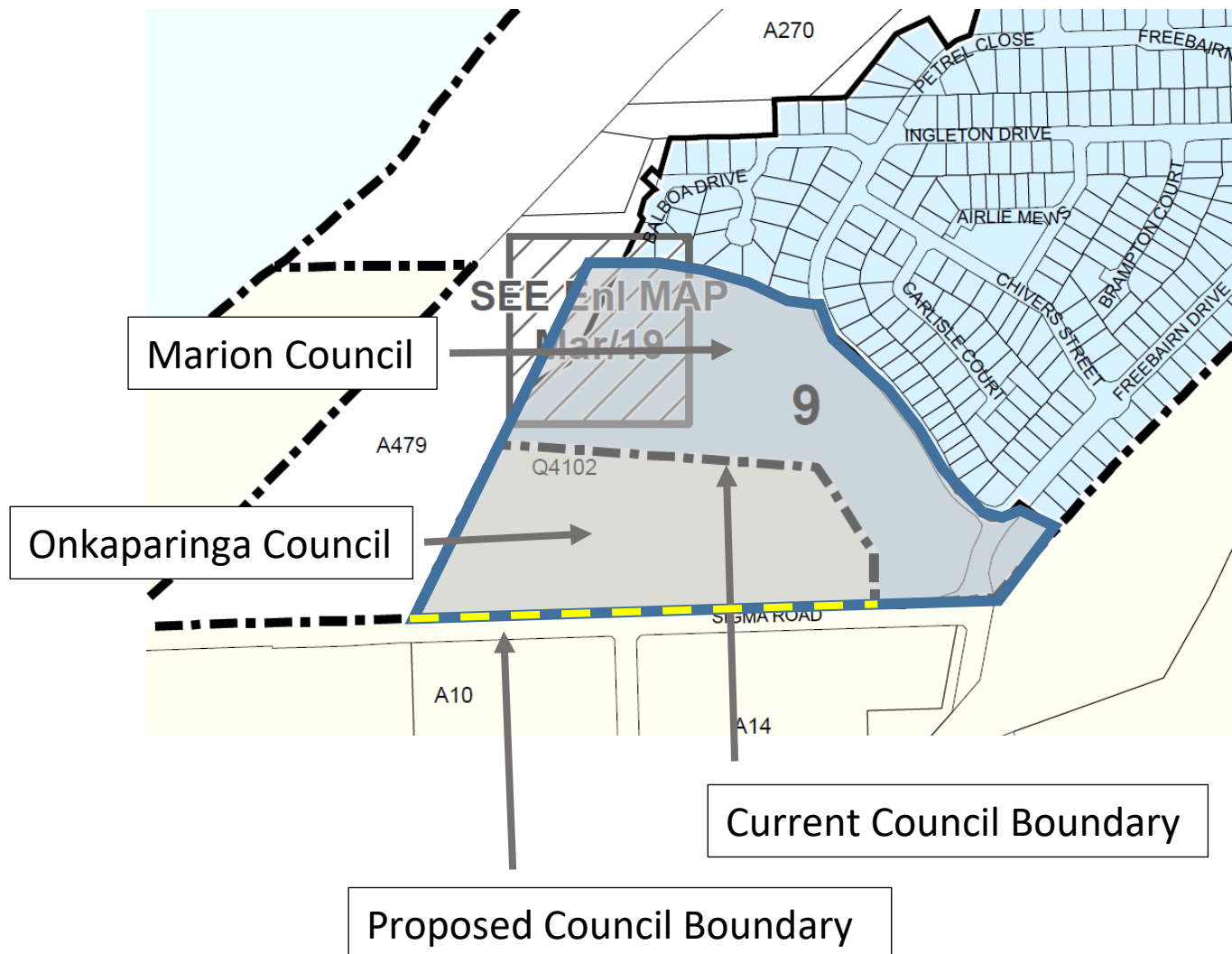
A handwritten signature in black ink, appearing to read "B Green".

**Bruce Green**

Chair, SA Local Government Boundaries Commission

27 August 2020

## Potential Council Boundary Realignment



# Council Boundary Change Proposals

*Guideline No. 6*

*Proposals Initiated by Members of the Public*

This Guideline should be read in conjunction with the procedures for boundary change proposals which are set out in Chapter 3, Part 2 of the *Local Government Act 1999* (the Act). The Act is accessible via the [South Australian Legislation website](#).

The Boundaries Commission (the Commission) is the body established to undertake the initial assessment of reform proposals, oversee investigations, and make recommendations to the Minister responsible for the Act (the Minister). This role is undertaken by the Local Government Grants Commission.

This Guideline has been issued by the Commission to assist members of the public wishing to prepare a public initiated proposal to alter the external boundary of a council.

Public initiated proposals are submitted to the Commission by members of the public for consideration of council boundary alterations, changes in ward or representation structures, or the inclusion of land not within a council area into a council. Members of the public cannot initiate a council amalgamation or the creation of a new council.

It's important to note at the outset that dissatisfaction with the services provided by a council is not sufficient reason to make a proposal to the Commission. For example, you may be unhappy with the rates that your council imposes. This is not a reason for changing council area but is something that you should discuss and resolve with your council.

This Guideline explains the steps that need to be taken to prepare a proposal to alter the external boundary of a council, and how a proposal is considered and progressed by the Commission. Information on the process for alterations to the composition or representative structure of a council is contained within Guideline 7.

Public initiated proposals requesting consideration of changes to external council boundaries cannot be made until two years after other significant boundary changes to that area. If you are not certain whether this would preclude a proposal you are considering, contact the Boundaries Commission to discuss this.

### Who can make a public initiated proposal?

A public initiated proposal may be referred to the Commission by at least 10% of 'eligible electors' in respect of a proposal.

An **elector** is a person, body corporate or group of persons enrolled on the voters roll for a council - this means people who can vote in a council election because they live or own property in that council.

**Eligible electors** are defined in section 27(1) of the Act, however, in general terms, they are—

- in the case of a proposal to move an area of one council to another council; electors in the area proposed to be moved or in the council that would receive the area; or,
- in the case of a proposal to move an area of the State not within a council area to a council area: an elector who would, if the proposal were to proceed, be an elector within the newly incorporated council area.

For the purpose of determining the prescribed percentage, each group or body corporate entered onto the voters roll is one elector.



The following steps set out the process that must be followed by eligible electors and the Commission in regards to a public initiated proposal. You are encouraged to follow this step by step guide if you are considering making a proposal to the Commission.

## **Stage 1 — Initial consideration of a potential proposal**

### **1. Determine whether a proposal is the best way to proceed**

This is the first step in the process. Discuss your concerns with as many people as possible within your community to determine whether there is sufficient support for a proposal to proceed.

You must contact your council to discuss the reasons why you feel making a proposal is necessary. As previously stated, making a proposal for boundary change to the Commission is not an avenue to express dissatisfaction with the services or representation your council provides. Talking to your council in the first instance may resolve any issues you have.

As proposals must be made by at least 10% of eligible electors, you should also contact your council to confirm the required number of eligible electors with respect to a proposal. (This confirmation from the Council Chief Executive Officer must be included in the proposal to the Commission).

It is important to keep accurate records of any consultation and/or correspondence relating to your proposal. It is suggested that copies are kept of all correspondence, and minutes recorded at meetings held. This will help you when you come to prepare your proposal.

If you feel that making a proposal to the Commission is the best way forward, it's a good idea to contact the Commission at this point to talk through what needs to be included in the proposal, and the following process.

### **2. Collect signatures of eligible electors**

As discussed above, proposals need to be made by at least 10% of eligible electors. Complete Form 1 which is attached at the end of this Guideline. Each eligible elector must complete and sign the declaration form attached at the end of this Guideline. The form may be photocopied as long as the details displayed at the top of the page are completed for every copy.

At this point, you should contact the relevant councils to verify the eligibility of each elector making the proposal. (Certification from the Council Chief Executive Officer must be included in the proposal to the Commission).

Although it is not necessary for more than the prescribed percentage of eligible electors to make a proposal, it is expected that a proposal would have wider support within the community. You may wish to include some evidence in the proposal that indicates the level of support for the proposal, for example a petition or letter of support that was available for signing.

### **3. Write to the Commission**

Write to the Commission outlining the nature of the potential proposal and the reasons why you consider boundary change as the best option, including consideration of the section 26 principles as described in Attachment 1.



This correspondence must be submitted by nominated representatives of the eligible electors making the submission. These nominated representatives must be willing to represent the interests of the eligible electors who would be directly affected by the proposal, and be the main contact points for the Commission in any consideration or investigation of the proposal.

At least 5 eligible electors will need to be nominated where over 50 eligible electors are required to meet the 10% requirement. Proposals with less than 50 eligible electors required to meet the 10% will require one nominated eligible elector. Nominated eligible electors must provide their contact details on the form attached.

Ensure that the confirmation of the required number of eligible electors and the certification of the eligibility of each elector making the proposal is enclosed with the proposal.

At this point, the Commission will consider the correspondence and advise whether a detailed proposal can be referred for consideration. Advice from the Commission that a proposal can be submitted does not guarantee that the proposal will be formally accepted.

## Stage 2 — Referral of a Proposal to the Commission

Prepare a submission to the Commission that sets out in detail the grounds on which the proposal is made. The following points are the Commission's guidelines on the content of a proposal. If you are having trouble obtaining this information, contact the Commission for assistance (see below for contact information). There's no set format for providing this information—including it all in a letter addressed to the Commission is acceptable.

Points 1, 2, 3, 4 and 5 **MUST** be included in your proposal—point 6 refers to supporting information that you **MAY** wish to include.

### 1. An outline of the proposal

Provide a brief explanation of the proposal – for example; “it is proposed that the area known as Jones Park West be removed from Council X and be included in Council Y”.

### 2. A map

Include a suitable map (where relevant), showing the area in question.

### 3. Grounds for making the proposal

A proposal needs to set out in detail the grounds on which the proposal is made and the issues that you think should be considered in an assessment of the change to the boundaries. The section 26 principles will assist you to prepare this (see Attachment 1 and Attachment 2).

When considering proposals for boundary changes, the Commission must pay attention to these principles. The principles outline factors that should be taken into account when considering what form a council should take. They cover issues such as the ability of a council to fulfil its functions from the resource base available to it, and the reflection of a ‘community of interest’ in the area and structure of a council. It is suggested you read through them and use as a basis for your proposal.

#### 4. Outcome of any prior discussion with the relevant councils

The Commission requires people thinking of making a proposal to contact both their current council (the 'relinquishing council') and the council that the eligible electors propose to move the relevant area into (the 'receiving council'). In your proposal, provide details of these discussions, and the councils' view or position on the proposal.

The proposal must also outline any assistance any council has provided to the eligible elector group on the development of their proposal.

The proposal must also include advice from the relevant council Chief Executive Officer certifying the eligibility of electors.

#### 5. Outcome of any public consultation

You are not required to undertake broad public consultation on your proposal other than the work you will need to do to gain the support of the required number of eligible electors. However, if you have consulted with your community more broadly, you may wish to include a description and results of that consultation in your proposal.

Remember, although it is not necessary for more than the prescribed percentage of eligible electors to make a proposal it is expected that the proposal has wider support within the community. Include some evidence in the proposal that indicates the level of support for the proposal, for example a petition or letter of support that was available for signing.

#### 6. Anything else you feel is relevant

Feel free to include information on any other issue or point you feel supports, or is relevant to your proposal. This may include such material as—

- The history of the area, and how this impacts on your proposal;
- Predominant land uses of the area;
- A community profile—who lives in the area, the approximate population, and the main industries, commercial centres and employers for the area;
- Any areas of social, cultural, or environmental significance.

#### Consideration of the proposal by the Commission

On receipt of the proposal, the Commission will assess the proposal and determine whether it meets the requirements of the Act and guidelines.

The Commission may refuse to inquire into a proposal if the Commission considers that—

- the proposal is vexatious, frivolous or trivial; or
- if it is not in the public interest to inquire into the proposal; or
- the proposal is the same as or substantially similar to a proposal that has already been inquired into; or
- there is some other good reason to refuse to inquire into a proposal.

The Act gives the Commission flexibility to deal with proposals to ensure that the most effective inquiry into an identified issue is undertaken. For example, the Commission may deal with similar or competing proposals that are referred to it.

If the Commission determines to inquire into a proposal, there are separate processes for administrative proposals and general proposals.

Administrative proposals are those that are made to correct historical anomalies in council boundaries, to allow for development that is approved elsewhere, or for other, largely administrative reasons. The process for conducting an inquiry into these proposals is therefore streamlined. Section 30 of the Act sets out the requirements for administrative proposals. Further information is contained within Guideline 2.

The Act also provides for more significant proposals to be considered. Section 31 of the Act sets out the requirements for general proposals and provides for an independent analysis of significant boundary change or amalgamation proposals (general proposals), with expertise relevant to each proposal. Further information on general proposals is contained within Guideline 3.

### ***Administrative proposals***

As administrative proposals only impact a small number of ratepayers the consultation requirements are not as onerous as those for significant proposals. The level of consultation undertaken by the Commission will depend on the nature of the proposal, the number and location of affected properties, and whether there has been previous consultation. The Commission will advise the initiator of the proposal of the process to be undertaken.

For example, if there is a very minor proposal, the Commission may decide not to consult with the community. This may involve proposals involving small numbers of ratepayers or where they have been consulted in other ways, or even referred the proposal themselves. Guideline 9 sets out the engagement and consultation requirements for boundary change proposals.

When considering any boundary change proposal the Commission must refer to the objects of the Act as a whole, and in particular, the Principles contained within section 26 of the Act (Attachment 1). The Commission is obliged to take these principles into consideration when making recommendations about boundary changes.

After conducting an inquiry into an administrative proposal, the Commission must consult with the Minister (including on any recommendations that the Commission proposes to make in relation to the proposal).

The Commission will then prepare and publish a report on the inquiry that includes the Commission's recommendations and provide a report to the Minister. If the Commission determines to recommend an administrative proposal, the proposal may involve such variations as the Commission thinks fit.

The Minister will then determine whether the proposal should proceed or not. If the Minister determines that the proposal proceed, it will be forwarded to the Governor with a recommendation that a proclamation be made. If the Minister determines that a proposal not proceed, the Minister must prepare a report for both Houses of Parliament.

Following completion of an inquiry, the Commission must give public notice of the Minister's determination. The Commission must also notify the person or body who referred the proposal to the Commission, any council affected by the proposal, and any registered industrial association that represents the interests of employees of councils.

**General proposals**

The Act provides for an independent analysis of major proposals by one or more investigators consisting of expertise that is determined to be necessary for each proposal. Further information on the appointment of investigators is contained within Guideline 4.

The Commission can appoint one or more investigators to undertake a detailed inquiry into the proposal.

When considering any boundary change proposal the Commission must refer to the objects of the Act as a whole, and in particular, the Principles contained within section 26 of the Act (Attachment 1). The Commission is obliged to take these principles into consideration when making recommendations about boundary reform. In addition to these principles, an inquiry must consider—

- The financial implications and impact on resources that the proposal is likely to have on any council affected by the general proposal; and
- The extent of support for the general proposal and boundary reform in the area within the community affected by the general proposal; and
- The extent of support for the general proposal of any council affected by the general proposal; and
- The impact of the various rights and interests of any council employees affected by the general proposal; and
- Any other principles prescribed by regulations.

As part of its assessment of a general proposal the Commission will undertake consultation. Guideline 9 sets out the consultation and engagement requirements for boundary change proposals.

At the conclusion of an inquiry, the Commission must prepare and publish on a website a report that includes the Commission's recommendations and provide a report to the Minister. If the Commission determines to recommend a general proposal, the proposal may involve such variations as the Commission thinks fit.

The Commission may include in a report recommendations relating to the delivery of services on a regional basis by councils as an alternative to boundary change, or any other recommendation the Commission considers appropriate.

The Minister may send the report back to the Commission for reconsideration in accordance with any suggestions by the Minister. However, if this does occur, the Commission must then publish an amended report and provide a copy of the amended report to the Minister. The Minister may then determine whether a proposal recommended by the Commission should proceed.

If the Minister determines that the proposal proceed, it will be forwarded to the Governor with a recommendation that a proclamation be made. If the Minister determines that a proposal not proceed, the Minister must prepare a report for both Houses of Parliament.

Following completion of an inquiry, the Commission must give public notice of the Minister's determination. The Commission will also notify you (as the referrer of the proposal), any council affected by the proposal, and any registered industrial association that represents the interests of employees of councils.

**Contact Details:**

Boundaries Commission

GPO Box 2329 Adelaide SA 5001

Phone: (08) 7109 7145

Email: [boundaries.commission@sa.gov.au](mailto:boundaries.commission@sa.gov.au)

Website: [www.dpti.sa.gov.au/local\\_govt/boundary\\_changes](http://www.dpti.sa.gov.au/local_govt/boundary_changes)

**ATTACHMENT 1****26—Principles**

(1) The Commission should have regard to—

- The objects of the Act
- The roles, functions and objectives of councils under this Act; and
- The following principles:
  - The resources available to local communities should be used as economically as possible while recognising the desirability of avoiding significant divisions within a community;
  - Proposed changes should, wherever practicable, benefit ratepayers;
  - A council should have a sufficient resource base to fulfil its functions fairly, effectively and efficiently;
  - A council should offer its community a reasonable range of services delivered on an efficient, flexible, equitable and responsive basis;
  - A council should facilitate effective planning and development within an area, and be constituted with respect to an area that can be promoted on a coherent basis;
  - A council should be in a position to facilitate sustainable development, the protection of the environment and the integration of land use schemes
  - A council should reflect communities of interest of an economic, recreational, social, regional or other kind, and be consistent with community structures, values, expectations and aspirations
  - A council area should incorporate or promote an accessible centre (or centres) for local administration and services
  - The importance within the scheme of local government to ensure that local communities within large council areas can participate effectively in decisions about local matters
  - Residents should receive adequate and fair representation within the local government system, while over-representation in comparison with councils of a similar size and type should be avoided (at least in the longer term)
  - A scheme that provides for the performance of functions and delivery of services in relation to 2 or more councils (for example, a scheme for regional governance) may improve councils' capacity to deliver services on a regional basis and therefore offer a viable and appropriate alternative to structural change
- The extent and frequency of previous changes affecting the council or councils under this Chapter or the repealed Act.
- The Commission should, so far as is relevant, give preference to structural changes that enhance the capacity of local government to play a significant role in the future of an area or region from a strategic perspective.

**ATTACHMENT 2**

The principles guide the Commission in balancing various council and community interests. While general in nature, they address a range of considerations, including communities of interest, effective governance, operational capacity, delivery of services, effective planning and development, accessibility, and adequate and fair representation. Consideration will also be given to regional activities that may offer a viable and appropriate alternative to boundary change.

The principles emphasise the importance of ensuring that boundary changes enhance the capacity of local government within the area to continue to deliver results to local communities in a more strategic and effective way.

Below are some questions you may wish to consider when formulating a proposal—

- How will the proposal align resources to where they are most needed and provide value to ratepayers?
- How will the proposal increase the council's ability to improve operational capacity and financial sustainability?
- What impact will the proposal have on the resource base of affected councils?
- How will the proposal enhance the capacity of the council to deliver better services to the community?
- How does the proposal support communities of interest?
  - Similar interests are important for groups that have been represented together because of their close geography or social and economic interests. Factors contributing to a sense of community included shared interests and shared use of community facilities.
  - Is there a sense of belonging or stronger community connection with the area which can be clearly defined?
  - Identify common interests that would be likely to benefit from the proposal, such as economic, social, heritage, cultural and recreational.
  - Consider the functional relationships and whether the proposal meets the community's needs, for example, use of services, road and transport links, shopping etc.
- How will the proposal improve representation?
- Has consideration been given to delivering services on a regional basis as an alternative to boundary change?

## REPRESENTATIVE NOMINATED ELIGIBLE ELECTORS

### DECLARATION BY ELIGIBLE ELECTORS TO MAKE A PUBLIC INITIATED SUBMISSION TO CHANGE A COUNCIL'S EXTERNAL BOUNDARY, COMPOSITION OR REPRESENTATIVE STRUCTURE

We the undersigned declare that we are each an eligible elector in accordance with section 27(1) of the *Local Government Act 1999*, and that we are the representative nominated eligible electors for this public initiated submission.

Full Name of Nominated Elector	Signature	Date Signed	Contact Details	Postal Address
			Ph: Email:	
			Ph: Email:	
			Ph: Email:	
			Ph: Email:	
			Ph: Email:	



**FORM 1 — LOCAL GOVERNMENT ACT 1999 (SECTION 27)**

**DECLARATION BY ELIGIBLE ELECTORS TO MAKE A PUBLIC INITIATED SUBMISSION TO CHANGE A COUNCIL'S EXTERNAL BOUNDARY, COMPOSITION OR REPRESENTATIVE STRUCTURE**

We the undersigned declare that we are each an eligible elector in accordance with section 27(1) of the *Local Government Act 1999*, and that we support a public initiated submission proposing that .....

[insert a brief outline in 1 or 2 sentences of the intent of the proposal being submitted]

[illegible]



## Work Health & Safety - Monthly Performance Report - August 2020

<b>Originating Officer</b>	Unit Manager Risk - Sherie Walczak
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922R19

### REPORT OBJECTIVE

The objective of this monthly report is to provide Council with assurance that the City of Marion has effective strategies in place to meet its legal obligations as outlined in the Work Health and Safety Act (SA) 2012, and to monitor Council's core target of a 10% reduction of the Lost Time Injury Frequency Rate (LTIFR) from the previous year.

### RECOMMENDATION

**That Council:**

- 1. Notes the report and statistical data contained therein.**

### DISCUSSION

Targets and performance indicators have been established in order to measure the continual improvement of the program. Performance against these targets are outlined in **Attachment 1** which are measured in two ways:

- Positive performance indicators (PPI's); and
- Lag performance indicators (LPI's)

**Council's KPI is the achievement of a 10% reduction on last year's 6.1 LTIFR, to reach 5.4 or less in 2020-21.**

The *rolling* LTIFR, based on internal incident reports, is 10.4 with 7 lost time injuries being recorded over the last twelve months.

The *current* LTIFR, based on LGAWCS (Schemes) claims data, is 0.0 with 4 lost time injury claims being submitted, however not yet accepted. If these claims are accepted the current LTIFR for 2020/21 will be 34.9 as at the end of August 2020. The well-being of the staff involved is paramount and Management has reviewed each incident individually to ensure appropriate controls are in place to reduce or eliminate risk.

The organisation is continuing to implement various initiatives including the Health, Safety and Environment (HSE) Strategic Plan 2019-23 (currently in its second year) to address compliance, key risks and reduce the LTIFR.

### Attachment

#	Attachment	Type
1	WHS Monthly Performance Report Aug 2020	PDF File

## ATTACHMENT 1 – WHS Monthly Performance Report – August 2020

City of Marion's HSE Vision is that **'We can all make a difference towards achieving zero harm, to people and the environment'**. We are specifically focused on further developing our leadership styles, organisational culture and systems committing to:

- Developing our people to lead the change across the City of Marion
- Embedding a culture of safety and wellbeing as a part of normal business practice
- Continually improving our WHS Management System (WHSMS) and Environmental Management System (EMS) to achieve best practice

### Hazard and Near Miss Reports (Internal WHS SkyTrust reporting data)

Historical statistics inform us that when there is a healthy culture of Hazard/Near Miss Reporting, there is a consequential reduction in injuries to Workers. Hazards and Near Misses are reported to date for this financial year and are outlined in Table 1 and can be compared against those reported last financial year which are outlined in Table 2.

➤ **Annual Target Total = 118 hazard and near miss reports (ave 9.8 per month) during 2020-21.**

**Table 1: Hazard and Near Miss Reports - Financial Year 2020-21**

Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total	Ave
11	7											18	9

**Table 2: Hazard and Near Miss Reports - Financial Year 2019-20**

Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total	Ave
14	13	10	9	10	9	9	6	7	6	7	12	112	9.3

### Lost Time Injuries Reported (Internal WHS SkyTrust reporting data)

Lost Time Injuries (LTI's) are those injuries where a whole work day or more has been lost due to a workplace injury. LTI's reported to date for this financial year are outlined in Table 3 and can be compared against those reported last financial year which are outlined in Table 4.

**Table 3: Number of LTI's per month - Financial Year 2020-21**

Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total
1	3											4

**Table 4: Number of LTIs per month - Financial Year 2019-20**

Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
0	1	0	0	1	0	0	0	0	0	1	1	4

**Table 5: Outline of LTIs reported - Financial Year 2020-21**

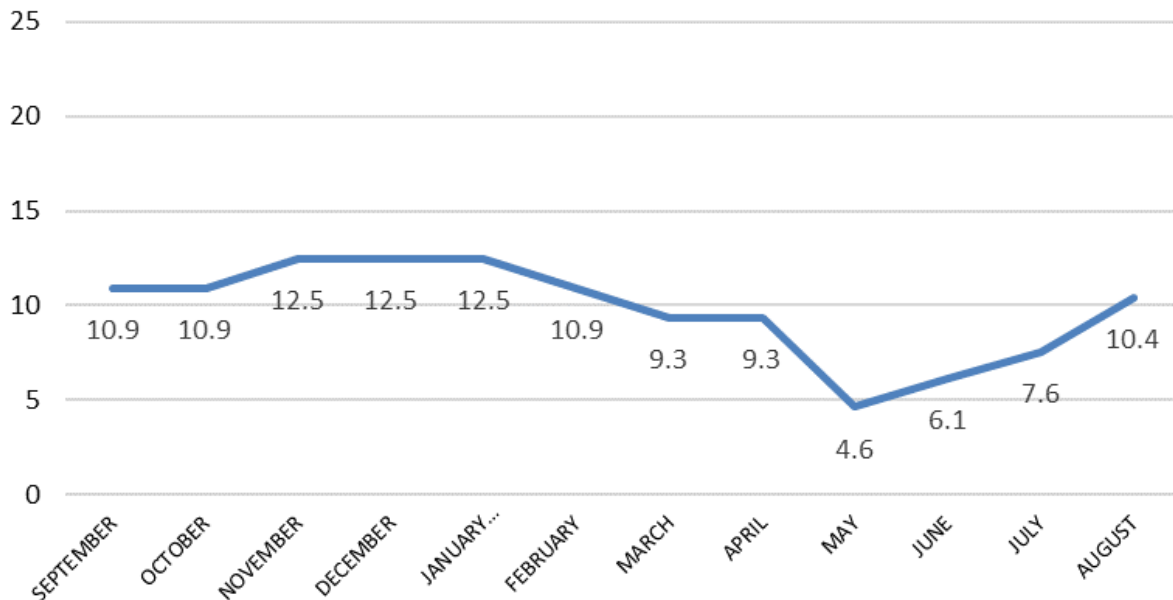
No.	Description of Incident	Mechanism of Injury	Injury Description
1	Experienced left shoulder pain while lifting, dragging & feeding branches into the woodchipper	Muscular stress while lifting, carrying or putting down objects	Sprain to left shoulder
2	Foot got stuck on the foot step and landed heavily on left leg which buckled	Falls from a height	Strained left Knee
3	Dropped an 8kg bollard base onto the top of foot during assembly	Hit by a falling object	Bruised left foot
4	Reaggravated elbow tendonitis using whipper snipper	Muscular stress while lifting, carrying or putting down objects	Tendonitis left elbow

### Rolling Lost Time Injury Frequency Rate (Internal WHS SkyTrust reporting data)

Rolling injury frequency rate over a 12 month or greater period is a common monitoring for performance of WHS and Return to Work performance. It continues over financial and calendar years rather than starting from zero so that longer term trends can be observed and appropriate action taken to address upward trends and/or seasonal spikes in injuries..

The rolling LTIFR, outlined with a solid blue line in Figure 1 from internal incident report data, provides analysis of the average LTIFR over the last 12 months.

**Figure 1: Rolling LTIFR over 12 months**

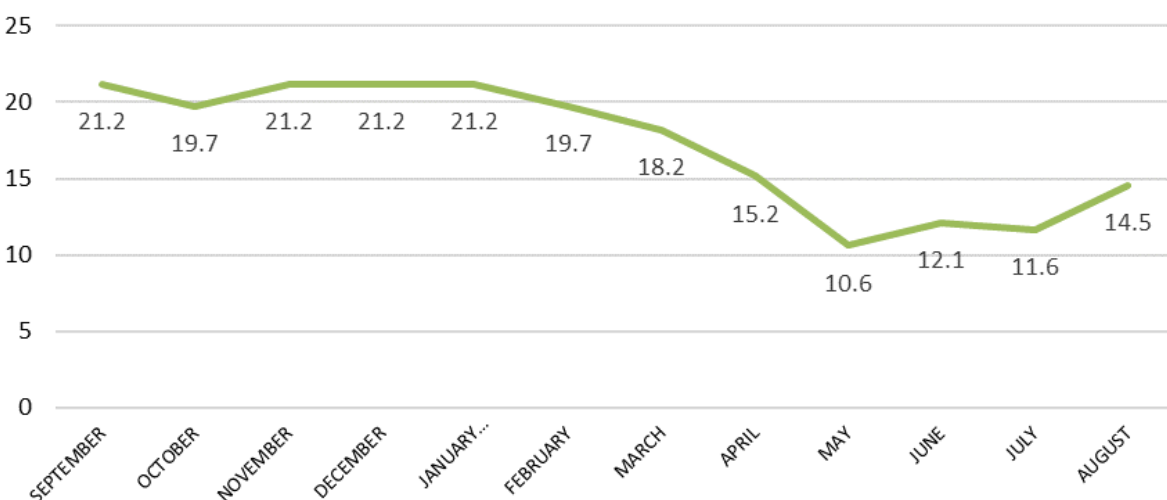


The current rolling LTIFR for the City of Marion is 10.4, which represents a 4% reduction over the previous 12 months.

### Rolling Total Recordable Incident Frequency Rate (Internal WHS SkyTrust reporting data)

Total Recordable Incidents include fatalities, LTI's and incidents resulting in the employee receiving medical treatment and/or is certified as only fit to undertake suitable duties. The Rolling Total Recordable Incident Frequency Rate (TRIFR), outlined with a solid green line in Figure 2 from internal incident report data, provides analysis of the average TRIFR over the last 12 months.

**Figure 2: Rolling TRIFR over 12 months**

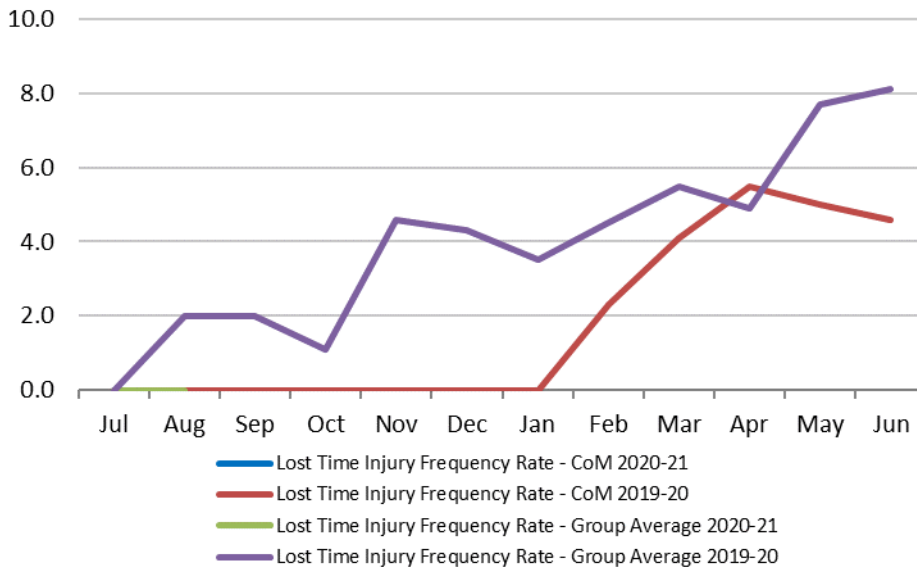


The current 12 month rolling TRIFR for the City of Marion is 14.5 which represents a 31% reduction over the previous 12 months.

### Lost Time Injury Frequency Rate (LGAWCS Claims Data)

Lost Time Injury Frequency Rate (LTIFR), is an industry standard tool for measuring LTI's within a given reporting period which enables comparison to other organisations. Council's LTIFR is outlined in Figure 3, from the LGA's Member Portal data once claims have been determined and can be measured and monitored against our industry counterparts being the Group A Councils (1GaC).

**Figure 3: LTIFR compared against Group A Councils**

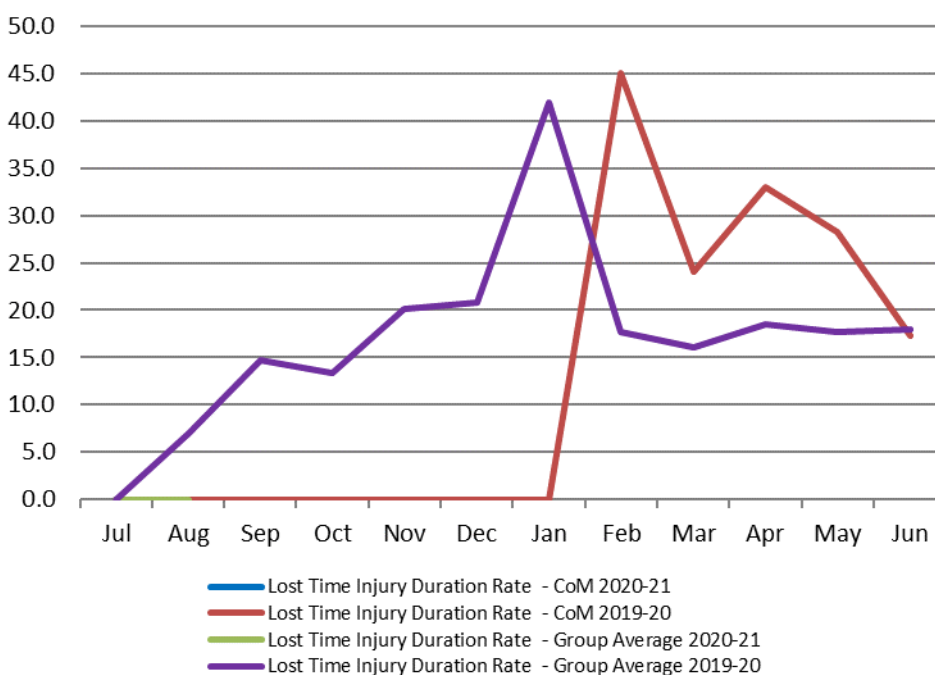


The current LTIFR for the City of Marion (represented in blue) is **zero**, compared to GaCs recording **zero** as no claims have been accepted to date this year.

### Lost Time Injury Duration Rate (LGAWCS Claims Data)

The Lost Time Injury Duration Rate (LTIDR), is an industry standard tool for measuring the average days lost from LTI's within a reporting period to enable comparison to other organisations. Council's LTIDR is outlined in Figure 4, data is sourced from the LGA's Member Portal once claims have been determined and can be measured and monitored against our industry counterparts being the GaC.

**Figure 4: LTIDR compared against Group A Councils**



The current LTIDR for the City of Marion (represented in blue) is **zero**, compared to GaCs recording **zero** as no claims have been accepted to date this year.

1 GaC are metropolitan councils with more than 300 staff (Marion, Adelaide, Charles Sturt, Onkaparinga, Playford, Port Adelaide Enfield, Salisbury and Tee Tree Gully).

## Finance Report - August 2020

<b>Originating Officer</b>	Assistant Financial Accountant - Melissa Virgin
<b>Corporate Manager</b>	Manager Finance - Ray Barnwell
<b>General Manager</b>	General Manager Corporate Services - Sorana Dinmore
<b>Report Reference</b>	GC200922R20

### REPORT OBJECTIVE

This report provides Council with information relating to the management of financial resources under its control as at August 2020. This report is one of a series of reports designed to assist Council in achieving and maintaining a financially sustainable position. Other reports assisting in this process include the Quarterly Budget Reviews and the LongTerm Financial Plan.

It is considered appropriate that financial information regarding Major Projects be presented on a monthly basis in this report. The principles used for assessment of reportable projects are according to the following criteria:

- Council has agreed to proceed with the project and approved a Section 48 Prudential Report.
- The Whole-of-Life Cost is greater than \$4 million dollars (including grant assisted projects).

### RECOMMENDATION

**That Council:**

1. Receives the report “Finance Report – August 2020”

### GENERAL ANALYSIS

#### BACKGROUND

This report is presented on a monthly basis to provide Elected Members with key financial information to assist in monitoring Council’s financial performance against budget.

#### APPENDICES

Appendix 1: Monthly Financial Reporting  
 Appendix 2: Capital Works Reporting including Major Projects  
 Appendix 3: Debtors Reports for Sundry Debtors & Rates Debtors

#### Attachment

#	Attachment	Type
1	Finance Report_August Appendix 1 Pts 1 2 3 4	PDF File
2	Finance Report_August Appendix 2 Pts 1 2	PDF File
3	Finance Report_August Appendix 3 Pts 1 2	PDF File

## Funding Statement – Actual versus Budget

The Funding Statement provides a view of Council's financial performance against the approved budget and is consistent with the information provided at budget reviews. It provides a review against all of the elements contained within the Statement of Comprehensive Income and the Statement of Financial Position that are adopted as part of the Annual Budget Report. It details Council's:

### Statement of Comprehensive Income -

The operating result is recognised as one of Council's key financial indicators. The budget framework includes a commitment to its ongoing Financial Sustainability maintaining an Operating Surplus Ratio of between 0% and 10%, on average over each five-year period, which for 2020/21 means a targeted operating surplus of between \$0 and \$9.421m.

**Comment:** Council currently has a net operating surplus result of \$2.828m before capital revenues, against a year to date forecast budget of \$2.304m surplus. This position is detailed in the attached Funding Statement and variation notes.

### Capital Budget -

The Capital Budget is linked to Council's key financial indicator – "Asset Sustainability Ratio" and an actual to budget comparison reflects Council's progress in achieving its Capital program.

**Comment:** The actual to budget position reveals that 48.98% of the year to date Capital Renewal Budget has been spent.

### Loans -

The loans component of the Funding Statement identifies any new proposed loan receipts or principal payments. Council's borrowings are included in Council's key financial indicator – "Net Financial Liabilities" which reflects Council's total indebtedness.

**Comment:** \$2.0m of new borrowings are included in the 2020/21 budget and principal repayments of \$1.245m, meaning that the overall loan liability balance is forecast to increase by \$0.755m to \$6.39m at 30 June 2021.

### Reserves & Cash -

Various fund movements such as surplus budget review results, unspent grants and carryover projects at year end are reflected as transfers to reserves, whilst utilisation of reserve funds are recognised as transfers from reserves.

Cash may be utilised to fund expenditure within the context of Treasury Management to ensure loans are not drawn down where temporary cash holdings are available.

**Comment:** Council's Reserves are detailed in the below table. Transfer to Reserves of \$0.315m and Transfers from Reserves of \$29.438m are forecast to occur in 2020/21, and after accounting for amounts quarantined for specific projects or works, there is \$2.360m available.

Reserves (\$000s)	Asset Sustainability Reserve						Water Reserve - Oaklands Wetland	Open Space Reserve	Grants & Carryover Reserve	TOTAL ALL RESERVES
	Major Infrastructure Failure	General	Other	Major New Projects	CFPP	TOTAL ASR				
Opening Balance	2,000	9,753	840	1,525	3,517	17,635	613	2,055	20,882	41,185
Budgeted transfers to reserve	0	0	240	0	19	259	40	16	0	315
Budgeted transfers from reserve	0	(6,638)	(1,000)	(1,430)	(2,660)	(11,728)	0	0	(17,710)	(29,438)
Current Budgeted Closing Balance	2,000	3,115	80	95	876	6,166	653	2,071	3,172	12,062
Quarantined Funds	(2,000)	(3,718)	0	(70)	(735)	(6,523)	(7)	0	(3,172)	(9,702)
Projected Available Balance	0	(603)	80	25	141	(357)	646	2,071	0	2,360

The 2020/21 budget forecasts a net cash surplus of \$0.154m.

\*CFPP: Community Facilities Partnership Program

\*Other includes Walking & Cycling and Energy Efficiency.



**Funding Statement  
as at 31 August 2020**

Original Adopted Budget	Carryovers		YTD Actual	YTD Budget	YTD Variance		Annual Budget	Note
\$'000	\$'000		\$'000	\$'000	\$'000		\$'000	
		<b>Operating Revenue</b>						
80,044	-	Rates	13,382	13,398	(16)	U	80,044	
2,161	-	Statutory Charges	275	262	13	F	2,161	
2,278	-	User Charges	235	248	(13)	U	2,278	
7,824	(1,620)	Operating Grants & Subsidies	1,182	844	338	F	6,204	A
755	-	Investment Income	23	37	(14)	U	755	
1,164	-	Reimbursements	128	90	38	F	1,164	
1,235	-	Other Revenues	58	76	(18)	U	1,235	
365	-	Net gain - Equity Accounted Investments	-	-	-	-	365	
<b>95,826</b>	<b>(1,620)</b>		<b>15,283</b>	<b>14,955</b>	<b>328</b>	<b>F</b>	<b>94,206</b>	
		<b>Operating Expenses</b>						
37,973	-	Employee Costs	4,954	4,905	(49)	U	37,973	
20,848	3,136	Contractual Services	3,324	3,304	(20)	U	23,984	
4,808	3	Materials	818	868	50	F	4,811	
322	-	Finance Charges	-	-	-	-	322	
15,708	-	Depreciation	2,618	2,618	-	-	15,708	
9,478	14	Other Expenses	741	956	215	F	9,492	B
<b>89,137</b>	<b>3,153</b>		<b>12,455</b>	<b>12,651</b>	<b>196</b>	<b>F</b>	<b>92,290</b>	
<b>6,689</b>	<b>(4,773)</b>	Operating Surplus/(Deficit) before Capital Revenues	<b>2,828</b>	<b>2,304</b>	<b>524</b>	<b>F</b>	<b>1,916</b>	
		<b>Capital Revenue</b>						
8,163	(2,307)	Capital Grants & Subsidies	42	-	42	F	5,856	
-	-	Contributed Assets	-	-	-	-	-	
-	-	Asset Disposal and Fair Value Adjustment	-	-	-	-	-	
<b>8,163</b>	<b>(2,307)</b>		<b>42</b>	<b>-</b>	<b>42</b>	<b>F</b>	<b>5,856</b>	
<b>14,852</b>	<b>(7,080)</b>	Net Surplus/(Deficit) resulting from operations	<b>2,870</b>	<b>2,304</b>	<b>566</b>	<b>F</b>	<b>7,772</b>	
15,708	-	add Depreciation	2,618	2,618	-		15,708	
-	-	add (Gain)/Loss on Asset Disposal	-	-	-		-	
(365)	-	less Share of Profit Equity Accounted Investments	-	-	-		(365)	
<b>30,195</b>	<b>(7,080)</b>	Funding available for Capital Investment	<b>5,488</b>	<b>4,922</b>	<b>566</b>	<b>F</b>	<b>23,115</b>	
		<b>Capital</b>						
17,119	602	less Capital Expenditure - Renewal	720	1,470	750	F	17,721	C
27,993	7,124	less Capital Expenditure - New	1,143	1,076	(67)	U	35,117	
-	-	less Capital - Contributed assets	-	-	-	-	-	
-	-	add Proceeds from Sale of Surplus Assets	-	-	-	-	-	
<b>(14,917)</b>	<b>(14,806)</b>	Net funding increase/(decrease)	<b>3,625</b>	<b>2,376</b>	<b>1,249</b>	<b>F</b>	<b>(29,723)</b>	

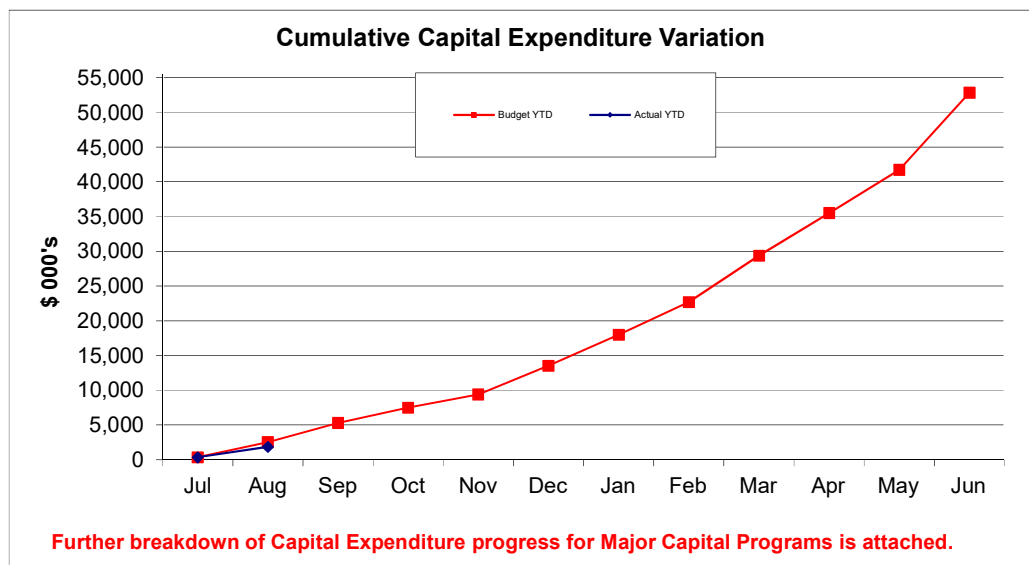
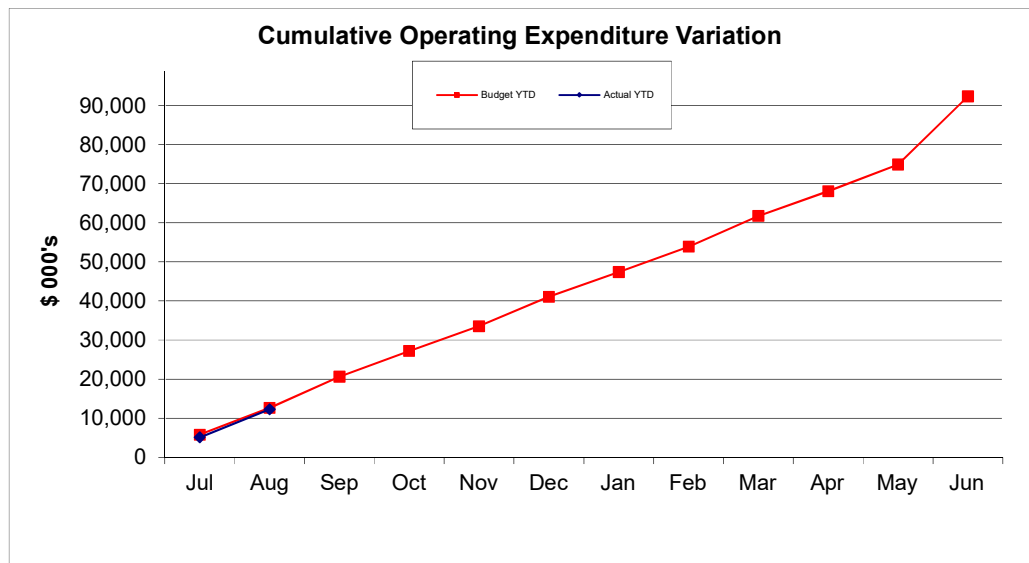
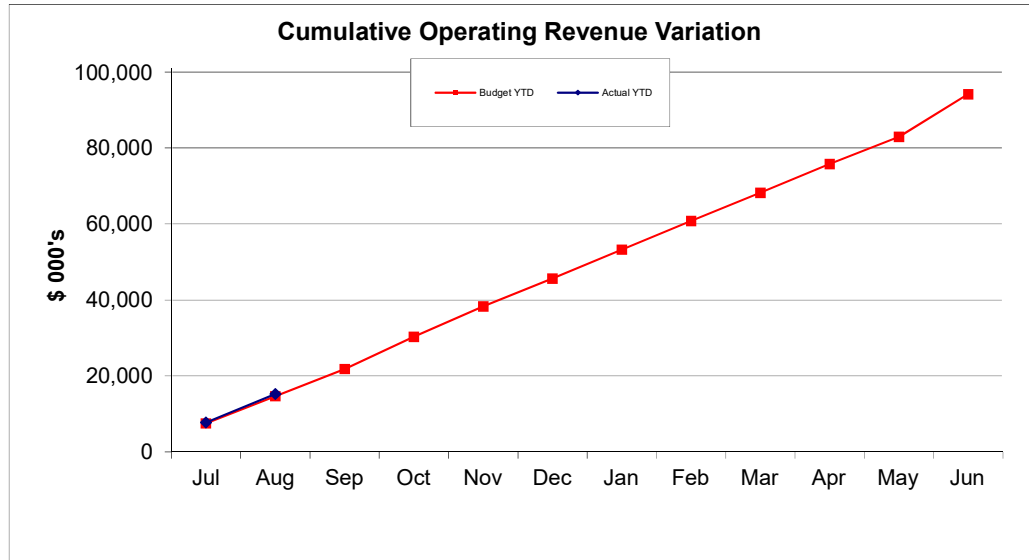
Original Adopted Budget	Carryovers		YTD Actual	YTD Budget	YTD Variance	Annual Budget	Note
\$'000	\$'000		\$'000	\$'000	\$'000	\$'000	
<b>Funded by</b>							
		<b>Loans</b>					
2,000	-	Loan Principal Receipts (Net)	-	-	-	2,000	
-	-	Loan Receipts/(Payments) from Sporting Clubs (Net)	-	-	-	-	
(1,245)	-	Loan Principal Repayments	-	-	-	(1,245)	
<b>755</b>	-	<b>Loan Funding (Net)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>755</b>	
		<b>Movement in level of cash, investments and accruals</b>					
154	-	Cash Surplus/(Deficit) funding requirements	32,748	31,499	1,249	154	
(14,317)	(14,806)	Reserves Net - Transfer to/(Transfer from)	(29,123)	(29,123)	-	(29,123)	
<b>(14,163)</b>	<b>(14,806)</b>	<b>Cash/Investments/Accruals Funding</b>	<b>3,625</b>	<b>2,376</b>	<b>1,249</b>	<b>(28,969)</b>	
<b>14,917</b>	<b>14,806</b>	Funding Transactions	<b>(3,625)</b>	<b>(2,376)</b>	<b>(1,249)</b>	<b>F 29,723</b>	<b>D</b>

**Variation Notes**

<b>A</b>	<b>Operating Grants &amp; Subsidies</b>	<b>Favourable \$338k</b>	Reflects unbudgeted grants received for Marion Golf Park Clubroom Upgrade (\$200k), Glandore Sports Club Cricket Pitch Upgrade (\$100k) and a number of other variances which are individually insignificant.
<b>B</b>	<b>Other Expenses</b>	<b>Favourable \$215k</b>	Reflects budget-timing variances with regards to Insurance Premiums (\$148k) a number of other variances which are individually insignificant.
<b>C</b>	<b>Capital Expenditure (Renewal)</b>	<b>Favourable \$750k</b>	Predominately reflects budget-timing variances with regards to Road Reseals (\$577k) and Proactive Footpath Repairs (\$177k).
<b>D</b>	<b>Funding Transactions</b>	<b>Favourable \$1,249k</b>	This variance is the sum total of all variances and reflects an increase against council's expected YTD cash position.

The above comments referring to budget timing variations are where some monthly budget estimates are not reflective of the actual expenditure patterns as at the reporting date.

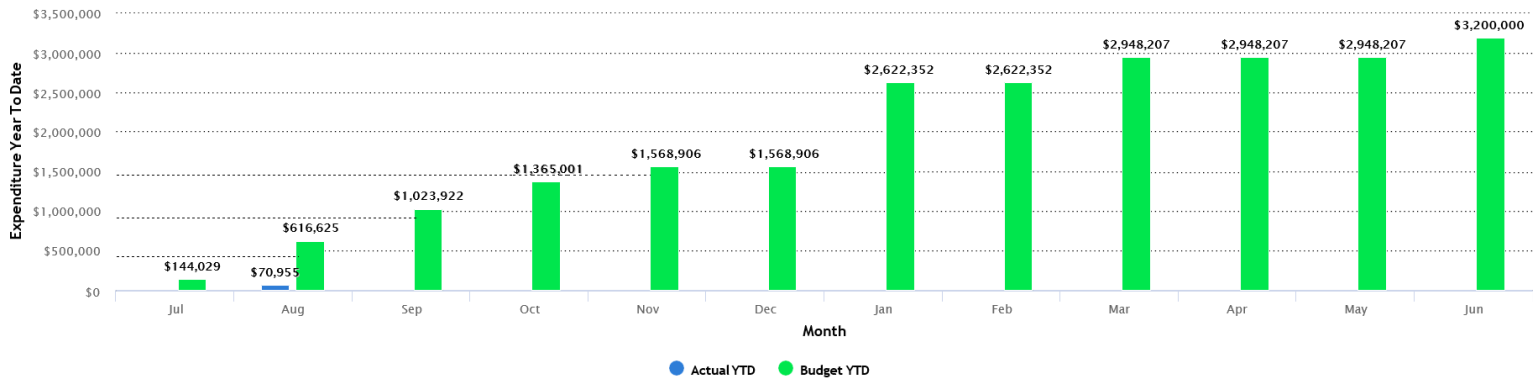
### Funding Statement Cumulative Position - 2020/21



## Road Reseal

## Monthly Comment

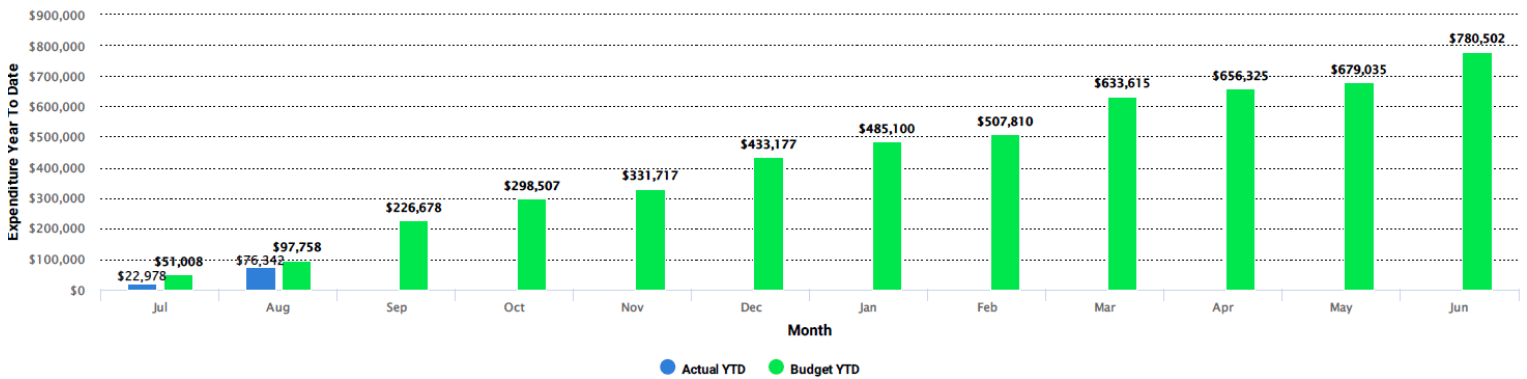
Road reseal program is 19% complete. \$500,000 of invoicing will be processed in September covering works completed in July and August.



## Kerband Water Table

## Monthly Comment

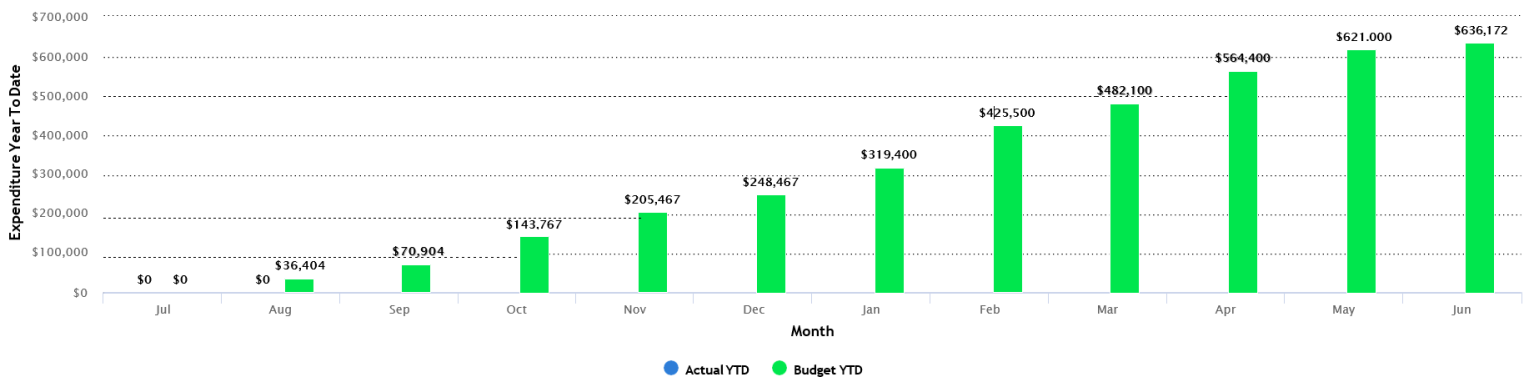
Program is 14% complete, and on track to be completed by March/April 2021. The Kerb Ramp program is currently being planned.



## NewFootpathConstruction

## Monthly Comment

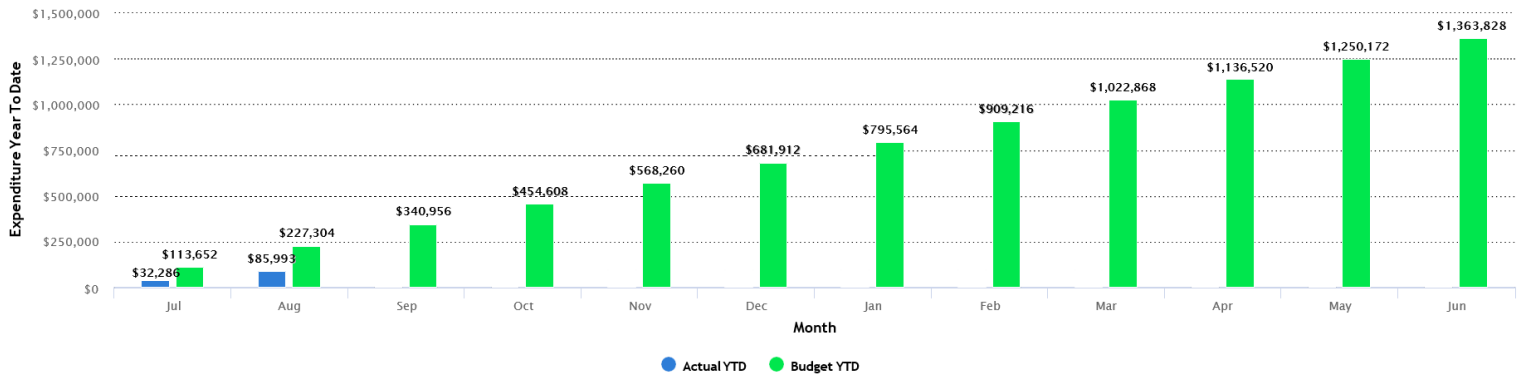
Program is in progress with 8% complete. Program is on track to be completed by the end of financial year.



## Renewal Footpath Construction

## Monthly Comment

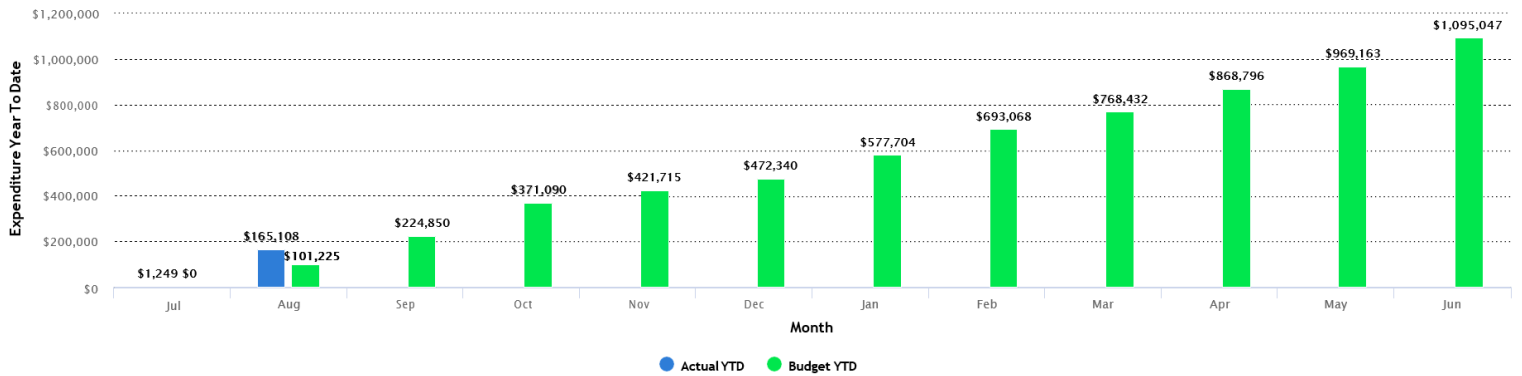
This program is 6% complete and currently off track. The progress of this program has been delayed due to resources being reallocated to the footpath blitz program. Work to get the program back on track will occur September to December.



## Transport

## Monthly Comment

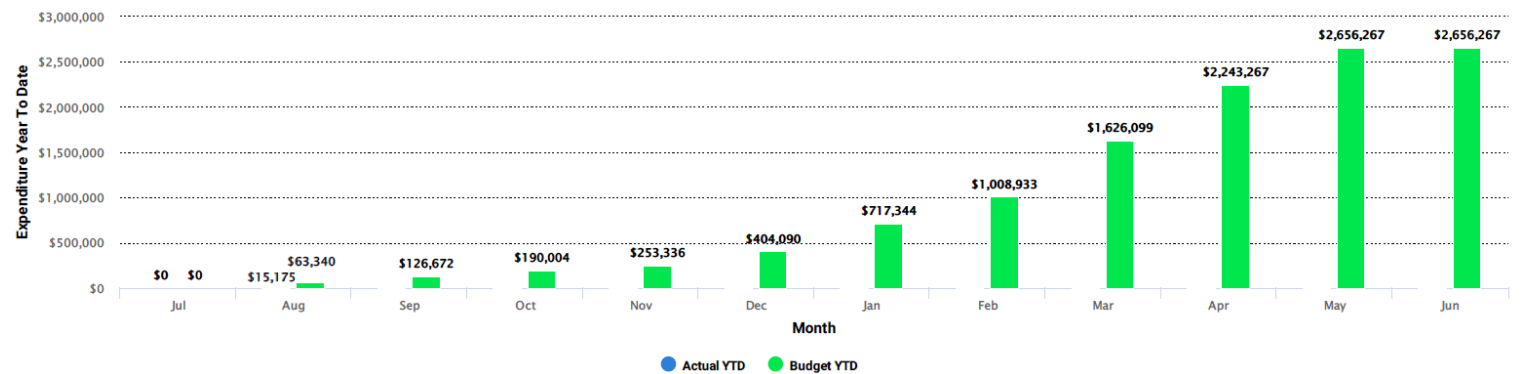
Program in progress with transport projects currently in design phase. Construction planned for multiple sites during the January/December School Holidays and April School Holidays.



## Drainage

## Monthly Comment

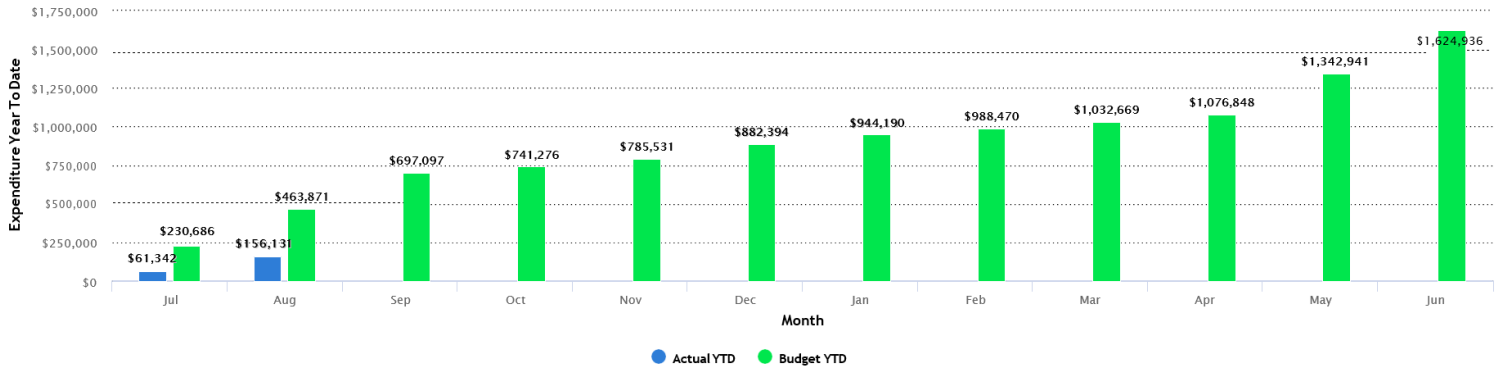
Program in progress with designs complete for all drainage projects in the 20/21 program. Construction to commence over the spring and summer months.



## Street Trees

### Monthly Comment

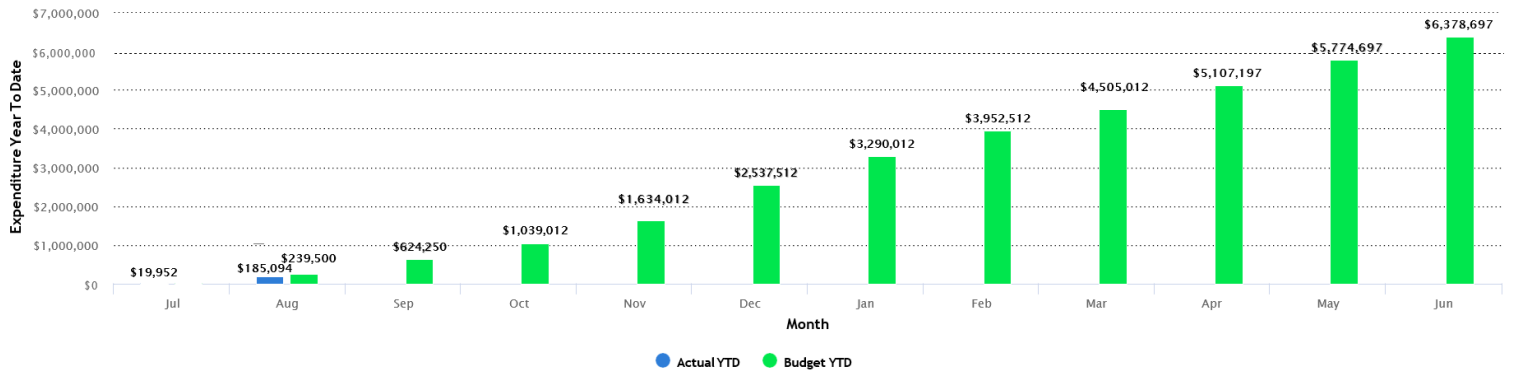
Tree planting program is on track with street tree and reserve tree planting progressing well. The Treescaping program continues to progress with ongoing discussions with DPTI.



## Streetscapes

### Monthly Comment

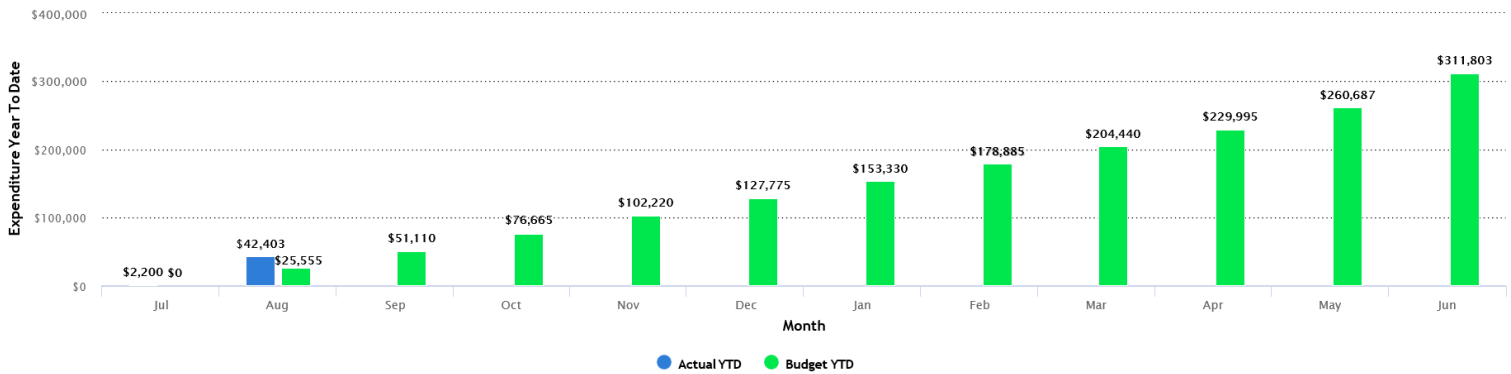
Program in progress with Quick Road (carryover c/o) and Sturt Road (Stage 1 - South Road to Marion Road) streetscapes on track to be completed by end of September. Alawoona Avenue, Birch Crescent and Sturt Road (Stage 2 - Marion Road to Diagonal Road) are currently in design phase. Quick Road (c/o) is anticipated to be complete by end of September.



## Irrigation

### Monthly Summary Comment

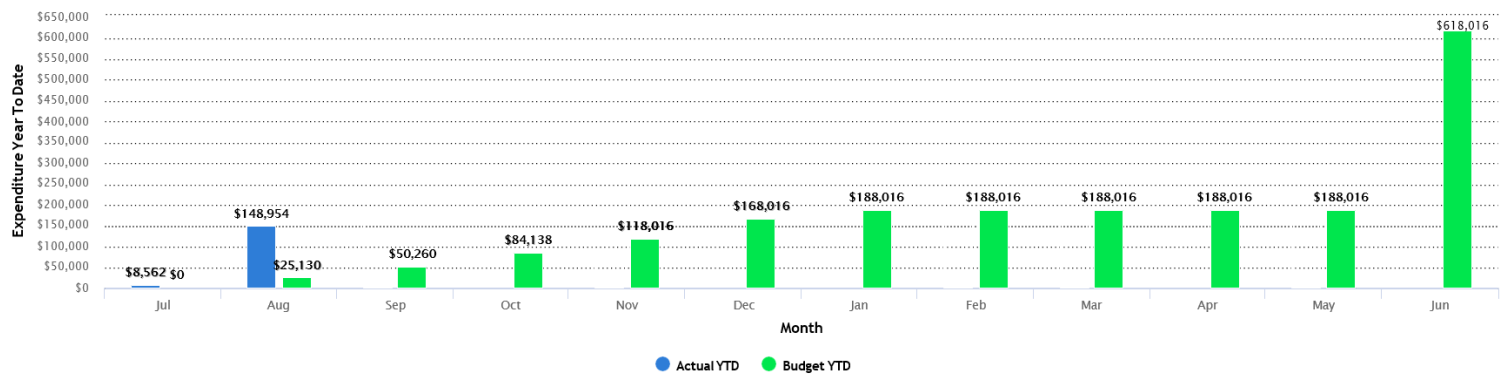
Program in progress with designs completed for several sites. The Cross Council irrigation team will recommence works in the City of Marion in November.



## Open SpaceDevelopment

### Monthly Comment

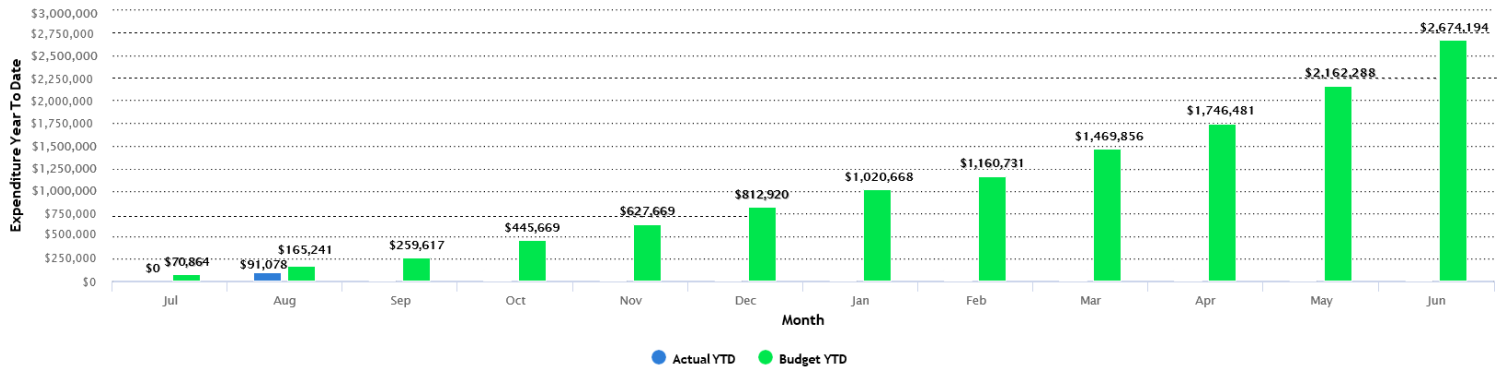
Program is in progress and on track for completion by end of financial year. Heron Way reserve stage 6 (c/o) is anticipated to be complete by end of September. Hamilton Park Reserve Community Court (c/o) is open to the public, the acrylic surface is yet to be installed which requires warmer weather. Community engagement has commenced on Capella Reserve redevelopment (c/o).



## Playgrounds

### Monthly Comment

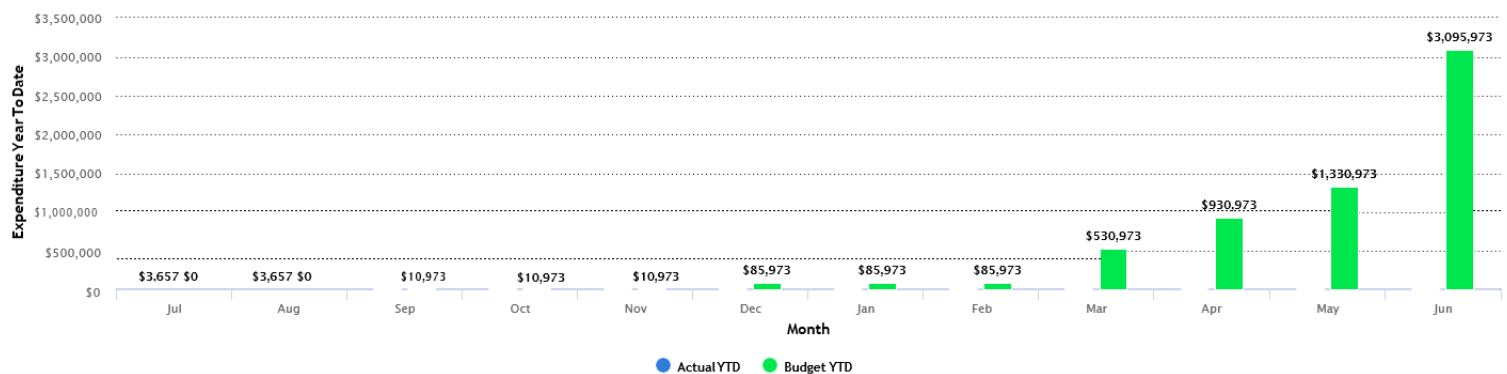
Program in progress and on track. Oakvale Way Reserve, Central Avenue Reserve (c/o), Brooklyn Drive Reserve, and Yanyarrie Avenue construction tenders are under assessment. Remaining projects are on track to go out for tender in November. Completion of Alpine Road Reserve (c/o) is expected in November.



## Sports Facilities and Courts

### Monthly Comment

Program in progress with designs for Edwardstown Sports Memorial Recreation Ground and Plympton Park Sports club complete. Consultants have been engaged to provide detailed scope in readiness for a number of projects to proceed to tender in October. Tender evaluation for the design component of the Tamham Road Open Space Project is currently taking place, it is anticipated that the preferred contractor will be appointed and design will commence by October. Key stakeholder engagement has taken place for Glandore Cricket Nets (c/o), further community consultation along with a report to Council in October will need to occur before these works commence.

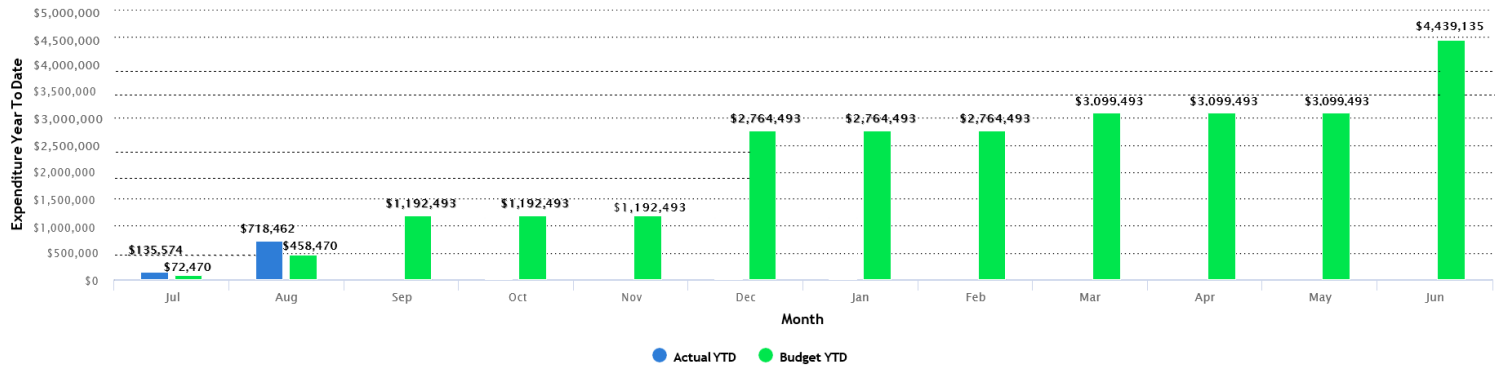




## Building Upgrades

## Monthly Comment

Program in progress with Marion Outdoor Playground (c/o), Marion Basketball Stadium Toilets (c/o) and Edwardstown Soldiers Memorial Recreation Grounds Perimeter Fence and Bowling Shelters complete. Consultation with relevant stakeholders for the program has occurred, we are currently working through finalising scopes and designs to enable a number of projects to go out to tender by end of October. Works at Marion Outdoor Pool are on track to be complete before the commencement of the 20/21 season. The RSL Carpark and Boatshed Café are anticipated to be complete this financial year despite complexities with finalising the designs and stakeholder engagement



## Major Projects

### Mitchell Park Sports and Community Club Redevelopment

	2020/21 Actual YTD 31/08/2020	2020/21 Budget	Project Cost At Completion
<b>Income</b>			
Commonwealth Government Grant Contribution	-	4,605,000	5,000,000
<b>Total Income</b>	<b>-</b>	<b>4,605,000</b>	<b>5,000,000</b>
<b>Expenditure</b>			
<b>Operating</b>	-	-	-
<b>Capital Construction</b>	(111,985)	(6,605,000)	(15,000,000)
<b>Total Expenditure</b>	<b>(111,985)</b>	<b>(6,605,000)</b>	<b>(15,000,000)</b>
<b>Project Result Surplus/(Deficit)</b>	<b>(111,985)</b>	<b>(2,000,000)</b>	<b>(10,000,000)</b>

The net deficit forecast will be funded in the following manner:

**Funded By :**

**(Over Project Life)**

Proposed Borrowings

\$

10,000,000

**10,000,000**

**Sam Willoughby International BMX Facility**

	<b>2020/21 Actual YTD 31/08/2020</b>	<b>2020/21 Budget</b>	<b>Project Cost At Completion</b>
<b>Income</b>			
City of Onkaparinga Contribution	-	750,000	750,000
State Government Grant Contribution	-	-	3,300,000
<b>Total Income</b>	<b>-</b>	<b>750,000</b>	<b>4,050,000</b>
<b>Expenditure</b>			
<b>Operating</b>	-	-	-
<b>Capital Construction</b>	(109,550)	(5,800,000)	(5,800,000)
<b>Total Expenditure</b>	<b>(109,550)</b>	<b>(5,800,000)</b>	<b>(5,800,000)</b>
<b>Project Result Surplus/(Deficit)</b>	<b>(109,550)</b>	<b>(5,050,000)</b>	<b>(1,750,000)</b>

The net deficit forecast will be funded in the following manner:

<b>Funded By :</b>	<b>\$</b>
<b>(Over Project Life)</b>	
Reserve Transfer	
- Asset Sustainability Reserve	1,750,000
	<b>1,750,000</b>

Council have received the State Governments \$3.3m contribution to this project.

# Southern Regional Football Facility

	2020/21 Actual YTD 31/08/2020	2020/21 Budget	Project Cost At Completion
<b>Income</b>			
State Government Grant Contribution	-	2,500,000	2,500,000
<b>Total Income</b>	<b>-</b>	<b>2,500,000</b>	<b>2,500,000</b>
<b>Expenditure</b>			
<b>Operating</b>	-	-	-
<b>Capital Construction</b>	(107,625)	(6,315,000)	(7,000,000)
<b>Total Expenditure</b>	<b>(107,625)</b>	<b>(6,315,000)</b>	<b>(7,000,000)</b>
<b>Project Result Surplus/(Deficit)</b>	<b>(107,625)</b>	<b>(6,315,000)</b>	<b>(4,500,000)</b>

The net deficit forecast will be funded in the following manner:

<b>Funded By :</b>	<b>\$</b>
<b>(Over Project Life)</b>	
Reserve Transfer	
- Asset Sustainability Reserve	4,500,000
	<b>4,500,000</b>

Sundry Debtors Report - Aging report as at 31 August 2020

Debtor	Total Balance	Current	30 Days	60 Days	90 Days	90+ Days	Percentage of total 90+ day balance	Comments for 90+ Day balances
<b>General Total</b>	<b>13,803.95</b>	<b>12,726.72</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>1,077.23</b>	<b>1%</b>	Made up of 1 out of 5 debtors.
<b>Neighbourhood Centres Total</b>	<b>1,949.80</b>	<b>94.80</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>1,855.00</b>	<b>1%</b>	Made up of 1 out of 2 debtors. This debtor is on a payment plan through the debt collector, this is currently on hold due to hardship.
<b>Regulatory Services Land Clearing Total</b>	<b>2,890.94</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>2,890.94</b>	<b>2%</b>	Made up of 4 debtors, with one account totalling \$1,725.35.
<b>City Property Facilities Total</b>	<b>81,310.72</b>	<b>.00</b>	<b>6,566.17</b>	<b>.00</b>	<b>108.52</b>	<b>74,636.03</b>	<b>59%</b>	Made up of 10 out of 11 debtors. One account totalling \$39,130.99 relates to Edwardstown Memorial Sports & Community Club, this account is currently being worked through. Two accounts totalling \$21,287.86 are on payment plans. One account totalling \$641.31 has subsequently been settled in September along with credits of \$6,259.61 to six accounts for the Covid Rent Relief period.
<b>Civil Services Private Works Total</b>	<b>48,708.00</b>	<b>24,738.00</b>	<b>3,067.50</b>	<b>3,911.00</b>	<b>3,900.00</b>	<b>13,091.50</b>	<b>10%</b>	Made up of 10 out of 30 debtors in this category, with two of these totalling \$1,399.00 relating to works not commenced, awaiting payment, one of the remaining accounts totals \$3,190.00. Five accounts totalling \$6,722.00 are on payment plans, payments of \$302.50 have subsequently been received in September. One other account totalling \$890.00 has subsequently been settled in September.
<b>Swim Centre Debtors Total</b>	<b>790.40</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>790.40</b>	<b>1%</b>	Made up of 4 debtors with none individually significant. One account totalling \$460.00 has subsequently been settled in September.
<b>Grants &amp; Subsidies Total</b>	<b>129,777.50</b>	<b>44,000.00</b>	<b>3,277.50</b>	<b>.00</b>	<b>82,500.00</b>	<b>.00</b>	<b>0%</b>	
<b>Environmental Health Inspections Total</b>	<b>12,038.40</b>	<b>.00</b>	<b>1,570.00</b>	<b>1,653.00</b>	<b>.00</b>	<b>8,815.40</b>	<b>7%</b>	Made up of 48 out of 73 debtors, with none individually significant.
<b>Regulatory Services Other Total</b>	<b>29,508.00</b>	<b>3,993.00</b>	<b>.00</b>	<b>3,085.50</b>	<b>.00</b>	<b>22,429.50</b>	<b>18%</b>	Made up of 92 out of 122 debtors in this category, with none individually significant. One account totalling \$181.50 has subsequently been settled in September.
<b>Supplier Refund Totals</b>	<b>61,937.02</b>	<b>61,937.02</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>0%</b>	
<b>Marion Cultural Centre Total</b>	<b>2,670.00</b>	<b>2,670.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>0%</b>	
<b>Living Kurna Cultural Centre Total</b>	<b>2,255.80</b>	<b>611.00</b>	<b>1,644.80</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>0%</b>	
<b>Local Government Total</b>	<b>52,920.68</b>	<b>15,654.24</b>	<b>17,580.04</b>	<b>19,686.40</b>	<b>.00</b>	<b>.00</b>	<b>0%</b>	
<b>Economic Development Total</b>	<b>13,268.48</b>	<b>.00</b>	<b>.00</b>	<b>13,268.48</b>	<b>.00</b>	<b>.00</b>	<b>0%</b>	
<b>Total</b>	<b>453,829.69</b>	<b>166,424.78</b>	<b>33,706.01</b>	<b>41,604.38</b>	<b>86,508.52</b>	<b>125,586.00</b>		
<b>Total Aging Profile</b>		<b>37%</b>	<b>7%</b>	<b>9%</b>	<b>19%</b>	<b>28%</b>		

Category	Description
Employees	Anything that relates to CoM employees.
General	Anything that does not fit into one of the below categories.
Neighbourhood Centres	For hire of rooms in Neighbourhood Centres, etc. - usually charged out at an hourly rate. Also includes cultural workshops and tours.
Regulatory Services Land Clearing	When council has had to clear land due to non-compliance of owner.
Sporting Clubs & Other Leases	Rent, electricity, water, maintenance, etc. charged out to lessees.
Civil Services Private Works	Repairs or modifications to infrastructure (footpaths, kerbs, driveway inverts). Can be at resident request.
Swim Centre Debtors	Outdoor Swimming Centre - used for lane hire, school visits, etc.
Grants & Subsidies	Government grants and subsidies.
Environmental Health Inspections	Food Inspection fees.
Regulatory Services Other	Vehicle Impoundment fees and other regulatory services.
Supplier Refunds	Where a supplier owes the City of Marion funds. This category is used to keep track to ensure we have received payment for credits.
Development Services	Includes contribution from residents and/or developers for the removal and/or replacement of Council Street Trees and significant trees.
Living Kurna Cultural Centre	Relates to programs run through the LKCC.
Environmental Health Testing	Environmental testing fees.
Local Government	Transactions with other Local Government corporations.
Communications	Anything related to communications.
Economic Development	Events, etc. relating to economic development within the City of Marion.
Marion Cultural Centre	Hiring of the Marion Cultural Centre.

\*any category that does not have any outstanding invoices will not be displayed.

## **Rates Report - Collection of Rates to 31 August 2020**

### **ANALYSIS OF OUTSTANDING RATES AS AT 31 AUGUST 2020**

	<u>Note</u>		<b>% of Total Annual Rates</b>
CURRENT	1	\$ 62,359,772	<b>77.9%</b>
OVERDUE	2	\$ 874	<b>0.0%</b>
ARREARS	3	\$ 2,264,709	<b>2.8%</b>
INTEREST	4	\$ 61,041	<b>0.1%</b>
POSTPONED	5	\$ 210,265	<b>0.3%</b>
LEGALS	6	\$ 22,258	<b>0.0%</b>
		<b>\$ 64,918,918</b>	<b>81.1%</b>
<b>TOTAL ANNUAL RATES FOR 2020/21</b>		<b>\$ 80,044,096</b>	

#### **Note 1: Current**

Current rates represent the total amount of rates levied in the current financial year that are not yet due for payment. For example at 1st January this represents Quarter 3 & Quarter 4 rates unpaid.

#### **Note 2: Overdue**

Overdue rates represent rates levied in the current financial year that remain unpaid past their due payment date. For example on 1st January, this represents rates from Quarter 1 and Quarter 2 that remain unpaid.

#### **Note 3: Arrears**

Rates in arrears represent rates and charges levied in previous financial years that remain unpaid .

#### **Note 4: Interest**

Interest represent the fines and interest applied to overdue rates and rates in arrears.

#### **Note 5: Postponed**

Postponed rates represent any rates amount due by seniors that have been granted a deferral, until the eventual sale of their property, as allowable under the Local Government Act. Interest is charged on these deferred rates and is recoverable when the property is sold.

#### **Note 6: Legals**

Legals represent any legal fees, court costs that have been incurred by Council in the collection of rates in the current financial year. These amounts represent costs that have been on-charged to the defaulting ratepayers and are currently outstanding.

## Questions Taken on Notice Register

<b>Originating Officer</b>	Governance Officer - Angela Porter
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	GC200922R21

### REPORT OBJECTIVE

To receive and note the information contained within the *Questions Taken on Notice Register* provided in Attachment 1.

### EXECUTIVE SUMMARY

At the 8 May 2018 General Council meeting Council resolved that (GC080518M01):

*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	GC200922 - QON Register	PDF File

## Questions Taken on Notice Register



Report Reference	Meeting Date	Councillor	Responsible Officer	Question taken on notice during the meeting	Response
GC200825R15 – Draft City of Marion Asset Management Plans for Community Consultation	25August 2020	Cr Kendra Clancy	Manager City Property - Thuyen Vi-Alternetti	<b>What are the two buildings listed as being in very poor condition in the Overall Building Condition Rating Summary (page 251)?</b>	The two buildings listed as being in very poor condition in the Draft Building Asset Management Plan relate to two sheds. One is located at Marion Golf Park and is currently utilised as a store shed and the second is located at Warriparinga adjacent to Living Kurna Cultural Centre and is currently not utilised. These two assets will be reviewed to determine the future need for Council to renew or demolish.



**WORKSHOP / PRESENTATION ITEMS - Nil****MOTIONS WITH NOTICE - Nil****QUESTIONS WITH NOTICE****LGA Membership**

**Elected Member** Councillor Matthew Shilling

**Report Reference:** GC200922Q01

**Question:**

1. How much was the 2019/20 LGA Membership?
2. How much is our 2020/21 LGA Membership?
3. When is our membership due?
4. How much did we receive in return last year?
5. Can we ask for a reduced membership amount this year due to the current climate?

**Supporting Information:**

Nil

**Response Received From:**

Unit Manager Governance and Council Support - Jaimie Thwaites

**Staff Comments:**

1. The 2019/20 membership subscription was \$79,482 (excluding GST)
2. The 2020/21 membership subscription is \$80,128 (excluding GST)
3. The membership subscription payment is due on 18 September 2020.
4. The LGA provided a document outlining the Value of Membership with the invoice for the 2020/21 membership subscription. This is included as Attachment 1.

Some of the achievements and services provided to members in 2019/20 include:

- Successfully recovered more than \$13 million in paybacks to councils and State Government from SA Power Networks for 2010-15 public lighting tariffs, with the City of Marion receiving a refund of \$541,721.
- Secured and administered grants to councils worth \$14 million.
- Providing leadership, coordination and resources to assist councils respond to COVID-19, including sector briefings with the Premier, Minister and senior Police and Health officials, and over 40 operational briefings attended by more than 3,000 council staff.
- Emergency management planning support to all 68 councils through the Council Ready program, with more than 650 people involved in over 80 workshops.
- Provided training to 1,412 council staff and elected members.
- Issued 522 circulars and latest news items, providing information on state government policies, standardised templates, pressing issues and updates to councils.



- Logged over 7,000 issue reports from members of the public through the My Local Services App including graffiti, wandering pets and parking issues.
- Saved councils more than \$14 million through LGA Procurement's new electricity contract.

5. The invoice for 2020/21 is less than a 1 percent increase from the previous year. Prior to this the membership fee had decreased over several years as noted in the table below:

Year	Membership fee (ex GST)	Reduction / Increase (approx)
2016/17	\$94,382	
2017/18	\$90,017	- 4.6%
2018/19	\$84,888	- 5.6%
2019/20	\$79,482	- 6%
2020/21	\$80,128	+ 0.8%

The LGA has continued to provide multiple services and cost savings to the sector throughout the Covid-19 situation. The increase for 2020/21 is minimal and considered reasonable even in the current climate.

#### ATTACHMENTS:

#	Attachment	Type
1	2020_ValueOfMembership	PDF File

Overall value to sector **\$141 million\***  
*Average value per council \$2.4 million*



## Advocate

*Achieving greater influence for local government in matters affecting councils and communities.*

- Awareness campaigns
- Advocacy campaigns
- LGA Advocacy Plan
- Planning reforms
- Local Government reforms
- Media coverage
- Social media
- Policy development and advice
- Research and publications
- Submissions
- Stakeholder engagement
- Nominations to outside bodies



## Assist

*Working with members councils to build capacity and increase sustainability. An integrated and coordinated local government.*

- LGA Training
- Best practice resources and model policies
- Governance advice
- Local Government Governance Panel
- Local Government Functional Support Group
- Council Ready program
- Local Government Research and Development Scheme
- Conferences, forums and events
- Special Local Roads Program
- State Local Government Infrastructure Partnership
- CWMS Program
- Benchmarking and data analysis



## Advance

*Facilitating continuous improvement in councils and the LGA.*

- LGA Legal Connect
- LGASA Commercial Solutions
- LGASA Mutual Liability Scheme
- LGASA Workers Compensation Scheme
- LGA Procurement
- Electronic Services Program

Our key priorities for 2019-20 were:

Deliver the LGA advocacy plan, and administration of the SAROC and GAROC business plans

Lead the local government reform program

Increase community awareness of and participation in local government

Provide resources, forums and training

Build local government capacity and the skills of our people

Build the sector's emergency management capabilities

Successful administration of grant programs

Improve corporate systems

Continue with the LGA Procurement transformation program

Promote and expand the usage of LGA commercial activities

Embed the governance arrangements established through the LGA Constitution



- a council's  
PART  
- of your -  
EVERY  
DAY.





# Highlights of LGA Services

## Public Lighting refund

- Successful legal claim resulted in refund by SA Power Networks to councils of more than \$13 million



## COVID support

- 13 strategic briefings for mayors, elected members and CEOs
- 40 LGFSG operational briefings, attracting 3,049 attendees
- Webinar series on social and economic recovery hosted by GAROC
- 14 COVID email updates for mayors, elected members and CEOs
- 15,262 page views of the LGA's COVID online resources, and 5,730 downloads
- Successfully advocated for \$860k in State Government funding for eight SA councils that run childcare centre



## Training

- 92 courses • 1412 participants
- Free and subsidised training for council staff on topics including elected member leadership, waste, procurement, audit committees and long term financial planning



## Procurement

- Electricity contract saved councils \$14 million over 3 years
- Saved councils \$4.7 million in their project budgets through consultancies
- 5 South Australian focussed panels



## Local Government Functional Support Group

- Coordinated 39 councils across multiple bushfires, involving 350 crew members who contributed more than 12,000 staff hours.
- 53 LGFSG COVID Operational updates, guidelines and other advice for councils
- 100,000 COVID social distancing compliance checks coordinated in partnership with SAPOL and SA Health
- 720 council staff attended 39 emergency management training courses



## Council Ready

- 61 councils actively engaged in Council Ready program to update and enhance council emergency management documents
- 650 people involved in over 80 workshops and other engagements



## Grants

- \$2.35 million Local Government Research and Development Scheme
- \$3.15 million Community Wastewater Management Schemes in 10 regional communities
- \$14.6 million Special Roads Program Funding
- \$715,000 National Disability Insurance Scheme Information Linkages and Capacity Building



## Communication

- 522 circulars and latest news items
- 30 direct email 'CEO's Update'
- 35 direct email 'President's Update'
- 145,891 website page views/month (almost threefold increase on 2018-19)



## My Local Services

- 46 councils registered
- 106,874 app downloads (38% increase on 2018-19)
- 7,000+ reports lodged directly to councils through the 'Report it' feature



## Squiz CMS

- 53 councils use LGA Squiz platform to host 105 websites and other subsites
- 53 corporate council websites
- 11 staff intranets
- 35 elected member extranets
- 6 tourism or other specific websites



## Events

- AGM and conference - 259 attendees
- Roads and Works Conference - 282 attendees
- Emergency Management Seminar - 88 attendees





# Our priorities for 2020-21:

Lead the Local Government reform program

Establish sector-wide performance measurement and reporting framework

Deliver the LGA Advocacy Plan and SAROC and GAROC Business Plans

Increase community awareness of and participation in local government

Provide resources, forums and support to councils

Assisting councils with recovery from drought, bush fires and COVID-19

Strengthen the Local Government Functional Support Group

Improve corporate systems and processes

Deliver quality fee-for-service activities that meet the needs of the sector and reduce council costs

Effective implementation and administration of grant programs

Establish the next four-year Strategic Plan for the LGA

Continued growth of LGA Procurement



## **MOTIONS WITHOUT NOTICE**

## **QUESTIONS WITHOUT NOTICE**

## **OTHER BUSINESS**

## **Leave of Absence - Councillor Gard**

## **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.