

His Worship the Mayor Councillors City of Marion

# **Notice of General Council Meeting**

Virtual Meeting Room - Zoom

# Tuesday, 25 January 2022 at 6.30 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. Due to COVID-19, interested members of the community are welcome to attend by electronic means. Access to the meeting is via the link published on the City of Marion website (<a href="https://www.marion.sa.gov.au/about-council/council-meetings/council-meeting-live-stream">https://www.marion.sa.gov.au/about-council/council-meetings/council-meeting-live-stream</a>) on the day of the meeting.

Tony Harrison

Chief Executive Officer



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# 1 Open Meeting

# 2 Kaurna Acknowledgement

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

# 3 Disclosure

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

# 4 Elected Member Declaration of Interest (if any)

### 5 Confirmation of Minutes

5.1 Confirmation of Minutes of the General Council Meeting held on 14 December 2021

Report Reference GC220125R5.1

Originating Officer Governance Officer – Angela Porter

General Manager Chief Executive Officer – Tony Harrison

# RECOMMENDATION

That the minutes of the General Council Meeting held on 14 December 2021 be taken as read and confirmed.

# **ATTACHMENTS**

1. GC211214 - Final Minutes [**5.1.1** - 13 pages]



Minutes of the General Council Meeting held on Tuesday, 14 December 2021 at 6.30 pm Council Chamber, Council Administration Centre 245 Sturt Road, Sturt





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#### **PRESENT**

His Worship the Mayor Kris Hanna Councillor Ian Crossland (electronically) Councillor Maggie Duncan Councillor Raelene Telfer Councillor Bruce Hull Councillor Kendra Clancy

Councillor Matthew Shilling
Councillor Luke Hutchinson (electronically)
Councillor Nathan Prior
Councillor Jason Veliskou
Councillor Joseph Masika

#### In Attendance

Councillor Sasha Mason

Chief Executive Officer - Tony Harrison
General Manager City Services - Tony Lines
General Manager Corporate Services - Sorana Dinmore
General Manager City Development - Ilia Houridis
Manager Office of the CEO - Kate McKenzie
Unit Manager Governance and Council Support - Victoria Moritz

### 1 Open Meeting

The Mayor opened the meeting at 6.30pm.

### 2 Kaurna Acknowledgement

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

# 3 Disclosure

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

# 4 Elected Member 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 interests were disclosed.

# 5 Confirmation of Minutes

**5.1 Confirmation of Minutes of the General Council Meeting held on 23 November 2021 Report Reference GC211214R5.1** 

# Moved Councillor Raelene Telfer Seconded Councillor Joseph Masika

That the minutes of the General Council Meeting held on 23 November 2021 be taken as read and confirmed.

**Carried Unanimously** 



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- 6 Communications Nil
- 7 Adjourned Items Nil
- 8 Deputations Nil
- 9 Petitions Nil
- 10 Committee Recommendations Nil
- 11 Corporate Reports for Decision

# **11.1 Review of Confidential Items Overview - 2021 Report Reference** GC211214R11.1

#### **Moved Councillor Matthew Shilling**

# **Seconded Councillor Maggie Duncan**

That Council:

- 1. Notes that Administration has undertaken an Annual Review of all items with a current confidentiality order.
- 2. Endorses the recommendations as detailed in Attachment 1
- 3. Reviews all items with a remaining confidential order in December 2022.

**Carried Unanimously** 

#### **Procedural Motion**

#### **Moved Councillor Sasha Mason**

#### Seconded Councillor Joseph Masika

That the following items be moved en bloc:

- Policy Review Leasing and Licensing Policy
- Policy Review Encumbrances for the City of Marion Policy
- Policy Review Social Media Policy
- Policy Review Petitions Policy
- Policy Review Policy Framework

**Carried Unanimously** 

# **11.2 Policy Review - Leasing and Licencing Policy Report Reference** GC211214R11.2

#### Moved Councillor Sasha Mason

# Seconded Councillor Joseph Masika

That Council:

- 1. Adopt the Leasing and Licensing of Council Owned Facilities Policy, as amended and included in Attachment 1 subject to the following amendments:
  - 1. Page 1 of the Policy under point 3 Objectives, in the second paragraph remove "endeavour to"
  - 2. Page 9 of the Policy In the first paragraph under the heading change "evidenced" to "achieved"
  - 3. Page 9 of the Policy under Good Governance, amend "The organisation can demonstrate" to "The organisation must demonstrate"
  - 4. Page 9 of the Policy under Facility Utilisation, amend "The organisation is able to" to "The organisation must"
  - 5. Page 9 of the Policy under Social Inclusion, amend "The organisation can demonstrate" to "The organisation must demonstrate"



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- Page 9 of the Policy under Social Inclusion, remove the sub points under dot point three and this to read: "Activities pro-actively support wider social inclusion targets."
- 7. Page 10 of the Policy under Volunteer Management, change "can" to "must"
- 8. Page 10 of the Policy under Environmental Initiatives, change "can" to "must"

**Carried Unanimously** 

# **11.3 Policy Review - Encumbrances for the City of Marion Policy Report Reference** GC211214R11.3

### **Moved Councillor Sasha Mason**

Seconded Councillor Joseph Masika

That Council:

 Rescind the Encumbrances for the City of Marion Policy, noting that it will be made into a procedure.

**Carried Unanimously** 

# 11.4 Policy Review - Social Media Policy Report Reference GC211214R11.4

#### **Moved Councillor Sasha Mason**

Seconded Councillor Joseph Masika

That Council:

- 1. Endorses the draft Social Media Policy subject to the following amendments:
  - Add an additional dot point under 4.1 *Use of Social Media* "rapidly correct inaccuracies and false allegations levelled against Council Staff or Elected Members"
  - Amend the second paragraph under 4.2 Use of Social Media whilst at work " to include "when not on duty"

# Amendment

#### **Moved Councillor Hull**

That Council:

- 1. Endorses the draft Social Media Policy subject to the following amendments:
  - Add an additional dot point under 4.1 *Use of Social Media* "rapidly correct inaccuracies and false allegations levelled against Council Staff or Elected Members"
  - Amend the second paragraph under 4.2 Use of Social Media whilst at work " to include "when not on duty"
  - An additional point be added that the Mayor / Spokesperson only reflect the decisions of Council, without ambiguity.

The amendment to become the motion lapsed for want of a Seconder
The original motion was Put
The original motion was Carried Unanimously



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11.5 Policy Review - Petitions Policy
Report Reference GC211214R11.5

# **Moved Councillor Sasha Mason**

Seconded Councillor Joseph Masika

That Council:

- 1. Endorses the Petition Policy.
- 2. That a copy of the Petition Policy is placed on the website.

**Carried Unanimously** 

11.6 Policy Review - Policy Framework
Report Reference GC211214R11.6

# **Moved Councillor Sasha Mason**

Seconded Councillor Joseph Masika

That Council:

1. Endorse the Policy Framework.

**Carried Unanimously** 

# **11.7 Local Government Reform - Round 1 Amendments Report Reference** GC211214R11.7

6.41pm Councillor Crossland left the meeting6.43pm Councillor Crossland re-entered the meeting

#### Moved Councillor Jason Veliskou

**Seconded Councillor Matthew Shilling** 

That Council:

- 1. Endorse the amended Complaints and Grievance Policy included as Attachment 1
- 2. Endorse the amended Complaints and Grievance Procedure included as Attachment 2
- 3. Endorse the amended Council Member Allowances and Benefits Policy included as Attachment 3
- 4. Endorse the amended *Elections Signs General Approval Guidelines* included as Attachment 4
- 5. Endorse the amended Council Members Code of Practice Procedures at Council Meetings included as Attachment 5
- 6. Endorse the amended Council Members Code of Practice Access to Council Meetings and Documents included as Attachment 6

**Carried Unanimously** 

(Carried by a two thirds majority for the purposes of Attachment 5)



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# **11.8 Stormwater Management Authority - Nominations sought Report Reference** GC211214R11.8

Councillor Hull declared a material conflict of interest in the item 'Stormwater Management Authority - Nominations sought' as he is nominating for the position and will leave the meeting for the item.

6:48pm Councillor Hull left the meeting

The Chair sought and was granted leave of the meeting to invite Councillor Hull back into the meeting to provide a summary in relation to his qualifications and experience in relation to the role.

6.51pm Councillor Hull re-entered the meeting 6.53pm Councillor Hull left the meeting

## **Moved Councillor Matthew Shilling**

**Seconded Councillor Nathan Prior** 

That Council:

- 1. Notes the report.
- 2. Council nominates Councillor Hull to the LGA for the appointment on the Stormwater Management Authority.

3.

 Administration forwards the above nomination/s to the Stormwater Management Authority by COB 4 February 2022.

Carried

6.54pm Councillor Hull re-entered the meeting

# **11.9 Spinnaker Circuit Reserve – Revocation of Community Land Classification Report Reference** GC211214R11.9

7.06pm Councillor Veliskou left the meeting 7.06pm Councillor Veliskou re-entered the meeting

### **Moved Councillor Matthew Shilling**

### Seconded Councillor Maggie Duncan

That Council:

- Notes the outcome of the community consultation process undertaken for the revocation of the Community Land Classification for the whole of Spinnaker Circuit Reserve – East, Sheidow Park, at Lot 88 in deposited Plan 17901, Certificate of Title Volume 5546 Folio 484 and for the potential disposal of the approximately 6,158 square metres of 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 request for consent to revoke the Community Land Classification over the whole of Spinnaker Circuit Reserve East for the potential disposal of the land with the Minister for Local Government in accordance with Section 194 of the *Local Government Act 1999*:
  - a. With a report on all submissions made as part of the public consultation process
  - b. A request to approve the revocation of the Community Land Classification over Spinnaker Circuit Reserve East.



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4. Notes a further report will be presented to Council upon receipt of the determination from the Minister for Local Government in relation to the revocation. Subject to Ministerial approval, the net proceeds from the sale will be paid into the Open Space Reserve Fund for the development of open space as provided by Council.

Carried

# **11.10** Mitchell Park Sports and Community Club - Liquor Licence Application Report Reference GC211214R11.10

7.17pm Councillor Hutchinson left the meeting 7.18pm Councillor Hutchinson re-entered the meeting

7.18pm Councillor Shilling left the meeting

#### **Moved Councillor Raelene Telfer**

#### **Seconded Councillor Luke Hutchinson**

That Council:

- 1. Authorise Council Administration to apply for an On-Premise's liquor license for the Mitchell Park Sports and Community Centre in the name of The Corporation of The City of Marion, in accordance with Part 4 of the *Liquor Licensing Act 1997*.
- 2. Support Administration seeking an exemption to the *Liquor Licensing Act 1997* to allow for Council to provide a revenue return to designated affiliate Clubs of the Mitchell Park Sports and Community Centre from the sale of beverages, including alcohol.
- 3. Notes the consumption of alcohol in external spaces (ovals, reserves, carpark, outdoor courts and alfresco spaces) is excluded. If Council has any cause for a liquor license to extend to the named external spaces, a short-term liquor license can be sought.

Carried

# 11.11 Warradale Park Tennis Club Report Reference GC211214R11.11

7.29pm Councillor Shilling re-entered the meeting

# **Moved Councillor Bruce Hull**

### **Seconded Councillor Nathan Prior**

7.30pm Councillor Masika left the meeting 7.31pm Councillor Masika re-entered the meeting

# That Council:

- 1. Notes the Warradale Park Tennis Club (WPTC) proposal and funding request for \$389,750 from the City of Marion
- 2. Notes the Administration's assessment of the proposal and the revised cost considerations which amend the total project cost to \$1,089,640.
- 3. Endorses the proposed improvements to the Warradale Park Tennis Club.



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- 4. Approves adding the proposal to the list of unfunded initiatives to seek an election or grant funding commitment.
- 5. Approves 50/50 funding support up to \$544,820 in the event the Warradale Park Tennis Club secures a funding commitment for the proposal.
- 6. Notes that this proposal will be captured within the City of Marion Property Asset Strategy (CoMPAS) and Tennis and Netball Plan.

**Carried Unanimously** 

# **11.12 Code Amendment: Marion Road Urban Corridor Report Reference** GC211214R11.12

#### **Moved Councillor Raelene Telfer**

**Seconded Councillor Kendra Clancy** 

That Council:

- Request the Minister for Planning place the Marion Road Urban Corridor Code Amendment on hold, primarily due to traffic concerns raised by the Department of Infrastructure and Transport.
- 2. Endorse Administration to undertake further analysis of specific sites along the proposed corridor and address feedback from the Department of Infrastructure and Transport.

**Carried Unanimously** 

# 12 Corporate Reports for Information/Noting

**12.1 Southern Soccer Facility opening event Report Reference**GC211214R12.1

## **Moved Councillor Matthew Shilling**

Seconded Councillor Maggie Duncan

That Council:

1. Notes that a draft run sheet and budget for an opening event activation at the Southern Soccer facility in March 2022 will be provided to Council in February 2022.

2.

**Carried Unanimously** 

# **12.2 CCTV to Combat Reserve Dumping Report Reference**GC211214R12.2

# **Moved Councillor Jason Veliskou**

Seconded Councillor Sasha Mason

That Council:

1. Notes the report.

**Carried Unanimously** 



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# **12.3** Corporate and CEO KPI Report Quarter One 2021/22 Report Reference GC210810R12.3

# **Moved Councillor Maggie Duncan**

#### **Seconded Councillor Sasha Mason**

That Council:

1. Notes this report and information contained within the attachments for Quarter One 2021/22.

**Carried Unanimously** 

- 13 Workshop / Presentation Items Nil
- 14 Motions With Notice Nil
- 15 Questions With Notice Nil
- 16 Motions Without Notice Nil
- 17 Questions Without Notice Nil
- 18 Confidential Items

**Procedural Motion** 

Moved Councillor Jason Veliskou

**Seconded Councillor Sasha Mason** 

That the following Cover Reports to move into confidence be moved en bloc:

- Cover Report Local Roads and Community Infrastructure Phase 3 funding options -Rescission Motion
- Cover Report South Adelaide Basketball Club Proposal and 262 Sturt Road Precinct Plan
- Cover Report Coastal Walkway Update

**Carried Unanimously** 

7.53pm the meeting went into confidence

18.1 Cover Report - Local Roads and Community Infrastructure Phase 3 funding options - Rescission Motion
Report Reference GC211214F18.1

# Moved Councillor Jason Veliskou

# **Seconded Councillor Sasha Mason**

That pursuant to Section 90(2) 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: Chief Executive Officer, General Manager City Development, General Manager Corporate Services, General Manager City Services, Manager Office of the CEO, Chief Finance Officer, Communications Officer, Unit Manager Governance and Council Support and Governance Officer, be excluded from the meeting as the Council receives and considers information relating to Local Roads and Community Infrastructure Phase 3 funding options - Rescission Motion, 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 confidential commercial information of projects in relation to information regarding project costings.

**Carried Unanimously** 



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7:53pm the meeting went into confidence

8.05pm Councillor Veliskou left the meeting 8.05pm Councillor Veliskou re-entered the meeting

In accordance with Regulation 21 of the Local Government (Procedures at Meetings) Regulations 2013. Council:

 Rescinds the following 'Recommendation 2' from GC200623R16 report 'Marion Cultural Centre Plaza Master Plan Review':

Endorses staff to seek grant funding for 50 percent of the MCC Plaza project, Council funding allocation comprised of:

- \$ (Warracowie Way deferred GC181211R11) and
- \$ (Asset Sustainability fund)
- 2. Rescinds the following 'Recommendation 5' from SGC210713F7.1 report 'Marion Cultural Centre Plaza':

Endorses progress to seek funding to support the existing \$ Council allocation from an allocation of \$ from the Commonwealth Local Road and Community Infrastructure Program 2021/22.

- 3. Rescinds the following 'Recommendation 1' from GC210914R11.2 report 'Lander Road/Young Street junction upgrade':
  - Allocates up to funding from the Local Roads and Community Infrastructure Round 3 grant for the Lander Road and Young Street intersection upgrades.
- 4. Rescinds the following 'Recommendation 2' from GC210914R18.3 report 'Sports Lighting project':

Option- 1 Proceed with all four sites

The four sports sites lighting upgrades being completed (Glandore Oval, Marion Oval, Marion RSL Bowling club, Marion tennis club) with \$\frac{1}{2}\text{additional funding allocated from the Local Roads and Community Infrastructure Program (LRCIP) round 3 to provide a total budget allocation of \$\frac{1}{2}\text{additional}\$.

# That Council:

- 1. Endorses staff to submit an application of \$ \_\_\_\_\_ from the Commonwealth Local Community Infrastructure Phase 3 grant to the \$ \_\_\_ Marion Cultural Centre Plaza project, Council funding allocation to comprise of:
  - \$ (Warracowie Way deferred GC181211R11) and
  - \$ (Asset Sustainability Reserve fund)
- 2. Endorses the Lander Road project costing \$ with funding to comprise of the following:
  - \$ State Government Special Local Roads grant
  - \$ from within existing 2021/22 budgets
  - \$ to be allocated through council's 2nd budget review process 2021/22
- 3. Endorses up to \$ \_\_\_\_\_to deliver lighting at Marion Oval, Glandore Oval, Marion RSL Bowling Club and Marion Tennis Club, Council funding allocation to comprise of:
  - \$ Local Roads and Community Infrastructure Phase 2
  - \$ from within existing 2021/22 budgets
- 4. Endorses the engagement approach with the Member of Parliament outlined in this report on the project nominated for LRCI Phase 3 funding, subject to any changes made by Council.



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#### **Moved Councillor Nathan Prior**

# Seconded Joseph Masika

In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that all dollar figures in this report, Local Roads and Community Infrastructure Phase 3 funding options - Rescission Motion, appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3) (d) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2022.

**Carried Unanimously** 

8.15pm the meeting came out of confidence

18.2 Cover Report - South Adelaide Basketball Club Proposal and 262 Sturt Road Precinct Plan
Report Reference GC211214F18.2

# **Moved Councillor Jason Veliskou**

### **Seconded Councillor Sasha Mason**

That pursuant to Section 90(2) 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: Chief Executive Officer, General Manager City Development, General Manager Corporate Services, General Manager City Services, Manager Office of the Chief Executive, Manager City Activation, Manager City Property, Chief Financial Officer, City Activation Senior Advisor, Unit Manager Sport & Recreation Facilities, Communications Officer, Unit Manager Governance and Council Support and Governance Officer, be excluded from the meeting as the Council receives and considers information relating to South Adelaide Basketball Club Proposal and 262 Sturt Road Precinct Plan, 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 from a third party along with reference to a current confidential item within the same precinct.

**Carried Unanimously** 

8.15pm the meeting went into confidence

# **Procedural Motion**

**Moved Councillor Raelene Telfer** 

Seconded Councillor Jason Veliskou

That formal meeting procedures be suspended to discuss the item.

**Carried Unanimously** 

8.16pm formal meeting procedures suspended 8.40pm formal meeting procedures resumed

#### **Moved Councillor Joseph Masika**

Seconded Councillor Raelene Telfer

That Council:

- 1. Note South Adelaide Basketball Clubs proposal for 2 additional indoor basketball courts.
- 2. Authorises up to to be spent on (1) costing the establishment of 2 indoor basketball courts adjacent to (immediately to the South of) the existing Norfolk Road stadium, as



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proposed by the South Adelaide Basketball Club; and (2) updating of the 2018 business case regarding the demand for additional courts in southwestern Adelaide (by direct engagement and negotiation rather than the usual tender process, due to the urgent need for information); With a report to be brought back to the first General Council meeting in February 2022

3. Includes the project on its list of unfunded priorities and seek election commitments towards two new indoor courts and amenities.

#### Moved Councillor Joseph Masika

#### Seconded Councillor Raelene Telfer

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the South Adelaide Basketball Club proposal (attachment 18.2.1) (including its presentation at the Elected Member Forum 211109R1.4) and all costing information be redacted from this report, attachments and minutes having been considered in confidence under Section 90(2) and (3)(d)(i) and (ii) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter and be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2022.

Carried

8.59pm the meeting came out of confidence

**18.3 Cover Report - Coastal Walkway Update**Report Reference GC211214F18.3

# **Moved Councillor Jason Veliskou**

#### Seconded Councillor Sasha Mason

That pursuant to Section 90(2) and (3)(d)(i)(ii) and (k) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the CEO, Chief Financial Officer, Manager City Activation, Coastal Walkway Coordinator, Unit Manager Governance and Council Support, Communications Advisor and Governance Officer, be excluded from the meeting as the Council receives and considers information relating to Coastal Walkway Update, 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 yet to be finalised tender outcomes and commercial expenditure.

**Carried Unanimously** 

8.59pm the meeting went into confidence

# Moved Councillor Jason Veliskou

# Seconded Councillor Ian Crossland

In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that this report, Coastal Walkway Update, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(d) and (k) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. In addition the Mayor and Chief Executive Officer may make public statements regarding design development and the procurement process. This confidentiality order will be reviewed at the General Council Meeting in December 2022.

Carried

9.26pm the meeting came out of confidence



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19 Other Business - Nil

20 Meeting Closure

The meeting was declared closed at 9:26pm.

**CONFIRMED THIS 25TH DAY OF JANUARY 2022** 

CHAIRPERSON



# **6.1 Mayoral Communication Report**

**Report Reference** GC220125R6.1 **Name of Council Member** Mayor - Kris Hanna

Date	Event	Comments
18 November 2021	Marion City Band Constitution Meeting	
18 November 2021	Presentation Evening on the Palestinian Struggle- Parliament House	
20 November 2021	Marion 100 Community Summit	
20 November 2021	Nexus Arts Orchestra concert at Marion Cultural Centre	
25 November 2021	COAST FM radio interview	
25 November 2021	St Anthony's School tour of Council Chambers	Hosted tour
27 November 2021	20 <sup>th</sup> Annual City of Marion Community Art Exhibition	
27 November 2021	Islamic Society of South Australia Appreciation Dinner and Islamic Society AGM	
29 November 2021	Flinders University Festival Square campus announcement celebration	
29 November 2021	Mayor's End of Year Business Event	
2 December 2021	Recycled Art Competition Launch Presentation at Seaview Downs Primary School	
2 December 2021	Cormorant Drive Consultation	
3 December 2021	5049 Coastal Community Meeting	
3 December 2021	Capella Road Reserve Skate Park Opening	
3 December 2021	Hallett Cove Business Association Christmas Celebration	
9 December 2021	City of Marion Tonsley Visit: Line Zero – Factory of the Future	
10 December 2021	Community Grants Presentation Ceremony	
11 December 2021	World Arabic Language Day Event	
12 December 2021	Marion Tennis Club BBQ	
12 December 2021	Indian Classical Dance Event at Westminster College	
13 December 2021	North South Corridor Briefing for the Edwardstown Business Community	
13 December 2021	Marion Outdoor Pool Multicultural Event	
14 December 2021	Citizenship Ceremony	
16 December 2021	Mayor's End of Year Christmas Function	
19 December 2021	Brothers United Football Club Appreciation Night	
20 December 2021	Club Marion Committee Meeting	
21 December 2021	Meeting with 5049 Coastal Community group	
23 December 2021	COAST FM Segment	



**6.2 Deputy Mayor Communication Report** 

Report Reference GC220125R6.2

Name of Council Member Deputy Mayor – Luke Hutchinson

Date	Event	Comments
28 December 2021	185 <sup>th</sup> Proclamation Day	
20 December 2021	Commemoration	

# **6.3 CEO and Executive Communication Report Report Reference** GC220125R6.3

Date	Activity	Attended By
24 November 2021	Meeting   Tony Harrison, Paul Sutton (CEO City of Charles Sturt) and Mark Withers (CEO City of Port Adelaide Enfield).	Tony Harrison
24 November 2021	Meeting   Field River Taskforce	Ilia Houridis
29 November 2021	Meeting   Tony Harrison, Sorana Dinmore (City of Marion) and Michael Luchich (Optus)	Tony Harrison Sorana Dinmore
29 November 2021	Technical Rehearsal (Live Webcast) – (Modernising the Local Government Workplace)	Sorana Dinmore
30 November 2021	Speaker at Public Sector Network LIVE ONLINE EVENT – (Modernising the Local Government Workplace)	Sorana Dinmore
30 November 2021	Meeting   Judith Sellick   Sorana Dinmore	Sorana Dinmore
1 December 2021	Meeting   Tony Harrison, CEO City of Charles Sturt) and Mark Withers (CEO City of Port Adelaide Enfield) and Anthony Jones	
1 December 2021	Zoom   Mayors & CEOs COVID-19 briefing with SA Health & SAPOL	Tony Harrison



Date	Activity	Attended By
1 December 2021	Oaklands Education Centre Governance Meeting with Flinders University	Tony Lines
2 December 2021	Tonsley Project Control Group Meeting with Renewal SA and PEET	Tony Lines Ilia Houridis
3 December 2021	Meeting   Alfredo Cabada (The Innovation Factory)   Sorana Dinmore (City of Marion)	Sorana Dinmore
3 December 2021	KPMG   Collaborative Model Health Check - Closing Workshop	Sorana Dinmore
3 December 2021	Event   Opening Capella Drive Reserve State Park	Ilia Houridis
6 December 2021	SRWRA Board Meeting	Sorana Dinmore
8 December 2021	Meeting   Tony Harrison (CEO City of Marion), Catherine King (Federal Shadow Minister for Infrastructure, Transport and Regional Development), Joseph Solomon (Chief of Staff) and Louise Miller-Frost re the City of Marion Infrastructure priorities	Tony Harrison
9 December 2021	Meeting   Tony Harrison and Clinton Jury (LGA CEO)	Tony Harrison
9 December 2021	Meeting with SA Power Networks re trees under power lines	Tony Lines
9 December 2021	Tour of Line Zero, Tonsley	Ilia Houridis
10 December 2021	Meeting   Tony Harrison, David Bagshaw and David Cruickshanks-Boyd (5049 Coastal Community)	Tony Harrison
10 December 2021	Meeting with SA Water re Cove Road	Tony Lines
13 December 2021	Meeting   Tony Harrison, Ray Barnwell and Steve Murray MP	Tony Harrison
16 December 2021	Australia and New Zealand Driverless Vehicle Initiative Roundtable with Minister Wingard	Tony Harrison
16 December 2021	Meeting   Google   CoM	Sorana Dinmore



Date	Activity	Attended By
22 December 2021	Meeting   Agilyx   CoM	Sorana Dinmore
	Meeting   PwC and City of Marion	Tony Lines
23 December 2021	re Living Kaurna Cultural Centre	Ilia Houridis
	Meeting   Oaklands Green Project	
23 December 2021	Control Group with Housing	Tony Lines
	Renewal Australia	
7 January 2022	SWBMX Site Visit with Minister Speirs	Ilia Houridis
11 January 2022	Meeting  Cross Council Open Space Service Review with Cities of Marion, Charles Sturt and Pt Adelaide Enfield	Tony Lines
12 January 2022	Q&A   LGA COVID impacts on local government	Tony Lines
12 January 2022	Zoom Meeting   Tony Harrison and Chris White (City of Prospect) re: Cross Council Collaboration	Tony Harrison
14 January 2022	Zoom Meeting   Tony Harrison (City of Marion), Kye Mickan and Ryan Wood (EAS)	Tony Harrison
15 January 2022	SWBMX Site Visit with Minister Speirs and Minister Wingard	Ilia Houridis
16 January 2022	SMRF JV Advisory Committee Meeting	Sorana Dinmore
17 January 2022	Meeting   Mayor Kris Hanna, Tony Harrison and Leighton Boyd (MarionLife Community Hub)	Tony Harrison
18 January 2022	Meeting   Tony Harrison and Judith Sellick	Tony Harrison
20 January 2022	City of Marion and Department for Environment and Water   Site Tour Glenthorne National Park	Tony Harrison
22 January 2022	Event   Opening Sam Willoughby International BMX Facility	Tony Harrison Ilia Houridis Tony Lines
25 January 2022	Meeting   Oaklands Green Project Control Group with Housing Renewal Australia	Tony Lines
25 January 2022	Meeting   Tony Harrison, CEO City of Charles Sturt) and Mark Withers (CEO City of Port Adelaide Enfield) and Anthony Jones	Tony Harrison





- 7 Adjourned Items Nil
- 8 Deputations Nil
- 9 Petitions Nil
- 10 Committee Recommendations

10.1 Confirmation of the Minutes of the Planning and Development Committee held on 7

December 2021

Report Reference GC220125R10.1

Originating Officer Executive Officer to the General Manager City Development –

Louise Herdegen

**Corporate Manager** Manager Office of the Chief Executive - Kate McKenzie

General Manager City Development - Ilia Houridis

### REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes of the Planning & Development Committee meeting held on 7 December 2021.

## **EXECUTIVE SUMMARY**

A summary of items considered by the Committee Members is noted below.

# **Reports for Discussion**

- Forward Agenda 2022
- Code Amendment Update

# **Reports for Noting**

- North South Corridor Update
- Planning Reforms Update

A separate report relating to the Marion Road Urban Corridor Code Amendment was brought to General Council on 14 December 2021 (GC211214R11.12) to seek the Minister for Planning to place the Marion Road Urban Corridor Code Amendment on hold while Administration undertakes further analysis as recommended by the Planning and Development Committee. This recommendation was supported by Council.

# **RECOMMENDATION**

# **That Council:**

- 1. Receives and notes the minutes of the Planning and Development Committee meeting held on 7 December 2021.
- 2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Planning and Development Committee.

# **ATTACHMENTS**



1. PDC211207 - Final Minutes [**10.1.1** - 6 pages]



Minutes of the Planning and Development Committee held on Tuesday, 7 December 2021 at 6.30 pm Council Chamber, Council Administration Centre 245 Sturt Road, Sturt





**PRESENT** 

His Worship the Mayor Kris Hanna (from 7:07 pm) Councillor Kendra Clancy Councillor Raelene Telfer Councillor Jason Veliskou Councillor Sasha Mason

#### In Attendance

General Manager City Development - Ilia Houridis

Manager Development & Regulatory Services – Warwick Deller-Coombs

Manager City Activation – Charmaine Hughes

City Activation Senior Advisor – Brett Grimm

Senior Development Officer – Planning – Nicholas Timotheou

Senior Policy Planner – David Melhuish

Executive Officer to the General Manager City Development – Louise Herdegen

# 1 Open Meeting

The Chair opened the meeting at 6:34pm.

# 2 Kaurna Acknowledgement

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

# 3 Elected Member Declaration of Interest

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

• Nil interests were disclosed.

#### 4 Confirmation of Minutes

4.1 Confirmation of Minutes of the Planning and Development Committee Meeting held on 5 October 2021

Report Reference PDC211207R4.1

# **Moved Councillor Mason**

# Seconded Councillor Veliskou

That the minutes of the Planning and Development Committee Meeting held on 5 October 2021 be taken as read and confirmed.

**Carried Unanimously** 

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#### **Moved Councillor Mason**

## **Seconded Councillor Telfer**

# That the following items be moved en bloc:

- 5.1 Business Arising Statement Action items
- 6.1 Confidential Business Arising Statement Action Items

**Carried Unanimously** 

# 5 Business Arising

# **5.1 Business Arising Statement - Action Items Report Reference**PDC211207R5.1

The Manager Development Regulatory Services gave a presentation on underutilised, vacant and unsightly sites. The following discussion points were noted:

- Underutilised
  - Previous urban activation fund had some success in promoting response from private investment.
  - Future report to be brought to Council to consider an urban activation fund in 2022.
- Vacant sites
  - Summary provided of identified sites of interest.
  - Further updates will be presented to the Committee and Council as needed.
- Unsightly
  - Legislative requirements and options for dealing with sites.
  - The predominate issue is overgrown grass on private property/vacant land.
  - Example discussed of significant issue of where the Local Nuisance and Litter Control Act was enforced.
  - Offer a range of community services where known and negotiate extensions and work with individual circumstances as much as possible.
  - Updates continue to be provided through Ward Briefings.
  - Decluttering services offered through aged care services.

#### **Moved Councillor Mason**

#### **Seconded Councillor Telfer**

That the Planning and Development Committee:

1. Notes the business arising statement.

**Carried Unanimously** 



4

#### 6 Confidential Items

6.1 Cover Report - Confidential Business Arising Statement - Action Items

Report Reference PDC211207F6.1

### **Moved Councillor Mason**

Seconded Councillor Telfer

That the Planning and Development Committee:

1. Notes the confidential business arising statement.

**Carried Unanimously** 

#### **Moved Councillor Mason**

**Seconded Councillor Telfer** 

In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that any appendices from this report, *Confidential Business Arising Statement – Action Items*, having been considered in confidence under Section 90(2) and (3) (g)(h) and (m) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2022.

**Carried Unanimously** 

# 7 Reports for Discussion

### 7.1 Forward Agenda 2022

**Report Reference** 

PDC211207R7.1

Members provided the following suggestions for inclusion in the 2022 program:

- Ongoing interest in impacts and learnings from the Planning & Design Code and regular updates would assist in developing further understanding.
- Review of the past 12 months under the new code. Opportunity to look at what Councils
  have done with potential to advocate for further changes.
- Proactive approach to desirable development and encourage preferred practice ie size of garages as an example.
- Improvements/changes to urban infill planning/design.

#### **Moved Councillor Veliskou**

Seconded Councillor Mason

That the Planning and Development Committee:

- 1. Notes the meeting schedule and committed agenda items.
- 2. Notes suggestions for inclusion in the forward agenda for the 2022 program.

**Carried Unanimously** 



5

### 7.2 Code Amendments Update

**Report Reference** 

PDC211207R7.2

7:07 pm Mayor Hanna entered the meeting.

The Manager Development and Regulatory Services gave a presentation regarding the Marion Road Urban Corridor Code Amendment. The following discussion points were noted:

- The initial purpose was to increase the density on Marion Road, however demand from developers does not appear to be present at this time across the whole road.
- Types of urban corridor zones and examples such as Prospect Road, Churchill Road were provided and included discussion of Anzac Highway and Main North Road. Focus for Marion Road was more on residential / business zone rather than business specific.
- A desktop study was undertaken for the potential for service roads however a significant amalgamation of sites would be required and not considered viable.
- Consideration to placing the Marion Road Code Amendment on hold to undertake a more strategic site analysis before progressing.

#### **Moved Councillor Veliskou**

#### **Seconded Councillor Telfer**

That the Planning and Development Committee:

 Recommends to Council to request the Minister for Planning hold the Marion Road Urban Corridor Code Amendment and ask Administration to undertake further analysis of specific sites along the proposed corridor.

**Carried Unanimously** 

# 8 Reports for Noting

# 8.1 North South Corridor Update

**Report Reference** 

PDC211207R8.1

The City Activation Senior Advisor gave a brief overview and summary of the key points outlined in the report. The following discussion points were noted:

- Projected traffic volumes between Darlington and Anzac Highway.
- One member raised potential health issues for tunnel workers such as silicosis.
   Administration to follow up with Department for Infrastructure and Transport.

### **Moved Councillor Mason**

### Seconded Mayor Hanna

That the Planning and Development Committee:

1. Notes the report.

**Carried Unanimously** 



6

# 8.2 Planning Reforms Update

**Report Reference** 

PDC211207R8.2

The Manager Development and Regulatory Services advised some recent system improvements and upgrades have assisted in processing applications however a significant amount of time is still required to complete the process.

The following discussion points were noted:

- Continue with aspirational vision to maintain high quality developments throughout the City of Marion.
- ERD court items to be included as part of the planning system update standing report.
- Requirements for demolition under the new Code.

### **Moved Councillor Mason**

**Seconded Councillor Veliskou** 

That the Planning and Development Committee:

1. Notes the report.

**Carried Unanimously** 

- 9 Workshop / Presentation Items Nil
- 10 Other Business
- 11 Meeting Closure

The meeting was declared closed at 8:00pm.

CONFIRMED THIS 1ST DAY OF MARCH 2022

\_\_\_\_\_CHAIRPERSON



10.2 Confirmation of the Minutes of the Special Review and Selection Committee held on 7

December 2021

Report Reference GC220125R10.2

Originating Officer Manager People and Culture – Jessica Lynch

Corporate Manager Manager People and Culture - Jessica Lynch

General Manager Chief Executive Officer - Tony Harrison

# REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes of the Special Review and Selection Committee meeting held on 7 December 2021.

# **EXECUTIVE SUMMARY**

A summary of items considered by the Committee Members is noted below.

# **Reports for Discussion**

- Corporate and CEO KPI Report Quarter One 2021-22
- Review and Selection Committee Meeting Dates 2022

# **Reports for Noting**

- Volunteer Program Report
- Teamgage Overview

# **Confidential Items**

- Staff Movements and Exit Survey Data
- CEO Remuneration Review

### RECOMMENDATION

# **That Council:**

- 1. Receives and notes the minutes of the Special Review and Selection Committee meeting held on 7 December 2021.
- 2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Review and Selection Committee.

# **ATTACHMENTS**

1. SRSC211207 - Final Minutes [10.2.1 - 6 pages]



Minutes of the Special Review and Selection Committee held on Tuesday, 7 December 2021 at 6.00 pm Committee Room 1, Council Administration Centre 245 Sturt Road, Sturt





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# **PRESENT**

His Worship the Mayor Kris Hanna Councillor Maggie Duncan Councillor Matthew Shilling

#### In Attendance

Chief Executive Officer - Tony Harrison

Manager Office of the CEO - Kate McKenzie

Chief Financial Officer – Ray Barnwell

Manager People and Culture - Jessica Lynch

Acting Unit Manager People and Culture – Andrea van de Water

#### 1 Open Meeting

The Mayor opened the meeting at 6:02pm.

### 2 Kaurna Acknowledgement

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

# 3 Elected Member 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 interests were disclosed.

# 4 Confirmation of Minutes

4.1 Confirmation of Minutes of the Special Review and Selection Committee Meeting held on 21 September 2021

Report Reference SRSC211207R4.1

# **Moved Councillor Duncan**

# **Seconded Councillor Shilling**

That the minutes of the Special Review and Selection Committee Meeting held on 21 September 2021 be taken as read and confirmed.

**Carried Unanimously** 

2

SRSC211207 - Special Review and Selection Committee - 7 December 2021



3

# 5 Reports for Discussion

**5.1 Corporate and CEO KPI Report - Quarter One 2021-22 Report Reference**SRSC211207R5.1

#### The Committee discussed:

- Interpretation of the outcomes of KPIs 7 (Staff Engagement) and 10 (Asset Utilisation of Sports and Community Venues).
- Utilisation levels and strategic marketing of City of Marion Sports and Community Venues.
- Impact of employee turnover on Teamgage participation and results.
- Employee Fulltime Equivalent (FTE) numbers and variances.

ACTION - Administration to refer marketing of City of Marion Sports and Community Venues to the Customer Experience and Engagement for review and further consideration.

#### **Moved Councillor Shilling**

**Seconded Councillor Duncan** 

That the Review and Selection Committee:

1. Notes this report and information contained within the attachments for Quarter One.

**Carried Unanimously** 

5.2 Review and Selection Committee - Meeting Dates 2022Report Reference SRSC211207R5.2

# **Moved Councillor Duncan**

**Seconded Councillor Shilling** 

That the Review and Selection Committee:

- 1. Notes the proposed meeting dates for 2022:
  - Tuesday 1 February 2022 (6.00pm 9.00pm)
  - Tuesday 3 May 2022 (6.00pm 9.00pm)
  - Tuesday 2 August 2022 (6.00pm 9.00pm)
  - Tuesday 1 November 2022 (6.00pm 9.00pm)

**Carried Unanimously** 



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### 6 Reports for Noting

# 6.1 Volunteer Program Report

Report Reference SRSC211207R6.1

# The Committee discussed:

- Consistency of applications for volunteering within the organisation.
- Opportunities to recruit and leverage non-traditional volunteering skill sets.
- Potential for greater update of youth volunteering opportunities.
- Strategies for volunteer recognition and belonging.
- Volunteer training requirements.

ACTION - Administration to investigate viability of name badges for volunteers in public facing areas.

#### **Moved Councillor Duncan**

**Seconded Councillor Shilling** 

#### That Council:

1. Notes the report and makes any recommendations regarding the Volunteer Program.

**Carried Unanimously** 

# **6.2 Teamgage Overview**

**Report Reference** 

SRSC211207R6.2

# The Committee discussed:

- Composition of employee response rate by Division.
- · Calculation of combined engagement results.
- Expectations of leaders in encouraging employee participation and discussion of results.

# **Moved Councillor Shilling**

**Seconded Councillor Duncan** 

That the Review and Selection Committee:

1. Note the overview of the Teamgage staff engagement tool at City of Marion.

**Carried Unanimously** 

6:36pm – Andrea van de Water, Ray Barnwell and Kate McKenzie left the meeting.



5

# 7.1 Cover Report - Staff Movements and Exit Survey Data

Report Reference SRSC211207F7.1

#### Moved Councillor Duncan

# Seconded Councillor Shilling

That pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer and Manager People and Culture, be excluded from the meeting as the Council receives and considers information relating to Staff Movements and Exit Survey Data, 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 past and present employees of the City of Marion.

**Carried Unanimously** 

6:37pm the meeting went into confidence.

#### **Moved Councillor Duncan**

# Seconded Councillor Shilling

In accordance with Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders that this report, Staff Movements and Exit Survey Data, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(a) of the Act be kept confidential and not available or public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2022.

**Carried Unanimously** 

# 7.2 Cover Report - CEO Remuneration Review

Report Reference

SRSC211207F7.2

#### **Moved Councillor Duncan**

# **Seconded Councillor Shilling**

That pursuant to Section 90(2) and (3)(d) of the *Local Government Act 1999*, the Committee orders that all persons present, with the exception of the following persons: Chief Executive Officer, Manager People and Culture, be excluded from the meeting as the Committee receives and considers information relating to the CEO Remuneration Review, 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 commercial figures of an independent third party.

**Carried Unanimously** 

SRSC211207 - Special Review and Selection Committee - 7 December 2021



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## **Moved Councillor Shilling**

## **Seconded Councillor Duncan**

In accordance with Section 91(7) and (9) of the Local Government Act 1999 the Committee orders that this report, CEO Remuneration Review, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(d) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2022.

**Carried Unanimously** 

6:53pm the meeting came out of confidence.

- 8 Workshop / Presentation Items Nil
- 9 Other Business Nil
- 10 Meeting Closure

The meeting was declared closed at 6:53pm.

**CONFIRMED THIS 1ST DAY OF FEBRUARY 2022.** 

CHAIRPERSON		



10.3 Confirmation of Minutes of the Finance Risk and Audit Committee Meeting held on 14

December 2021

Report Reference GC220125R10.3

Originating Officer Unit Manager Governance and Council Support – Victoria Moritz

**Corporate Manager** Manager Office of the Chief Executive - Kate McKenzie

General Manager Chief Executive Officer - Tony Harrison

#### REPORT OBJECTIVE

The purpose of this report is to facilitate the receiving and noting of the minutes of the Finance Risk and Audit Committee meeting held on 14 December 2021.

## **EXECUTIVE SUMMARY**

A summary of items considered by the Committee Members is noted below.

## **Reports for Discussion**

- Elected Member Report
- 1st Budget Review 2021/22
- Framework and Key Assumptions for the preparation of the 2022-23 ABP and LTFP
- Corporate Risk Review Report Q1 2021/22
- Internal Audit 2021/22 Plan and scope (Project Management Collaborative)
- Civil Service Review
- Annual Ombudsman Report 20/21
- Work Program and Meeting Schedule for 2022

## **Reports for Noting**

- Update on Asset Management Strategy KPI measures
- Update on Asset Management Improvement Program progress
- Asset Valuation Process and Outcomes for 2020-21
- Service Review Program and recommendations progress update
- Internal Audit Program Implementation of Recommendations

## RECOMMENDATION

## That Council:

- 1. Receives and notes the minutes of the Finance, Risk and Audit Committee meeting held on 14 December 2021.
- 2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Finance, Risk and Audit Committee.

## **ATTACHMENTS**

1. FRAC211214 - Final Minutes [**10.3.1** - 13 pages]



Minutes of the Finance, Risk and Audit Committee held on Tuesday, 14 December 2021 at 2.00 pm Council Chamber, Council Administration Centre 245 Sturt Road, Sturt



**PRESENT** 

Ms Emma Hinchey (Chair)
Ms Nicolle Rantanen (via electronic attendance)
Mr David Papa
Councillor Maggie Duncan

#### In Attendance

Chief Executive Officer - Tony Harrison
General Manager City Services - Tony Lines
General Manager Corporate Services - Sorana Dinmore (via electronic attendance)
General Manager City Development - Ilia Houridis
Manager Office of the CEO - Kate McKenzie
Unit Manager Governance and Council Support - Victoria Moritz
Chief Finance Officer - Ray Barnwell
Unit Manager Risk - Sherie Walczak (via electronic attendance)
Unit Manager Asset Solutions - Brendon Lyons
Manager IT Operations - Michael Bowden
Mr Eric Beere (KPMG) (via electronic attendance)
Ms Heather Martens (KPMG) (via electronic attendance)

#### 1 Open Meeting

The Chair opened the meeting at 2.01pm.

## 2 Kaurna Acknowledgement

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

#### 3 Elected Member 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 interests were disclosed.

#### 4 Confirmation of Minutes

4.1 Confirmation of Minutes of the Finance and Audit Committee Meeting held on 12 October 2021

Report Reference FRAC211214R4.

#### **Moved Ms Rantanen**

#### **Seconded Councillor Duncan**

That the minutes of the Finance and Audit Committee Meeting held on 12 October 2021 be taken as read and confirmed.

**Carried Unanimously** 

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#### 5 Business Arising

**5.1 Business Arising Statement - Action Items Report Reference**FRAC211214R5.1

#### **Moved Councillor Duncan**

#### Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:

1. Notes the business arising statement, meeting schedule and upcoming items

The Committee noted and requested that the schedule of upcoming items be adjusted as the 1<sup>st</sup> Budget Review was presented to this meeting and not the October 2021 meeting and a few other items were not in the correct dates.

**Carried Unanimously** 

## 6 Reports for Discussion

6.1 Elected Member Report

Report Reference FRAC211214

## **Moved Councillor Duncan**

## Seconded Mr Papa

That pursuant to Section 90(2) and (3)(d)(i) and (ii) of the Local Government Act 1999, the Committee orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the Chief Executive, Manager City Activation, Chief Financial Officer, Unit Manager Governance and Council Support and Governance Officer, be excluded from the meeting as the Committee receives and considers information relating to Unsolicited Proposal – 262 Sturt Road, Marion (GC211026F16.4 and GC211123F16.2) and Edwardstown Urban Renewal Project – Update (GC211026F16.5), 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 a proposal from a third party and confidential commercial information including preliminary concept plans and financial figures.

**Carried Unanimously** 

- 2.04pm the Committee moved into confidence
- 2.10pm the Committee came out of confidence

The Committee was provided a verbal update on the following confidential items and noted the remaining items in the Elected Member Report.

- Unsolicited Proposal 262 Sturt Road, Marion (GC211026F16.4 and GC211123F16.2)
- Edwardstown Urban Renewal Project Update (GC211026F16.5)
- 2.10pm the Committee came out of confidence



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#### **Moved Councillor Duncan**

#### Seconded Mr Papa

That the Finance, Risk and Audit Committee:

1. Notes this report.

**Carried Unanimously** 

6.2 1st Budget Review 2021/22

Report Reference FRAC211214R6

Mr Barnwell introduced the item noting the budget review is a revised forecast of the original 2021-22 budget. The completion of the of the 1<sup>st</sup> Budget Review identified a favorable cash adjustment of \$194k. The adjustments are primarily the result of an increase in the Grants Commission Financial Assistance Grant, offset by Council Resolutions.

The Committee noted the 1<sup>st</sup> Budget Review and made the following comments:

- Concerns over the re-classification of capital works budgets that have now been classified as operating in nature rather than capital. Staff advised there was no change to the overall budget for these works and the accounting reclassifications arose following the completion of design works post budget adoption which informed the correct accounting classification to cater for elements of capital projects which would be deemed operational in nature (including landscaping, contributions to capital works not on Council land). Processes are now in place to work with the capital project owners to bring forward the review of planned capital projects to ensure correct classification well prior to adopting the budget in June.
- Sought clarification over the treatment of forecast savings identified during the year and how
  these can be clearly identified within the budget review reports in future. Staff confirmed the
  review budget is a re-forecast of the annual budget which includes identified forecast savings.
- The Committee commented on the format of the reports and would like to see the actual year
  to date versus budget year to date and recommended a review of the format for future budget
  reviews.
- Discussed the capital versus operation and queried whether there are any other projects that
  haven't progressed to the point of separation. Staff confirmed there were some large
  streetscape projects which due to design completion late in the year may have changes to the
  final split on operating and capital elements but were aware of these and these will be
  addressed early in the new year as the procurement process is progressed.
- The Committee suggested the impact of timing/rephasing should be adjusted to show the real budget variances.
- The Committee queried whether there was a policy on Reserves (Asset Sustainability Reserve) and how the purpose and establishment of Reserves is defined and under what circumstances a reserve is created. Staff noted that there is no policy related to the creation of reserves but confirmed there is a policy related to the current reserves which is reviewed annually in accordance with legislation and will bring the policy to the FRAC prior to presenting to Council next year.

ACTION: Reserve Policy to be presented to the FRAC meeting in May 2022 prior to being presented to Council for endorsement.

**Moved Councillor Duncan** 

Seconded Mr Papa

That the Finance, Risk and Audit Committee:

1. Note the 1<sup>st</sup> Budget Review 2021-22 position.

**Carried Unanimously** 



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6.3 Framework and Key Assumptions for the preparation of the 2022-23 ABP and LTFP Report Reference FRAC211214R6.3

Mr Barnwell provided a summary of the report, noting the key steps and indicative time frames in the planning and budgeting process for next year. The Organisation is in the process of preparing the 2022-23 ABP and LTFP to include adjustments to incorporate any identified ongoing savings from prior years and will be aligned with the funding requirements identified in Council's adopted asset management plans. The proposed key assumption relating to indexation is expected to return to an an indexation rate of 2.5% for the remainder of the LTFP from the 2022-23 year due to current market conditions being experienced from COVID-19. Councils currently adopted LTFP has factored a lower indexation of 1.5% for 2022-23.

The Committee provided the following feedback and comments:

- Interest rates have bottomed out and likely to stay low in the future are we building this into
  the LTFP. Staff commented that as the budget is developed, the future cash position will
  incorporate future forecasting for increasing interest rates but also noted our cash holdings
  will reduce as we expend the funds quarantined in Reserves over the coming couple of years.
- The Committee queried the carbon neutral plan and whether there is any intention to speed up the plan given the topical nature and associated risks. Staff advised that there were proposals to speed up projects and progress the plan, acknowledging this was also a focus for Council.
- The Committee also queried whether the intention was merely to pay for carbon credits or seek more innovative ways in which we can achieve carbon neutrality. Council has expressed that carbon credits would be a last resort and would prefer to see real action rather than paying for carbon offsets.
- There were concerns around the timeline of the budget process, particularly noting the impact the state and federal election might have on the process. Staff are aware of the election timelines and noted that while we can't predict what will happen, can plan for and acknowledge that there may be late changes. There is a good understanding of where we stand on projects and potential funding opportunities will be taken into consideration. Council will look to attract as much funding as possible and plan to be agile to adapt.
- The Committee commented the current market conditions, and the attraction of appropriately skilled resources is proving challenging. Staff advised with closed borders there has been a high demand for the available skilled resources which has driven market rates up. It was also noted the Enterprise Agreement is set to expire on 30 June 2022. Management is consistently reviewing resourcing through the Executive Budget Committee and will provide additional reports to Council if required to obtain additional resources, particularly in the IT area.
- Management commented on a recent external independent report received on salaries and services across councils, noting this is a very live issue for many councils. Management will be looking at contract positions early in the new year and the cost of human related capital going into the Enterprise Agreement in June.
- The Committee commented on the good use of the PESTLER framework and use of environmental scan. The process for utilising this was queried, with staff assuring the Committee it was revisited throughout the year for risk reviews and ongoing reporting throughout the year.

Action - The Committee requested to see indebtedness balance in the LTFP report

## **Moved Mr Papa**

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:



6

1. Provide feedback on the proposed framework, key assumptions, and associated risks in setting the Annual Business Plan for 2022-2023 and the Long-Term Financial Plan

2. Provide feedback on the Environmental Scan (Attachment 3) as an input into the Draft ABP 2022-2023 and draft LTFP.

**Carried Unanimously** 

## Order of Agenda

The Chair sought and was granted leave of the meeting to vary the order of agenda items and consider the item *Corporate Risk Review Report Q1 2021/22* next on the agenda.

6.6 Corporate Risk Review Report Q1 2021/22

Report Reference FRAC211214R6.6

Unit Manager Strategy & Risk provided a summary of the item noting the review is undertaken quarterly by the Senior Leadership Team and provided to Council. Due to the timing of the FRAC meetings, this report was presented and noted by the Council at its meeting on the  $23_{rd}$  November 2021.

Scrutiny was placed on current controls, recognition of completed actions and updating actions and alignment of action due dates. There was a couple of re-rated risks regarding the outsourcing of management for LKCC through a management agreement with the risk profile changing. Noting the main new risk were the elections, reforms around funding and social media issues which have been included in the risk register. Staff are working through these with risk owners around over-due implementation or planned treatments.

The Committee noted the report and made the following comments:

- The Committee queried whether there should be a high risk around the cost of building
  materials for projects. Staff noted this and advised they have been in regular contact with
  procurement lead, and this is being well managed and will continue to monitor and work
  through this in the second quarter reviews. The Committee recommended that a risk be
  added to the risk register, at least in the short term.
- It was noted the legislation around vaccines had changed since the report was written and whether there was an impact on any staff within aged care and how this was being managed. Management advised that it is currently consulting with the organisation on the possible introduction of mandated vaccination requirements. The organisation has moved to support business continuity with the re-introduction of Team A and B, zoom meetings, provision of outdoor services and limiting travel between locations. The aged care home services are being maintained and in accordance with legislation.
- IMT are operating routinely twice a week, and more if needed to keep in line with restriction changed.
- It was queried with the new COVID-19 changes whether there is budget to cover emergencies
  or staff deciding not to be vaccinated and whether this would have an impact on the budget.
  The Committee was advised that there is no discretionary funds specifically, however this will
  be managed as they come through.
- The Committee re-iterated the importance of the risk review documentation and the need to
  make sure deadlines were not being missed. It was noted some of the dates are either
  overdue or nearly due, and not anticipated to be completed on time. Management assured
  the Committee there was an abundance of meetings, documents minutes, actions and
  activities that sits behind this consolidated report.



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Action: That procurement risk be reviewed due to the current market conditions with construction undertaken in this quarter's risk register review.

#### **Moved Councillor Duncan**

Seconded Mr Papa

That the Finance, Risk and Audit Committee:

1. Notes the report.

**Carried Unanimously** 

**6.4 Internal Audit 2021/22 - Plan and scope (Project Management - Collaborative Report Reference** FRAC211214R6.4

Mr Eric Beere and Ms Heather Martens from KPMG introduced the item and provided an update on the status of the Internal Audit Program and an overview of the Project Management Scope. The following comments were noted:

- The Project Management Scope is a collaborative audit with City of Charles Sturt. The review
  covers the entire lifecycle of project management and includes consideration of the effective
  implementation of the project management framework and whether it has been consistently
  applied across the organisation.
- City of Charles Sturt has some good processes where City of Marion can align and share lessons learned.
- There is enough common ground in the scope for learnings on both sides, noting a good level of engagement from senior management at City of Marion.
- The Internal Audit will review the status of the implementation of recommendations from recent work done on carryovers and elements from other audits, however, will not significantly deep dive into those.

The Committee provided the following feedback:

- When the two councils have different projects and systems, how are we going to deal with the fundamental differences in running project management and whether the difference in structure pose a difficulty. KMPG commented that although they are different, they are becoming more aligned. There is a greater opportunity to share frameworks and projects managed across councils in a similar manner with document risks and reporting templates that sit behind the systems. Both Councils are heading in the same direction.
- The Committee queried whether the scope itself include major projects and construction and KMPG confirmed is does includes this with the exclusion of the ICT / DTP projects which are included in the audit plan for 2022/23.

#### Moved Mr Papa

**Seconded Councillor Duncan** 

That the Finance, Risk and Audit Committee:

1. Endorses the Project Management (Collaborative) Scope

**Carried Unanimously** 



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6.5 Civil Service Review

Report Reference

FRAC211214R6.5

The General Manager City Services and Manager, Operations introduced the item and provided a summary of the final Civil Services Review undertaken by BeeSquared Consultants. The review includes an outline of the approach intended to utilize findings of the review to improve and optimize the performance of the Civil Services Business Unit.

The Committee provided the following feedback and comments:

- The responses to the recommendations and actions appear high level and suggested there
  may need to be more measurable actions to monitor and hold to account. The Committee
  queried whether there were any steps along the way that can be incorporated to monitor the
  process.
- There appears to be a disconnect across the process and queried whether there is a consideration of alignment to work out a consistent approach for how things are being treated across the SA Councils. The Committee also queried whether the was a mechanism to collaborate with other councils to gain an element of consistency in relation to unit costings.
- The Committee queried how the data end up with inaccuracies and whether there was opportunity for improvement in our tender evaluation processes.

Staff noted the feedback and provided the following comments:

- The key finding of the report was insufficient data to find meaningful direction. The aim was to capture data to reinforce the actions. These will be developed in more detail and will come back as a subsequent report in early 2022
- Key approach is to take a step back and look at how we will achieve the fundamental change with the steps provided in the high-level implementation plan.
- Staff are currently looking at detailed process mapping. Once there is an understanding of these practices, a resource-based cost estimate can be applied to inter unit rates. This will enable a better understanding of real productivity.
- The data from the initial contractor was raw data which required further validation to become
  usable data, unfortunately the data didn't reconcile and required a cleansing process to further
  validate. The learnings from this were captured and a new data run is being scoped for early
  2022
- There was a group meeting collaboratively, however at this stage the civil component has been left to be implemented individually. The intention is to reach out and work with other Councils.
- The Committee queried whether the audit condition frequency aligned to the asset management plan. Staff advised they are looking at the process to determine what data we need to drive to determine the frequency. The Asset Management Plan is reviewed every year and will be reviewed to ensure alignment.

## **Moved Ms Rantanen**

## **Seconded Councillor Duncan**

That the Finance, Risk and Audit Committee:

- 1. Notes the Civil Services Review undertaken by BeeSquared.
- 2. Provides feedback and endorses the approach proposed to optimise performance of the Civil Services Business Unit.
- Notes that a progress update including a more detailed implementation plan will be provided to the February 2022 FRAC meeting.



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## **Carried Unanimously**

6.7 Annual Ombudsman Report 20/21

**Report Reference** FRAC211214R6.7

Manager, Office of the CEO provided a summary of the report noting that it was good to see a reduction in the number of complaints record against last year. In addition to complaints to the Ombudsman's office, two requests were received direct to the City of Marion to conduct an internal review of a decision in accordance with the City of Marion Complaints and Grievance Policy.

The Committee noted the report, made the following comments:

- The Committee queried whether there was a tolerable level of complaints and a way of
  measuring the validity of the complaints. It would be good to track these through a KPI system
  to identify any trends.
- Staff note there isn't currently a KPI set around this, however, are across the nature and types of requests and commented they are not at the point of any real concern. Ward related issues are tracked through regular ward briefings.
- It was noted with the implementation of the salesforce as the CRM, Council will be able to gather data to track and monitor different types of complaints. This will also provide an opportunity monitor the effectiveness of one off and continual service delivery. The Complaints and Grievances Policy and Procedure also provides a mechanism to determine any complaints that may be vexations, repeat offenders, etc.
- There is an opportunity for benchmarking against other councils and to compare any trending values, noting that salesforce may be implemented in other Councils.
- It is important to capture the Council Member interaction with community members, when issues are diffused and not escalated into complaints. The Committee suggested looking at additional mechanisms to capture these issues and to share the solutions.

#### Moved Ms Rantanen

Seconded Mr Papa

That the Finance, Risk and Audit Committee:

1. Notes the report.

**Carried Unanimously** 

6.8 Work Program and Meeting Schedule for 2022

Report Reference FRAC211214R6.8

The Committee noted the Work Program and Meeting Schedule for 2022 suggesting that the February meeting looks quite large. Management acknowledged they are aware of this and indicated a Special Meeting may need to be called to consider the Section 48 Repot for Cove Sports and Community Club.

## Moved Mr Papa

**Seconded Councillor Duncan** 

That the Finance, Risk and Audit Committee:

1. Notes the proposed work program for 2022 identified at Attachment 1 to the report.



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- 2. Adopts the following schedule of meetings for 2022:
  - Tuesday 22 February 2022 (2-5pm)
  - Tuesday 17 May 2022 (2-5pm)
  - Tuesday 16 August 2022 (4-6pm and followed by a joint workshop with Council from 6.30pm onwards)
  - Tuesday 11 October 2022 (2-5pm)
  - Tuesday 13 December (2-5pm)

**Carried Unanimously** 

## 7 Reports for Noting

7.1 Update on Asset Management Strategy KPI measures

Report Reference FRAC211214R7.1

The Committee noted the report as read. The Committee suggested simplifying the language used for the "Community facing KPI / What it measures" to better reflect the target. The Committee queried how we are determining the current levels of capacity of service. Staff advised they are currently working through this and with asset owners to simplify the strategy and measures.

#### **Moved Ms Rantanen**

## Seconded Mr Papa

That the Finance, Risk and Audit Committee:

 Notes the report and continues to support the measurement and reporting of progress against the Asset Management Strategy KPIs.

**Carried Unanimously** 

**7.2 Update on Asset Management Improvement Program progress Report Reference** FRAC211214R7.2

The Committee noted the update on the Asset Management Improvement Program Progress and commented it was good to see these being tracked and brought up to date. It was noted the organisations performance will continue to be managed on monitored through this program.

## Move Mr Papa

## **Seconded Councillor Duncan**

That the Finance, Risk and Audit Committee:

1. Notes the report and supports Council's ongoing Asset Management improvement processes.

**Carried Unanimously** 



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7.3 Asset Valuation Process and Outcomes for 2020-21

Report Reference FRAC211214F

Mr Barnwell introduced the item and commented it was provided for completion process and following a previous action. A full comprehensive valuation is booked for 2022-23 which will be good timing. The Asset Management Information System implementation is to be completed in October next year with testing and review of the data towards the end of 2022. It was noted if this doesn't fit the timeframe for comprehensive valuation to be completed by 30 June, the valuation will be pushed out to the following year.

#### Moved Ms Rantanen

#### **Seconded Councillor Duncan**

That the Finance, Risk and Audit Committee:

Note the 2020-21 independent desktop valuation for all infrastructure assets.

**Carried Unanimously** 

7.4 Service Review Program and recommendations progress update Report Reference FRAC211214R7.4

The Committee commented on the good work being done in the Service Review Program and noted the number of recommendations coming full circle and being completed.

## **Moved Mr Papa**

#### Seconded Ms Rantanen

That the Finance, Risk and Audit Committee notes:

- 1. That the future approach to the Service Review Program is under development.
- Implementation progress of the Service Review Program recommendations (Appendix
   1).

**Carried Unanimously** 

7.5 Internal Audit Program - Implementation of Recommendations

Report Reference FRAC211214R7.5

Manager, Office of the CEO provided an overview of the item, noting the overdue recommendations were primarily related to systems, the DTP program and issues being faced across the organisation. Staff are aware of these and are exploring options to overcome these challenges.

The Committee expressed their concerns over the number of overdue items in DTP, however, understands the reasons why, however encouraged staff to continue to monitor these and provide updates where possible to see progress on these items. Management noted many of the DTP actions are largely done and expect to have a better completion rate at the next meeting. The Committee also suggested if items are on-going and a procedure it set up to monitor these to close the items out.



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The Committee noted the importance of this report and suggested it be moved out of reports for noting. The Committee queried what the report priority referred to and suggested this wording be amended for clarity.

ACTION - Report to be listed under Discussion Items for future meetings

ACTION - Change the title of "Report Priority" to "Auditor Risk Rating"

#### Moved Mr Papa

Seconded Councillor Duncan

That the Finance, Risk and Audit Committee:

1. Notes the status of the Internal Audit Program (Attachment 1).

**Carried Unanimously** 

- 8 Workshop / Presentation Items Nil
- 9 Confidential Items

9.1 Cover Report - ICT Security update

Report Reference

FRAC211214F9.1

## **Moved Councillor Duncan**

## Seconded Ms Rantanen

That pursuant to Section 90(2) and (3)(e) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager Corporate Services, General Manager City Services, Manager Office of the CEO, Chief Financial Officer, Manager IT Operations, Unit Manager Governance and Council Support and Governance Officer, be excluded from the meeting as the Council receives and considers information relating ICT Security Update, 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 information security and technology systems.

**Carried Unanimously** 

3.54pm the meeting went into confidence.

#### **Moved Councillor Duncan**

#### Seconded Mr Papa

In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that this report, IT Security Update, and any appendices having been considered in confidence under Section 90(2) and (3)(e) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2022.

**Carried Unanimously** 

4.04pm the meeting came out of confidence.

9.2 Cover Report - Digital Transformation Program Update

Report Reference FRAC211214F9 2

**Moved Councillor Duncan** 

Seconded Mr Papa



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That pursuant to Section 90(2) and (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: Chief Executive Officer, General Manager City Development, General Manager Corporate Services, General Manager City Services, Manager Office of the CEO, Chief Financial Officer, Unit Manager Governance and Council Support and Governance Officer,, be excluded from the meeting as the Council receives and considers information relating to Digital Transformation Program Update, 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 current status of the Digital Transformation Program and the impact on contractual expectations.

**Carried Unanimously** 

4.04pm the meeting went into confidence.

## **Moved Ms Rantanen**

#### Seconded Mr Papa

In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that this report, Digital transformation Program Update, any appendices and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(b)(i) and (ii) of the Act, except when required to effect or comply with Council's resolution(s) regarding this matter, be kept confidential and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2022.

**Carried Unanimously** 

4.19pm the meeting came out of confidence.

## 10 Other Business

## 11 Meeting Closure

The meeting was declared closed at 4.19pm.

CONFIRMED THIS 22ND DAY OF FEBRUARY 2022.

CHAIRPERSON



## 11.1 Mitchell Park Sports and Community Centre Resourcing

Report Reference GC220125R11.1

Originating Officer Unit Manager Community Wellbeing – Jaimie Thwaites

General Manager General Manager City Services - Tony Lines

#### REPORT OBJECTIVE

This report seeks Council endorsement to fund two new (additional) positions for the Neighbourhood Centres Team to resource the Mitchell Park Sports and Community Centre.

## REPORT HISTORY

Report Reference Report Title

GC210622F04 Mitchell Park Sports & Community Centre Management Model

#### **EXECUTIVE SUMMARY**

The new multi-million dollar Mitchell Park Sports and Community Centre (MPSCC) is scheduled to open in May 2022. The MPSCC will have ten useable spaces across two floors – much larger than the two useable rooms at the existing Mitchell Park Neighbourhood Centre. This presents an opportunity to maximise the use of these additional spaces during the daytime and bring social cohesion to the new facility.

At the 22 June 2021 General Council meeting it was resolved that Council:

- 1. Endorses Council to manage the Mitchell Park Sports and Community Centre (MPSCC) for the first 2 years of operation.
- 2. Endorses the employment of a full time Level 6 Facility Manager to oversee the operations of the new MPSCC and up to two part time Level 3 staff to assist with MPSCC operations.

These additional staff are part of Council's Sport and Recreation team in the City Property group and are predominantly focused on managing club and external bookings, stakeholder relations and delivering food and beverage services. The vast majority of these bookings occur after 3:30 pm weekdays and all day on the weekends. The neighbourhood centre function at the MPSCC will run independently but work closely with Council's centre management to maximise utilisation of spaces in the facility outside of core club requirements.

An additional 1.72 FTE in the Neighbourhood Centre (NHC) team would be needed to fully utilise the additional space created by the much larger new facility. This represents two 0.86 FTE staff to cover 9am - 4pm weekdays with a 30 minute lunch break 5 days a week. An additional advantage of these extra staff will be to resolve a security risk by providing visual oversight of the ground floor area while programs are running.

## RECOMMENDATION

#### **That Council:**



- 1. Endorses an additional 1.72 FTE staff for the Neighbourhood Centres Team to maximise the opportunities provided by the new and much larger MPSCC facility.
- 2. For 2021-2022, endorses additional funding of \$55,655 for an additional 1.72 FTE neighbourhood centre staff, to be funded through Council's 2021-2022 budget review process.
- 3. For 2022-2023 onwards, endorses funding of \$157,964 for an additional 1.72 FTE neighbourhood centre staff, to be included as part of the 2022-2023 Annual Business Plan and on an ongoing basis thereafter.

## **GENERAL ANALYSIS**

Additional Resource Impact An additional 1.72 FTE for the Neighbourhood Centres Team

Current Budget Allocation Additional \$55,655 for remaining 2021-2022 financial year

Proposed Future Budget Allocation Additional \$157,964 (plus any EBA outcomes from 1/7/2022) in

2022-2023 and ongoing

#### **BACKGROUND**

Construction on the new Mitchell Park Sports and Community Centre (MPSCC) is well under way with the new facility planned to be completed by May 2022.

The MPSCC will be home to nine clubs and Council's neighbourhood centre facilities making the facility one of the more complex sports and community hubs in South Australia. Each of the main groups based at the MPSCC need the facility to provide a home that welcomes and supports their participants and spectators and can help the groups provide valued outcomes to the broader community. It is important that the facility is well managed to enable groups to focus on their core sporting and community deliverables. The ability to transition into the facility and settle operations and establish positive operating relationships between all parties is critical to this facility's success.

It was resolved at the 22 June 2021 General Council meeting that Council will manage the facility for the first 24 months of operation to establish systems, operating standards, drive utilisation, and establish positive cultures (GC210622F04). This report highlighted that a key part of the facility will be the neighbourhood centre which Council will manage through the Community Connections team. It was noted that the NHC team has the opportunity to utilise all of the spaces in the facility, including neighbourhood centre, function rooms, and dog club area. The NHC team could also oversee the indoor courts during the midweek daytime periods to open the space for community casual usage, school hire, bookings and organised activities. The team could also perform a valuable role as a concierge during the day to handle enquiries for the facility and add a valuable level of security oversight, in addition to extensive programming opportunities. In order for the NHC team to perform these additional valued services the current FTE staffing levels would need to be increased.

## DISCUSSION

The existing Mitchell Park Neighbourhood Centre is currently staffed with approximately 1.4 FTE and has two useable rooms. The new MPSCC will have ten useable spaces across two floors. To maximise community activity and venue utilisation across these spaces an additional 1.72 FTE resourcing will be required within the NHC team. City Property reports on the management model for the MPSCC have consistently noted this position.

The endorsed operational model for the MPSCC, which included one full time staff member and two part time staff, has focussed on staffing of the upstairs function rooms Tuesday to Friday from 4pm to 11pm and weekends from 11am to 10:30pm. The staffing model assumes NHC team staff operating midweek from 9am to 4pm to perform a dual function of running community programs and



activities, as well as an oversight role of the facility during daytime hours when MPSCC staff are generally not present. The staff endorsed under the facility management function has not allowed for consistent customer service functions to be performed during the daytime hours midweek, as the vast majority of sporting club activity at the centre occurs after 3:30pm. The Facilities Manager will be rostered on daytime shifts weekdays to complete administrative duties and be able to support some customer service functions, but in order to perform the varied facility management duties, they will be unable to consistently be based at the front desk. Having NHC staff cover reception from 9am to 4pm Monday to Friday would be consistent with the service offered at the other neighbourhood centres.

An additional **1.72 FTE's** is requested to develop and drive increased community programs and activities, maximise venue utilisation and align with the operations of the new MPSCC. This FTE would consist of two 0.86 positions (based on the centres operating 9am to 4pm, five days a week). Leaving Neighbourhood Centre staffing at existing levels would fail to capitalise on the huge amount of space that the new \$15.5M facility provides during the day.

The requested budget of \$157,964 includes two 0.86 FTE staff at Level 3, Step 4 (includes salary, superannuation and all other loadings). The positions would be advertised as Level 3, Step 1 however, depending on the skills and experience of the preferred candidates, these positions may be paid at a higher step and therefore the Step 4 budget has been included from the start.

Having a semi-permanent or permanent presence at the reception area would also address the potential security concerns of the venue during midweek daytime hours. The key reason for the concern is that the design of the new MPSCC provides a very large and open ground floor foyer space that links to corridors and access points to upstairs areas. If NHC staff are running programs inside rooms in the facility (which would have no visual oversight of the ground floor foyer and entrance) then there is a large amount of area the public would have access to without staff knowledge or supervision. Therefore, there is a preference to have staff at reception while the MPSCC is open during the day.

The new facility includes 3 neighbourhood centre spaces, a community lounge area, small meeting room, 2 function spaces, a hall, group fitness space as well as the indoor courts. The neighbourhood centre programming will be tailored to use the best space for the activity (e.g. a luncheon would be in a function space, fitness on the courts, craft in the activities rooms etc.). Possible activities range from exercise and physical activity, arts and crafts, training and development, social (including target special interest such as youth, men, migrants, CALD), ESL classes, playgroup, disability support and well-being programs and youth based initiatives. The additional NHC staff would develop programs to target people with different needs, interests, abilities, age ranges, genders, cultural and socio-economic backgrounds. By offering a diverse range of programs and activities at the centre the potential for more diversity in the attendees increases.

In addition to covering reception, taking bookings, managing front of house services and handling general enquires, NHC staff will plan and deliver programs, coordinate and manage venue hires, room setups, manage and train volunteers, create and deliver publications and promotional material and they are responsible for operational matters (including finance, budget, rostering, maintenance issues, safe café processes, etc).

## **ATTACHMENTS**

Nil



11.2 Lander Road 50km/h Speed Limit Reduction

Report Reference GC220125R11.2

Originating Officer Unit Manager Engineering – Carl Lundborg

General Manager City Services - Tony Lines

#### REPORT OBJECTIVE

The purpose of this report is to provide the results of the community consultation for the speed limit reduction along Lander Road (between Main South Road and Patpa Drive roundabout) from 60km/h to 50km/h.

#### REPORT HISTORY

Report Reference Report Title

GC210914M14.1 Lander Road Speed Limit

## **EXECUTIVE SUMMARY**

The Lander Road proposed speed limit reduction consultation between Main South Road and Patpa Drive was undertaken between Monday 22 November and Wednesday 15 December 2021. The consultation received 609 responses with 91% (554) of the responses not supportive of the proposed speed limit reduction and 9% (55) supportive (see Attachment 1 for Community Consultation Report).

It is recommended not to proceed with the speed limit reduction on Lander Road between Main South Road and Patpa Drive due to the lack of community support. To ensure the success of any speed limit implementation a high level of community support is recommended. Without high level of initial support, the speed limit may become contentious and unpopular when enforcement occurs.

## **RECOMMENDATION**

## **That Council:**

- 1. Notes the Lander Road Community Consultation Report (Attachment 1).
- 2. Does not proceed with the process to reduce the speed limit on Lander Road between Main South Road and Patpa Drive.

## DISCUSSION

#### **Background**

The Department for Infrastructure and Transport (DIT) undertook an upgrade to the intersection at Main South Road, Candy Road and Lander Road in October 2019, which was completed in July 2020. The upgrade allowed for right turn movements between Main South Road and Candy Road, and through movements between Candy Road and Lander Road.

The project has provided improved connectivity in the area, particularly between Happy Valley and Hallett Cove. This is evident from comparing traffic data collected prior and after the upgrade. There has been an increase of approx. 20-25% volume of traffic on Lander Road and it is now considered



City of Marion's most utilised road with approximately 10,000 vehicles per day (AADT - Average Annual Daily Traffic).

A lower speed limit on Lander Road between Main South Road and the roundabout at Patpa Drive would provide a safer environment for residents. The speed limit on Candy Road (City of Onkaparinga) between Chandlers Hill Road and Main South Road is 50km/h. A similar built-up road environment on Lander Road exists between Main South Road and Patpa Drive. Consolidating the speed at 50 km/h would be less confusing to motorists.

## Consultation

The Lander Road proposed speed limit reduction consultation was undertaken between Monday 22 November and Wednesday 15 December 2021. Community consultation involved:

- Delivering approximately 90 letters to residents and property owners on Lander Road (between Main South Road and Patpa Drive).
- Social Media posts.
- Variable Message Sign (VMS) LED boards were set up on Lander Road at both ends to notify motorists.
- · City of Marion website latest news post.

Making Marion was used for the engagement and for survey responses. The survey received 609 responses and the page was visited 1,014 times. The results of the consultation identified 91% (554) of the responses were not supportive of the proposed speed limit reduction and 9% (55) supportive (see Attachment 1 for Community Consultation Report).

As a result of the consultation, it is not recommended to proceed with the speed limit reduction on Lander Road between Main South Road and Patpa Drive due to the lack of community support.

As outlined in the Department for Infrastructure and Transport (DIT) document 'Speed Limit Guideline for South Australia' it may be beneficial to the success of the speed limit proposal to ensure a high level of community support before implementing the lower speed limit. Without high level of initial support, the speed limit may become contentious and unpopular when enforcement occurs.

The Engineering Unit will continue to collect traffic data on Lander Road through the traffic data collection program (Action 5.3 Transport Plan 2021-2026) and to monitor crash data through this section of road.

## **ATTACHMENTS**

Community Consultation Report - Lander Road [11.2.1 - 6 pages]

Lander Road – Proposed Speed Limit Reduction Community Consultation Report December 2021



#### **BACKGROUND**

The Department for Infrastructure and Transport (DIT) undertook an upgrade to the intersection at Main South Road, Candy Road and Lander Road in October 2019, which was completed in July 2020. The upgrade allowed for right turn movements between Main South Road and Candy Road, and through movements between Candy Road and Lander Road.

The project has provided improved connectivity in the area, particularly between Happy Valley and Hallett Cove. This is evident from comparing traffic data collected prior and after the upgrade. There has been an increase of approx. 20-25% volume of traffic on Lander Road and is now considered City of Marion's most utilised road with approx. 10,000 vehicles per day (AADT - Average Annual Daily Traffic).

A lower speed limit on Lander Road between Main South Road and the roundabout at Patpa Drive would provide a safer environment for residents. The speed limit on Candy Road (City of Onkaparinga) between Chandlers Hill Road and Main South Road is 50km/h. A similar built-up road environment on Lander Road between Main South Road and Patpa Drive, consolidating the speed at 50 km/h, would be less confusing to motorists.

#### PROPOSED SPEED LIMIT

Reducing the Speed limit on Lander Road between Main South Road and Patpa Drive from 60km/h to 50km/h would:

- Shorten the stopping distance of an average car by 10m (equates to about 2 car lengths)
- · Provide a safer road (reduces the risk of crashes resulting in serious injuries and fatalities)
- Provide better fuel consumption (lower greenhouse gas emissions)
- Generate less traffic noise
- Better support active travel modes
- Increase the time to travel between Main South Road and Patpa Drive by approx. 20 seconds

## **CONSULTATION**

Consultation was undertaken between Monday, 22 November and 5pm Wednesday, 15 December 2021. The Making Marion engagement page was used to host the Consultation Survey.

The purpose of the engagement was to consult with the community about their level of support for the proposed speed limit reduction, seek feedback and identify any issues/concerns.

#### **Community Engagement techniques**

- Making Marion was used to host an online survey to identify level of support for the proposal
- Delivery of approx. 90 letters to residents and property owners on Lander Road (between Main South Road and Patpa Drive)
- Social Media posts
- Variable Message Sign (VMS) LED boards were set up on Lander Road at both ends to notify motorist
- City of Marion website latest news post

## Lander Road – Proposed Speed Limit Reduction Community Consultation Report December 2021

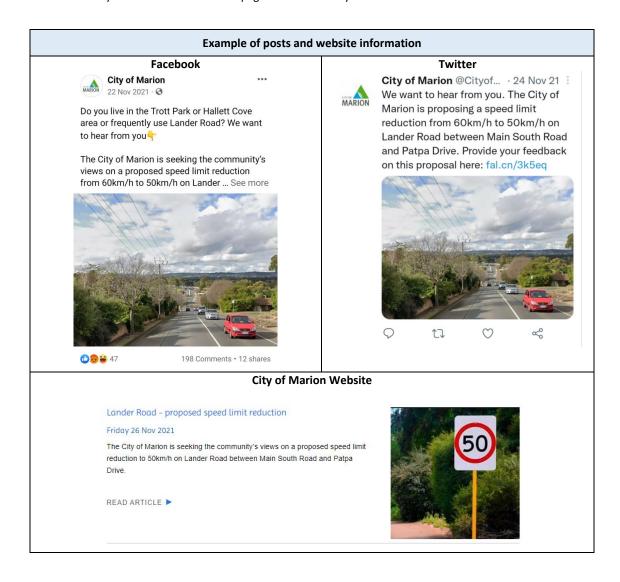


#### **Community feedback statistics**

- 1014 people visited the survey and Making Marion page
- 609 people provided a submission to the survey on Making Marion
- 511 new registrations were made on Making Marion site

#### Social media posts and website

During November 2021 City of Marion posted about the proposed speed limit reduction consultation on the City of Marion's social media pages and on the City of Marion Website.



## Lander Road – Proposed Speed Limit Reduction Community Consultation Report December 2021



## **Community Sentiment**

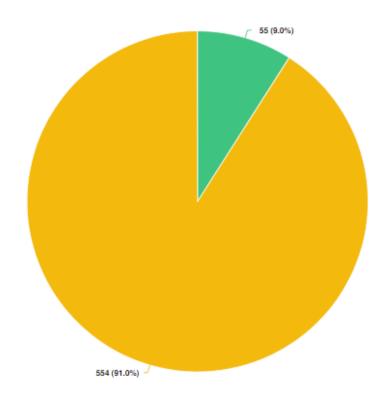
Overall people provided feedback and comments that did not support the proposed speed limit reduction on Lander Road.

## **Survey Results**

Of the 609 responses to the survey:

- 554 do not support the speed limit reduction (91%)
- 55 do support the speed limit reduction (9%)

Do you support the 50km/h speed limit on Lander Road between Main South Road and Patpa Drive?

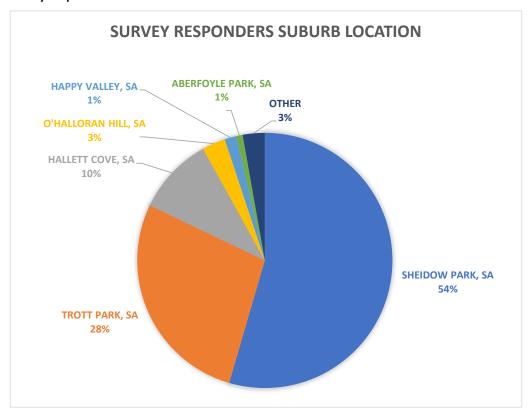




Lander Road – Proposed Speed Limit Reduction Community Consultation Report December 2021



#### **Survey Responders Location**



## **Residents of Lander Road**

Residents of Lander Road (Between Main South Road and Patpa Drive) which have direct access or adjacent properties on Lander Road:

- Total number of properties = 78
- Number of residents on Lander Road that responded to the Survey = 26 (33% response rate)
- Supported the speed limit reduction = 20 (77%)
- Do not Support the speed limit reduction = 6 (23%)

## A Summary of Key Feedback and Comments

#### **Key Feedback Themes**

- Roundabouts and topography naturally slow traffic on Lander Road
- Concerns on the enforcement of the speed limits at the bottom of the hills (Revenue Raising)
- Concerns regarding the travel times and congestion if speed is reduced
- Low number of accidents in the past doesn't warrant intervention
- Safety concerns for pedestrians crossing Lander Road
- Safe access concerns into and out of driveways on Lander Road

## Lander Road – Proposed Speed Limit Reduction Community Consultation Report December 2021



## **Examples of Not Supportive Comments:**

"I travel this road daily sometimes 2 or 3 times a day and I do not believe it needs a 50km speed limit. It has roundabouts which help to slow cars."

"I feel that the road is wide enough and safe enough for the current 60km/hour speed limit. Perhaps more patrols and speed cameras would be helpful to detect those not doing the right thing and exceeding the limit. These people will still exceed the limit, regardless if it is reduced or not."

"Commuters need to get through, lowering the limit will make a journey longer."

#### **Examples of Supportive Comments:**

"We frequently cross Lander Rd to and from school, and 60kmph seems high for a road with poor visibility over hill crests"

"This is essentially a very busy, narrow-ish one lane street through a residential area so I feel the reduced speed limit is warranted and a tad overdue"

"Lived on this road for 8 years - the traffic since opening Candy Rd has become unbearable and residents' standard of living decreased. In addition to this it has become DANGEROUS to cross the road for pedestrians. We have nowhere to cross to go to school and have to run across. I have seen many near misses."

#### Other Comments and Issues Raised:

- Intersection of Young Street and Lander Road needs upgrading
  - o CoM Response:

The Young Street and Lander Road Intersection will be improved by constructing a new left turning lane (on Young Street) to reduce queuing. Construction is expected to commence in 21/22 with the completion by end of 2022.

- Intersection of Main South Road and Lander Road needs a larger left turning lane
  - o CoM Response:

The intersection of South Road and Lander Road is under the care and Control of the Department for Infrastructure and Transport (DIT). DIT have indicated that three lanes were considered during their design and investigation of the Main South Road/Lander Road/Candy Road intersection upgrade. They decided to avoid this believing the design settled on would be generally adequate for the needs of motorists, weighing it against the constraints of the site. Following the opening of the intersection, observations were undertaken by DIT during July and August 2020, resulting in an adjustment to the signal phases.

CoM have investigated with SA Power Networks (SAPN) to discuss the relocation of the stobie pole to facilitate a left turn slip lane from Lander Road onto South Road. SAPN advised that the stobie pole relocation was simply not possible, based on the

## Lander Road – Proposed Speed Limit Reduction Community Consultation Report December 2021



overhead line geometry already being at its limits. To remove the pole from its current location would require the lines to be undergrounded crossing South Road, which was roughly estimated to cost a half a million dollars.

The provision of a slip lane would require acquisition of adjacent land owned by the Anglican Church, including cemetery land. As the existing verge would be required for a left turn lane, further space would be required for the provision of a footpath. The amount of acquisition would be at a length of about 30 metres and a width of 1-1.5 metres.

It is acknowledged that the intersection upgrade has increased the build-up of traffic wanting to turn left onto South Road resulting in an inconvenience to some motorists. However, taking into consideration the clearing out of queuing during the signal sequence, the site constraints including the land acquisition impacts and the cost of relocating SAPN infrastructure it is not justifiable to construct a left turn slip lane from Lander Road onto South Road.

## **Closing the Loop**

This report will be added to the Making Marion consultation page for public viewing. Including any further decision from Council regarding the speed limit reduction on Lander Road.



## 11.3 Sports in Reserves Annual Report 2021

**Report Reference** GC220125R11.3

Originating Officer Community Development Officer – Danielle Clark

General Manager City Services - Tony Lines

#### REPORT OBJECTIVE

To present Council with a 12-month period report on the Sports in Reserves (On@CoM) pilot program and seek endorsement for the program to be extended for a further 18 months.

### REPORT HISTORY

Report Reference Report Title

GC200922R08 Sports in Reserves Program – On@CoM

#### **EXECUTIVE SUMMARY**

The On@CoM Sports in Reserves Program commenced in January 2021 and concluded in December 2021. The program targeted school age children and young people aged 5 -18 years. The program delivered 68 activities over 352 sessions conducted across the City of Marion (including the Rajah Reserve Program) within local parks, reserves and facilities eg: Marion Outdoor Pool. A total of 1,005 program participants engaged in activities and sessions throughout 2021. Further information is collated in:

Attachment 1: On@CoM 12 Month Report and Attachment 2: On@Com Snapshot Video

Based on the pilot program's success, this report seeks Council endorsement to continue the On@CoM current program model for a further 18 months until end June 2023.

## **RECOMMENDATION**

## **That Council:**

## Option 1 (continues the program):

- 1. Endorses Administration to continue the current On@CoM Sports in Reserves program from February 2022 to end June 2023.
- 2. Endorses the current amount of \$30,000 p.a budget allocation to continue for implementation of the program. This would be funded by
  - a. \$15,000 to be allocated through Council's Budget Review Process for 2021-22; and
  - b. \$30,000 to be allocated as part of the Annual Business Planning process for 2022-23.
- 3. Receives a On@CoM Sports in Reserves annual program report in February 2023 to allow consideration of further program funding.

## OR Option 2 (reduces the program):

1. Endorses Administration to continue the current On@CoM Sports in Reserves program from February 2022 to xxxx.



- 2. Endorses a reduced budget option of \$XXX with a reduced program of activities to be shared across City of Marion wards, with funding coming from Council's budget review process in 2021-22 and the Annual Business Planning Process for 2022-23.
- 3. Receives a On@CoM Sports in Reserves annual program report in xxxx to allow consideration of further program funding.

## OR Option 3 (ceases program):

Ceases the On@CoM Sports in Reserves Project.

#### BACKGROUND

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

At the 20 September 2020 General Council meeting, Council endorsed the expansion of similar sports activity programming, for school aged children and young people between 5 to 18 years of age, to be delivered within the City of Marion across all Council wards.

Allocation of funding of \$30,000 enabled the implementation of a 12-month pilot project to provide data and determine uptake of this program before Council considers endorsing an ongoing commitment to the implementation of the project or project cessation.

- On@CoM / Sports in Reserves was delivered throughout the school year commencing in January 2021 and concluding in December 2021.
- Each program consisted of 2 activities per week over approximately 7 weeks every term.
- Each program also included 1 to 2 school holiday sessions in Terms 1, 2 and 3 holidays.
- Total number of sessions delivered across the City of Marion was 352.
- The delivery of programs across the 6 wards totals \$36,000 (\$30,000 Sports in Reserve; plus \$6,000 Rajah Sports program which is inclusive of \$3,000 from Roger Rasheed Foundation and \$3,000 from Vibrant Communities budget).
- The program included both mainstream and non-mainstream sports and physical activity opportunities catering to a wide range of interests. A total of 31 different disciplines were offered.
- Programs offered included: AFL, athletics, badminton, basketball, boxing, chess, circus skills, cricket, fun games (school holiday), golf, group fitness training, hip hop, hockey, lacrosse, mountain bike riding, multi sports (school holiday), netball, parkour, roller skating, SAMBO, skateboarding, soccer, softball, squash, swimming, tennis, ultimate frisbee, volleyball, yoga / meditation, youth lawn bowls, Zumba.

## **GENERAL ANALYSIS**

Timeline 18 months taking the program to the end of 2022/23 Financial

year - dependent on Council's decision/endorsement

Current Budget Allocation \$30,000 per annum (2021 calendar year).

Proposed Future Budget \$30,000 per annum (\$45,000 over 18 months).

Allocation

## **DISCUSSION**

The success of the program is demonstrated by the number of participants and sessions delivered, the variety of sports and activities delivered, ability of local children and young people to attend programs in close proximity to their residence.



Regular feedback was sought from children, young people and their families to identify sport and activity preferences that guided the activity programming throughout the year.

Locations of program delivery were shared across the City of Marion's wards, utilising suitable reserves/facilities for the activity/program that was delivered and dependent on the infrastructure available to support each program.

In an ongoing COVID climate, program decisions and facilitator implementation were continuously aligned to current government advice and directives.

#### **OPTIONS MOVING FORWARD**

## Option 1 - Continue with the current model

The On@CoM pilot project has been successful and well received within communities, including high levels of participation. See attachment 1 for the full Project Report. It is recommended that the program is continued in full, with project learnings identified in the report to be incorporated into future program implementation.

## Option 2 - Reduced programming/budget

The On@CoM program could be reduced by delivering a smaller number of activity sessions in fewer locations. This number would be determined based on the reduced budget figure allocated. In the pilot program, 352 activity sessions were delivered within the past 12 months. If this option is endorsed, administration would focus on delivering those activities that have been popular based on community feedback, whilst also focusing on strategies to engage 13 - 18 year olds as participation rates were lowest in this age group.

## Option 3 - On@CoM Program concludes

The project is not continued in 2022 or beyond.

For all options it should be noted that the Rajah Reserve sports program would still continue as it is funded outside of the On@CoM program. It is funded through a 50/50 shared arrangement between the Roger Rasheed Foundation and the City of Marion.

#### **ATTACHMENTS**

Attachment 1: On@CoM 12 Month Report Attachment 2: On@CoM Snapshot Video



# **Background**

▶ The Rajah Reserve Sports Program commenced in 2014 at Oaklands Park with ongoing success, offering two activities and a school holiday session each term. Council were interested in piloting an expansion of this program and were presented two program models e.g., targeting lower socioeconomic status areas with increased childhood obesity rates or deliver the program spread across all six Council wards.

Council endorsed the latter model (GC200922R08) that would offer the sessions across all six Council wards, thus giving more opportunities for children and young people to participate in sports and other activities available locally.

The Vibrant Communities Team Community
Development Officer commenced the planning
phase and conducted consultations gathering
community feedback to guide the programs
deliverables. The media and marketing campaign
was rolled out including the implementation
of a pilot session and program launch event.
A competition to name the sports in reserves
program was conducted with the winner being
a 13-year-old from Hallett Cove. The 'On@CoM'
program name was adopted and promoted.



# **Summary**

The On@CoM Sports in Reserves Program commenced in January 2021 targeting school aged children and young people aged 5-18 years. Since the commencement of the program, 68 activities totalling 352 sessions have been conducted throughout the school calendar year across the City of Marion within our local parks, reserves and facilities (eg: Marion Outdoor Pool).

The activities included multiple week term programs, school holiday activities and the On@CoM program launch event which was held in February 2021.

Opportunities to participate in a mixture of mainstream and non-mainstream sports were offered to our community throughout the program including AFL, cricket, netball, basketball, tennis, soccer, ultimate frisbee, hip hop, skateboarding, volleyball, lacrosse SAMBO Aikido, yoga & meditation, Zumba, group fitness training, parkour, athletics, swimming, roller skating and mountain bike riding.

# **Attendance Data**

Data reflects terms 1, 2, 3 and 4 programs, incudes the school holiday activities, launch event and pilot session:

445 Females (44%)

1005
YOUNG PEOPLE TOOK PART IN THE ACTIVITIES

560 Males (56%)

**521** 

were aged between 5 to 8 years (52%) 354

were aged between 9 to 12 years (35%)

108

were aged between 13 to 15 years (11%) 22

were aged between 16 to 18 years (2%)

Program participants attending the sessions were all City of Marion residents besides one.

Ascot Park | 36

Clovelly Park | 30

Darlington | 6

Dover Gardens | 18

Edwardstown | 38

Glandore | 18

Glengowrie | 97

Hallett Cove | 79

Marino | 37

Marion | 53

Mitchell Park | 37

Morphettville | 32

Oaklands Park | 20

O'Halloran Hill | 51

Park Holme | 52

Plympton Park | 41

Seacliff Park | 17

Seacombe Gardens | 56

Seacombe Heights | 11

Seaview Downs | 64

Sheidow Park | 46

South Plympton | 41

Sturt | 2

Tonsley | 0

Trott Park | 10

Warradale | 113

# **Key Findings**

There have been many positives identified throughout the On@ CoM Sports in Reserves Program Pilot.

Beside are some key points:



- ▶ Removing the barriers: As per the attendance evaluation data, there is a need for more families to access sports and activities locally for free. Due to COVID there are many families that are doing it tough in the community with the cost of extracurricular activities being a major barrier, especially if a family has more than one child.
- ► Connecting Communities and Activating Spaces:
  Feedback from families suggested that after the sessions
  finished, they would continue to play with the other children
  or play on the playground. Parents also stated they often spent
  time speaking with other parents afterwards. By having access
  to free local activities, it brings more people into our local parks,
  reserves, and playgrounds where residents can come together to
  meet each other, which in turn builds a thriving community.
- ▶ Healthier Communities: Obesity rates in children are continuing to increase across all Council Wards. By providing more opportunities for children and young people to be more active, this helps to build a healthier and more vibrant CoM community.
- ▶ Creating opportunities and sustainability: There have been children that have tried a new sport that they hadn't had the opportunity to try before and they have liked it, where some children have mentioned that they have joined a new sporting club. This leads to sustaining active lifestyles and forms linkages with local sports clubs and recreation groups.
- Continuous engagement with local Council: The CoM now has a growing database of local residents contact information to use to promote further sports and other recreational activities in the future.

# Learnings

Our learnings will guide implementation if program delivery continues in 2022.

#### 01

Some activities were more popular than others. Activities that were most popular were: tennis, soccer, athletics, Zumba, hip hop, swimming lessons, roller skating, parkour, circus skills, chess

#### 02

Some activities weren't as popular and these were cricket, AFL, lacrosse, volleyball. These sports are more mainstream and have their associated clubs close by or within the CoM. This could be a reason why, or there could be other reasons that were not disclosed. We will continue utilising feedback to direct program delivery

## 03

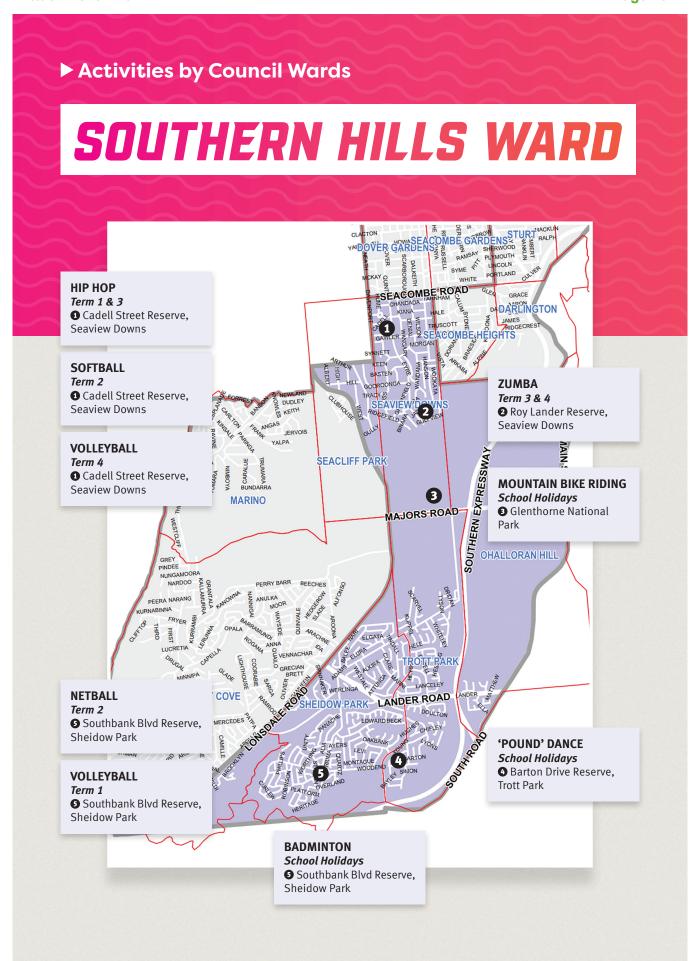
It was difficult to get teenagers involved in the program with only 130 (or 13%) out of the total 1005 children and young people that participated in the sessions. There were even targeted activities introduced to try to engage with teenagers including skateboarding, mountain bike riding, parkour, POUND and more but they still proved difficult. This shows that if the program was to continue, strategies targeting teenagers would be required.

## 04

The winter months had less attendance due to the cold / wet weather, if the program were to continue, some of the activities during winter could be located inside one of our facilities instead of outside. We will continue to adapt, be innovative and flexible in our approach.



## ► Activities by Council Wards WARRIPARINGA WARD DAWS-ROAD KLANDS-ROAD NO **ULTIMATE FRISBEE CLOVELLY PARK** School Holidays Mitchell Park Oval, Mitchell Park FETLAR SAMBO/AIKIDO Term 4 ANDREW ORKNEY SCOTT 2 George Street Reserve, **LACROSSE** Marion Term 1 MALCOLM CMITCHELL PARK 1 Mitchell Park Oval, Q SHEARING JEAN & Mitchell Park MARION JACOB **TENNIS** BAHLOO Term 3 & 4 ONA TONSLEY 2 George Street Reserve, Marion ALBANY O HERSE NORFOLK **LAWN BOWLS** TILLEY **YOGA & MEDITATION** School Holidays Term 1 3 Marion RSL - Norfolk Warriparinga Wetlands, SHELLEY Road, Bedford Park ALDERMAN LINDSAY **FUN GAMES** School Holidays Warriparinga Wetlands, OMBE GARDENS **Bedford Park** RDENS LKESTONE N **HIP HOP** Term 2 Warriparinga Wetlands, ACOMBE ROAD **Bedford Park** DARLINGTON **BOXING ACTIVITY** School Holidays 6 Alpine Road Reserve, Seacombe Heights **CIRCUS SKILLS** School Holidays 3 Alpine Road Reserve, Seacombe Heights

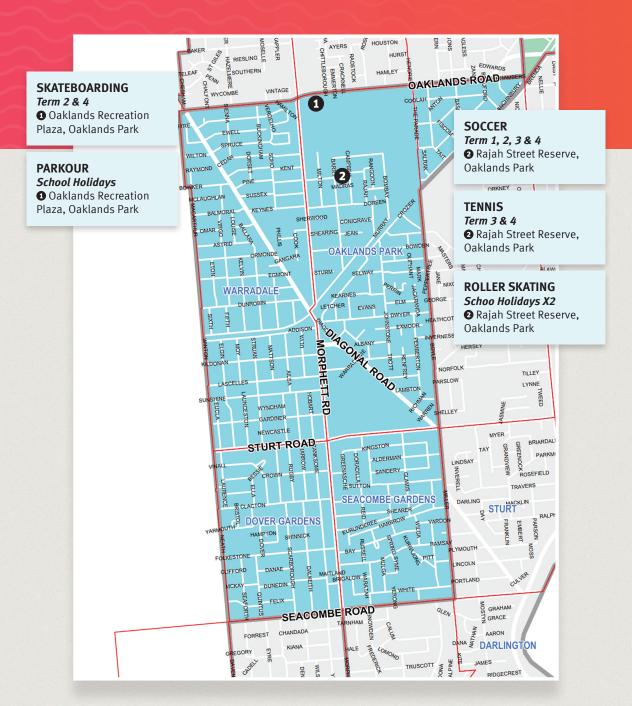


## ► Activities by Council Wards MULLAWIRRA WARD NEW CROS SOUTH P **BASKETBALL** School Holidays **PLYMPTON I** 1 Aldridge Avenue, Plymtpon Park **GOLF** Term 3 **TENNIS** Willoughby Avenue 2 Term 2 Reserve, Glengowrie 3 Mulcra Avenue Reserve, Park Holme MORPHETTVILLE **ROLLER SKATING** School Holidays CLIFF GLENGOWRIE **PARK** 3 Mulcra Avenue Reserve, MITCHELL Park Holme MEREDITH LIVINGSTONE RANELAGI **HOCKEY ATHLETICS** Term 1 4 Hendre Street Reserve. Term 3 & 4 AKLANE Park Holme **6** Hazelmere Road Reserve, Glengowrie **CHESS** School Holidays 4 Hendre Street Reserve, Park Holme **HIP HOP SWIMMING LESSONS** Term 1 Term 4 Marion Outdoor Pool. Hendre Street Reserve. Park Holme Park Holme

## ► Activities by Council Wards **WOODLANDS WARD AFL** Term 1, 2 & 3 **GLANDORE** 1 Glandore Oval, Glandore PROGRAM LAUNCH Term 3 **CRICKET** 2 Jervois Street Reserve, Term 2 South Plympton 1 Glandore Oval, Glandore **BASKETBALL** Term 3 SOUTH PLYMPTON 2 Jervois Street Reserve, South Plympton DI VMDTONI DADK **PARKOUR** WILLIAM Term 4 2 Jervois Street Reserve, **BASKETBALL** South Plympton DWARDSTOWN 3 Edwardstown Soldiers' **MULTI SPORTS** Memorial Recreation School Holidays X2 Ground, Edwardstown 2 Jervois Street Reserve, South Plympton PARK HOLME ASCOT PARK **SQUASH** School Holidays 4 Midera Avenue, DAWS ROAD Edwardstown OAKLANDS-ROAD **GOLF** 2 8 Term 2 **5** Rosslyn Street Reserve, Clovelly Park

# ► Activities by Council Wards

# WARRACOWIE WARD



\*The Rajah Street Reserve Sports Program is funded through the Vibrant Communities budget; the Roger Rasheed Foundation contributes \$3000 to this program annually. This is not part of the On@CoM funding from Council.

# **Evaluation Data**

### ► SURVEY RESPONSES FROM PARENTS

# Before the program, had your child ever tried the activity before?

60% said yes 40% said no

This shows that there are a lot of young people trying new activities due to this program.

# If you answered no to the above question, please describe why...

Responses included:

"Not sure if my child is keen on the sport so I don't want to invest heavily on buying the equipment"

"Just never had the opportunity"

As a result of the program, has your child shown interest or attended any other sports clubs or recreation groups?

80% said they had 20% said they had not

This shows that due to this program, young people are forming new links with sporting clubs or trying new activities.

# Please describe your answer to the above question...

Responses included:

"My child has commenced tennis lessons because of the great time she had at the City of Marion free tennis lessons"

"The program has just finished but I will continue her with tennis lessons in term 3"

This shows that some young people have even joined clubs due to the experience.

Did you make any social connections? (i.e. other parents)

40% said yes 60% said no

If you answered yes to the above question, please describe...

Responses included:

"My child made some friends, and parents exchanged contact details to organise private catch ups"

"I am taking her to tennis lessons with one of the other parents from the free come and try"

This shows that some families are creating new social connections in the community due to the program.



## ► OTHER FEEDBACK & COMMENTS

"Instructors are great, kind, amazing and free! Perfect!"

"My daughter goes to tennis on Wednesday. I just wanted to say how good this initiative has been for the community and all the cascade positive effects that it is having. When waiting for my daughter I often watch the soccer with another mom who I met at the first tennis lesson and who is now a friend!! So first bonus point families and parents are connecting. Two, I saw kids from the neighborhood asking to join in the soccer lesson which is absolutely fabulous. Third, I feel the parents and kids presence at the reserve makes it safer and discourages negative behaviour in the surroundings. Fourth and last all the coaches I have met are absolutely stellar.

"I hope this initiative can continue. The team behind this should be proud of what they have achieved so far for the kids and the wider community."

"Love the program. My child would not have opportunity to explore tennis if it wasn't for the free sessions. Thank you for organising this."

"The hip hop program with April is fabulous, she is so wonderful with the children and provides them with easy to follow moves that keep them engaged and have fun! We have really loved it!"

"The rain didn't stop anyone, that just shows how much they love this. The things that you learn here are for life, not just for today."

CALD mother of four children that participate in the program: "I would like to thank the Marion Council to give our kids this opportunity to play sport. Because this is a chance to get this sport for free because it cost a lot of money and my kids get this one for free and the kids love the tennis."

CALD mother of two young people that participate in the program: "Both my kids wanted to try different sports, so it's actually I think it's really good because it gives us parents the opportunity to get our kids to try something different and see if they like it or not to make that long term commitment. Especially when you have more than one child it does get a bit expensive if you have to be paying for sports."

This shows that there have been multiple benefits to local families from this program. Parents are getting to know other parents, more locals are engaged in our parks and reserves, creating a safe environment. It has also provided children and young people opportunities to try new sports that they wouldn't have been able to.

# **Evaluation Data**

### ► RESPONSES FROM PARTICIPANTS

# What was the best thing/most fun about the program?

Responses included:

"Doing lots of games with April and the kids"

"Playing tennis"

"Skip who taught tennis was really friendly. I had a lot of fun in his class and started to learn about tennis."

"Learning new skills"

"Learning the dance"

Young people are enjoying the sessions and the contractors are doing a good job.

# Was there anything you didn't like about the program?

Some of the responses included:

"No"

"Length of sessions"

"Not really"

#### Did you make any new friends?

17% said yes 83% said no

This could be something we have a chat with the contractors about and ask them to get the young people to get to know each other.

#### How did the program make you feel?

66% said happy 17% said confident 17% said calm

#### Other feedback...

"It's fun!"

"It's fantastic!"

"It's fun, I look forward to coming to this every week. I think that this is the best yet. She tires me out very well"

"I've been golfing before... but I've never really given it a good crack or correct my technique or anything.... My technique definitely improved by a noticeable amount today just by the coaching that was given to us and it was great."

"I liked today because I got to learn how to do golf. It was super hard but at the very end I sort of got some hit properly. It was fun. At first I didn't even know how to hold the stick and now I do and now I can hit"

"The environment is very happy, everybody gets along, even if they don't know each other. It's nice to make new friends. It's brilliant, it really is because firstly you learn skills, secondly you make friends and thirdly the teachers are nice and they understand like if you don't understand something, they will teach it to you, but they won't rush you, they will be patient."

"I am starting to get actual better. I've got some friends around here and I it's really fun playing with my friends. I like it very much, funnest."

# Reflections from local sports coaches about the program

#### Comments from Tennis Coach:

"I've noticed that one of the group they became friends in the end, you know, they told me that they even went out to have a like a tour or something, they went somewhere else together with all the kids in that group. So it was really good, even parents they have made new friends. Once they finish tennis lessons, they can go straight into the playground with their friends or the new friends they've made"

#### Comments from Golf Coach:

"It gives them the opportunity to do a sport that they may not necessarily be familiar with, something they can't practice at home, maybe it's not something that they have the opportunity to play at school and more so than that they get the opportunity to socialise with kids that they aren't at school with, outside of their family sometimes as well. We get a lot of people that use this as their first time playing a sport and I think the best thing that we could do with that is that if it gets a couple of people get a real interest in that sport, if just one kid comes away from today and says I want to come back next week and then from next week they suddenly decide they want to play this a bit more and really take my golf to the next stage, I think that that is a really exciting thing for them and for us."

"I think it's nice, it gives the parents a bit of a break sometimes but it is also a good opportunity for them to get their kids involved in something that is outside of their experience as well, they might not necessarily be comfortable taking the child out for golf practice if they're main sporters and they've only ever played basketball all their life but it is an opportunity for them to learn a bit about the sport as well and if they learn one thing as well along with their child then they can go home and practice it with their child."

#### ► Comments from Soccer Coach:

"This program has offered an alternative to kids who here that wouldn't be able to get into club football so it's more like a pathway whereby we develop and give them those basic skills and then we introduce them into the mainstream you know, proper soccer clubs. I've seen a few kids that have started here and now they're playing club football. I think that is what this program is about. It's a lot of reasons one of which is financial, most of the kids here are not from a wealthy family, some of them are newly arrived migrants, also skill is another thing, but I think the first two are most important.' These kids are having fun and the parents are catching up together. They are enjoying and having fun too. So it's not just the kids that are having fun, the parents are having fun, they are meeting new families and they are coming to know each other, especially for the new arrivals in the community."

"It's not just about running around with a round object like I say, most importantly its about socialising, it's about mental, it's about physical, it's resilience, its discipline. There's a lot of kids that come to here with bad attitude so we don't just ignore that, we try to teach them some of those social behaviours that will go a long way into shaping them into better people."







#### 11.4 Oaklands Green Road Closures

Report Reference GC220125R11.4

Originating Officer Land Asset Officer/Registered Conveyancer – Heather Carthew

Corporate Manager Manager City Property - Thuyen Vi-Alternetti

General Manager City Development - Ilia Houridis

#### REPORT OBJECTIVE

The purpose of this report is to seek approval to commence the road closure process for portions of roads at Oaklands Park in support of the Oaklands Green redevelopment.

#### **EXECUTIVE SUMMARY**

Housing Renewal Australia (Oaklands Park) and Junction Australia (Junction) (the Developer), on behalf of SA Housing Trust (SAHT), are redeveloping a portion of Oaklands Park as shown on the attached Location Plan (Attachment 1).

The redeveloped site will include improvements to Rajah Street Reserve and Bombay Street Reserve and greening to reduce temperatures around the neighbourhood. The project is self-funded, with no capital contribution by the South Australian Government.

The Developer has requested that portions of the existing road network including nine corner cut offs, are permanently closed, to support the redevelopment and satisfy private open space requirements for any future development applications. A copy of the request is included (Attachment 2).

The Concept Plans (Attachment 3) shows the portions of existing roads to be closed and new roads to be opened, in addition to existing reserve land and new reserve land. The new roads and reserves will vest in Council as each stage of the redevelopment is finalised.

Following the request, an assessment of the proposal and concept plans has been undertaken by Administration and it is recommended that Council commences the road closure process under the *Roads (Opening and Closing) Act 1991 Act*. Ownership of the closed roads will remain with Council until the staged Land Division Plans are finalised.

At this time, the closed roads at Barry Road and Bombay Street (refer Attachment 4) and at Rangoon Street (Attachment 6) will be converted to Community Land. The remaining Road Closure Land will be merged with the adjoining housing allotments which will become privately owned. New roads and reserve land will vest in Council at this time.

#### **RECOMMENDATION**

#### That Council:

- 1. Authorises the commencement of the road closure process to close portions of roads at Oaklands Park as shown on the attached Preliminary Plans (Attachments 4 to 11) in accordance with the Roads (Opening and Closing) Act 1991 which requires:
  - · Preparation of Preliminary Plans,
  - Preparation of statements of affected parties and



- Undertaking of public consultation.
- Resolves that the closed roads pursuant to the Roads (Opening and Closing) Act 1991 are to be retained by Council pending approval of the final staged land division plans for the Oaklands Green Redevelopment.
- 3. Notes a further report will be brought back to Council to consider the outcome of the community consultation under the Roads (Opening and Closing) Act 1991.
- 4. Notes the Developer will pay all costs in relation to the road closure process.
- 5. Resolves that pursuant to Section 193(4) of the Local Government Act 1999, the closed roads are to be excluded from the Community Land Classification.
- 6. Endorses the closed roads at Barry Road and Bombay Street (Attachment 4) and at Rangoon Street (Attachment 6) be converted to Community Land during the staging of the development, should the development proceed.
- 7. Pursuant to Section 37(b) of the Local Government Act 1999 authorises the Chief Executive Officer to enter into and sign all documentation necessary to commence the road closure process under the Roads (Opening and Closing) Act 1991.

#### **BACKGROUND**

Oaklands Green (the Redevelopment) is a housing renewal project of an existing social housing neighbourhood at Oaklands Park. The Redevelopment area is outlined in red on the attached plan (Attachment 1).

The Redevelopment will offer a mix of affordable, social and market housing. The existing 255 social housing dwellings will be replaced with 255 new dwellings and an additional 400 new private homes are planned for construction. A minimum of fifteen per cent of the new private homes will be classified as affordable housing.

The land is owned by SAHT and the project is being delivered by Housing Renewal Australia (Oaklands Park) and Junction Australia (Junction) (the Developer) in line with the 30-Year Plan for Greater Adelaide and the South Australian Government's vision to create a more sustainable housing system. The project is self-funded, with no capital contribution by the South Australian Government.

#### DISCUSSION

To support the Redevelopment and satisfy the private open space requirements for any future development application, the Developer has requested that Council close corner cut offs and for certain roads to become reserves within the project area as shown on the Concept Plans (Attachment 3).

The Preliminary Plans showing the portions of roads to be closed (the Road Closure Land) are attached (Attachments 4 to 11) and described below.

Attachment No.	Area Label	Location	Intention for the land upon completion of each stage of the development
4	A and B	Barry Road and Bombay Street	Reserve / Community Land
5	A to E	Bombay Street	Privately owned
6	A and B	Rangoon Street	Reserve / Community Land
7	Α	Doreen Court	Privately owned



Attachment No.	Area Label	Location	Intention for the land upon completion of each stage of the development
8	А	Corner Jewell Street and Barry Road Corner Barry Road and Madras	All Privately owned
	B and C	Street Corner Madras Street and Campbell Street	
9	A and B	Corner Campbell and Rangoon Street	Privately owned
10	A and B	Corner Campbell Street and Doreen Street Doreen Street	Privately owned
11	A and B	Corner Rajah Street and Doreen Street	Privately owned

If the road closures are successful, the Road Closure Land will be retained by Council until such time that the staged land divisions are approved and finalised. At the finalisation of the staged land divisions, the closed roads at Barry Road and Bombay Street (Attachment 4) and at Rangoon Street (Attachment 6) will be converted to Community Land. The remaining Road Closure Land will be merged with the adjoining housing allotments which will become privately owned.

The attached Concept Plans (Attachment 3) shows the current status of the roads and reserves in the Redevelopment and the anticipated final outcome of net road network and reserve land. In addition to the new reserve land to vest in Council on completion of the Redevelopment, the Developer will contribute to the reserve upgrades within the Redevelopment and Bombay Street Reserve.

As the Road Closure Land will be retained by Council in the short term and the net final outcome with regard to the transfer of land will be in favour of Council, no compensation will be paid to Council for the Road Closure Land.

#### **Exclusion of land from the Community Land Classification**

Section 193 of the Local Government Act states:

- (4a) Land that formed a road or part of a road that is vested in a council after the closure of the road under the Roads (Opening and Closing) Act 1991 is taken to have been classified as community land unless the council resolves before, or at the time of, the making of the relevant road process order under that Act that it is to be excluded from classification as community land under this section.
- (5) A council may, by resolution, classify local government land as community land if the land has previously been excluded from classification as such.

It is recommended that the Road Closure Land is excluded from the Community Land classification as it is intended that during the staging process, some of the Road Closure Land will merge with privately owned land and the Road Closure Land at Barry Road and Bombay Street and at Rangoon Street will be converted to Community Land.

In the event that the Oaklands Green Redevelopment or any part of the Redevelopment does not proceed, the Road Closure Land, if excluded from the Community Land classification, can be reopened as roads without the requirement for a community land revocation process to take place.



As Council is already aware of the intention to convert the Road Closure Land at Barry Road and Bombay Street (Attachment 4) and at Rangoon Street (Attachment 6) to Community Land during the staging process, it is also recommended that a resolution is passed, endorsing this intention.

## **Land Management Agreement**

The concept plans for the Redevelopment do not include corner cut offs on many of the proposed corner allotments. To ensure that there are no visual obstructions on the corner allotments that might impede the clear view of the existing road network by road users, a Land Management Agreement is being negotiated with the Developer.

The intent of the Land Management Agreement is to commit the property owners to construct barriers up to 500mm high, for the length of the corner cut offs.

While in the short term, it is intended that the ownership of a proportion of the corner allotments will remain with SAHT, the Land Management Agreement will be registered on the Certificates of Title for all corner allotments within the Redevelopment. This will ensure that the current and all future owners will also be responsible for the construction, ongoing care and maintenance of the barriers.

#### **Road Closure Process**

In support of the Redevelopment and to facilitate an outcome which is beneficial to both the Developer and Council, Council needs to undertake a Road Closure Process under the Act for the Road Closure Land.

The road closure process is subject to community consultation in accordance with the *Roads* (*Opening and Closing*) *Act 1991 (the Act*). The consultation will include notices being served on affected land owners and service authorities and a notice will be published in the Government Gazette.

The Developer will pay all costs in relation to the road closure process.

#### **Next Steps**

It is recommended that Council authorises the commencement of the road closure process which includes public consultation and publishing of a notice in the Government Gazette.

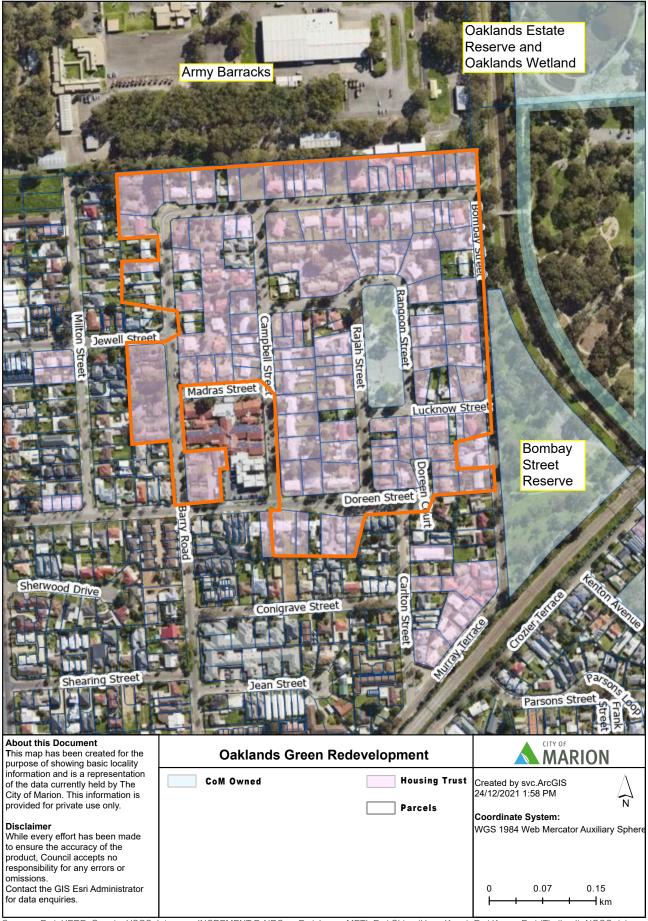
Following the public consultation, a further report will be presented to Council with the outcome and requesting a decision as to whether to proceed with the road closure.

#### **ATTACHMENTS**

- 1. Attachment 1 Location Plan 2 [11.4.1 1 page]
- 2. Attachment 2 Formal request [11.4.2 1 page]
- 3. Attachment 3 Concept Plans [11.4.3 2 pages]
- 4. Attachment 4 Preliminary Plan 1 [11.4.4 1 page]
- 5. Attachment 5 Preliminary Plan 2 [11.4.5 1 page]
- 6. Attachment 6 Preliminary Plan 3 [11.4.6 1 page]
- 7. Attachment 7 Preliminary Plan 4 [11.4.7 1 page]
- 8. Attachment 8 Preliminary Plan 5 [11.4.8 1 page]
- 9. Attachment 9 Preliminary Plan 6 [11.4.9 1 page]



- 10. Attachment 10 Preliminary Plan 7 [**11.4.10** 1 page]
- 11. Attachment 11 Preliminary Plan 8 [11.4.11 1 page]



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



30 December 2021

Housing Renewal Australia (Oaklands Park) Pty Ltd

Level 1, 89 King William Street Adelaide SA 5000

Couincil of the City of Marion PO Box 21 OAKLANDS PARK SA 5046

Via email: heather.carthew@marion.sa.gov.au

Dear Heather

#### Oaklands Green - Road Closures Application

We formally request Council to approve the various road closures to enable progress of the redevelopment in accordance with the ap[plication submitted on our behalf by Alexander Symonds (Ref: 20A1712.0RDCL) on 20 May 2021.

Should you ghave any questions please contact the writer on 0407 269 729

Kind regards

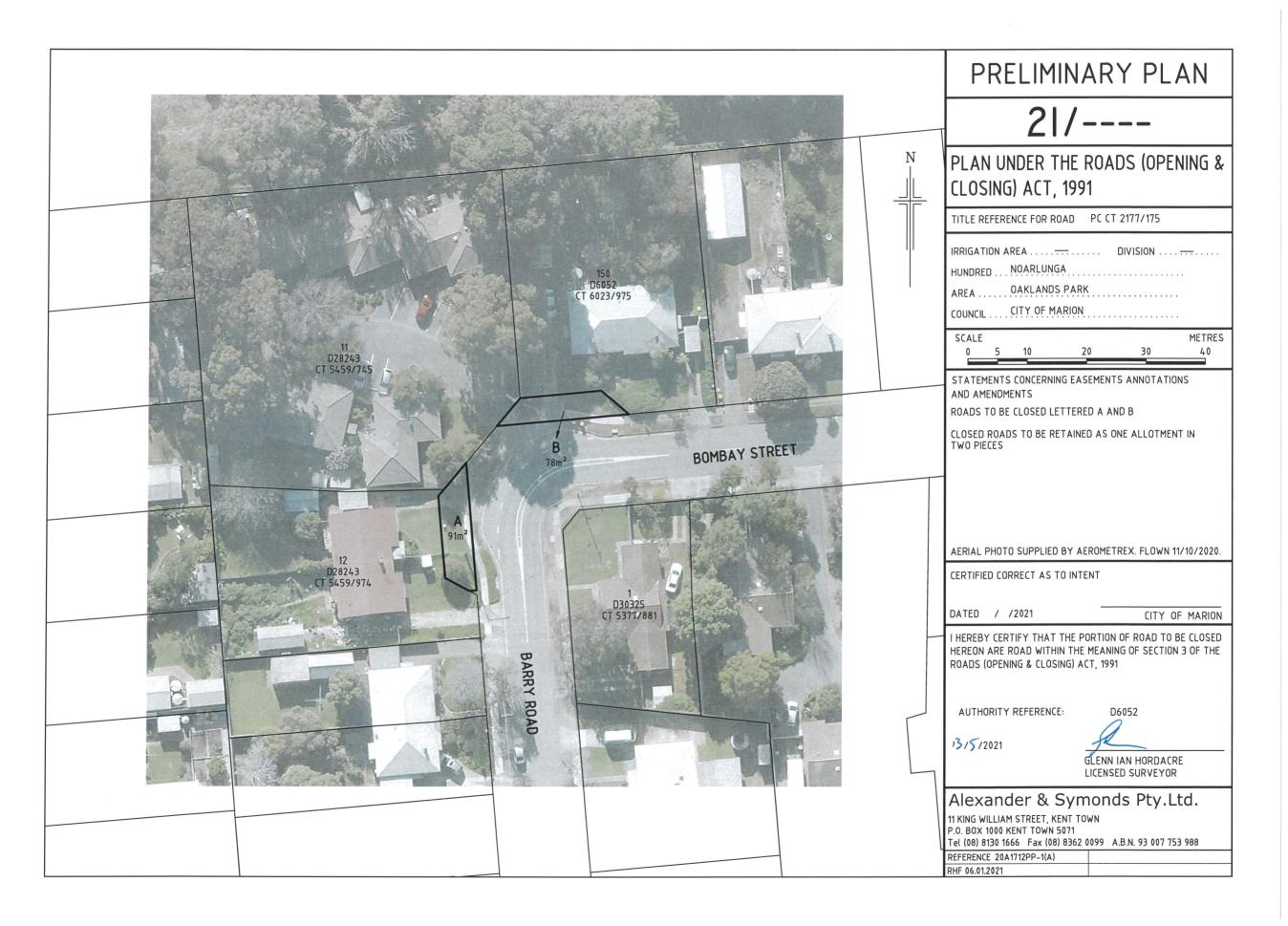
Housing Renewal Australia (Oaklands Park) Pty Ltd

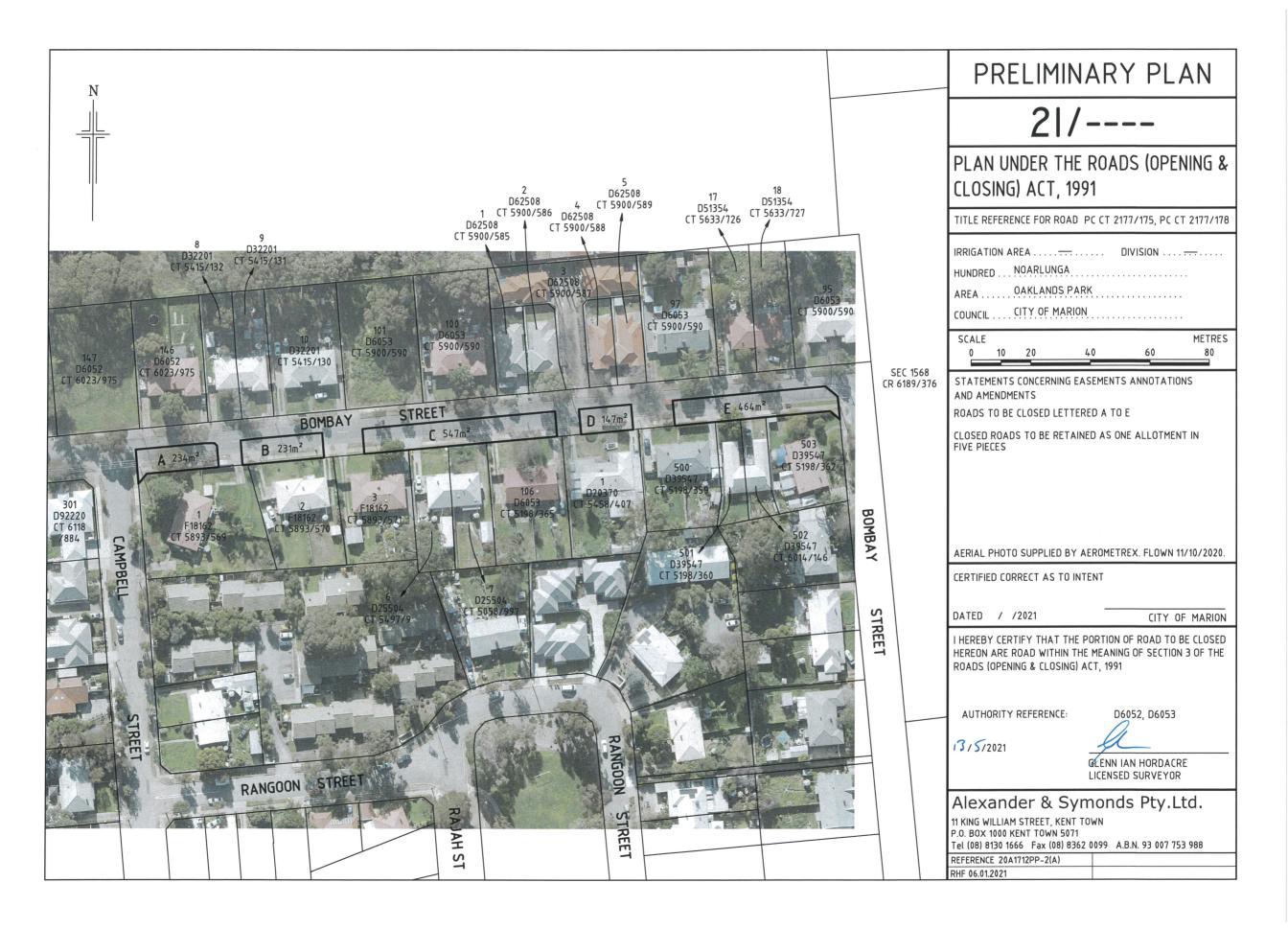
Geoff Smith Project Director

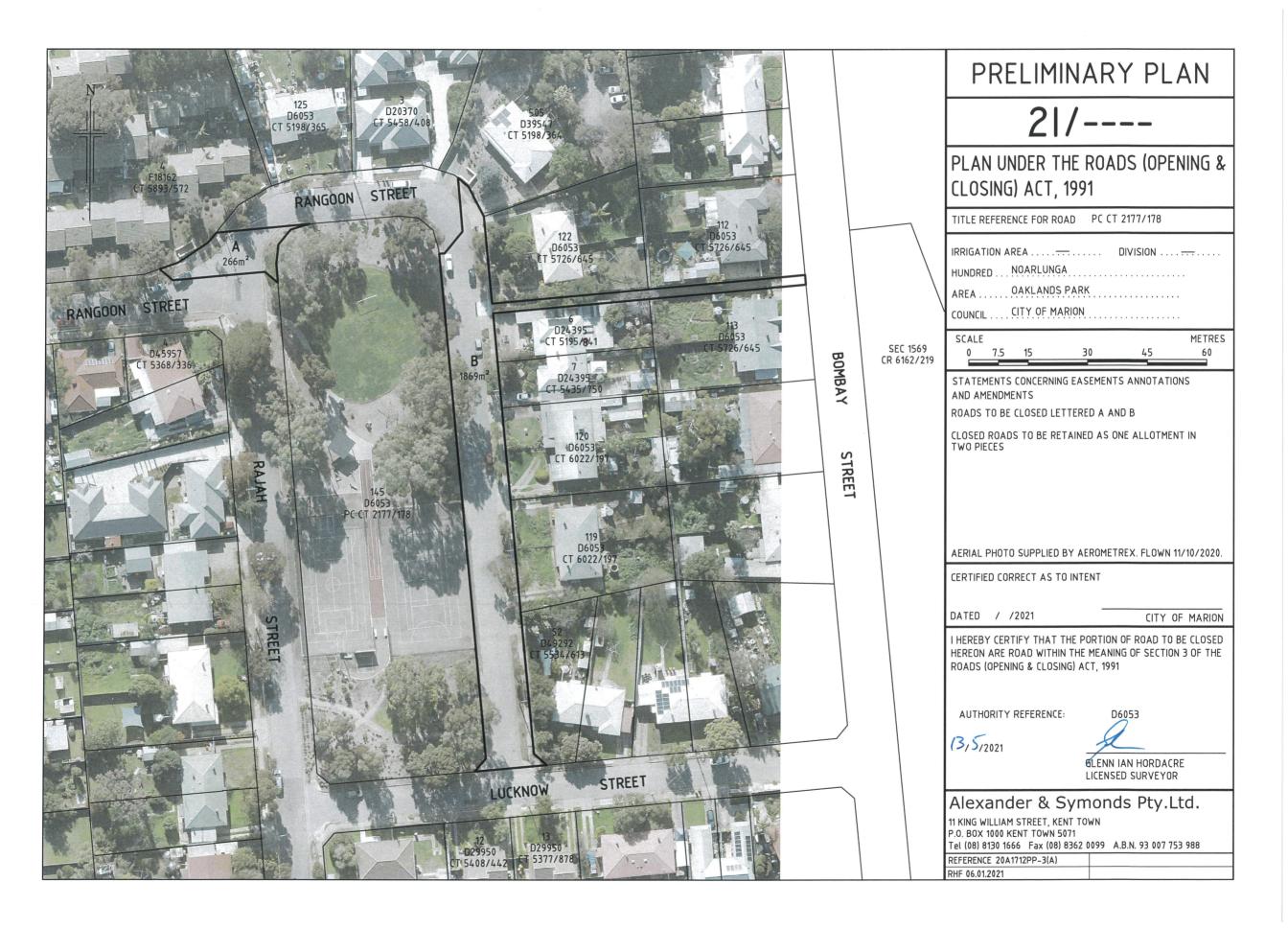
Geoff Smith

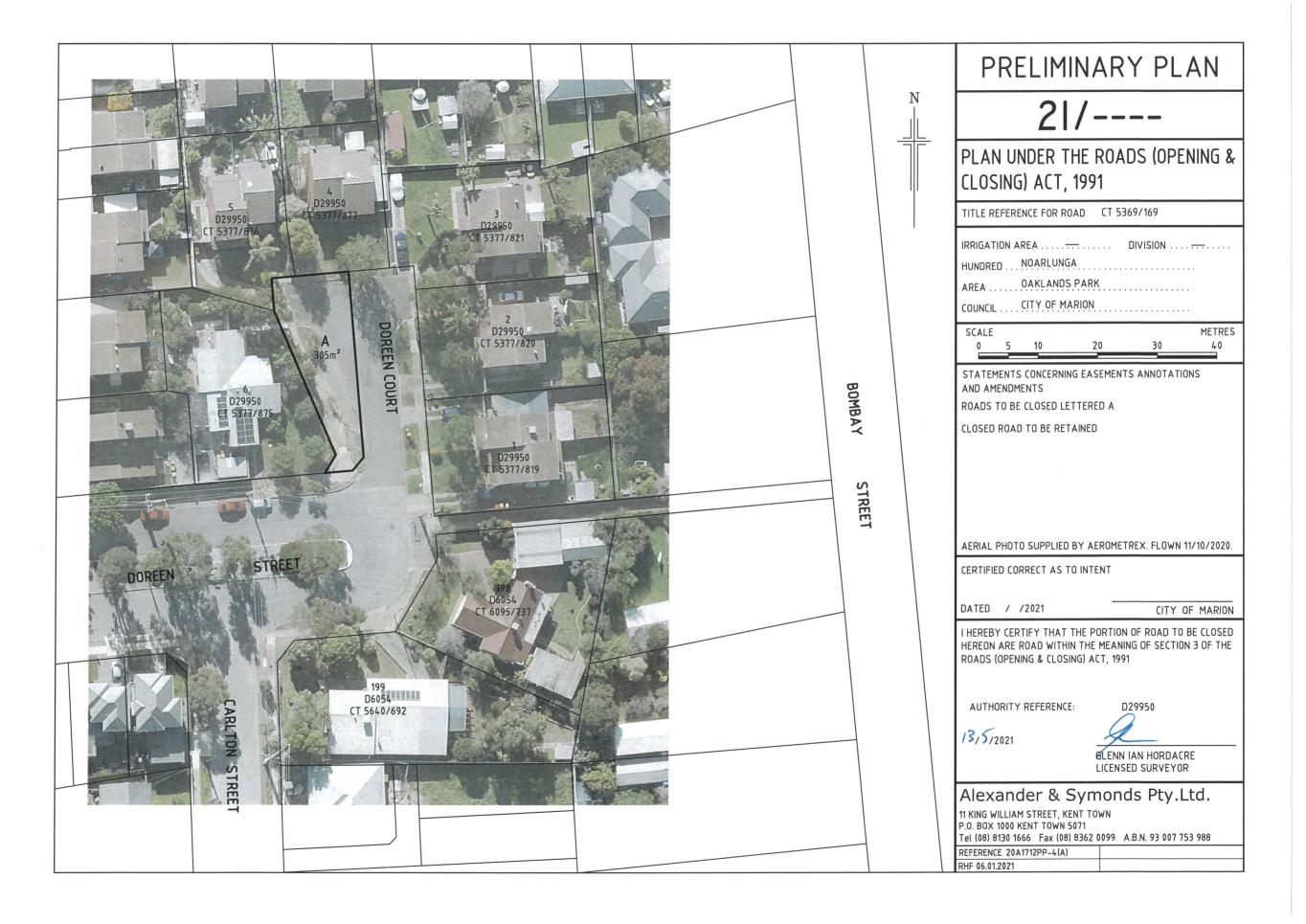


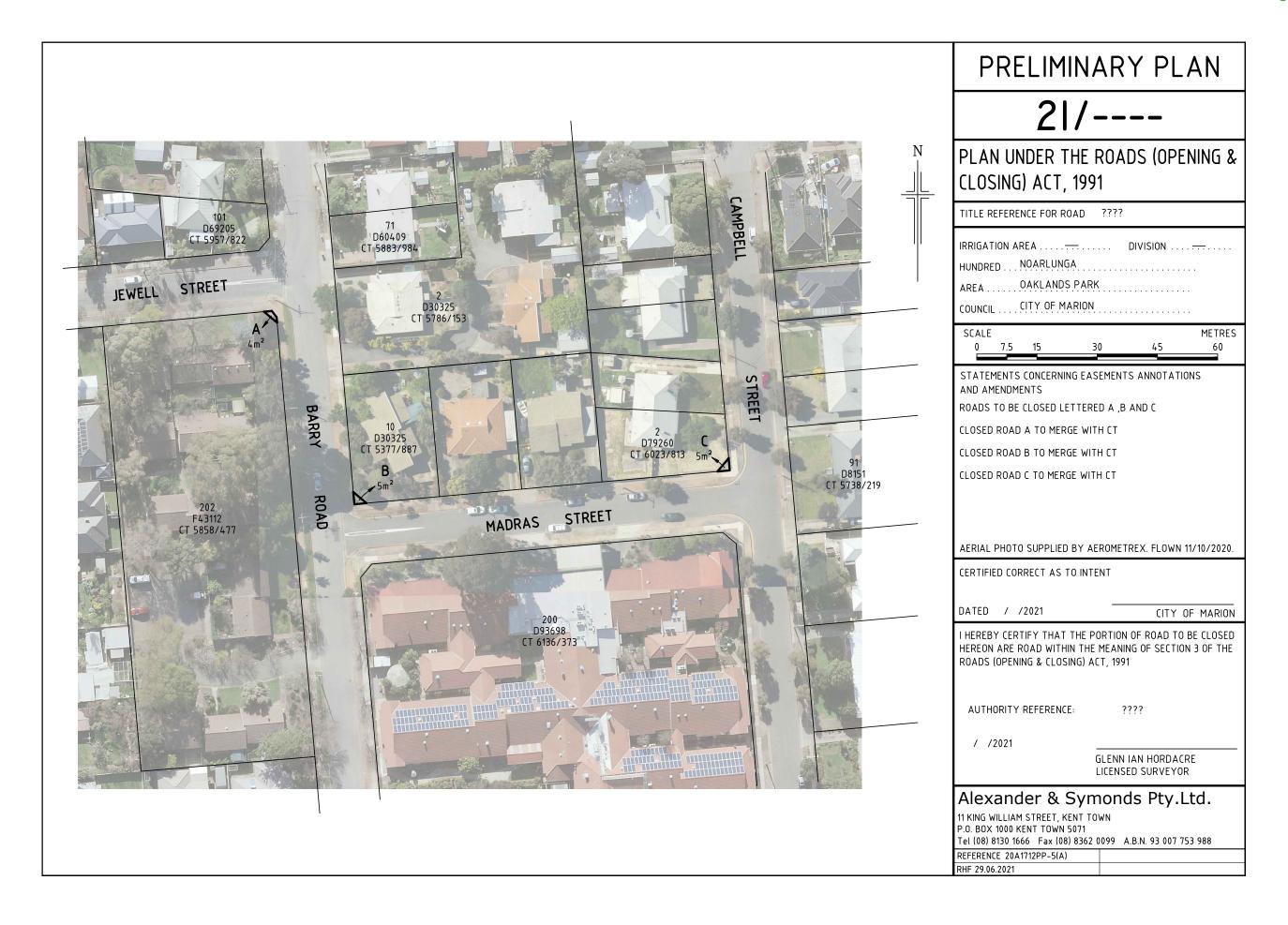












Attachment 11.4.9 Page 96



# PRELIMINARY PLAN

# PLAN UNDER THE ROADS (OPENING & CLOSING) ACT 1991

CEOSING/ ACT, 1991							
TITLE REFERENCE FOR ROAD ????							
IRRIGATION AREA							
SCALE METRES 0 5 10 20 30 40							
STATEMENTS CONCERNING EASEMENTS ANNOTATIONS AND AMENDMENTS ROADS TO BE CLOSED LETTERED A AND B CLOSED ROAD A TO MERGE WITH CT CLOSED ROAD B TO MERGE WITH CT							

AERIAL PHOTO SUPPLIED BY AEROMETREX. FLOWN 11/10/2020.

CERTIFIED CORRECT AS TO INTENT

DATED / /2021

CITY OF MARION

I HEREBY CERTIFY THAT THE PORTION OF ROAD TO BE CLOSED HEREON ARE ROAD WITHIN THE MEANING OF SECTION 3 OF THE ROADS (OPENING & CLOSING) ACT, 1991

AUTHORITY REFERENCE:

????

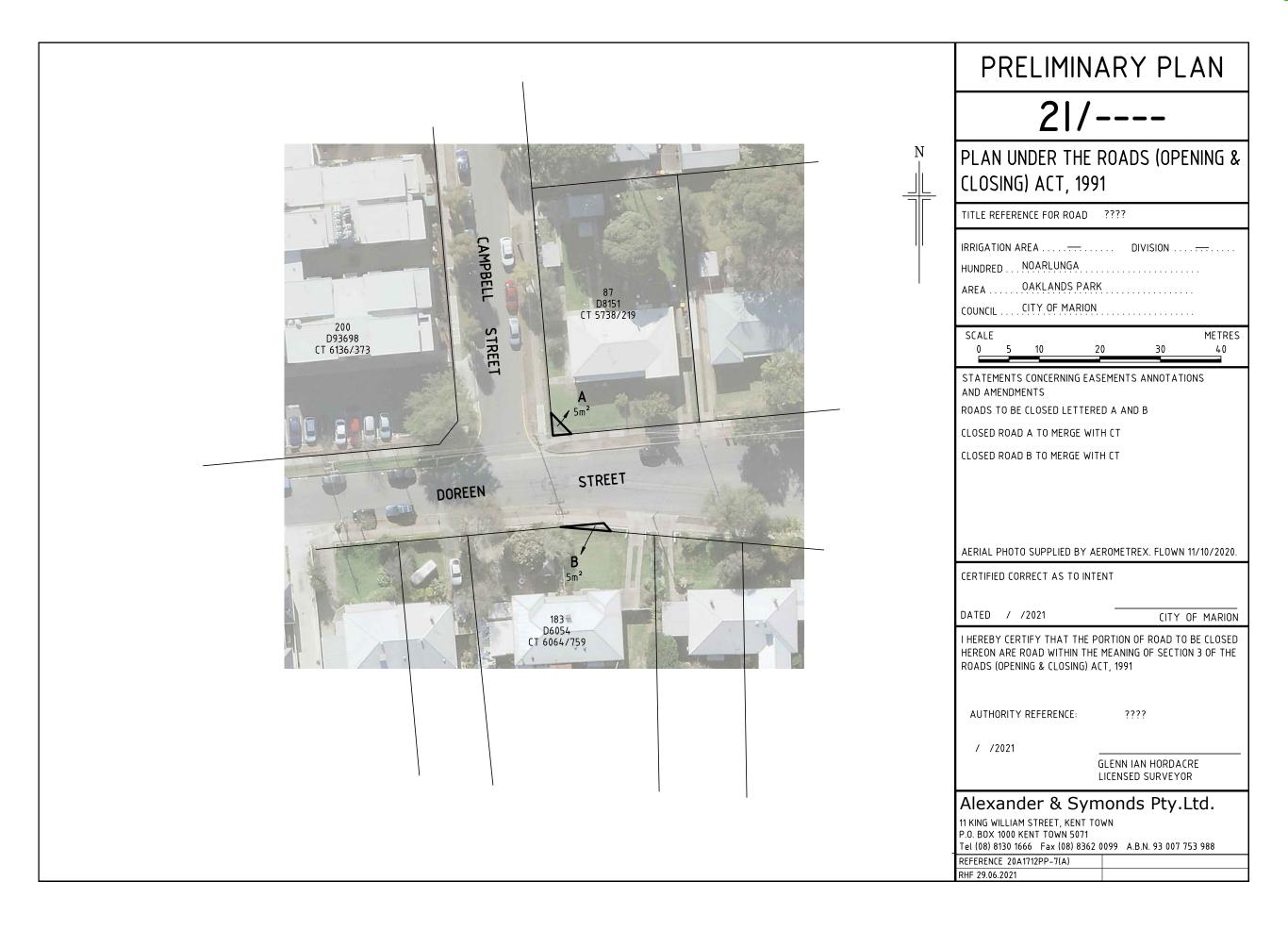
/ /2021

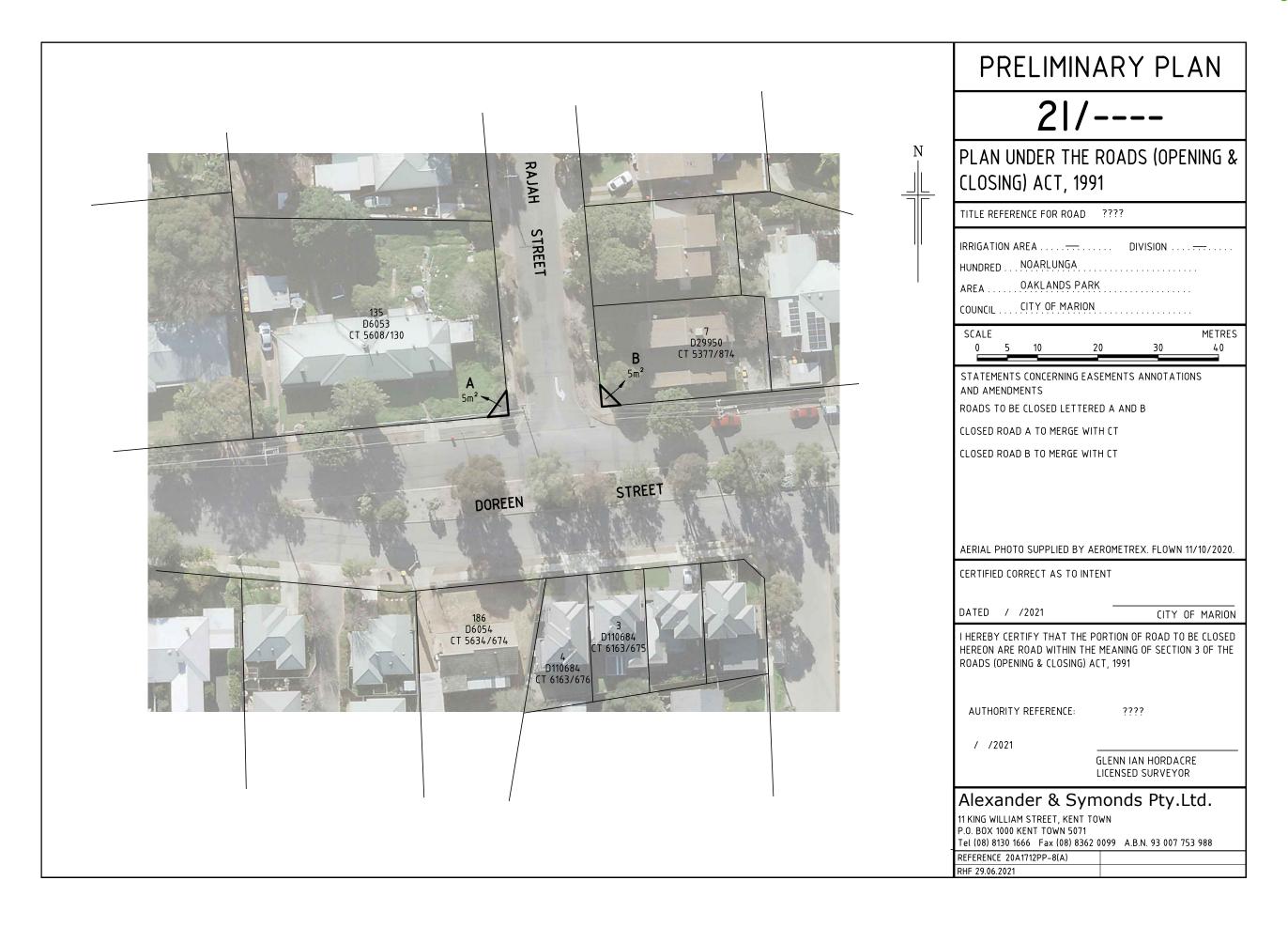
GLENN IAN HORDACRE LICENSED SURVEYOR

# Alexander & Symonds Pty.Ltd.

11 KING WILLIAM STREET, KENT TOWN P.O. BOX 1000 KENT TOWN 5071 Tel (08) 8130 1666 Fax (08) 8362 0099 A.B.N. 93 007 753 988

REFERENCE 20A1712PP-6(A) RHF 29.06.2021







11.5 Draft Behavioural Management Standards for Council Members - Consultation

Report Reference GC220125R11.5

Originating Officer Manager Office of the Chief Executive – Kate McKenzie

Corporate Manager - N/A

General Manager Chief Executive Officer - Tony Harrison

#### REPORT OBJECTIVE

To provide Council with a copy of the draft Behavioural Management Standards for Council Members and endorse the response to be provided to the Minister for Local Government as part of the public consultation.

#### REPORT HISTORY

Several reports have been provided to Council over the past 18 months regarding the *Statutes Amendment (Local Government Review) Act 2021*. The various consultation has occurred over this period and the amendments are being implemented in tranches.

Report Reference	Report Title
GC211123R11.8	Local Government Reforms – Round 2 Regulations – Feedback Sought
GC210810R11.8	Local Government Reforms – Round 1 Regulations – Submission

#### **EXECUTIVE SUMMARY**

The Statutes Amendment (Local Government Review) Act 2021 (the Review Act) amends the Local Government Act 1999 (the Act) with the introduction of section 75E. This relates to the Code of Conduct for Council Members and the implementation of a Behavioural Management Framework.

The Office of Local Government (OLG) has now released a draft Behavioural Standards (Attachment 1) and a Conduct Management Framework (Attachment 2).

This framework has been established to set clearer rules for behaviour and to provide tools to resolve repeated and serious misbehaviour of Council Members.

The Framework (in conjunction with the new provisions in the Act):

- Establishes the kinds of behaviour all council members must show
- Identifies the sorts of behaviour that is not acceptable
- Outline the actions that must be taken if the standards are breached.

If a council member breaches these standards, the Council must take action to address the matter. If a council member repeatedly breaches the standards, they may be referred to a new Behavioural Standards Panel, which can investigate a matter and apply sanctions.

Feedback is now being sought on the draft Behavioural Management standards by OLG by Wednesday, 16<sup>th</sup> February 2022. After the consultation has concluded, the Minister will release a final draft of the Behavioural Standards. This will provide the base of other parts of the new conduct management framework, including the policies that Councils will put in place for managing breaches of the standards and how the new Behavioural Standards Panel will deal with repeated breaches. The new conduct management framework is proposed to commence after the November 2022 elections.



Submissions are to be emailed to AGD.OfficeofLocalGovernment@sa.gov.au

#### RECOMMENDATION

#### **That Council:**

1. Endorses the response to Office of Local Government provided within Attachment 3, regarding the draft Behavioural Management Standards for Local Government.

#### **GENERAL ANALYSIS**

#### **DISCUSSION**

To assist in the discussion, the LGA have created some frequently asked questions listed below.

#### What are the Behavioural Standards for Council Members?

The Behavioural Standards describe the kind of behaviour that all council members must abide by. The Standards relate to behaviour - essentially how a council member acts as they engage with other members, council employees and other people.

The Standards include behaviour like:

- o acting respectfully towards others
- o making every effort to represent their council honestly
- o complying with all council policies.

The Standards are also clear that members should not bully or sexually harass other members or council employees.

#### Why don't the Standards include things like conflicts of interest?

Conflicts of interest and other 'integrity matters' are not included in the Standards, as they will be included within the *Local Government Act 1999*. Many of them already are.

These are matters that, if breached, could affect the integrity of a council member's decision making. They include:

- o conflicts of interest
- o managing gifts and benefits properly
- o dealing with confidential information
- o releasing information about personal interests
- acting honestly
- o not using a position as a council member for personal gain.

Any complaint that a member has breached these integrity matters should be made straight to the Ombudsman.

The Ombudsman has a specific role to investigate these complaints and apply relevant sanctions.

#### What happens if a council member breaches the Standards?

If anyone believes a council member has breached the Standards, they can complain to the council. This includes other council members, council employees, ratepayers or members of the public.

All councils will be required to have policies and procedures in place to manage complaints and deal with breaches.

Councils can take action to address issues or breaches, which may include:

- o requiring a member to apologise or undertake training
- o passing a censure motion in respect of the member
- o removing them from other offices they may hold.



If the council member does not comply with their council's efforts to resolve the matter, the council can also refer the member to the Behavioural Standards Panel.

If a council member **repeatedly** breaches the Standards, this can also be referred to the new Behavioural Standards Panel for action.

The Panel can investigate the matter and apply greater sanctions, which can include suspending a member for a maximum of three months (with or without their allowance).

## Are these actions enough?

When a council member has been behaving poorly, there's often a view that they should be suspended, or even removed from office, immediately.

However, it's important to remember that breaches of the Standards - while they need to be addressed - will still be relatively low-level.

If a member continues to behave poorly, or if their behaviour affects the health and safety of another council member or employee, the Behavioural Standards Panel will be able to apply more serious sanctions.

Complaints about a member will also be able to be lodged with the South Australian Civil and Administrative Tribunal (SACAT). This may happen when:

- o the Panel believes a council member's misbehaviour is very serious
- the Ombudsman is of the view that a member has seriously breached integrity provisions
- o a member refused to comply with a Panel or Ombudsman finding.

SACAT has the power to remove a member from office and - if necessary - prevent them from standing again for a period of time.

#### Who will be on the Behavioural Standards Panel?

The Behavioural Standards Panel will be made up of members independent from the local government sector.

Recruitment is currently underway for members of the Behavioural Standards Panel. Panel processes will be established and formalised next year in preparation for the commencement of the conduct management framework.

## Are there other behavioural standards that apply to members?

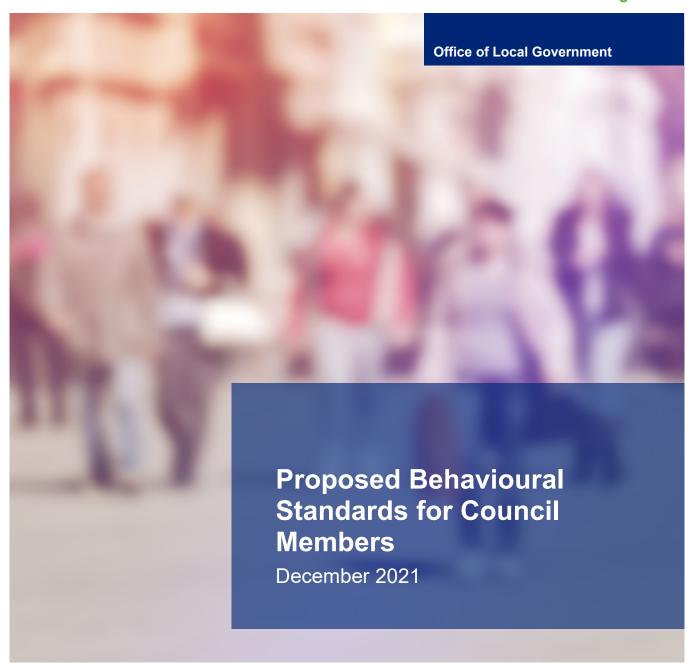
While the Behavioural Standards for Council Members will apply to all councils, some councils may also choose to develop their own Behavioural Support Policies. These might include more specific requirements, such as how members should engage on social media.

While councils are not required to have these additional policies, all councils will be required to discuss and decide in the first six months of a new council term.

This means that early in their time on council together, members will discuss the standards they will hold themselves to.

#### **ATTACHMENTS**

- 1. Proposed Behavioural Standards [11.5.1 6 pages]
- 2. Conduct Management Framework [11.5.2 1 page]
- 3. Submission Behavioural Management Standards [11.5.3 1 page]



The proposed Behaviourial Standards for Council Members have been developed in preparation for the commencement of the Conduct Management Framework as part of the implementation of the *Statutes Amendment (Local Government Review) Act 2021* and associated changes to the *Local Government Act 1999*.

These draft Standards have been prepared in close consultation with the Local Government Association.



The Behavioural Standards are established by the Minister for Planning and Local Government pursuant to section 75E of the *Local Government Act 1999*.

### Statement of Intent

Upon election, council members in South Australia undertake to faithfully and impartially fulfil the duties of office in the public interest, to the best of their judgment and abilities and in accordance with the *Local Government Act 1999* (the Act). Council members are required to act with integrity, serve the overall public interest and provide community leadership and guidance.

The community expects council members to put personal differences aside, to focus on the work of the council and to engage with each other and council employees in a mature and professional manner.

These Behavioural Standards set out minimum standards of behaviour that are expected of all council members in the performance of their official functions and duties. The Behavioural Standards are mandatory rules, with which council members must comply.

## **Mandatory Behavioural Standards**

Adherence to the Behavioural Standards is essential to upholding the principles of good governance in councils.

Councils may adopt Behavioural Support Policies which, amongst other things, may include additional matters relating to behaviour that must be observed by council members. A breach of these Behavioural Standards or a council's Behavioural Support Policy:

- will be dealt with in accordance with the council's Behavioural Management Policy;
   and
- may be referred to the Behavioural Standards Panel in accordance with section 262Q of the Act.

Council members must comply with the provisions of these Behavioural Standards in carrying out their functions as public officials. It is the personal responsibility of Council members to ensure that they are familiar with, and comply with, these Standards at all times.

These Behavioural Standards are in addition to, and do not derogate from, other standards of conduct and behaviour that are expected of council members under the Act, or other legislative requirements. Conduct that constitutes, or is likely to constitute, a

breach of the integrity provisions contained in the Act, maladministration, or which is criminal in nature, is dealt with through alternative mechanisms.

These Behavioural Standards are designed to ensure council members act in a manner consistent with community expectations and form the basis of behaviour management for council members.

Constructive and effective relationships between council members, council employees and the community are essential to building and maintaining community trust and successful governance in the local government sector.

#### Council members must:

#### General behaviour

- a) Show commitment and discharge duties conscientiously.
- b) Act in a way that generates community trust and confidence in the Council.
- c) Act in a manner that is consistent with the Council's role as a representative, informed and responsible decision maker, in the interests of its community.
- d) Act in a reasonable, just, respectful and non-discriminatory way.
- e) When making public comments, including comments to the media, on Council decisions and Council matters, show respect for others and clearly indicate their views are personal and are not those of the Council.

#### Responsibilities as a member of Council

- a) Comply with all applicable Council policies, codes, procedures, guidelines and resolutions.
- b) Take all reasonable steps to provide accurate information to the community and the
- Take all reasonable steps to ensure that the community and the Council are not knowingly misled.
- d) Take all reasonable and appropriate steps to correct the public record in circumstances where the Member becomes aware that they have unintentionally misled the community or the Council.
- e) Act in a manner consistent with their roles, as defined in section 59 of the Act.

- f) In the case of the Principal Member of a Council, act in a manner consistent with their additional roles, as defined in section 58 of the Act.
- g) Use the processes and resources of Council appropriately and in the public interest.

## Relationship with fellow Council Members

- a) Establish and maintain relationships of respect, trust, collaboration, and cooperation with all Council members.
- b) Not bully other Council members.
- c) Not sexually harass other Council members.

### Relationship with Council employees

- a) Establish and maintain relationships of respect, trust, collaboration, and cooperation with all Council employees.
- b) Not bully Council employees.
- c) Not sexually harass Council employees.

#### **Definitions**

For the purposes of these Behavioural Standards, a Council's Behavioural Support Policy (if adopted) and a Council's Behavioural Management Policy, the following definitions apply:

An elected member will bully other Council members or Council employees if:

the Council member either, as an individual Council member or as a member of a group:

- a) repeatedly behaves unreasonably towards another Council member, or employee; and
- the behaviour could reasonably be considered to be distressing, victimising, threatening or humiliating.

#### Note -

If this behaviour adversely affects the health and safety of another council member or council employee, it must be addressed under section 75G of the Act and may be referred to the Behavioural Standards Panel as 'serious misbehaviour' under sections 262E and 262Q of the Act.

An elected member will sexually harass other Council members or Council employees if:

the Council member either, as an individual Council member or as a member of a group:

- a) makes an unwelcome sexual advance, or an unwelcome request for sexual favours, to another Council member, or employee (the person harassed); or
- b) engages in other unwelcome conduct of a sexual nature in relation to the person harassed,

in circumstances in which a reasonable person, having regard to all the circumstances, would have anticipated that the person harassed would be offended, humiliated, or intimidated.

#### Note -

If this behaviour adversely affects the health and safety of another council member or council employee, it must be addressed under section 75G of the Act and may

be referred to the Behavioural Standards Panel as 'serious misbehaviour' under sections 262E and 262Q of the Act.

**Conduct of a sexual nature** includes making a statement of a sexual nature to a person, or in the presence of a person, whether the statement is made orally or in writing.

**Council employees** include volunteers, persons gaining work experience and contractors.

The following behaviour **does not** constitute a breach of these Standards:

- · robust debate carried out in a respectful manner between Council Members; or
- A reasonable direction given by the Presiding Member at a council meeting, council
  committee meeting or other council-related meeting (such as a working group or an
  information or briefing session); or
- A reasonable direction carried out by the Council CEO/responsible person pursuant to section 75G of the Act in relation to the behaviour of a Council Member that poses a risk to the health or safety of a council employee.

These are proposed Behaviourial Standards developed for public consultation.

More information about the consultation and ways to provide your feedback is available at <a href="https://yoursay.sa.gov.au/behaviour-standards">https://yoursay.sa.gov.au/behaviour-standards</a>

You can also contact:

Office of Local Government (08) 7109 7145 AGD.OfficeofLocalGovernment@sa.gov.au

Proposed Behavioural Standards for Council Members

# Office of Local Government

# Council member conduct management framework

The conduct management framework sets clear rules and expectations for council member behaviour and better tools to resolve repeated and serious misbehaviour.

Type of conduct	Misbehaviour	Serious or repeated misbehaviour	Integrity breaches	Corruption
Examples of behaviour	Disrespectful behaviour  Bullying or harassing elected members or staff  Providing inaccurate information	Repeated disrespectful behaviour  Not cooperating with council's Behavioural Management Policy  Behaviour that affects another member or employee's health and safety	Conflict of interest Misuse of confidential information Misuse of credit cards	Bribery Abuse of public office
Standards	Behavioural Standards for Council Members (these apply to all councils)  The council's own Behavioural Support Policy	Repeated breaches of Ministerial Behavioural Standards or behavioural support policies  Health and safety duties in the Local Government Act 1999 (section 75G)	Integrity provisions in the <i>Local</i> Government Act 1999	Criminal Law Consolidation Act 1935
Investigative body  Councils – using their Behavioural Management Policy		Behavioural Standards Panel	Ombudsman SA	Independent Commission for Corruption (via the Office for Public Integrity)



# AGD.OfficeofLocalGovernment@sa.gov.au

Office of Local Government Local Government Reform

To whom it may concern,

The City of Marion has reviewed the Behavioural Management Standards and supports the implementation of the standards for Council Members.

However, the Council is consistent with its views that have been provided in previous consultations that behavioural standards should be applied to all levels of government, not just local government.

Additionally, Council queries who will incur the costs of referring matters to the Behavioural Standards Panel. When Councils incur the costs, they can be relucent to send matters to the Panel due to the cost. It is suggested that this cost is incurred by the State Government (in the same way that the Ombudsman operates) to ensure that the process is fully independent of Council's.

The City of Marion is looking forward to the implementation of the Behavioural Management Standards to provide for better accountability within the sector.

Yours faithfully,

Mayor Kris Hanna



11.6 LGA Ordinary General Meeting 2022 - Call for Motions

**Report Reference** GC220125R11.6

Originating Officer Unit Manager Governance and Council Support – Victoria Moritz

**Corporate Manager** Manager Office of the Chief Executive - Kate McKenzie

General Manager Chief Executive Officer - Tony Harrison

## REPORT OBJECTIVE

The purpose of this report is to consider Notice of Motions for forwarding to the Local Government Association (LGA) for consideration at the LGA Ordinary General Meeting (OGM) 2022 and to nominate a Voting Delegate.

## **EXECUTIVE SUMMARY**

Member councils are invited to submit proposed items of business to be considered by SAROC, GAROC or the LGA Board of Directors for inclusion on the agenda of the General Meeting.

The LGA Ordinary General Meeting will be held on Friday 8 April 2022 at the Adelaide Entertainment Centre.

In order for items of business to be considered for the Ordinary General Meeting of 8 April 2022, proposed items must be received by the LGA no later than **5pm Friday 4 February 2022**.

Council's current voting delegate for the LGA General Meeting is Mayor Hanna and former Deputy Mayor Nathan Prior (proxy). Any change to this will need to be advised.

# RECOMMENDATION

# That:

- 1. The nominated Council Voting Delegate for the 2022 Local Government Association Ordinary General Meeting is Mayor Kris Hanna and the Proxy Delegate for this meeting is Deputy Mayor, Luke Hutchinson.
- 2. Council submits the following Notices of Motion to the Local Government Association by 4 February 2022 for consideration at the 2022 Local Government Association Ordinary General Meeting:

a.

b.

3. On submitting Notices of Motion to the Local Government Association, the Chief Executive Officer be authorised to amend the wording (without changing the meaning or purpose of the motion) if required.

## DISCUSSION

The LGA has released a call for Motions for the LGA Ordinary General Meeting 2021. In preparation for the meeting, the LGA has advised Councils of the following information:

# <u>Motions</u>

The purpose of the OGM is to consider items of strategic importance to local government and the



LGA, as recommended by South Australian Region Organisation of Councils (SAROC), Greater Adelaide Region Organisation of Councils (GAROC) or the LGA Board of Directors.

Member councils may at any time throughout the year propose an item of business for a General Meeting. To submit a proposal, Council needs to complete the LGA General Meeting – Proposed Item of Business form (Attachment 1). Proposals should be accompanied by sufficient supporting information to assist SAROC, GAROC and the Board of Directors to make informed decisions and recommendations. Councils are encouraged to discuss proposed items of business with the LGA Secretariat prior to being submitted.

It is at the discretion of Council whether to refer an item to GAROC or the Board of Directors. Guidelines on how proposed items of business will be considered are attached (Attachment 2).

# **Proposed Motions**

In order for items of business to be considered for the Ordinary General Meeting of 8 April 2022, proposals must be received by the LGA no later than **5pm Friday 4 February 2022**. All proposed items will then be considered by either SAROC, GAROC or the LGA Board of Directors and must be approved by them for inclusion in the agenda for the Ordinary General Meeting. The agenda will be provided to councils at least 30 days prior to the meeting.

It is suggested that upon resolving to submit Notices of Motions to the LGA, the Chief Executive Officer be authorised to amend the wording (without changing the meaning or purpose of the motion) if required.

Council Members were advised via email in December 2021 of the Call for Motions and asked to submit any for consideration by 5pm Monday 10 January 2022. As of 14 January 2022, no motions have been received.

# Voting Delegate

At the City of Marion, historically the Mayor has been the Voting Delegate and the Deputy Mayor has been the proxy unless they have been unable to attend the meeting. Pursuant to Rule 36 of the LGA Constitution, only persons who are Council Members are eligible to be a Voting Delegate, therefore all Council Members are eligible to be the Voting Delegate or Proxy.

The current Voting Delegate is Mayor Hanna and the Proxy is former Deputy Mayor Prior. Unless contrary advice is provided to the LGA, the above-nominated remains the same. Council may wish to appoint current Deputy Mayor, Councillor Luke Hutchinson as the Proxy. Councils may appoint new voting delegates by notifying the LGA via the Voting Delegate Form (Attachment 3).

# In Summary

- Notices of Motions are due to the LGA by 5pm Friday 4 February 2022.
- Advise if a change in Voting Delegate is required.

## **ATTACHMENTS**

- LGA General Meeting Proposed Item of Business form [11.6.1 1 page]
- 2. Guidelines Considering Proposed Items of Business for LGA General Meetings [11.6.2 5 pages]
- 3. Notification of Appointment of Council Delegate Form [11.6.3 1 page]



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# **LGA General Meeting – Proposed Item of Business**

The purpose of this form is to request consideration by SAROC, GAROC or the Board of Directors of an item of business to be included on the agenda of an LGA General Meeting - refer Clause 16.3.1 of the LGA Constitution. Prior to submitting a proposed Item of Business, please refer to the Considering Proposed Items of Business for LGA General Meetings Guidelines.

Council Name	
The body the item is being referred to	Board of Directors <u>OR</u> SAROC <u>OR</u> GAROC (choose only one)
Proposals may only be submitted to the ROC of which council is a member, or to the LGA Board of Directors.	
Subject of the proposed item of business	
Proposed motion for the General Meeting	That the Annual / Ordinary General Meeting requests the LGA to
Supporting information	
Provide a summary of the issue(s), relevant background information, description of the impact on the sector and evidence that this is an item of strategic importance to local government.	
LGA Policy Manual	(please click here to view the LGA Policy Manual)
Does this item require a change to the LGA Policy Manual (new policy or amendment to existing policy)?	
LGA Strategic Plan	(please click here to view the 2021-25 LGA Strategic Plan)
reference	Choose one Strategy and one outcome reference only
Council Contact Officer	(insert name)
submitting form	(insert email address)
	(insert telephone number)
Council Meeting minute reference and date of meeting	
Date submitted to LGA	

Please return Word version of completed form to <a href="mailto:lgasa@lga.sa.gov.au">lgasa@lga.sa.gov.au</a>. Refer to <a href="mailto:LGA Latest News">LGA Latest News</a> in respect to deadlines for upcoming General Meetings.

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ECM 67883<sup>2</sup>

Proposed Item of Business for LGA General Meetings Forn

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# Considering Proposed Items of Business for LGA General Meetings





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# Introduction

The Local Government Association of South Australia (LGA) schedules two General Meetings each year for member councils to consider items of strategic importance to local government and the LGA. Proposing and voting on items of business for a General Meeting is one of the important ways that member councils participate in the development of policy and strategy on issues and influence the advocacy agenda for local government in matters affecting councils and their communities.

These guidelines have been prepared to assist the LGA Board of Directors (Board), South Australian Region Organisation of Councils (SAROC) and Greater Adelaide Region Organisation of Council (GAROC) to consider the items of business to be placed upon an agenda for an LGA Ordinary or Annual General Meeting. They also provide guidance to member councils to develop and prioritise proposals to submit for consideration.

The Considering Proposed Items of Business for LGA General Meetings Guidelines may be reviewed and amended by the LGA Board of Directors from time to time.

# **LGA Constitution**

Section 16 of the LGA Constitution provides guidance about the matters to be discussed at a General Meeting, and the process by which items of business may be proposed for inclusion on the agenda. The requirements of Section 16 are outlined below.

# 16. Business of General Meetings

- 16.1 The business of a General Meeting will be to consider items of strategic importance to local government and the LGA as recommended by SAROC, GAROC or the Board of Directors and matters which must be determined under this Constitution at a General Meeting.
- 16.2 Any Member may propose an item of business for an Annual General Meeting or an Ordinary General Meeting to SAROC, GAROC or the Board of Directors.
- 16.3 No business shall be brought before a General Meeting of the LGA unless:
  - 16.3.1 it has been placed on the agenda of an Annual General Meeting or an Ordinary General Meeting by SAROC, GAROC or the Board of Directors taking into account the purpose of a General Meeting set out in clause 16.1; or
  - 16.3.2 the business is as stated in the notice of a Special General Meeting, given in accordance with clause 10.

In summary, the Constitution provides all member councils with the opportunity to submit a proposed item of business to the Board, SAROC or GAROC for approval to be placed on the agenda of a General Meeting. No item of business will be placed upon the agenda for a General Meeting unless it has been approved by one of the relevant bodies, which must consider whether a matter is of 'strategic importance' to local government and the LGA'.

# Relevant bodies

As outlined in the Constitution, a member council may propose an item of business to SAROC, GAROC or the Board of Directors. This opportunity is also enshrined within the LGA Membership Proposition, which outlines the rights of members to participate in the development of LGA policy and strategy.

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While the Constitution refers to members being able to refer items directly to the Board, the Membership Proposition specifically provides for members referring matters relating to policy and strategy development to either SAROC or GAROC (as relevant).

To provide greater clarity to members about the best pathway for submitting an item of business, the following guidance is provided.

### LGA Board of Directors

Items should be referred to the Board if related to:

- the LGA Constitution or Ancillary Documents
- a subsidiary of the LGA
- a commercial service provided (or proposed to be provided) by the LGA
- · an activity requiring the allocation of significant resources by the LGA
- any LGA operational matter

## **SAROC or GAROC**

Items should be referred to the relevant ROC if related to:

- · the development of LGA policy and strategy
- · LGA advocacy activities
- an amendment or addition to the LGA Policy Manual
- an operational matter related to SAROC or GAROC

The Board, SAROC and GAROC may choose to refer items submitted by member councils to each other for advice or consideration. Such referrals will be at the discretion of the Board, SAROC and GAROC.

# **Guiding principles**

The following guiding principles have been developed to provide clarity and consistency to the Board, SAROC, GAROC and member councils about the relevant matters that will be considered in determining whether an item of business will be placed on the agenda of a General Meeting.

# 1. Strategic importance

The matters discussed at General Meetings should be of strategic importance to local government and the LGA. The policies and activities that are resolved at the LGA General Meetings are important in guiding the priorities and work plans of the LGA, and it is important that the association's resources are focussed on the issues that will be of the greatest benefit to councils and communities.

In determining whether a matter is of strategic importance to local government and the LGA, the Board, SAROC and GAROC will consider:

- whether the item has relevance to and will benefit a particular group (eg regional or metro councils) or the sector as a whole;
- alignment with the strategic plans and business plans of the LGA, SAROC and GAROC;
- the level of urgency required to deal with the issue;
- relevance to the role of local government and the potential positive and negative
   impacts of the issue on councils and communities;

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 whether there are other bodies or industry groups that are better placed to address the issue or undertake the proposed activity; and

• the resources required to execute the policies or activities.

## 2. Supporting evidence

Good public policy positions need to be supported by solid evidence that the issues are well understood and that the proposed course of action provides the most efficient and effective solution. A strong evidence base is critical to successful advocacy, particularly when trying to change government policy, influence public opinion or attract additional funding.

The Board, SAROC and GAROC will consider whether there is sufficient evidence provided in support of the policy position or course of action being sought. In some instances, an item may be referred back to the submitting council with a request for further information.

In many cases the evidence needed to support a position might not be readily available. In these circumstances it is best for a motion to seek further investigation of an issue and/or further consultation with councils, rather than seeking endorsement of a specific policy position or action. The Board, SAROC and GAROC may proposed an alternative course of action, in consultation with the submitting council.

# 3. Alignment with LGA policy

The LGA Policy Manual is a compendium of principles and policies that have been developed and endorsed by a majority vote of member councils at previous General Meetings. There are a wide range of policies addressing a number of priority issues for the sector.

The policies act as a guide for advocacy and best practice in the sector. In most cases, the LGA Policy Manual can provide councils with a broad direction on how an issue can be resolved and whether further development of a policy position is required.

The Board, SAROC and GAROC will consider the LGA Policy Manual in determining whether a new or amended policy position is required to be endorsed by members to enable the LGA to take the requested action. If the LGA already has a supportive policy position in relation to the proposed item, further consideration by members at a General Meeting may not be required.

## 4. Resourcing

In some cases, the items of business put forward by members require significant resources to be allocated in order to achieve the desired outcome. Resources may not be available through the LGA to tackle every issue.

Before determining to place an item on the agenda of a General Meeting; the Board, SAROC and GAROC will consider:

- whether resources are available within the LGA to achieve the desired outcome;
- other resources that may be available;
- potential impacts on the LGA budget and business plan; and
- the level of input that will be required by councils or other stakeholders to progress the item.

The Board, SAROC and GAROC may determine not to proceed with (or defer) an item of business if the resourcing required would detract from the achievement of outcomes of greater priority for members.

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# **Determinations by the Board, SAROC and GAROC**

After considering a proposed item of business against these guiding principles and having regard to any other relevant factors, the Board, SAROC and GAROC may determine to:

- · approve an item of business for inclusion on the agenda of a General Meeting;
- approve an amended item of business for inclusion on the agenda of a General Meeting (in consultation with the submitting councils);
- take no further action;
- · request additional information from the submitting council;
- refer an item back to the submitting council or regional LGA for action if it relates to a local or regional issue;
- resolve that the matter be dealt with by the LGA, SAROC or GAROC without progressing to a
  General Meeting (such as matters requiring urgent attention or actions that can be progressed
  immediately due to alignment with existing policies and work plans); or
- · defer the item to a future General Meeting

The submitting council will be advised in writing of the determination of their proposed item of business.

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# **Notification of Appointment of Council Delegate**

Pursuant to Clause 12 of the <u>LGA Constitution</u> a Delegate must be a council member of the Ordinary Member appointing him or her, both when appointed and at the General Meeting when acting as delegate.

The purpose of this form is to notify the LGA of a change to council's appointed delegate on the LGA's Register of Voting Delegates.

Council Name	(insert Council name)
Council Delegate	Mayor / Chairperson / Councillor
	(insert full name)
Name and Signature of	(insert name)
Chief Executive Officer	
	(signature here)
Date	(insert date)

Please return completed form to <a href="mailto:lgasa@lga.sa.gov.au">lgasa@lga.sa.gov.au</a>.

If the council's registered delegate is unable to attend a General Meeting then a temporary delegate may be appointed for that one meeting only by submitting a *Notification of Appointment of Substitute Council Delegate* form available on the <u>LGA website</u>.

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ECM 668669

Notification of Appointment of Council Delegate form



11.7 David Avenue, Mitchell Park - Pedestrian Pathway

**Report Reference** GC220125R11.7

Originating Officer Manager Engineering, Assets and Environment – Mathew Allen

Corporate Manager - N/A

General Manager City Services - Tony Lines

## REPORT OBJECTIVE

The purpose of this report is to provide Council with an update on the feasibility of providing pedestrian access between Sampson Road Reserve and David Avenue, Mitchell Park.

## REPORT HISTORY

Report Reference	Report Title
GC210727M14.1	Pedestrian Pathway – David Avenue to Sampson Reserve, Mitchell Park
ASC211102R8.1	Pedestrian Pathway – David Avenue to Sampson Reserve, Mitchell Park

# **EXECUTIVE SUMMARY**

On 27 July 2021, Council received a deputation from Ms Amber Tomas regarding the lack of pedestrian access between David Avenue and Sampson Road. At the same meeting, Council considered a Motion with Notice and resolved that a report be brought to a General Council meeting regarding the feasibility and cost of a pedestrian path across the south-eastern perimeter of the Hamilton Secondary College oval.

The installation of a property boundary fence at Hamilton Secondary College in early 2021 restricted access and connectivity between David Avenue and at Sampson Road Reserve for the surrounding community.

Council's Chief Executive Officer met with College representatives to discuss the access issue. The College did not support the request for access. In addition, the Mayor wrote to both the Minister for Education to seek pedestrian access across the school land and the Minister for Infrastructure and Transport to seek access along the rail corridor between Bruce Avenue and Sampson Road. Both requests were not supported by the respective Ministers.

There are no other options for Council to consider for the provision of pedestrian access between David Avenue and Sampson Road.

# **RECOMMENDATION**

## That Council:

- 1. Notes the response from the Minister for Education on 28 September 2021 (Attachment 2) regarding school access.
- 2. Notes the response from the Minister for Infrastructure and Transport on 2 December 2021 regarding an alignment option on the western side of the railway line between Sampson Road and Bruce Avenue (Attachment 4).
- 3. Notes that there are no further options for Council to provide pedestrian access between David Avenue and Sampson Road Reserve.

## DISCUSSION



During the December 2020 / January 2021 school holidays Hamilton Secondary College installed fencing at Sampson Road Reserve and David Avenue on the school property boundary limiting public access to the college outside of school hours. The area identified as Hamilton School Oval is owned by the Department for Education. Sampson Avenue Reserve is community land located south of Hamilton Secondary College oval. Within this locality property boundaries and fencing around the school oval limit pedestrian connections between David Avenue and Sampson Road. Historically the public have been able to walk through Sampson Avenue Reserve, across the oval to David Avenue supporting community connections.

On 27 July 2021 a motion was carried at the General Council meeting (GC210727M14.1) that a report be brought to General Council (after consideration at the Asset and Sustainability Committee) regarding the feasibility and cost to Marion Council of a fenced pedestrian pathway to connect from David Avenue, Mitchell Park to Sampson Reserve, Mitchell Park, across the southeast perimeter of the Hamilton Secondary College school oval.

On 4 August 2021, Marion Council CEO met with Hamilton Secondary College Principal and School Governing Council Chair to discuss the issue. The school's response was:

- Current school sports require access to the entire oval space, precluding the provision of a small corridor for pedestrians.
- They need to provide security for children.
- They believe that it is not a broad community issue.
- Concerns with ongoing anti-social behaviour, vandalism and health and safety risks to staff and students (broken glass, needles and dog faeces).

The Mayor wrote to the Deputy Premier (The Hon. Vickie Chapman MP) regarding the Hamilton secondary college oval community connections issues on the 17 August 2021 (See Attachment 1). On 28 September 2021, the Minister for Education responded to the Mayor (See Attachment 2) outlining:

- The pedestrian gate on Sampson Road (Sampson Road Reserve) remains open outside of school hours.
- Suggested contacting the Minister for Infrastructure and Transport to explore a pathway on the western side of the Flinders train line connecting Sampson Road to Bruce Avenue.

On 25 October 2021 the Mayor wrote to the Minister for Infrastructure and Transport regarding a possible pathway alignment on the western side of the train line between Sampson Road and Bruce Avenue (Attachment 3).

On 2 November 2021 a report was presented to the Asset and Sustainability Committee meeting (ASC211102R8.1) that outlined options for a footpath between David Avenue and Sampson Road. The Committee noted the response from the Minister for Education and noted that at the time of the committee meeting the Mayor had written to the Minister for Infrastructure and Transport regarding an option for pedestrian access on the western side of the rail corridor between Bruce Avenue and Sampson Road, but had yet to receive a response.

On 2 December 2021 the Minister for Infrastructure and Transport provided a response (see Attachment 4) outlining that a pedestrian connection along the rail corridor would be impractical.

The installation of the property boundary fence at the Hamilton Secondary College at the Sampson Road Reserve and David Avenue has limited access and connectivity for the surrounding community. Council has considered a number of options to provide pedestrian access between David Avenue and Sampson Road, however, without the support of either the Minister for Education



and the Minister for Infrastructure and Transport, the provision of pedestrian access between David Avenue and Sampson Road Reserve is not possible.

# **ATTACHMENTS**

- 1. Chapman letter Hamilton Secondary College [11.7.1 3 pages]
- 2. Mayor Hanna City of Marion Oval Community Access Hamilton Secondary College [11.7.2 2 pages]
- 3. Wingard Hamilton College Pathway Proposal [11.7.3 3 pages]
- 4. Mayor Kris Hanna Hamilton Secondary College [11.7.4 1 page]

Attachment 11.7.1 **Page 122** 



OFFICE OF THE MAYOR 17 August 2021

> 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

The Hon. Vickie Chapman MP

Deputy Premier

Via email: attorneygeneral@sa.gov.au

Dear Deputy Premier,

# Re: Hamilton Secondary College Oval- Community Connections

Thank you very much for visiting our area a month ago. You will recall that the City of Marion discovered earlier this year that Hamilton Secondary College has installed fencing to the eastern side of their oval, restricting community access.

Historically the public have been able to walk from David Avenue, across the school oval and through the adjacent Sampson Avenue Reserve to Sampson Road. The community has used this as a connection to schools, community facilities, local shops etc. (refer to attachment). The area identified as Hamilton School Oval is owned by the Department for Education. Sampson Avenue Reserve is community land owned by the City of Marion, located south of Hamilton School Oval. Property boundaries and fencing around the school oval limit pedestrian connections between David Avenue and Sampson Road.

Because of these access opportunities which the community have enjoyed for decades, streets and housing have developed around the school on the assumption that it would always be possible to traverse the school to local destinations.

On 4 August 2021, Marion Council CEO Tony Harrison met with Hamilton Secondary College principal Peta Kourbelis and School Governing Council Chair Steve Jones to discuss this issue. The school's response was:

- current school sports require access to the entire oval space, precluding the provision of a small access for pedestrians;
- they need to provide security for children;
- they believe that it is not a community broad issue.

The installation of this fence means that residents from David Avenue, Mitchell Park and surrounding areas can now no longer easily access Sampson Avenue and travel south to the Mitchell Park Sports and Community Centre sports fields and facilities.

Some amelioration of this impingement on pedestrian access could be achieved if the State Government allowed a fenced laneway from Sampson Reserve, along the south-eastern perimeter of Hamilton College Oval to David Avenue. An alternative proposal is for the Department for Infrastructure and Transport to extend the fenced pathway on the western side of the Flinders train line connecting Sampson Avenue northwards to Bruce Avenue, Mitchell Park.

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



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marion.sa.gov.au

I have written to you as you have already been appraised of the situation. The local community would be pleased if you could pass on this correspondence to the Minister for Education with your understanding of the matter. I have provided a copy of this letter to Carolyn Power MP, knowing her keen interest in the welfare of Mitchell Park residents.

Thank you for your consideration. We look forward to an outcome beneficial to the whole community.

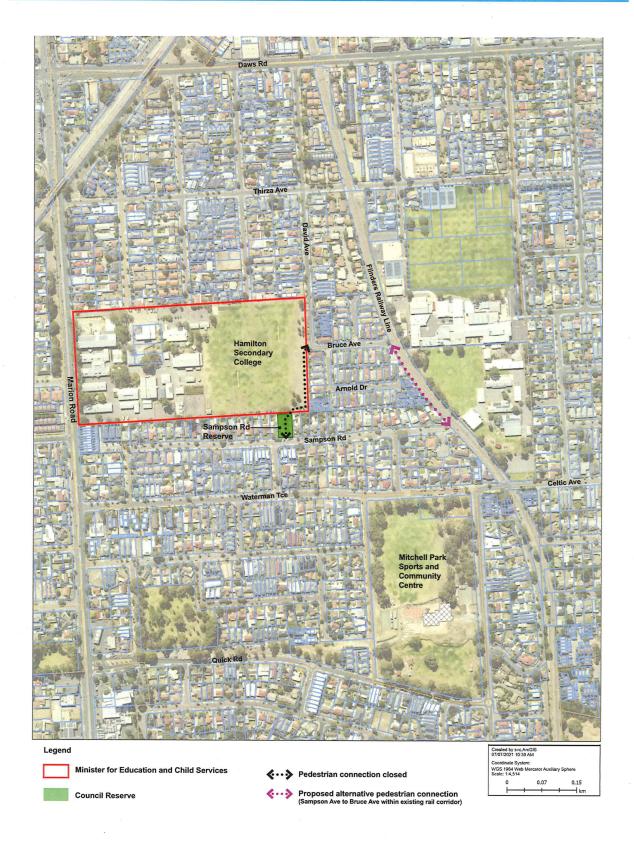
Yours faithfully,

Kris Hanna Mayor

Encl. Illustration of land and property boundaries and connections CC: Carolyn Power  $\,^{\alpha\rho}$ 

# Hamilton Secondary College Land and Property Boundary







Hon John Gardner MP Member for Morialta

Reference. 21ME1581

Mr Kris Hanna Mayor City of Marion PO Box 21 OAKLANDS PARK SA 5046

Email: mayor.ea@marion.sa.gov.au

Dear Mr. Hanna

Thank you for your correspondence concerning the restriction of community access to the oval at Hamilton Secondary College.

Hamilton Secondary College has recently installed fencing limiting public access to the site outside of school hours, which was implemented because of ongoing antisocial behaviour and vandalism at the site by members of the public. In particular, the oval had been repeatedly left in an inoperable state due to health and safety risks to staff and students from broken glass, discarded hypodermic needles and dog faeces, which resulted in the site spending a significant amount of time each morning to remove these risks prior to students being able to access the area. As you can appreciate, this has a significant impact on the school's operations.

I note that the Department for Education's Security and Emergency Management unit have negotiated with Ms Peta Kourbelis, Principal, Hamilton Secondary College, to have the pedestrian gate on Sampson Road remain open outside of school hours. This gate is accessed via the Sampson Road Reserve.

The purpose of having a single entry and exit point to the site outside of school hours on Sampson Road means there is higher public visibility. This acts as a deterrent to those looking to cause damage at the site. It is vital that our educational facilities are protected as much as possible to ensure students have a safe space to learn and grow. The risk of students being subjected to frequent exposure of damage at their site may cause them to feel unsafe and have a negative schooling experience.

I appreciate historically members of the local community have used the school oval as a pedestrian connection between David Avenue and Sampson Road, and the strategy of having a single point of entry and exit will mean this will no longer be available.

Tel 08 8226 1205 | Fax 08 8226 1556 | Email minister.gardner@sa.gov.au | ABN 60 168 401 578

Level 9, 31 Flinders Street, Adelaide SA 5000 I GPO Box 1563, Adelaide SA 5001 I DX 128 Adelaide

Minister for Education

While this will be a change for the local community, the purpose of out of hours access to sites is to allow members of the public to utilise oval facilities and play equipment. The school's strategy of a single point of entry and exit on Sampson Road meets the Department's commitment to provide ongoing community access.

In relation to your proposal to extend the fenced pathway on the western side of the Flinders train line connecting Sampson Road northward to Bruce Avenue, Mitchell Park, I would suggest you contact the Minister for Infrastructure and Transport to discuss this matter further.

If you would like to discuss the matter further, I encourage you to contact Ms Angela Hollingsworth, A/Strategic Manager, Security and Emergency Management, on 1800 000 279 or at <a href="mailto:angela.hollingsworth2@sa.gov.au">angela.hollingsworth2@sa.gov.au</a>.

Yours sincerely

Hon John Gardner MP

Minister for Education

75 September 2021



Office of the Hon John Gardner MP, Minister for Education | 2

Attachment 11.7.3 **Page 127** 



# OFFICE OF THE MAYOR 25 October 2021

Hon. Corey Wingard MP Minister for Infrastructure and Transport Minister for Recreation, Sport and Racing Via email: MinisterWingard@sa.gov.au

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

Dear Minister-Wingard,

# Community Connection between Bruce Avenue and Sampson Road, Mitchell Park

The City of Marion discovered earlier this year that Hamilton Secondary College has installed fencing to the eastern side of their oval, restricting community access.

Historically the public have been able to walk from David Avenue, across the school oval and through the adjacent Sampson Avenue Reserve to Sampson Road. The community has used this as a connection to schools, community facilities, local shops etc. (refer to attachment). The area identified as Hamilton School Oval is owned by the Department for Education. Sampson Avenue Reserve is community land owned by the City of Marion, located south of Hamilton School Oval. Property boundaries and fencing around the school oval limit pedestrian connections between David Avenue and Sampson Road.

Because of these access opportunities which the community have enjoyed for decades, streets and housing have developed around the school on the assumption that it would always be possible to traverse the school to local destinations.

The installation of this fence means that residents from David Avenue, Mitchell Park and surrounding areas can now no longer easily access Sampson Avenue and travel south to the Mitchell Park Sports and Community Centre sports fields and facilities. The school and Department of Education have declined Council's requests to take down the fence.

## Laneway proposal

Some amelioration of this impingement on pedestrian access could be achieved if the State Government allowed a fenced laneway from Sampson Reserve, along the south-eastern perimeter of Hamilton College Oval to David Avenue. The College has firmly refused this request.

An alternative proposal is for the Department for Infrastructure and Transport to extend the fenced pathway on the western side of the Flinders train line connecting Sampson Avenue northwards to Bruce Avenue, Mitchell Park (similar to the existing connection adjacent to the train line between Celtic Avenue and Sampson Road).

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







Council would need DIT to fence off an area for the path, which Council would then construct. Council would pay for both the cost of fencing the area off and building the footpath, as well as land tenure costs, ongoing maintenance and lighting if necessary. Staff advise that the land parcel along private boundaries would be 1.8m wide. Staff note that there is some density of rail infrastructure there.

Thank you for your consideration. We look forward to an outcome beneficial to the whole community.

Yours faithfully,

Kris Hanna

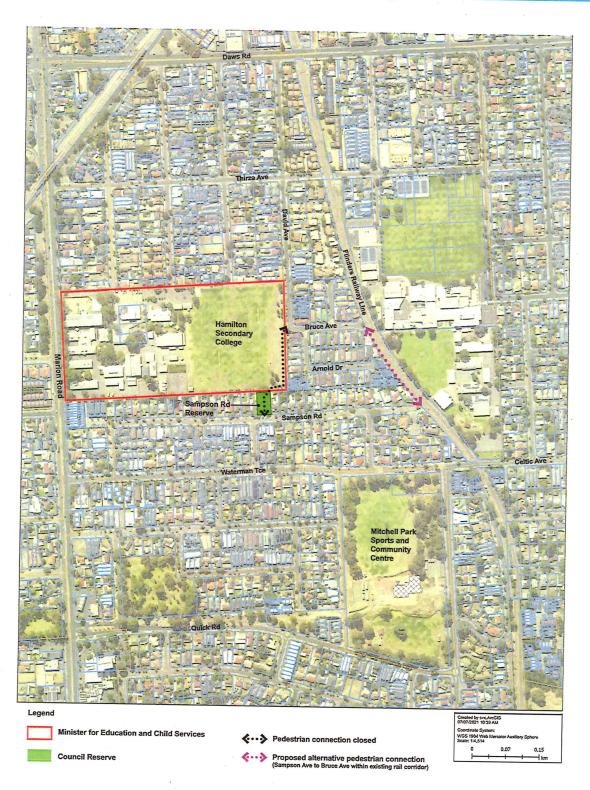
Mayor

Cc: Councillor Raelene Telfer

Encl: Map of land and property boundaries and connections

# Hamilton Secondary College Land and Property Boundary





# **Hon Corey Wingard MP**



Minister for Infrastructure and Transport

Minister for Recreation, Sport and Racing

GPO Box 668 ADELAIDE SA 5001 DX 450

T: (08) 8490 6200

E: MinisterWingard@sa.gov.au

21MTR2240

Mr Kris Hanna Mayor City of Marion

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

Dear Mayor Km

Thank you for your recent correspondence regarding the proposed community connection between Bruce Avenue and Sampson Road, Mitchell Park.

After receiving your correspondence, I asked the Department for Infrastructure and Transport (DIT) for advice about this matter.

Whilst the intent to improve micro-scale connections for residents is supported by DIT, the cost, logistics and impact to the operating railway associated with pursuing this particular proposal would make it impractical.

Accordingly, the provision of a community connection at this location is not feasible.

I trust this information is of assistance.

Yours sincerely

Hon Corey Wingard MP

Minister for Infrastructure and Transport

2/1/2021



# 11.8 City Limits Distribution

Report Reference GC220125R11.8

Originating Officer Unit Manager Marketing and Events – Leah Holmes

General Manager Acting General Manager Corporate Services – Ray Barnwell

## REPORT OBJECTIVE

For Council to approve a new distribution method and revised print quantity for City Limits.

# **EXECUTIVE SUMMARY**

A recent review of the publication and distribution processes for City Limits has identified opportunities for greater coverage and reach, improved efficiencies and reduced wastage.

Currently, Finsbury Green Printing is engaged to undertake a print run of **43,300 copies.** A further two providers, IVE and Blue Tongue, are used to distribute City Limits to households in the Marion Council area using walkers. Additional copies of City Limits are also made available through City of Marion venues and facilities.

The current process has a somewhat "patchy" coverage of the City of Marion area, sub-optimum household reach, and some inefficiencies and wastage. Regular complaints are received that residents have not received their copy of City Limits.

# It is proposed to:

- consolidate print and distribution of City Limits to an integrated print and distribution model
  using current print provider Finsbury Printing, noting that Finsbury will use Australia Post to
  deliver directly to households.
- reduce print quantity to 35,000 copies.

This will streamline the current process and shorten printing and distribution times, resulting in:

- more timely articles and news in each publication
- improved household reach via direct letterbox drop by Australia Post
- 100% coverage of Marion Council suburbs
- reduced wastage.

This approach will be reviewed after three editions.

# **RECOMMENDATION**

# That Council:

- 1. Endorses the consolidation of the print and distribution of City Limits to the proposed integrated print and distribution model
- 2. notes the existing print run will be reduced from 43,300 to 35,000 copies
- 3. notes that the City Limits Publications Policy will be updated to reflect the changes in distribution.



# **Background**

The focus of the current proposal is on remedying current distribution issues of sub-optimum coverage and reach, and to respond to ongoing complaints about distribution. As it is only proposed to change distribution component at this stage, there is no tender requirement as the use of two current providers (IVE and Blue Tongue) constitutes sufficient testing of the current market.

This approach enables the City of Marion to road-test an integrated model (with a new distribution provider) at very low risk as the print provider remains unchanged. A review of the print component can be undertaken at any time as there is no contractual arrangement with the print provider. Finsbury Green has been a preferred provider in recent times because of its green credentials in sustainable, carbon neutral products.

It is submitted that there is merit in a staged approach that addresses current (distribution) problems now and preserves what is working well (print), rather than looking to change both providers at once which might bring greater risk.

It is proposed to monitor and review this approach after three editions. If the integrated model demonstrates the efficiencies and benefits that are expected, the City of Marion can proceed to tender in the current market for an integrated print and distribution model.

## **GENERAL ANALYSIS**

The City Limits Publication Policy currently states:

# Delivery and availability - Distributed free via letterbox drop six times per year - Available on the City of Marion website - Available at City of Marion venues, including the Administration Building, neighbourhood centres and libraries - Mailed to stakeholders outside the Council area

The current printing and distribution of City Limits is as follows:

- Finsbury Green Printing is engaged to undertake a print run of 43,300 copies.
- IVE and Blue Tongue distribute City Limits free via letterbox drop to households and commercial properties in the Marion Council area using walkers. (Two providers are used to maximise coverage using this form of distribution).
- City Limits is made available on the City of Marion website.
- Copies are made available at City of Marion venues and facilities.
- Copies are mailed to stakeholders outside the Council area.

Note: costs are based on final distribution numbers from Australia Post and allowing for additional copies to be distributed at City of Marion venues, and other stakeholders outside City of Marion:

Residential households: 31,649
Commercial Businesses: 1392
PO Box households: 436
PO Box Businesses: 133

Total of 33,610 total CoM registered addresses.



## Issues with the current model

# Coverage

The current distribution model has limited coverage across the 27 suburbs in the Marion Council area, depending on which walkers might be available on specific days. There have been several reports of entire streets within distribution areas not receiving copies of City Limits.

## Reach

City Limits is often bundled with other publications that constitute 'junk mail', meaning that those premises that display "No junk mail" or "Authorised Australia Post Mail only" do not receive them. Additional copies of City Limits are made available through City of Marion venues and facilities such as Libraries and Neighborhood Centres.

# • Timeliness and efficiency

The current print and distribution process takes more than two weeks from sending the final proof to Finsbury to print, delivery of those print copies to IVE and Blue Tongue, the bundling of City Limits with other mail-outs, to the delivery by walkers to households on allocated days. This affects production lead-in times and the currency of articles that are published.

# Environmental wastage

The current print quantity is 43,000. This constitutes an oversupply of around 8,000 copies, particularly with less appetite for shared or communal print copies in the current climate.

# **Proposal**

It is proposed:

- To consolidate the printing and distribution of City Limits into an integrated single point of contact model using current print provider Finsbury Printing.
- That Finsbury Printing will engage Australia Post to deliver directly to households and commercial properties.
- That print quantity be reduced from 43,300 copies to 35,000 copies.

This approach will deliver the following benefits:

# Greater coverage

It will provide 100% coverage of suburbs in the Marion Council by using Australia Post.

## Improved reach

It will reach all households and commercial properties in the City of Marion through a direct letterbox drop by Australia Post.

# Improved efficiencies

One provider, one point of contact and one invoice reduces the current administrative inefficiencies of coordinating three separate providers and processing of three invoices.



# Reducing waste

Currently around 8,000 additional copies are printed, resulting in unnecessary wastage.

• Reduced print and distribution timeframes enabling more current articles and event notifications.

## Costs

City Limits Publications Policy provides that City Limits will be published six times a year-12 pages for the April and June editions - 16 pages for the February, August, October and December editions to provide for Council Member columns.

Greater coverage and reach can be achieved with a marginal variation in costs per edition (see below):

- Total cost differential for 12 pp edition \$158.80 per edition
- Total cost diferential for 16 pp edition \$101.89 per edition

See tables below for a breakdown of costs under Proposed and Current models:

# 1. Proposed model

# One Printer/Distributor: Finsbury Green & Australia Post Distribution option

City Limits – proposed model	12 pages		16 pages	
Print Quantity (35,000)	\$8,730.46	Inclusive GST	\$9,221.96	
Delivery via Australia Post (31,984 copies) and Packing/labelling of unaddressed mail of 31984 copies ready for Aus Post delivery	\$7,715.62 (33610 copies) to be mailed / packed	Inclusive GST	\$7,715.62 (33610 copies) to be mailed / packed	Inclusive GST
TOTAL COST	\$16,446.08		\$16,937.58	

# 2. Current model

Three suppliers: Finsbury printing & IVE Blue Tongue Distribution



City Limits – current model	12 pages		16 pages	
Print quantity - 43,300				
(8,000 over-supply)	\$7,860.14	Inclusive GST	\$8407.98	Inclusive GST
IVE distribution - distributed with junk mail	\$1,728.68		\$1,728.68	
Blue tongue distribution	\$6,698.45		\$6,698.45	
TOTAL COST			\$16,835.11	
	\$16,287.27			

# **ATTACHMENTS**

Nil



# 12 Corporate Reports for Information/Noting

# 12.1 Questions Taken on Notice Register

Report Reference GC220125R12.1

Originating Officer Governance Officer – Angela Porter

General Manager Chief Executive Officer – Tony Harrison

# 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'.

# **ATTACHMENTS**

1. GC220125 QON Register [**12.1.1** - 1 page]

# Attachment 1

# **Questions Taken on Notice Register**



Report	Meeting	Councillor	Responsible	Question taken on notice during	Response
Reference	Date		Officer	the meeting	
GC211214R12.3 -	14	Cr Bruce	Manager Office of	How can the 100% KPI met, be an	The KPI states 'Project specific communications to the public should be
Corporate and	December	Hull	the CEO – Kate	accurate record of how we are	timely and accurate'.
CEO KPI Report	2021		McKenzie &	going with Community	Stretch target: 100%
Quarter One			Manager	Engagement?	Measure: Based on feedback received on project
2021/22			Customer		
			Experience –		The current KPI is based on project specific communications relating to
			Megan Bradman		the community engagement elements of 26 defined projects within the
					4-year plan for the relevant financial year.
					If members wish to include additional projects as part of this KPI, the
					scope of how it is to be measured will need to be clearly articulated.
					Some measures of community engagement for consideration at a future
					point in time might be visibility/reach, registrations and responses.



12.2 Finance Report - December 2021

Report Reference GC220125R12.2

Originating Officer Assistant Financial Accountant – Melissa Virgin

Corporate Manager N/A

General Manager Acting General Manager Corporate Services – Ray Barnwell

## REPORT OBJECTIVE

This report provides Council with information relating to the management of financial resources under its control as at December 2021. This report is one of a series of reports designed to assist Council in achieving and maintaining a financially sustainable position. Other reports assisting in this process include the Quarterly Budget Reviews and the Long Term Financial Plan.

This report includes financial information regarding major projects. The principles used for the assessment of reportable projects are:

- Council has agreed to proceed with the project and approved a Prudential Report under Section 48 of the Local Government Act 1999.
- The Whole-of-Life Cost is greater than \$4 million dollars (including grant assisted projects).

# **RECOMMENDATION**

## That Council:

1. Receives the report "Finance Report – December 2021"

# **DISCUSSION**

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.

# **ATTACHMENTS**

- 1. Finance Report December Appendix 1 pts 1 2 3 4 [12.2.1 5 pages]
- 2. Finance Report December Appendix 2 pts 1 2 [12.2.2 7 pages]
- 3. Finance Report December Appendix 3 pts 1 2 [12.2.3 2 pages]

**APPENDIX 1** 

## Funding Statement - Actual versus Budget

The Funding Statement provides a view of Council's financial performance against the approved budget and is consistent with the information provided at budget reviews. It provides a review against all of the elements contained within the Statement of Comprehensive Income and the Statement of Financial Position that are adopted as part of the Annual Budget Report. It details Council's:

Statement of Comprehensive Income -

The operating result is recognised as one of Council's key financial indicators. The budget framework includes a commitment to its ongoing Financial Sustainability maintaining an Operating Surplus Ratio of between 0% and 10%, on average over each five-year period, which for 2021-22 means a targeted operating surplus of between \$0 and \$9.829m.

**Comment:** Council currently has a net operating deficit result of \$0.394m before capital revenues, against a year to date forecast budget of \$0.931m surplus. This is primarily due to the budgeted timing of Council's contribution to the Destination Playspace of \$1.0m and the reclassification of capital expenditure to operating for works at Alawoona Avenue of \$0.964m. There is no additional funding requirement for these changes. This position is detailed in the attached Funding Statement and variation notes.

Capital Budget -\$59.554m The Capital Budget is linked to Council's key financial indicator – "Asset Renewal Funding Ratio" and an actual to budget comparison reflects Council's progress in achieving its Capital program.

**Comment:** The actual to budget position reveals that 57.45% 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:** \$10.920m of new borrowings are currently forecast in the 2021-22 budget and principal repayments of \$0.827m, meaning that the overall loan liability balance is currently forecast to increase by \$10.093m to \$14.483m at 30 June 2022.

Reserves & Cash -

Various fund movements such as surplus budget review results, unspent grants and carryover projects at year end are reflected as transfers to reserves, whilst utilisation of reserve funds are recognised as transfers from reserves.

Cash may be utilised to fund expenditure within the context of Treasury Management to ensure loans are not drawn down where temporary cash holdings are available.

**Comment:** Councils Reserves are fully cash backed and are detailed in the below table. Councils adopted budget for 2021-22 includes Transfer to Reserves of \$0.386m and Transfers from Reserves of \$30.709m, and after accounting for amounts quarantined for specific projects or works, there is \$3.117m available.

		Asset Sustainability Reserve							Grants &	
Reserves (\$000s)	Major Infrastructure Failure	General	Other	Major New Projects	CFPP	TOTAL ASR	Water Reserve - Oaklands Wetland	Open Space Reserve	Carryover Reserve	TOTAL ALL RESERVES
Opening Balance	2,000	9,819	1,029	1,525	3,537	17,910	859	2,441	23,086	44,296
Savings from 2020/21 audited accounts	0	856	0	0	0	856	285	0	0	1,141
Budgeted transfers to reserve	0	0	240	0	21	261	15	10	100	386
Budgeted transfers from reserve	0	(8,460)	(280)	(1,525)	(2,877)	(13,142)	0	0	(17,567)	(30,709)
Current Budgeted Closing Balance	2,000	2,215	989	0	681	5,885	1,159	2,451	5,619	15,114
Quarantined Funds	(2,000)	(1,800)	(949)	0	(435)	(5,184)	(1,159)	(35)	(5,619)	(11,997)
Projected Available Balance	0	415	40	0	246	701	0	2 416	0	3 117

The 2021-22 1st budget review forecasts a net cash deficit of \$0.488m.

<sup>\*</sup>CFPP: Community Facilities Partnership Program

<sup>\*</sup>Other includes Walking & Cycling and Energy Efficiency.

# Funding Statement as at 31 December 2021

Original Adopted	Carryovers	Budget Review		YTD Actual	YTD Budget	YTD Variance		Annual Budget	
Budget		Adjustments							
\$'000	\$'000	\$'000		\$'000	\$'000	\$'000		\$'000	Note
			Operating Revenue						
81,693	-		Rates	40,794	40,767	27	F	81,730	
2,106	-	-	Statutory Charges	1,215	1,340	(125)	U	2,106	Α
2,827	-		User Charges	1,300	1,294	6	F	2,786	
6,726	1,185		Operating Grants & Subsidies	3,918	3,449	469	F	9,240	В
347	-		Investment Income	249	176	73	F	346	
1,222	-	, ,	Reimbursements	643	485	158	F	1,073	С
538	-	106	Other Revenues	359	359	-	-	644	
365	-	-	Net gain - Equity Accounted Investments		-	-	-	365	
95,824	1,185	1,281		48,478	47,870	608	F	98,290	
			Operating Expenses						
39,912	-	-	Employee Costs	18,456	18,992	536	F	39,912	D
21,659	4,156		Contractual Services	14,894	13,212	(1,682)	U	28,777	E
5,186	537	. ,	Materials	2,258	2,657	399	F	5,660	F
254	-		Finance Charges	123	125	2	F	252	
16,000	-	135	Depreciation	8,034	8,068	34	F	16,135	
8,610	64		Other Expenses	5,107	3,885	(1,222)	U	9,282	G
91,621	4,757	3,640		48,872	46,939	(1,933)	U	100,018	
4,203	(3,572)	(2,359)	Operating Surplus/(Deficit) before Capital Revenues	(394)	931	(1,325)	U	(1,728)	
			Capital Revenue						
4,577	(801)	833	Capital Grants & Subsidies	234	472	(238)	U	4,609	
-	-	-	Contributed Assets	-	-	-	-	-	
-	-	-	Asset Disposal and Fair Value Adjustment	(51)	-	(51)	U		
4,577	(801)	833		183	472	(289)	U	4,609	
8,780	(4,373)	(1,526)	Net Surplus/(Deficit) resulting from operations	(211)	1,403	(1,614)	U	2,881	
16,000	-	135	add Depreciation	8,034	8,068	(34)		16,135	
-	-	-	add (Gain)/Loss on Asset Disposal	51	-	51		-	
(365)	-	-	less Share of Profit Equity Accounted Investments		-	-		(365)	
24,415	(4,373)	(1,391)	Funding available for Capital Investment	7,874	9,471	(1,597)	U	18,651	
			Capital						
20,283	2,644	(5,195)	less Capital Expenditure - Renewal	3,143	5,471	2,328	F	17,732	н
34,360	3,503	3,959	less Capital Expenditure - New	17,386	22,455	5,069	F	41,822	- 1
-	-	-	less Capital - Contributed assets	-	-	-	-	-	
-	-	-	add Proceeds from Sale of Surplus Assets	-	-	-	-	-	
(30,228)	(10,520)	(450)	Net funding increase/(decrease)	(12,655)	(18,455)	5,800	F	(40,904)	

Original Adopted	Carryovers	Budget Review		YTD Actual	YTD Budget	YTD Variance	Annual Budget	
Budget \$'000	\$'000	Adjustments \$'000		\$'000	\$'000	\$'000	\$'000	Note
			Funded by					
			Loans					
10,920	-	-	Loan Principal Receipts (Net)	-	-	-	10,920	
-	-	-	Loan Receipts/(Payments) from Sporting Clubs (Net)	-	-	-	-	
(827)	-	-	Loan Principal Repayments	(407)	(407)	-	(827)	
10,093	-	-	Loan Funding (Net)	(407)	(407)	-	10,093	
			Movement in level of cash, investments and accruals					
(681)	-	193	Cash Surplus/(Deficit) funding requirements	17,261	11,461	5,800	(488)	
(19,453)	(10,520)	(349)	Reserves Net - Transfer to/(Transfer from)	(30,323)	(30,323)	-	(30,323)	
(20,134)	(10,520)	(156)	Cash/Investments/Accruals Funding	(13,062)	(18,862)	5,800	(30,811)	
30,228	10,520	156	Funding Transactions	12,655	18,455	(5,800)	F 40,904	J

# **Variation Notes**

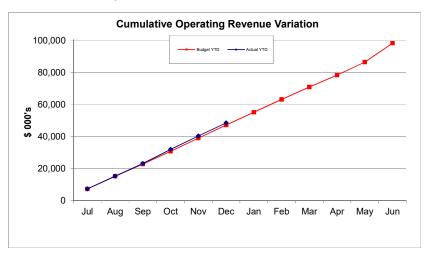
Α	Statutory Charges	Unfavourable \$125k	Reflects budget-timing with regards to Dog Registration Fees. Amount has subsequently been received in January.
В	Operating Grants & Subsidies	Favourable \$469k	Reflects budget-timing variances with regards to Roads to Recovery funding.
С	Reimbursements	Favourable \$158k	Reflects budget-timing variances with regards to Labour Recovery from cross-council works.
D	Employee Costs	Favourable \$536k	Predominantly reflects budget-timing variances in addition to savings from temporarily vacant positions.
E	Contractors	Unfavourable \$1,682k	Reflects budget-timing variances with regards Trees (\$260k), the prepayment of IT licences (\$213k), Waste (\$172k) and expenditure on Alawoona Avenue Streetscape which has been re-classified from capital to operating (\$964k).
F	Materials	Favourable \$399k	Reflects budget-timing variances with regards to Electricity (\$123k), Minor Office Equipment (\$121k) and Gardening Supplies (\$116k).
G	Other Expenses	Unfavourable \$1,222k	Reflects budget-timing variances with regards to a contribution to Destination Playspace (\$1,000k) and a number of variances which are individually insignificant.
Н	Capital Expenditure (Renewal)	Favourable \$2,328k	Reflects budget-timing variances with regards to Road Reseals (\$1,261k), Footpath Construction (\$514k) and Alawoona Avenue Streetscape (\$500k).
I	Capital Expenditure (New)	Favourable \$5,069k	Reflects budget-timing variances with regards to progress payments for Mitchell Park Sports and Community Club Redevelopment (\$3,049k) and Southern Soccer Regional Facility (\$1,604k).
J	Funding Transactions	Favourable \$5,800k	This variance is the sum total of all variances and reflects an increase against council's expected YTD cash position.

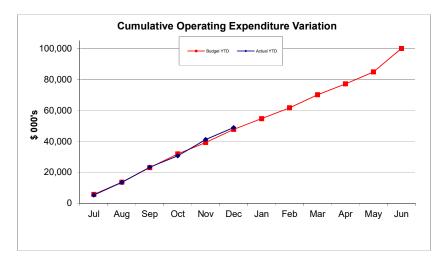
The above comments referring to budget timing variations are where some monthly budget estimates are not reflective of the actual expenditure patterns as at the reporting date.

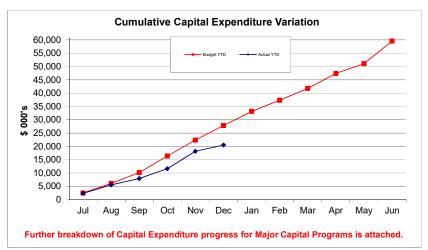
# **Funding Transactions**

This variance is the sum total of all variances and reflects an increase against council's expected YTD cash position.

Funding Statement Cumulative Position - 2021-22



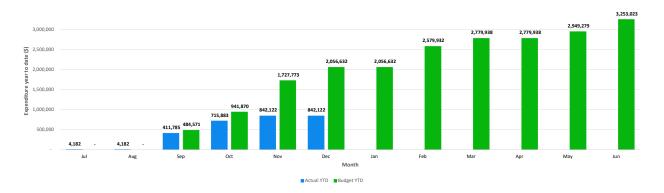




# Road Reseal

### **Monthly Comment**

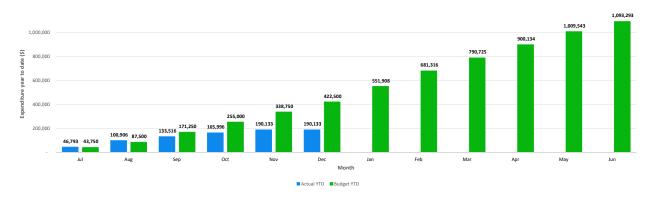
Program is in progress and on track with 3 streets resealed in December. 24 streets in total have been resealed.



# Kerb and Water Table

## **Monthly Comment**

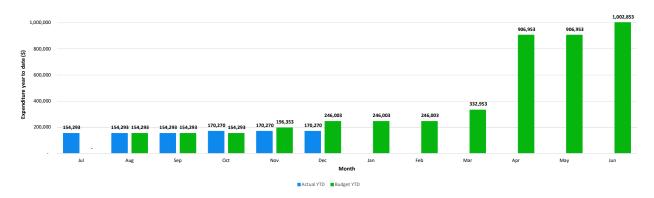
Program in progress with 35% of the Kerb and Water Table program complete. Work on the Kerb Ramp program has commenced with 32 ramps complete.



## New Footpath Construction

## Monthly Comment

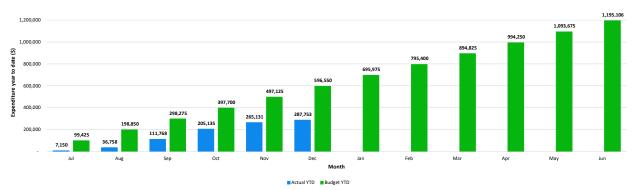
Program in progress and on track with 4 footpaths complete and 4 in progress out of 19 planned footpaths.



### Renewal Footpath Construction

### Monthly Comment

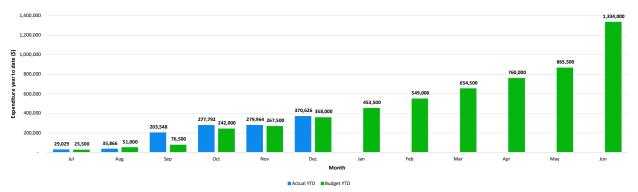
Program is in progress with 1255.3Im (linear metres) complete out of the 3,500 Im program. Completion of this program by 30 June is currently at risk.



### Transport

#### **Monthly Comment**

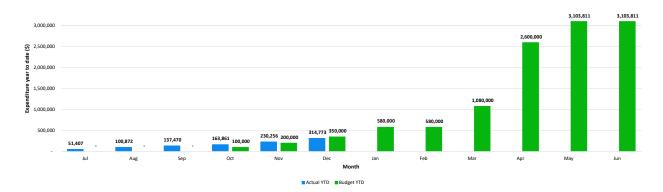
Program in progress with 65% of the Bus Shelter Program and Marino Access Improvements complete. Works are 80% complete for The Esplanade, Hallett Cove. Lander Road and Young Street is progressing but is at risk due to service relocations being required. Designs are complete for Hugh Johnson, Sheidow Park Parking Bays. Concept design is complete for Marion Road, Sturt Crossing, this project is on hold until further information is received.



### Drainage

#### Monthly Comment

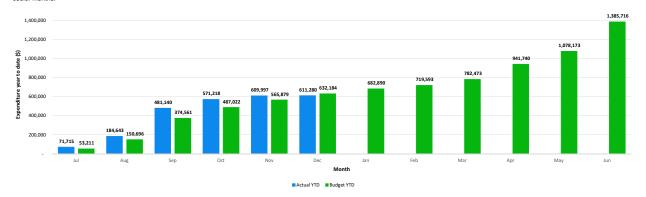
Program in progress with designs complete for all drainage projects. Works at Lucretua Way have recommenced whilst works on English/Renown Avenue, Clovelly Park and Cadell/Irwin Street, Seaview Down have commenced. Tender has been awarded for Berrima Road, Sheidow Park, this project is at risk due to the timing of works.



### Street Trees

#### **Monthly Comment**

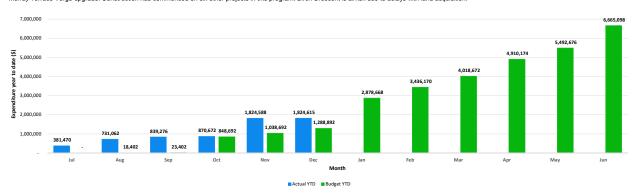
Program has started with 3,037 out of 3,900 trees from the Tree Planting Program complete. 96 out of 400 trees have been planted from the Advanced Tree Planting Program. Planting will recommence in the cooler months.



### Streetscapes

#### **Monthly Comment**

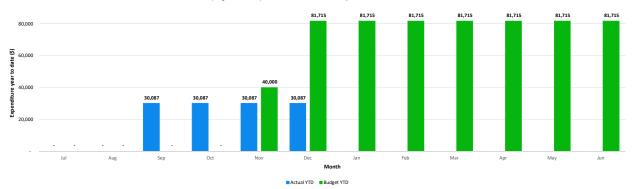
Program in progress with works on Sturt Road (carryover c/o) and Railway Terrace Verge (c/o) complete. Works have been scoped and designed for Addison Road Verge Upgrade, Crozier Terrace Streetscape and Murray Terrace Verge upgrade. Construction has commenced on six other projects in this program. Birch Crescent is at risk due to delays with land acquisition.



### Irrigation

### Monthly Comment

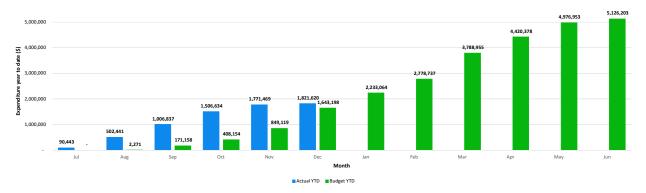
Construction has commenced at Hallett Cove Reserve, remainder of the program is anticipated to commence in January.



### Open Space Developments

#### **Monthly Comment**

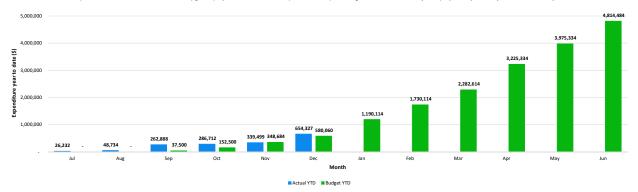
Program in progress with Capella Drive Reserve Skate Park (c/o) and McConnell Reserve East complete. Tender responses for Peterson Avenue are currently being worked through. Tenders have been awarded for Ramsay Avenue Reserve, Hendrie Street Reserve and Capella Drive Reserve Stage 2. This program is currently on track but there is a risk of delay with this program due to contractor availability.



### Sports Facilities and Courts

#### **Monthly Comment**

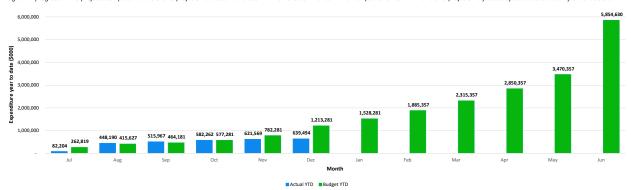
Works on Edwardstown Bowling Club Lighting Upgrade (c/o), Cove Cricket Pitch Matting, Plympton Park Sports Club Oval Lighting Upgrade (c/o) and Cove Netball Courts Lighting (c/o) are complete. Works have commenced on Glandore Cricket Nets and Rose Garden (c/o). Tarnham Road Tennis Courts and Playspace Redevelopment and Marion Golf Club (c/o) are in the design phase. Court Resurfacing for Morphettville Park Tennis Club is anticipated to commence in March. CCTV upgrade projects have been re-scoped and anticipated to go to tender in February, this project may be delayed due to suitability of contractors.



### **Building Upgrades**

### **Monthly Comment**

Program in progress with 9 projects complete. Tenders for 8 projects have been awarded with works to commence in the first quarter of 2022. A number of projects may be delayed due to availability of contractors.



# **Major Projects**

# Mitchell Park Sports and Community Club Redevelopment

	2021-22 Actual YTD 31/12/2021	2021-22 Budget	Project Cost At Completion		
Income Commonwealth Government Grant Contribution State Government Grant Contribution		1,500,000	5,000,000 250,000		
Total Income	-	1,500,000	5,250,000		
Expenditure  Operating	-	-	-		
Capital Construction	(6,912,116)	(12,980,360)	(16,250,000)		
Total Expenditure	(6,912,116)	(12,980,360)	(16,250,000)		
Project Result Surplus/(Deficit)	(6,912,116)	(11,480,360)	(11,000,000)		

The net deficit forecast will be funded in the following manner:

Funded By : (Over Project Life)	\$
Proposed Borrowings Reserve Transfer	10,920,000
- Asset Sustainability Reserve – Energy Efficiency	80,000
·	11,000,000

Council have received \$3.5m of the Commonwealth Governments \$5.0m contribution and \$250k of the State Governments contribution to this project.

# Sam Willoughby International BMX Facility

	2021-22 Actual YTD 31/12/2021	2021-22 Budget	Project Cost At Completion
Income City of Onkaparinga Contribution State Government Grant Contribution	-	375,000 -	750,000 3,550,000
Total Income	-	375,000	4,300,000
Expenditure  Operating	-	-	-
Capital Construction	(3,662,607)	(3,787,198)	(6,050,000)
Total Expenditure	(3,662,607)	(3,787,198)	(6,050,000)
Project Result Surplus/(Deficit)	(3,662,607)	(3,412,198)	(1,750,000)

The net deficit forecast will be funded in the following manner:

Funded By : (Over Project Life)	\$
Reserve Transfer - Asset Sustainability Reserve	1,750,000
•	1,750,000

Council have received the State Governments contribution and \$375k of City of Onkaparinga's \$750k contribution to this project.

# **Southern Regional Football Facility**

	2021-22 Actual YTD 31/12/2021	2021-22 Budget	Project Cost At Completion
Income			0.500.000
State Government Grant Contribution	-	-	2,500,000
Total Income	-	-	2,500,000
Expenditure			
Operating	-	-	-
Capital Construction	(3,329,343)	(5,199,383)	(7,000,000)
Total Expenditure	(3,329,343)	(5,199,383)	(7,000,000)
Project Result Surplus/(Deficit)	(3,329,343)	(5,199,383)	(4,500,000)

The net deficit forecast will be funded in the following manner:

Funded By: \$
(Over Project Life)

Reserve Transfer
- Asset Sustainability Reserve 4,500,000

4,500,000

Council have received the State Governments contribution to this project.

Appendix 3

Sundry Debtors Report - Ageing report as at 31 December 2021

								Percentage of	
Debtor	Total Balance	•	urrent	30 Days	60 Days	90 Days	90+ Days	total 90+ day balance	Comments for 90+ Day balances
General Total	Total Balance	11,257.20	5,034.00	1,466.20		1,100.00	1,407.00	1%	Made up of 3 out of 16 debtor in this category. One account totalling \$157.00 has subsequently been settled in January.
Neighbourhood Centres Total		3,710.00	2,800.00	.00	760.00	.00	150.00	0%	Made up of 1 out of 4 debtors, this account has subsequently been settled in January.
Regulatory Services Land Clearing Total		7,684.08	4,793.14	.00	.00	.00	2,890.94	3%	Made up of 4 out of 5 debtors, with one account totalling \$1,725.35.
City Property Facilities Total		123,954.01	75,992.61	5,357.21	3,556.17	5,292.39	33,755.63	36%	Made up of 2 out of 25 debtors. Both of these accounts are being worked through
Civil Services Private Works Total		65,125.00	26,445.00	11,680.00	11,130.00	6,100.00	9,770.00	10%	Made up of 8 out of 28 debtors in this category with one account totalling \$950.00 relating to works not commenced, awaiting payment. Three accounts totalling \$2,500.00 are on payment plans. One account totalling \$1,350.00 is in the process of being transferred to their rates accounts as a charge on the land.
Swim Centre Debtors Total		22,318.90	21,771.70	547.20	.00	.00	.00	0%	
Grants & Subsidies Total		15,664.00	15,664.00	.00	.00	.00	.00	0%	
Environmental Health Inspections Total		17,139.42	5,261.50	1,129.42	2,126.00	393.00	8,229.50	9%	Made up of 43 out of 91 debtors, with none individually significant.
Regulatory Services Other Total		40,970.15	3,267.00	.00	1,916.50	.00	35,786.65	38%	Made up of 129 out of 154 debtors in this category, with none individually significant.
Marion Cultural Centre Total		1,275.20	913.20	.00	362.00	.00	.00	0%	
Living Kaurna Cultural Centre Total		118.00	.00	.00	.00	.00	118.00	0%	Made up of 1 debtor. This account has been sent to the debt collector.
Local Government		53,335.24	49,111.89	4,223.35	.00	.00	.00	0%	
Economic Development Total		2,840.20	.00	.00	.00	.00	2,840.20	3%	Made up of 1 debtor, this account has subsequently been settled in January.
Total		365,391.40	211,054.04	24,403.38	22.100.67	12,885.39	94.947.92		
Total Aging Profile		230,001140	58%	7%		4%	- , ,		

Category	Description
Employees	Anything that relates to COM employees.
General	Anything that does not fit into one of the below categories.
Neighbourhood Centres	For hire of rooms in Neighbourhood Centres, etc usually charged out at an hourly rate. Also includes cultural workshops and tours.
Regulatory Services Land Clearing	When council has had to clear land due to non-compliance of owner.
Sporting Clubs & Other Leases	Rent, electricity, water, maintenance, etc. charged out to lessees.
Civil Services Private Works	Repairs or modifications to infrastructure (footpaths, kerbs, driveway inverts). Can be at resident request.
Swim Centre Debtors	Outdoor Swimming Centre - used for lane hire, school visits, etc.
Grants & Subsidies	Government grants and subsidies.
Environmental Health Inspections	Food Inspection fees.
Regulatory Services Other	Vehicle Impoundment fees and other regulatory services.
Supplier Refunds	Where a supplier owes the City of Marion funds. This category is used to keep track to ensure we have received payment for credits.
Development Services	Includes contribution from residents and/or developers for the removal and/or replacement of Council Street Trees and significant trees.
Living Kaurna Cultural Centre	Relates to programs run through the LKCC.
Environmental Health Testing	Environmental testing fees.
Local Government	Transactions with other Local Government corporations.
Communications	Anything related to communications.
Economic Development	Events, etc. relating to economic development within the City of Marion.
Marion Cultural Centre	Hiring of the Marion Cultural Centre.

<sup>\*</sup>any category that does not have any outstanding invoices will not be displayed.

# Rates Report - Collection of Rates to 31 December 2021

#### **ANALYSIS OF OUTSTANDING RATES AS AT 31 DECEMBER 2021**

	<u>Note</u>		% of Total Annual Rates
CURRENT	1	\$ 34,398,046	42.1%
OVERDUE	2	\$ 1,483,983	1.8%
ARREARS	3	\$ 1,415,954	1.7%
INTEREST	4	\$ 45,467	0.1%
POSTPONED	5	\$ 219,337	0.3%
LEGALS	6	\$ 37,749	0.0%
		\$ 37,600,536	46.0%
TOTAL ANNUAL RATES FOR 2021/22		\$ 81,668,804	=

### 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.



### 12.3 Monthly WHS Performance Report

**Report Reference** GC220125R12.3

Originating Officer Unit Manager WHS – Christian Stott

Corporate Manager Manager People and Culture - Jessica Lynch

General Manager Chief Executive Officer - Tony Harrison

#### 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 (I.e. Hazard and near miss reporting, Tables 1 and 2)); and
- Lag performance indicators (I.e. Injury data reported in Tables 3 to 5, Figures 1 to 4).

Council's KPI is the achievement of a 10% reduction on last year's LTIFR of 14.5, to reach 13.0 or less in 2021-22. The 2021-22 LTIFR as at the end of December 2021 is 0.0 with 0 lost time injury claims being submitted.

The well-being of the staff involved is paramount and management review 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 (which has just completed its second year) to address compliance, key risks and reduce the LTIFR.

### **ATTACHMENTS**

1. G C 210824 R - WHS Monthly Performance Report December 2021 [12.3.1 - 3 pages]

### Attachment 1 - WHS Monthly Performance Report - December 2021

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. They can be compared against those reported last financial year which are outlined in Table 2.

Table 1: Hazard and Near Miss Reports - Financial Year 2021/22

Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total	Ave
8	6	6	4	4	5							33	5.5

Table 2: 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
Ī	11	7	12	14	17	11	7	8	10	6	5	12	120	10

### 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 2021/22

Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
0	0	0	0	0	0							0

Table 4: Number of LTIs 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	2	2	0	0	1	0	3	0	0	0	1	10

<sup>\*</sup>Two LTIs occurring late in 2019-20 either sought further medical intervention or were investigated and accepted post June 2020.

Table 5: Outline of LTIs reported - Financial Year 2021/22

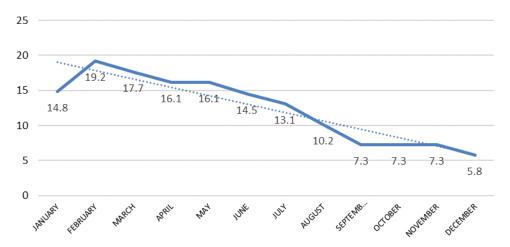
١	lo.	Description of Incident	Mechanism of Injury	Injury Description
		Nil		

### 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

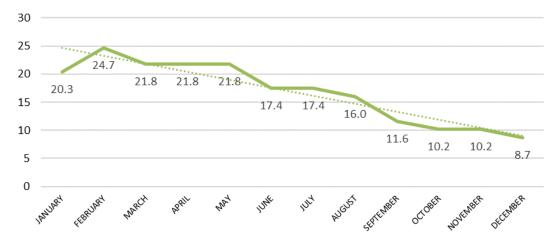


The current 12 month rolling LTIFR for the City of Marion is **5.8** which represents a **61%** reduction over the previous 12 months from.

### 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

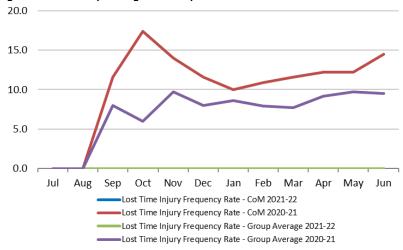


The current 12 month rolling TRIFR for the City of Marion is **8.7** which represents **57%** reduction over the previous 12 months.

### **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

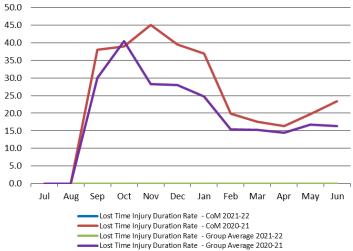


The current LTIFR for the City of Marion (which would be represented in blue) is **0**, compared to GaCs recording **0**, with no claims being recorded this year to date.

### **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 (which would be represented in blue) is **0**, compared to GaCs recording **0**, with no claims being recorded this year to date.

<sup>1</sup> GaC are metropolitan councils with more than 300 staff (Marion, Adelaide, Charles Sturt, Onkaparinga, Playford, Port Adelaide Enfield, Salisbury and Tee Tree Gully).



### 13 Workshop / Presentation Items - Nil

- 14 Motions With Notice Nil
- 15 Questions With Notice Nil
- **16 Motions Without Notice**
- 17 Questions Without Notice
- 18 Confidential Items

18.1 Cover Report - Confirmation of the Confidential Minutes of the Finance, Risk and Audit Committee Meeting held on 14 December 2021

Report Reference GC220125F18.1

Originating Officer Unit Manager Governance and Council Support – Victoria Moritz

General Manager Chief Executive Officer - Tony Harrison

### REASON FOR CONFIDENTIALITY

### Local Government Act (SA) 1999 S 90 (2) 3

- (b) 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
- (e) matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person

### RECOMMENDATION

That pursuant to Section 90(2) and (3)(e) and (b)(i) and (ii) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Development, General Manager Corporate Services, General Manager City Services, Manager Office of the CEO, Chief Finance Officer, Unit Manager Governance and Council Support, be excluded from the meeting as the Council receives and considers information relating to Confirmation of Confidential Minutes of the Finance, Risk and Audit Committee Meeting held on 14 December 2021, 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 information security and technology systems and the current status of the Digital Transformation Program and the impact on contractual expectations.



18.2 Cover Report - Confirmation of the Confidential Minutes of the Special Review and Selection Committee Meeting held on 7 December 2021

Report Reference GC220125F18.2

Originating Officer Manager People and Culture – Jessica Lynch

Corporate Manager Manager People and Culture - Jessica Lynch

General Manager Chief Executive Officer - Tony Harrison

### **REASON FOR CONFIDENTIALITY**

### 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)
- (d) 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

### RECOMMENDATION

That pursuant to Section 90(2) and (3)(a) and (d)(i) and (ii) of the *Local Government Act* 1999, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer and Manager People and Culture, be excluded from the meeting as the Council receives and considers information relating to the Confirmation of Confidential Minutes of the Special Review and Selection Committee meeting held on 7 December 2021, 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 personal affairs of past and present employees and commercial figures of an independent third party.



### 18.3 Cover Report - The Boatshed Cafe - Future Considerations

Report Reference GC220125F18.3

Originating Officer Unit Manager Land and Property – Michael Collins

Corporate Manager Manager City Property - Thuyen Vi-Alternetti

General Manager General Manager City Development - Ilia Houridis

#### REASON FOR CONFIDENTIALITY

### Local Government Act (SA) 1999 S 90 (2) 3

(b) 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

### RECOMMENDATION

That pursuant to Section 90(2) and (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: Chief Executive Officer, General Manager City Development, General Manger City Services, General Manager Corporate Services, Manager Office of the Chief Executive, Chief Finance Officer, Manager City Property, Unit Manager Land and Property, Unit Manager Governance and Council Support and Media and Engagement Advisor, be excluded from the meeting as the Council receives and considers information relating to The Boatshed Café - Future Considerations, 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 including financial figures provided by a third party.



### 18.4 Cover Report - Motion with Notice - Field River

Report Reference GC220125F18.4

Originating Officer Water Resources Coordinator – Glynn Ricketts

Corporate Manager Manager Engineering, Assets and Environment - Mathew Allen

General Manager General Manager City Services - Tony Lines

#### **REASON FOR CONFIDENTIALITY**

### Local Government Act (SA) 1999 S 90 (2) 3

(b) 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

(d) 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

#### RECOMMENDATION

That pursuant to Section 90(2) and (3)(b)(i) and (ii) and (d)(i) and (ii) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Chief Executive Officer, General Manager City Services, General Manager City Development, General Manager Corporate Services, Manager Office of the Chief Executive, Chief Finance Officer, Manager Engineering, Assets and Environment, Unit Manager Engineering, Water Resources Coordinator, Media and Engagement Advisor, Unit Manager Governance and Council Support, be excluded from the meeting as the Council receives and considers information relating to Motion with Notice – Field River, 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 contribution towards land purchase.



## 18.5 Cover Report - CEO Remuneration Review

Report Reference GC220125F18.5

Originating Officer Manager People and Culture – Jessica Lynch

Corporate Manager - N/A

General Manager Office of the Chief Executive – Kate McKenzie

#### **REASON FOR CONFIDENTIALITY**

### Local Government Act (SA) 1999 S 90 (2) 3

(d) 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

### RECOMMENDATION

That pursuant to Section 90(2) 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: Chief Executive Officer, Manager People and Culture, be excluded from the meeting as the Council receives and considers information relating to the CEO Remuneration Review, 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 figures of an independent third party.



# 20 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.