

His Worship the Mayor
Councillors
City of Marion

Notice of General Council Meeting

Council Chamber, Council Administration Centre
245 Sturt Road, Sturt

Tuesday, 9 May 2023 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 and interested members of this community are welcome to attend. Access to the Council Chamber is via the main entrance to the Administration Centre on Sturt Road, Sturt.



Tony Harrison
Chief Executive Officer

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1 Open Meeting**2 Kurna Acknowledgement**

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

3 Disclosure

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

4 Council Member Declaration of Interest (if any)**5 Confirmation of Minutes****5.1 Confirmation of Minutes of the General Council Meeting held on 11 April 2023**

Report Reference	GC230509R5.1
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the Chief Executive – Kate McKenzie
General Manager	Chief Executive Officer – Tony Harrison

RECOMMENDATION

That the minutes of the General Council Meeting held on 11 April 2023 be taken as read and confirmed.

ATTACHMENTS

1. G C 230411 - Final Public Minutes [5.1.1 - 8 pages]



**Minutes of the General Council Meeting
held on Tuesday, 11 April 2023 at 6.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**



**PRESENT**

His Worship the Mayor Kris Hanna	
Councillor Joseph Masika	Councillor Jayne Hoffmann
Councillor Nathan Prior	Councillor Matt Taylor
Councillor Raelene Telfer	Councillor Renuka Lama (from 6.36pm)
Councillor Luke Naismith	Councillor Jana Mates
Councillor Jason Veliskou (from 6.36pm)	Councillor Amar Singh
Councillor Sarah Luscombe	Councillor Ian Crossland

In Attendance

Chief Executive Officer - Tony Harrison
General Manager City Services - Ben Keen
General Manager Corporate Services - Angela Allison
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 Council 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

The following interests were disclosed:

- Councillor Crossland declared a conflict of interest in the item *Cormorant Drive Reserve Aleppo Pine Removal Update*.



5 Confirmation of Minutes

5.1 Confirmation of Minutes of the General Council Meeting held on 28 March 2023

Report Reference GC230411R5.1

Moved Councillor Masika

Seconded Councillor Prior

That the minutes of the General Council Meeting held on 28 March 2023 be taken as read and confirmed.

Carried Unanimously

6 Adjourned Items - Nil

7 Deputations

7.1 Deputation - Stray Cats

Report Reference GC230411D7.1

Ms Aleksandra Berndt gave a give minute deputation regarding stray cats in Clovelly Park

6.36pm Councillor Lama entered the meeting

6.36pm Councillor Veliskou entered the meeting

8 Petitions - Nil

9 Committee Recommendations - Nil

10 Confidential Items - Nil

11 Corporate Reports for Decision

11.1 Youth Collective Committee Annual Report April 2023

Report Reference GC230411R11.1

Moved Councillor Masika

Seconded Councillor Veliskou

That Council:

1. Notes the City of Marion Youth Collective Committee Annual Report March 2023, included as Attachment 1.
2. Endorses the Youth Collective Committee to operate on an ongoing basis.



3. Requests an annual report of the Youth Collective Committee to be presented to Council in February each year.
4. Endorses a 0.6 FTE coordinator for the Youth Collective Committee at a cost of \$64,568.22 per annum (includes all on costs).

Amendment

Moved Councillor Mates

Seconded Councillor Crossland

That Council:

1. Notes the City of Marion Youth Collective Committee Annual Report March 2023, included as Attachment 1.
2. Endorses the Youth Collective Committee to operate on an ongoing basis.
3. Endorses a 0.4 FTE coordinator for the Youth Collective Committee at a cost of \$43,045.48 per annum (includes all on costs).
4. Endorses an additional 0.2 FTE coordinator for the Youth Collective Committee at a cost of \$21,522.74 per annum (includes all on costs) for one year (01/07/2023 – 30/06/2024)
5. Requests a report brought back to council in February 2024 on what additional extra events have been delivered for young people with an outline of how each project has been funded and resources allocated.

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

The motion as amended was **Carried**

Moved Councillor Telfer

Seconded Councillor Crossland

That the following items be moved en bloc:

- Schedule of Delegations - Update to the Local Government Act 1999 and Road Traffic (Road Rules - Ancillary and Miscellaneous Provisions) Regulations 2014
- Project Management Framework
- Cormorant Drive Reserve Aleppo Pine Removal Update
- WHS Report

Carried Unanimously



11.2 Schedule of Delegations - Update to the Local Government Act 1999 and Road Traffic (Road Rules - Ancillary and Miscellaneous Provisions) Regulations 2014

Report Reference GC230411R11.2

Moved Councillor Telfer

Seconded Councillor Crossland

That Council:

1. Hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions delegated on 23rd January 2023 under the following:
 - a) *Local Government Act 1999*
 - b) *Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014*
2. Resolves to grant the delegation of powers and functions of the Council as provided for in the attached instrument of delegation to this report, relating to the following:
 - a) *Local Government Act 1999*
 - b) *Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014*
3. Notes that such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in each such proposed Instrument of Delegations.

Carried Unanimously

11.3 Animal Management Plan for Consultation

Report Reference GC230411R11.3

Moved Councillor Veliskou

Seconded Councillor Prior

That formal meeting procedures be suspended to discuss the item

7.11pm formal meeting procedures suspended

7.23pm formal meeting procedures resumed

Carried Unanimously



Moved Councillor Luscombe

Seconded Councillor Veliskou

That Council:

1. Endorses the Draft City of Marion Animal Management Plan 2023-2028 to be placed on Community Consultation (subject to any minor amendments required to the plan).

Carried Unanimously

11.4 Project Management Framework

Report Reference GC230411R11.4

Moved Councillor Telfer

Seconded Councillor Crossland

That Council:

1. Endorses the Project Management Framework (Attachment 1).

Carried Unanimously

12 Corporate Reports for Information/Noting

12.1 Cormorant Drive Reserve Aleppo Pine Removal Update

Report Reference GC230411R12.1

Councillor Crossland declared a conflict of interest in the item *Cormorant Drive Reserve Aleppo Pine Removal Update* as the reserve is in close proximity to where Councillor Crossland resides and will remain in the meeting for the item.

Moved Councillor Telfer

Seconded Councillor Crossland

That Council:

1. Notes this report.

Carried Unanimously



12.2 Kerb Ramp Program

Report Reference GC230411R12.2

Moved Councillor Masika

Seconded Councillor Taylor

That Council:

1. Notes the report.
2. Endorses a 10 year, \$400,000 per annum kerb ramp replacement program focused on upgrading high priority kerb ramps, including those within close proximity to:
 - Retirement Homes
 - Schools
 - Train Stations
 - Shopping Precincts
 - Community Hubs and Neighbourhood Centres
 - Reserves and Sporting Precincts

Carried Unanimously

12.3 WHS Report

Report Reference GC230411R12.3

Moved Councillor Telfer

Seconded Councillor Crossland

That Council:

1. Notes this report

Carried Unanimously

13 Workshop / Presentation Items - Nil

14 Motions with Notice - Nil

15 Questions with Notice - Nil

16 Motions Without Notice

17 Questions Without Notice

18 Other Business



19 Meeting Closure

The meeting was declared closed at 7.35pm.

CONFIRMED THIS 9 DAY OF MAY 2023

CHAIRPERSON

6 Adjourned Items - Nil**7 Deputations****7.1 Sam Willoughby BMX**

Report Reference	GC2305097.1
Originating Officer	Executive Assistant to the Mayor – Leanne Mitchell-Williams
Corporate Manager	Manager Office of the CEO – Kate McKenzie
General Manager	Chief Executive Officer – Tony Harrison

SPEAKER

Ms Sharon Willoughby

ORGANISATION

Sam Willoughby BMX Community including Cove and Happy Valley BMX Clubs

COMMENTS

Ms Sharon Willoughby has requested to make a deputation to Council on behalf of the Sam Willoughby BMX Community regarding Sam Willoughby BMX track.

ATTACHMENTS

Nil

7.2 Parking Controls at Westfield Marion

Report Reference	GC230509D7.2
Originating Officer	Executive Assistant to the Mayor – Leanne Mitchell-Williams
Corporate Manager	Manager Office of the CEO – Kate McKenzie
General Manager	Chief Executive Officer – Tony Harrison

SPEAKER

Mr Josh Peak
Mr Jordan Mumford

ORGANISATION

SDA

COMMENTS

Mr Josh Peak and Mr Jordan Mumford have requested to make a deputation to Council on behalf of the SDA regarding parking controls at Westfield Marion.

ATTACHMENTS

Nil

8 Petitions - Nil**9 Committee Recommendations****9.1 Confirmation of Minutes of the Infrastructure Committee Meeting held on 4 April 2023**

Report Reference	GC230509R9.1
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
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 Infrastructure Committee meeting held on 4 April 2023.

EXECUTIVE SUMMARY

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

Reports for Discussion

- Open Space / Irrigation Biodiversity
- Preliminary Draft Parking Management Guidelines
- Community Centres Utilisation and futures discussion

Reports for Noting

- Nil

RECOMMENDATION**That Council:**

1. **Receives and notes the minutes of the Infrastructure Committee meeting held on 4 April 2023.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Infrastructure Committee.**

ATTACHMENTS

1. I C 230404 - Final Minutes [9.1.1 - 14 pages]



**Minutes of the Infrastructure Committee
held on Tuesday, 4 April 2023 at 6.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**

**PRESENT**

Councillor Ian Crossland (Chair)
His Worship the Mayor Kris Hanna
Councillor Matt Taylor
Councillor Jana Mates
Councillor Amar Singh

In Attendance

Councillor Sarah Luscombe
Councillor Luke Naismith
Chief Executive Officer - Tony Harrison
General Manager Corporate Services – Angela Allison
Manager Office of the CEO - Kate McKenzie
Executive Officer to General Manager City Services - Colleen Madsen
Manager Community Connections - Merran Fyfe
Unit Manager Engineering - Carl Lundborg
Unit Manager Open Space Operations - Brett Jaggard
Open Space & Recreation Planner - Rebecca Deans
Water Resources Coordinator - Glynn Ricketts
Coordinator Biodiversity - Jacob Lemon

1 Open Meeting

The Chair opened the meeting at 6.33pm.

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.

The following interests were disclosed:

- Nil



4 Confirmation of Minutes

4.1 Confirmation of Minutes of the Infrastructure Committee Meeting held on 7 February 2023

Report Reference IC230404R4.1

Moved Mayor Hanna

Seconded Councillor Taylor

That the minutes of the Infrastructure Committee Meeting held on 7 February 2023 be taken as read and confirmed.

Carried unanimously.

5 Business Arising

5.1 Business Arising Statement - Action Items

Report Reference IC230404R5.1

Moved Councillor Taylor

Seconded Mayor Hanna

That the Infrastructure Committee:

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

Carried unanimously.

6 Confidential Items - Nil

7 Reports for Discussion

7.1 Open Space / Irrigation Biodiversity

Report Reference IC230404R7.1

The Open Space & Recreation Planner, Water Resources Coordinator and Coordinator Biodiversity provided the Committee with an overview on the Open Space Plan, the Irrigation Management Plan and Biodiversity Plan.

Open Space Plan

- It is a holistic plan that captures all renewal in open space.
- Living document updated yearly, capturing state and federal funding etc.
- Captures hierarchy, primary classifications, recommended works and years current irrigation area and irrigation score.
- Incorporates natural landscaping.



Irrigation Management Plan

- The Plan was first presented to Council in 2014 and has gone through some iterations over the years. It is a Policy and Planning document and is underpinned by an Irrigation Decision Support Tool.
- Irrigation is done based on functional benefit.
- Scoring is a multiple criteria analysis.
- There is a Public Value Score, which allows Elected Members to bring a motion to the Chamber to score a reserve 4, which triggers irrigation on that reserve.
- Irrigation is triggered when the scores combined are 12 or above or a public value of 4.
- A listing of reserves being upgraded within the Open Space Plan was provided to the Committee, including options and costs on those reserves that score 11, 10, 9 and 8 (Table was updated and provided after the meeting due to a question taken on notice). That were not currently planned for upgrade via the Open Space Plan.

Biodiversity Plan

- Remnant Vegetation Plan endorsed by Council in 2018. (5-year plan)
- Currently up for renewal and will be taken to the Environment Committee for review and feedback later this year.
- There are opportunities to expand the sites, and some of those sites are now being funded and will move to the priority sites i.e., large sections of the coastal vegetation through Marino and Hallett Cove, Trott Park creek line linking up to the Field River and Glenthorne Park precincts, and the Heron Way foreshore.
- Creates better monitoring for our Flora and Fauna.

The Committee discussed the following:

Irrigation

- Technology enhancements with our irrigation capabilities, ageing infrastructure that requires updating. Smart meters are installed on our larger water demand sites i.e., ovals and larger reserves, connected via a modem, brought back to a central PC where staff can adjust the requirements as needed. Staff are investigating costs to bring more sites on with smart irrigation.
- Savings in water usage by using smart irrigation. It is difficult to measure the \$ savings, however it is maximising the efficiency of our irrigation teams. i.e., should a sprinkler be damaged overnight, the system will shut down that section, setting off an alarm that staff will attend to the next morning to investigate the damage, thus also saving on any water that may be gushing out of the broken sprinkler.
- A handout was provided to give the Committee an indication of how many additional reserves there are on top of the ones that are going to be improved in the Open Space Plan should they wish to consider lowering the score that triggers irrigation. The whole life cost for watering and capital/renewal was presented for Members to consider.



Question taken on notice.

We have costing for scores of 11, 10 and 9, could we have the Capex and ongoing cost for reducing the score to 8?

- A turf management assessment has been undertaken. Water alone does not improve the sites, it needs to be supplemented with scarifying, coring, topsoil etc. There is an additional cost to increase the water, but the additional maintenance, which also comes at a cost, needs to be considered.

ACTION

The mayor queried what the yellow line on the handout means.

Staff will check with the maintenance and open space operations team and circulate to the Committee an updated printout with additional information.

- The Committee queried over what period are the shaded ones coming on the system, and if we are considering an additional 13 sites, are we pushing it too far?
 - Staff advised that some dates are included in the table, but the irrigation upgrades have been included in the Open Space Plan, which goes to 2029.

Open Space Plan

- What is the staff recommendation on how a secondary and lower netball ring in Hugh Johnson Reserve could be obtained?
 - The Open Space & Recreation Planner advised there is a pool of money available each year to do minor reserve upgrades and they can be done via Ward Briefings. More expensive upgrades can be included in the mid-life review of the Plan, scheduled for mid-2024 or an endorsed motion with Council.

Biodiversity

- The Committee noted that the Field River Valley is not currently included in the Remnant Vegetation Plan, however it needs to be on our radar and should be included in the new Plan.
- Other sites are less used than the coast or Sturt River, such as Trott Park creek line and Waterfall Creek.
 - Staff are on a working group with the City of Onkaparinga, DEW and Green Adelaide for Field River, looking for a holistic approach on the Field River catchment. The new Plan will have a section on the Field River and how we can contribute and maximise that space.
 - Staff advised that although Waterfall Creek and the Trott Park creek line are not as utilised by the public as some other sites, they are important in connecting our wildlife. They are good sites/trails for increasing biodiversity and connecting the biodiversity sites.



- Ongoing weed control, why not give up on olives and Aleppo and let a monoculture establish on our reserves?
 - Staff responded that these are declared weed species and have a legal obligation to control them. Monocultures will choke out anything else that tries to grow and if we allow a single species to overtake the reserve it does not provide healthy biodiversity to attract wildlife and allow us to re-introduce threatened species into our reserves.
- The Committee discussed the possibility of having one of the Plans include reserves that are not irrigated to include a combination of some irrigated green grass with some biodiversity and natural landscaping around it, which Plan would that be aimed at?
 - Staff responded that natural landscaping currently sits on its own. As part on the renewal of this Plan we would like to capture natural landscaping into the Biodiversity Plan to enable a lens over the natural landscaping. There is opportunity in the Open Space Plan as it works heavily with biodiversity to capture all of those on one site.

Further comments and discussion by the Committee were:

- How is the ongoing maintenance of the reserves considered?
 - Staff advised that once reserves are upgraded the ongoing maintenance is passed onto the Open Space Operations. Upgrades that come through, staff maintain the current levels, however at times there is a need to contract out other parts of the sites. In the past it has been a struggle, however, there have been improvements in the recent upgrades. Once more sites are upgrades and we are using more contractors we will be able to determine whether it would be more cost-effective to bring it all in house.
- How do we ensure in the costing there is provision for the ongoing maintenance?
 - The CEO advised that a review with the 3 councils has been undertaken in the last 12 months to look at a balance in contractor engagement and internal staff. Over the last 6-8 years there may have been a push towards engagement of labour towards contractors and unfortunately did not have the contractor management in place to ensure we had the quality and return in what we were buying in the contracts. Looking at rebalancing by having additional staff internally where we have greater levels of agility to deploy them where the greatest need is. Hybrid models are still being weighted.
 - Tree maintenance is a burgeoning issue due to the number of trees that have been planted over the last few years and the number we intend to plant in the next 2-3 years. When the program for mature tree planting was established, resourcing was not considered. There is an ongoing issue to get the right resource capacity.
- Prefer to see us maintaining our current level of irrigation and get the maintenance and upkeep costs correct before we increase our irrigation.
- Irrigation - about 13 to come on stream in the next 6 years so would tend to leave it at that.
- Remnant Vegetation - we should focus on strength on the larger areas such as the Field River, Coast etc. and cost, and should have in our plan or policy not just the connectivity but how many people can walk and enjoy the native vegetation.



- With infill development there needs to be a big focus on our reserves, watering, and maintenance schedules. Noted it is hard to get the balance right. Residents take it for granted that the reserves will be green. How do we balance their needs and expectations? Will placing technology enhancements into those reserves without it assist? During winter, is there a switch to lessen water than in summer that may need to be monitored closely.
- Can we irrigate biodiversity sites?
 - Water Resources Coordinator advised that we irrigate biodiversity sites for establishment either by direct irrigation or water trucks. The first 2 years are important. We expect a 10% loss even with irrigation. We spend a lot of resources watering street trees using Oaklands Water.
- Open Space Plan – when it is up for review, can consideration be given around disability access, first nations consultation also keeping in mind Waterfall Creek etc. has significant first nation's history.
 - Noted by staff.

Moved Mayor Hanna

Seconded Councillor Mates

That the Infrastructure Committee:

1. Notes the Open Space, Irrigation and Biodiversity Plans and the feedback given by Committee Members.

Carried unanimously.

7.2 Preliminary Draft Parking Management Guidelines

Report Reference IC230404R7.2

Unit Manager Engineering introduced the Draft Management Guidelines and the journey undertaken on creating these guidelines.

Purpose of the Guidelines:

- Looking for a consistent approach across the network.
- Seeking guidance for staff, Elected Members and the community.
- Transparency around decision making.

To guide the content of the Guidelines, several questions were put to the Committee.



Question 1 Should road widths above 7.2m have no full-time parking restrictions (if no safety concern, or other major competing needs)?	
Committee response /question	Staff response
Yes, however there need to be some exceptions. For example, if next to a major activity such as shopping, or train stations etc. people may not wish to have no full-time restricted parking during peak times.	
Train stations, some have surrounding streets wider than 7.2m where residents may wish to ban parking on those roads, what are the staff views?	There may be other options available, user-based and /or time-based restrictions can be put into place during peak periods.
	Confirmed the Australian Road Rules state that 7.2m road can have cars parked either side without a need to restrict parking in those streets.
Do we know how many streets we have with parking restricted at that width?	We know the number of streets that meet the 7.2m criteria, however a city-wide exercise has not been undertaken to determine what parking restrictions we have on those streets. We won't be actively looking for those streets with restrictions - once the guidelines are endorsed, we would start from there adhering to those guidelines.
Noted a lot of people like a 2-way access on their roads.	



Question 2 Should road widths less 7.2m & greater than 5m have parking restrictions on one side (typically staggered)? If self-managing isn't working. This would allow for parking on one side of the road and still allow for a 3m carriageway to allow the service vehicles to move through.	
Committee response /question	Staff response
What would be the plan to manage the staggered approach?	Staff would look at each side of the street to work out the number of driveways and then work out what the best options to maximise the amount of car parks on street.
Do we implement this when residents complain about parking, or do we do random checks on roads/streets and make assumptions that we put restrictions on them?	When a parking request is made by a resident regarding an issue in the street - we try to educate first, i.e., letter drop and signage but if that doesn't work the self-management option is taken away. We will then apply for the safest way forward to allow service vehicles and garbage trucks and then consult with the street providing information on where the yellow lines will be in a staggered approach. If consultation rate is not higher than 60%, we cannot do anything.

Question 3 Should road widths less than 5m have parking restrictions on both sides?	
Committee response /question	Staff response
The initial answer is yes. Although not knowing the law is no excuse, there is value of putting yellow lines even though it's illegal to park there and not leave a 3m carriageway.	Staff clarified that even if there were no yellow lines on these streets, if you park and there is less than the 3m carriageway of passage, the Australian Road Rules state you can be fined.
The exception is if we said these streets will get yellow lines, but for example a primary school is nearby, the guidelines need to be flexible enough to say there may be an opportunity to put in a few indented parks. It is good to have a rule as a starting point but there do need to be exceptions/flexibility depending upon the surrounding traffic and parking demand.	



Question 4 Should on-street parking infrastructure only be applied in high priority areas with high parking demand?	
Committee response /question	Staff response
Some formula or guide to make it demand driven. It is noted that yellow lines are a relatively cheap way of managing, however once you start talking about indents and attractive footpaths, they are quite expensive treatments, so we need to get the right wording, right definition, right formula to say yes to this question.	
At what point do staff make that decision and when would it come back to Council, especially if there is a significant loss of trees?	Due to the major infrastructure needs, this would need to be worked quite closely with the Ward and Elected Members.

Question 5 When should we consult? Who should we consult with – Owner or the Occupier? Consultation rate greater than 50% or 60%	
Committee response /question	Staff response
If self-managing isn't working should staff be able to come in and decide?	<p>Staff would decide once all avenues are exhausted. If due diligence has been undertaken with community engagement and the situation is still not resolved, we should have the right to make the call for public safety.</p> <p>The decision would depend upon the complexity of the matter. If our engagement on the recommendations has been unsuccessful, we then have guidelines in place to support the recommendations. In the case of a new housing estate where there are several issues in that development, there would be greater involvement with Elected Members to be briefed.</p>



<p>If there is parking in front of a house with room for two cars to be parked and residents find others are parking in the middle of that space, can they have a split line so that two cars can park?</p> <p>Do we have to consult, or could we just mark out where the two spaces are?</p>	<p>The question would be raised, do you do the whole street or only this one instance? We would like to look for consistency.</p>
<p>How to deal with residents who want a yellow line outside their house when cars are being parked in front of their homes during peak times. This has been raised by a resident to a Committee Member.</p>	<p>Unit Manager Engineering has suggested to the Committee Member this can be discussed further off-line.</p>
<p>The Committee commented that it would be good to discuss in a Forum whether a yellow line can be painted at the kerb to indicate where cars can park.</p>	<p>This may create a maintenance issue.</p>
<p>A yellow vertical line or arrow could be placed where the kerb meets the driveway invert to ensure cars do not encroach across the driveway in problem areas. The encroachment would be a breach of the road rules.</p>	<p>We could potentially include this. We would need to be consistent with all roads.</p> <p>If there was something in the guidelines that states if a resident has persistent problems, it can be done. It can be reactive to those residents that would like it, does not need to be done on all roads.</p> <p>Should one resident request the yellow line, often others in the street will see it and place a request, therefore it would make sense to do the whole street at the time of the initial request.</p>
<p>Consultation should be undertaken when there is a significant impact on residents.</p>	<p>Take to a Ward Briefing first.</p>
<p>Consult the occupier rather than the owner.</p>	
<p>Consultation rate for a whole street should be 60%.</p>	
<p>Why does a whole street need to be consulted on if there is only one resident that wants a yellow line outside their home?</p>	



Would this be an operational decision and, in this scenario, inform residents but include please provide feedback on why they would not do it. Give staff the ability to take the commonsense approach.	
Page 133 table of community engagement needs to be reviewed and re-written.	
Pictures on pages 120 and 121- have not seen these types of roads in City of Marion. Possibly the word example is not right, and it should be component?	
Table of investigation requests, with over 600 per year, how many of those lead to changes on the street? If it's less than 10% then we need to look at how to do this differently.	This question can be answered via an email exchange with feedback to the Unit Manager Engineering, Carl Lundborg.

Question 6 Should we provide Business Permits to a business within the City of Marion (1 per business when parking within a timed zone)	
Committee response /question	Staff response
Permit system does assist businesses and should be an option for businesses to access.	

Moved Councillor Mates**Seconded Mayor Hanna**

That the Infrastructure Committee:

1. Notes the report and provides feedback on the draft Parking Management Guidelines for the City of Marion (Attachment 1)
2. Supports the Revised Draft Parking Management Guidelines with additions to be presented at a Council Member Forum.

Carried unanimously.



7.3 Community Centres Utilisation and futures discussion

Report Reference

IC230404R7.3

The report was taken as read.

The Committee discussed the following:

- Encourage a view that we are trying to get people into all our council facilities and seen as part of one team to boost utilisation in spaces even if we don't have staff at all facilities. This should be inclusive of City of Marion run facilities as well as those operated by independent organisations (e.g., Marino Hall, Cosgrove, etc.)
- Trott Park NHC is not in the ideal place, - what is the progress about looking at alternative venues for a Southern Community Centre?
 - Staff advised that no significant work has been taken from an operational level to consider Trott Park relocation as a facility and acknowledge it is not on an arterial road.
- In terms of booking system, are we exploring if a single system can be utilised across all our assets?
 - Staff commented that the booking system is a key focus for 2023. Staff are currently looking at the possibility of an upgrade to the existing system and exploring new systems with a focus on customer journey. Many appointments with LG users in SA and interstate have taken place.
 - Staff are also aiming to include those sites not managed by CoM in the scope of this booking system project, however this is complicated by those groups having their own systems in place (resource, skills, financial, etc.) and are not currently bound through lease to come on board with a CoM system so this outcome in full is not guaranteed.
- Is the focus purely community use or can we broaden that to small businesses or is that a separate piece of work?
 - Staff advised that we can and do currently include business hire and there is a fee/charge for that. Confirmation that the Community Connections team is focussed on attracting user groups aligned to community services outcomes which align with NHC purpose, but do not exclude commercial businesses.

The Committee was encouraged to forward any further comments or questions via email to Ms Fyfe.

Moved Mayor Hanna

Seconded Councillor Taylor

That the Infrastructure Committee:

1. Provided feedback on the opportunities to increase utilisation of community centres.

Carried unanimously.

8 Reports for Noting - Nil

9 Workshop / Presentation Items - Nil

10 Other Business



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11 Meeting Closure

The meeting shall conclude on or before 8.00pm unless there is a specific motion adopted at the meeting to continue beyond that time.

The meeting was declared closed at 8.02pm.

CONFIRMED THIS 6 DAY OF JUNE 2023

CHAIRPERSON

9.2 Confirmation of Minutes of the Environment Committee Meeting held on 4 April 2023

Report Reference	GC230509R9.2
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
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 Environment Committee meeting held on 4 April 2023.

EXECUTIVE SUMMARY

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

Reports for Discussion

- Waste and recycling
- Trees and Urban Greening
- Environmental Engagement

Reports for Noting

- Nil

RECOMMENDATION

That Council:

- 1. Receives and notes the minutes of the Environment Committee meeting held on 4 April 2023.**
- 2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Environment Committee.**

ATTACHMENTS

1. E C 230404 - Final Minutes [9.2.1 - 8 pages]



**Minutes of the Environment Committee
held on Tuesday, 4 April 2023 at 8.00 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**



**PRESENT**

Councillor Jason Veliskou (Chair)
His Worship the Mayor Kris Hanna – left the meeting at 8:10pm, re-entered at 8:35
Councillor Raelene Telfer from 8:10pm
Councillor Sarah Luscombe

In Attendance

Councillor Luke Naismith
Chief Executive Officer - Tony Harrison
General Manager Corporate Services – Angela Allison
Executive Officer to the General Manager City Services - Colleen Madsen
Unit Manager Environmental Sustainability - Rebecca Neumann
Waste Education Officer - Allison Byrne
Coordinator Arboriculture - Ian Seccafien
Community Gardens Coordinator - Anna Haygreen
Environmental Engagement Office – Jess Mitchell

1 Open Meeting

The Chair opened the meeting at 8.05pm.

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.

The following interests were disclosed:

- Nil

4 Confirmation of Minutes**4.1 Confirmation of Minutes of the Environment Committee Meeting held on 7 February 2023**

Report Reference EC230404R4.1

EC230404 - Environment Committee Meeting - 4 April 2023



Moved Councillor Luscombe

Seconded Mayor Hanna

That the minutes of the Environment Committee Meeting held on 7 February 2023 be taken as read and confirmed.

Carried unanimously.

5 Business Arising

5.1 Business Arising Statement - Action Items

Report Reference EC230404R5.1

The schedule of upcoming items was discussed.

The Committee decided on the following topics for the 6 June 2023 meeting.

- Biodiversity Plan
- Resilient South

Moved Councillor Luscombe

Seconded Mayor Hanna

That the Environment Committee:

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

Carried unanimously.

6 Confidential Items - Nil

7 Reports for Discussion

7.1 Waste and recycling

Report Reference EC230404R7.1

Shani Wood, Environment Officer at the City of Holdfast Bay (CoHB) provided a presentation on their weekly FOGO and fortnightly landfill system.

The Committee noted the following during the presentation:

- The system has been implemented over the past 4 years.
- In 2007 CoHB moved to 3 bin system and saw a 47% diversion rate. Kitchen caddies were introduced 10 years ago, and the landfill diversion rate jumped to 58% but has since plateaued.
- Benefits of a weekly FOGO collection:
 - Removes smell barrier of food scraps sitting in a FOGO bin.
 - Encourages residents to be more diligent with their waste.
 - More environmentally sustainable and over the long-term no additional cost to the community.



- Increases resource recovery rates of food waste which is processed into compost.
- Reduces greenhouse gas emissions associated with organic disposal to landfill.
- Diverts waste away from landfill.
- Main challenges - multiple unit dwellings, businesses, and elderly residents.
- 3,000 residents commencing trial 4 years ago with an opt in model (25% uptake). Swapping to a trial opt out model across 300 households saw an increase in numbers trialing it (76%).
- Council-wide model rolled out July 2022, across a 3-month period. Strongly recommended to stage the roll out and resource well due to number of enquiries i.e., requests to upsize the bins, many residents (including elderly demographic) who were not computer literate phoned to opt out of the service and general enquiries about the program. CoHB received approximately 3,000 additional call centre calls over a six-month period.
- Bin size - households that stay on the weekly FOGO model; if you have a household with 5 or more family members or a household with a family member in nappies or a medical condition, you can have a 240l landfill bin or 360l recycle bin.
- Community engagement is key to the success of the program. Residents wanted to hear from their neighbours that were engaging in the program.
- 70% landfill diversion was reached in November 2022, 20% increase in FOGO tonnage.
- 22% of eligible households have opted out. (Within predicted range.)
- Emissions from additional truck; when organic matter breaks down in landfill it creates methane, a greenhouse gas that is 25 times more potent than carbon dioxide. Emissions associated with an additional bin truck are insignificant compared to the methane emissions saving from the switch to weekly FOGO.
- Nappies – Many resident enquiries centered on the smell of nappies in the bins. Following a trial in Lake Macquarie City Council it found that the average odour of a landfill bin with nappy waste for a week was approximately the same as the average odour rating of a nappy bin at the end of a fortnight.
- Finances – collection cost is approximately 10% more due to the cost of the additional truck required on recycling week, however, is offset by not having to pay for diverting waste to landfill.
- Green Industries best practice guide (June 2023) will include a savings and cost spreadsheet.

Questions/discussion from the Committee included:

- Is there any prediction of the slope of opting in, will there be momentum?
 - CoHB is an opt out model city-wide, sitting about 22% and having about 30 households opting out each week. Hence the reason for the focus group to ascertain how to get households to opt back in.
- Cost recovery - The presenter advised that the old service is costing the council more and is not as good for the environment. It is possible to consider the option if you can have weekly landfill but will have to pay more for that service.



- Clarification on opt out – 22% what is the real cost of collecting that weekly with the trucks circulating the streets on two occasions? Can we extrapolate the \$ cost of addressing the demand for weekly landfill collection over our size and scale?
 - The presented responded that it will probably depend on how the contractor invoices - no opt out option would be cheaper.
 - EPA legislation does not allow this option.
- CEO commented that the Deputy Premier has advised the legislation is not currently up for review and considers the current legislative provision to be appropriate. If lobbied sufficiently they may be interested in reviewing it.
- The chair questioned what the backlash/consequence of forcing people onto FOGO would be.
 - The presenter's opinion was that the main backlash of forcing people onto the system or charging them is a lack of understanding the model.
- CoM green organics goes to Peat Soils, a local composter at Langhorne Creek for processing.
- Home composting is promoted - we offer home composting rebates for interested residents. Generally, households need a larger yard to compost. Approximately 10 -15% of our residents' compost.
- How far away are we from our contract changing to a pickup system?
 - Approximately 3 or more years on our current contract, however we can negotiate an alternative when re-contracting.
- CoHB auditing of what is going into the bins - paying someone to sort through the bins. Auditing around 400 households on the weekly FOGO service, 400 households on the opt out service, businesses, and larger multi-unit dwellings.
- Contractor - it may be worth speaking with City of Charles Sturt as they are also with Cleanaway and currently undergoing a trial. May have some recommendations on how to work with the contractor.

Further discussion from the Committee included:

- Community groups seeking information around environmental initiatives – staff regularly conduct educational sessions and are happy to be referred to the groups.
- Attachment 3 – Business case development (approx. \$30,000)
 - We have good evidence on each of the main variables.
 - There is a preference for the Business case to be done within existing resources using internal expertise and in collaboration with the City of Holdfast Bay and other Councils. Noted that if more detail is needed later this could be revisited.
 - Administration commented that a specialised consultant would provide a thorough due diligence process.
 - Noted additional resources may be required for roll out.
 - Business case to be presented to Council prior to Council commitment on the project.
 - Noted should a consultant not be engaged we need to utilise the spreadsheet from the Green Industries Guidelines which is anticipated will be available in July.

**Moved Councillor Luscombe****Seconded Councillor Telfer**

That the Environment Committee:

1. Notes that the Committee has provided feedback on the waste and recycling priorities for 2023 (refer Attachment 1).
2. Notes the presentation from City of Holdfast Bay Environment Officer Shani Wood on the weekly "FOGO" program and the written summary of the Holdfast Bay FOGO collection provided in Attachment 2.
3. Notes that the Committee has provided feedback on the proposed stages and timeframes for a weekly organics collection service presented in Attachment 3.

Carried unanimously.

7.2 Trees and Urban Greening

Report Reference EC230404R7.2

Unit Manager Environmental Sustainability provided a summary of the report.

The Committee noted the following discussion points and comments:

- Street tree removal requires flexibility as the criteria does not always cover all situations.
- We have an ambitious tree planting program, however staffing and service level funding are not as ambitious. Determine what quantification is required to ask for in future budgets.
- SA Power Networks (SAPN) may give some challenges regarding what types of trees we can plant and may also have resourcing implications.
- Service reviews have reduced the numbers of FTEs, and we will have a shortfall of internal resources to maintain the increased number of trees.
- Receiving a high number of resident complaints about our trees i.e., insects, berries etc.
- Tree management and maintenance are becoming a significant issue.
- It is important to have guidelines on the selection and planting of our trees.
- Management on pruning and maintenance of trees.
- Greening Strategy needs to be strategic, refers to general principles that mark service standards, references other policies and procedures and that any action plans are treated as plans as part of the Open Space Plan, Forestree etc.
- Vandalism is an ongoing battle. Report through the salesforce portal which we are looking to integrate with Forestree.
- Urban Tree Warriors volunteer program launched - allocated a section of Forestree where they look after their own section of the trees.
- Working to create a digitised Urban Tree Asset Management Plan (first in Australia).
- Key principle in AMP is the connection with habitat.
- Tree sucker issues – staff advised that some trees would shoot from root systems and others below the graft coming off the root stock. Looking at using a couple of options on how

EC230404 - Environment Committee Meeting - 4 April 2023



to better manage the problem: 1. A chemical treatment option that is used in grapevines very successfully. The City of West Torrens piloted that program over the past 12 months with very good results. A chemical is used to suppress the sucker growth from developing, this is applied around Springtime and has been used on their Pyrus trees. CoM is going to trial this in Spring. Harder to prevent when coming off the root system of the tree. This chemical has been approved by the Australian Pesticides and Veterinary Medicines Authority (APVMA).

Moved Mayor Hanna

Seconded Councillor Telfer

That the Environment Committee:

1. Notes the Committee provided feedback on priorities for trees and greening for 2023 (Attachment 1).
2. Notes the Committee provided feedback on the proposal and timeframes for the Marion Greening Strategy (Attachment 2).
3. Notes the Committee provided feedback on the Trees Asset Management Plan (Attachment 3).

Carried unanimously.

7.3 Environmental Engagement

Report Reference EC230404R7.3

The report and attachments were taken as read.

Unit Manager Environmental Sustainability, Rebecca Neumann introduced the Environmental Engagement Officer, Jess Mitchell and Community Gardens Coordinator, Anna Haygreen who presented on the environmental engagement priorities.

The Committee noted the following:

- There is a strong appetite in the community for environmental issues.
- Focus on the many people who want to do the right thing. Can be a mis-guided effort to focus on the small group that already engages. Need to make it easy for the 'middle group' who want to do the right thing but are not sure how.
- Can staff look at ways to support people with savings, such as growing seedlings etc.
- Community Gardens – when the guidelines are reviewed look at ways to make it easier for community groups to grow community gardens. Is there an opportunity to have land set aside just for community gardens, can it be easily set aside without the need to jump through hoops?
- Through engagement activities it was noted there is an increase in food growing and a high level of interest in community gardens.



8

- Community gardens would not get planning approval to be zoned - if we are to set aside land for community gardens, we would either manage those ourselves or call for an expression of interest.
- We have a verge incentive fund. Recently ran a fully booked workshop on planting natives on verges. Has worked as a good model around rebate incentive schemes. Potentially looking at a small incentive scheme for greening.

Moved Councillor Telfer**Seconded Councillor Luscombe**

That the Environment Committee:

1. Noted the discussion and provided feedback on the current range of environmental engagement themes and initiatives for 2023 (Attachment 1).

Carried unanimously.

8 Reports for Noting - Nil**9 Workshop / Presentation Items - Nil****10 Other Business****11 Meeting Closure**

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

The meeting was declared closed at 9.27pm.

CONFIRMED THIS 6 DAY OF JUNE 2023

CHAIRPERSON

10 Confidential Items - Nil

11 Corporate Reports for Decision

11.1 SWBMX Additional Funding - Start Gate

Report Reference	GC230509R11.1
Originating Officer	Manager City Activation – Charmaine Hughes
Corporate Manager	N/A
General Manager	General Manager City Development – Tony Lines

REPORT HISTORY

Report Reference	Report Title
GC211012R11.6	Sam Willoughby BMX Track and the Southern Soccer Opening Events
GC211026R10.9	Sam Willoughby BMX Track opening event options
GC220208F18.3	Sam Willoughby International BMX Facility damage
GC220222F	Sam Willoughby International BMX Facility and Southern Soccer Facility Project Update
EMF220517	Sam Willoughby International BMX Facility Track Update
GC220809F10.1	Southern Soccer & SWBMX Funding, Insurance and Closure

REPORT OBJECTIVE

This paper seeks additional project funding for the relocation of the 8 metre start gate at the Sam Willoughby International BMX (SWBMX) track.

EXECUTIVE SUMMARY

In June 2016, the State Government committed funding for the development of a UCI BMX facility in Southern Adelaide. The facility was intended “to provide for the existing competition needs of the Cove and Happy Valley BMX clubs and other state and regional communities”. Practical Completion of the project was achieved on 14 January 2022.

Riders observed during track trialling and the AusCycling Opening Event that the 8 metre start gate was in the wrong location – approximately 1.5 metres too close to the ‘transition point’ on the ramp. The UCI’s international BMX Consultant has since explained that *“It is important to note, that the distance from the start gate to the transition to the 28-degree section on the start ramp is critical in rider training and development for the Championship (Elite) level of BMX Racing. The BMX Racing bicycles are set up by mechanics to meet these dimensions by adjusting the gearing of the bicycles to allow a set number of full revolutions of the cranks before the rider traverses the arc and moves to the more steeply pitched lower section of the start ramp. Most riders do not use their pedals to increase speed while on the steeper section of the ramp, thus the start and speed gained on the first section of the ramp is key to the rider’s speed on the first straight and into the first corner of the BMX Racing track.”*

While the incorrect location of the start gate is very frustrating, it is recommended that the 8 metre start gate be relocated to its correct position in order to:

- Comply with grant funding deeds, in particular the funding agreement with the Minister for Recreation and Sport and the 'Sam Willoughby UCI BMX Facility Grant Deed' with the City of Onkaparinga.
- Take advantage of the benefits of a UCI certified track within the City of Marion (including visitation), as outlined in the Section 48 Prudential Report.
- Complete the facility as originally intended.

RECOMMENDATION

That Council:

1. **Approves additional funding of \$325,000, including a 20% design and construction contingency, for the relocation of the 8 metre start gate at the SWBMX track, to be included in the 2023/24 Annual Business Plan.**

DISCUSSION

Background to the SWBMX project

In June 2016, the State Government committed funding for the development of a UCI BMX facility in Southern Adelaide. The facility was named the Sam Willoughby International BMX Track (SWBMX) by the then Minister for Recreation and Sport. The SWBMX is being project managed and delivered by the City of Marion with the support and involvement of the Office for Recreation, Sport and Racing (ORSR), the City of Onkaparinga, and the Department for Environment and Water (DEW).

External project funding has included \$3,550,000 from the State Government through ORSR, \$750,000 from the City of Onkaparinga, and \$100,000 from the Federal Government. The City of Marion has contributed approximately \$2,230,000 to date (excluding \$96,500 requested for additional costs at the General Council meeting on 9 May 2023).

The facility was intended "to provide for the existing competition needs of the Cove and Happy Valley BMX clubs and other state and regional communities. The proposal was to develop a high-level venue with the capability to host national and international competitions, at the UCI standard" (as summarised in the Section 48 Prudential Report for the project).

Council's funding agreement with the Minister for Recreation and Sport (through ORSR) states that "Council must only use the Funding for the purpose of developing a regional level, UCI Standard BMX facility."

Council's funding agreement with the City of Onkaparinga is titled 'Sam Willoughby UCI BMX Facility Grant Deed'. To date the City of Onkaparinga has paid half (\$375,000) of their committed funding, with the other half to be paid on completion of the facility.

The Section 48 Prudential Report for the project noted that "The economic impact analysis conducted has identified that there would be economic benefits arising from the construction and operation of the BMX facility that would outweigh the upfront capital investment costs and the ongoing operational costs."

History of gate design and construction

The project delivery team included Council, Partek (head contractor), Greenway Architects (design of ramps and clubhouse), Dirtz (track designer), and Turner and Townsend (Council's project superintendent).

Start gate details were received from BMX Australia in April 2020. It included the standard drawing of the 8.0 metre UCI Standard Hill showing a 'Straight 8' ProGate model (a different start gate to that selected for the SWBMX project, although that doesn't impact the location issue).

In April 2021 Council provided a summary of the SWBMX project to the UCI's Kevin MacCuish, advising that Dirtz (track designer), Sam Willoughby (BMX expert), and Luke Madill (UCI Australian

rep.) had been involved throughout the design process to ensure the track design met UCI requirements. The communication noted that Mr Madill was previously provided with the latest track design documentation, and Mr Madill was requested to review the final design documentation and provide a letter confirming the design met UCI guidelines. Council has no response from the UCI in relation to this request.

Council also requested the UCI to have Mr Madill provide/administer UCI certification and other functions during delivery of the project, and requested insight on any associated fees. The UCI's Kevin MacCuish simply responded advising "Up until the end of this year, the only fees required relate to the payment of the person who will assist with and approve the design, and who will be present on behalf of the UCI at key points during construction to ensure that the track is being built correctly".

The construction of the SWBMX track proceeded, with Practical Completion achieved on 14 January 2022. The 8 metre start ramp was constructed by head contractor Partek exactly in accordance with the design drawings. An AusCycling Opening Event was held on 22-23 January 2022.

Riders observed during track trialling and the AusCycling Opening Event that the 8 metre start gate was in the wrong location. A project review meeting was held on 10 February 2022 between Council, Partek (head contractor), Living Recreation (track builder), UCI (Luke Madill), and Turner and Townsend (Council's project superintendent). The meeting minutes noted that:

- The "issue with positioning of start hill (measurements from the gate to first change in angle) is not going to impact UCI rating or accreditation."
- "Luke Madill noted the start hill positioning may be noticed by riders who would make comment but not a huge negative risk."
- "Luke Madill noted other UCI venues around the world have similar issues and there is a lack of consistency."
- Luke Madill "advised this shouldn't affect the willingness of riders to participate in events."

Two further meetings of the same stakeholders in May 2022 noted that the gate location was closed off as a track issue. Council staff concluded that, while the gate was in the wrong position, it would not impact the track operation or UCI accreditation. Staff fully expected the track to receive UCI accreditation.

Incorrect gate location

Greenway Architects received the 8.0 metre UCI Standard Hill drawing as input into its design of the ramp. Council expected the ramp to be designed in accordance with that drawing. It appears that, with the change of a 'Straight 8' gate to a 'Crescent' gate (not an issue in itself), more emphasis was placed on the height of the gate above the ground at the expense of the distance from the gate to the transition to the steeper 28-degree section of the start ramp. Subsequently that distance ended up being about 1.5 metres shorter than it should have been.

Greenway Architects have since been challenged by Council staff to the effect "if you had a detailed drawing of the long section of the ramp, why not stick to it?". The architect accepts that, acknowledging that it was generally a learning process for all involved.

Council staff believe that inadequate communication from the UCI has contributed to the 8 metre start gate being incorrectly located (refer Attachment 1). Council staff and its design team consulted with the UCI through the design and implementation phases of the project. On 20 February 2023 staff advised the UCI (refer Attachment 1) that Council was in the process of designing and pricing the relocation of the start gate, and that given the UCI's complicity in the problem, the UCI should contribute financially to this remedial work. The UCI responded to this request on 29 March 2023 (refer Attachment 2, unfortunately this was sent to an ex-staff email address and not received by management until 2 May 2023). The UCI states that it does "not believe the UCI has acted in a way that has provided inadequate or poor communication with the City of Marion".

Importance of the gate location

The UCI's international BMX Consultant Mr Norm McCann wrote to Council on 9 January 2023 stating that: *"It is important to note, that the distance from the start gate to the transition to the 28-degree section on the start ramp is critical in rider training and development for the Championship (Elite) level of BMX Racing. The BMX Racing bicycles are set up by mechanics to meet these dimensions by adjusting the gearing of the bicycles to allow a set number of full revolutions of the cranks before the rider traverses the arc and moves to the more steeply pitched lower section of the start ramp. Most riders do not use their pedals to increase speed while on the steeper section of the ramp, thus the start and speed gained on the first section of the ramp is key to the rider's speed on the first straight and into the first corner of the BMX Racing track."*

The Cove and Happy Valley BMX clubs have been passionate about the need to relocate the 8 metre gate, and have likened having the gate in the wrong position to having an Olympic 50 metre pool that is actually 49 metres long, or an international basketball stadium with a three point throw line that is too close to the ring.

Consequently, Mr McCann has advised Council that: *"Due to the difference in the distance of the higher section of the start ramp from the gate to the arc, the UCI is not able to accept or certify the 8-metre start ramp as meeting the UCI guidelines for international tracks. ... the amendment to the 8-metre gate and start ramp will be required before the final inspection and the certificate can be issued."*

Recommended way forward

It is recommended that the 8 metre start gate be relocated to its correct position in order to:

- Comply with grant funding deeds, in particular the funding agreement with the Minister for Recreation and Sport and the 'Sam Willoughby UCI BMX Facility Grant Deed' with the City of Onkaparinga.
- Take advantage of the benefits of a UCI certified track within the City of Marion (including visitation), as outlined in the Section 48 Prudential Report.
- Complete the facility as originally intended.

The head contractor Partek has been asked to price the gate relocation. Partek's tender sum is \$268,500. An additional contingency of 20% is recommended, bringing the budget required to \$325,000. The advantage of using Partek is their familiarity with the project and access to previously used sub-contractors. The gate relocation cost has been independently estimated by Rider Levett Bucknall (RLB) at \$333,600 including contingencies, which gives confidence in the Partek estimate. The direct engagement of Partek has been endorsed in-principle by Council's procurement team.

It is recommended that Partek be engaged to undertake the works to relocate the 8 metre start gate to its correct position. The works will not be able to be commenced in 2022/23, and endorsed funding would be included in the 2023/24 Annual Business Plan with construction likely to start in October 2023.

ATTACHMENTS

1. Attachment 1 - 20230222 CoM SWBMX 8m Start Hill Pro Gate UCI Letter Response [11.1.1 - 86 pages]
2. Attachment 2 - 20230327 Letter CoM - Sam Willoughby Track [11.1.2 - 2 pages]



22 February 2023

Mr Norm McCann
Consultant – BMX
Union Cycliste Internationale
Allée Ferdi Kübler 12
1860 Aigle
Switzerland

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 Norm

RE: SWBMX Facility UCI Accreditation

Thank you very much for your detailed correspondence dated 9 January 2023.

It has taken a little while to review the letter, investigate the design and construction of the SWBMX (including full survey of the as-built 8 metre ramp profile), and get to the point of reply. Our apologies for this delay.

All parties note that the 8 metre SWBMX ramp has not been built as per the UCI 8.0M STARTRAMP SPECIFICATIONS A-02 drawing. This is very frustrating for the City of Marion.

We now seek your guidance in three critical matters.

1. Resolution of 8 metre Start Gate location

The following high-level timeline details communications relevant to the 8 metre start hill / Pro Gate configuration and location. All referenced communication has been included in the Appendices.

Ref.	Date	Email Title	City of Marion (CoM) Comments
1	21/04/2020	Fwd: BMX Start hills – height measurement	Received from Darren Alomes (Chair of BMX Australia) including inputs from Luke Madill (UCI) and circulated to CoM. This includes the “standard drawing” of the 8.0M UCI Standard Hill but shows a ‘Straight 8’ ProGate model which is a different start gate to that selected for the SWBMX project. These designs were received as a result of the request to the UCI for the dimensions and angles of these elements as noted within the 2017 UCI BMX Track Guide.

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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2	20/08/2020	Re: Pro Gate - Setout points	<p>Includes emails from Greenway (architect), Michael Tucker (supplier and assembler of the Pro Gate product), and Brett Barnes (Dirtz, the track designer). It refers to a Greenway markup drawing "2905-PGCL01 – Greenway markup".</p> <p>Within the email Greenway asked: <i>"Michael (or Brett), Can you please confirm where the 5m. / 8m. Start Hills are measured to – based on the drawing attached? We obviously need to make sure that we get it right!"</i></p> <p>You can see from this email and the responses contained within that there's confusion between the supplier of the product (Michael Tucker) and the Specialist Track Designer (Brett Barnes) including the phrase <i>"it's a little open to interpretation"</i>.</p>
3	07/04/2021	RE: Sam Willoughby BMX Facility	<p>Carla Zub (CoM) contacted Kevin MacCuish (UCI) providing a summary of the SWBMX project. Carla provided confirmation that Dirtz, Sam Willoughby, and Luke Madill had been involved throughout the design process to ensure the track design meets UCI requirements, noting Luke Madill was previously provided with the latest track design documentation.</p> <p>Carla requested UCI (Luke Madill) to review the final design documentation and provide a letter confirming the design meets UCI guidelines, noting that UCI would still need to inspect and test the track at completion of construction. CoM staff have no correspondence reflecting a response from the UCI in relation to this request to have the final design documentation approved by UCI.</p> <p>Carla requested UCI to have Luke Madill engaged to provide / administer UCI certification and other functions during delivery of the project, and insight on any associated fees.</p> <p>Kevin MacCuish responded and advised <i>"Up until the end of this year, the only fees required relate to the payment of the person who will assist with and approve the design, and who will be present on behalf of the UCI at key points during construction to ensure that the track is being built correctly"</i>.</p> <p>CoM received and administered payment for the UCI's BMX Track Certification invoice totalling €7,500 (euros) based upon the UCI's advice provided above.</p>

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4	08/06/2021	RE: SWBMX: Concrete Radius from Start Hill Ramp to Concrete base	Carla Zub contacted Luke Madill seeking clarification regarding the radius of the concrete transition sections of each of the start hills, attaching design documentation sections of both the 8m and 5m start hills which also depict the location and set out of each ProGate. Luke Madill responded recommending the design team ensure the 8m start hill radius is close as possible to UCI measurements. Based upon this advice, the designs were amended and confirmed suitable by Luke Madill.
5	30/08/2021	SWBMX Facility: Review Track Design Meeting Notes 26.08.2021	Carla Zub issued minutes and notes to Luke Madill, Trent Lupton, Sam Willoughby, and remainder of the project team following a meeting held on 26.8.21. It was noted that if borders remain closed due to COVID-19 restrictions, Luke would certify the track via drone footage and series of photos of the overall facility subject to video and photo evidence of individuals test riding the track and 5m and 8m start hills.

- 14/01/2022 – Practical Completion for SWBMX achieved.
- 22-23/01/2022 – AusCycling Opening Event held.

6	28/01/2022	Re: SWBMX - Final Track Inspection Report	<p>UCI report prepared by Luke Madill for the SWBMX track during a physical site inspection undertaken on 21/1/2022, as distributed to the project team on 24/2/2022.</p> <p>The report denotes the following with respect to the 8m start hill:</p> <p><i>"All areas comply bar the measurement from the gate to the first change in angle. I have been advised that the 8m hill drawings were requested but never received from UCI."</i></p> <p>Please note the above statement was <u>not</u> highlighted in yellow within the UCI track inspection report.</p> <p>In response to the UCI inspection report, Luke Madill (red) responded to T&T's queries (blue) confirming:</p> <p><i>"As you are aware the report will need to be issued to Partek and their contractors, so I want to be very clear on what we are saying. The items listed in your report highlighted in yellow are UCI non-negotiables as these are safety concerns, the remaining items that are not highlighted are UCI</i></p>
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			<p><i>preferred items that will need to be addressed. Is that correct? Yes, the highlighted items are non-negotiable. All the other items need to be addressed if the Club is wanting to host a World Cup or World Championships within the next 4 years."</i></p> <p><i>"Regarding the 8m start hill, we discussed this in our VC meeting on Thursday, I believe the agreed outcome was this was not a UCI requirement due to another UCI facility having the same 8m start gate setup. Is this correct? It was mentioned in the meeting that the UCI was contacted to receive the 8m hill measurements, but nothing was provided in return. I am waiting for UCI's answer to this."</i></p> <p>There was no follow up or answer from UCI on the above.</p>
7	10/02/2022	RE: SWBMX – UCI Track Report Discussion	<p>Minutes from the UCI Report Review and Discussion meeting held with Luke Madill in attendance on 4 February 2022, UCI's Track Inspection Report was used as a basis for discussion and the following points were captured:</p> <p>Item 2.1: <i>"Issue with positioning of start hill (measurements from the gate to first change in angle) is not going to impact UCI rating or accreditation."</i></p> <p>Item 2.2: <i>"Luke Madill noted the start hill positioning may be noticed by riders who would make comment but not a huge negative risk."</i></p> <p>Item 2.3: <i>"Luke Madill noted other UCI venues around the world have similar issues and there is a lack of consistency."</i></p> <p>Item 2.4: <i>"AC-ML [should be AC-LM] advised this shouldn't affect the willingness of riders to participate in events."</i></p> <p>Item 2.5: <i>"CoM-TL confirmed the start hill positioning will not be changed."</i></p> <p>Luke Madill was included in the distribution of these minutes and there were no reservations or objections made.</p>
8	07/05/2022	SWBMX - Track Meeting 4.5.22 - Minutes	<p>Minutes from the SWBMX Track Works Meeting held on 4/5/2022 where the UCI Track Inspection Report was used as a basis for the track walk through and meeting discussions, Luke Madill was an attendee, receiving a copy of these minutes.</p> <p>All meeting attendees / parties, including UCI, had closed the 8m start hill / ProGate configuration and</p>

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			location matter off based upon the outcomes of the meeting held on 10/2/2022 (see above Ref. 7).
9	10/05/2022	SWBMX - Basecourse & Wearing Course Audit - Meeting Minutes 10.5.22	<p>Minutes from the SWBMX Basecourse Hold Point + Wearing Course Audit, Luke Madill was an attendee along with CoM, Partek, and Living Recreation representatives present.</p> <p>Item 1.2 reflects the indicative agenda timeframes which occurred during this meeting, which consisted of a wear course audit, UCI review of test riding, discussion of the hold point release, and more.</p> <p>Not dissimilar to the above Ref. 8 and as reflected in these minutes, the UCI did not raise any concerns applicable to the 8m Start Hill / ProGate configuration or location.</p> <p>Item 5.1 captured that UCI confirmed acceptance of Hold Point 1 (base course profile) and Hold Point 2 (berm reshaping).</p>

From the above table it can be noted that:

1. Council staff and its design team have consulted with UCI throughout the design and implementation phases of the project.
2. CoM asked UCI (Luke Madill) in April 2021 to review the final design documentation and provide a letter confirming the design meets UCI guidelines, noting that UCI would still need to inspect and test the track at completion of construction. CoM staff have no correspondence reflecting a response from the UCI in relation to this request (see Ref. 3).
3. CoM did not receive a response from the UCI to the 8 metre gate information requested in January 2022 (see Ref. 6).
4. Luke Madill has advised CoM that “the start hill positioning may be noticed by riders who would make comment but not a huge negative risk ... other UCI venues around the world have similar issues and there is a lack of consistency ... this shouldn’t affect the willingness of riders to participate in events” (see Ref. 7).
5. The issue of the 8 metre start gate location had been ‘closed off’ in April 2022 (see Ref. 8 and reinforced in Ref. 9).

The City of Marion is frustrated that inadequate communication from the UCI has resulted in the 8 metre start gate being incorrectly located, and further the City of Marion believed that this would not be an impediment to receiving UCI accreditation. However I note your letter of 9 January 2023 which advises that “Due to the difference in the distance of the higher section of the start ramp from the gate to the arc, the UCI is not able to accept or certify the 8-metre start ramp as meeting the UCI guidelines for international tracks.”

The City of Marion is in the process of designing and pricing the relocation of the start gate. We estimate that this is likely to cost about A\$200,000. Given the UCI’s complicity in this problem, we ask that the UCI contributes financially to this remedial work.

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2. Final location of 8 metre Start Gate

You have advised in your letter:

On review of the data provided, the current start hill construction is such that there is no arc on the transition from the 18-degree section of the ramp to the 28-degree section (fig 2). This change is solely managed by a change in angle of the panels making up the start ramp face/riding surface. The measure from the front edge of the gate (when flat) to the centre of the transition line on the ramp is 3810mm (fig 3), including grill section in front of the gate, which from the data is circa 200mm.

The measurement shown within the photo has been measured using the 'blue tape' line (fig 4) on the front edge of the gate to the arc where the angle of the start ramp changes. There is no allowance for the grill plate in front of the gate edge nor is there an arc installed in the transition. The measurement is 3810mm, less the 200mm, has a net measure of circa 3610 mm which is over 1500mm short of the UCI requirements as set out in the attached file for 8-metre start ramps.

It appears that different ramps may have different length grill sections in front of the front edge of the gate (when flat). The SWBMX grill length is about 200 mm, while the standard Pro Gate arrangement appears to be about 1,500 mm. It would seem to me that the critical length is from the front edge of the gate (in either its vertical or flat position) to the transition point.

I note that this dimension is not shown on the UCI 8.0M STARTRAMP SPECIFICATIONS A-02 drawing. It simply shows a 4,803 mm measurement that terminates in front of a non-dimensioned gate arrangement.

So that we can design and price the works to move the gate to its correct position, could you please advise the precise location of the front gate edge (in either vertical or flat position) from the transition point.

3. Reshaping of bitumen berms

As Luke Madill is aware, during his attendance at the SWBMX track walkthrough meeting held on 24 January 2023 with CoM staff, Partek and club representatives present, the project team acknowledged there were ongoing issues with the quality of the bitumen berms as outlined below:

- Berm 1: Cracks, divots, uneven and bony sections
- Berm 2: Cracks, crumbling, and failing to sections of bitumen
- Berm 3: Minor bony and uneven areas

In best efforts to have the berm surfaces repaired as requested by and agreed with the clubs, Partek (the project Head Contractor) has contacted numerous asphaltting contractors in attempts to schedule these rectification works.

Unfortunately, Partek is experiencing difficulties engaging a subcontractor willing to commit to such repairs and guarantee against future failure due to the very steep inclines / verticality of the berms (particularly berms 1 and 2).

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As captured within the UCI's SWBMX Track Inspection Report (Appendix 6), the profiles of each of the three berms were 'bowled out' as per the UCI's requested track changes. As a result, the steepness of the berms far exceeds what was originally designed, documented, and allowed for.

For context, refer to pages 5 and 15 of the Dirtz Issued for Construction (IFC) SWBMX designs included within Appendix 10 which specifies the originally documented grades and steepness of the berms as nominally ~40° to 45° at the apex. I understand this aligns with the corner / berm grades referenced in UCI BMX Track Guide dated 29 March 2017.

The as-constructed steepness of the berms hasn't been surveyed, but from visual observations by specialist asphaltting contractors berm 1 and 2 almost reach ~80 to 90° steepness at the apex, additionally the top half / ridge is a consistent point of failure (bitumen repairs have been completed on several occasions).

As much as the project team and clubs would like to retain the current profiles of the berms, it's likely we will have to explore reducing the steepness / grades of the top half of berms 1 and 2 to a less extreme angle, similarly to the grades specified by Dirtz originally.

So that we can proceed and progress with the rectifications of the berms to a suitable standard with longevity in mind, can the UCI please provide confirmation as to whether the above amendments are acceptable?

Thank you again for your communications and letter Norm. We wish to collaborate with the UCI to achieve the best outcome for our clubs and residents. We would appreciate your advice on the above three matters.

Yours sincerely



Tony Lines
General Manager City Development

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Appendix / Reference No. 1 – Receipt of UCI Standard Designs for 5M and 8M Start Platforms

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Dylan Thomas

From: Darren Alomes <darren.alomes@bmxaustralia.com.au>
Sent: Tuesday, 21 April 2020 9:30 PM
To: Simon Frost; Carla Zub; Cameron White
Subject: Fwd: BMX Start hills - height measurement
Attachments: 5.0M UCI STANDARD 121014.pdf; 8.0M UCI STANDARD 121014.pdf; 5.0M & 8.0M UCI Concept.pdf

Simon

Luke Madill sent
Me this

Darren

Darren Alomes

Chair

Phone: [02 9008 1300](tel:0290081300)

Email: Darren.Alomes@bmxaustralia.com.au

Address: [12/56 O'Riordan St, Alexandria NSW 2015](#)
[PO Box 6402, Alexandria NSW 2015](#)



Begin forwarded message:

From: Luke Madill <luke.madill@bmxaustralia.com.au>
Date: 21 April 2020 at 2:36:20 pm ACST
To: Darren Alomes <darren.alomes@bmxaustralia.com.au>
Subject: Re: BMX Start hills - height measurement

Hi Darren,

This should help them.

Cheers

Luke Madill

National Coaching Manager

Phone: +61 414437693

Email: luke.madill@bmxaustralia.com.au

Address: [12/56 O'Riordan St, Alexandria NSW 2015](#)
[PO Box 6402, Alexandria NSW 2015](#)



On Tue, Apr 21, 2020 at 2:46 PM Darren Alomes <darren.alomes@bmxaustralia.com.au> wrote:
Luke

Hopefully you can answer this question

Cheers

Darren

Darren Alomes

Chair

Phone: [02 9008 1300](tel:0290081300)

Email: Darren.Alomes@bmxaustralia.com.au

Address: [12/56 O'Riordan St, Alexandria NSW 2015](#)

PO Box 6402, Alexandria NSW 2015



Begin forwarded message:

From: Simon Frost <S.Frost@greenwayarchitects.com.au>

Date: 21 April 2020 at 2:13:59 pm ACST

To: Carla Zub <Carla.Zub@marion.sa.gov.au>

Cc: Cameron White <C.White@greenwayarchitects.com.au>, "darren.alomes@bmxaustralia.com.au" <darren.alomes@bmxaustralia.com.au>

Subject: BMX Start hills - height measurement

**GREENWAY
ARCHITECTS**

PROJECT:	
PROJECT No:	

Carla,

Following on from our conversation, it would be great if we could get our hands on the "dimensions and angles found in the plans provided by the UCI". (See below from the UCI Track Guidelines)

This came about from our discussion about where the 5m./8m. is measured to (top deck of the start hill, hinge point of the start gate, etc.?)

If we could get some information on this it would be extremely helpful in the development of the the start hill(s).

Requirements

- The start hill must have a high-grip riding surface that allows the riders to maintain traction in all weather conditions. This must extend from the gate to the bottom the start hill along its full width. In case a decal is installed on the start hill, it must have the same grip as the all other parts of the start hill surface across its entire width and length. All parts of the start hill riding surface must have a slip resistance value of at least 13.
- In case of a track with two start hills, they are normally placed at a slight angle to each other in order to allow the gate on each hill to be properly aligned with the first corner. It is best if this angle is between 5 and 10 degrees.
- The design of the 8m and 5m start hills must respect the dimensions and angles found in the plans provided by the UCI. These can be obtained by writing to the UCI BMX Coordinator. Start hills build before the revision date of this guide are exempt from this requirement.
- For outdoor tracks, there must be a drainage channel installed along the bottom edge of the start hill as pictured below; this prevents water from pooling in this location during rain.

Thanks,

Simon Frost

Director

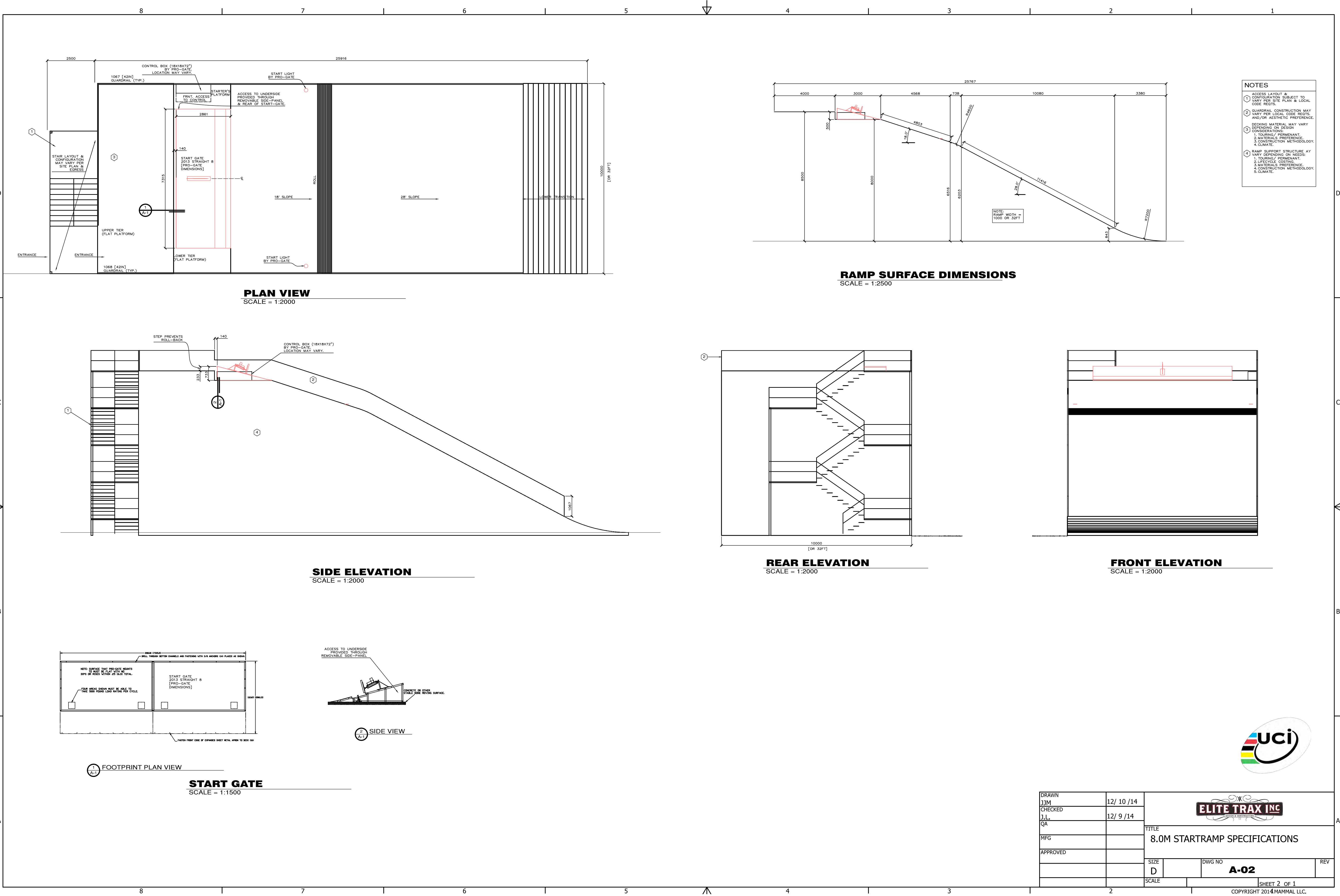


Greenway Architects SA Pty Ltd
207 Angas Street ADELAIDE SA 5000
t: (08) 8232 1888 m: 0411 864 795

www.greenwayarchitects.com.au



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Appendix / Reference No. 2 – 5M and 8M Start Hill height measurement and ProGate set out clarifications

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Dylan Thomas

From: Michael Tucker <michael@basefab.com.au>
Sent: Thursday, 20 August 2020 8:21 AM
To: Simon Frost
Cc: Brett Barnes; Cameron White; ACarneiro@wga.com.au; Carla Zub
Subject: Re: Pro Gate - Setout points

Hi Simon, it's generally measured to the hinge point but it's a little open to interpretation 😊
 Cheers Michael

On 20 Aug 2020, at 7:44 am, Simon Frost <S.Frost@greenwayarchitects.com.au> wrote:

<image001.jpg>

PROJECT:	
PROJECT No:	

We've done it to the hinge point – so we'll leave it there.
 Thanks for getting back to me Brett.

Simon Frost

Director

<image002.jpg>

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<image003.jpg>

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From: Brett Barnes <dirtztraxntrailz@yahoo.com.au>
Sent: Thursday, 20 August 2020 7:13 AM
To: Simon Frost <S.Frost@greenwayarchitects.com.au>
Subject: Re: Pro Gate - Setout points
 Simon, Start Gate hinge or where the front wheel sits
 Brett Barnes
 +61 409 835 676
 email: dirtztraxntrailz@yahoo.com.au
<http://www.dirtztrack.com>
<http://www.facebook.com/DirtzDesignsAndConstruction>



On 18 Aug 2020, at 10:38 am, Simon Frost <S.Frost@greenwayarchitects.com.au> wrote:

<image001.jpg>

PROJECT:	SWMX
PROJECT No:	G16095

Michael (or Brett),

Can you please confirm where the 5m. / 8m. Start Hills are measured to – based on the drawing attached? We obviously need to make sure that we get it right!

One of the two of you will be able to tell me immediately.

Regards,

Simon Frost

Director

<image002.jpg>

Greenway Architects SA Pty Ltd

207 Angas Street ADELAIDE SA 5000

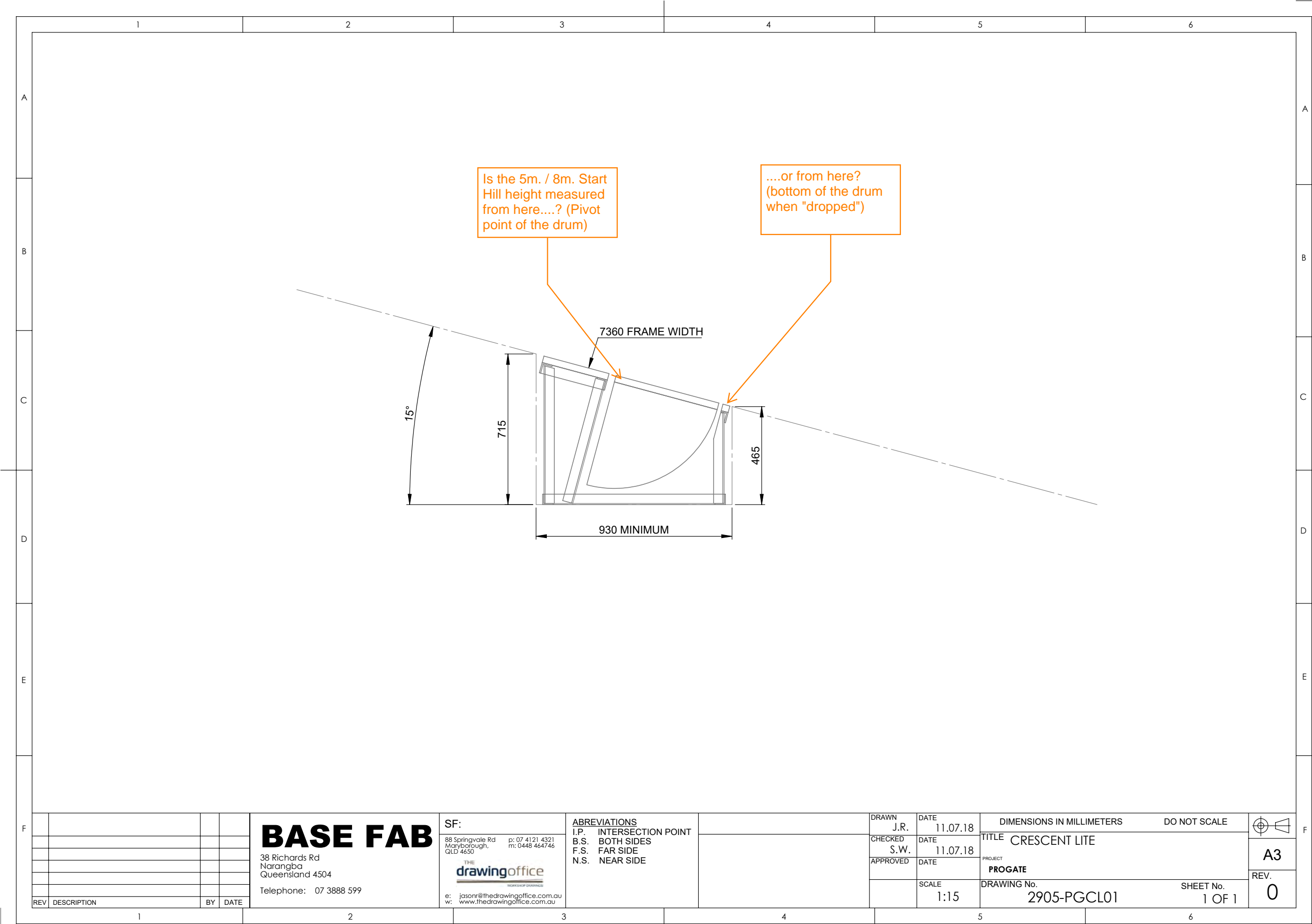
t: (08) 8232 1888 m: 0411 864 795

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<image003.jpg>

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<2905-PGCL01 - Greenway markup.pdf>



Appendix / Reference No. 3 – CoM request for UCI approval of SWBMX designs including UCI Certification clarifications

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Dylan Thomas

From: Carla Zub <IMCEAEX-_O=EXCHANGELABS_OU=EXCHANGE+20ADMINISTRATIVE+20GROUP+20+28FYDIBOHF23SPDLT+29_CN=RECIPIENTS_CN=A2711A1EFF0444348AB983BE2D53DC05-CARLA+20ZUB@ausprd01.prod.outlook.com>
Sent: Monday, 24 May 2021 2:42 PM
To: John Stewart
Cc: Andrew Doyle
Subject: FW: Sam Willoughby BMX Facility
Attachments: 211031.pdf

Hi John,

Hope you are keeping well. As part of the SWBMX facility track accreditation to the UCI, I need to make payment of the attached invoice.

I am seeking some assistance as the invoice is in Euros and it might be a challenge getting them on the system as new supplier (ie insurances etc).

Are you please able to assist around making payment the invoice?

Thanks
 Carla

From: Pignat Laurent - UCI <Laurent.Pignat@uci.ch>
Sent: Friday, 21 May 2021 9:37 PM
To: Carla Zub <Carla.Zub@marion.sa.gov.au>
Cc: Patthey Mike - UCI <Mike.Patthey@uci.ch>; McCann Norm - UCI <Norm.McCann@uci.ch>
Subject: RE: Sam Willoughby BMX Facility

Dear Madam,

Please find attached your invoice regarding your certification fee.
 Best regards,

Laurent Pignat
 Aide-comptable | Accounting assistant



T : +41 24 468 58 11
 D : +41 24 468 58 72



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From: McCann Norm - UCI
Sent: Monday, 17 May 2021 9:28 AM
To: Carla Zub
Cc: luke.madill@auscycling.org.au
Subject: FW: Sam Willoughby BMX Facility

Hello Carla

Thank you for your email, hoping all is well with you in Australia.

It is fantastic news that you are getting underway with the building of the track next month, it is certainly exciting times for South Australia with this development and the future for BMX in the state.

In regards to the costs for the certification, I wish to confirm with you:

- Daily charge for Luke Madill is €160.00 for remote work, on-site work and travel days. UCI will invoice the City for these costs.
- Travel and accommodation – this is to be arranged and paid for by the City for Luke's on-site visits
- Certification fee of €7,500.00 which provides for the final certification, which will remain current for a period of 4 years from issue.

I will arrange for the Finance department to forward an invoice for the €7,500.00 certification fee in due course.

Thank you and best of wishes for the project.

Norm

From: Carla Zub [<mailto:Carla.Zub@marion.sa.gov.au>]
Sent: Friday, 14 May 2021 3:56 PM
To: McCann Norm - UCI
Cc: luke.madill@auscycling.org.au
Subject: RE: Sam Willoughby BMX Facility

Hi Norm,

Hope this email finds you well.

Construction is underway for the Sam Willoughby BMX track here in South Australia with the track builders commencing the track contraction is approximately 4 weeks.

To ensure that the arrangements are in place for Luke to test and accredit the track to UCI standards, please can you advise if you require any further information or payment of an invoice. I am happy to work through any additional information that you might need.

Everyone is very excited here in South Australia about this new UCI track.

Kind regards
Carla

Carla Zub
Project Manager Strategic Projects | City of Marion

T: 08 8375 6715
E: Carla.Zub@marion.sa.gov.au | **W:** www.marion.sa.gov.au

PO Box 21 Oaklands Park SA 5046



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From: McCann Norm - UCI <Norm.McCann@uci.ch>

Sent: Thursday, 17 September 2020 8:02 PM

To: Carla Zub <Carla.Zub@marion.sa.gov.au>

Subject: RE: Sam Willoughby BMX Facility

Thank you Carla for the return.

We will make contact with Luke with arrangements

Norm

Norm McCann
Consultant – BMX



T : +41 24 468 58 11

M : +353 87 11 33 910



RIDE & SMILE

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From: Carla Zub <Carla.Zub@marion.sa.gov.au>

Sent: Thursday, 17 September 2020 2:19 a.m.

To: McCann Norm - UCI <Norm.McCann@uci.ch>

Subject: RE: Sam Willoughby BMX Facility

Hi Norm,

Thank you for your email and thankfully South Australia at the moment is covid-free with our restrictions being very limited. We've been very lucky. Hope all is well in Switzerland and not too many issues for you with Covid-19.

It's fantastic that the project construction commences shortly on the new facility.

Please find enclosed the signed agreement to appoint Luke as the UCI certifier for the SWBMX facility.

Kind regards
Carla

Carla Zub
Project Manager Strategic Projects | City of Marion

P 08 8375 6715

E Carla.Zub@marion.sa.gov.au | W www.marion.sa.gov.au

PO Box 21 Oaklands Park SA 5046



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From: McCann Norm - UCI <Norm.McCann@uci.ch>

Sent: Monday, 14 September 2020 11:12 PM

To: Carla Zub <Carla.Zub@marion.sa.gov.au>

Subject: FW: Sam Willoughby BMX Facility

Hello Carla

Trust all is well in South Australia and not too many issues with the COVID-19. I would like to introduce myself as I am taking over the BMX administration at the UCI from Kevin, who has taken on the role of Manager Major Events here with the UCI.

The new track and facility is going to be such a bonus for the region and the state, congratulations on the project.

So that we can arrange to appoint Luke, can I ask you to review and complete the attached document? Please note I have completed the address (page 1) for the track however would appreciate you checking I have this correct. Confirmation by signed and return of the document will allow us to move to the next stage.

As agreed with Kevin, if we can appoint Luke and work starts during 2020, the certification fee will be waived; however the agreement is that Luke will be covered for €160.00 per day plus travel, accommodation and meals.

Thank you and kind regards

Norm

From: MacCuish Kevin - UCI

Sent: Monday, 14 September 2020 2:44 p.m.

To: McCann Norm - UCI <Norm.McCann@uci.ch>

Subject: FW: Sam Willoughby BMX Facility

Kevin MacCuish | Manager des Jeux Olympiques & Evénements Majeurs
D: +41 24 468 58 34

From: Carla Zub <Carla.Zub@marion.sa.gov.au>
Sent: jeudi 20 août 2020 07:41
To: MacCuish Kevin - UCI <Kevin.MacCuish@uci.ch>
Cc: Brett Barnes <dirtztraxntrailz@yahoo.com.au>; sam willoughby <sam_willoughby@hotmail.com>;
luke.madill@bmxaustralia.com.au; Burney Simon - UCI <Simon.Burney@uci.ch>
Subject: RE: Sam Willoughby BMX Facility

Hi Kevin,

Thank you for your email and clarification around the cost and process of UCI approval and certification of the track.

It is requested that the proceeds with appointing for Luke Madill to commence the certification of the SWBMX track. The new facility has been designed with construction to commence later in 2020 and will be completed in mid-2021.

As part of the process, if Luke could please review the final design documentation prepared by Dirtz and provide a letter to me confirming the design meets the UCI guidelines (noting that Luke will need to inspect and test at completion of construction) that would be much appreciated.

The City of Marion looks forward to working with the UCI to host world class events at this new facility.

Kind regards
Carla

Carla Zub
Project Manager Strategic Projects | City of Marion

P 08 8375 6715
E Carla.Zub@marion.sa.gov.au | W www.marion.sa.gov.au

PO Box 21 Oaklands Park SA 5046



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From: MacCuish Kevin - UCI <Kevin.MacCuish@uci.ch>
Sent: Friday, 14 August 2020 10:09 PM
To: Carla Zub <Carla.Zub@marion.sa.gov.au>
Cc: Brett Barnes <dirtztraxntrailz@yahoo.com.au>; sam willoughby <sam_willoughby@hotmail.com>;
luke.madill@bmxaustralia.com.au; Burney Simon - UCI <Simon.Burney@uci.ch>
Subject: RE: Sam Willoughby BMX Facility

Hi Carla;

Thanks for your e-mail.

Up until the end of this year, the only fees required relate to the payment of the person who will assist with and approve the design, and who will be present on behalf of the UCI at key points during construction to ensure that the track is being built correctly (and to help solve problems during construction in case of any issues), and then to do a final inspection including test riding before signing off. The standard against which the finished track is compared is the version of the UCI BMX Track Guide, which is found on the UCI web site here: https://www.uci.org/docs/default-source/imported-library/ucibmxtrackguide2017_english.pdf

The cost is 160 euros / daily, plus travel / hotel costs and meals. We will appoint Luke to be the advisor responsible for this project. If you decide to proceed with UCI approval.

From 1st January, an additional fee will most likely be attached if the work has not begun by then (if it has, we'll waive the fee in this case as the work will have begun in advance of the new policy being approved). In addition to paying our track advisors, the UCI plans to use revenues from track approvals to expand our capacity inspect and certify tracks – capacity that we presently lack. That proposal has not yet been approved by management however, so it does not yet apply.

Once the track is finished and accepted by Luke, we will provide a letter of approval and certification to the track owners (which I assume will be the City of Marion). Such approval will last 4 years and will then have to be renewed. Approval is also linked to regular and correct maintenance of the track surface and related infrastructure, including starting gates, which is a responsibility of the track owners.

Please note that UCI approval is required only for tracks that intend to host UCI BMX Supercross World Cup events, UCI BMX World Championships, and the Olympic Games. For the time being, it isn't specifically required for tracks intended only to host other types of events, mainly due to the capacity constraints noted above. So I will leave it to you to decide if UCI approval is specifically needed in this case. If the intention is to bid for major events in the future, our usual advice is that it is more cost effective to seek UCI approval from the beginning rather than seeking it later.

If you would like to proceed with UCI approval of the track and accept the above costs and process, please let me know; we will then 'officially' appoint Luke, and he can get started.

Kind regards.

Kevin MacCuish

Manager des Jeux Olympiques & Evénements Majeurs | Olympic Games & Major Events Manager



T : +41 24 468 58 11
M : +41 79 946 89 87
D : +41 24 468 58 34



RIDE & SMILE

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From: Carla Zub <Carla.Zub@marion.sa.gov.au>

Sent: mercredi 12 août 2020 09:22

To: MacCuish Kevin - UCI <Kevin.MacCuish@uci.ch>

Cc: Brett Barnes <dirtztraxntrailz@yahoo.com.au>; sam willoughby <sam_willoughby@hotmail.com>; luke.madill@bmxaustralia.com.au

Subject: Sam Willoughby BMX Facility

Hi Kevin,

The City of Marion is delivering the Sam Willoughby BMX facility on Majors Road, O'Halloran Hill in South Australia. The new \$5.8 million facility will include a UCI BMX track and associated infrastructure, 8m and 5m Start Hills, clubhouse and onsite car parking.

The track has been designed by Dirtz in consultation with Sam Willoughby and Luke Madill. This is to ensure the track design meets the UCI criteria providing a training and competition facility for both elite, local and junior riders in Adelaide. Luke Madill has been provided with the latest track design by Dirtz for his consideration.

Please can you consider Council's request for the track to be endorsed by Luke Madill for UCI certification and advise if there will be any fees associated.

Should you require any additional information, please let me know.

Kind regards
Carla

Carla Zub
Project Manager Strategic Projects | City of Marion

P 08 8375 6715

E Carla.Zub@marion.sa.gov.au | **W** www.marion.sa.gov.au

PO Box 21 Oaklands Park SA 5046



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Invoice		211031
Date		Page
21/05/2021		1 / 1
Customer No.		
C04722		
Your contact		
Laurent Pignat		

City of Marion
PO Box 21
Oaklands Park SA 5046
Australia

Concern: BMX Track Certification fee

Description	Quantity	UoM	Price	VAT %	Total EUR
1 BMX Track Certification fee	1.00	UN	7,500.00	0.00	7,500.00
Item Code: LICENC					

Subtotal	7,500.00
Net Amount	7,500.00
Total EUR	7,500.00

Due Date 20/06/2021

Contact Details	Bank informations
Allée Ferdi Kübler 12 1860 Aigle, Switzerland Phone: +41 24 468 58 11 E-mail: accounting@uci.ch VAT Number: CHE-107.741.983	Bank Details: UBS Deutschland AG, Frankfurt a.M. Account Number: 1020400012 Swift/BIC Code: SMHBDEFFXXX IBAN Code: DE27502200851020400012 Please mention Invoice number: 211031

Appendix / Reference No. 4 – UCI clarifications regarding 5M and 8M Start Hill concrete transition radius

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marion.sa.gov.au

Dylan Thomas

From: Simon Frost <S.Frost@greenwayarchitects.com.au>
Sent: Friday, 6 August 2021 4:03 PM
To: Luke Madill; Carla Zub
Cc: Brett Barnes
Subject: RE: SWBMX: Concrete Radius from Start Hill Ramp to Concrete base

GREENWAY ARCHITECTS

Project:	SWBMX
Project No:	G16095

Thanks Luke – we'll proceed on that basis.

Have a good weekend.

Simon Frost
Director



Greenway Architects SA Pty Ltd
 207 Angas Street ADELAIDE SA 5000
 t: (08) 8232 1888, m: 0411 864 795
www.greenwayarchitects.com.au



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From: Luke Madill <luke.madill@auscycling.org.au>
Sent: Friday, 6 August 2021 3:44 PM
To: Carla Zub <Carla.Zub@marion.sa.gov.au>
Cc: Brett Barnes <dirtztraxntrailz@yahoo.com.au>; Simon Frost <S.Frost@greenwayarchitects.com.au>
Subject: Re: SWBMX: Concrete Radius from Start Hill Ramp to Concrete base

Thanks Carla those amendments look good.

Regards



Luke Madill

Sport Manager | BMX

@ luke.madill@auscycling.org.au

www.auscycling.org.au

(02) 8488 0641

PO Box 6402, ALEXANDRIA NSW 2015

Unit 12, 56 O'Riordan Street, ALEXANDRIA NSW 2015



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From: Carla Zub <Carla.Zub@marion.sa.gov.au>

Sent: 06 August 2021 14:59

To: Luke Madill <luke.madill@auscycling.org.au>

Cc: Brett Barnes <dirtztraxntrailz@yahoo.com.au>; Simon Frost <S.Frost@greenwayarchitects.com.au>

Subject: RE: SWBMX: Concrete Radius from Start Hill Ramp to Concrete base

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Hi Luke,

Thank you for your review of the UCI radius for the start hills. Appreciate the quick turnaround.

The design team has reviewed the transition of the 8m ramp from the cement fibre to the concrete section. The revised design (see attached) now has the transition from the fibre cement to the concrete will be at same pitch for 1m of 28 degrees to achieve the UCI 7200mm requirement. The treated surfaces will be of the same epoxy finish.

Please can you review the attached and let me know if the change is acceptable.

Many thanks
Carla

Carla Zub

Project Manager Strategic Projects | City of Marion

T: 08 8375 6715 || PO Box 21 Oaklands Park SA 5046



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From: Luke Madill <luke.madill@auscycling.org.au>

Sent: Thursday, 5 August 2021 6:15 PM

To: Carla Zub <Carla.Zub@marion.sa.gov.au>

Cc: Brett Barnes <dirtztraxntrailz@yahoo.com.au>; Simon Frost <S.Frost@greenwayarchitects.com.au>
Subject: Re: SWBMX: Concrete Radius from Start Hill Ramp to Concrete base

Hi Carla,

The 5m hill is fine as it's not as critical as the 8m.

The 8m needs to be as close as possible to the UCI radius. Two 8m SX Hills in Australia did not follow this and the riders can pedal through the transition which is not the standard worldwide and will bring criticism to the track.

Going off the drawing, the concrete slab looks very close to the radius, but my advice would be to try make the concrete radius as close as possible to the UCI measurements.

Happy to discuss further.

Regards



Luke Madill
Sport Manager | BMX

luke.madill@auscycling.org.au
 (02) 8488 0641

www.auscycling.org.au

PO Box 6402, ALEXANDRIA NSW 2015
 Unit 12, 56 O'Riordan Street, ALEXANDRIA NSW 2015



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From: Carla Zub <Carla.Zub@marion.sa.gov.au>

Sent: 05 August 2021 16:47

To: Luke Madill <luke.madill@auscycling.org.au>

Cc: Brett Barnes <dirtztraxntrailz@yahoo.com.au>; Simon Frost <S.Frost@greenwayarchitects.com.au>

Subject: SWBMX: Concrete Radius from Start Hill Ramp to Concrete base

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Hi Luke,

Hope you are keeping well and recovering from all the excitement of the Olympics – it's been amazing.

There has been a clarification sought from the builder of the SWBMX facility around the radius of the concrete section for the transition from the start hill ramp to the track.

Attached is A9.03 drawing which shows sections of both the 5m and 8m start hill. A comparison dashed line has been shown in both sections with the UCI Radius compared to our current radius.

Please can you review the attached drawing to advise if the UCI radius is the minimum requirement and confirm that the radius of the concrete section detailed on the drawing is satisfactory to the UCI.

Please feel free give me a call to talk through.

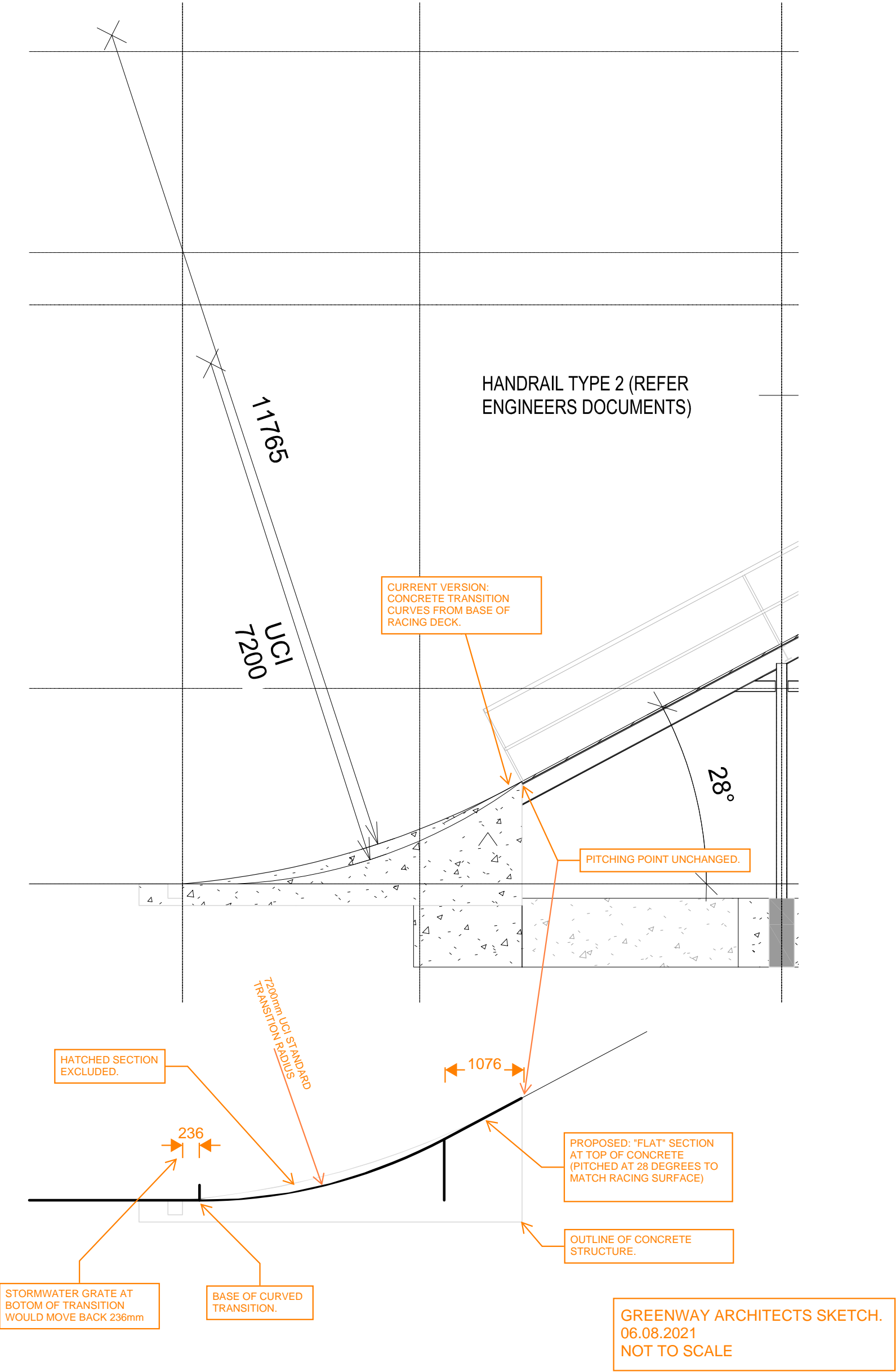
Many thanks
Carla

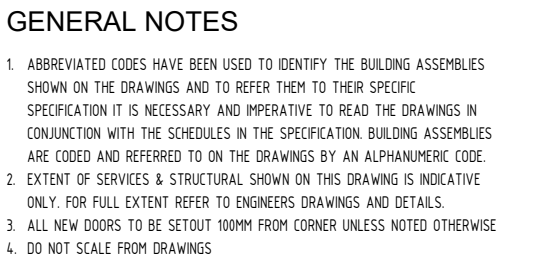
Carla Zub
Project Manager Strategic Projects | City of Marion

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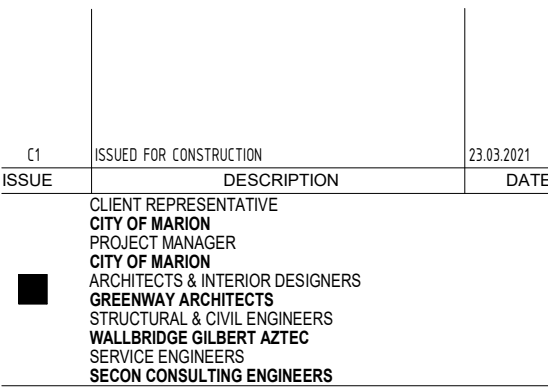




DOOR	DOOR NUMBERS
WINDOW	WINDOW NUMBERS
DP1	100mm DOWNPIPE, AS SPECIFIED.
COL.	COLUMN - REFER ENGINEER'S DETAILS
BG	BOX GUTTER
DP1	100mm DOWNPIPE, AS SPECIFIED.
RWT	RAINWATER TANK AS SPECIFIED.
LG	LEAF GUARD AS SPECIFIED.

W1	PROFILED PREFINISHED SHEET, (CLUBHOUSES) REFER SPEC. FOR PROFILE AND FINISH.
W2	SINGLE FACED FIBRE CEMENT, JAMES HARDIE SCYON MATRIX OR SIMILAR APPROVED. REFER SPEC.
W3	PROFILED PREFINISHED SHEET, (PLANT ENCLOSURES.) REFER SPEC. FOR PROFILE AND FINISH.
W4	PROFILED PREFINISHED SHEET, (ORIENTATION OF SHEETS AS SHOWN IN DRAWINGS.) REFER SPEC. FOR PROFILE AND FINISH.

ALUMINIUM WINDOW AND DOOR FRAMING - POWDERCOAT BLACK



PROJECT

MAJORS ROAD, OHALLORAN
HILL

GREENWAY
ARCHITECTS

207 ANGAS STREET
PHONE: (08) 8232 1888

CONTRACTORS ARE TO VERIFY ALL DIMENSIONS ON THE JOB BEFORE COMMENCING ANY WORK OR PLANNING SHOP DRAWINGS. DO NOT SCALE FROM DRAWINGS. SHOULD SETOUT OR DIMENSIONS BE MISSING OR UNCLEAR, SEEK DIRECTION FROM GREENWAY.

DRAWN	DATE
CW	JULY 2020

SCALE	CHECKED
1 : 100 @ A1	SF

JOB	SHEETS IN SET	DRAWING
G16095	22 OF 31	A9.03

1

Appendix / Reference No. 5 – CoM meeting minutes captured during SWBMX meeting held on 26/8/21

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Dylan Thomas

From: Carla Zub <IMCEAEX-O=EXCHANGELABS_OU=EXCHANGE+20ADMINISTRATIVE+20GROUP+20+28FYDIBOHF23SPDLT+29_CN=RECIPIENTS_CN=A2711A1EFF0444348AB983BE2D53DC05-CARLA+20ZUB@ausprd01.prod.outlook.com>
Sent: Monday, 30 August 2021 11:00 AM
To: trent@livingrecreation.com.au; Luke Madill; sam_willoughby@hotmail.com; George Sotirios
Cc: Max Proud; Lewis Coulls; Dylan Thomas
Subject: SWBMX Facility: Review Track Design Meeting Notes 26.08.2021

Morning All,

Thanks for your time last Thursday to review the progress of the construction and the proposed track design changes.

Please see below my list of notes / actions however feel free to add or amend, as necessary (and apologies if any of the terminology is incorrect).

Track Design Changes

First Straight

- The distance of the last triple jump to the berm is too short with greater separation required to allow the riders too safely land and transition through the berm.
- Preference is to move the triple jump back which would require digging out the section closest to the berm and relocating to the front of the jump. The jumps will then be reshaped with the heights to remain the same.
- The distance will be shortened between tail/ pump roller and the triple jump to approx. 18.5m.
- No clear delineation between the challenge and elite straight. Can be managed with cones.
- Width between the straights required a minimum 1.8m for emergency access.
- Polymer based membrane surface to be applied to wear course and 500mm (250mm each side) past the wear course area
- Hydroseed between the straights but not the sides of the base course
- Compacted pathway will be required (approx. 1.5m width) from end of second straight to start hill

Third challenge straight

- Sections are too deep with modifications required to middle section of the rollers. Heights to remain the same.
- **Action:** Trent/ Max K to mark-up plan of proposed changes and submit to Luke/ Sam for approval.
 Trent/ George to ensure minimum width and safe access for emergency vehicles can be provided between the straights.
 All – review location of compacted pathway onsite

UCI Certification

- Should the current Covid-19 situation continue and the borders remain closed, Luke is able to certify the track via drone footage and series of photos of the overall facility.
- Track to be tested at completion of shaping with a variety of riders/ ages of all abilities required to test the track.
- Drone footage required of all riders testing the track from 5m and 8m start hills.
- If deemed satisfactory by Luke, the track is to be sealed with test rides to occur once again with drone footage submitted for Luke's review.
- UCI certification will be provided following the sealing of the track and test.
- **Action:** Trent to identify preferred test riders at State Titles and confirm names with Sam/ Luke.
 Trent/ Luke: Timeline to be provided of approx. dates for the test rides and certification

Kind regards
Carla

Appendix / Reference No. 6 – UCI's SWBMX Track Inspection Report including UCI clarifications

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BMX RACING TRACK INSPECTION GUIDE

SAM WILLOUGHBY INTERNATIONAL

COMPLETED BY: LUKE MADILL

REPORT	DATE: January 18, 2023	YES	NO	IF NO IS TICKED, PLEASE DOCUMENT ACTION REQUIRED	DATE ACTION IS TO BE COMPLETED BY
Staging Area/ Warm up	1. Area is large enough to host international events. 2. Area clean and free from loose debris.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> If not being done, would recommend sealing this area in future to save carry mud up the ramps to the starting gate. 	Click or tap to enter a date.
Start Hill	1 Start hill meets UCI dimensions 2 Start hill and cover has a sturdy construction. 3 Free from any jagged pieces of steel. 4 Stairs/ramp easy for riders to climb. 5 Clean and free of obstacles. 6 Power points in good condition. 7 Lights in good condition. 8 Gate in good condition. 9 Gate free from jagged pieces of metal. 10 Compressor in good condition and serviced. 11 Air lines in good condition. 12 Start hill surface in good condition for all weather conditions. 13 All handrails meet safety standards.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All areas comply bar the measurement from the gate to the first change in angle. I have been advised that the 8m hill drawings were requested but never received from UCI.	Click or tap to enter a date.
1 st Straight	1. Length and width meet UCI standards. 2. Surface in good condition. 3. First jump distance meets UCI standards 4. No dangerous obstacles such as rocks present or protruding. 5. Drain covers to be secured down and below ground level. 6. Poles, trees, and taps etc. to be padded, if inside 2m form the track boundary or if deemed to be in an area that could result injury to a rider. 7. Side of track to be free from rocks etc.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> First Jump off 5m needs a foot removed from the top of the step-up, removing the steepness from the front and rear. First Jump off 8m. Remove a foot from the top of the step-up. Water pooling from the landing of the first jump on the 5m which is running onto the landing of the first jump off the 8m. Surface is lifting in multiple spots Drains looked to be blocking between straights. 	Click or tap to enter a date.

1 st Corner	<ol style="list-style-type: none"> Width meets UCI Standards Surface in good condition. Drain covers to be secured down and below ground level. Poles, trees, and taps etc. to be padded, if inside 2m from the track boundary or if deemed to be in an area that could result injury to a rider. Back of corner is safe for riders if they go over. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Needs bowling out from the entrance and though the middle of the berm. Requires asphaltting 	Click or tap to enter a date.
2 nd Straight	<ol style="list-style-type: none"> Width meets UCI Standards Surface in good condition. No dangerous obstacles such as rocks present or protruding. Drain covers to be secured down and below ground level. Poles, trees, and taps etc. to be padded, if inside 2m from the track boundary or if deemed to be in an area that could result injury to a rider. Side of track to be free from rocks etc. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Roller out of the first turn needs mellowing out. Step up on challenge side needs lengthening and mellowing the roller after it. The second straight finishes early before the second berm. Suggest adding a tail to the last double on the straight. Surface is lifting in different areas 	Click or tap to enter a date.
2 nd Corner	<ol style="list-style-type: none"> Width meets UCI Standards Surface in good condition. No dangerous obstacles such as rocks present or protruding. Drain covers to be secured down and below ground level. Poles, trees, and taps etc. to be padded, if inside 2m from the track boundary or if deemed to be in an area that could result injury to a rider. Back of corner is safe for riders if they go over. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Needs bowling out from the entrance to the end of the berm. Requires asphaltting 	Click or tap to enter a date.
3 rd Straight	<ol style="list-style-type: none"> Width meets UCI Standards Surface in good condition. No dangerous obstacles such as rocks present or protruding. Drain covers to be secured down and below ground level. Poles, trees, and taps etc. to be padded, if inside 2, from the track boundary or if deemed to be in an area that could result injury to a rider. Back of corner to safe for riders if they go over. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Championship side from the middle step-up needs stretching out, along with the step-up step-down at the end of the straight, as the section becomes too tight. This will also fix the straight finishing so far from the last berm. Adjustments to the length of jumps on the challenge side to finish in line with the Championship side. Surface lifting in certain spots 	Click or tap to enter a date.
3 rd Corner	<ol style="list-style-type: none"> Width meets UCI Standards Surface in good condition. No dangerous obstacles such as rocks present or protruding. Drain covers to be secured down and below ground level. Poles, trees, and taps etc. to be padded, if inside 2m from the track boundary or if deemed to be in an area that could result injury to a rider. Back of corner is safe for riders if they go over. 	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Needs bowling out from the entrance to the end of the berm. Requires Asphalt 	Click or tap to enter a date.
4 th Straight	<ol style="list-style-type: none"> Width meets UCI Standards Surface in good condition. No dangerous obstacles such as rocks present or protruding. Drain covers to be secured down and below ground level. Poles, trees, and taps etc. to be padded, if inside 2m from the track boundary or if deemed to be in an area that could result injury to a rider. Side of track to be free from rocks etc. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Surface starting to lift in some areas. 	Click or tap to enter a date.
4 th Corner	<ol style="list-style-type: none"> Width meets UCI Standards Surface in good condition. No dangerous obstacles such as rocks present or protruding. Drain covers to be secured down and below ground level. Poles, trees, and taps etc. to be padded, if inside 2m form the track boundary or if deemed to be in an area that could result injury to a rider. Back of corner to safe for riders if they go over. 	<input type="checkbox"/>	<input type="checkbox"/>	N/A	Click or tap to enter a date.

Finish Line	<ol style="list-style-type: none"> 1. Arch positioned correctly. 2. Poles to be padded if required. 3. Poles in good condition. 4. Clearly marked finish line 5. 35m high traction braking area 6. No other obstructions in finish line area. 7. Total length of track. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Click or tap to enter a date.
Commentary Tower (If applicable)	<ol style="list-style-type: none"> 1. Safe and secure. 2. Has easy and safe access. 3. PA and electrical wiring is appropriately housed and in good condition. 	<input type="checkbox"/>	<input type="checkbox"/>	N/A	Click or tap to enter a date.
Lighting (If applicable)	<ol style="list-style-type: none"> 1. Is adequate for safe racing. 2. All lights working. 3. Poles located in a safe position. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Click or tap to enter a date.
Seating/Grandstand (If applicable)	<ol style="list-style-type: none"> 1. Safe and clean. 2. Access is safe and appropriately marked. 3. Is in good solid condition. 4. No jagged edges or protruding nails etc. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Click or tap to enter a date.
Temporary Structures (If applicable)	<ol style="list-style-type: none"> 1. Seating- Have received sign off documents. 2. Scaffold Constructed Towers Have received sign off documents. 3. Scaffold Constructed Start Hill has been installed correctly & is suitable for children, adults & BMX bikes. Have received sign off documents. 	<input type="checkbox"/>	<input type="checkbox"/>	N/A	Click or tap to enter a date.
Parking, including a drop-off / pick-up zone	<ol style="list-style-type: none"> 1. Adequate size for international events. 2. Has easy and safe access. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Click or tap to enter a date.
Storage Medical room Timing/Scoring Registration/Admin office Toilets	<ol style="list-style-type: none"> 1. Adequate size for international events. 2. Has easy and safe access. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Click or tap to enter a date.
Evacuation routes and ambulance parking		<input checked="" type="checkbox"/>	<input type="checkbox"/>		Click or tap to enter a date.
Team area	<ol style="list-style-type: none"> 1. Adequate size for international events. 2. Has easy and safe access. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Click or tap to enter a date.

CONCLUSIONS/RECOMMENDATIONS

Although the track technically meets UCI standards in most areas, the highlighted points are deemed dangerous for riders at race speed. The other points are for the standards riders will expect when competing at a World Cup/World Championship. Not amending these areas I have listed above, could affect the chances of holding future international events.

UPDATED UCI 01.01.22

Definitions

Good condition means:	of a high standard with regard to its appearance, quality, or working order.
Sturdy construction means:	strongly and solidly constructed.
Free of obstacles means:	no objects, items or other that blocks one's way or prevents or hinders progress.
Safe means:	not exposed to danger or risk.

Dylan Thomas

From: Dylan Thomas
Sent: Wednesday, 18 January 2023 12:20 PM
To: Dylan Thomas
Subject: FW: SWBMX - Final Track Inspection Report
Attachments: TrackInspectionGuide(SW) .docx

Dylan Thomas

Project Manager Construction | City of Marion
M: 0423 094 464 | PO Box 21 Oaklands Park SA 5046



CITY OF
MARION

The City of Marion acknowledges we are situated on the traditional lands of the Kurna people and recognises the Kurna people's connection to the land and waters. We pay our respects to their culture and Elders, past, present, and emerging and acknowledge the value that First Nations people make to Australian sport and society.

From: Luke Madill <luke.madill@auscycling.org.au>
Sent: Friday, 28 January 2022 1:35 PM
To: Andrew Thorstenson <Andrew.Thorstenson@turntown.com>
Cc: Ilia Houridis <Ilia.Houridis@marion.sa.gov.au>; Mark Goudge <Mark.Goudge@turntown.com>
Subject: Re: SWBMX - Final Track Inspection Report

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Hi All

Please find attached the inspection guide I have used to provide feedback for the amendments needed to the Sam Willoughby International facility.

Regards



Luke Madill
BMX Sport Manager | Events & Pathways

luke.madill@auscycling.org.au www.auscycling.org.au
 (02) 8488 0641
 PO Box 6402, ALEXANDRIA NSW 2015
 Unit 12, 56 O'Riordan Street, ALEXANDRIA NSW 2015



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Please consider the environment before printing this email.

From: Andrew Thorstenson <Andrew.Thorstenson@turntown.com>
Sent: 27 January 2022 11:28
To: Luke Madill <luke.madill@auscycling.org.au>

Cc: Iliia Houridis <Iliia.Houridis@marion.sa.gov.au>; Mark Goudge <Mark.Goudge@turntown.com>
Subject: SWBMX - Final Track Inspection Report

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Client Confidential

Hi Luke,

Thank you for your time this morning, it was good to be able to discuss the items you had identified during your inspection over the course of the event.

The link below provides photos of the track pre and post event, you will be able to see where some of the damage has occurred. It would be good if we could get your thoughts around where the damage has occurred.

<https://www.dropbox.com/sh/14xim5oswueiapa/AADa3-eADjY1u-gf0JmWMYUHa?dl=0>

just a final note, as discussed in the meeting, when you issue your report. Can you make it very clear as what works are needed to be done to the track prior to your final inspection (prior to the sealant being laid) it will make it very clear for everyone involved.

We look forward to receiving your report,

Thanks.

Regards,
Andrew Thorstenson
Project Manager, Adelaide
Turner & Townsend
m: +61 (0) 417 172 002 | www.turnerandtowntsend.com

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Dylan Thomas

From: Charmaine Hughes
Sent: Tuesday, 15 November 2022 1:21 PM
To: Tony Lines; Dylan Thomas; Mark Hubbard; Michael Collins; Jonathan Giesecke
Subject: FW: SWBMX - Final Track Inspection Report

Charmaine Hughes

Manager City Activation | City of Marion
M: +61 459 867 085 | PO Box 21 Oaklands Park SA 5046



The City of Marion acknowledges we are situated on the traditional lands of the Kurna people and recognises the Kurna people's connection to the land and waters. Ngadlu tampendi Kurna meyunna yaitya mattanya yaintya yerta

From: Luke Madill <luke.madill@auscycling.org.au>
Sent: Friday, 28 January 2022 4:29 PM
To: Andrew Thorstenson <Andrew.Thorstenson@turntown.com>
Cc: Ilia Houridis <Ilia.Houridis@marion.sa.gov.au>; Charmaine Hughes <Charmaine.Hughes@marion.sa.gov.au>; Mark Goudge <Mark.Goudge@turntown.com>; Dylan Thomas <Dylan.Thomas@turntown.com>; Lewis Coulls <lewis.coulls@turntown.com>
Subject: Re: SWBMX - Final Track Inspection Report

Hi Andrew,

I have answered your questions below and tried to be as clear as possible.



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From: Andrew Thorstenson <Andrew.Thorstenson@turntown.com>
Sent: 28 January 2022 15:58
To: Luke Madill <luke.madill@auscycling.org.au>
Cc: Ilia Houridis <Ilia.Houridis@marion.sa.gov.au>; Charmaine Hughes <Charmaine.Hughes@marion.sa.gov.au>; Mark Goudge <Mark.Goudge@turntown.com>; Dylan Thomas <Dylan.Thomas@turntown.com>; Lewis Coulls

<lewis.coulls@turntown.com>

Subject: FW: SWBMX - Final Track Inspection Report

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Hi Luke,

Thank you for providing the Report (attached).

As you are aware the report will need to be issued to Partek and their contractors, so I want to be very clear on what we are saying. The items listed in your report highlighted in yellow are UCI non-negotiables as these are safety concerns, the remaining items that are not highlighted are UCI preferred items that will need to be addressed. Is that correct? **Yes, the highlighted items are non-negotiable. All the other items need to be addressed if the Club is wanting to host a World Cup or World Championships within the next 4 years.**

Regarding the 8m start hill, we discussed this in our VC meeting on Thursday, I believe the agreed outcome was this was not a UCI requirement due to another UCI facility having the same 8m start gate setup. Is this correct? **It was mentioned in the meeting that the UCI was contacted to receive the 8m hill measurements but nothing was provided in return. I am waiting for UCI's answer to this.**

If you can please confirm the above 2 questions today, it would be greatly appreciated.

Regards,
Andrew Thorstenson
Project Manager, Adelaide
Turner & Townsend
m: +61 (0) 417 172 002 | www.turnerandtownsend.com

From: Luke Madill <luke.madill@auscycling.org.au>
Sent: Friday, 28 January 2022 1:35 PM
To: Andrew Thorstenson <Andrew.Thorstenson@turntown.com>
Cc: Ilia Houridis <Ilia.Houridis@marion.sa.gov.au>; Mark Goudge <Mark.Goudge@turntown.com>
Subject: Re: SWBMX - Final Track Inspection Report

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Hi All

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Regards





Luke Madill

BMX Sport Manager | Events & Pathways

📧 luke.madill@auscycling.org.au

🌐 www.auscycling.org.au

☎ (02) 8488 0641

✉ PO Box 6402, ALEXANDRIA NSW 2015

📍 Unit 12, 56 O'Riordan Street, ALEXANDRIA NSW 2015



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Please consider the environment before printing this email.

From: Andrew Thorstenson <Andrew.Thorstenson@turntown.com>

Sent: 27 January 2022 11:28

To: Luke Madill <luke.madill@auscycling.org.au>

Cc: Ilia Houridis <Ilia.Houridis@marion.sa.gov.au>; Mark Goudge <Mark.Goudge@turntown.com>

Subject: SWBMX - Final Track Inspection Report

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<https://www.dropbox.com/sh/14xim5oswueiapa/AADa3-eADjY1u-gf0JmWMYUHa?dl=0>

just a final note, as discussed in the meeting, when you issue your report. Can you make it very clear as what works are needed to be done to the track prior to your final inspection (prior to the sealant being laid) it will make it very clear for everyone involved.

We look forward to receiving your report,

Thanks.

Regards,
Andrew Thorstenson
Project Manager, Adelaide
Turner & Townsend

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Appendix / Reference No. 7 – Turner & Townsend's meeting minutes captured during SWBMX UCI Track Report Discussion meeting held on 4/2/22

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marion.sa.gov.au

Dylan Thomas

From: Andrew Thorstenson <Andrew.Thorstenson@turntown.com>
Sent: Thursday, 10 February 2022 11:21 AM
To: Charmaine Hughes; Tony Lines; Mark Goudge; Lewis Coulls; Dylan Thomas; Max Proud; Luciano Pedicini; Alex Robey; Luke Madill
Cc: Simon Frost; Sam Valkonen; Brenton Lunn; Mark Hubbard
Subject: RE: SWBMX - UCI Track Report Discussion
Attachments: CoM - SWBMX UCI Report Review and Discussion Minutes - 4.2.22.pdf

Client Confidential

Hi,
Please find attached UCI Track Discussion Meeting Minutes following our meeting on 4.02.22
Regards,

Andrew Thorstenson
Project Manager, Adelaide
Turner & Townsend

m: +61 (0) 417 172 002 | www.turnerandtownsend.com

-----Original Appointment-----

From: Andrew Thorstenson
Sent: Thursday, 3 February 2022 6:06 PM
To: Andrew Thorstenson; Ilia Houridis; Charmaine Hughes; tony.lines@marion.sa.gov.au; Mark Goudge; Lewis Coulls; Dylan Thomas; Max Proud; Luciano Pedicini; Alex Robey; Luke Madill
Cc: Simon Frost; Sam Valkonen; Brenton Lunn; Mark Hubbard
Subject: SWBMX - UCI Track Report Discussion
When: Friday, 4 February 2022 1:00 PM-2:00 PM (UTC+09:30) Adelaide.
Where: Microsoft Teams Meeting

Hi,
Setting up this meeting to run through Luke Madill' UCI Report to assist Partek and Living Rec in finalising their program of works.
Max – are you able to invite Trent to this meeting.
Regards,
Andrew Thorstenson

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

[Learn More](#) | [Meeting options](#)

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Meeting Minutes

Client:	City of Marion
Project:	Sam Willoughby BMX Facility (SWBMX)
Meeting date:	04 February 2022
Meeting location:	Microsoft Teams
Meeting title:	UCI Report Review and Discussion

Attendees

Tony Lines	City of Marion	CoM-TL
Charmaine Hughes	City of Marion	CoM-CH
Thuyen Vi-Alternetti	City of Marion	CoM-TV
Mark Hubbard	City of Marion	CoM-MH
Andrew Thorstenson	City of Marion	CoM-AT
Lewis Coulls	City of Marion	CoM-LC
Trent Lupton	Living Recreation	LR-TL
Luke Madill	AusCycling	AC-LM
Alex Robey	Partek	PAR-AR
Brenton Lunn	Partek	PAR-BL
Max Proud	Partek	PAR-MP
Luciano Pedicini	Partek	PAR-LP
Mark Goudge	Turner & Townsend	TT-MG
Dylan Thomas	Turner & Townsend	TT-DT

Additional distribution

Simon Frost	Greenway Architects	GWA-SF
Tom Bernard	Rider Levett Bucknall	RLB-TB
Sam Valkonen	Rider Levett Bucknall	RLB-SV

Signed: Andrew Thorstenson

Date: 9.02.22

08 February 2022

making the difference 01

F:\ADL\PM\1 PROJECTS\01-52364 CITY OF MARION BMX & SOCCER\02 COMMUNICATIONS\030 MEETINGS\08 POST PC MEETINGS\4.2.22 - SWBMX UCI REPORT REVIEW AND DISCUSSION\COM - SWBMX UCI REPORT REVIEW AND DISCUSSION MINUTES - 4.2.22.DOCX

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Meeting Minutes

Discussion topic		Action	Due
1	UCI Report Review and Discussion		
1.1	Only the items highlighted in yellow which relate to safety are required to be fixed to achieve UCI accreditation.	Note	
1.2	Aside from the highlighted items within the report, the track will achieve UCI accreditation.	Note	
1.3	AC-LM recommended and advised that to hold world championships and Olympic grade events, the balance of the suggestions within the report should be addressed.	Note	
1.4	CoM advised that they're unlikely to complete any other works beyond those highlighted in yellow.	Note	
2	Start Hill		
2.1	Issue with positioning of start hill (measurements from the gate to first change in angle) is not going to impact UCI rating or accreditation.	Note	
2.2	AC-LM noted the start hill positioning may be noticed by riders who would make comment but not a huge negative risk.	Note	
2.3	AC-LM noted other UCI venues around the world have similar issues and there is a lack of consistency.	Note	
2.4	AC-ML advised this shouldn't affect the willingness of riders to participate in events.	Note	
2.5	CoM-TL confirmed the start hill positioning will not be changed.	Note	
3	First Straight		
3.1	Alterations to first 5m jump – remove 300mm off the top and spread at front and back to mellow out.	Note	
3.2	Alterations to first 8m jump – same scope as 5m jump.	Note	
3.3	LR-TL advised the process will be to take off what they believe to be accurate, it will then be test ridden by LR and AC-LM before the application of final polymer sealant. LR-TL advised this will be the last change to the first jumps.	Note	

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Meeting Minutes

3.4	Query were raised regarding if there are documented gradients or falls to avoid ponding – PAR-MP confirmed there is no cross fall documented. LR-TL confirmed if there is minor ponding they will fix it at no cost.	Note	
3.4.1	LR have nominated 4 positions which they believe are problematic – Partek to provide markup confirming water pooling locations.	Partek	10.2.22
3.5	Partek advised the stormwater drain blockages were caused by erosion of the loam due to minimal to no grass being established.	Note	
3.6	Track surface lifting: AC-LM advised it was likely not enough curing time had eventuated before being ridden, recommending that the track requires 3 weeks curing time.	Note	
3.7	Cost responsibilities were discussed with the following agreements made <ul style="list-style-type: none"> Changes to first jumps – CoM responsibility. Ponding – considered as defects. Surface lifting – responsibility to be confirmed. Stormwater drains blocking – CoM responsibility. 	Note	
4	1st Corner		
4.1	UCI report recommendations and scope is clear, however LR-TL advised that if any shaping of the berms was to be undertaken, this would incur additional cost.	Note	
4.2	LR-TL advised that asphaltting of the berms will be no additional costs as this is a component of the contract works.	Note	
5	2nd Straight / Corner		
5.1	Agreements as per Section 4.1 & 4.2 above.	Note	
6	3rd Straight & Corner		
6.1	UCI report recommends lengthening out of the Championship side straight (increase by approximately 4m) this was acknowledged as the largest change.	Note	
6.2	All remaining scope for this section of the track is clear.	Note	
7	4th Straight / Corner		
7.1	Scope as described by AC-LM was considered clear.	Note	

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Meeting Minutes

8	General		
8.1	Partek to issue project team itemised breakdown for costs to repair and amend each item contained in AC-LM UCI report.	Partek	9.2.22
8.2	CoM requested AC-LM UCI report to be updated to include the following columns: <ul style="list-style-type: none"> ▪ T&T recommendation to proceed. ▪ Estimate costs. ▪ Liability (including likelihood of whether change or amendment will eventuate). 	T&T / CoM	8.2.22

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Appendix / Reference No. 8 – Turner & Townsend’s meeting minutes captured during SWBMX Track Works meeting held on 4/5/22

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marion.sa.gov.au

Dylan Thomas

From: Lewis Coulls
Sent: Saturday, 7 May 2022 3:08 PM
To: Tony Lines; Charmaine Hughes; Mark Hubbard; Sam Durdin; Max Proud; Luke Madill
Cc: Dylan Thomas; Mark Goudge; brett@dirtztrack.com
Subject: SWBMX - Track Meeting 4.5.22 - Minutes
Attachments: SWBMX Track Works Meeting Minutes - 4.5.22.pdf

Confidential - External

Hi All,

Please see attached meeting minutes from our meeting on Thursday.

Please review and action accordingly.

We note some of these are superseded by the recent hold point request from Partek.

Mark H – Apologies, the name of the Club attendees escapes me so I have left them highlighted.

Max – please issue to LR as you see fit.

See you all on Tuesday.

Thanks,

Lewis Coulls

Senior Project Manager, Australia

Turner & Townsend

Level 12, 19 Grenfell St, Adelaide, SA, 5000

t: +61 (0) 8 8113 0800 | m: +61 (0) 423 136 614 | www.turnerandtownsend.com

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Meeting Minutes

Client:	City of Marion
Project:	Sam Willoughby BMX Facility (SWBMX)
Meeting date:	04 May 2022
Meeting location:	SWBMX Facility
Meeting title:	SWBMX: Track Works Meeting

Attendees

Tony Lines	City of Marion	CoM-TL
Mark Hubbard	City of Marion	CoM-MH
Charmaine Hughes	City of Marion	CoM-CH
Lewis Coulls	City of Marion	CoM-LC
Max Proud	Partek	PAR-MP
Sam Durdin	Partek	PAR-SD
Luke Madill	AusCycling	AC-LM
Trent Lupton	Living Recreation	LR-TL
Dylan Thomas	Turner & Townsend	TT-DT
Steve? (Club Representative)	BMX Club	
Sam? (Club Representative)	BMX Club	

Additional distribution

Mark Goudge	Turner & Townsend	TT-MG
Brett Barnes	Dirtz	DZ-BB

04 May 2022

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Meeting Minutes

Discussion topic		Action	Due
1	Meeting General		
1.1	Brett Barnes (Dirtz) noted as an apology due to work commitments.	Note	
1.2	The UCI Report (issued by AC-LM on 24.2.22) was used as a basis for the track walk through and meeting discussions.		
2	First Straight		
2.1	LR-TL advised all UCI report changes have been completed to the first straight, but LR-TL and AC-LM agreed additional filling is required to the middle of the rollers.	PAR-MP LR-TL	ASAP
2.2	With recent rainfall, LR-TL spray painted apparent areas of water pooling on the track surface, confirming that these areas shall be appropriately regraded to minimise pooling.	PAR-MP LR-TL	ASAP
2.3	LR-TL confirmed that almost every gully on the track has been regraded.	Note	
2.4	AC-LM advised that with the exception of the actions noted in 2.1 & 2.2 he was happy with the profile of the track and satisfied all amendments required in his inspection report had been successfully achieved.	Note	
3	First Berm / Corner	Note	
3.1	LR-TL and AC-LM identified areas requiring additional bowling out and reshaping, noting that the apex of the entire berm requires an increase in height of approximately ~150mm.	PAR-MP LR-TL	ASAP
3.2	AC-LM confirmed that the berm height measurement (from the top / apex to bottom) meets the UCI guidelines of 8m.	Note	
4	Bitumen Application		
4.1	CoM-LC queried the extent and surface transition between the bitumen and polymer wear course. LR-TL confirmed the bitumen and wear course will meet the polymer wear course at the centre of the timing loop circuit, forming a seamless transition.	Note	
4.2	LR-TL advised of the risks involved with the application of bitumen as the finish is highly dependent on various factors	Note	

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Meeting Minutes

Discussion topic		Action	Due
	such as temperature and workability (ideally 30°C or more), climate, wind etc.		
4.3	LR-TL confirmed that a specialist asphaltting / bitumen contractor (based in Adelaide) has been tentatively booked in for the bitumen surfacing works on 23.5.22 (LR-TL confirmed these works will not be undertaken by Living Recreation but supervised).	Note	
4.4	LR-TL advised that due to the cooler conditions there may be some imperfections / coarseness in the bitumen however these would be minor in nature and not be detrimental to the track riding experience.	Note	
4.5	AC-LM advised that UCI cannot provide recommendations regarding the process, methodology, and application of bitumen as the UCI are purely an entity that provide assessment and certification of BMX tracks. AC-LM confirmed in the case that safety issues are present due to the improper application or bitumen finishing this may prevent UCI accreditation / certification.	Note	
4.6	AC-LM confirmed some imperfections in the bitumen would not prevent UCI accreditation provided they did not pose a safety risk or significantly impact on the speed of the track.	Note	
4.7	PAR-MP / LR-TL to assess the forecast weather conditions, climate and the like closer to the scheduled date and advise if ideal to proceed or not (tentative bitumen booking to remain unchanged for 23.5.22).	PAR-MP LR-TL	16.5.22
5	Second Straight		
5.1	AC-LM confirmed the amendments to the roller out of the first corner have been achieved, noting that the step up modifications are currently being undertaken.	Note	
5.2	AC-LM advised that Living Recreation had lengthened sections of the second straight as opposed to adding a tail to the last double on the straight confirming this was a more suitable alternative.	Note	
5.3	AC-LM advised that with the exception of the action noted in 5.1 he was happy with the profile of the track and satisfied all amendments required in his inspection report had been successfully achieved.	Note	
6	Second Berm / Corner		

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Meeting Minutes

Discussion topic		Action	Due
6.1	AC-LM confirmed suitability of the modifications made by Living Recreation stating the berm transitioning is smoother and overall shape is ideal.	Note	
6.2	AC-LM advised that Living Recreation are required to make minor adjustments to the height of the berm.	PAR-MP LR-TL	ASAP
7	Third Straight		
7.1	AC-LM confirmed both track changes referenced within the UCI Report had been achieved.	Note	
7.2	AC-LM advised that Living Recreation are to fix the roller after the double to make the challenge side similar to the elite, noting that these changes were not captured within the UCI Report. LR-TL confirmed these changes would not incur any cost implications.	PAR-MP LR-TL	ASAP
7.2.1	AC-LM informed that the changes are required due to the lengthening / stretching / opening up of the straight. LR-TL advised these changes comprise adjustments to approximately two-thirds of the straight.	Note	
8	Third Berm / Corner		
8.1	AC-LM confirmed suitability with the adjustments made by Living Recreation thus far, advising that the berm still needs to be bowled out.	PAR-MP LR-TL	ASAP
9	Finish Line Strip Drain / Line Marking Location		
9.1	AC-LM provided recommendations to have a strip drain (product similar to that located at the base of the concrete start hill transitions) trenched and joined into the bitumen surface approximately 350mm south of the finish line.	PAR-MP	ASAP
9.2	AC-LM advised that the line marking location should be adjusted for future events as the position must pick up and accommodate for the location of the MyLaps timing loop transponders and optimal camera views. AC-LM to provide markup / final measurements of the amended line marking to the finish line to be incorporated as part of the track reworks.	AC-LM	ASAP

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Meeting Minutes

Discussion topic		Action	Due
10	Upcoming Hold Points / Program		
10.1	AC-LM confirmed that in the case where he cannot physically attend site, photo and video footage is acceptable noting that the evidence provided must capture various test riders of differing levels of ability riding the track.	Note	
	CoM subsequently requested LM attend in person for the formal Hold Point release relating to the shape of the berms and profile of the basecourse.	Note	
10.2	LR-TL advised that Living Recreation anticipates / intends on having all bulk track reshaping works (base course and berm modifications) complete on 6.5.22, ready for the application of a preliminary sand and polymer glue coating to the entire track surface to prevent water ingress (Living Recreation intended to commence application on 5.5.22).	Note	
	T&T advised that no works relating to application of the new wearing course are to occur until the Hold Points relating to Basecourse profile have been released and an audit of the existing wearing course that is remaining has occurred.	Note	
10.3	LR-TL informed that he intends on demobilising from site on the 12.5.22 and returning home to NSW until the 23.5.22 at which point he will return to site complete the bitumen to the berms.	Note	
10.4	It was agreed by all attendees that the wearing course audit / hold point shall occur the afternoon of 9.5.22 (pending confirmation of DZ-BB and AC-LM attendance) CoM-LC to issue calendar invites once organised.	CoM-LC	ASAP
10.5	The club representatives agreed that once the bulk modifications to the track have been made, various riders from the BMX clubs of differing levels of ability shall test ride the track. The club representatives confirmed that this could occur on 6.5.22 if required.	Note	
11	Wearing Course		
11.1	CoM-TL questioned the process and estimated timeframe to have the existing wear course layer removed, expressing CoM's concerns with not having the entirety of the wearing course removed prior to the application of the new (political risks, suitability, longevity etc).	Note	
11.1.1	LR-TL advised the above works would take approximately 2 weeks (remove the remaining existing wear course, apply crusher dust and dolomite to areas that had the wear course removed, rolling in and compacting, then the application of	Note	

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Meeting Minutes

Discussion topic		Action	Due
	the glue and polymer layers). LR-TL advised this will incur additional costs and adjustments to Living Recreations program if instructed.		
11.2	TL-LR reiterated that the purpose of the polymer wear course is to ensure the base course and substrate is kept dry, informing attendees that the dolomite is part of the wearing course, not the base course.	Note	
11.3	Further to the above, LR-TL confirmed there is no form of adhesion or bonding between the basecourse and the wear course.	Note	
11.4	CoM-LC requested LR-TL to postpone the application of preliminary sand and polymer glue coating to areas of the track where the wear course had been removed (now only consists of basecourse / dolomite finish) refer item 10.2 above, informing that further assessment of the track must be conducted by DZ-BB.	Note	
11.5	LR-TL discussed the areas where Living Recreation consider the wearing course to be intact and non-defective (e.g. fourth straight) confirming these areas will only have a single layer of transparent glue applied to the surface.	Note	
	This advice is at odds with what the Project Team understood the accepted pricing allowed for (which should be application of a new, full profile wearing course). Partek to discuss with LR and provide an update back to CoM.	PAR-MP	ASAP
12	Post Meeting Notes		
12.1	Partek to provide detailed methodology and step by step process of how the bitumen will be applied to the berms taking into consideration the quantity of coats or layers, vehicle access and path of travel (to minimise further damage to the track and surrounding areas) the tools, equipment, and plant that shall be used etc.	PAR-MP	13.5.22
12.2	Partek to advise and confirm if any measures are required to mitigate the track for sustaining further damage from inclement weather, erosion etc during Living Recreation's demobilisation period (refer item 10.3 above). If such measures are required, Partek to provide details of the type of protection, extent, and cost implications.	PAR-MP	10.5.22

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Meeting Minutes

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Appendix / Reference No. 9 – Turner & Townsend's meeting minutes captured during SWBMX Basecourse & Wearing Course Audit meeting held on 10/5/22

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.



marion.sa.gov.au

Dylan Thomas

From: Lewis Coulls
Sent: Thursday, 12 May 2022 12:15 PM
To: Tony Lines; Charmaine Hughes; Mark Hubbard; Max Proud; Sam Durdin; Luke Madill
Cc: Mark Goudge; Dylan Thomas; brett@dirtztrack.com
Subject: SWBMX - Basecourse & Wearing Course Audit - Meeting Minutes 10.5.22
Attachments: SWBMX-Basecourse Hold Point Meeting Minutes 10.5.22.pdf

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Hi All,

Please see attached minutes and actions from Tuesday's site meeting for your review and implementation.

We will follow up in separate correspondence the formal release of the Basecourse Hold Point + request for pricing for full removal of the existing wearing course.

Max – We'll leave it with Partek to distribute to LR as you see fit.

Any questions or objections please let me know.

Thanks,
Lewis Coulls
Senior Project Manager, Australia
Turner & Townsend
Level 12, 19 Grenfell St, Adelaide, SA, 5000
t: +61 (0) 8 8113 0800 | m: +61 (0) 423 136 614 | www.turnerandtownsend.com

Turner & Townsend Thinc Pty Ltd
ABN 88 123 154 585

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Meeting Minutes

Client:	City of Marion
Project:	Sam Willoughby BMX Facility (SWBMX)
Meeting date:	10 May 2022
Meeting location:	SWBMX Facility
Meeting title:	SWBMX: Basecourse Hold Point + Wearing Course Audit

Attendees

Tony Lines	City of Marion	CoM-TL
Mark Hubbard	City of Marion	CoM-MH
Charmaine Hughes	City of Marion	CoM-CH
Lewis Coulls	City of Marion	CoM-LC
Max Proud	Partek	PAR-MP
Sam Durdin	Partek	PAR-SD
Luke Madill	AusCycling	AC-LM
Trent Lupton	Living Recreation	LR-TL
Dylan Thomas	Turner & Townsend	TT-DT

Additional distribution

Mark Goudge	Turner & Townsend	TT-MG
Brett Barnes	Dirtz	DZ-BB

11 May 2022

making the difference

01

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Meeting Minutes

Discussion topic		Action	Due
1	Meeting General		
1.1	Brett Barnes (Dirtz) noted as an apology.	Note	
1.2	<p>The agenda of the meeting followed the approximate timeframes outlined below:</p> <ul style="list-style-type: none"> ▪ Wearing course audit from 2:30pm to 3:30pm ▪ Test riding from 3:30pm to 4pm ▪ Luke Madill feedback and Hold Point release discussion 4pm to 4:30pm ▪ Wearing course next steps discussion from 4:30pm to 5pm 	Note	
2	Wearing Course Audit		
2.1	<p>It was agreed during the on-site meeting held on 27.4.22 that an additional hold point be introduced to audit the extent of the existing wearing course that is to remain prior to the application of the new wearing course to determine if the condition is suitable and appropriate to remain.</p> <p>This audit was conducted by all attendees at 2:30pm on 10.5.22.</p>	Note	
2.2	<p>The recent test riding footage provided by Partek was discussed, with AC-LM reiterating the young amateur riders were traveling at slow speeds due to not having the final track wear course and bitumen surfaces applied.</p> <p>Noting that a variety of riders (junior / amateur / experienced) had been arranged (by CoM / Clubs / AC-LM) to undertake testing of the track at 3:30pm, AC-LM recommended that after the bitumen and final polymer wear course application, a final test ride should be held to ensure the increase in speed doesn't cause any issues (informing that his attendance at the final test is not mandatory).</p>	Note	
2.3	<p>The process of patching and repairing the punctures / holes / infiltrations on the existing wearing course was discussed, with LR-TL confirming that the existing polymer surface is blower vacuumed and swept to remove the loose gravel, stones, sand, dirt etc. Glue is then used to flood and encapsulate the damaged areas (filled with glue and sand).</p> <p>LR-TL advised that the new wearing course application is comparable and similar to spray painting a car and will effectively form overspray that blends the existing surface with the new.</p>	Note	

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Meeting Minutes

Discussion topic		Action	Due
2.4	Further to the above, LR-TL confirmed there is a priming dilution process that consists of 4 – 6 prime coat layers over every area that is raw (basecourse and or existing wearing course). LR-TL advised this mixture is diluted with high percentages of water early, and upon the application of each layer the water dilution is gradually reduced until absorption is achieved (sand to stick to as much glue as possible).	Note	
2.5	CoM queried the appearance and outcome of the final wear course, AC-LM confirmed that upon completion of the final polymer wear course coat, a final transparent layer of glue mixed with colour tint will be applied to every square meter of the track surface.	Note	
2.6	CoM-TL expressed concerns over the potential peeling, uplift, delamination of the current existing wear course, noting that it could be easily removed without the aid of machinery etc.	Note	
2.7	During the discussion, PAR-MP noted that the entirety of the existing wear course and base course has / is currently being compacted and rolled on by the club's vehicles, noting this may provide confidence in the condition and integrity of the product in its current state. CoM-TL and CoM-LC noted that the wheels of bikes on the track apply more direct loads, as opposed to a vehicle which have a wider tread and more uniformly distributed loads.	Note	
2.8	CoM identified areas beyond and adjacent to the exterior track line marking which had developed erosion. PAR-MP confirmed the erosion in these areas and between the track straights will be filled in prior to the hydroseeding area make good and application which will be undertaken once the track reworks have been completed (to avoid further damage).	Note	
2.9	CoM-LC identified areas on the remaining existing wear course which appeared to be rippled, undulating, and wavy (located on the first jump on the first straight, challenge side). In response LR-TL advised this is the nature of the product and most likely where excessive glue was used during the application which has subsequently ran and dripped.	Note	
2.10	CoM-TL requested that Partek / Living Recreation provide a written statement upon application of the final polymer wear course that confirms the below: <ul style="list-style-type: none"> There be no water pooling, surface ripples / delamination, issues with the bonding, adhesion, and the like 	PAR-MP LR-TL	

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Meeting Minutes

Discussion topic		Action	Due
<ul style="list-style-type: none"> The entire track surface shall be seamless / uniform / flush and have seamless transitions and joins throughout Surface must and will be structurally sound / adequate, and have the appearance of a one cohesive brand-new wear course with no visual discolouration 			
2.11	Adding to the above, CoM-LC suggested and recommended at the point of handover between Partek, CoM a thorough assessment of the track be undertaken to provide a snapshot of and capture the condition of the track and surface post Living Recreation's reworks (once polymer surface has sufficiently cured). CoM-LC noted that this will be beneficial and assist with the handover process between CoM and the clubs / end users.	CoM-LC	
2.12	The club and end user's role and responsibilities regarding ongoing maintenance of the track was discussed, and it was agreed by all that once the entirety of the track reworks had been complete, Partek and Living Recreation would facilitate a post completion handover session (with select members of the clubs and end users) to review the process of undertaking patch repairs to the track wear course, debrief and review Living Recreation's updated O&M manual.	PAR-MP LR-TL	1.6.22
2.13	CoM-TL requested that T&T draft a letter addressed to Partek / Living Recreation that ensures compliance with the points raised in section 2.10 (refer above).	CoM-LC TT-DT	Not required – refer item 2.21 below
2.14	PAR-MP queried whether LR-TL could provide a demonstration test patch / panel to show attendees the processes involved to apply the polymer wear course. LR-TL advised this could not be done due to short time frame constraints and lack of equipment.	Note	
2.15	The finished appearance and outcomes of the final track wear course was again discussed, with LR-TL advising there will always be the occurrence of minor 'halos' / mismatch in colours where localised repairs and patching is undertaken.	Note	
2.16	Moving on from the first area of assessment (refer item 2.9 above) all parties began assessing and auditing the wear course located on the last challenge jump (south of where the challenge and elite sides meet).	Note	
2.17	CoM-TL reiterated his satisfaction and comfort with select areas and visible punctures where the wear course had appropriately adhered throughout to form a structurally	Note	

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Meeting Minutes

Discussion topic		Action	Due
	adequate profile (attempting to peel back these areas by hand was unsuccessful).		
2.18	CoM-TL and CoM-LC identified an area of concern nearing the eastern side track line marking (general location as per section 2.16 above) where the wear course was easily peeled back (e.g. size of original infiltration / puncture was significantly increased). LR-TL confirmed it was ok for CoM to begin peeling and removing the wear course. It was noted that the substrate beneath this area appeared to be damp. LR-TL confirmed that the lack of adhesion and general nature (e.g. minimal effort required to peel / remove the wear course) is not normal.	Note	
2.19	TL-LR advised that Living Recreation would assess such damage to the wear course by running their boot into these areas, should the surface budge / move / dislodge then the surrounding wear course (starting from the puncture) be peeled back until it reaches an area that had sufficiently bonded and adhered.	Note	
2.20	CoM-TL queried the forecasted program and duration should CoM instruct the entirety of the existing wear course be removed. LR-TL advised this will defer the track reworks program completion to mid to late July, due to resource availability and clashing commitments.	Note	
2.21	CoM-TL requested the removal of the entire wear course due to CoM's lack of confidence and significant risks associated with longevity, structural adequacy, political and reputational perspectives in retaining areas of existing wearing course.	Note	
	T&T to request pricing from Partek for the works requested in Item 2.21 above.	TT-DT	ASAP
2.22	It was agreed no further works to the wearing course were to occur until formal direction on next steps were provided by CoM / T&T. This is subject to review and consideration of the pricing associated with Item 2.21 (above).	PAR-MP	ASAP
2.23	LR-TL advised that using the SWBMX facility as an example and based on lessons learned from the project, a Design & Build engagement / approach for the track works should be utilised. As in that case a singular party would hypothetically be responsible to rectify UCI requested / endorsed changes etc.	Note	

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3	Test Riding & Feedback, Hold Point Release		
3.1	After observing various test rides (refer item 2.2 above) AC-LM advised he was satisfied with the flow and feel of the track, however reiterated that the speed over the berms and corners cannot be achieved as the final bitumen surface is yet to be applied.		
3.2	Adding to the above, AC-LM confirmed there was nothing major regarding reshaping of track features, basecourse, or berms.	Note	
3.3	AC-LM requested that Living Recreation reduce the first jump take-off height by ~50mm on challenge side first straight noting this had been raised with TL-LR and is considered a minor modification.	PAR-MP LR-TL	ASAP
3.4	CoM-CH queried whether the UCI would have to re-accredit the track should the existing wearing course be removed in entirety. AC-LM advised a final sign-off is mandatory, but re-accreditation is not required.	Note	
3.5	Upon AC-LM's feedback, inspections, and observation of the test rides it was agreed that AC-LM was to issue the formal sign-off relating to the basecourse and berm hold point on 11.5.22 (noting the track change referenced in section 3.3 above).	AC-LM	ASAP
4	Program		
	LR-TL advised he has now completed all base course works and is ready to commence works to the wearing course.	Note	
	It was noted that LR are essentially 3 days ahead of their original program which was submitted by Partek in March.	Note	
	LR-TL advised he will be demobilising from site from the 12 th – 23 rd May as a result of other commitments not related to the SWBMX project.	Note	
5	Post Meeting Correspondence		
5.1	UCI Hold Point Release		
	AC-LM issued correspondence to TT and Partek on 11.5.22 which confirmed acceptance of the Base Course profile, including the berms, and satisfaction that the requested changes from the UCI inspection report had been addressed. The correspondence included confirmation the change in Item 3.3 (above) had been actioned and sighted.	Note	
	T&T to issue formal hold point release to Partek.	TT-DT	13.5.22

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Meeting Minutes

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Appendix 10 – Dirtz Sam Willoughby BMX Detailed Issued for Construction (IFC) Track Design Documentation

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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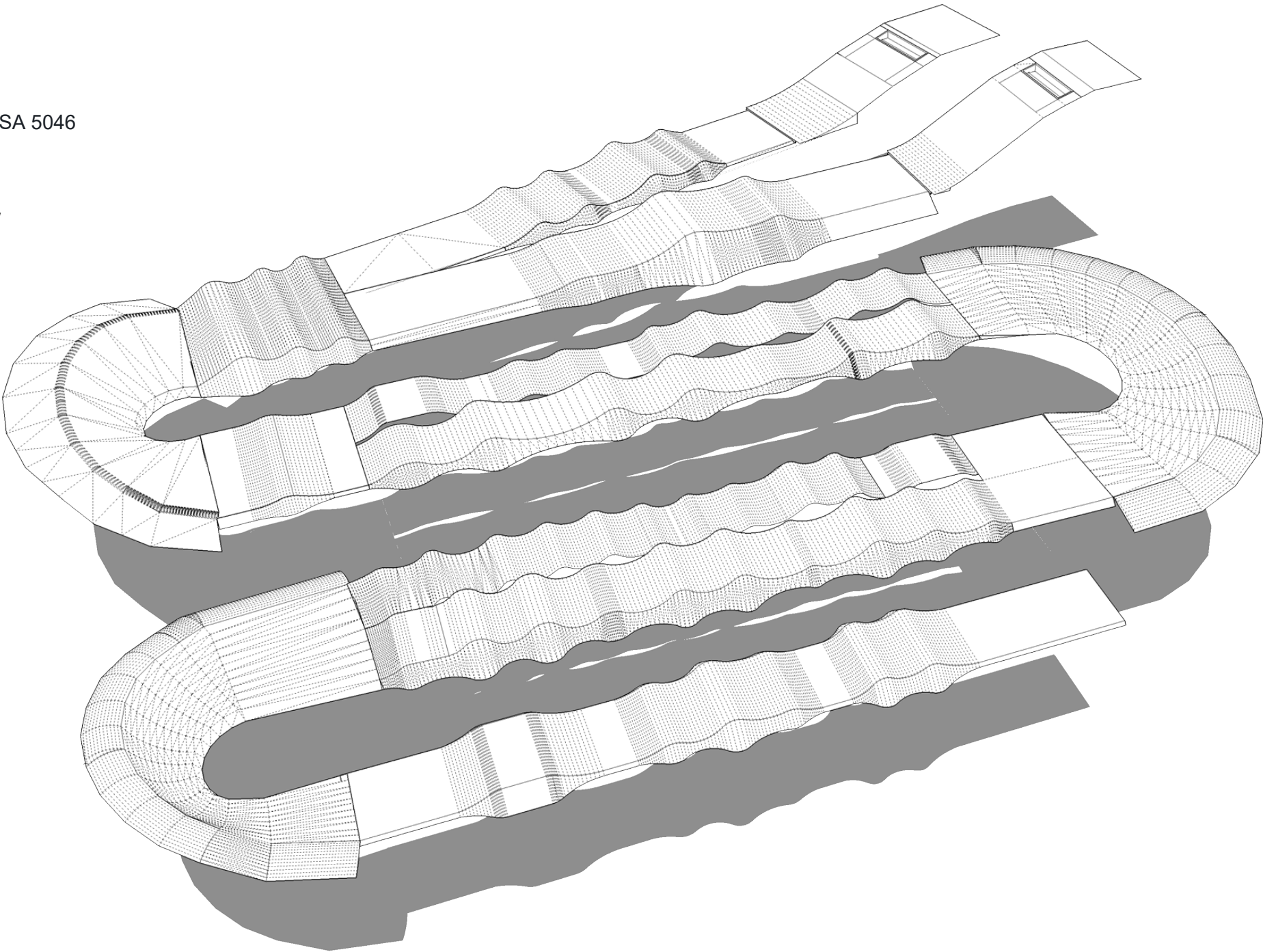
Sam Willoughby BMX facility


Majors Road, O'Halloran Hill
South Australia.

Client: City of Marion,
PO Box 21 Oaklands Park SA 5046

Issue: BMX race track
Detailed Design for Review

Date: August 2020





Dream.
Design.
Build.
Ride.

Dirtz Traxn Trailz
T/A Dirtz Track
ABN: 133 8277 6167
7 Laurence street, Hobartville.
NSW. Australia. 2753.
61+409 835 676
e1: dirtztraxntrailz@yahoo.com.au
e2: brett@dirtztrack.com
web: www.dirtztrack.com

GENERAL NOTES

- GENERAL:
1. Drawings to be read in conjunction with the project Landscape Architect and Civil Engineers documentation
- SITE:
1. Primary & BMX track contractor to verify locations of all existing services prior to commencement of works. All existing services to be retained and protected throughout construction unless noted otherwise
2. Height datum and site set out to be located on site by licensed surveyor. New works to be setout from local grid and locations double checked for discrepancies from known fixed points on site
3. Contractor to check all dimensions as shown. Any discrepancies or lack of clarity shall be indicated by contractor to City of Marion Council and designer (Dirtz Track) for clarification prior to works commencing/continuing
- CLEARING:
1. Clearing of all vegetation including shrubs and trees, where applicable, shall be completed only to an extent sufficient to facilitate the construction works. Natural vegetation shall be retained where possible.
2. All holes and depressions resulting from clearing and grubbing shall be backfilled with approved material and compacted to at least the compaction of the surrounding undisturbed soil.
- TOPSOIL:
1. Site topsoil to be stripped and stockpiled by others prior to BMX race track contractor taking possession of the site. Topsoil shall only be re-spread if suitable for such use. Often, this is not suitable in areas with highly plastic soils and high natural groundwater levels. It is also not suitable in areas of medium to high-risk acid sulphate soils.
2. When earthworks have been completed, the topsoil should be re-spread to a compacted depth as specified over all areas of earthworks to match approved finished surface levels (subject to Landscape Plan).
- SUBGRADE:
1. The sub-grade shall be boxed out (where required) and compacted to provide even compaction to a minimum depth of 500mm. Compaction shall not be less than 90 per cent of maximum dry density (standard compaction) when measured in accordance with AS 1289: Methods of Testing Soils for Engineering Purposes. To be completed and submitted at nominated hold points.
2. Subgrade should be compatible VENM or ENM.
- BASECOURSE & FILL:
1. Basecourse to be laid in accordance with the design levels. Minimum thickness of Basecourse shall be 200mm and minimum thickness and width shall extend minimum 500mm beyond the edge of the BMX track treadpath .
2. Typical material options for base course include:
- Limestone,
 - 20mm DGB (roadbase) or 20mm rotomill
 - Unwashed decomposed granitic
3. Basecourse and fill material shall be placed so that sub-grade material is not disturbed or broken up and an even thickness as specified is obtained.
4. Basecourse and fill material shall be spread to the required compacted thickness by means of an approved machine or lifting in continuous stacks deposited on the sub-base to achieve density requirements
5. Base course and fill material shall be watered, compacted and cut to shapes as specified in the approved drawings.
6. The base course shall be compacted to not less than 90 per cent of the maximum dry density (standard compaction) when tested in accordance with AS 1289:Method of Testing Soils for Engineering Purposes. To be completed at nominated hold points. To be completed and submitted at nominated hold points.
7. Thickness of the base course after compaction shall be as specified on the approved drawings with a tolerance of ±100mm.
8. Smooth transitions are of high importance in BMX race track construction. Contractor is to ensure sharp changes in the surface are reworked prior to sealing.
9. All new and disturbed finished earth areas to be finalised neat, clean, presentable and evenly graded to tie into natural ground levels. Earth surface shall be graded away from hardscape to ensure no pooling of water occurs against hardscape edges
10. All final shapes are subject to final rider testing as per the BMX race track contractor scope.
- WEAR COURSE:
1. Wear course is to be a polymer based application. Options include:
- kelm dry sand polymer wear course (Sic Surface or Living Rec or similar)
 - decomposed granitic polymer wear course (BMX Tracks Aust. surface)
 - dolomite polymer wear course (BMX Tracks Aust. surface)

DRAINAGE

1. Refer Drainage Plan

BERMS:
PRIMER / TACK COAT:

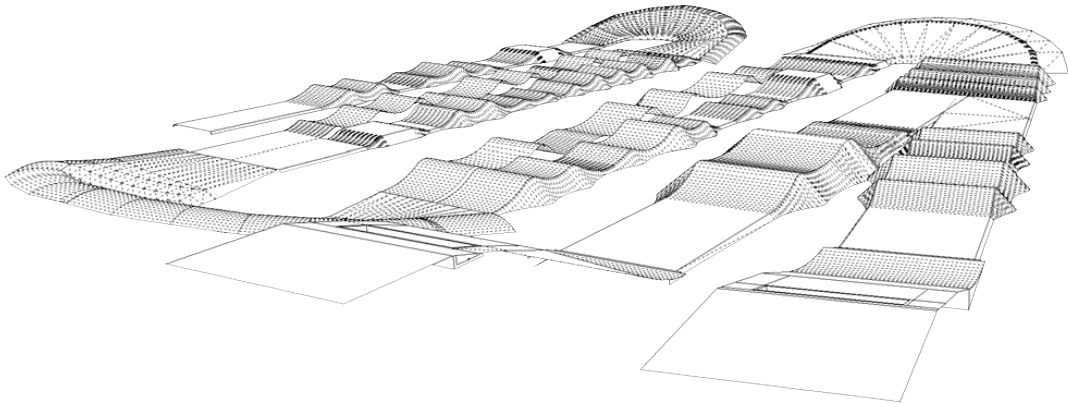
1. The surface of the base course shall be primer-sealed in accordance with Bituminous Surfacing Volume 1, Sprayed Works (Austroads, 1989) prior to application of the wearing course.
2. The surface of the base course shall be swept free from loose stones, dust, dirt and foreign matter so as not to damage the finished surface of the base course prior to application of the binder.
3. Sweeping shall be completed immediately before the application of the primer. All sweepings shall be completely removed from the track and disposed of in an appropriate manner.
4. Bitumen emulsion tack coat to be applied @ 0.2L/M.SQUARE.

ASPHALT:

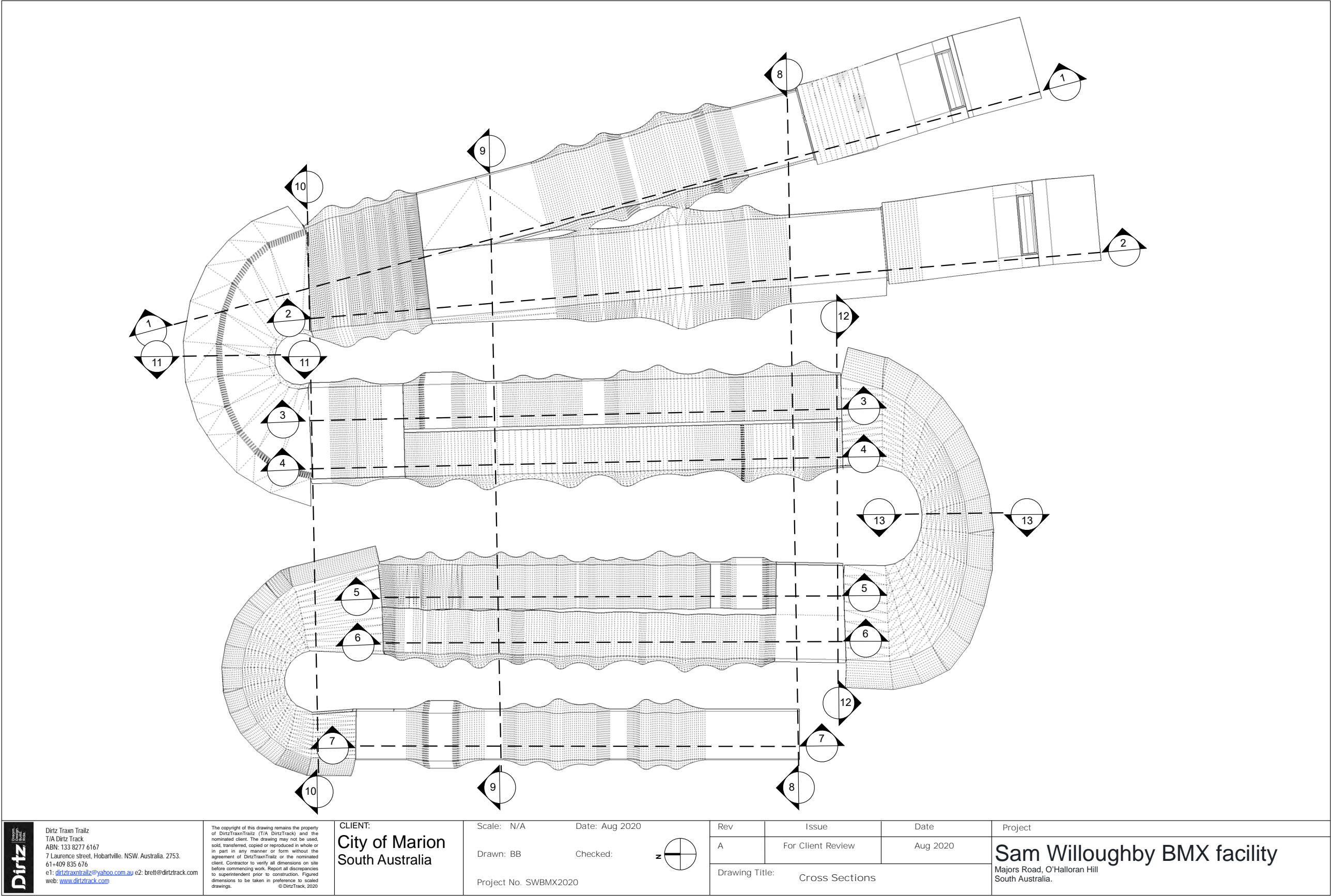
1. Water within tack coat to have sufficiently evaporated prior to any laying of asphalt
2. Asphalt shall be laid upon a base which is clean and dry and in dry weather conditions with the atmospheric temperature above 12°C. Where possible asphalt would be delivered in a Flocon truck or similar to assist with retaining of heat within the mix.
3. Prior to the delivery of asphalt to the construction site, the prepared base shall be cleaned of all loose or foreign material. The mixture shall be delivered on site in accordance with requirements of AS 2150 – Hot Mix Asphalt and AS 2734 – Asphalt (Hot-mixed) Paving – Guide to Good Practice, unless otherwise approved. Asphalt mix to be AC7 - AC10 Residential mix
4. The mixture shall be spread to such line, level and camber detailed in the approved drawings in a single layer and compacted to give the average compacted thickness specified (30mm-40mm).
5. Thickness tolerance shall be ±10mm.
6. Mixing and placing asphalt will not be permitted when the surface of the track is wet, or cold winds chill the mix to the extent that spreading and compaction are adversely affected. The surface on which the asphalt is to be laid shall be free from ponding water.
7. The temperature of the mix when it is spread shall not be less than 135°C. Spreading shall proceed without undue delay and initial compaction of the mix shall commence at a temperature of not less than 120°C.
8. Uniform compaction to the required density shall be achieved before the temperature of the mix falls to 80°C. Compaction to be achieved utilising compactor plates and/or twin drum roller where applicable.
9. The contractor shall ensure that the complete operation from mixing to final compaction is maintained within the specified temperature ranges.
10. Asphalt shall be spread in such a manner as to minimise the number of joints in the surface.

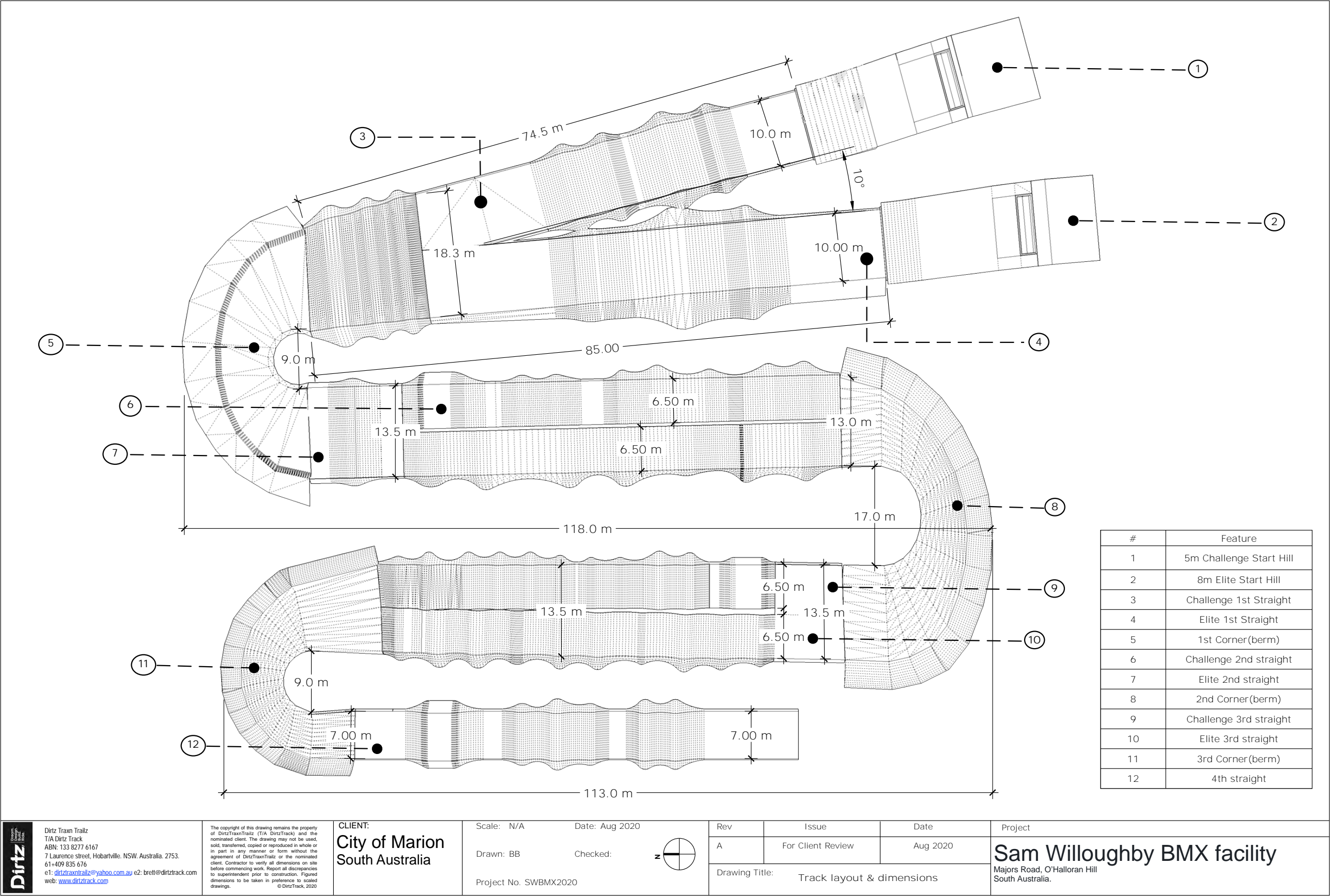
TYPICAL HOLD/INSPECTION POINTS

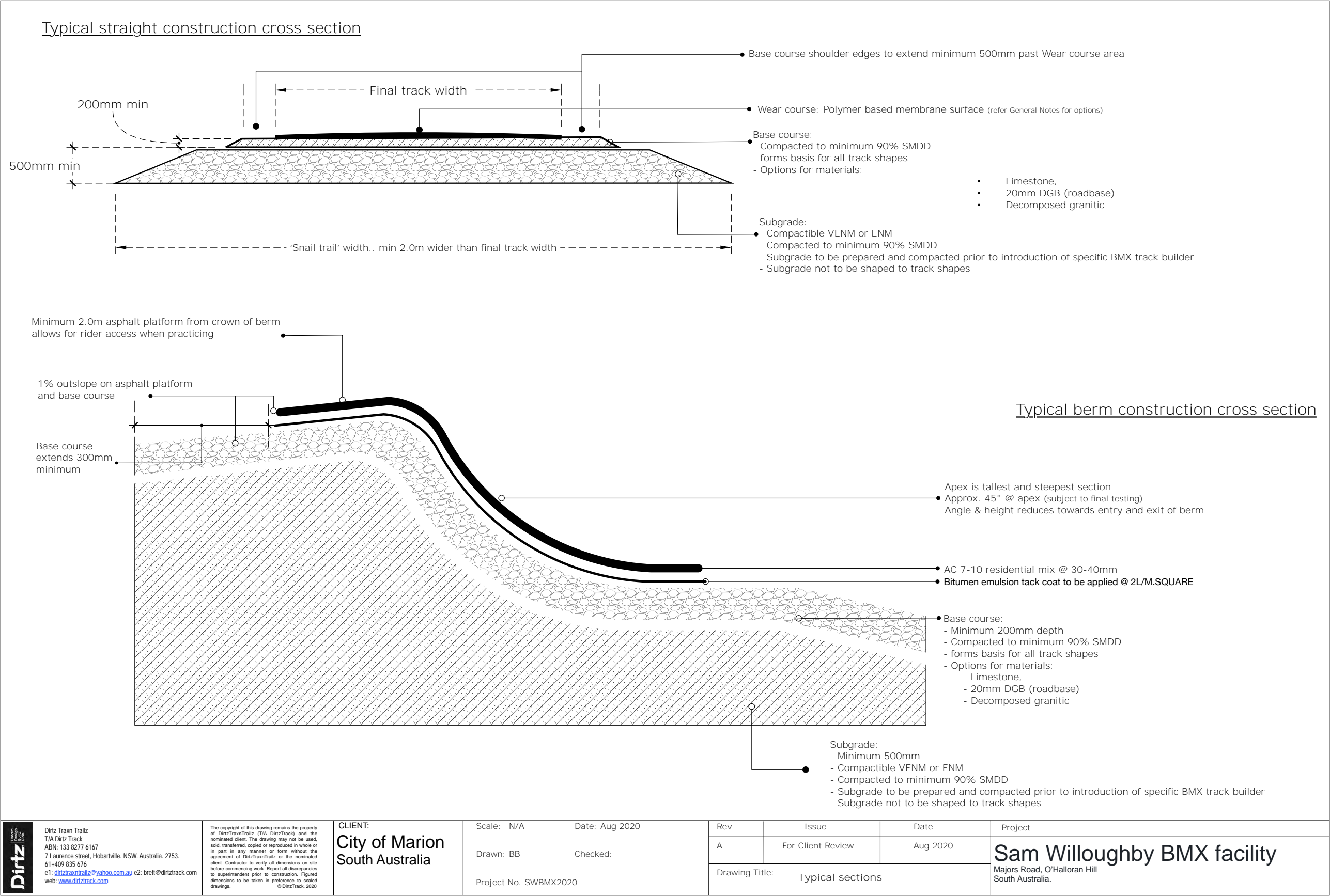
- | | |
|---------------------------------------|---|
| Completion Subgrade- | Action: submission of compaction tests |
| Completion Basecourse track/features- | Action: submission of compaction tests, rider testing, review by Sam Willoughby & Dirtz |
| Completion Basecourse Berms- | Action: submission of compaction tests, rider testing, review by Sam Willoughby & Dirtz |
| Completion Wearcourse | Action: rider testing, review Sam Willoughby & Dirtz |

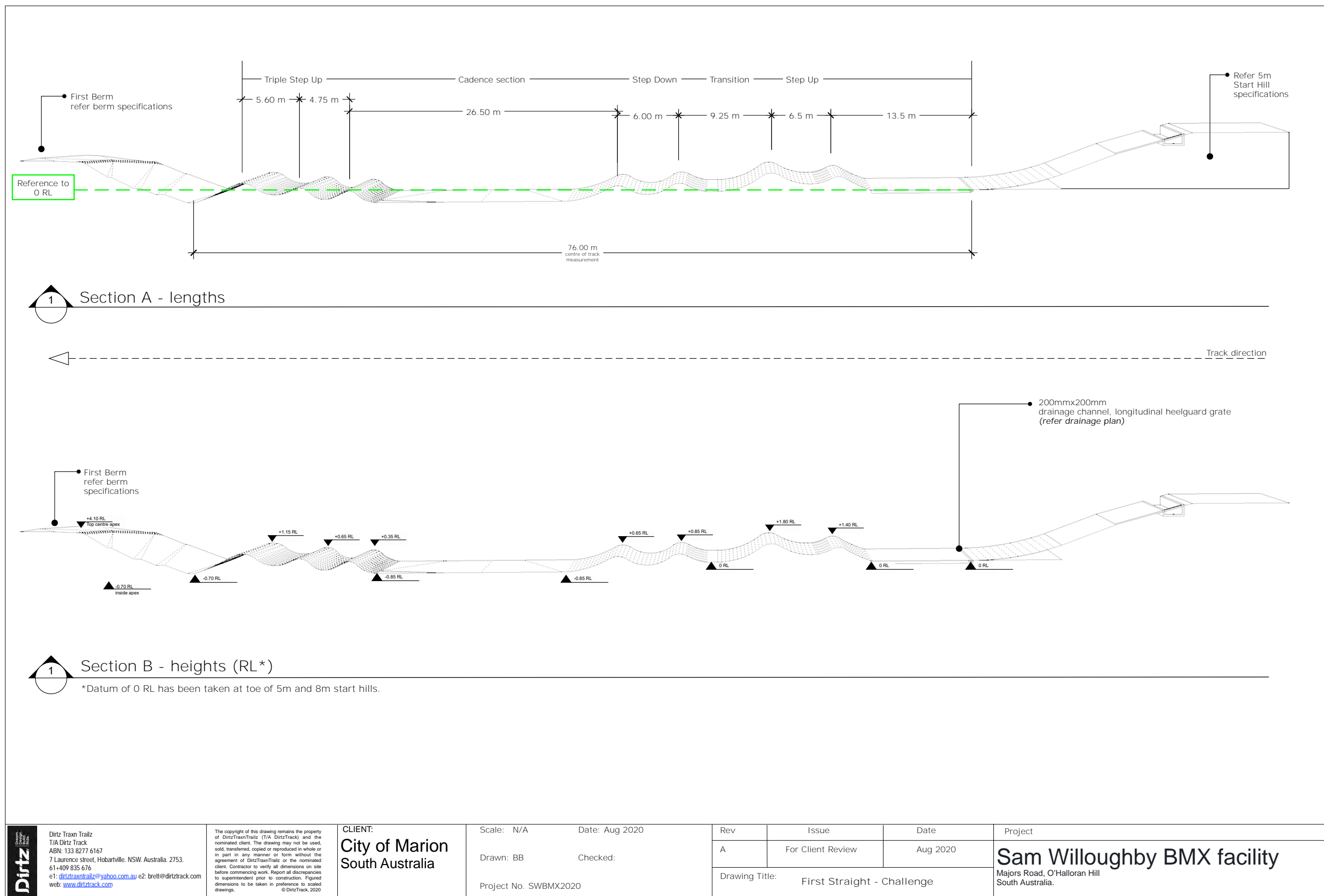


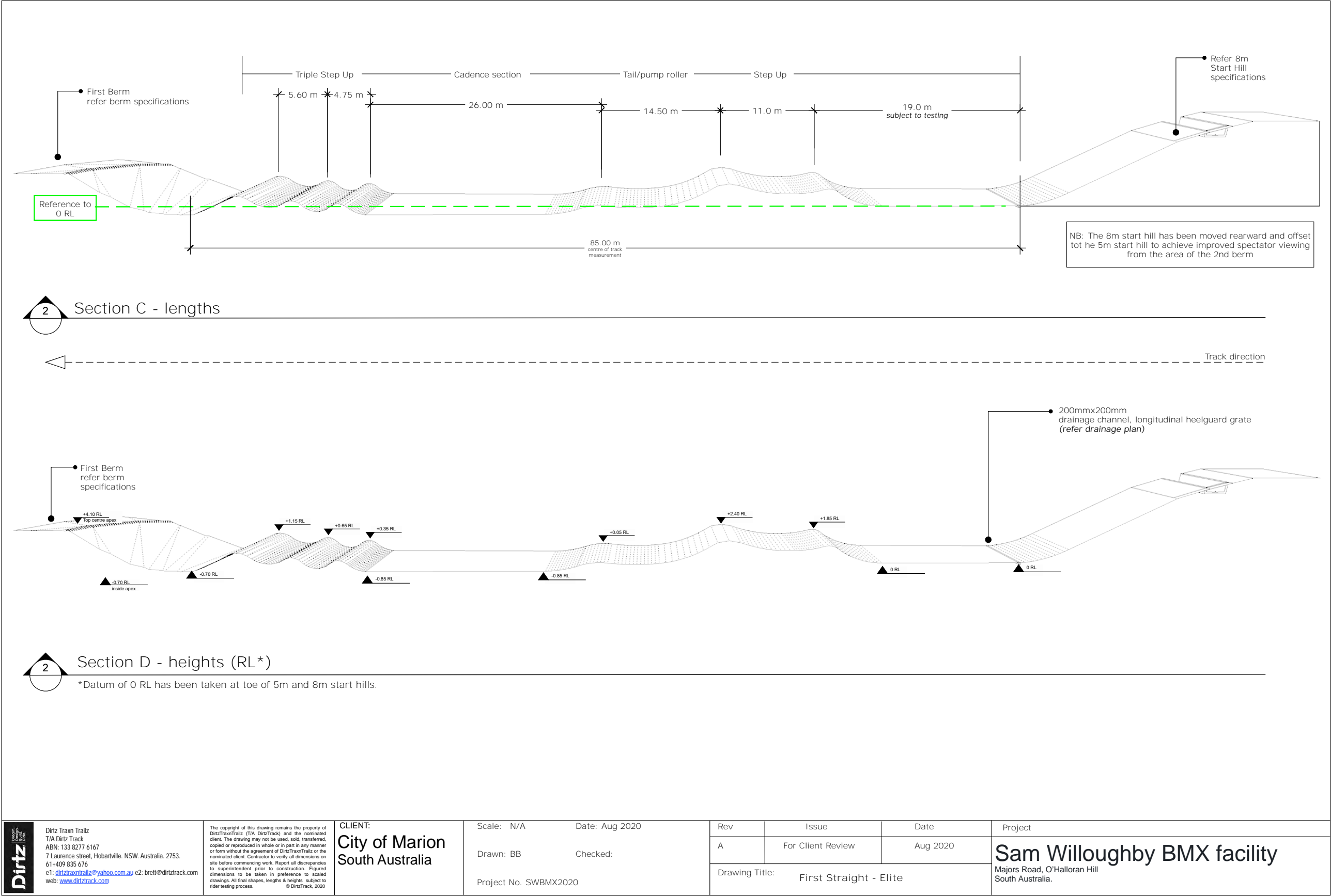
	<p>Dirtz Traxn Trailz T/A Dirtz Track ABN: 133 8277 6167 7 Laurence Street, Hobartville, NSW, Australia. 2753. 61-409 835 676 e1: dirtztraxntrailz@yahoo.com.au e2: brett@dirtztrack.com web: www.dirtztrack.com</p>	<p>The copyright of this drawing remains the property of DirtzTraxnTrailz (T/A DirtzTrack) and the nominated client. The drawing may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form without the agreement of DirtzTraxnTrailz or the nominated client. Contractor to verify all dimensions on site before commencing work. Report all discrepancies to superintendent prior to construction. Figured dimensions to be taken in preference to scaled drawings. © DirtzTrack, 2020</p>	<p>CLIENT: City of Marion South Australia</p>	<p>Scale: N/A Date: Aug 2020</p> <p>Drawn: BB Checked:</p> <p>Project No. SWBMX2020</p>	Rev	Issue	Date	Project
					A	For Client Review	Aug 2020	Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.
					Drawing Title: General Notes			

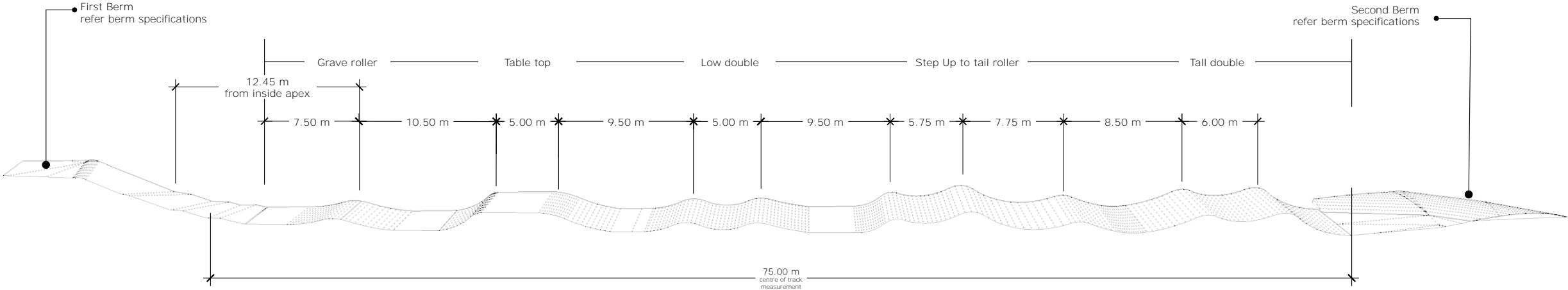






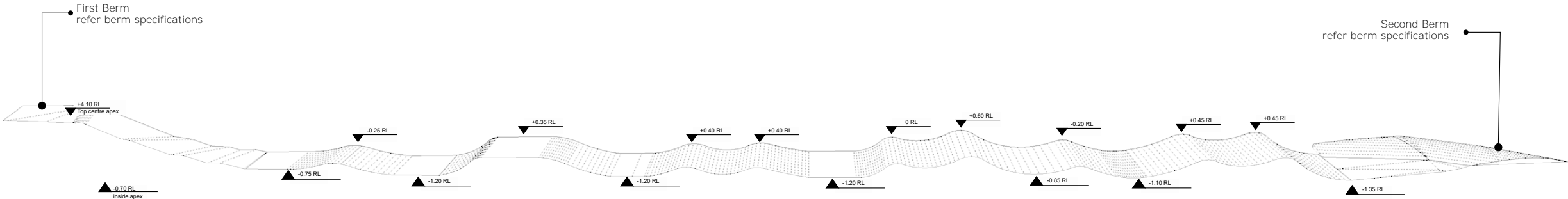







3 Section E - lengths

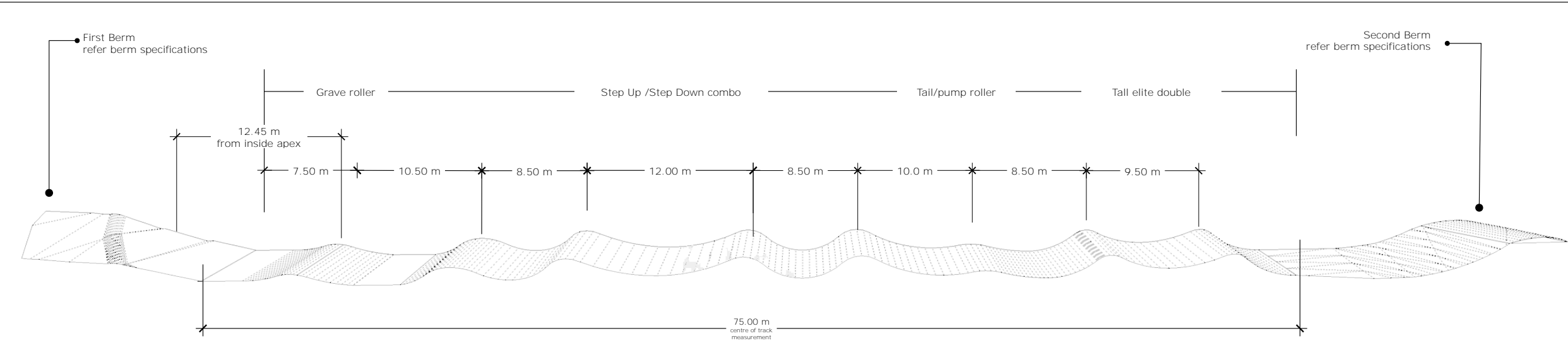
Track direction



3 Section F - heights (RL*)

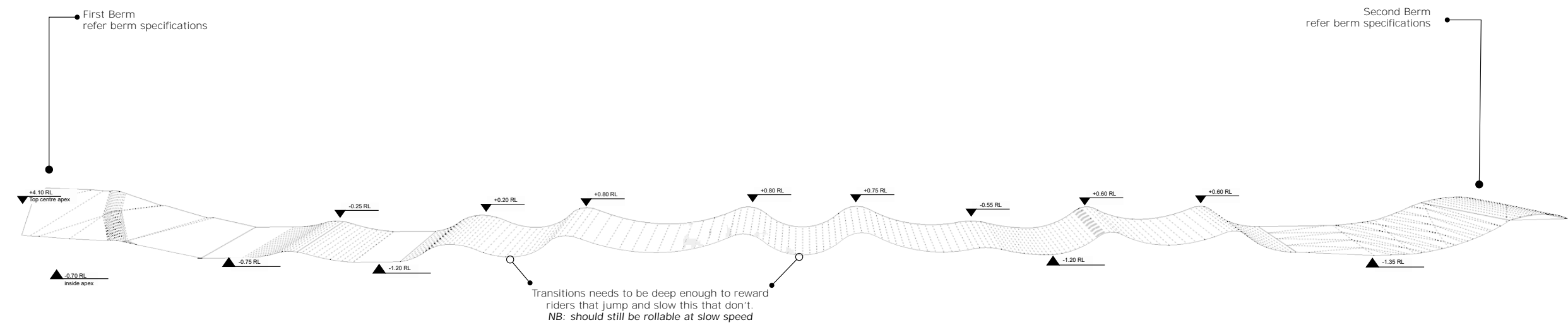
*Datum of 0 RL has been taken at toe of 5m and 8m start hills.

	<p>Dirtz Traxn Trailz T/A Dirtz Track ABN: 133 8277 6167 7 Laurence Street, Hobartville, NSW, Australia. 2753. 61-409 835 676 e1: dirtztraxntrailz@yahoo.com.au e2: brett@dirtztrack.com web: www.dirtztrack.com</p>	<p>The copyright of this drawing remains the property of DirtzTraxnTrailz (T/A DirtzTrack) and the nominated client. The drawing may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form without the agreement of DirtzTraxnTrailz or the nominated client. Contractor to verify all dimensions on site before commencing work. Report all discrepancies to superintendent prior to construction. Figured dimensions to be taken in preference to scaled drawings. © DirtzTrack, 2020</p>	<p>CLIENT: City of Marion South Australia</p>	<p>Scale: N/A Date: Aug 2020 Drawn: BB Checked: Project No. SWBMX2020</p>	Rev	Issue	Date	Project
					A	For Client Review	Aug 2020	Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.
					Drawing Title: Second Straight - Challenge			




4 Section F - lengths

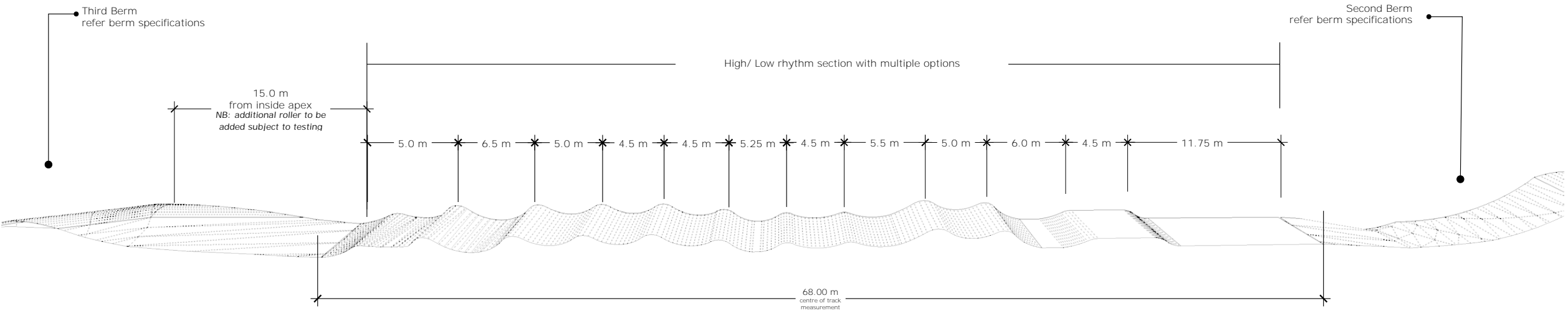
Track direction



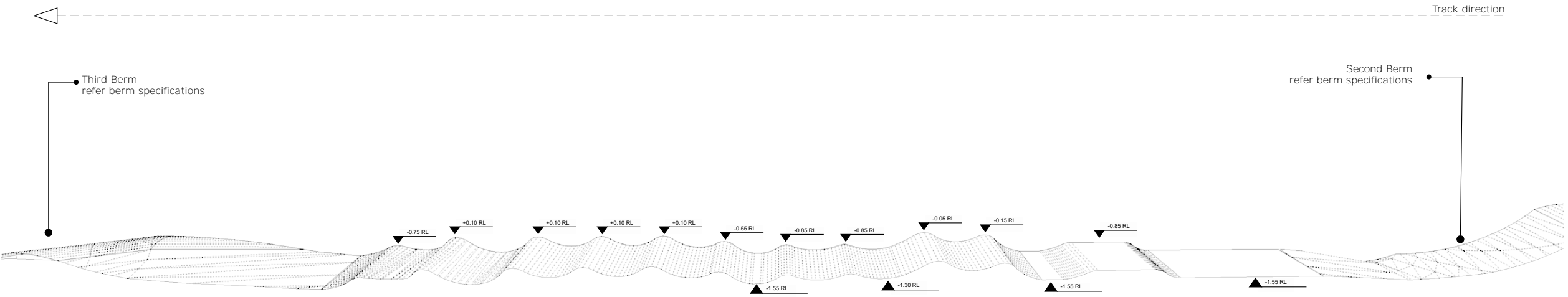
4 Section G - heights (RL*)

*Datum of 0 RL has been taken at toe of 5m and 8m start hills.

	<p>Dirtz Traxn Trailz T/A Dirtz Track ABN: 133 8277 6167 7 Laurence Street, Hobartville, NSW, Australia. 2753. 61-409 835 676 e1: dirtztraxntrailz@yahoo.com.au e2: brett@dirtztrack.com web: www.dirtztrack.com</p>	<p>The copyright of this drawing remains the property of DirtzTraxnTrailz (T/A DirtzTrack) and the nominated client. The drawing may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form without the agreement of DirtzTraxnTrailz or the nominated client. Contractor to verify all dimensions on site before commencing work. Report all discrepancies to superintendent prior to construction. Figured dimensions to be taken in preference to scaled drawings. © DirtzTrack, 2020</p>	<p>CLIENT: City of Marion South Australia</p>	<p>Scale: N/A Date: Aug 2020 Drawn: BB Checked: Project No. SWBMX2020</p>	Rev	Issue	Date	Project
					A	For Client Review	Aug 2020	Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.
					Drawing Title: Second Straight - Elite			





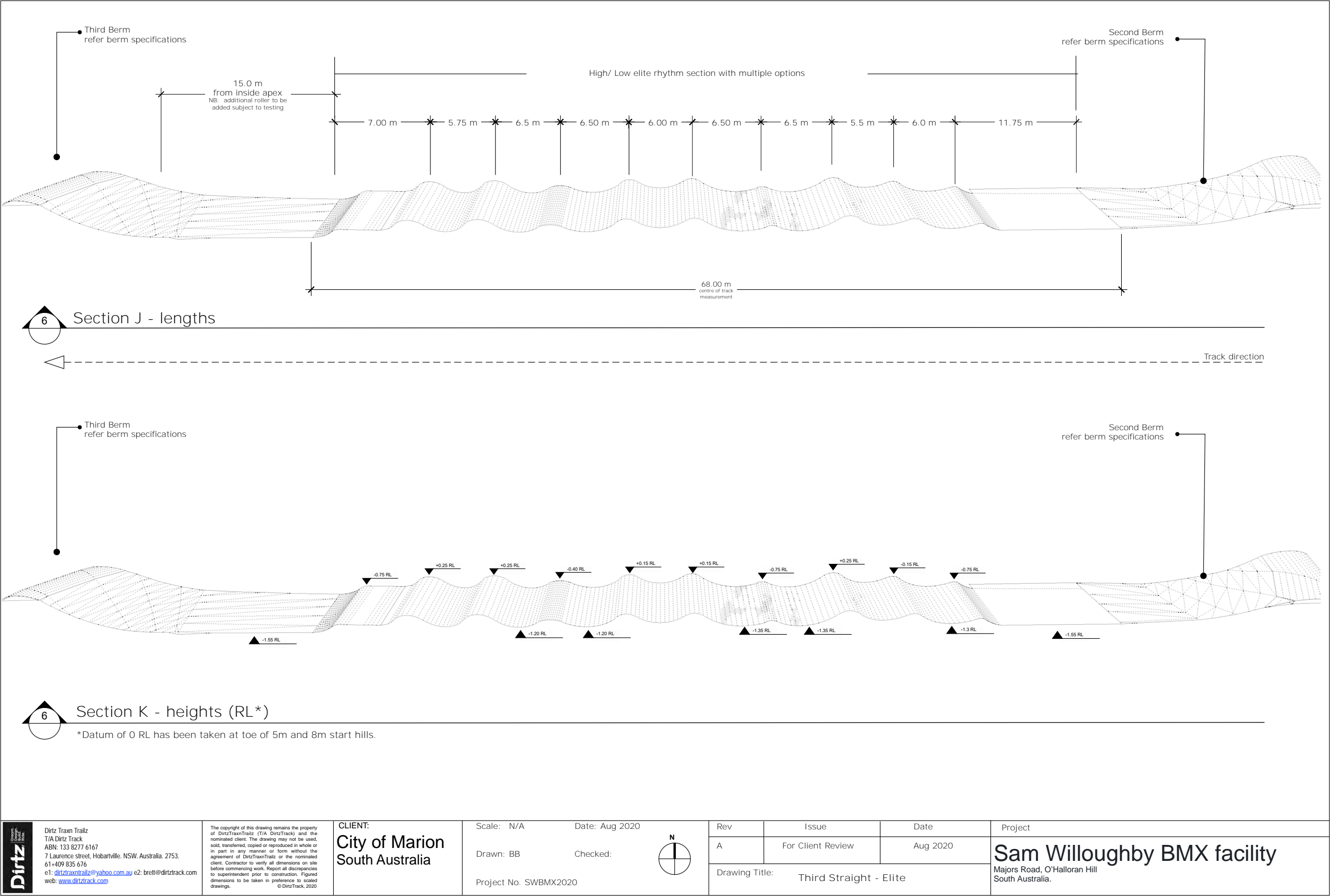
5 Section H - lengths

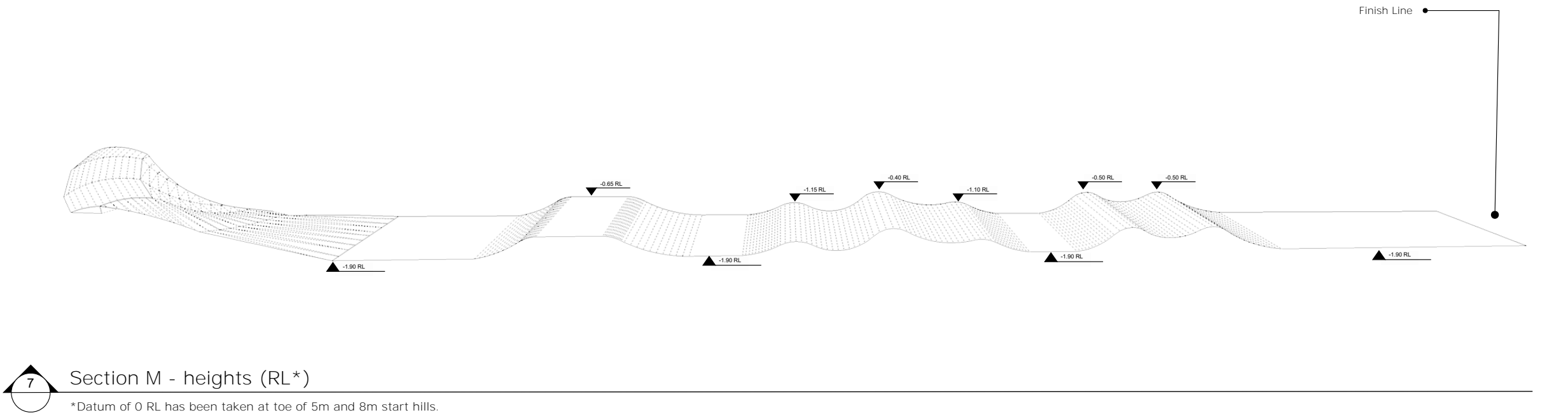
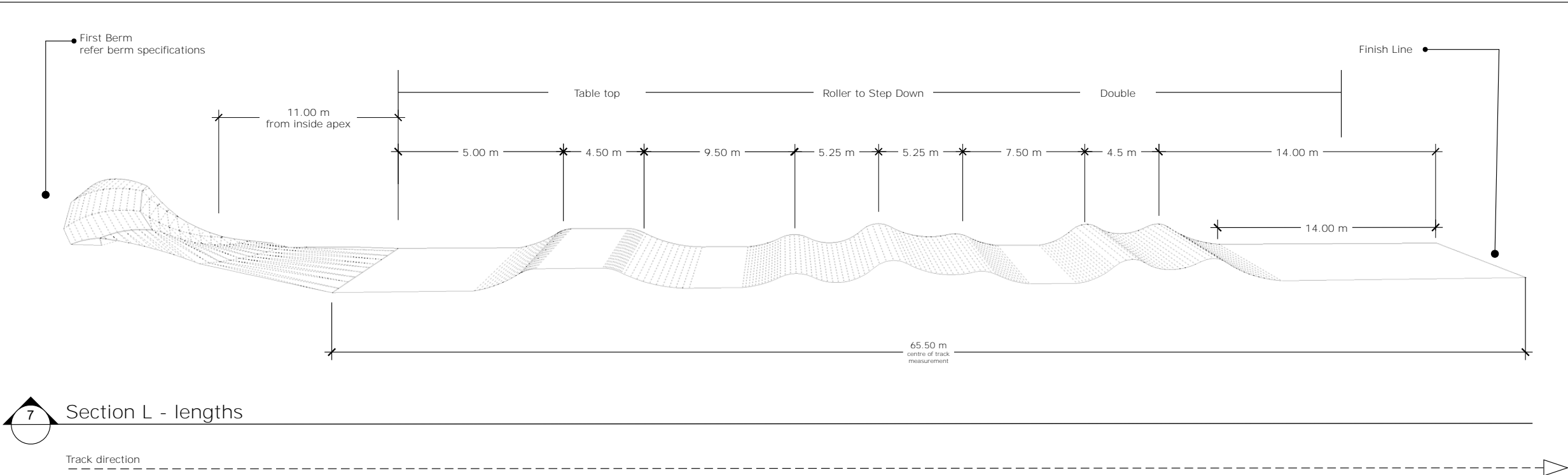


5 Section I - heights (RL*)

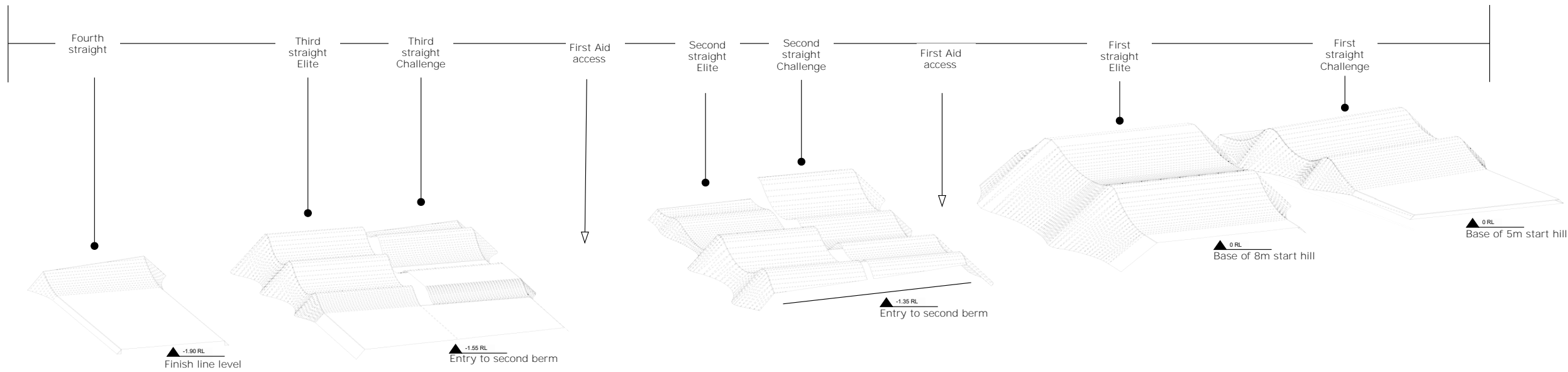
*Datum of 0 RL has been taken at toe of 5m and 8m start hills.

	<p>Dirtz Traxn Trailz T/A Dirtz Track ABN: 133 8277 6167 7 Laurence Street, Hobartville, NSW, Australia. 2753. 61-409 835 676 e1: dirtztraxntrailz@yahoo.com.au e2: brett@dirtztrack.com web: www.dirtztrack.com</p>	<p>The copyright of this drawing remains the property of DirtzTraxnTrailz (T/A DirtzTrack) and the nominated client. The drawing may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form without the agreement of DirtzTraxnTrailz or the nominated client. Contractor to verify all dimensions on site before commencing work. Report all discrepancies to superintendent prior to construction. Figured dimensions to be taken in preference to scaled drawings. © DirtzTrack, 2020</p>	<p>CLIENT: City of Marion South Australia</p>	<p>Scale: N/A Date: Aug 2020 Drawn: BB Checked: Project No. SWBMX2020</p>		Rev	Issue	Date	Project
						A	For Client Review	Aug 2020	Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.
						Drawing Title: Third Straight - Challenge			

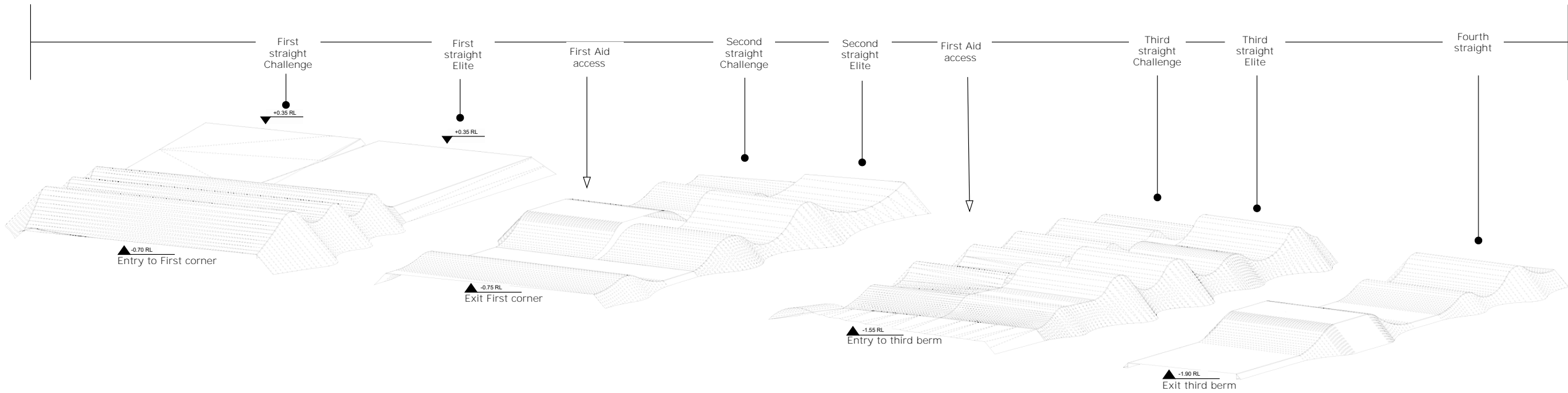





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					A	For Client Review	Aug 2020	Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.
					Drawing Title: Fourth straight			

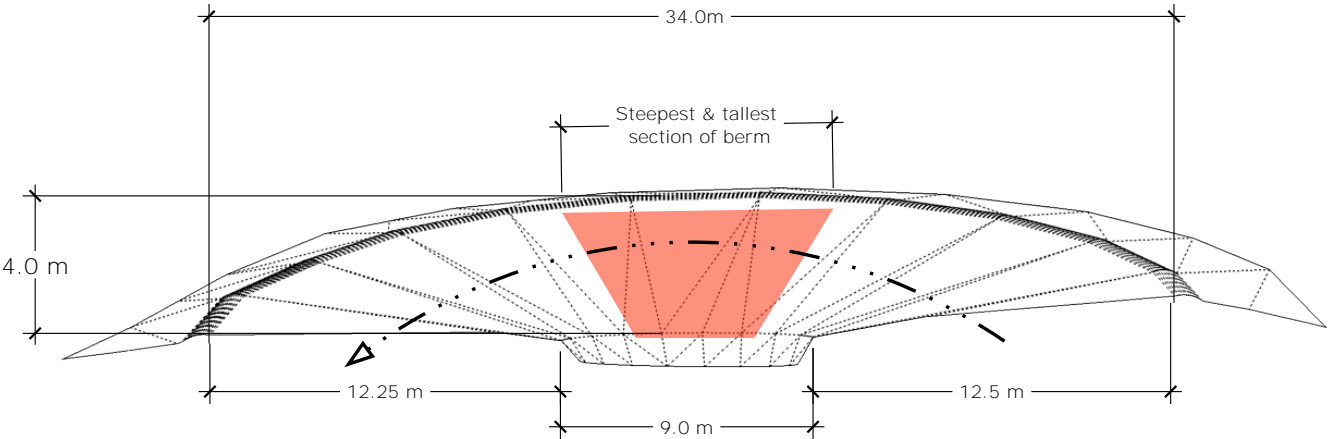
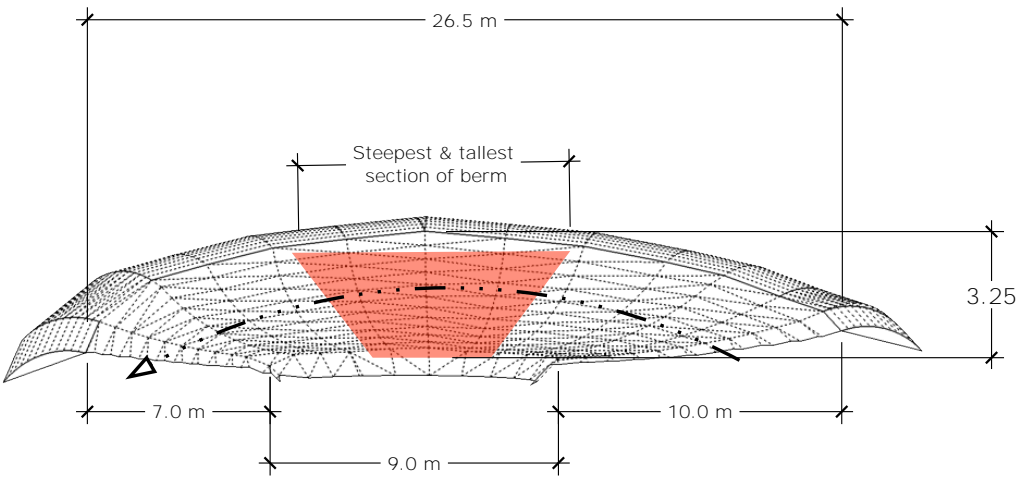


8 Section N - track fall 1

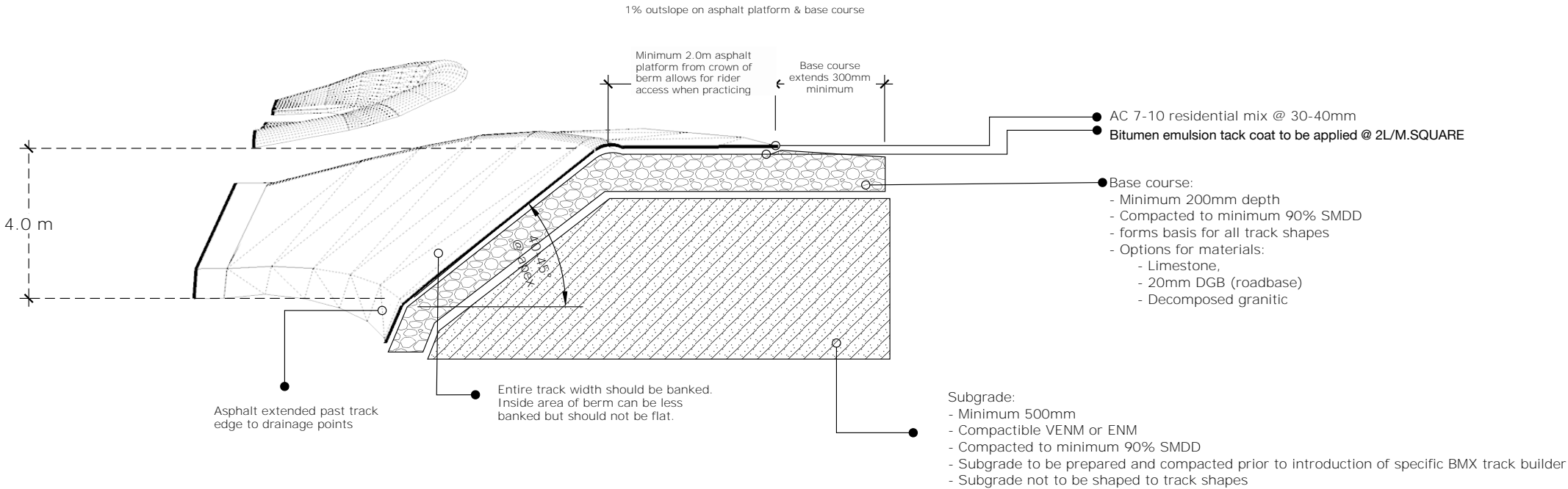


9 Section O - track fall 2


	<p>Dirtz Traxn Trailz T/A Dirtz Track ABN: 133 8277 6167 7 Laurence Street, Hobartville, NSW, Australia. 2753. 61-409 835 676 e1: dirtztraxntrailz@yahoo.com.au e2: brett@dirtztrack.com web: www.dirtztrack.com</p>	<p>The copyright of this drawing remains the property of DirtzTraxnTrailz (T/A DirtzTrack) and the nominated client. The drawing may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form without the agreement of DirtzTraxnTrailz or the nominated client. Contractor to verify all dimensions on site before commencing work. Report all discrepancies to superintendent prior to construction. Figured dimensions to be taken in preference to scaled drawings. © DirtzTrack, 2020</p>	<p>CLIENT: City of Marion South Australia</p>	<p>Scale: N/A Date: Aug 2020 Drawn: BB Checked: Project No. SWBMX2020</p>	<table><tr><th>Rev</th><th>Issue</th><th>Date</th></tr><tr><td>A</td><td>For Client Review</td><td>Aug 2020</td></tr></table>	Rev	Issue	Date	A	For Client Review	Aug 2020	<p>Drawing Title: Track fall</p>	<p>Project Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.</p>
	Rev	Issue	Date										
	A	For Client Review	Aug 2020										

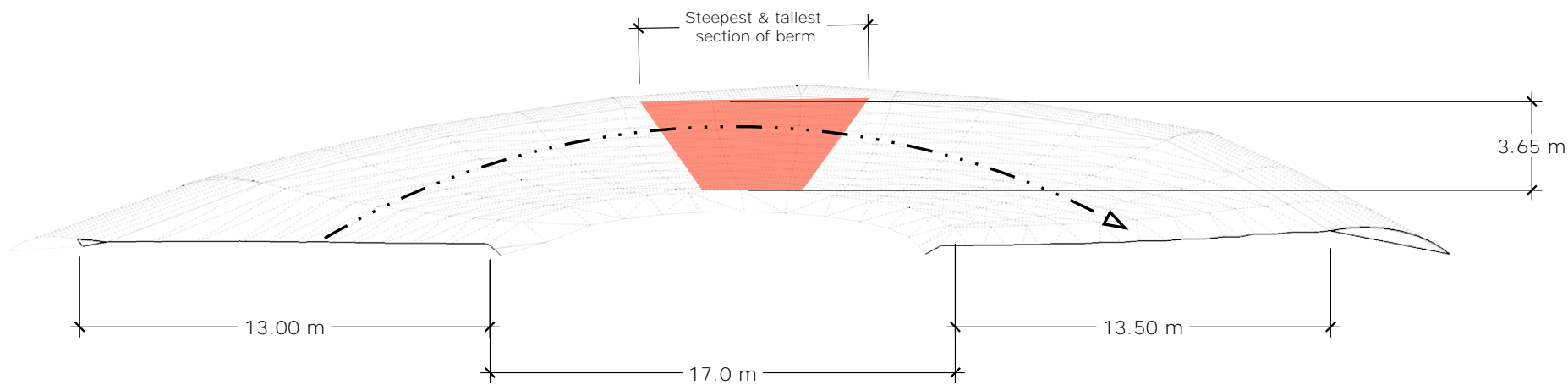


10 Section P - First and Third corners

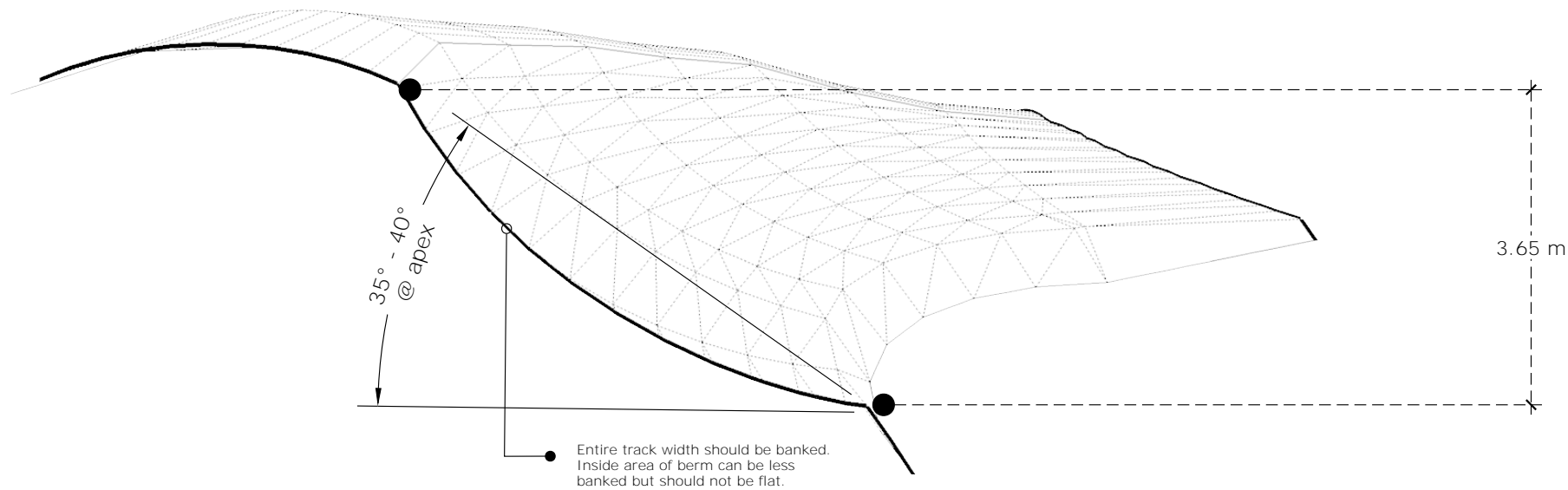


11 Section Q - First corner


	<p>Dirtz Traxn Trailz T/A Dirtz Track ABN: 133 8277 6167 7 Laurence Street, Hobartville, NSW, Australia. 2753. 61-409 835 676 e1: dirtztraxntrailz@yahoo.com.au e2: brett@dirtztrack.com web: www.dirtztrack.com</p>	<p>The copyright of this drawing remains the property of DirtzTraxnTrailz (T/A DirtzTrack) and the nominated client. The drawing may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form without the agreement of DirtzTraxnTrailz or the nominated client. Contractor to verify all dimensions on site before commencing work. Report all discrepancies to superintendent prior to construction. Figured dimensions to be taken in preference to scaled drawings. © DirtzTrack, 2020</p>	CLIENT:	Scale: N/A	Date: Aug 2020	Rev	Issue	Date	Project
			City of Marion South Australia	Drawn: BB	Checked:	A	For Client Review	Aug 2020	Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.
				Project No. SWBMX2020	Drawing Title: First & Third corners				



12 Section R - Second Corner



13 Section S - Second corner cross section

	<p>Dirtz Traxn Trailz T/A Dirtz Track ABN: 133 8277 6167 7 Laurence Street, Hobartville, NSW, Australia. 2753. 61-409 835 676 e1: dirtztraxntrailz@yahoo.com.au e2: brett@dirtztrack.com web: www.dirtztrack.com</p>	<p>The copyright of this drawing remains the property of DirtzTraxnTrailz (T/A DirtzTrack) and the nominated client. The drawing may not be used, sold, transferred, copied or reproduced in whole or in part in any manner or form without the agreement of DirtzTraxnTrailz or the nominated client. Contractor to verify all dimensions on site before commencing work. Report all discrepancies to superintendent prior to construction. Figured dimensions to be taken in preference to scaled drawings. © DirtzTrack, 2020</p>	<p>CLIENT: City of Marion South Australia</p>	<p>Scale: N/A Date: Aug 2020 Drawn: BB Checked: Project No. SWBMX2020</p>	<table><tr><th>Rev</th><th>Issue</th><th>Date</th><th>Project</th></tr><tr><td>A</td><td>For Client Review</td><td>Aug 2020</td><td rowspan="2">Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.</td></tr><tr><td colspan="3">Drawing Title: Second corner</td></tr></table>	Rev	Issue	Date	Project	A	For Client Review	Aug 2020	Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.	Drawing Title: Second corner		
					Rev	Issue	Date	Project								
					A	For Client Review	Aug 2020	Sam Willoughby BMX facility Majors Road, O'Halloran Hill South Australia.								
Drawing Title: Second corner																



Mr. Tony Lines
General Manager
City Development City
of Marion

29 March 2023
Ref: Sports Department / NMC

Sent by e-mail only.
Tony.Lines@marion.sa.gov.au

Sam Willoughby Track – Adelaide, South Australia

Dear Tony,

Thank you for your letter dated 22 February 2023 which lists three points for consideration by the UCI with regard to the 8-metre start ramp and gate, installed at the Sam Willoughby track and the berms of the track.

Having reviewed your point 1, I concur that we have all agreed the distance from the starting gate to the change in angle from 18 degrees to 28 degrees (the kink) is incorrect and is approximately 1500mm short of the UCI requirements. In the comments and in particular Ref. 6, it is mentioned that the UCI did not provide the requested information for the 8.0m start ramp. It is not noted in this reference point that Mr Luke Madiill (Luke) has requested on numerous occasions a copy of this request, as Luke nor the writer has any record of this request. This documentation has not been provided to date. It is also worth stating at this time, that the drawings have not changed from the drawings that was provided on 21 April 2020 from Mr Darren Alomes (Ref. 1) during the build process, thus any copy that would have been provided in 2022, would be a duplicate of the drawings already held by the City. It is acknowledged that Luke commented in a meeting that there were other start hills that did not meet the UCI requirements, however these start ramps have not undergone the UCI BMX Racing certification inspection process and are not validated by the UCI.

I do not believe the UCI has acted in a way that has provided inadequate or poor communication with the City of Marion. Luke has been 'on call' to the City and when possible (outside COVID-19 policies) has made site visits to assist the City and the contracted track builder in the development phase of the venue.

With regard to your second point, communication in the later part of March 2023 provided details of the proposed plan to increase the distance from the start ramp to the kink. The UCI has provided approval for the proposed adjustments to the start ramp under email of 26 March 2023 (attached) which includes the addition of a 'false' floor on the 8.0m start hill. This approval also provides for an extended length on the 28 degree transition from the start ramp to the track surface.

Allée Ferdi Kübler 12
1860 Aigle
Switzerland

T: +41 24 468 58 11
M: +353 87 11 33 910
E: norm.mccann@uci.ch

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On the final point raised in your letter, regarding the failure of the bitumen surface on the corners, the angle of berms is determined by many factors, including but not limited to; the obstacles before the corner, the speed of the riders as they enter the corner and the tightness of the corner. Although 'on paper' it can be estimated the requirements, these cannot be finalised until such time as the base of the track is developed and the 'flow' of the riders on the course is determined. Since the writing of your letter Luke has visited the site and has reviewed the berms and provided a recommended plan for the correction of the issues. On photographic evidence I have been provided, it is clear that the track is unsafe for riders due to the breakdown of the surface on the corners, which will need to be corrected prior to certification being available.

I believe with the corrective measures being taken on the 8.0m start ramp and with the advice of Luke in regard to the berms, the certification of the venue is moving in the right direction and trust that together we will be in a position to issue the certification in the not too distant future.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Norm McCann', is positioned above the printed name.

Norm McCann

11.2 SWBMX Additional Funding

Report Reference	GC230509R11.2
Originating Officer	Manager City Activation – Charmaine Hughes
Corporate Manager	N/A
General Manager	General Manager City Development – Tony Lines

REPORT HISTORY

Report Reference	Report Title
GC200310R05	Southern Football Facility Prudential Report
SGC210225M01	BMX Facility Toilets for Public Use
GC210309M02	BMX Facility Toilets
GC210309R02	BMX Facility Toilets for Public Use
GC210309R09	SWBMX - Funding Deed - Majors Road Access
SGC210928R5.4	SWBMX and Cove Soccer Facilities – Community Land Management Plan
GC211012R11.6	Sam Willoughby BMX Track and the Southern Soccer Opening Events
GC211026R10.9	Sam Willoughby BMX Track opening event options
GC220208F18.3	Sam Willoughby International BMX Facility damage
GC220222F11.5	Sam Willoughby International BMX Facility and Southern Soccer Facility Project Update
EMF220517	Sam Willoughby International BMX Facility Track Update
GC220809F10.1	Southern Soccer & SWBMX Funding, Insurance and Closure

REPORT OBJECTIVE

To provide a project progress update and seek additional funding for final works to the Sam Willoughby International BMX (SWBMX) Facility.

EXECUTIVE SUMMARY

The SWBMX project achieved Practical Completion on 14 January 2022. Unfortunately, severe damage occurred to the track surface during the Auscycling opening event held on 22 and 23 January 2022 due to participants riding during unprecedented torrential rain.

In February 2022 a report was submitted to Council providing an update on the damage to the SWBMX. This report sought and gained approval for additional funding to implement a range of improvements, including those recommended by Union Cycliste Internationale (UCI).

In August 2022 a further report was submitted to Council seeking additional funding for (i) works to remove the entirety of the SWBMX track surface, (ii) a small number of improvements identified by the Scheme, (iii) entry signage, and (iv) professional fees.

The works to remediate the track surface were largely undertaken by the contractor in late 2022 and are currently being finessed by the BMX club volunteers. The small number of improvements are either actioned or are in the process of being actioned following ongoing negotiation with the Scheme. The extended Defects Liability Period ended 1 April 2023.

Four matters remain, namely the remediation of Berm 2, further extension of professional fees, planting of trees on the SWBMX and Southern Soccer Facility (SSF) sites, and the project Construction Industry Training Board (CITB) levy.

Berm 2: During the iterative track design and construction works, the UCI requested that additional bowling be undertaken to Berm 2 (thereby steepening the berm from a designed 40-45 degrees up to 52 degrees). A section of the berm's surface subsequently failed and is not covered as a defect by the Head Contractor due to it being steeper than designed. A UCI-recommended contractor has been identified to remediate the berm using a stepped embankment and thicker bitumen, at an estimated cost of \$68,000.

Professional Fees: Additional professional services are required to bring the berm work to a close and to ensure best value is achieved throughout the remediation process. These project management services have not been provided in-house due to staff vacancies. Remaining services cover the defects register and contract close actions for the track surface, berm repairs, and the 8 metre start ramp. This is estimated at \$25,000 for the three months April to June 2023.

Tree planting: Council noted (GC210309M02) that *"Council will be planting an additional 230 native trees on the BMX site, and an additional 115 native trees on the Football (Soccer) site as well as significant revegetation within and around each site."* Recent assessment by Open Space Operations has shown that this number of trees will not be able to be physically located on the two sites. So far 27 trees have been planted at SWBMX and a further 25 trees are scheduled to be planted, and 61 trees have been planted at SSF and a further 75 trees are scheduled to be planted. This makes a total of 188 trees, less than the envisaged 345.

Construction Industry Training Board (CITB) levy: This levy is required for all construction projects at a rate of 0.25% of the total project value. Due to the overall increase in project value, an additional levy of \$10k is required to be paid for the financial closure of both SWBMX and SSF.

Finally, despite the Administration's challenge, the Scheme has determined that it will not pay for the cost of remediation to the track. The confidential report GC220809F10.1 can now be released to the public as per the confidential motion.

A report on the relocation of the 8 metre start gate will be discussed separately.

RECOMMENDATION

That Council:

- 1. Endorses additional funding allocations to be covered through Budget Review 3, of:**
 - a. \$68k for the remediation of Berm 2**
 - b. \$25k for the extension of Turner and Townsend's project management services**
 - c. \$3.5k for estimating the cost of relocating the 8-metre start gate**
 - d. \$10k for the Construction Industry Training Board (CITB) levy for both SWBMX and SSF.**
- 2. Notes the outcome of discussions with the Scheme regarding the SWBMX insurance determination and that confidential report GC220809F10.1 will now be released to the public.**
- 3. Notes that an estimated total of 188 trees will be planted at the SWBMX and SSF sites, less than the previously stated amount of 345.**

DISCUSSION

History

The SWBMX project achieved Practical Completion on 14 January 2022. Unfortunately, severe damage occurred to the track surface during the Auscycling opening event held on 22 and 23 January 2022 due to participants riding during unprecedented torrential rain.

In February 2022 a report was submitted to Council providing an update on the damage to the SWBMX. This report sought and gained approval for additional funding to implement a range of improvements, including those recommended by Union Cycliste Internationale (UCI).

In August 2022 a further report was submitted to Council seeking additional funding for (i) works to remove the entirety of the SWBMX track surface, (ii) a small number of improvements identified by the Scheme, (iii) entry signage, and (iv) professional fees.

Update

The works to remediate the track surface were largely undertaken by the contractor in late 2022 and are currently being finessed by the BMX club volunteers. A small number of improvements are either actioned or are in the process of being actioned following ongoing negotiation with the Scheme. The Financial Close with the Superintendent has taken place. The extended Defects Liability Period (DLP) ended January 2023, however the Head Contractor demonstrated goodwill by extending DLP to 1 April 2023 to close off items identified by the clubs.

Insurance Claim: The first determination on the insurance claim was not favourable, and Council subsequently challenged the Scheme on the outcome. The Scheme has further determined that it will not pay out for the cost of remediation to the track. The confidential report GC220809F10.1 can now be released to the public as per the confidential motion.

Club House: A small number of known defects to the club house have been closed out by the Head Contractor.

Stormwater: Some damage was caused to the stormwater system within the track corridors through the extensive flooding during the opening event. This issue, as well as some pit level deficiencies, is currently being rectified by the Civil Engineering Unit.

Site Trees: Council noted (GC210309M02) that *“Council will be planting an additional 230 native trees on the BMX site, and an additional 115 native trees on the Football (Soccer) site as well as significant revegetation within and around each site.”* Recent assessment by Open Space Operations has shown that 345 trees will not be able to be physically located on the two sites. So far 27 trees have been planted at SWBMX and a further 25 trees are scheduled to be planted, and 61 trees have been planted at SSF and a further 75 trees are scheduled to be planted. This makes a total of 188 trees, less than the envisaged 345.

Construction Industry Training Board (CITB) levy: This levy is required for all construction projects at a rate of 0.25% of the total project value. Due to the overall increase in project value, an additional levy of \$10k is required to be paid for the financial closure of both SWBMX and SSF.

Additional Works

Berms

During the iterative track design and construction works, the UCI requested that additional bowling be undertaken to Berm 2 to provide an improved rider experience (effectively steepening the berm from a designed 40-45 degrees up to 52 degrees). These works were undertaken by the contractor to the original design specification of 30 mm asphalt depth. However the top of Berm 2 collapsed over the summer months. The Head Contractor has worked extensively with South Australian asphalt contractors to remediate the issue but has been unable to identify an appropriate partner. Following discussions with the UCI, staff commissioned Dirtz, a NSW-based track designer and builder, who was originally involved in the design of the SWBMX track, to attend site to provide advice (at a cost of \$1273). Dirtz advised that due to the degree of ‘bowling’, the depth of the asphalt should have been increased to approximately 60 mm to prevent collapse. Council’s project superintendent was engaged to review the process and concluded that the Head Contractor could not be held responsible for the berm failure as their sub-contractor had used the original specification.

Dirtz has submitted a cost estimate of \$57k to remediate Berm 2. The Head Contractor has agreed to cover an additional \$25k for specialised plant and equipment and for the cutting/removal of the

existing asphalt treatment. The cost to Council is estimated at \$68k, including the site visit and contingencies.

Professional Services

In August 2022 Turner and Townsend (T&T) were commissioned to provide extended Superintendent and project management services for SWBMX through to 1 April 2023 to coincide with the end of the Southern Soccer Facility Defects Liability Period. Further professional services are required to bring the berm work to a close and to ensure best value is achieved throughout the remediation process. These project management services have not been provided in-house due to staff vacancies. Remaining services cover the defects register and contract close actions for the track surface, berm repairs, and the 8 metre start ramp. This is estimated at \$25,000 for the three months April to June 2023.

RLB has been engaged to estimate the cost of works to relocate the 8 metre start gate. This will ensure that any variation cost is fair and reasonable. The cost for RLB to do this was \$3,500.

Costings

The following additional funding is required:

Item	Cost
Berm 2 remediation, by Dirtz (including site visit and contingency)	\$68,000
Additional professional services fees, by Turner and Townsend	\$25,000
RLB consultancy fees (quantity surveying)	\$3,500
Construction Industry Training Board levy (SWBMX and SSF)	\$10,000
Total	\$106,500

ATTACHMENTS

Nil

11.3 Additional Funding for Hallett Cove Sea Pool Concept Design

Report Reference	GC230509R11.3
Originating Officer	Project Manager Infrastructure – Alex Cortes
Corporate Manager	Manager City Activation – Charmaine Hughes
General Manager	General Manager City Development – Tony Lines

REPORT OBJECTIVE

For Council to consider funding additional consultancy fees for an alternative concept design for the Hallett Cove Seaside Pool.

REPORT HISTORY

Report Reference	Report Title
GC260612R02	Hallett Cove Coastal Management Study
GC120618R02	Hallett Cove Sea Pool
GC181127R16	Coastal Climate Change Adaptation Planning
GC190625R15	Hallett Cove Sea Pool Feasibility Study Report
GC190723R10	Coastal Climate Change Adaptation Plan - Stage 3 Monitoring Plan
GC201208M02	Hallett Cove Sea Pool
GC210727R11.5	Hallett Cove Beach – Coastal Protection & Outdoor Pool

EXECUTIVE SUMMARY

In 2019, following community interest in a Hallett Cove sea pool, Council partnered with the State government to prepare a Feasibility Study for Hallett Cove Ocean Pool (GC190625R15). The proposed seaside pool would provide some protection to the reserve embankment from coastal erosion as well as be a recreational asset for the community.

The 2019 Feasibility Study only examined the project at a feasibility level and did not include concept design or formal community consultation. The lack of a concept plan was a disadvantage in a 2021 bid to fund construction of the project.

It was therefore decided (GC210727R11.5) to prepare a concept plan based on the design recommendations from the 2019 Feasibility Study. The report stated that:

If Council chooses to progress with a concept plan and community consultation program for a Hallett Cove outdoor pool, it is suggested that the concept design is based on the recommendations made in the Feasibility Study for Hallett Cove Ocean Pool analysis conducted by the University of New South Wales, Water Research Laboratory (GC190625R15). This includes:

- 50 x 20m main pool;
- 250 to 450m² wading pool;
- 250 to 450m² of constructed public space;
- Rock protection to the pool and nearby sections of the foreshore; and
- Ancillary works: toilets, change rooms, lighting, access paths and car parking.

The concept plan and consultation program was estimated to cost \$70,000. In late 2021 Council successfully secured funding for 50% (\$35,000) of the estimated project costs from the State Government's Coast Protection Fund.

Following a tender selection process in December 2022, NLD Consultants was selected to develop a concept design for a 50 metre seaside pool.

In April 2023 the design team presented the preliminary concept design to the Mayor and Ward Members. Members sought an additional concept design for a 25 metre pool as well as omitting certain elements of the pool features. NLD Consultants subsequently provided Council with a fee variation to undertake this work as the original scope allowed for one concept design.

The budget required to develop a second concept design is \$21,780 excluding GST.

It is also recommended that the concept design options have independent review to ensure Council receives high level technical expertise and advice. This work is critical in understanding the impact or exposure this potential asset will have on our coastal climate. Integrated Coasts has provided a fee proposal to undertake this work for \$6,000 excluding GST.

Total additional budget required to develop an alternative concept option is **\$27,780** excluding GST.

RECOMMENDATION

That Council:

- 1. Endorses additional budget of \$27,780 to develop an alternative 25 metre seaside pool concept design and undertake assessment of coastal impact.**
- 2. Notes that reports are scheduled for the Forum on 30 May 2023 and the General Council Meeting on 13 June 2023 to consider the Hallett Cove Seaside Pool concept design/s and determine any further community engagement / next steps.**

DISCUSSION

In 2019, following community interest in a Hallett Cove sea pool, Council partnered with the State government to prepare a Feasibility Study for Hallett Cove Ocean Pool (GC190625R15). The proposed seaside pool would provide some protection to the reserve embankment from coastal erosion as well as be a recreational asset for the community. In the future, other areas along the foreshore may also require protection pending completion of further coastal monitoring investigations.

The 2019 Feasibility Study only examined the project at a feasibility level and did not include concept design or formal community consultation. In 2021 Council applied for funding under the Local Government Infrastructure Partnerships Program to build a \$5.5 million Hallett Cove Sea Pool. This funding bid was unsuccessful, with the lack of a concept design being a disadvantage.

It was therefore decided (GC210727R11.5) to prepare a concept plan based on the design recommendations from the 2019 Feasibility Study. The report stated that:

If Council chooses to progress with a concept plan and community consultation program for a Hallett Cove outdoor pool, it is suggested that the concept design is based on the recommendations made in the Feasibility Study for Hallett Cove Ocean Pool analysis conducted by the University of New South Wales, Water Research Laboratory (GC190625R15). This includes:

- 50 x 20m main pool;
- 250 to 450m² wading pool;
- 250 to 450m² of constructed public space;

- *Rock protection to the pool and nearby sections of the foreshore; and*
- *Ancillary works: toilets, change rooms, lighting, access paths and car parking.*

The concept plan and consultation program was estimated to cost \$70,000. In late 2021 Council successfully secured funding for 50% (\$35,000) of the estimated project costs from the State Government's Coast Protection Fund.

Following a tender selection process in December 2022, NLD Consultants was selected to develop a concept design for a 50 metre seaside pool. The concept design would be guided by the work and recommendation made in the 2019 Feasibility Study undertaken by coastal management specialists led by the University of New South Wales, as well as the results of the preliminary community consultation.

In February 2023 NLD Consultants began to develop the concept plan integrating the following elements:

- Recommendations and engineering design parameters from the Feasibility Study
- Best practice design principles
- Legislative requirements including planning and building codes
- Embankment stabilisation
- Traffic Management considerations
- Climate resilient design
- Environmentally sensitive design (coastal ecology, adaptability, intertidal environment, climate change)
- Cultural heritage considerations
- Risk and safety standards relevant to a seaside pool
- Capital and operating costs.

In April 2023 the design team presented the 50% preliminary concept design (refer Attachment 1) to the Mayor and Ward Members. The preliminary concept plan consisted of the pool positioned north of the existing access ramp down to the beach and north of the existing storm water outlet. The pool footprint permitted the installation of a pump and valve system without the requirement for pipework along the foreshore, with the footprint extending to the tide line to facilitate a submersible pump and minimise maintenance costs.

Key features included:

- Pool Zone A – 3 lap lanes (50 x 7.5m) – Slow, medium, fast
- Pool Zone B – 2 accessible lap lanes with provision for vision impaired swimmers and wheelchair users
- Pool Zone C – Children's leisure swimming
- Pool Zone D – Ramped entry for access and maintenance.

Members sought an additional concept design for a 25 metre pool as well as omitting certain elements of the pool features. NLD Consultants subsequently provided Council with a fee variation to undertake this work as the original scope allowed for one concept design.

The budget required to develop a second concept design is \$21,780 excluding GST. NLD Consultants' fees will include the following deliverables:

- Developing a concept option for a 25 metre pool
 - Summary of Pros and Cons for both concept options
 - Artist Impressions
 - Site Plan
 - Pool Plan
 - Cross sections
- Online attendance and presentation of both concept options at a Forum on 30 May 2023

- Concrete/stone bleaches need to be abutting the pool whilst still maintaining north/south pedestrian connection
- All other deliverables as per the 50 metre pool concept.

It is also recommended that the concept design options have independent review to ensure Council receives high level technical expertise and advice. This work is critical in understanding the impact or exposure this potential asset will have on our coastal climate, including:

- Likely embankment protection along all of Heron Way in 50 years
- Embankment protection offered by the seaside pool options
- Ensuring coastal data collected from the monitoring program is being well considered through the design
- General thoughts /advice based on local coastal expertise.

Integrated Coasts has provided a fee proposal to undertake this work for \$6,000 excluding GST.

Total additional budget required to develop an alternative concept option is **\$27,780** excluding GST.

ATTACHMENTS

1. Attachment 1 - Preliminary Concept Design [**11.3.1** - 4 pages]



HALLETT COVE SEASIDE POOL

CITY OF MARION COUNCIL

Friday 24th March 2023

Meeting/Presentation
Preliminary Concept Design



Hallett Cove | Concept Design

Hard Embankment Stabilisation + Ocean Pool

Water Outflow

Constant water supply
return into the ocean

Water Supply Intake

Deep water supply intake
via pipe cut into rock

Living Seawall

External face of pool wall
to create inter-tidal marine
life habitat

Zone A | Lap Pool

Five 50 meter lap lanes
with concourse access

Zone B | Accessible Lanes

Two 25m semi-enclosed
lanes for swimmers with
varying abilities or for
rehabilitation exercise

Storm-water Outlet

Integrated into pool to
manage water flow and
foreshore access

Foreshore Access

Maintained access to beach
and along foreshore

Zone C | Children's Pool

'Live' bottom ie. rock platform
Leisure and recreation
Zero grade entry
Soft scaping (crushed granite)

Zone D | Access Ramp

Accessible ramp, also provides
emergency or maintenance
vehicle access to poolside and
down into pool via ramp

Access Path/Road

Emergency and maintenance
vehicle access to poolside and
down into pool via ramp

Embankment Stabilisation

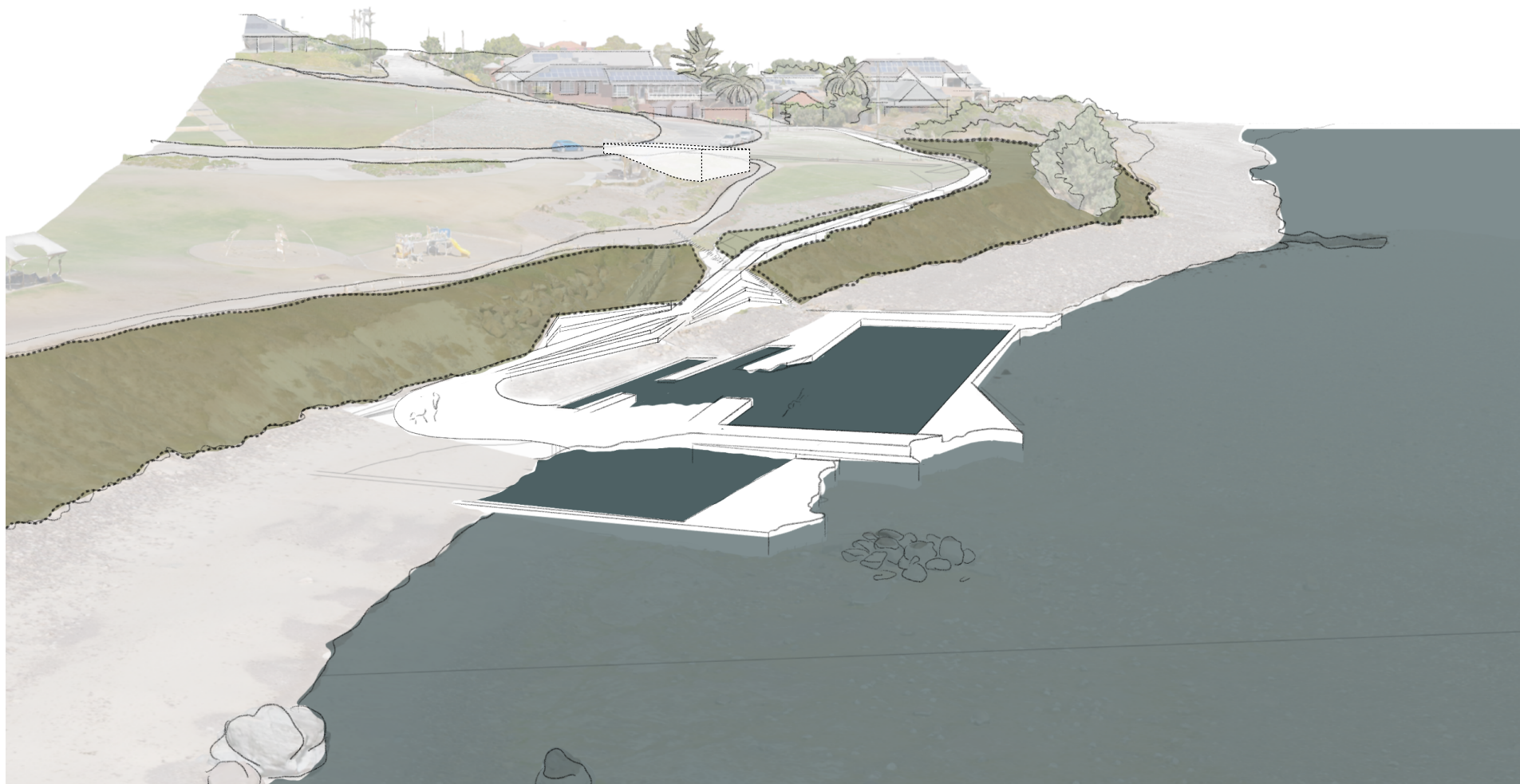
Terraces concrete/granite stone
bleachers and landscaping

AHD -0.5m
(MLWS AHD -0.98)

AHD 1.0m
(MHWS AHD 0.72)

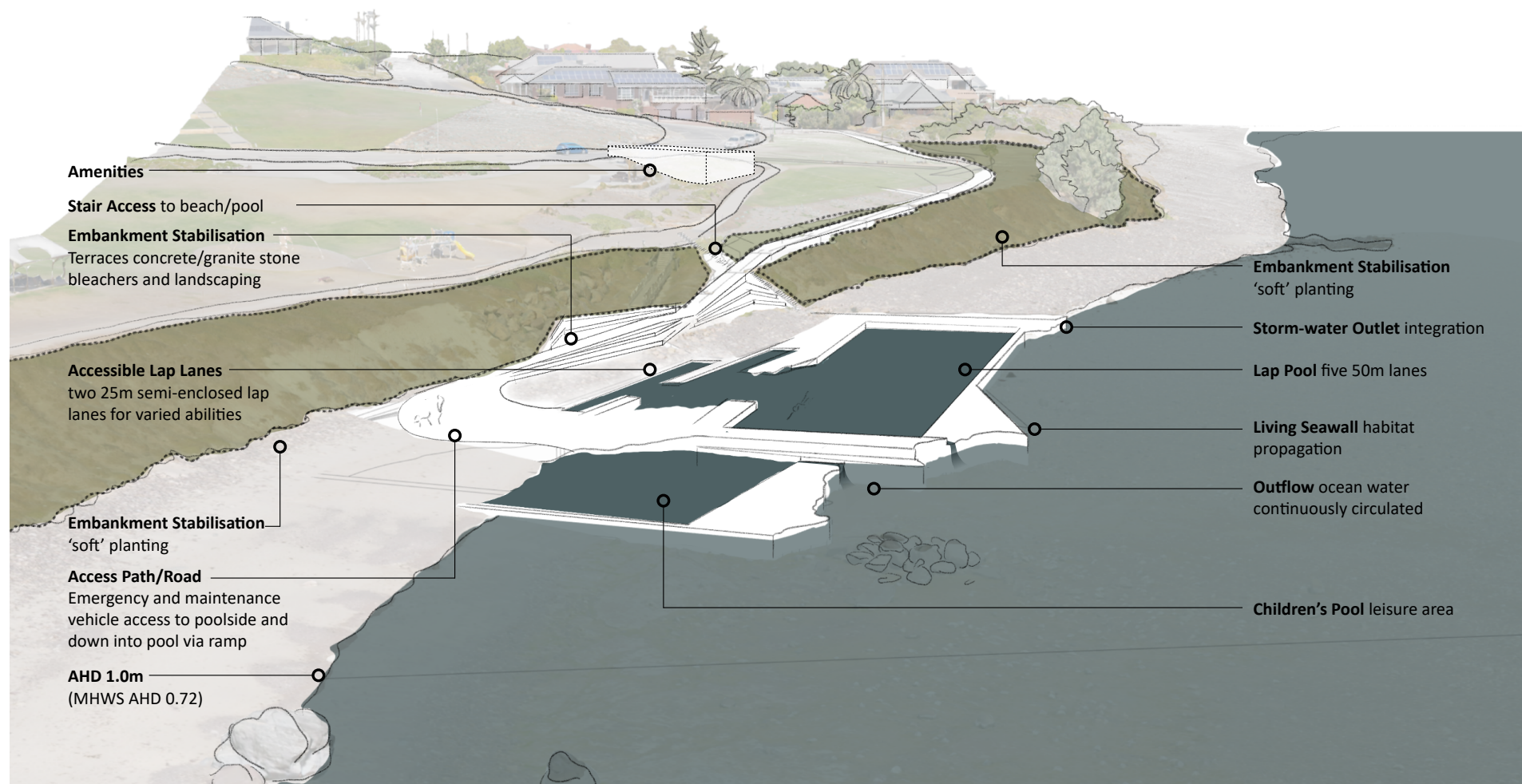
Hallett Cove | Concept Design

Hard Embankment Stabilisation + Ocean Pool



Hallett Cove | Concept Design

Hard Embankment Stabilisation + Ocean Pool



11.4 Draft 4 Year Business Plan- Endorsement for Community Consultation

Report Reference	GC230509R11.4
Originating Officer	Strategy Planner – Sheree Tebyanian
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

To seek Council endorsement for the Draft 4-Year Business Plan 2023-2027 to proceed to community consultation.

REPORT HISTORY

Report Reference	Report Title
GC220412R11.2	Community Engagement Strategy for the development of Council's 4 Year Business Plan
FORUM221206R1.1	Shape your future campaign (Community engagement for the development of the 4 Year Business Plan 2023-27)
FORUM230121R1.6	Development of Council's Draft 4 Year Business Plan 2023-2027
FORUM230321R1.6	Finalising priorities for the development of council's Draft 4 Year Business Plan 2023-2027

EXECUTIVE SUMMARY

Under Section 122 of the Local Government Act 1999 (SA), council is required to develop Strategic Plans that identify the council's objectives over a period of at least 4 years. The 4- Year Business Plan (4YBP) is embedded as part of the council's Strategic Management Framework. The 4YBP is a community-centric document that articulates the projects and programs that the council will deliver for the community over the term.

The City of Marion 4-Year Business Plan 2019-2023 is due to expire on 30 June 2023. To inform the development of the new 4-Year Business Plan 2023-2027 Council undertook a 'Consult' level engagement to seek inputs from the interested stakeholders before the Plan was developed.

A two-month community engagement campaign, in July-August 2022, culminated in 618 pieces of feedback. Council met on several occasions to review the community feedback and develop the Plan.

Community feedback provided insights into their hopes and challenges for the future held by our community. Council considered the feedback and community ideas in the context of their connection to Council's Strategic themes; Liveable, Valuing Nature, Engaged, Prosperous, Innovative and Connected. Overall Council has identified close to 85 priorities over the next 4 years that encompass projects (major and minor) to new and ongoing activities across council operations.

The community consultation period will take place from 12 May to 4 June 2023. Council will review the community feedback at its 13 June General Council meeting.

RECOMMENDATION

That Council:

1. **Endorses the Draft 4-Year Business Plan 2023-2027 (Attachment 1) for the purpose of Community Consultation, subject to the following amendments:**
 - a. X
 - b. X
2. **Notes Attachment 2**

DISCUSSION

Attachment 1 includes the Draft 4-Year Business Plan 2023-2027.

The final Draft includes projects and new/ongoing projects that deliver on the following community aspirations highlighted through the Shape Your future community engagement Plan:

The community outlined their top 3 hopes for the Council area for the next 4 years:

1. Open spaces, environment, waste
2. Community, recreation, arts, and cultural activities
3. New or improved walking, cycling and vehicles

The community outlined the perceived top 3 challenges for the Council area for the next 4 years:

1. Maintaining a liveable city (council area), whilst balancing a growing population
2. Climate change and the environment
3. Encouraging and embedding a culture around walking, cycling, and public transport

Council considered the feedback and community ideas in the context of their connection to Council's Strategic themes; Liveable, Valuing Nature, Engaged, Prosperous, Innovative, and Connected. Overall Council has identified close to 85 priorities over the next 4 years that encompass projects (major and minor) to new and ongoing activities across council operations.

It is expected that Council may support the development of future projects over the course of the 4 Year Plan, which may be included as an update to the Plan through a Council resolution.

Community Consultation

The second proposed Community consultation is aimed to obtain feedback on the draft Plan. The engagement will occur from 12 May to 4 June 2023 and will be promoted as an 'inform' level of engagement through Making Marion.

Community feedback on the draft Plan will be considered at the 13 June General Council meeting.

ATTACHMENTS

1. Attachment 1 4 YBP 2023-2027 DRAFT [11.4.1 - 30 pages]

City of Marion Draft Business Plan 2023-2027

Draft for public consultation



Image credits: South Australian Tourism Commission and Josh Geelan

Kaurna Acknowledgement

Ngadiu tampendi Kaurna meyunna yaitya
mattanya yaitya yerta

This Kaurna acknowledgement was prepared in
consultation with traditional custodians.

Acknowledgement of Country

The City of Marion acknowledges we are situated on the
traditional lands of the Kaurna people and recognises the
Kaurna people as the traditional custodians of the land.

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Engaged	19
Innovative	21
Prosperous	23
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Broader State Government Plans (regional plans)	29
What are we doing about public health?	29



Patritti Wines manages one of South Australia's oldest urban vineyards located in the City of Marion

Welcome

Welcome to the City of Marion Business Plan 2023-2027!

This four-year plan reflects the priorities of the Council elected in November 2022. Like many in the community, Council is under pressure from significant cost increases. Our four-year plan is underpinned by our commitment to keeping rates affordable.

We manage more than \$1 billion worth of community infrastructure and, thanks to funding partnerships with State and Federal Governments, we have a large program of capital projects to deliver much-needed upgrades to our facilities.

Some of these projects include upgrading Marino Hall, improving the Coastal Walkway at Hallett Cove and upgrading various sports facilities. We will develop even more new playgrounds. Our libraries at Park Holme and the Marion Cultural Centre will be upgraded too.

To make our community more sustainable, we've started work on a 14km extension to our existing 11.5km underground stormwater reuse scheme to distribute and sell recycled water. Business Hubs, Business Mentoring and supporting local business associations will continue for our business community.

I hope you can experience the benefits as we put this plan into action.

Yours sincerely



Kris Hanna

Mayor, City of Marion



About this draft plan

To develop this draft 4-Year Business Plan, council undertook an eight-week 'Shape Your Future' community engagement campaign in 2022 and received over 618 feedback submissions to support its development.

The campaign sought to reach a wide range of stakeholders including residents, businesses, visitors to the council area, Kurna community groups, state government, young people, sports clubs, and community groups.

We asked the community about their hopes and aspirations for the council area, challenges felt in the community, and ideas for projects or services that would make the council area a great place to live, work and play. We asked the community to tell

council what the priority areas should be for the duration of the 4-Year Business Plan, 2023-2027. Visit makingmarion.com.au/shapeyourfuturemarion to view the full Shape Your Future community engagement report.

Council reviewed the feedback and developed the Draft 4-Year Plan with strong consideration of the community feedback.

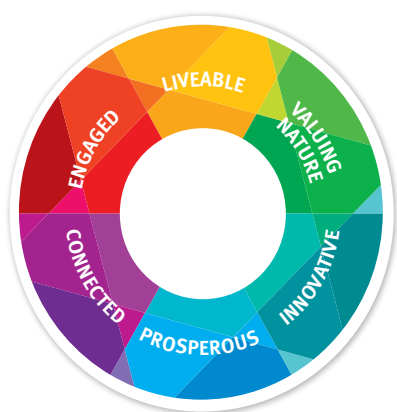
The community can provide feedback on the draft 4-Year Business Plan until 4 June 2023 and Council will then review your feedback to ensure we have hit the mark and delivered on what the community want before it is endorsed.



Community Vision › Towards 2040

Six themes of our Community Vision

These six themes represent the shared values and aspirations that will guide how our city develops.



LIVEABLE

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

VALUING NATURE

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

ENGAGED

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

PROSPEROUS

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

INNOVATIVE

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

CONNECTED

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

Our Purpose, Vision and Values

OUR PURPOSE

(Why we exist)

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

OUR COMMUNITY VISION

(What we want to become)

A community that is Liveable, Valuing Nature, Engaged, Prosperous, Innovative and Connected.

OUR VALUES

With the community and safety at the forefront of everything we do, we value:

Respect - Treating everyone as we want to be treated, where all contributions are valued

Integrity - Fostering trust and honesty in all of our interactions

Achievement - Enhancing our knowledge and performance to reach our shared goals, while being dedicated to supporting one another

Innovation - Encouraging new ideas, and learning from our experience to do things better



Major projects 2023-2027



Glandore Oval
upgrade (planning)



Warradale Park
Tennis Club upgrade



Marion Cultural Centre
Plaza upgrade



Recycled water
expansion project



South Adelaide
Basketball Club
upgrade



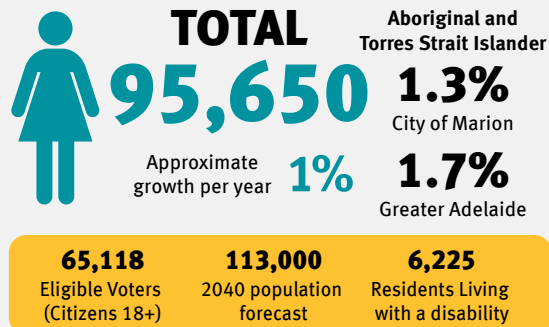
Marino Hall
redevelopment

The City of Marion maintains strong partnerships to deliver major projects for our community. Council partners include formal partnerships with the Federal and State governments to deliver the above objectives.



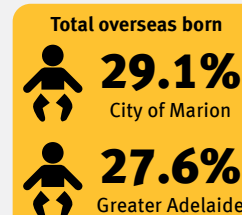
Quick facts about the City of Marion

Population characteristics

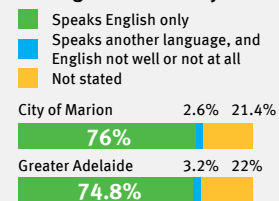


Who we are

27,536 people who were living in the City of Marion in 2021 were born overseas, and arrived in Australia within 5 years prior to 2021.



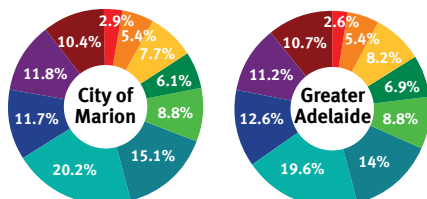
English Proficiency



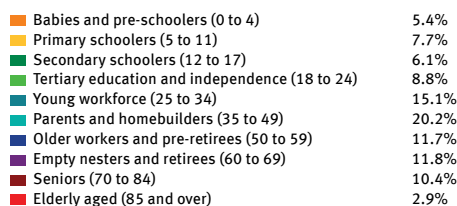
How old we are



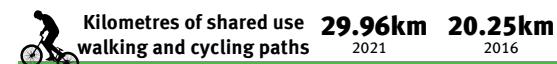
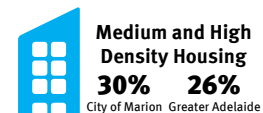
In 2021 City of Marion had a lower proportion of children (under 18) and a similar proportion of persons aged 60 or older than Greater Adelaide



City of Marion total persons (usual residence) service age group (years)



How we live



Disadvantage

The City of Marion Socio-Economic Indexes for Areas (SEIFA) measure the relative level of socio-economic disadvantage and/or advantage based on a range of Census characteristics



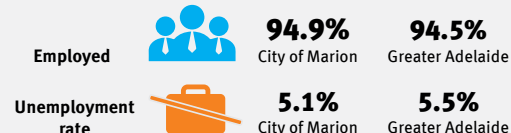
A higher score = lower level of disadvantage

Local economy, employment and journey to work characteristics



Major contributors to total output: Manufacturing, Construction and Financial and Insurance services

On Census Day 2021 in City of Marion, **66%** of people travelled to work in a private car, **8.1%** took public transport and **2.1%** rode a bike or walked, **9.6%** worked at home.



Residential location of local workers (ABS 2021)



Future opportunities and challenges

Population growth

Maintaining a liveable city whilst balancing population growth is a top challenge outlined by our community*. Population growth within the council area has traditionally risen at a rate of 1 per cent per annum. Population demographics inform the update of key Asset Management Plans and planning of infrastructure projects and services. Council will continue to advocate and partner with the State Government to ensure our city is planned around people, places, public spaces, and the environment.

Climate change

Council engaged with the community and 'loss of green cover, provision of places for informal recreation, and climate change impacts' are high priorities that our community wants council to focus on. Council's Carbon Neutral Plan seeks to reduce its carbon output for its own operations by 2030 and implement initiatives aimed at mitigating climate change impacts.

North- South Corridor

Progress along South Road will occur as the North-South Corridor project continues to evolve. Council will advocate for a revitalised urban design at the road level as the project progresses in the years ahead.

Economy

At the time of this Plan's development, council is aware of the cost of living stress within the community. Inflationary pressure is felt by council and the cost of delivering services is continually increasing. Council will continue to innovative and deliver efficiencies where possible.

Regional Planning (State Government led)

The State Government leads regional planning and policy. The 30-Year Plan for Greater Adelaide is under review and will be updated in 2023. The plan guides the long-term growth of our state and describes how Adelaide should grow to become more liveable, competitive, and sustainable. Council will continue to embed regional plans into its future planning.

Public health

Council understands that social connectivity can enhance feelings of well-being. Many council initiatives from community activities, and open spaces, to new infrastructure projects, play a role in enhancing community well-being and promoting the State Government's objectives of creating healthy, liveable, and connected communities.

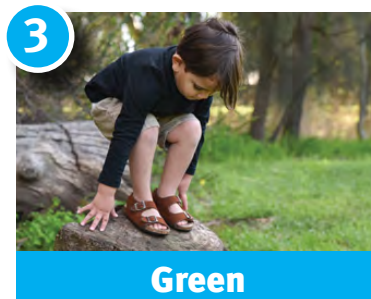
Precinct developments

Private developers will transform underutilised land into vibrant housing and commercial precincts. The new precincts; Seacliff Village at Ocean Boulevard and the redevelopment of 7.5ha at Morphetville Racecourse will create two additional mixed-use precinct opportunities in the city.

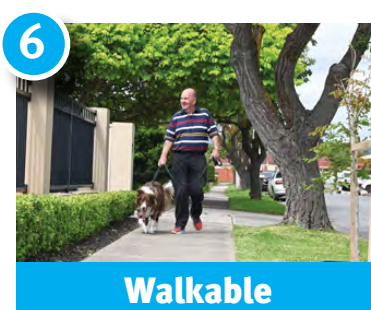
A major retail development at Tonsley Village will open in 2024 offering a range of commercial tenants and new office space. Further staged releases for residential homes at Tonsley Village are scheduled.

It is anticipated that over 1500 new homes will be developed in the city through new precinct projects, also injecting millions of dollars into the local economy and providing thousands of new job opportunities and other flow on benefits for the community.

*Results from the Shape Your Future Community Engagement campaign 2022



How our community
envisage the City of Marion
will look by 2027



*Results from the Shape Your Future Community Engagement campaign 2022



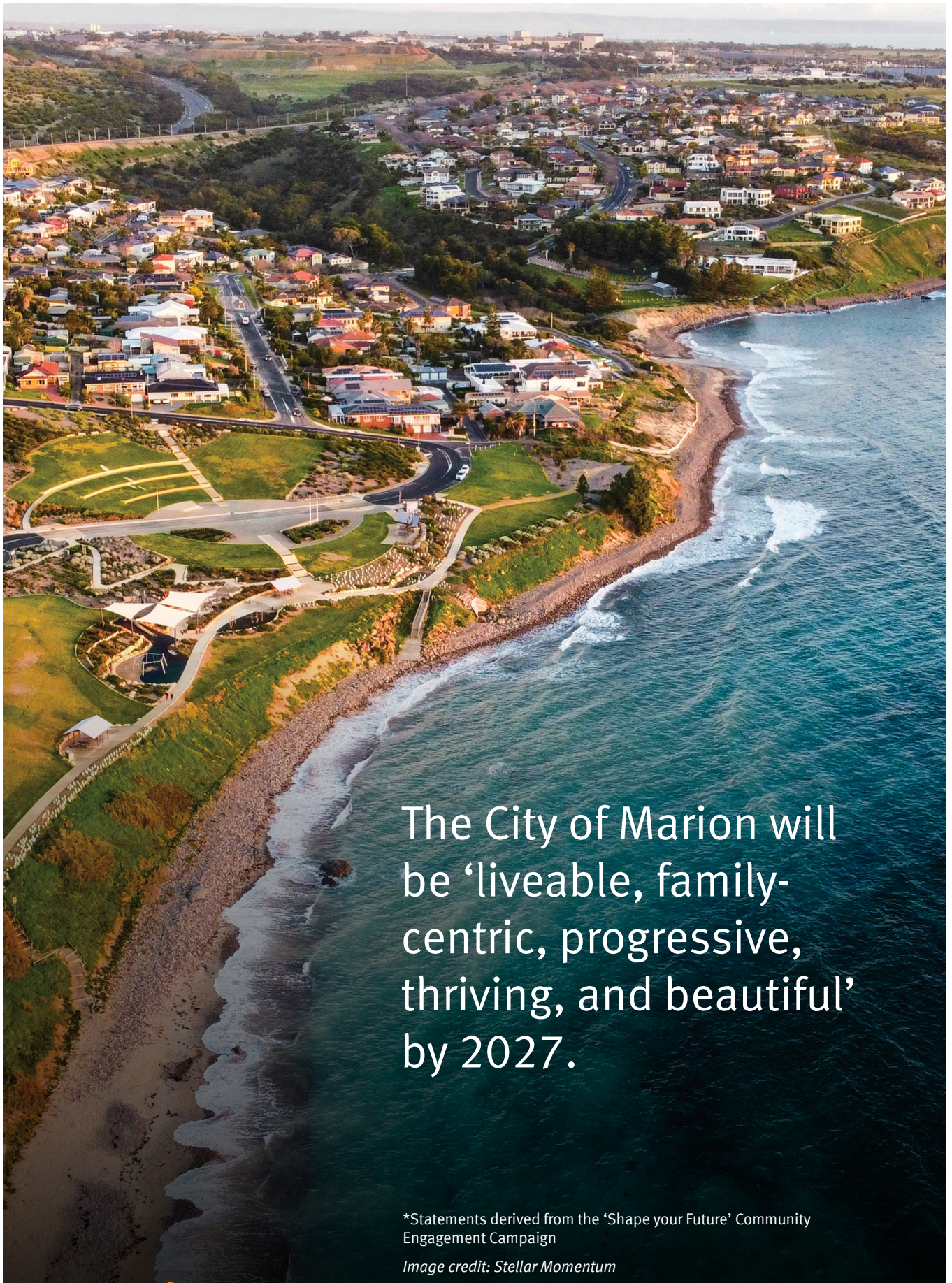
What we will do by 2027

Our community told us that their top three hopes for our council area by 2027, were:

- Open spaces, environment, waste
- Community, recreation, arts, cultural activities
- New or improved walking, cycling and vehicle networks

By 2027 we will:

- Commit to further greening of our streets and reserves
- Deliver new, revitalised community spaces to meet the needs of the community now and into the future
- Develop new bike ways through the city
- Extend the underground pipe network to irrigate 52 council owned reserves/ sites with harvested stormwater
- Reduce waste to landfill through investigation of a new weekly organics waste service
- Unlock further potential surrounding Glenthorne Farm to promote the visitor experience
- Where possible, residents will have open space options within 500m of their home



The City of Marion will
be ‘liveable, family-
centric, progressive,
thriving, and beautiful’
by 2027.

**Statements derived from the ‘Shape your Future’ Community
Engagement Campaign*

Image credit: Stellar Momentum

Liveable

What we will do over the next 4 years.

I = Initiate, P = Plan, D = Detailed design, B = Build/Execute, C = Close/handover A = Advocate, SP = Stakeholder partnership, ✓ = Continuing business activity or service

Major projects	2023/24	2024/25	2025/26	2026/27
Cove Sports Netball and lower oval upgrade*	B, C			
Glandore Oval Precinct Plan and Redevelopment*	P, D	D	B	B, C
Marino Hall Upgrade*	B, C			
Marion Golf Park clubhouse and carpark upgrades*	B	B	B, C	
Marion Basketball Stadium development*	P, D	B	B, C	
Warradale Park Tennis Club Upgrade	D, B	C		
Coastal Walkway Upgrades	B	B, C		
Develop a concept for the redevelopment of Marion Leisure and Fitness Centre			P	P
Consult with the community to develop a new playground at Park Holme and Plympton	P, B	B	B	
Complete the upgrade to the Boat Shed Café at Hallett Cove	B, C			

High-level business activities	2023/24	2024/25	2025/26	2026/27
Modernise the facade and interior of the Park Holme library	B, C			
Redesign and upgrade the children's area and northern section of Marion Cultural Centre library		B, C		
Deliver Council's Open Space Plan (reserve upgrades and playgrounds)	✓	✓	✓	✓
Deliver Council's Reconciliation Action Plan	✓	✓	✓	✓
Investigate, consult, and progress Planning and Design Code Amendments to ensure we're creating a Liveable city	✓, A	✓, A	✓, A	✓, A
Develop and implement a Visitor Growth Strategy	P	✓	✓	✓
Investigate a Public Art Strategy	P	✓	✓	✓
Deliver and implement the Sports and Recreation Plan	P	✓	✓	✓
Deliver Streetscape upgrades in targeted areas	✓	✓	✓	✓

A photograph of a young child with dark hair, wearing a black long-sleeved shirt and light-colored shorts, walking on a dirt path. The child is pointing towards a body of water on the right. The path is surrounded by lush greenery, including tall grasses and trees. A large tree trunk is visible on the left side of the path. The water reflects the surrounding trees and foliage.

The City of Marion
will be ‘greener,
sustainable, leafy,
cooler, attractive and
more environmentally-
friendly’ by 2027.

*Statements derived from the ‘Shape your Future’ Community Engagement Campaign

Valuing Nature

What we will do over the next 4 years.

I = Initiate, P = Plan, D = Detailed design, B = Build/Execute, C = Close/handover A = Advocate, SP = Stakeholder partnership, ✓ = Continuing business activity or service

Major projects	2023/24	2024/25	2025/26	2026/27
Investigate feasibility deliver a weekly organics waste collection	P	B	✓	✓
Develop a Field River Dunes Management Plan	P	P		

High-level business activities	2023/24	2024/25	2025/26	2026/27
Investigate options for recycling soft plastics	✓	✓	✓	✓
Deliver the Resilient South Asset Management Climate Risk Project	✓	✓	✓	
Review and implement the Urban Tree Asset Management Plan, including planting of 4,300 trees annually	P, ✓	✓	✓	✓
Investigate opportunities for a Sturt River biodiversity corridor	✓	✓	✓	✓
Deliver Stormwater Management Planning and identify new opportunities for water sensitive urban design	✓	✓	✓	✓
Deliver the Carbon Neutral Plan	✓	✓	✓	✓
Deliver an annual program of environmental engagement activities, events, and programs	✓	✓	✓	✓
Deliver the Resilient South Climate Action Plan	✓	✓	✓	✓
Review and deliver the Biodiversity Plan	P	✓	✓	✓
Continue to implement the Coastal Monitoring Program*	✓	✓	✓	✓



The City of Marion
will be 'engaging,
community-focussed,
vibrant and welcoming'
by 2027.

*Statements derived from the 'Shape your Future' Community
Engagement Campaign

Engaged

What we will do over the next 4 years.

I = Initiate, P = Plan, D = Detailed design, B = Build/Execute, C = Close/handover A = Advocate, SP = Stakeholder partnership, ✓ = Continuing business activity or service

Major projects	2023/24	2024/25	2025/26	2026/27
Deliver the 'Marion Celebrates' multi-cultural festival, and review future opportunities	✓, P (future opportunities review)		✓	
Deliver the Concert at the Cove event (major civic event)		✓		✓
Deliver the Touch a Truck event (major civic event)	✓		✓	
Support the National Reconciliation week event at the Living Kaurna Cultural Centre (delivered by Southern Cultural Immersion)	✓	✓	✓	✓
Deliver the 'Sports in Reserves Program' providing free sports activities for young people age 5 to 18 years	✓	✓	✓*	✓*
Replace theatre seating and improve lighting at the Marion Cultural Centre theatre	B (lighting)	B (seating)		
Install heritage interpretive signage at identified locations	B			

*Subject to grant funding

High-level business activities	2023/24	2024/25	2025/26	2026/27
Work with external partners to deliver the 'Move it!' Program to support fitness activities in reserves	✓	✓	✓*	✓*
Continue consultation to propose a new suburb name 'Warriparinga' that encompasses the area bounded by Sturt Road, Marion Road, and South Road	✓, A			
Conduct a feasibility study into the library after hours service model and future opportunities for the 'Library @ Home' service	I, P	I, P (after hours service)		
Evaluate future engagement and support to assist older and vulnerable people in the community through delivery of positive ageing and inclusion services	I, P	✓	✓	✓
Deliver initiatives to increase child and family participation	✓	✓	✓	✓
Support the Youth Collective Committee and initiatives	✓	✓	✓	✓
Design and deliver Volunteer Programs	✓	✓	✓	✓
Deliver programs and initiatives, including for Cultural and Linguistically diverse community groups and the Aboriginal and Torres Strait Islander Community	✓	✓	✓	✓
Support the Youth and Community Grants Program	✓	✓	✓	✓
Conduct a feasibility study into free community access to period products in council facilities	I, P			
Continue focus groups with Marion 100	✓	✓	✓	✓
Deliver Community events including; Australia Day events, citizenship ceremonies, opening events and civic events	✓	✓	✓	✓

The City of Marion
will be ‘innovative,
progressive, intelligent,
forward-thinking’
by 2027.



*Statements derived from the ‘Shape your Future’ Community Engagement Campaign

Innovative

What we will do over the next 4 years.

I = Initiate, P = Plan, D = Detailed design, B = Build/Execute, C = Close/handover A = Advocate, SP = Stakeholder partnership, ✓ = Continuing business activity or service

Major projects	2023/24	2024/25	2025/26	2026/27
Consider options for transitioning the Council's passenger vehicles to electric vehicles pending outcomes of the June 2023 General Council meeting	TBA			
Explore opportunities for third party providers to install additional electric vehicle charging stations within the city	✓, A	✓, A	✓, A	✓, A
Partner with external providers to investigate options for a community battery within the council area	✓	✓	✓	✓

High-level business activities	2023/24	2024/25	2025/26	2026/27
Continue to advocate new waste management innovations at the Southern Region Waste Resource Authority (a regional subsidiary co-owned by City of Marion)	✓	✓	✓	✓
Investigate options for creative/maker spaces in the city	✓	✓		
Undertake an audit to identify and implement new technologies in our libraries and neighbourhood centres to enhance the community experience	P	✓	✓	✓
Continue to investigate options to utilise automated technology solutions for the management of assets and streets	✓	✓	✓	✓



The City of Marion
will be ‘prosperous,
flourishing, proactive,
and a trend-setter,
by 2027.

*Statements derived from the ‘Shape your Future’ Community Engagement Campaign

Prosperous

What we will do over the next 4 years.

I = Initiate, P = Plan, D = Detailed design, B = Build/Execute, C = Close/handover A = Advocate, SP = Stakeholder partnership, ✓ = Continuing business activity or service

Major projects	2023/24	2024/25	2025/26	2026/27
Deliver the Business, Growth and Engagement Plan	E	E	E	E
Collaborate with the State Government to explore the possibility of vacant buildings on the Glenthorne site being used by businesses which would serve the visitors to the site and attract additional visitation	✓	✓	✓	✓

High-level business activities	2023/24	2024/25	2025/26	2026/27
Review Planning and Design Code Zone boundaries to support and attract more diversity for business and industry	✓	✓	✓	✓
Deliver an annual program of business events and engagement	✓	✓	✓	✓
Partner to deliver the 'Southern Business Mentoring Program' and Business hubs programs	✓	✓	✓	✓
Identify opportunities for business to access sustainability, climate change and circular economy grants	✓	✓	✓	✓



The City of Marion
will be 'cycle and
eco-friendly, active,
walkable, with better
roads' by 2027.

*Statements derived from the 'Shape your Future' Community
Engagement Campaign

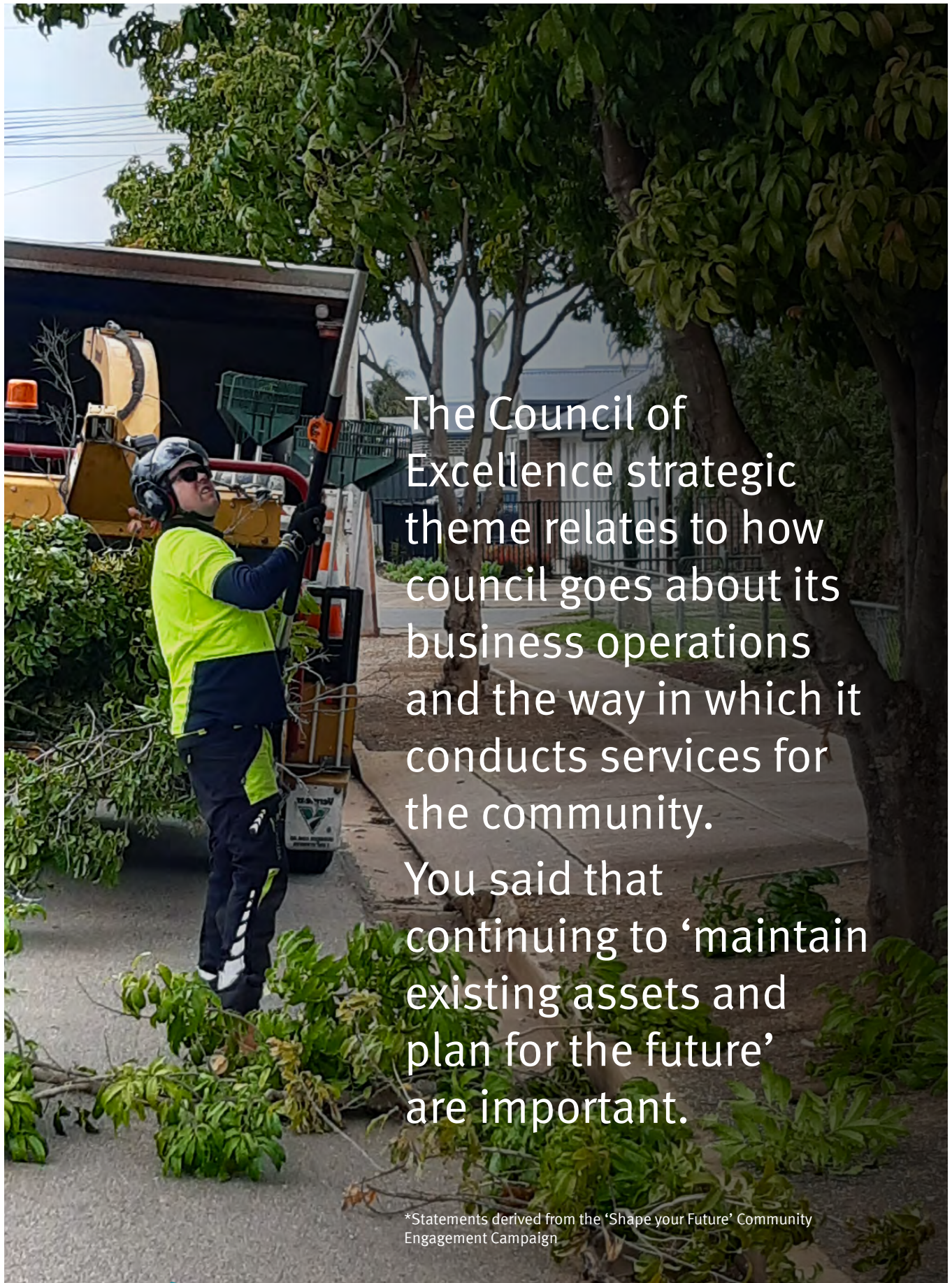
Connected

What we will do over the next 4 years.

I = Initiate, P = Plan, D = Detailed design, B = Build/Execute, C = Close/handover A = Advocate, SP = Stakeholder partnership, ✓ = Continuing business activity or service

Major projects	2023/24	2024/25	2025/26	2026/27
Deliver the Flinders Bikeway project, pending outcomes of the 23 May 2023 General Council meeting	TBA	TBA		
Upgrade the Marion Cultural Centre Plaza	D, B	C		
Complete a major carpark upgrade at 262 Sturt Road, Marion			B	
Review connectivity at the Seacliff Village development	P, A			

High-level business activities	2023/24	2024/25	2025/26	2026/27
Deliver the annual capital works program (stormwater, road reseal, kerbs, kerb ramps, open space works, property/building, footpath, streetscape upgrades, traffic upgrades, other infrastructure)	✓	✓	✓	✓
Implement the Walking and Cycling Guidelines	✓	✓	✓	✓
Provide the community bus to support residents to remain connected	✓	✓	✓	✓



The Council of Excellence strategic theme relates to how council goes about its business operations and the way in which it conducts services for the community.

You said that continuing to ‘maintain existing assets and plan for the future’ are important.

*Statements derived from the ‘Shape your Future’ Community Engagement Campaign

Council of Excellence

What we will do over the next 4 years.

I = Initiate, P = Plan, D = Detailed design, B = Build/Execute, C = Close/handover A = Advocate, SP = Stakeholder partnership, ✓ = Continuing business activity or service

Major projects	2023/24	2024/25	2025/26	2026/27
Consider options for transitioning the Council's passenger vehicles to electric vehicles pending outcomes of the June 2023 General Council meeting	TBA			
Explore opportunities for third party providers to install additional electric vehicle charging stations within the city	✓, A	✓, A	✓, A	✓, A
Partner with external providers to investigate options for a community battery within the council area	✓	✓	✓	✓

High-level business activities	2023/24	2024/25	2025/26	2026/27
Continue to support the Gap Year Program	✓	✓		
Implement the Project Management Office	✓			
Implement Council's Information Services Plan to improve technology solutions across council	✓	✓	✓	✓
Undertake community engagement to update Council's Strategic Plan	I, P	C		
Create a Climate Change Risk Register	P	✓	✓	✓
Deliver Council's Marketing and Engagement Strategy	✓	✓	✓	✓
Monitor work area planning to ensure we're meeting our Strategic Plan and Community Vision	✓	✓	✓	✓
Track and monitor KPIs, regularly review and refine them to ensure relevance in driving progress towards the council's objectives	✓	✓	✓	✓
Develop and implement an IT Strategic Plan	✓	✓	✓	
Implement the Health, Safety and Wellbeing Framework	✓	✓	✓	
Commence a lean thinking program to create administrative efficiencies	✓	✓		



Broader State Government Plans (regional plans)

Under Section 122 of the Local Government Act 1999, Council is legislated to ensure that its strategic plans address the strategic planning issues within the Council area with particular reference to any relevant state planning policy or regional plan under the Planning, Development and Infrastructure Act 2016.

The Local Government Act 1999 also requires each Council to undertake a review of its Strategic Plan within two years of the newly formed council. The next review (to occur 2023-2024) will take into consideration the State Planning Policies and the update of 'The 30 Year Plan for Greater Adelaide (Regional Plan)' to identify opportunities and provide efficiency in planning for the future to ensure liveability of our Council area.

What are we doing about public health?

Whilst the State Government manages health, Council is legislated under Section 51 and 52 of the Public Health Act to prepare, maintain and report on a Regional Public Health Plan (RPHP) that is consistent with the State Public Health Plan and responds to public health challenges within the council area.

Council takes an integrated approach to public health by embedding considerations into planning.

Council's six strategic themes Liveable, Valuing Nature, Engaged, Innovative, Prosperous and Connected include goals and actions that support community well-being and vitality should the community wish to connect to the many services provided by council.



8375 6600



council@marion.sa.gov.au



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Designed by CoM Marketing and Communications 2023.

11.5 Draft Annual Business Plan 2023-2024 and Long Term Financial Plan for Public Consultation

Report Reference	GC230509R11.5
Originating Officer	Chief Financial Officer – Ray Barnwell
Corporate Manager	Chief Financial Officer - Ray Barnwell
General Manager	General Manager Corporate Services - Angela Allison

REPORT OBJECTIVE

The purpose of this report is to present the City of Marion Draft Annual Business Plan 2023-2024 (ABP) and Draft Long Term Financial Plan (LTFP) for Council's consideration and endorsement for public consultation.

EXECUTIVE SUMMARY

The development of the Draft ABP and LTFP is an iterative process that continues through to the final adoption of the ABP at the end of June. This draft has been developed for the purpose of community consultation and, with any amendments arising from the public consultation process, will be considered for adoption by Council at the 27 June 2023 General Council meeting.

The Draft ABP is Council's statement of its intended programs and outcomes for the 2023-24 year. It connects our long-term planning, as set out in Council's strategic plans and supports the delivery of the first year of Council's 4 Year Business Plan 2023-2027 (4YBP) with the allocation of resources in the 2023-24 Annual Budget.

The City of Marion like many organisations is dealing with highly challenging market conditions and inflationary pressures not seen for many years (*Adelaide Year on Year CPI to March 2023 is recorded at 7.9%*). In developing the Draft ABP and LTFP we have been mindful of current market conditions and developed the ABP and LTFP to ensure continuity of services and project delivery in a financially sustainable way.

The increase in average rates in both proposed models is set well below the latest reported Adelaide CPI of 7.9%. Considerable work has been undertaken to set a rate increase that balances the impact on our community without compromising on operational service or capital project delivery while also maintaining a long term financially sustainable position for the City of Marion.

Two LTFP models are presented to Council for consideration;
Model 1 - with a proposed increase in average rates of **(5.2%)** - (Attachment 2) and
Model 2 - with a proposed increase in average rates of **(4.7%)** - (Attachment 3).

Table 1 in this report highlights the key differences in these models with the primary difference being that Model 1 will enable Council to reduce forecast borrowings over the 10 years of the LTFP by \$8.8m compared to Model 2.

The impact of the proposed increase of 5.2% on the average residential rate bill is forecast to equate to \$78 per annum or \$1.50 per week compared to \$71 per annum or \$1.36 per week in model 2.

The Draft Annual Business Plan 2023-24 document (Attachment 1) has been developed based on model 1 (5.2%). Should Council Members consider using an alternative rating option, this will be applied to the Draft APB 2023-2024 document prior to release for public consultation.

The Draft ABP 2023-2024 forecasts a surplus of \$0.045m. All years of the LTFP are forecasting a surplus position ensuring Council is meeting its core 'Financial Sustainability' target maintaining, on average, a break-even or better funding (cash) position over the LTFP. The net surplus position for the 10 years of the LTFP is \$0.935m.

CoMBAS – Indicative Funding - It should be noted that both LTFP models incorporate the future indicative funding requirement to support the delivery of all projects outlined in the City of Marion Building Asset Strategy (CoMBAS) guide. As the LTFP is a forward looking document Council will on an annual basis have the opportunity to assess whether or not to incorporate these projects into its annual budget. Estimated funding of \$88.5m and the attraction of potential grant funding of \$30.8m is incorporated in the LTFP beyond 2023-24 for these projects.

The continued development of the Draft ABP 2023-2024 through to final adoption in June will see a further focus on the interrogation of costs, and adjustments for any further updates in relation to Council project priorities.

Community consultation will be undertaken from 12 May 2023 through to 4 June 2023. This consultation period provides an opportunity for the community to provide feedback online through the Making Marion website and/or make submissions via Council's website or alternatively by post. Included within this period is an opportunity for public representation to Council at the 23 May 2023 General Council meeting.

RECOMMENDATION

That Council:

1. **Endorses the Framework and Key Assumptions noted in this report which have formed the basis for the development of the Draft 2023-2024 Annual Business Plan and Draft Long Term Financial Plan.**
2. **Endorses **Model x** as the proposed rating option for the Draft ABP 2023-2024 for public consultation.**
3. **Endorses the City of Marion Draft Annual Business Plan 2023-2024 and Draft Long Term Financial Plan (Attachment 1) to proceed for public consultation, subject to any changes proposed at this meeting.**

DISCUSSION

Draft Annual Business Plan 2023-2024

Under Section 23 of Council of the *Local Government Act 1999* (the Act) Council is required to prepare and adopt an ABP each year, and in doing so, determine the key strategic priorities for the ensuing 12 months in the context of Council's Strategic Plans.

The ABP and LTFP form an integral part of Council's suite of Strategic Management Plans. These plans connect the long-term planning, as set out in Council's Strategic Plans and support the delivery of the first year of the 4YBP 2023-2027 with the allocation of resources in the 2023-24 Annual Budget. The ABP also establishes the basis for review of the Council's performance over the year published in its annual report.

The Draft ABP 2023-24 and Draft LTFP have been prepared in accordance with the guidelines stated in section 122 of the Act. The plan includes appropriate information pertaining to rates and charges that Council intends to levy, as well as a range of key information required by the *Local Government (Financial Management) Regulations*.

The adopted budget will include statutory statements being the Income Statement, Statement of Financial Position, Statement of Changes in Equity, and Statement of Cashflows. In addition to these statements, a 'Funding Statement' will be provided which details the funding sources and a net overall funding position.

In developing the Draft ABP 2023-24, consideration has been given to Council's strategic management framework, financial parameters and key issues identified through the environmental scanning process, as well as the relevant Commonwealth, State and Regional strategies and plans.

Proposed Average Rate Increase Options for 2023-24

Following the consideration of a number of rating models in March and April EM Forums the following two alternative rating options have been developed for final consideration prior to the release of the Draft ABP 2023-24 and LTFP for public consultation. Table 1 below highlights the key impacts of each model.

Table 1 : Rating Options

Cash/Funding Impact of Rate Models over the 10 Year LTFP												10 Year Net Funding Position \$'000
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	Total	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Model 1 - 5.2%												
Average Rate increase 5.2% - 2023-24 gradually Reducing to 3.00%												
Average Rate Increase	5.20%	4.70%	3.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%		
Rate Revenue	89,437	94,612	98,939	102,963	107,148	111,500	116,024	120,728	125,619	130,705		
Capital Expenditure	50,706	38,328	33,173	33,161	26,138	33,783	43,307	42,777	42,258	30,408	374,040	
Loan Funds	17,600	12,400	9,100	9,000	3,900	7,200	11,500	10,200	10,100	1,000	92,000	
Budget Cash Surplus (Funding position)	45	71	75	118	125	50	105	67	123	155		935
Model 2 - 4.7%												
Average Rate increase 4.7% - 2023-24 gradually Reducing to 3.00%												
Average Rate Increase	4.70%	4.70%	3.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%		
Rate Revenue	89,024	94,169	98,471	102,473	106,633	110,960	115,458	120,135	124,998	130,055		
Capital Expenditure	50,706	38,328	33,173	33,161	26,138	33,783	43,307	42,777	42,258	30,408	374,040	
Loan Funds	18,100	12,900	9,700	9,600	4,600	8,100	12,500	11,400	11,400	2,500	100,800	
Budget Cash Surplus (Funding position)	131	62	75	17	21	29	38	43	14	46		477

Model 1 : 2023-24 – 5.2%

The Draft 2023-24 ABP (Attachment 1) has been developed using a proposed average rate increase of 5.2% for 2023-24 plus forecast annual growth of new properties from development of 1%. Applying an average increase in rates of 5.2% in 2023-24 continues Council's commitment to maintaining the position for an average residential rate that remains among the lower rating metropolitan councils.

The average rate increase of 5.2% is also forecast to gradually reduce to 3% by 2026-27 in line with inflation forecasts and then be steadily maintained at 3% for the remainder ten years of the LTFP. The Draft ABP 2023-24 currently forecasts a surplus of \$0.045m. All years of the LTFP are forecasting a surplus position ensuring Council is meeting its core 'Financial Sustainability' target maintaining, on average, a breakeven or better funding (cash) position over the LTFP. The net surplus position for the 10 years of the LTFP is forecast at \$0.935m.

This model provides the most favourable cash position over the 10 years of the LTFP providing the greatest amount of contingency against unexpected costs above budget and provides the most scope for additional loan funding serviceability should Council wish to take on further borrowings to deliver future strategic priorities.

The key difference in both models is that the compounding impact of an additional 0.5% in rate revenue in 2023-24 will reduce the required forecast borrowings over the LTFP by \$8.8m.

Model 2 : 2023-24 - 4.7%

This alternative option sets a 4.7% average rate increase in 2023-24 gradually reducing to 3% by 2026-27 in line with inflation forecasts and then be steadily maintained at 3% for the remainder ten years of the LTFP. The Draft ABP 2023-24 with this model currently forecasts a surplus of \$0.131m.

All years of the LTFP in this model are forecasting a surplus position ensuring Council is meeting its core 'Financial Sustainability' target maintaining, on average, a breakeven or better funding (cash) position over the LTFP. The net surplus position for the 10 years of the LTFP is forecast at \$0.477m.

Loan Funding

The City of Marion is in a strong financial position and currently carries minimal debt which is forecast to be \$2.69m by June 2023. Council is set to embark on a number of major projects which will commence construction in the 2023-24 year with an ambitious \$50.7m capital program forecast for delivery in 2023-24. In addition, the indicative funding requirement of \$88.5m to support the delivery of projects outlined in the City of Marion Building Asset Strategy (CoMBAS) guide beyond 2023-24 has now been incorporated into Council's LTFP models.

Table 2 below depicts the forecast outstanding borrowings over the term of the LTFP for both rating models. Borrowings are forecast to peak at \$55.3m for the 5.2% model and \$60.6m for the 4.7% model in the 2031-32 year.

Table 2 : Forecast Loan Funding for LTFP

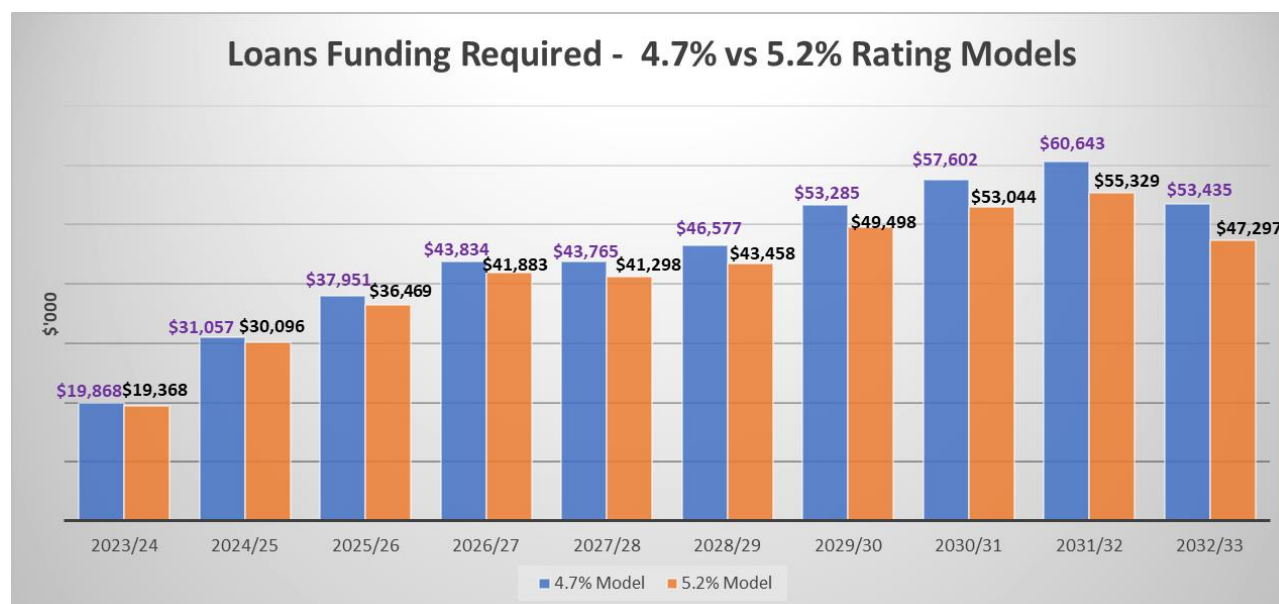


Table 3 "Key Debt Ratios" below - demonstrates that the City of Marion has sufficient capacity to undertake the forecast level of borrowings required to support the delivery of future capital projects which are forecast at \$374m over the 10 years of the LTFP, with all forecast ratio results sitting within the relevant target ranges. However, as noted earlier, the LTFP is a forward-looking document and Council will have the opportunity to assess whether or not to incorporate future capital projects into its annual budget.

There is also an assumption built into the LTFP that future eligible projects will attract grant funding in the order of 40%. Should this not be achieved these projects may not go ahead or may be deferred until such time as Council supports their progression.

It should also be noted, in line with Council's Treasury Management Policy, that available cash will be utilised first to defer planned borrowings and borrowings will only be undertaken when the cash balances are down to a minimum working cash balance.

Table 3 : Key Debt Ratios

Key Debt Ratios											
		2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
Debt Servicing Ratio	Target Range	0% - 10%	0% - 10%	0% - 10%	0% - 10%	0% - 10%	0% - 10%	0% - 10%	0% - 10%	0% - 10%	0% - 10%
4.7% Model		1.05%	2.56%	3.93%	4.86%	5.70%	5.97%	6.23%	7.19%	7.97%	8.68%
5.2% Model		1.04%	2.48%	3.80%	4.66%	5.45%	5.64%	5.83%	6.70%	7.38%	8.00%
Interest Cover Ratio	Target Range	0% - 5%	0% - 5%	0% - 5%	0% - 5%	0% - 5%	0% - 5%	0% - 5%	0% - 5%	0% - 5%	0% - 5%
4.7% Model		0.15%	0.99%	1.48%	1.73%	1.91%	1.83%	1.87%	2.06%	2.13%	2.15%
5.2% Model		0.15%	0.96%	1.42%	1.65%	1.82%	1.72%	1.74%	1.90%	1.95%	1.95%
Net Financial Liabilities Ratio	Target Range	0% - 50%	0% - 50%	0% - 50%	0% - 50%	0% - 50%	0% - 50%	0% - 50%	0% - 50%	0% - 50%	0% - 50%
4.7% Model		24.04%	32.74%	36.89%	40.22%	38.24%	38.46%	41.39%	42.47%	42.34%	35.33%
5.2% Model		23.56%	31.80%	35.52%	38.40%	35.98%	35.76%	38.22%	38.84%	38.24%	30.77%

Key Projects – Funded in ABP 2023-2024 and LTFP

The attached Draft 2023-24 ABP incorporates, as noted earlier, an ambitious \$50.7m capital works program for delivery in the 2023/24 year. This program includes Council's programmed capital renewal program aligned to Councils Asset Management Plans but also includes funding in the order of \$27m for delivery of key projects in 2023/24 including;

- Marino Hall Upgrade
- Cove Sports Netball and Lower Oval Upgrade
- Marion Golf Park Clubhouse Redevelopment
- Warradale Park Tennis Club
- Extension to the Recycled Stormwater Pipeline
- Continuation of Coastal Walkway Upgrade

Basis of Preparation of Draft ABP 2023-24 and LTFP

The development of the LTFP is an on-going iterative process and the framework and assumptions are updated annually based upon the most current data and information prevailing at the time. The Draft ABP 2023-24 and LTFP have been prepared under the framework and assumptions listed below.

Framework

- Supports the achievement of the City of Marion's Strategic Directions.
- Addresses issues arising and opportunities identified from internal audit reviews, service reviews and business excellence assessments.

- Maintains, on average, a break-even or better funding (cash) position over the Long Term Financial Plan.
- Continues to improve the maintenance of assets in accordance with Council's Asset Management Plans, with a priority on maintenance before renewal, and renewal before new when it is cost effective to do so.
- Reviews existing services and assets to ensure they meet prioritised community needs.
- Council only approves new Major Projects where it has the identified funding capacity to do so.
- Maintains Council's position for an average residential rate that remains among the lower rating metropolitan councils.

Key Assumptions

The following key assumptions have been applied in developing the Draft 2022-23 ABP and Draft LTFP:

Service Levels – Where changes to service delivery are prioritised and approved by Council, subject to financial capacity, these changes will be incorporated into the 2023-24 Budget and LTFP. Where no other endorsement exists, service delivery levels will be maintained at current levels.

Rate Revenue – Rating models have been developed to assess average rate increases applied ranging from 4.7% to 5.2% in 2023-24 moving gradually back to a forecast 3% from 2026-27 onwards through to the end of the 10 years of the LTFP. The financial impact of these rating models is shown in table 1 above. Rateable property growth or new properties from development is forecast on achieving the continued historical trend of 1%.

The rating position in both proposed models is well below current CPI, which at the time of writing this report is 7.9% (Adelaide CPI – Year on Year to March 2023). The proposed rate increase will enable the achievement of Council's strategic objectives while maintaining long term financial sustainability throughout the 10 years of the LTFP.

Indexation – The 2023-24 budget will be based on forecast expenditure levels indexed to reflect current cost pressures and future anticipated costs including the consideration of major contract price escalation and other market pressures. (*Note Adelaide Year on Year CPI to March 2023 being 7.9%*).

With CPI expected to remain at the higher end of the RBA inflation target of 2 – 3% the LTFP has factored indexation at the higher end of the RBA over the coming 2 years before reverting back to a longer term forecast of 2.5% from 2025/26 onwards.

Some key movements reflected in operating costs are an allowance for continued price escalation in energy costs particularly electricity with a further \$0.398m (21%) required from 2022-23 levels. Key contracts also aligned closely to CPI such as the waste contract will see significant increases for 2023-24 in the order of \$0.590m.

Continued price escalation and difficult market conditions makes the forecasting task more challenging leading to a higher than normal degree of uncertainty the further one looks into the future. Indexation beyond 2023-24 will be aligned to the Reserve Bank's projected inflation estimates in the medium and longer term, with the following exceptions;

Employee Costs - will be increased in alignment with Council's Enterprise Agreement provisions. In addition, costs relating to Council approved staff resources to meet operational requirements or Council endorsed initiatives will be incorporated into the ABP and LTFP. The pickup in inflation and an ongoing tight labour market is expected to translate into moderately stronger wages growth over time and forecast employee costs in the LTFP will accommodate these expected conditions. The remaining 3 scheduled annual increases of 0.5% to the Superannuation Guarantee are also incorporated into the LTFP.

Interest Expenses – are directly related to Council borrowings and cash flows. Forecast interest rates are based on current market rates with an added margin giving consideration for future potential rate increases.

Interest Revenue - is directly related to Council investments and cash flows and is carefully monitored in line with interest rate movements.

Non-recurrent Costs / Revenues – An adjustments schedule has been developed to account for any future variations in operating activities (e.g. - an adjustment is made for election expenses to reflect that they only occur once every 4 years). Following the completion of the Local Government Elections in 2022 a forecast reduction of \$0.437m has been applied to the 2023-24 ABP.

Capital Grants, Subsidies and Monetary contributions – reflect tied monies received in relation to the purchase/construction of new assets and are budgeted in accordance with information known at the time of preparing this document.

Commonwealth and State Government Stimulus / Election funding – Council will continue to seek and optimise the opportunity to leverage any State and Federal stimulus funding provided to the sector.

It should also be noted Federal and State Government funding attracted throughout the 2022 elections supports major infrastructure initiatives in 2023-2024. The impact of the attraction of this funding and the resource requirements to deliver identified projects and initiatives has been considered in the development of the Draft 2023-24 ABP and LTFP.

Breakeven or Better Funding (Cash Position) – A positive cash flow is vital to support operating requirements to continually deliver uninterrupted council services in addition to providing cash to fund:

- Renewal of existing assets over time to maintain community service standards
- Scheduled principal loan repayments and
- Provision of funding for future long term asset management objectives

Council will endeavour to set rates that minimise the impact on our community but also enable the achievement of its long-term strategic objectives while maintaining a break-even or better (cash) position over the LTFP thus ensuring the long term financial sustainability for the City of Marion.

Annual Business Plan 2023-24 and LTFP process

The key remaining steps for the ABP and LTFP processes are as follows:

Key stages	Date	Meeting
Adopt Draft ABP 2023-24 and LTFP for public consultation	09 May 2023	General Council
Public consultation period	12 May to 4 June 2023	Written submission and feedback via Making Marion
Review and feedback on Draft ABP 2023-24 and LTFP	16 May 2023	Finance, Risk and Audit Committee
Community representations to Council	23 May 2023	General Council
Draft ABP 2023-24 and LTFP for final endorsement	13 June 2023	General Council
ABP 2023-24 and LTFP for adoption	27 June 2023	General Council

Public Consultation

Public consultation on the Draft ABP 2023-24 and LTFP will be undertaken for the period 12 May to 4 June 2023. This meets the requirements of s122 of the *Local Government Act 1999*.

The Draft Plans and opportunity for community comment will be available on the 'Making Marion' website (www.makingmarion.com.au).

Notices will also be placed in community and business newsletters directing readers to Council's website. Consultation on the Draft ABP also meets requirements in the *South Australian Public Health Act 2011*, s51.

The 23 May 2023 General Council meeting will include an allowance of one hour for public representations where members of the public can be invited to make verbal submissions.

Any feedback from the community consultation process will be considered and will inform the draft ABP 2023-24 and LTFP to be presented for Council's consideration and adoption at the General Council meeting to be held on 27 June 2023.

Conclusion

The City of Marion Community Vision - Towards 2040 sets out the aspirations of the community and, along with the 10-year Strategic Plan 2019--2029 and the 4-Year Business Plan 2023-2027 provides the basis for the Draft ABP 2023-24 and Draft LTFP for public consultation.

This Annual Business Plan 2023-24 has been developed to guide Council's activities over the coming year and is presented to Council to endorse for public consultation, subject to any proposed changes. Projects and initiatives outlined for delivery in the first year of the 4-Year Business Plan 2023-27 provide the basis for the Draft Annual Business Plan 2023-24 and inform the Draft LTFP for public consultation.

ATTACHMENTS

1. Draft Annual Business Plan 2023-2024 - Consultation [**11.5.1** - 41 pages]
2. LTFP 2023-2033 Public Consultation Consultation - Model 1 - 5.2% [**11.5.2** - 1 page]
3. LTFP 2023-2033 Public Consultation - Model 2 - 4.7% [**11.5.3** - 1 page]

City of Marion Annual Business Plan 2023-2024

Draft for public consultation

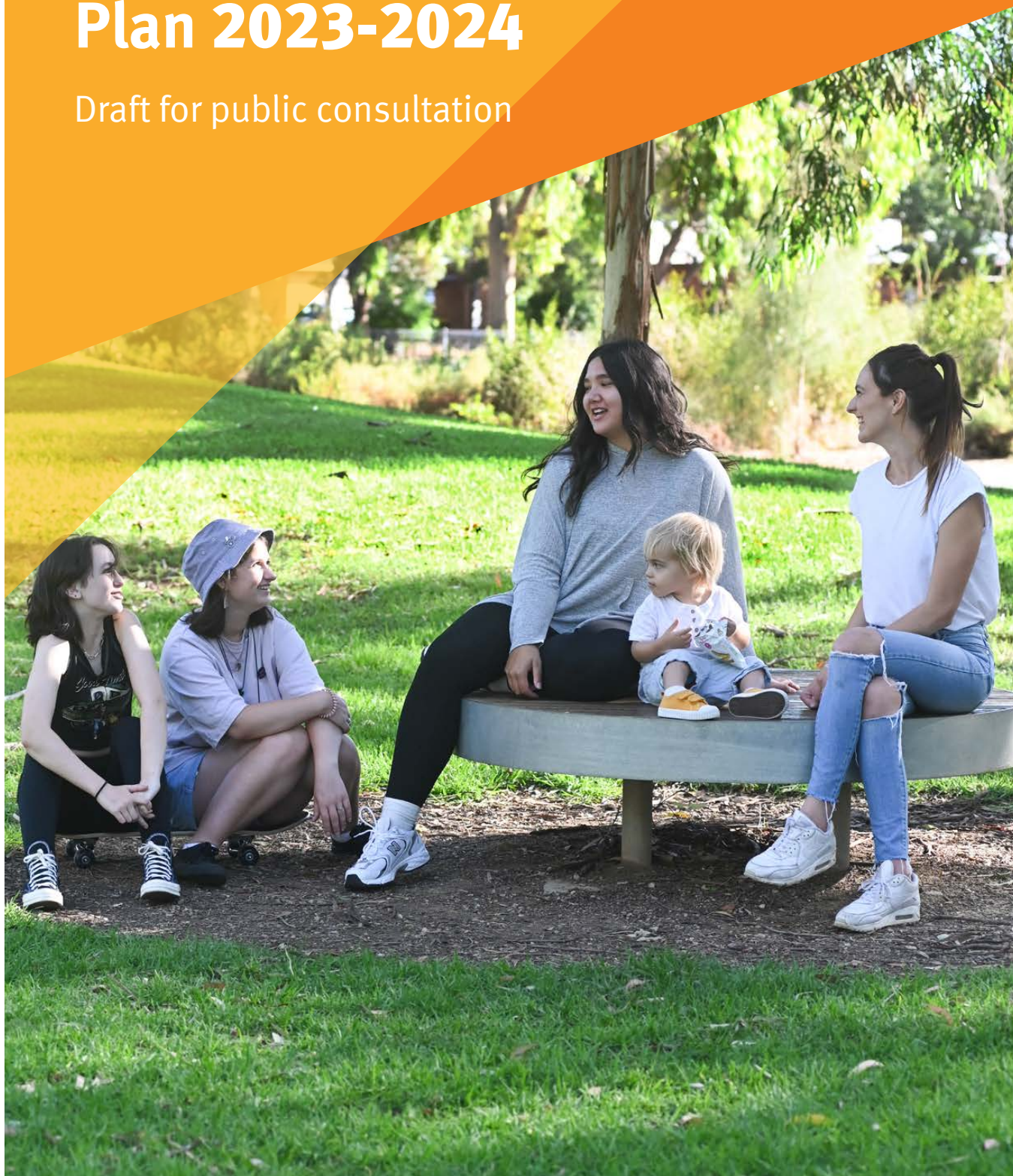


Image credits: SATC and Josh Geelan

Kaurna Acknowledgement

Ngadiu tampendi Kaurna meyunna yaitya
mattanya yaitya yerta

This Kaurna acknowledgement was prepared in
consultation with traditional custodians.

Acknowledgement of Country

The City of Marion acknowledges we are situated on the
traditional lands of the Kaurna people and recognises the
Kaurna people as the traditional custodians of the land.

Your voice

The City of Marion is seeking your input and feedback regarding the Draft Annual Business Plan 2023-2024.

This process provides you with the opportunity to have your say on the level of service and activities undertaken by the Council before the final budget is adopted.

Community consultation commences on Friday 12 May 2023 and closes on Sunday 4 June at 5pm. Online submission forms are available on Council's community engagement website makingmarion.com.au

Written submissions are welcomed and addressed to the following:

City of Marion
PO BOX 21
Oaklands Park SA 5046
Or council@marion.sa.gov.au

Verbal submissions may be made at the 23 May 2023 General Council meeting, which begins at 6:30pm. At this meeting, members of the public may ask questions and make submissions in relation to the Draft Annual Business Plan 2023-2024 for a period of one hour. Each speaker will be allocated a maximum of five minutes to make their submission.

If you wish to make a verbal submission to General Council, please contact:

Kate McKenzie
Manager, Office of the Chief Executive
Telephone: 08 8375 6600

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Welcome

Welcome to the City of Marion's Draft Annual Business Plan 2023-2024

What do you think of our draft budget?

We understand the cost of living is creating stress within our community. Inflationary pressure is also being felt by Council; we have had to pay a lot more for materials.

Marion Council is proposing a 5.2% per cent average rate increase for the coming year. This will be one of the lowest average rate increases in metropolitan Adelaide. Property owners may experience variation in that figure due to changing property values which are outside of the Council's control.

We are keeping rates as low as possible, but we are also looking forward to delivering projects that will deliver much-needed upgrades to community facilities and improve the environmental sustainability of our community.

We are poised to deliver the following projects:

- A 14km pipeline extension to our existing 11.5km underground stormwater reuse scheme to distribute recycled water to Seacliff and Flinders.*
- Cove Sports netball and lower oval upgrade*
- Glandore Oval Precinct Plan and Redevelopment*
- Marino Hall Upgrade*
- Marion Golf Park clubhouse & carpark*
- New Marion Basketball Stadium*
- Warradale Park Tennis Club Upgrade*
- Coastal Walkway Upgrade*

(*All projects delivered with funding support from the State and/or Federal Governments)

Please tell us what you think – before 4 June 2023. If you wish to make a verbal submission, please let us know; we will be hearing from the community at our 23 May General Council Meeting. Council Members will consider your feedback at their 14 June General Council meeting.



Mayor Kris Hanna



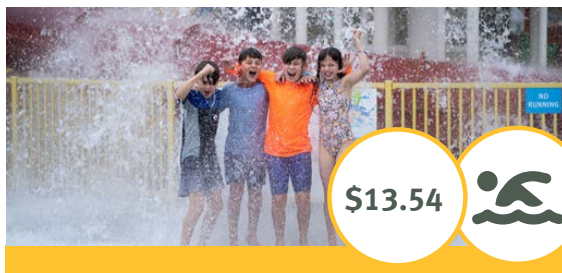
Your rates at a glance

Amounts spent per one hundred dollars (\$100)



Urban Development, Inspection, Regulation and Control

- Parking control • Development services • Dog and cat control • Food safety



Community Facilities

- Marion Outdoor Pool
- Sporting facilities
- Property management
- Facilities hire (casual and long term)



Waste Collection and Management Services

- Kerbside waste collection and management
- Household waste, recyclables, green organics
- Hard rubbish collection and illegal dumping
- Management of waste through our materials recycling facility



Open Space, Parks and Gardens

- Reserve maintenance
- Playgrounds
- Public toilets
- Playground maintenance



Library Services

- Marion Cultural Centre Library
- Parkholme Library
- Cove Civic Centre Library
- Library programs/events



\$3.95



Health and Community Care

- Aged care services
- Community buses
- Emergency response



\$5.57



Community Development and Capacity Building

- Youth services
- Neighbourhood centre operations and programs
- Community grant programs



\$4.48



Culture and Recreation

- Cultural heritage
- Community events



\$29.29



Infrastructure Management

- Civil infrastructure maintenance
- Asset management
- Stormwater drainage network
- Traffic management



\$4.86



Environmental Sustainability

- Street tree management • Environmental regulation • Native vegetation



Overview

The Annual Business Plan for 2023-2024 presents our strategic projects, services, and programs for the upcoming financial year. Our commitment to delivering on the 4-Year Business Plan 2023-2027, as well as other initiatives aligned with the City of Marion Community Vision 'Towards 2040' and the goals outlined in the Strategic Plan 2019-2029, remains steadfast.

We provide value to our ratepayers through responsible financial management and decision-making. Ongoing savings will continue to be identified, and funding secured from the State and Federal Governments will be used to deliver new infrastructure. Our efficiency focus has allowed us to support our community with an 5.2% increase in the average rate for 2023-2024, well below current CPI levels.

In the coming year, we will continue to enhance the City of Marion through investment in the following initiatives:



Recycled stormwater pipeline

Council will commence work on a 14km pipeline extension to its stormwater harvesting scheme that will allow council to process at least 143 ML of recycled stormwater annually to water reserves and operate more efficiently. The project received a \$1.73m grant from the State Government.



Marino Hall upgrade

A rebuild of the ageing hall will commence, supporting a new vibrant centre that attracts a broad range of community groups. The new pavilion-style hall will include meeting spaces, a performance area, art gallery, and a studio. A café and expanded car park will also support the site as an accessible creative and community events hub. The State and Federal Governments have partnered with Council to support this project.



Cove Sports netball and lower oval upgrade

A newly constructed new netball facility and the reconfiguration of the sports playing field will provide a versatile, multi-sport site that caters to the growing needs of the community. The car park will be expanded and is expected to offer parking facilities for up to 188 cars. The State Government has partnered with Council to support this project.



Marion Golf Park

The golf club has provided preliminary designs for an upgraded modern clubroom and facilities. Council will work with the club to progress a detailed design that meets the broad needs of community users. The Federal Government has partnered with Council to support this project.



Warradale Park Tennis Club

The tennis club has shared designs for upgraded facilities, and the Council will collaborate with the club to develop a detailed design that meets community needs.

Construction will commence after the community has provided feedback on the plan. The State Government is partnering with the Council to support this project.



Coastal Walkway

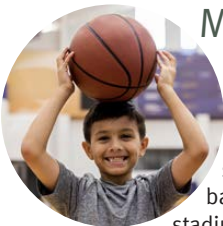
Work will continue along a 1.6km section of the Coastal Walkway trail at the Grey and Kurnabinna Gullies at Hallett Cove. The State Government has contributed \$2.44m toward the overall project to upgrade the walkway.



Glandore Oval Precinct Plan and redevelopment

The State Government pledged \$5m to upgrade Glandore Oval. Council will undertake initial

community consultation this year with key stakeholders to understand the needs of the precinct.



Marion Basketball Stadium

The current stadium no longer meets the current needs, standards, and expectations of the basketball community. A replacement stadium is proposed for the site and the

Federal Government has pledged \$6m towards the project. Planning will continue to design options and undertake community consultation.



Events

Council will support three major civic events for a celebration of community and culture. At a 'Touch-A-truck' festival, children can get up close and personal with a variety of vehicles from

emergency services to construction.

Our 'Marion Celebrates' multicultural festival will showcase the diverse backgrounds and traditions of our community through food, music, and dance. Council will support Southern Cultural Immersion to deliver a National Reconciliation Week event where the community can come together to acknowledge and celebrate the histories and culture of Aboriginal and Torres Strait Islander peoples.



Field River Dunes Management Plan

Council will develop a plan to manage the coastline and progressive erosion of the dune at the mouth of the Field River.

Due to the presence of a registered cultural site and the occasional presence of Hooded Plovers (a nationally protected bird species), there is a need to plan our response to the changing environment. The data from our coastal monitoring program along Hallett Cove beach will be used to provide clear options and costs for how council could respond.

Our purpose, vision and values

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



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

LIVEABLE

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

PROSPEROUS

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

VALUING NATURE

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

INNOVATIVE

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

ENGAGED

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

CONNECTED

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

Strategic management framework

This Annual Business Plan 2023-2024 is an integral part of Council's Strategic Management Framework that will enable strategic and operational plans, management systems and processes to work together to effectively deliver the Community Vision.





Significant influences

The following external issues and opportunities have influenced the development of Council's budget for 2023-2024:



Cost of living pressures

Council has continued to keep rate increases well below the cost of inflation. The current cost of living pressures has a broad impact on a range of community groups including residents and businesses. Financial stress in the community can impact overall well-being. Council continues to maintain the same service levels as in prior years and anticipates increased visitation at community centres, libraries, and business hubs.



Partnership funding

It may be noted within the Annual Business Plan that there are several new community projects taking place. Council received significant funds in partnership funding through the State and Federal elections to support new community initiatives, mainly upgrades to facilities identified in council's Asset Management Plans. These investments in community infrastructure are critical to ensure that the city remains a place that meets the needs of the community now and into the future.



Climate

Improving energy efficiency on council's buildings, use of renewable energies, reducing carbon emissions, planting thousands of trees annually, finding innovative ways to manage waste, water, assets, and establishing strong partnerships to plan and deliver climate change actions across the city are how council demonstrates its commitment to climate change.

The Bureau of Meteorology has declared there is a moderate likelihood of Australia entering the El Nino climate pattern that can bring warmer than average temperatures and reduced rainfall. Council will expand its recycled stormwater irrigation network this year by an extra 14km through the city to enable a total of 52 council-owned reserves and sites to be watered efficiently and will monitor the frequency of watering through any extended dry spells.



Regional-level Planning (State Government led planning)

The State Government is reviewing changes to South Australia's planning laws. As part of the review, Council has an opportunity to engage in the proposed planning laws. Council is required under the Act to ensure that its Strategic Plan reflects broader regional-level plans and is updated within two years of council elections. The Strategic Plan review will consider how the council can balance population growth whilst maintaining a "Liveable" city.

Framework of the Annual Business Plan

The Annual Business Plan 2023-2024 has been prepared on the basis of a framework that aims to inform the community and hold the City of Marion accountable to its stakeholders. The key items in this framework are as follows:

Support the achievement of the City Of Marion’s strategic directions.

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



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

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



Maintain, on average, a break-even or positive funding (cash) position over the long term financial plan.

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



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

The Annual Business Plan has been prepared taking into consideration individual Asset Management Plan requirements and outcomes of recent infrastructure audits. The City of Marion has a target of 90-110% for the Annual Asset Renewal Ratio.





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

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

Collaboration with other councils will continue to assist capacity building for shared strategic opportunities, innovation and cost efficiencies and enables the ability to align processes and reduce duplication.



Council only approve new major projects where it has the identified funding capacity to do so.

Council debt is forecast to increase to \$19.368m by 30 June 2024, and peak at \$55.329m in 2031-2032. With consideration given to key financial indicators, Council has continued to retain the funding capacity to consider additional strategic Major Projects and is currently investigating partnerships to aid the development of several initiatives.

These additional forecast borrowings after 2023-2024 relate to Council's contribution towards new initiatives in the Capital Works Program. Any changes to the timing and scope of the capital projects may impact the funding required, and in turn the total requirement for borrowings currently factored into the Annual Business Plan 2023-2024.



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

Comparative 2022-2023 data shows that Council's average residential rate continues to remain among the lower rating metropolitan councils, with its current position ranking being the 5th lowest of 18 metropolitan councils.



Continuing and improving service delivery

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

ONGOING SERVICES	
Land use and development planning	Arts and cultural promotion and support
Development and building assessments	Library services
Facilitation of urban developments	Sports and recreation promotion and support
Local Government searches	Community capacity building and development
Business support services	Inspection, regulation and control
Environmental planning and leadership	Emergency planning and response
Biodiversity management	Community care
Waste services	Immunisation services
Water management	Public health planning
Infrastructure management	Urban activation and renewal
Community facilities management	Customer Experience
Reserves, parks and gardens management	Increased levels of tree planting annually
Community Transport	
ENABLING SERVICES	
Strategic management	Communications, marketing, and engagement
Organisational excellence and innovation	Human resources and workforce planning
Strategic asset management	ICT and knowledge management
Financial management	Operational support
Governance support	Strategic Procurement



Project priorities

In 2023-2024 the Council plans to commence or continue working on the following strategic initiatives, as outlined in our 4 Year 2023-2027 Business Plan, or through Council resolutions:

Continuing initiatives

CONTINUING INITIATIVES FROM PRIOR YEARS	KEY STRATEGIC THEME
Cove Sports Netball and lower oval upgrade*	Liveable
Complete the Marino Hall Upgrade*	Liveable
Commence the Marion Golf Park clubhouse and carpark upgrades*	Liveable
Continue the Warradale Park Tennis Club Upgrade	Liveable
Continue work on the Coastal Walkway Upgrades	Liveable
Complete the upgrade to the Boat Shed Café at Hallett Cove	Liveable
Modernise the facade and interior of the Park Holme library	Liveable
Deliver Council's Reconciliation Action Plan	Liveable
Investigate, consult, and progress Planning and Design Code Amendments to ensure we're creating a Liveable city	Liveable
Deliver Streetscape upgrades in targeted areas	Liveable
Deliver the Resilient South Asset Management Climate Risk Project	Valuing Nature
Review and implement the Urban Tree Asset Management Plan, including planting of 4,300 trees annually	Valuing Nature
Deliver Stormwater Management Planning and identify new opportunities for water sensitive urban design	Valuing Nature
Deliver the Carbon Neutral Plan	Valuing Nature
Deliver an annual program of environmental engagement activities, events, and programs	Valuing Nature
Deliver the Resilient South Climate Action Plan	Valuing Nature
Continue to implement the Coastal Monitoring Program*	Valuing Nature
Deliver the 'Marion Celebrates' multi-cultural festival, and review future opportunities	Engaged
Deliver the 'Sports in Reserves Program' providing free sports activities for young people age 5 to 18 years	Engaged
Work with external partners to deliver the 'Move it!' Program to support fitness activities in reserves	Engaged
Support the Youth and Community Grants Program	Engaged
Continue focus groups with Marion 100	Engaged
Deliver Community events including; Australia Day events, citizenship ceremonies, opening events and civic events	Engaged
Consider options for transitioning the Council's passenger vehicles to electric vehicles pending outcomes of the June 2023 General Council meeting	Innovative
Continue to advocate new waste management innovations at the Southern Region Waste Resource Authority (a regional subsidiary co-owned by City of Marion)	Innovative
Deliver the Flinders Bikeway project, pending outcomes of the 23 May 2023 General Council meeting	Connected
Upgrade the Marion Cultural Centre Plaza	Connected
Deliver the annual capital works program (stormwater, road reseal, kerbs, kerb ramps, open space works, property/building, footpath, streetscape upgrades, traffic upgrades, other infrastructure)	Connected
Provide the community bus to support residents to remain connected	Connected
Review Planning and Design Code Zone boundaries to support and attract more diversity for business and industry	Prosperous
Deliver an annual program of business events and engagement	Prosperous
Partner to deliver the 'Southern Business Mentoring Program' and Business hubs programs	Prosperous
Expand the recycled water distribution network	Council of Excellence
Continue to support the Gap Year Program	Council of Excellence

*State/Federal partnership funding

New projects commencing in 2023-2024

2023-2024 NEW INITIATIVES	KEY STRATEGIC THEME
Commence planning for the Glandore Oval Precinct Plan and Redevelopment*	Liveable
Continue consultation and planning for the Marion Basketball Stadium development*	Liveable
Consult with the community to develop a new playground at Park Holme and Plympton	Liveable
Modernise the facade and interior of the Park Holme library	Liveable
Develop and implement a Visitor Growth Strategy	Liveable
Investigate a Public Art Strategy	Liveable
Deliver and implement the Sports and Recreation Plan	Liveable
Investigate opportunities for a Sturt River biodiversity corridor	Valuing Nature
Review and deliver the Biodiversity Plan	Valuing Nature
Deliver the Touch a Truck event (major civic event)	Engaged
Support the National Reconciliation week event at the Living Kurna Cultural Centre (delivered by Southern Cultural Immersion)	Engaged
Replace the lighting and switchboard at the Marion Cultural Centre theatre	Engaged
Conduct a feasibility study into free community access to period products in council facilities	Engaged
Explore opportunities for third party providers to install additional electric vehicle charging stations within the city	Innovative
Partner with external providers to investigate options for a community battery within the council area	Innovative
Implement the Walking and Cycling Guidelines	Connected
Deliver the Business, Growth and Engagement Plan	Prosperous
Collaborate with the State Government to explore the possibility of vacant buildings on the Glenthorne site being used by businesses which would serve the visitors to the site and attract additional visitation	Prosperous
Identify opportunities for business to access sustainability, climate change and circular economy grants	Prosperous
Commence the staged upgrade of the City of Marion Administration Centre building	Council of Excellence
Implement the Project Management Office	Council of Excellence
Implement Council's Information Services Plan to improve technology solutions across council	Council of Excellence
Undertake community engagement to update Council's Strategic Plan	Council of Excellence
Create a Climate Change Risk Register	Council of Excellence
Commence a lean thinking program to create administrative efficiencies	Council of Excellence

Asset Management

The City of Marion’s Asset Management vision is:

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

A significant portion of Council’s annual spend is devoted to the operation, maintenance and renewal of public assets which deliver safe and sustainable services to the community. Council will continue to optimise our spending on these through better asset management to deliver current service levels in the most affordable and efficient way.

Council recognises that climate change is likely to affect asset life and functionality. We are exploring what we can do to build asset resilience in response to climate impacts.

Our assets enable the provision of services to the community and businesses for current and future generations. Assets play a vital role in the local economy and on residents’ quality of life.

We own and manage over \$1 billion in assets



Artworks, Culture and Heritage



Buildings and Structures



Coastal Walkway



Fleet, Plant and Equipment



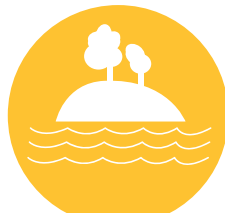
Open Space



Stormwater



Transport



Water Treatment and Resources

Measuring our successs

Monitoring performance is a critical element of strategic management. It is the mechanism for critically ensuring that the Council is contributing to the achievement of its objectives in both the Strategic Plan and the 4-Year Business Plan 2023-2027. Our Key Performance Indicator (KPI) dashboard for 2023-2024 (provided in the table below) takes account of these objectives.

KEY PERFORMANCE INDICATOR	CORE TARGET	STRETCH TARGET
Financial Sustainability	Council maintains, on average, a break-even or better funding (cash) position over the Long Term Financial Plan	Council maintains a break-even or postitive cash funding position in delivering its annual budget
Delivery of agreed projects identified in the Annual Business Plan and the first-year targets in the 4 year Plan	Greater than or equal to 95%	No stretch target
Total employee costs (including agency staff)	Less than or equal to 4.5% increase in actual employee costs (including agency staff) against prior year's actual costs-adjusted for Council endorsed changes to meet resourcing requirements	Less than or equal to 4% increase in actual employee costs (including agency staff) against prior year's actual costs -adjusted for Council endorsed changes to meet resourcing requirements
Overall satisfaction with Council's performance (measured annually)	Greater than or equal to 75% rated as satisfied or above	Greater than or equal to 85% rated as satisfied or above
Asset Renewal Funding ratio (A measure to assess that we are renewing or replacing non-financial assets in accordance with our future Asset Management renewal requirements)	Asset Renewal Funding Ratio between 90 and 110%	Asset Renewal Funding Ratio greater than or equal to 100%
Delivery of Council's capital works program	Greater than or equal to 85% delivery of Council's planned capital works program (adjusted for extraordinary items)	Greater than or equal to 90% delivery of Council's planned capital works program (adjusted for extraordinary items)
Staff engagement	Achievement of an overall employee pulse survey result of 75%, with at least 50% employee participation per SLT department	Achievement of an overall employee pulse survey result of 80%, with at least 50% employee participation per SLT department
Community engagement/communications Project specific communications to the public should be timely and accurate	100%	N/A
Carbon Neutrality- carbon emissions footprint, measured against Council's endorsed Carbon Neutral Plan (applicable 2021-2022 onwards)	Actual annual emissions less than the plan's annual target emissions (reported every 6 months)	Actual annual emissions 5% less than the plan's annual target emissions

Funding the Annual Business Plan

Your rates in 2023-2024

The Annual Business Plan is based on a 5.2% increase in the average rate for the coming year. In setting rates for 2023-2024, Council has forecast the revenue required to meet the costs of delivering the services and projects that will be provided to the community in 2023-2024.

Rates account for 83% of Council’s operating revenue with other sources including fees, charges and grants. These revenues contribute to the necessary funding for planned operating and capital renewal programs in 2023-2024.

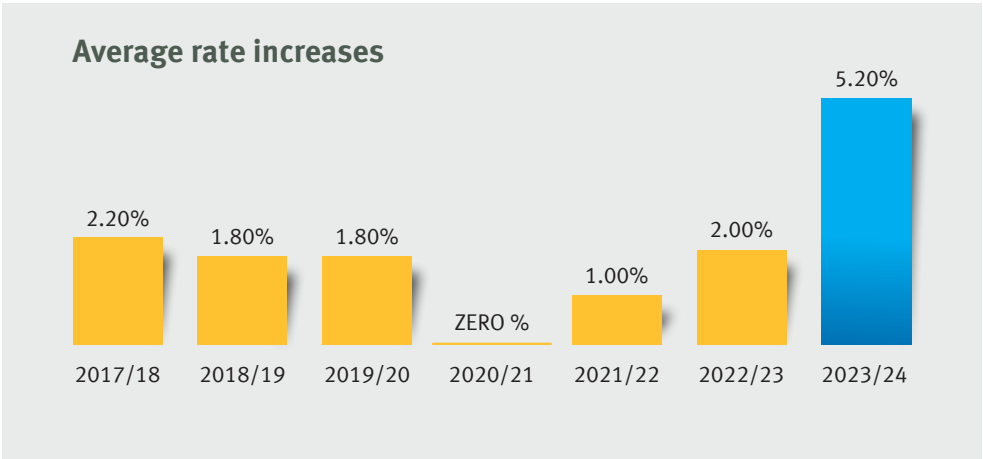
While the average rate increase is 5.2%, it is to be noted that actual rates payable by a rate payer will vary according to individual property valuations, the attributed land use, and whether there has been any new development or capital improvement on the land.

Council is aware of the impact rate increases have on the community. We are continually looking for opportunities that allow this cost to be minimised, support our community during uncertain times, and maintain the fiscal responsibility required of Council.

With changing community needs and other external influences impacting on the community, there is a need for Council to consider how to plan more effectively, both for

the longer term and for an immediate community benefit. The rate increase is set at a level that provides confidence that services will be maintained and that a sufficient Capital Expenditure Program is planned to maintain Council’s assets.

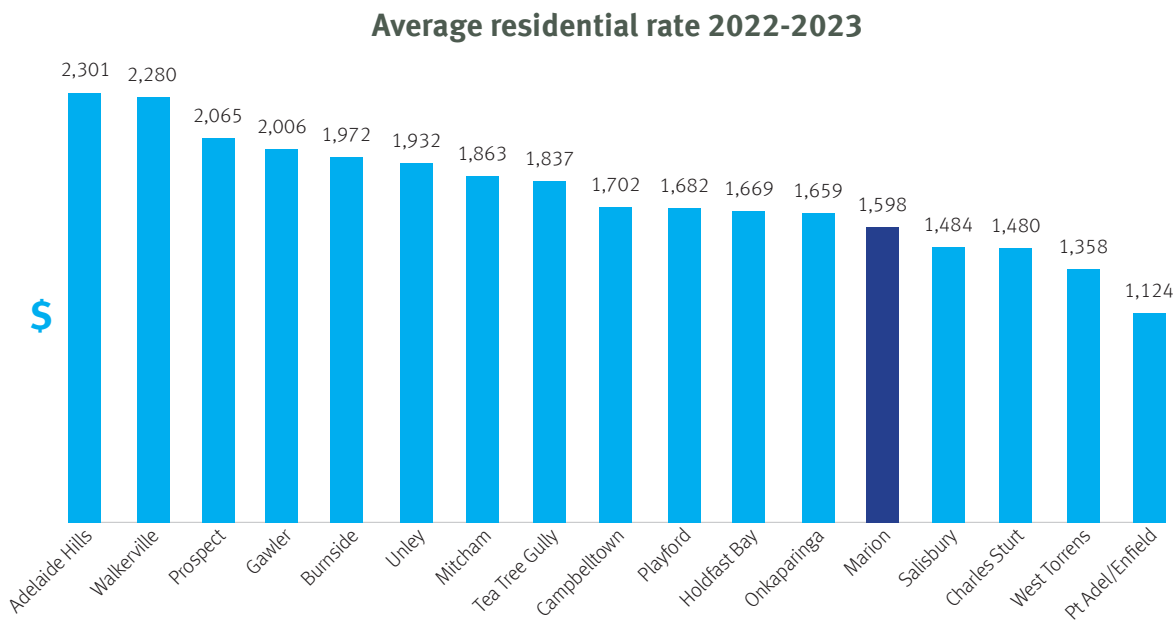
The outcomes of the community consultation, as well as a balance between achieving the strategic directions, maintaining services and assets, ensuring financial and environmental sustainability, supporting intergenerational equity and making provision for those in the community who are experiencing hardship, have been considered in setting the rate increase for the Annual Business Plan 2023-2024.





Comparative rating data

With a 5.2% increase, the City of Marion’s average residential rate is in line with Council’s Annual Business Plan framework and set to remain among the lower rating metropolitan councils. In 2022-2023 Council had the 5th lowest average metropolitan residential rate.



Differential rating

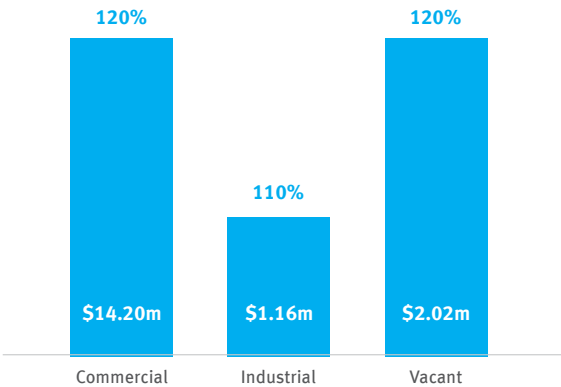
Council currently derives 17% (2022-2023: 17%) of its rate revenue from the Commercial (16%) and Industrial (1%) sectors. Commercial and Industrial users consume a greater proportion of Council resources than residential properties, particularly in regard to the use of roads, footpaths, traffic, parking, storm water drainage, public health and environment.

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

The differential rate is charged in addition to the normal rate. In applying this approach, Council will take into consideration all prevailing economic conditions and changes and adjust its differential rates accordingly, to ensure an appropriate and fair equalisation of rates across all land use categories.

Differential rates to apply to land use are as follows:

Differential rating

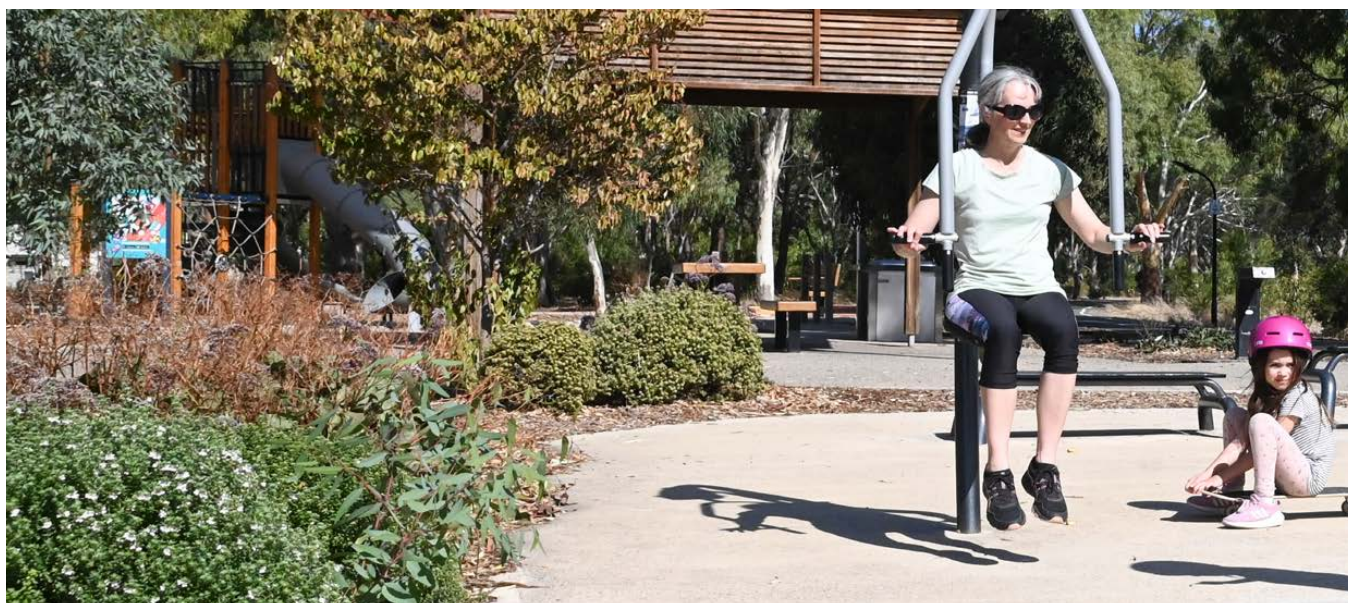


The average increase in rates for 2023-2024 by land use category is outlined below:

Land use category	2023-2024 increase
Residential	\$78
Vacant Land	\$158
Industrial	\$846
Commercial	\$720

Council is forecasting to raise \$86.924m in general rates revenue of which \$14.20m is derived from commercial properties, \$1.16m from industrial properties and \$2.02m from properties in the vacant land use category.





Budgeted income statement

An operating surplus of \$0.730m before capital revenues is forecast for 2023-2024. The operating surplus is required to support the renewal of existing infrastructure in accordance with Council's Asset Management Plans and to support construction of new assets to deliver services.

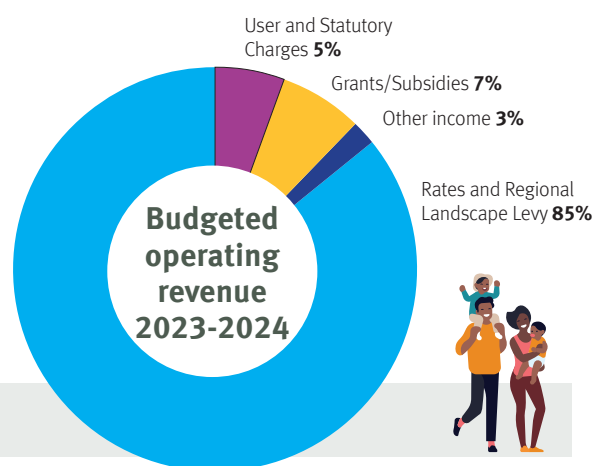
BUDGETED INCOME STATEMENT	2ND REVIEW 2022-23 \$'000	BUDGET 2023-24 \$'000	VARIANCE \$'000
Operating Revenue			
Rates - General	82,057	86,924	4,867
Rates - Regional Landscape Levy *	2,157	2,514	357
Statutory Charges	2,527	2,551	24
User Charges	3,081	3,325	244
Grants/Subsidies	7,465	6,935	(530)
Investment Income	860	425	(435)
Reimbursements	1,087	1,081	(6)
Other Revenue	811	701	(110)
Share of Profit/(Loss) Regional Subsidiaries	365	365	-
Total Operating Revenue	100,410	104,821	4,411
Operating Expenditure			
Employee Costs	41,825	44,064	2,239
Contractor Services	32,449	27,105	(5,344)
Materials	5,989	6,993	1,004
Finance Charges	202	159	(43)
Depreciation	17,478	18,100	622
Other Expenses	8,318	7,670	(648)
Total Operating Expenditure	106,261	104,091	(2,170)
Operating Surplus/(Deficit) before Capital Revenues	(5,851)	730	6,581
Capital Grants and Contributions	16,315	10,119	(6,196)
Asset Disposal and Fair Value adjustments	-	-	-
Physical resources received free of charge	-	-	-
Net Surplus/(Deficit)	10,464	10,849	385

* Note: The Regional Landscape Levy is collected by Council on behalf of the Green Adelaide Board.



Operating revenue

The main source of income for Council is rate revenue; making up just over 83% (85% including Regional Landscape Levy) of total revenue in 2023-2024, with other sources being government regulated fees for statutory services, diminishing levels of untied federal grant monies, as well as other grants from the State and Federal government.



General rates

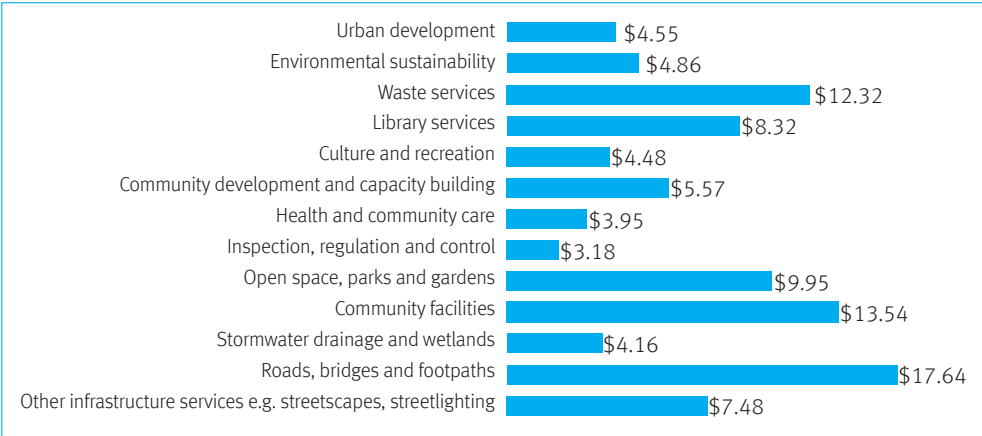
Council's revenue in 2023-2024 includes \$86.924m (\$82.057m, 2022-2023) to be raised in general rates. The budget has been developed on the basis of a 5.2% average rate increase (excluding new developments and capital improvements). In setting rates for 2023-2024, Council has forecast the revenue required to meet the costs of delivering the services and projects to be provided to the community in 2023-2024.

Growth from new property development is forecast at 1% for 2023-2024. This predominantly is the result of new housing in Marion, as reported by the Valuer General. The revenue created by this growth will cover the increased costs of servicing a growing community, which includes the requirement to maintain and provide for the replacement of infrastructure such as stormwater drainage and transport networks.

User Charges set by Council – Relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include charges for the use of Council's community facilities, swimming pool admission and the like. Statutory Charges set by State Government – Relate mainly to fees and fines levied in accordance with legislation and include development application fees, health act registrations and parking fines.

Grants and Subsidies – Grants include all monies received from State and Federal sources for the purpose of funding the delivery of Council's services to ratepayers and for the funding of the capital works program. Operating grants are forecast to reduce to \$6.935m in 2023-2024, down on 2022-2023 by \$0.53m.

Operating expenditure



Council's operating expenses are forecast to decrease to \$104.091m in 2023-2024. The left graph shows a breakdown of operating expenditure across Council services for every \$100 spent:

Employee costs

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

Employee costs are forecast to increase by \$2.2m primarily because of increases stemming from existing Enterprise Agreements provisions, increases to the Superannuation Guarantee Contribution, additional staffing resources for Council endorsed initiatives.

A reduction of \$1.0m has been incorporated into the budget to allow for positions that may be temporarily vacant during the year.

Contractor services

Contractor services relate mainly to the provision of Council services by external providers. Council uses contractors to assist in the provision of major services such as waste collection, and also where specialist services or advice is required, where it is not warranted for Council to have permanent in-house resources. A decrease of \$5.344m is forecast in the 2023-2024 budget which relates to expenditure in 2022-2023 capital projects subsequently classified as operating in nature including Open Space and Streetscape projects. Additionally one off expenditure relating to council elections and the Digital Transformation Program was experienced in 2022-2023.

Materials

Council's Materials budget includes utilities, products utilised in the delivery of community services and maintenance of Council's infrastructure, open space, and other assets, as well as fuel for the fleet of vehicles used to deliver services. An increase of \$1.004m in materials is forecast in the 2023-2024 budget relating primarily to CPI increases in utilities along with CPI increases generally across a broad range of material classes.

Other expenses

Other Expenses have decreased by \$0.648m in 2023-2024 resulting from one off contributions towards the Destination Play Space and other projects in 2022-2023.



Capital revenue

Capital grants and contributions

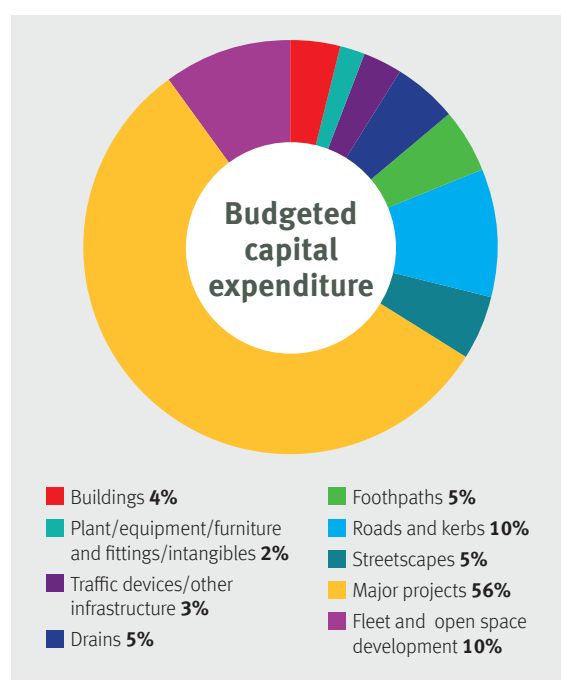
Council has incorporated \$10.119m in capital grants and contributions towards new capital works planned in 2023-2024. Funding includes Federal and State Government grant funding contributions towards Council's prioritised new initiatives/projects.

Budgeted capital expenditure

CAPITAL EXPENDITURE	2ND REVIEW 2022-23 \$'000	BUDGET 2023-24 \$'000
Land	-	-
Buildings and Major Projects	16,018	30,067
Infrastructure:		
Roads & Kerbs	4,010	4,804
Drains	2,802	2,700
Footpaths	2,163	2,748
Traffic Control Devices	940	349
Other Infrastructure	410	635
Plant and Equipment	2,310	999
Furniture and Fittings	370	221
Streetscapes	1,732	2,700
Other	4,916	5,483
Total Capital Expenditure	35,671	50,706
Represented By:		
Capital Expenditure		
Assets - Renewal	13,980	19,319
Assets - New	21,691	31,387
	35,671	50,706

Funding for key capital projects in the 2023-2024 budget includes forecast funding towards:

Marino Hall Upgrade
Extension to the Recycled Stormwater Pipeline
Cove Sports Netball and Lower Oval Upgrade
Warradale Park Tennis Club
Continuation of Coastal Walkway
Marino Golf Park Clubhouse Redevelopment



The 2023-2024 Budgeted Statement of Capital Expenditure forecasts total capital expenditure of \$50.706m including \$19.319m renewal and \$31.387m new and upgrade.

The right hand chart summarises Council's planned Capital Works Program for 2023-2024:

Financing the budget

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

The table below identifies the Council's net funding result. Council's budget for 2023-2024 is expected to result in a net decrease in funding of \$22.122m.

NET LENDING/(BORROWING)	2ND REVIEW 2022-23 \$'000	BUDGET 2023-24 \$'000
Operating Surplus/Deficit before Capital Amounts	(5,851)	730
less: Net Outlay on Existing Assets		
Capital expenditure on asset renewal/replacement	13,980	19,319
less Depreciation/Ammortisation	(17,478)	(18,100)
	(3,498)	1,219
less: Net Outlay on New/Upgrade Assets		
Capital expenditure on New & Upgrade Assets	21,691	31,387
less Capital Grants	(16,315)	(10,119)
	5,376	21,268
Adjustments		
(Gain)/loss on disposal of assets	-	-
Share of Equity - Regional Subsidiaries	(365)	(365)
	(365)	(365)
Net funding increase/(decrease)	(8,094)	(22,122)

FINANCING TRANSACTIONS	2ND REVIEW 2022-23 \$'000	BUDGET 2023-24 \$'000
New Borrowings	1,400	17,600
less: Repayment of Principal on Borrowings	(876)	(929)
less: Increase/(Decrease) in Cash & Investments		
- Transfers from/(to) Reserves	7,596	5,497
- Cash Drawdowns/(Investment)	(26)	(45)
Equals: Financing Transactions	8,094	22,122

Financing transactions associated with accommodating the expected net lending result in 2023-2024 are found in the above table. Council's Long Term Financial Plan includes an allowance for borrowings of up to \$17.6m to manage the funding requirements of Council's Capital Works Program.

Council's borrowings are projected to peak at \$55.329m in 2031-2032 with its Debt Servicing Ratio peaking at 8.0% in 2032-2033 against a maximum target of 10.0% and its Net Financial Liabilities ratio remaining well within the targeted range of 0 - 50%.

Financial ratios

To assist Council in meeting its objective of financial sustainability a series of financial indicators endorsed by the Local Government Association are provided. Where a Council target has not been adopted, the recommended Local Government Association (LGA) target has been used. The table below details these financial indicators and whether or not the prescribed target has been achieved over the three years up to the end of 2023-2024.

Key financial ratios are forecast to be within their targeted ranges for the 2023-2024 year.

Operating Surplus - this ratio expresses the operating surplus as a percentage of total operating revenue.

The Asset Renewal Funding Ratio indicates whether Council is renewing or replacing assets at the rate of consumption. Council's long term target of 100% ensures that Council aims to invest adequately in maintaining its asset base.

The Asset Consumption Ratio measures the written down value of the non-current assets of the Council as a percentage of their replacement cost. This ratio remains relatively constant with the level of asset renewal expenditure forecast in 2023-2024.

The Net Financial Liabilities Ratio indicates the extent to which the net financial liabilities of the Council can be met by the Council's total operating revenue. With the consumption of cash on significant capital works and major projects completed in 2022-2023 and additional projects in 2023-2024 along with loan funding forecast to be utilised up to \$17.6m in 2023-2024, the Net Financial Liabilities Ratio is projected to remain within Council's target range in 2023-2024.

The Debt Servicing Ratio measures the total annual loan principal and interest repayments as a percentage of total income for the year. This ratio identifies Council's ability to service its debt obligations from operating revenues. The ratio is anticipated to increase slightly with the new loan repayments after 2023-2024 but remains in the lower end of the targeted bandwidth for this ratio.

RATIO	COUNCIL TARGET	2023-24 BUDGET	3 YEAR AVERAGE
Operating Surplus	0% - 10%	0.70%	-0.62%
Asset Renewal Funding Ratio	90% - 110%	100%	87.67%
Asset Consumption	80% - 100%	78.59%	79.48%
Net Financial Liabilities	0% - 50%	23.55%	-10.62%
Debt Servicing	0% - 10%	1.04%	1.15%

Appendix 1 - Capital works list

OPEN SPACE AND RECREATION WORKS PROGRAM 2023-2024

LOCATION	SUBURB	WARD	DESCRIPTION
Playground, Reserves & Irrigation Program			
Capella Dog Friendly Park	Hallett Cove	Coastal	upgrade to park
Aldridge Avenue Reserve	Plympton Park	Mullawirra	playground and reserve upgrade
Mema Court Reserve	Hallett Cove	Southern Hills	playground and reserve upgrade
Doulton Drive Reserve	Trott Park	Southern Hills	reserve seating
Hessing Crescent Reserve	Trott Park	Southern Hills	playground and reserve upgrade
Klippel Avenue Reserve	Trott Park	Southern Hills	construct a local trail with artwork
Reserve Street Reserve	Trott Park	Southern Hills	construct a local trail with artwork
Scarvel Avenue Reserve	Trott Park	Southern Hills	construct a local trail with artwork
Tyson Avenue Reserve	Trott Park	Southern Hills	construct a local trail with artwork
Hamilton Park Reserve	Warradale	Warracowie	playground and reserve upgrade
Alawoona Avenue Reserve	Mitchell Park	Warriparinga	playground and reserve upgrade
Hawksbury Avenue Reserve	Sturt	Warriparinga	playground and reserve upgrade
Rosefield Lane Reserve	Sturt	Warriparinga	upgrade to path and natural landscaping
Cohen Court Reserve	Tonsley	Warriparinga	playground and reserve upgrade
Minor Open Space Enhancements & Reserve Lighting	Various	Various	
Public Toilets			
Hessing Reserve	Trott Park	Southern Hills	
Cohen Court Reserve	Tonsley	Warriparinga	

PROPERTY/BUILDING WORKS PROGRAM 2023-2024

LOCATION	SUBURB	WARD	DESCRIPTION
Boat Shed Café	Hallett Cove	Coastal	upgrades to building
Marion Outdoor Pool	Park Holme	Mullawirra	upgrade to chlorine dosing system
Park Holme Library	Park Holme	Mullawirra	improvements to library fit out
Marion Cultural Centre	Oaklands Park	Warracowie	upgrade theatre lighting and desk panel
Administration Building	Sturt	Warriparinga	internal upgrades
Marion RSL	Marion	Warriparinga	replace fencing
Mitchell Park Sports & Community Centre	Mitchell Park	Warriparinga	upgrades to furniture & fittings
Various	Various	Various	upgrade building security systems
Various	Various	Various	Heritage Interpretive Signage

**Please note Capital Works Programs are subject to change.*

ROAD RESEAL PROGRAM 2023-2024

Road Name	Suburb	Ward	From	To
Ariel Street	Hallett Cove	Coastal	Gretel Crescent	Thistle Street
Central Avenue	Hallett Cove	Coastal	Second Street	Clifftop Crescent
Cormorant Drive	Hallett Cove	Coastal	Cormorant Drive	St Vincents Avenue
Narida Street	Hallett Cove	Coastal	Thermopylae Crescent	Sandison Road
Neeangarra Crescent	Hallett Cove	Coastal	Kurrambi Crescent	Chalani Crescent
Reliance Road	Hallett Cove	Coastal	Galatea Street	Rainbow Street
Sandison Road	Hallett Cove	Coastal	The Cove Road	Ginko Street
Taeping Street	Hallett Cove	Coastal	The Cove Road	Gretel Crescent
Yarromie Street	Hallett Cove	Coastal	Kurrambi Crescent	Lerunna Avenue
Allan Street	Marino	Coastal	The Cove Road	Marine Parade
Angas Crescent	Marino	Coastal	Dring Crescent	Keith Crescent
Bundarra Road	Marino	Coastal	Dead End	Caralue Road
Rockford Place	Marino	Coastal	Robertson Place	Shaftesbury Terrace
Trumara Road	Marino	Coastal	Newland Avenue	Barula Road
Rellum Street	Glengowrie	Mullawirra	Diagonal Road	Alfred Street
Nilpena Avenue	Morphettville	Mullawirra	Cowra Crescent	Rotorua Avenue
Burton Avenue	Park Holme	Mullawirra	Wray Street	Davidson Avenue
Davidson Avenue	Park Holme	Mullawirra	Duncan Avenue	Burton Avenue
Nunyah Avenue	Park Holme	Mullawirra	Barham Avenue	Appleby Road
Western Avenue	Park Holme	Mullawirra	Copley Street	Duncan Avenue
Acacia Street	Plympton Park	Mullawirra	Browning Avenue	South Terrace
Park Terrace	Plympton Park	Mullawirra	Bray Street	South Terrace
Oval Road	Hallett Cove	Southern Hills	Cove Sports Car Park Entrance	Brooklyn Drive
Hill Street	Seacliff Park	Southern Hills	West Street	End
Cadell Street	Seaview Downs	Southern Hills	Yeelanna Avenue	Warunda Avenue
Cleve Street	Seaview Downs	Southern Hills	Morgan Avenue	Gawler Street
Gawler Street	Seaview Downs	Southern Hills	Wilson Avenue	Wangary Terrace South
Hume Street	Seaview Downs	Southern Hills	Seacombe Road	Hume Street
Ross Street	Seaview Downs	Southern Hills	Gooroonga Street	Basten Avenue
Adams Road	Sheidow Park	Southern Hills	Tyson Avenue	Dickerson Crescent
Balee Avenue	Sheidow Park	Southern Hills	Adams Road	Nari Drive
Blanche Court	Sheidow Park	Southern Hills	Captain Place	End
Rua Road	Sheidow Park	Southern Hills	Nari Drive	Balee Avenue
Southbank Boulevard	Sheidow Park	Southern Hills	Berrima Road	Worthing Drive
Klippel Avenue	Trott Park	Southern Hills	Scarvel Avenue	Cul-De-Sac
Whiteley Drive	Trott Park	Southern Hills	Adams Road East	Kahan Court
Neath Avenue	Dover Gardens	Warracowie	Yarmouth Street	Clacton Road
Vinall Street Loop	Dover Gardens	Warracowie	Vinall Street South	Vinall Street North
Coolah Terrace	Marion	Warracowie	Beauford Avenue	The Parade
Bombay Street	Oaklands Park	Warracowie	Lucknow Street	Murray Terrace
Crew Street	Oaklands Park	Warracowie	Diagonal Way	Albany Crescent
Parsons Street	Oaklands Park	Warracowie	Crozier Terrace	Kenton Avenue
Rajah Street	Oaklands Park	Warracowie	Doreen Street	Lucknow Street
Pitt Street	Seacombe Gardens	Warracowie	Kent Avenue	Kurrajong Place
Wilga Street	Seacombe Gardens	Warracowie	Harbrow Grove	Russell Avenue
Cedar Avenue	Warradale	Warracowie	Diagonal Road	Sienna Avenue

**Please note Capital Works Programs are subject to change.*

Road Name	Suburb	Ward	From	To
Ewell Avenue	Warradale	Warracowie	Diagonal Road	Sienna Street
Lascelles Avenue	Warradale	Warracowie	Morphett Road	Straun Avenue
Soho Street	Warradale	Warracowie	Keynes Avenue	Cedar Avenue
Hugh Cairns Avenue	Bedford Park	Warriparinga	Laffer Drive	End
Wallace Court	Bedford Park	Warriparinga	Bradley Grove	End
Sparrow Hawk Lane	Darlington	Warriparinga	Eagle Rise	End
Pankina Grove	Marion	Warriparinga	Larkdale Avenue	Cul-De-Sac
Pitcairn Avenue	Marion	Warriparinga	Jasmine Avenue	Cul-De-Sac
Rathlin Avenue	Marion	Warriparinga	Alison Avenue	Avalon Road
Tweed Avenue	Marion	Warriparinga	Lynne Court	End
Bradley Grove	Mitchell Park	Warriparinga	Kirra Avenue	Quick Road
Byard Terrace	Mitchell Park	Warriparinga	Shepley Street	Lodge Street
Kirra Access	Mitchell Park	Warriparinga	Bradley Grove	Kirra Avenue
Quick Service	Mitchell Park	Warriparinga	Quick Road West	Quick Road East
Ranford Crescent	Mitchell Park	Warriparinga	Egan Crescent	Moreland Avenue
Thirza Avenue	Mitchell Park	Warriparinga	Marion Road	Nellie Avenue
Timothy Court	Mitchell Park	Warriparinga	Bradley Grove	Timothy Court End
Trowbridge Avenue	Mitchell Park	Warriparinga	Burnley Grove	Lanark Avenue
Frederick Avenue	Seacombe Heights	Warriparinga	Galway Avenue	Truscott Avenue
Grand View Drive	Seacombe Heights	Warriparinga	Morphett Road	Frederick Avenue
Karoona Crescent	Seacombe Heights	Warriparinga	Bede Street	Arkaba Street
Myer Road	Sturt	Warriparinga	Tay Road	Grandview Grove
Rosefield Lane	Sturt	Warriparinga	Parkmore Avenue North	Parkmore Avenue South
Oak Avenue	Tonsley	Warriparinga	Birch Street	Mimosa Terrace
Adelaide Terrace	Edwardstown	Woodlands	Charles Street	West Street
Almond Grove	Edwardstown	Woodlands	Clark Avenue	Almond Grove
Railway Terrace	Edwardstown	Woodlands	Cross Road	Castle Street
Moldavia Street	Glandore	Woodlands	Naldera Street	Kalyan Road
Korana Street	South Plympton	Woodlands	Wheaton Avenue	Gurney Street
Lynton Avenue	South Plympton	Woodlands	Wheaton Street	Castle Street
Pleasant Avenue	South Plympton	Woodlands	Brinkworth Avenue	Mavis Street

**Please note Capital Works Programs are subject to change.*

RESIDENTIAL FOOTPATH PROGRAM 2023-2024

Road Name	Suburb	Ward
Balboa Drive	Hallett Cove	Coastal
Beachfront Court	Hallett Cove	Coastal
Kurrambi Crescent to Neeangarra Crescent - Walkway	Hallett Cove	Coastal
Lonsdale Road	Hallett Cove	Coastal
Madison Court	Hallett Cove	Coastal
Waterfall Creek Connection	Hallett Cove	Coastal
Frank Street	Marino	Coastal
Clubhouse Road	Seacliff Park	Coastal
Laneway (Radstock Street & Stephen Place)	Morphettville	Mullawirra
Arthur Street	Seacliff Park	Southern Hills
Gully Road	Seacliff Park	Southern Hills
Gully Road North Reserve	Seacliff Park	Southern Hills
Berrima Road	Sheidow Park	Southern Hills
Berrima Road/Patpa Drive - Staircase	Sheidow Park	Southern Hills
Patpa Drive	Sheidow Park	Southern Hills
Spinnaker Circuit West Reserve	Sheidow Park	Southern Hills
Bovard Court	Trott Park	Southern Hills
Chifley Crescent to Lyons Circuit - Walkway	Trott Park	Southern Hills
Barry Road	Oaklands Park	Warracowie
Campbell Street	Oaklands Park	Warracowie
Doreen Street	Oaklands Park	Warracowie
Madras Street	Oaklands Park	Warracowie
Hamilton Reserve	Warradale	Warracowie
Marion Community House	Warradale	Warracowie
Warradale Railway Station - Connections	Warradale	Warracowie
Sturt River Linear Path	Bedford Park	Warriparinga
Tudor Avenue	Clovelly Park	Warriparinga
Farne Terrace	Marion	Warriparinga
Nellie Avenue	Mitchell Park	Warriparinga
Tarturninthi Reserve	Mitchell Park	Warriparinga
Thorne Crescent to Lutana Crescent - Walkway	Mitchell Park	Warriparinga
Oak Avenue	Tonsley	Warriparinga
Chambers Street	Ascot Park	Woodlands
Angus Avenue	Edwardstown	Woodlands
Woodlands Park Railway Station - Connections	Edwardstown	Woodlands
Proactive Footpath Works	Various	Various
Coast to Vines Shared Path	Various	Various

**Please note Capital Works Programs are subject to change.*

TRAFFIC DEVICES PROGRAM 2023-2024

Road Name	Suburb	Ward	Description
Gledsdale Road	Hallett Cove	Coastal	traffic signal renewal
Arthur Street	Plympton Park	Mullawirra	improvements to traffic movement
Arthur Street	Seacliff Park	Southern Hills	driveway link renewal
Bradley Grove/Quick Road	Mitchell Park	Warriparinga	roundabout renewal
Renown Avenue	Clovelly Park	Woodlands	traffic signal renewal
Mons Avenue	Edwardstown	Woodlands	connections to train station
Thomas Street	South Plympton	Woodlands	traffic signal renewal
Minor Traffic Control Devices	Various	Various	

STREETSCAPE PROGRAM 2023-2024

Road Name	Suburb	Ward
Alawoona Avenue	Mitchell Park	Warriparinga
Raglan Avenue	Edwardstown	Woodlands

OTHER INFRASTRUCTURE PROGRAM 2023-2024

Details	Suburb	Ward
Water Sensitive Urban Design Renewal	Various	Various
Cove Road Retaining Wall	Marino	Coastal
Street Lighting	Various	Various
Signage	Various	Various
River & Creek Renewal	Various	Various
Bridges	Various	Various
DDA Kerb Ramp Upgrades	Various	Various
Bus Shelters	Various	Various

KERB AND WATER TABLE PROGRAM 2023-2024

Road Name	Suburb	Ward	From	To
Program to be finalised June 2023				

**Please note Capital Works Programs are subject to change.*

Appendix 2 - Rating policy

1. RATING

(1) VALUATION METHODOLOGY AND ADOPTION

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

(SEE ANNEXURE 1)

(2) DIFFERENTIAL GENERAL RATES

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

The differential general rate Land Use categories are as follows:

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

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

(SEE ANNEXURE 1)

(3) MINIMUM RATE

A minimum amount payable by way of general rates is determined to apply to the whole of an allotment (including land under a separate lease or licence) and only one minimum amount is payable in respect of two or more pieces of adjoining land (whether intercepted by a road or not) if they are owned by the same owner and occupied by the same occupier.

The Minimum Rate to apply to properties within the City of Marion will be detailed in Council's rate declaration for each financial year.

(SEE ANNEXURE 1)

(4) SERVICE CHARGE

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

(5) REGIONAL LANDSCAPE LEVY (FORMERLY NATURAL RESOURCES MANAGEMENT LEVY)

The Council, under the Landscape South Australia Act 2019, is required to collect this levy. It does so by imposing a separate rate for all rateable properties within the Council area.

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

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

(SEE ANNEXURE 1)

(6) PAYMENT OF RATES

The Council has determined that payment of rates for the 2023-2024 financial year will be by four instalments, due on 1 September 2023, 1 December 2023, 1 March 2024 and 3 June 2024. However, the total amount of rates may be paid in full at any time.

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

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

(7) LATE PAYMENT OF RATES

Council imposes an initial penalty (a fine) of 2% as prescribed under the Act on any instalment that is received late. A prescribed interest rate (which includes the amount of any previous unpaid fine and interest) will apply on the expiration of each month that a balance remains unpaid.

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

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

(SEE ANNEXURE 1)

8) REBATES AND POSTPONEMENT OF RATES**(8.1) RATE REBATE POLICY**

Refer to the Rate Rebate Policy attached.

(8.2) RATE CAPPING

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

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

For the current financial year, the rate cap is set at 10% with a \$20 minimum and a \$200 maximum (excluding new or improved properties) for ratepayers who meet the Qualifying Criteria set out below:

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

Rate capping will be applied automatically to properties that can be readily identified as being eligible. Where this rebate is not applied automatically, ratepayers who consider they could be eligible for rate capping may apply in writing to Council. Applications will be assessed against

the eligibility criteria. Only applications for the current financial year will be accepted and must be received in the current financial year.

(8.3) RESIDENTIAL CONSTRUCTION ON VACANT LAND

Under Section 166 (1) (a) of the Act, and for the purpose of securing the proper development of the area, a discretionary rebate of general rates for the 2023-2024 financial year will be granted in respect of an assessment classed as vacant land by the Council, where:

- The principal ratepayer of the assessment applies to the Council for the rebate prior to 30 June 2024, and
- The footings have been poured on the property by 30 June 2024.

The amount of the rebate will be the difference between the general rate in the dollar applicable to Vacant land, and the general rate in the dollar applicable to Residential land. This is calculated by the number of days remaining between 1 July 2023 - 30 June 2024 from the date footings are poured for a residence on the land. Minimum Rate is still applicable.

(8.4) POSTPONEMENT OF RATES – HARDSHIP

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

(8.5) POSTPONEMENT OF RATES – SENIORS

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

(9) SALE OF LAND FOR NON-PAYMENT OF RATES

The Act provides that a council may sell any property where the rates have been in arrears for three years or more. Council is required to notify the owner of the land of its intention to sell the land, provide the owners with details of the outstanding amounts, and advise the owner of its intention to sell the land if payment of the outstanding amount is not received within one month. Except in extraordinary circumstances, the Council enforces the sale of land for arrears of rates.

(10) CONCESSIONS**COST OF LIVING CONCESSION**

Pensioners, low-income earners and self-funded retirees holding a Commonwealth Seniors Health Card can receive up to \$200 per year. Eligibility includes pensioners and low-income earners who are tenants.

For further information contact the Concessions Hotline on 1800 307 758.

RATE REBATES**(1) POLICY STATEMENT**

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

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

(2) MANDATORY REBATES

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

S160 – Health Services 100% Rebate

S161 – Community Services (Including Housing Associations) 75% Rebate

S162 – Religious Purposes 100% Rebate

S163 – Public Cemeteries 100% Rebate

S164 – Royal Zoological Society of SA 100% Rebate

S165 – Educational Purposes 75% Rebate

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

Where a person or body is entitled to mandatory rate rebate of 75% only, the Council may increase the rebate up to a further 25% as a discretionary rebate.

Where an application is made to the Council for a discretionary rebate of up to a further 25%, the application will be determined and written notice will be provided to the applicant of its determination of that application in accordance with the requirements for Discretionary Rebates in this Policy.

(3) DISCRETIONARY REBATES

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

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

(4) APPLICATION

Application forms may be obtained online at www.marion.com.au or from the Council office located at 245 Sturt Road, Sturt.

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

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

(5) IN REGARDS TO PRESCRIBED DISCRETIONARY RATE REBATES THE COUNCIL WILL TAKE INTO ACCOUNT, IN ACCORDANCE WITH SECTION 166(1A) OF THE ACT, THE FOLLOWING MATTERS –

- The nature and extent of Council services provided in respect of the land for which the rebate is sought, in comparison to similar services provided elsewhere in the Council area;
- The community need that is being met by activities carried out on the land for which the rebate is sought; and the extent to which activities carried out on the land, for which the rebate is sought, provides assistance or relief to disadvantaged persons; and
- Such other matters as the Council considers relevant.

(6) THE COUNCIL MAY TAKE INTO ACCOUNT OTHER MATTERS CONSIDERED RELEVANT BY THE COUNCIL INCLUDING, BUT NOT LIMITED TO, THE FOLLOWING–

- Why there is a need for financial assistance through a rebate;
- The level of rebate (percentage and dollar amount) being sought and why it is appropriate;
- The extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;
- Whether the applicant has made/intends to make applications to another Council;
- Whether, and if so to what extent, the applicant is or will be providing a service within the Council area;

- Whether the applicant is a public sector body, a private not for profit body or a private for profit body;
- Whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;
- The desirability of granting a rebate for more than one year;
- Consideration of the full financial consequences of the rebate for the Council;
- The time the application is received;
- The availability of any community grant to the person or body making the application;
- Whether the applicant is in receipt of a community grant; and
- Any other matters and policies of the Council, which the Council considers relevant.

All persons or bodies wishing to apply to the Council for a discretionary rebate of rates must do so on or before 1 May in that financial year for the following financial year.

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

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

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

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

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

(7) DELEGATION

The Council has delegated its power, pursuant to Section 44 of the Act to determine applications and to grant a discretionary rebate of rates, to the Chief Executive Officer on the condition that the discretionary rebate is not more than \$5,000.

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

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

(8) REVIEW OF REBATE

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

(9) COMMUNITY GRANTS

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

(10) AVAILABILITY OF POLICY DOCUMENTS

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

DISCLAIMER

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

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

ANNEXURE 1

1. VALUATION METHODOLOGY AND ADOPTION

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

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

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

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

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

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

(b) previously raised an objection to that valuation.

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

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

2. DIFFERENTIAL GENERAL RATES

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

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

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

and obligations of ratepayers in respect of objections to a land use.

An objection to the land use:

- Must be in writing
- Must set out-
- The grounds of the objection; and
- The land use (being a land use being used by the Council as a differentiating factor) that should, in the objector's opinion, have been attributed to the land; and
- Must be made within 60 days after the objector receives notice of the particular land use to which the objection relates.

This 60 day objection period may be extended where it can be shown there is reasonable cause to do so.

The Council may then decide the objection as it sees fit and notify the ratepayer. A ratepayer also has the right to appeal against the Council's decision to SACAT (SA Civil and Administration Tribunal). It is important to note that the lodgement of an objection does not change payment of rates or the due date.

3. MINIMUM RATE

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

The Council considers it appropriate that all rateable properties make a contribution to the cost of administering the Council's activities;

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

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

4. REGIONAL LANDSCAPE LEVY (FORMERLY THE NATURAL RESOURCE MANAGEMENT LEVY)

It is important to note that Council is required to collect this levy under the Landscape South Australia Act 2019 and operates as a revenue collector for the Green Adelaide Board in this regard. It does not retain this revenue or determine how the revenue is spent.

For further information visit: landscape.sa.gov.au

5. LATE PAYMENT OF RATES

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

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

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

All applications for remissions must be submitted to: Rating Services Section, City of Marion
at council@marion.sa.gov.au

6. DISCRETIONARY REBATE

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

7. POSTPONEMENT OF RATES – SENIORS

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

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

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

- The title to the land is transferred to another person; or
- There is failure to comply with a condition of postponement. A minimum amount of \$500 of the annual rates must be paid.

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

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

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

Appendix 3 - City of Marion 10 year financial plan for the years ending June 2033

FUNDS STATEMENT - GENERAL FUND					CURRENT YEAR										PROJECTED YEARS									
					2023-24		2024-25		2025-26		2026-27		2027-28		2028-29		2029-30		2030-31		2031-32		2032-33	
					\$'000		\$'000		\$'000		\$'000		\$'000		\$'000		\$'000		\$'000		\$'000		\$'000	
Rates Indexation					5.20%		4.70%		3.50%		3.00%		3.00%		3.00%		3.00%		3.00%		3.00%		3.00%	
Income					89,437		94,612		98,939		102,963		107,148		111,500		116,024		120,728		125,619		130,705	
Rates					2,551		2,620		2,686		2,753		2,822		2,892		2,964		3,039		3,114		3,192	
Statutory Charges					3,325		3,415		3,500		3,588		3,677		3,769		3,864		3,960		4,059		4,161	
User Charges					6,935		7,122		7,300		7,482		7,670		7,861		8,058		8,259		8,466		8,677	
Grants, Subsidies and Contributions					425		325		325		325		325		325		325		325		325		325	
Investment Income					1,081		1,111		1,138		1,167		1,196		1,226		1,257		1,288		1,320		1,353	
Reimbursements					701		720		738		756		775		795		815		835		856		877	
Other Income					365		376		387		399		411		423		436		449		462		476	
Net gain - equity accounted Council businesses																								
Total Income					104,821		110,301		115,013		119,434		124,024		128,791		133,742		138,883		144,222		149,767	
Expenses																								
Employee Costs					44,064		45,551		47,096		48,273		49,480		50,717		51,985		53,285		54,617		55,982	
Materials, Contracts & Other Expenses					41,768		43,252		44,495		46,208		46,862		48,058		49,235		50,976		51,727		53,048	
Depreciation, Amortisation & Impairment					18,100		18,824		19,577		20,360		21,174		22,021		22,902		23,818		24,771		25,762	
Finance Costs					159		1,061		1,633		1,969		2,251		2,210		2,320		2,633		2,811		2,920	
Net loss - Equity Accounted Council Businesses																								
Total Expenses					104,091		108,688		112,801		116,810		119,768		123,007		126,442		130,712		133,926		137,712	
Operating Surplus					730		1,613		2,212		2,623		4,256		5,784		7,300		8,171		10,296		12,055	
Operating Surplus Ratio					0.70%		1.46%		1.92%		2.20%		3.43%		4.49%		5.46%		5.88%		7.14%		8.05%	
Amounts Received Specifically for New or Upgraded Assets					10,119		7,571		5,559		5,367		1,915		4,377		7,693		7,845		5,577		1,340	
Net Surplus / (Deficit) for the Year					10,848		9,183		7,771		7,990		6,171		10,161		14,992		16,016		15,874		13,396	
Capital (Balance Sheet) and Reserve Movements																								
Capital Expenditure					(50,706)		(38,328)		(33,173)		(33,161)		(26,138)		(33,783)		(43,307)		(42,777)		(42,258)		(30,408)	
Loan Repayments (External)					(929)		(1,672)		(2,727)		(3,586)		(4,485)		(5,040)		(5,460)		(6,654)		(7,815)		(9,032)	
New Loan Borrowings (External)					17,600		12,400		9,100		9,000		3,900		7,200		11,500		10,200		10,100		1,000	
Net Transfers (to)/from Reserves					5,497		39		(86)		(86)		(86)		(86)		(86)		(86)		(86)		(86)	
Total Capital (Balance Sheet) and Reserve Movements					(28,538)		(27,561)		(26,886)		(27,834)		(26,809)		(31,709)		(37,354)		(39,318)		(40,059)		(38,527)	
Net Result (Including Depreciation & Other non-cash items)					(17,690)		(18,377)		(19,115)		(19,843)		(20,638)		(21,548)		(22,361)		(23,302)		(24,185)		(25,131)	
Add back Depreciation Expense (non-cash)					18,100		18,824		19,577		20,360		21,174		22,021		22,902		23,818		24,771		25,762	
Less Other Income (non-cash)					(365)		(376)		(387)		(399)		(411)		(423)		(436)		(449)		(462)		(476)	
Cash Budget Surplus					45		71		75		118		125		50		105		67		123		155	

City of Marion											
10 Year Financial Plan for the Years ending 30 June 2033											
FUNDS STATEMENT - GENERAL FUND											
Scenario: LTFP 2023-2033 - 5.2%											
	2023/24	2024/25	2025/26	2026/27	Current Year		2027/28	2029/30	2030/31	2031/32	2032/33
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Rates Indexation	5.20%	4.70%	3.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Income											
Rates	89,437	94,612	98,939	102,963	107,148	111,500	116,024	120,728	125,619	130,705	
Statutory Charges	2,551	2,620	2,686	2,753	2,822	2,892	2,964	3,039	3,114	3,192	
User Charges	3,325	3,415	3,500	3,588	3,677	3,769	3,864	3,960	4,059	4,161	
Grants, Subsidies and Contributions	6,935	7,122	7,300	7,482	7,670	7,861	8,058	8,259	8,466	8,677	
Investment Income	425	325	325	325	325	325	325	325	325	325	
Reimbursements	1,081	1,111	1,138	1,167	1,196	1,226	1,257	1,288	1,320	1,353	
Other Income	701	720	738	756	775	795	815	835	856	877	
Net gain - equity accounted Council businesses	365	376	387	399	411	423	436	449	462	476	
Total Income	104,821	110,301	115,013	119,434	124,024	128,791	133,742	138,883	144,222	149,767	
Expenses											
Employee Costs	44,064	45,551	47,096	48,273	49,480	50,717	51,985	53,285	54,617	55,982	
Materials, Contracts & Other Expenses	41,768	43,252	44,495	46,208	46,862	48,058	49,235	50,976	51,727	53,048	
Depreciation, Amortisation & Impairment	18,100	18,824	19,577	20,360	21,174	22,021	22,902	23,818	24,771	25,762	
Finance Costs	159	1,061	1,633	1,969	2,251	2,210	2,320	2,633	2,811	2,920	
Total Expenses	104,091	108,688	112,801	116,810	119,768	123,007	126,442	130,712	133,926	137,712	
Operating Surplus	730	1,613	2,212	2,623	4,256	5,784	7,300	8,171	10,296	12,055	
Operating Surplus Ratio	0.70%	1.46%	1.92%	2.20%	3.43%	4.49%	5.46%	5.88%	7.14%	8.05%	
Amounts Received Specifically for New or Upgraded Assets	10,119	7,571	5,559	5,367	1,915	4,377	7,693	7,845	5,577	1,340	
Net Surplus / (Deficit) for the Year	10,848	9,183	7,771	7,990	6,171	10,161	14,992	16,016	15,874	13,396	
Capital (Balance Sheet) and Reserve Movements											
Capital Expenditure	(50,706)	(38,328)	(33,173)	(33,161)	(26,138)	(33,783)	(43,307)	(42,777)	(42,258)	(30,408)	
Loan Repayments (External)	(929)	(1,672)	(2,727)	(3,586)	(4,485)	(5,040)	(5,460)	(6,654)	(7,815)	(9,032)	
New Loan Borrowings (External)	17,600	12,400	9,100	9,000	3,900	7,200	11,500	10,200	10,100	1,000	
Net Transfers (to)/from Reserves	5,497	39	(86)	(86)	(86)	(86)	(86)	(86)	(86)	(86)	
Total Capital (Balance Sheet) and Reserve Movements	(28,538)	(27,561)	(26,886)	(27,834)	(26,809)	(31,709)	(37,354)	(39,318)	(40,059)	(38,527)	
Net Result (including Depreciation & Other non-cash items)	(17,690)	(18,377)	(19,115)	(19,843)	(20,638)	(21,548)	(22,361)	(23,302)	(24,185)	(25,131)	
Add back Depreciation Expense (non-cash)	18,100	18,824	19,577	20,360	21,174	22,021	22,902	23,818	24,771	25,762	
Less Other Income (non-cash)	(365)	(376)	(387)	(399)	(411)	(423)	(436)	(449)	(462)	(476)	
Cash Budget Surplus	45	71	75	118	125	50	105	67	123	155	

City of Marion												
10 Year Financial Plan for the Years ending 30 June 2033												
FUNDS STATEMENT - GENERAL FUND												
Scenario: LTFP 2023-2033 - 4.7%		2023/24	2024/25	2025/26	2026/27	Current Year		2027/28	2029/30	2030/31	2031/32	2032/33
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Rates Indexation		4.70%	4.70%	3.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Income												
Rates		89,024	94,169	98,471	102,473	106,633	110,960	115,458	120,135	124,998	130,055	
Statutory Charges		2,551	2,620	2,686	2,753	2,822	2,892	2,964	3,039	3,114	3,192	
User Charges		3,325	3,415	3,500	3,588	3,677	3,769	3,864	3,960	4,059	4,161	
Grants, Subsidies and Contributions		6,935	7,122	7,300	7,482	7,670	7,861	8,058	8,259	8,466	8,677	
Investment Income		425	325	325	325	325	325	325	325	325	325	
Reimbursements		1,081	1,111	1,138	1,167	1,196	1,226	1,257	1,288	1,320	1,353	
Other Income		701	720	738	756	775	795	815	835	856	877	
Net gain - equity accounted Council businesses		365	376	387	399	411	423	436	449	462	476	
Total Income		104,408	109,858	114,545	118,943	123,509	128,251	133,176	138,290	143,601	149,117	
Expenses												
Employee Costs		44,064	45,551	47,096	48,273	49,480	50,717	51,985	53,285	54,617	55,982	
Materials, Contracts & Other Expenses		41,768	43,252	44,495	46,208	46,862	48,058	49,235	50,976	51,727	53,048	
Depreciation, Amortisation & Impairment		18,100	18,824	19,577	20,360	21,174	22,021	22,902	23,818	24,771	25,762	
Finance Costs		160	1,088	1,685	2,049	2,356	2,343	2,489	2,835	3,054	3,203	
Total Expenses		104,092	108,715	112,853	116,890	119,873	123,140	126,611	130,915	134,170	137,995	
Operating Surplus		316	1,142	1,692	2,052	3,636	5,111	6,565	7,375	9,431	11,122	
Operating Surplus Ratio		0.30%	1.04%	1.48%	1.73%	2.94%	3.99%	4.93%	5.33%	6.57%	7.46%	
Amounts Received Specifically for New or Upgraded Assets		10,119	7,571	5,559	5,367	1,915	4,377	7,693	7,845	5,577	1,340	
Net Surplus / (Deficit) for the Year		10,435	8,713	7,251	7,419	5,551	9,489	14,258	15,220	15,009	12,462	
Capital (Balance Sheet) and Reserve Movements												
Capital Expenditure		(50,706)	(38,328)	(33,173)	(33,161)	(26,138)	(33,783)	(43,307)	(42,777)	(42,258)	(30,408)	
Loan Repayments (External)		(929)	(1,710)	(2,807)	(3,716)	(4,669)	(5,288)	(5,792)	(7,082)	(8,360)	(9,708)	
New Loan Borrowings (External)		18,100	12,900	9,700	9,600	4,600	8,100	12,500	11,400	11,400	2,500	
Net Transfers (to)/from Reserves		5,497	39	(86)	(86)	(86)	(86)	(86)	(86)	(86)	(86)	
Total Capital (Balance Sheet) and Reserve Movements		(28,038)	(27,099)	(26,366)	(27,364)	(26,293)	(31,058)	(36,686)	(38,546)	(39,304)	(37,702)	
Net Result (including Depreciation & Other non-cash items)		(17,604)	(18,386)	(19,114)	(19,945)	(20,742)	(21,569)	(22,428)	(23,326)	(24,295)	(25,240)	
Add back Depreciation Expense (non-cash)		18,100	18,824	19,577	20,360	21,174	22,021	22,902	23,818	24,771	25,762	
Less Other Income (non-cash)		(365)	(376)	(387)	(399)	(411)	(423)	(436)	(449)	(462)	(476)	
Cash Budget Surplus		131	62	75	17	21	29	38	43	14	46	

11.6 Code of Practice - Access to Meetings and Documents - Outcomes of Community Consultation

Report Reference	GC230509R11.6
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

To provide Council with the outcomes of the community consultation on the Code of Practice – Access to Meetings and Documents and present the final version for adoption.

REPORT HISTORY

Report Reference	Report Title
GC230314R11.4	Code of Practice – Access to Meetings and Documents

EXECUTIVE SUMMARY

Pursuant to Section 92 of the Local Government Act 1999, the Council is required to have a Code of Practice for Access to Council Meetings and Documents (the Code). The objective of the Code is to clearly document how the Council will deal with public access to its meetings and associated documents and in what circumstances the public access will be restricted.

The Code should be reviewed within 12 months of each periodic election. The Code review process includes mandatory public consultation for a minimum period of 21 days.

At its meeting on 14 March 2023, Council adopted the Code for the purposes of public consultation. The public consultation period commenced on 20 March 2023 and concluded on 10 April 2023. During the consultation period, information was placed on the Council's Making Marion Website, a public notice was placed in the Advertiser (Monday 20th March) and the consultation was promoted via social media.

During the consultation process, a total of 45 people visited the Making Marion page and 19 people downloaded the document. There was no formal submission received, however there were 3 responses, all supportive of the Code of Practice.

A copy of the Code of Practice is included as **Attachment 1**. If Council is satisfied with the content of the Code, it is recommended that the Code of Practice – Access to Meetings and Documents is now adopted.

RECOMMENDATION

That Council:

- 1. Adopts the Code of Practice – Access to Meetings and Documents included as Attachment 1 to the report.**

ATTACHMENTS

1. Code of Practice Access to Council Meetings and Documents March 2023 Final [**11.6.1** - 10 pages]

Code of Practice – Access to Council Meetings and Documents



1. RATIONALE

Council must prepare and adopt a Code of Practice, in accordance with Part 5 of the Local Government Act 1999 (the Act), that relates to the principles, policies, procedures and practices that the Council will apply for the purpose of the operation of Part 3 and Part 4 of the Act.

2. POLICY STATEMENT

- 2.1 The City of Marion is committed to the principles of honest, open and accountable government and encourages community participation in the business of Council.
- 2.2 In fulfilling the role of an effective Council that is responsive to the needs of the community and which operates within the legal framework (prescribed by the Act), the City of Marion supports the principle that procedures to be observed at a Council or Committee meeting should contribute to transparent and informed decision making and encourage appropriate community participation in the business of Council. However, the City of Marion also recognises that on a limited number of occasions it may be necessary in the broader community interest to restrict public access to discussion or documents.

3. OBJECTIVES

This Code of Practice sets out the policy framework for access to meetings and documents and provides guidance as to the application of provisions in the Act to restrict public access to meetings and/or documents.

3.1 The Code of Practice aims to;

- Provide the community with information on access to Council and Council Committee meetings and the documents of those meetings;
- Summarise the legal position relating to public access to the Council and Council Committee meetings, agendas, documents and minutes of meetings; and
- Outline to the community for what purpose and on what basis the Council may apply the provisions of the Act to restrict public access to Council and Council Committee meetings or documents and minutes.

4. POLICY SCOPE AND IMPLEMENTATION

- 4.1 This Code of Practice applies to Council and Council Committees and the associated agenda, minutes and attachments that relate to those meetings;
- 4.2 The Code of Practice does not apply to the Council Assessment Panel (CAP) as the requirements of the CAP are defined within the Development Assessment Act 1993;

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Code of Practice – Access to Council Meetings and Documents



- 4.3 In accordance with section 132(1) of the Local Government Act, council must now ensure that the code of practice—procedures at meetings (included in schedule 5) is published on a website determined by the CEO and, on request, provide a person with a printed copy of the code (on payment of a fixed fee (if any)).
- 4.4 Where the Freedom of Information Act 1991 (FOI Act) provides for access to Council's administrative documents which are not normally available to the public, then those documents are not included in the scope of this Code. Access to the Agenda for Meetings

5. Access to the Agenda for Meetings

- 5.1 In accordance with the Act, the Chief Executive Officer (CEO) must give written notice of an ordinary meeting to all the Council or Committee Members, setting out the date, time and place of the meeting at least three clear days before the meeting.
- 5.2 The notice contains or is accompanied by the agenda for the meeting and a list of the items of business, plus any documents and reports relating to these matters (with the exception of any matters that might be potentially subject to the making of an order of confidentiality).
- 5.3 The notice is placed on public display at the principal office of the Council, and the notice and agenda are available via Council's website: www.marion.sa.gov.au, at the same time as they are forwarded to the Council members. A printed copy may be made available upon request on payment of a fee (if any) fixed by the council. Further copies are made available to the public at the meeting of the Council or Council Committee.
- 5.4 Documents and reports (including attachments and any information or material referred to in the documents or reports) supplied to the council or a council committee that are able to be supplied to members of the public must also be made available to the public.

Note: - these provisions apply to the Council and Council Committee meetings that have as part of their responsibility some regulatory activities and those other committees to which the Council has determined these procedures will apply. Where a committee is not performing a regulatory activity these procedures may be varied, eg; notice may be given in a form decided by the committee, and need not be given for each meeting separately. Public notice may be given at a place determined by the CEO taking into account the nature and purpose of the Council Committee [Part 3 of the Local Government (Procedures at Meetings) Regulations 2000].

- 5.5 Distribution of agenda papers to members of the Council, or members of a Council Committee, may contain items of business (including reports or documents) that include a recommendation from the CEO that a document or report on a particular matter may be considered in confidence to the exclusion of the public. Where this occurs, the CEO will identify the legislative ground(s) upon which the Council or Council Committee members can determine whether a confidentiality order is to be made.
- 5.6 If, upon consideration of the grounds under Section 90(3), the Council or Council Committee members do not make an order of confidentiality for an item that the CEO has recommended to

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be considered in confidence, then a copy of the document will be made available to the public. Council will publish information about information and briefing sessions in accordance with Regulation 8AB of the Local Government (General) Regulations 2013. Absent a specific decision of the Council or Chief Executive Officer to the contrary, documents presented to information or briefing sessions are not publicly available and documents presented to information or briefing sessions that are closed to the public are confidential.

6. Public Access to Meetings

- 6.1 Council (and Council Committee) meetings are open to the public and attendance is encouraged and welcomed. Meeting schedules are made available for public viewing on the website.
- 6.2 The capacity of the Council Chambers Gallery is a maximum of 30 persons seated. Entry into the Chamber will be managed to ensure we stay within this limit. The proceedings will not be broadcast outside of the Chambers. Participants may register their attendance at a meeting via the Council Meeting page on the City of Marion website. A copy of the minutes and audio of the Council Meeting is available on the City of Marion website by 5pm on the Friday following the meeting
- 6.3 There are times where Council (or Council Committee) considers it necessary to exclude the public from the discussion of a particular matter. In these circumstances, Council (or Council Committee) will do so in accordance with Section 90(3) of the Act which outlines the circumstances when a meeting can be closed to consider a matter in confidence.
- 6.4 The public will only be excluded when the need for confidentiality outweighs the principle of open decision making, and that will be determined on a case-by-case basis, upon satisfying one or more of the grounds under Section 90(3) of the Act.
- 6.5 In accordance with section 90 of the Act, it is not unlawful for Members of Council, Council Committee members and staff to participate in Information or Briefing Sessions. Information Sessions, where appropriate, provide a valuable opportunity to enhance the decision-making process by providing opportunities for Council Members to become better informed on issues and seek further clarification.
- 6.6 Information sessions are to be used solely for the purpose of generating ideas, sharing information and seeking further information and must not deal with a matter in a way that obtains or effectively obtains, a decision on a matter outside of a formally constituted council or council committee meeting.

7. Information and briefing sessions

- 7.1 Council or the CEO are permitted to facilitate an 'information or briefing session' where more than one member of the Council or Council Committee is invited.
- 7.2 A matter must not be dealt with at an information or briefing session in such a way so as to obtain, or effectively obtain, a decision outside of a formally constituted meeting of the Council or Committee.

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- 7.3 An information or briefing session on a matter that will be included on a council agenda must be open to the public. However, the Council or the CEO may order that the information or briefing session be closed to the public if the matter listed for discussion falls within the confidentiality provisions listed in Section 90(3) of the Local Government Act.
- 7.4 Whether or not an information or briefing session has been open to the public, the following information must be published as soon as practicable after the holding of the session:
- The place, date and time of the session;
 - The matter discussed at the session; and
 - Whether or not the session was open to the public

8. Matters Considered in Confidence at Council and Committee Meetings

- 8.1 Before a meeting order that the public be excluded to enable the receipt, discussion and/or consideration of a particular matter, the meeting must, in public, formally determine that this is necessary and appropriate to do so, and then pass a resolution to exclude the public while dealing with that particular matter. If this occurs, everyone, except those persons permitted to stay by express inclusion in the resolution of Council (or Council Committee), must leave the room. Once Council, or Council Committee, has made the order it is an offence for a person, knowing that an order is in force, to enter or remain in a room in which such a meeting is being held.
- 8.2 Once discussion on a particular matter, including the making of a resolution made under Section 91(7) (if required) has concluded, the order to exclude the public lapses and the public are then permitted to re-enter the meeting. If there is a second or subsequent matter on the agenda to be considered in confidence it will be necessary for the Council or Council Committee to again undertake the formal determination process, and where satisfied resolve to exclude the public in the manner described above.
- 8.3 Council, or the Council Committee, can, by inclusion within the resolution, permit a particular person or persons to remain in the meeting. An example would be allowing a ratepayer who is suffering personal hardship to remain in the meeting when their circumstances concerning the payment of rates is being discussed.
- 8.4 When determining the order of matters on the agenda, Council or the Council Committee, will take into consideration the convenience of the public and the complexity of the matter to determine appropriate order.
- 8.5 In accordance with Section 90(3) of the Act, Council, or a Council Committee may order that the public be excluded in the following circumstances:
- information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

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- information the disclosure of which –
 - i. could reasonably be expected to confer a commercial advantage on a person with whom 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;
- information the disclosure of which would reveal a trade secret;
- 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;
- matters affecting the security of Council, members or employees of Council, or Council property, or the safety of any person;
- information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial;
- matters that must be considered in confidence in order to ensure that Council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;
- legal advice;
- information relating to actual litigation, or litigation that the Council or Council Committee believes on reasonable grounds will take place, involving the Council or an employee of the Council;
- information the disclosure of which –
 - i. would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by Council); and
 - ii. would, on balance, be contrary to the public interest;
- tenders for the supply of goods, the provision of services or the carrying out of works;

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- information relating to a proposed amendment to a Development Plan under the Development Act 1993 before a Plan Amendment Report relating to the amendment is released for public consultation under that Act;
- Information relevant to the review of a determination of Council under the Freedom of Information Act 1991.
- Information relating to a proposed award recipient before the presentation of the award.

8.6 Where Council, or a Council Committee, is considering making an order that the public be excluded on one or more of the grounds above it is not a relevant consideration that discussion of the matter in public may:

- cause embarrassment to the Council or the Council Committee concerned, or to members or employees of the Council;
- cause a loss of confidence in the Council or the Council Committee;
- involve discussion of a matter that is controversial within the council area; or
- make the council susceptible to adverse criticism.

8.7 If a decision to exclude the public is taken, Council or the Council Committee will include details in the resolution of the making of the order and the grounds on which it was made and application of those grounds to the present matter without disclosing the issues giving rise to the confidentiality. Minutes of a meeting of Council or a Council Committee are publicly available within five days after the meeting. If the matter to be discussed at an information session will or is intended to be on the agenda for a formal council or committee meeting, the information session must be open to the public.

9. Process to Exclude the Public and Consider a Matter in Confidence

- 9.1 Confidentiality provisions will only be utilised after careful consideration and when considered proper and necessary;
- 9.2 The grounds on which an order to exclude the public is made will be conveyed to the public at the time of the order being made and will be included in the minutes of the meeting which are available to the public within 5 days of the meeting;
- 9.3 Once discussion of the matter is concluded, the meeting will then consider if it is necessary to make an order that any report or other document or the minutes associated with the confidential agenda item remains confidential. In determining this, the meeting shall have regard to the provisions of Section 91 and in particular Section 91(8) which details when Council or a Council Committee must not order that a document in whole or in part remain confidential;
- 9.4 If a meeting determines that it is proper and necessary to keep a report or documentation

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- 9.5 confidential, then it must evidence this by resolution. Where Council or a Council Committee resolves to retain information as confidential Council or the Council Committee will specify the duration of the order or the circumstances in which the order will cease to apply or a period after which the order will be reviewed. In each case the review period must not be for a period longer than 12 months, in accordance with the Act.
- 9.6 Once discussion of the matter is concluded (and the public have returned to the meeting room), the decision of the meeting in relation to the matter will be made publicly known unless the Council has resolved to order that some information and all relevant decisions remain confidential, (eg the price to which the Council is prepared to bid for land yet to be auctioned).
- 9.7 Details relating to any order to keep information and/or discussion on the item confidential in accordance with Section 91(7) of the Local Government Act are also to be made known. When making a confidentiality order the meeting must specify the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order must be reviewed, that period being no longer than 12 months. This along with the making of the order and the grounds on which it was made, is also recorded in the minutes.
- 9.8 In all cases the objective is that the information be made publicly available at the earliest possible opportunity.
- 9.9 Where a person provides information to Council or a Council Committee for consideration and requests that it be kept confidential Council is not able to consider this request unless the matter falls within one of the grounds under Section 90(3) of the Act. If this is the case, Council will then be in a position to consider the request on its relative merits.

10. Review of Confidential Orders

A confidentiality order made under section 91(7) of the Act must specify the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order must be reviewed. In any event, any order that operates for a period exceeding 12 months must be reviewed at least once in every year.

An order will lapse if the time or event specified has been reached or carried out. There is no need for the Council to resolve for the confidential order to be lifted. Once the order has lapsed, the minutes and/or documents automatically become public.

Orders that exceed 12 months must be reviewed annually and the Council must assess whether the grounds for non-disclosure are still relevant and, if so, provide the relevant grounds and reasons for the minutes and/or documents remaining confidential. The conduct of the annual review can be delegated to the Chief Executive office and sub-delegated to an employee of the Council if appropriate. If there are any items that require a fresh confidentiality order because the original order is about to expire, then the reviewer will prepare a report to Council making recommendations with respect to each item to be retained in confidence. Each item must then be addressed separately and assessed against section 90(3) and section 91(7) of the Act. While a Council may delegate the power to undertake an annual review, the Council cannot delegate the power to apply sections 90(3) and 91(7) of the Act.

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A Council may resolve to exclude the public from a meeting to discuss and undertake consideration of the recommendations arising from the annual review in confidence, subject to the application of the relevant ground under section 90(3) of the Act. Section 90(3) of the Act must be applied separately to each item and not en bloc.

If there is no longer any need for the confidentiality order then the Council or Council Committee may delegate to an employee of the Council the power to revoke an order made in accordance with section 91(7) of the Act. The Council or Council Committee may also include in the resolution whether any delegation is given to an employee to revoke the order and if relevant, any conditions associated with the delegation.

11. Accountability and reporting to the Community

11.1 Consistent with the principle of accountability to the community, a report on the use of sections 90(2) and 91(7) by the Council and Council committees must be included in the annual report of a Council as required by Schedule 4 of the Local Government Act. The report should include the following information, separately identified for both Council and Council committees:

- Total number of orders made under sections 90(2) and 90(3) and 91(7) in the relevant year;
- The date and subject of each order made under sections 90(2) and 90(3) and 91(7) in the relevant financial year;
- In relation to each ground specified in section 90(3), the number of times in the relevant financial year that an order was made under section 90(2) and 90(3) for each ground;
- The number of orders made under section 91(7) that expired, ceased to apply or were revoked during the relevant financial year and the date and subject of each such order; and
- The number of orders made under section 91(7) since 15 November 2010 that remained operative at the end of the financial year.

12. Public Access to Documents

The Local Government Act requires Councils to make available a large number of documents available as set out in Schedule 5 of the Act. These documents are made publicly available in electronic form via the City of Marion website and a printed copy can be made available on payment of a fee (if any) fixed by the Council (see Council's fees and charges register for any relevant fee).

The Council or the Council Committee will only order that a document associated with a discussion from which the public are excluded is to remain confidential if it is considered proper and necessary in the broader community interest.

The Council or the Council Committee can only resolve to keep minutes and/or documents confidential under section 91(7) if they were considered in confidence pursuant to sections 90(2) and 90(3).

Where keeping a document confidential is considered proper and necessary, a resolution to this effect is required which shall include:

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- the grounds for confidentiality; and
- the duration of the order or the circumstances in which the order will cease to apply, or a period after which the order must be reviewed – if the order has a duration of more than 12 months, the order must be reviewed at least once in every year;
- (if applicable) whether the power to revoke the order will be delegated to an employee of the Council. [s.91(9)]

Public agendas and minutes of meetings must be made available on the Council's website within five days of the meeting. The Minutes and audio and will be published on the City of Marion Website by 5pm on the Friday following the meeting.

Requests to access Council and Council Committee documents that are not otherwise publicly available can be made under the *Freedom of Information Act 1991*. Inquiries in relation to the process for seeking access to documents held by Council should be directed to Council's accredited Freedom of Information Officer.

13. Review of Council Decisions

13.1 The Act provides that Council is required to establish procedures for the review of a decision in relation to the operation of:

- Council or a Council Committee
- An employee of the Council
- Other persons acting on behalf of the Council.

13.2 Where a person is aggrieved about a decision under Section 90 of the Act to restrict public access to either a meeting or a document, they may apply for consideration under the Review of Decisions procedure that has been established in accordance with section 270 of the Act.

14. Availability of the Code

14.1 A copy of the Code will be made available on the Council Website (www.marion.sa.gov.au) and a printed copy can be made available (on payment of a fee (if any) fixed by the Council).

14.2 Further enquiries about the Code should be directed to the Manager Office of the CEO or by telephoning Council on 8375 6600.

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15. Review Process

- 15.1 The Act requires that the code be reviewed within 12 months of a periodic election (i.e. every 4 years). Council has the right to review this code at any time.
- 15.2 Before a Council adopts, alters or substitutes the Code it must;
- Undertake public consultation on the proposed code, alterations or substitute code (as the case may be)

16. DEFINITIONS

<i>Term</i>	<i>Definition</i>
Agenda	A list of items of business to be considered at a meeting.
Clear Days	The time between the giving of the notice and the meeting is determined excluding the day on which the notice is given and the day of the meeting eg; notice is given on a Thursday for a following Monday meeting, the clear days being Friday, Saturday and Sunday.
Council Committee	A committee of Council established under section 41 of the Local Government Act 1999 or any other Committee established under the Act, including any subcommittee.
Deputation	a person or group of persons who wishes to appear personally before the Council or Council Committee in order to address the Council or Committee on a particular matter.
Minutes	a record of the items discussed and the resolutions made of a meeting of Council or Council Committee.
Personal Affairs	being a person's financial affairs, criminal records, marital or other personal relationships, personal qualities, attributes or health status, or that person's employment records, employment performance or suitability for a particular position or other personnel matters relating to the person but does not include the personal affairs of a body corporate.
The Act	<i>Local Government Act 1999</i>

17. REVIEW AND EVALUATION

Review due May 2027.

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11.7 Marion Council Assessment Panel Member Review

Report Reference	GC230509R11.7
Originating Officer	Team Leader - Planning – Alex Wright
Corporate Manager	Manager Development and Regulatory Services – Warwick Deller-Coombs
General Manager	General Manager City Development – Tony Lines

REPORT OBJECTIVE

The purpose of this report is to seek endorsement from Council on the proposed reappointment of the Independent Council Assessment Members for a further 24-month term to expire on 30 June 2025.

EXECUTIVE SUMMARY

Pursuant to Clause 5.4.1 of the Review and Selection Committee's Terms of Reference, the Committee and the Chief Executive Officer act as the selection panel for all independent expert Members to the CAP.

The term of two *Independent Members* expires on 30 June 2023. This report outlines the process and recommendations of the RSC to full Council.

In recommending appointment to the vacant positions, the RSC has considered the following in assessing candidates (outlined in greater detail in the report):

- Accreditation of panel members;
- Willingness to achieve accreditation requirements without utilising Council resources;
- Ability to preside over applications under both the PDI Act and Development Act;
- Their role as an independent relevant authority under the new Act;
- Roles and responsibilities of the CAP under the Code; and
- Their experience, capabilities and knowledge in development assessment matters.

Options for consideration included:

- reappoint for a one or two year term
- recruit for a one or two year term.

RECOMMENDATION

That Council:

- Endorses the reappointment of the Independent Council Assessment Members for a further 24-month term to expire on 30 June 2025.**
 - Independent Member – Bryn Adams
 - Independent Member – Yvonne Svensson

BACKGROUND

Clause 5.4.1 of the Terms of Reference for the Review and Selection Committee (RSC) outlines that the RSC and Chief Executive Officer will act as the selection panel for all expert Members to the Council Assessment Panel (CAP).

Clause 5.4.3 outlines the process to be followed by the Committee, which is as follows:

- *Identification of potential candidates via general advertisement*
- *Shortlist candidates for interviews/discussion*
- *Interviews with candidates to determine suitability for selection*
- *Determine a preferred candidate and confirm their preparedness to be nominated for appointment*
- *Make recommendation to Council on preferred candidates.*

Following the recommendation from the RSC, Council are the official appointing body of the CAP Members.

At previous meetings, Council resolved to appoint the following Independent Members to the Council Assessment Panel for the following length of time:

- Mr Michael Davis (Presiding Member) until 30 June 2024;
- Mr Benjamin Russ until 30 June 2024;
- Ms Yvonne Svensson until 30 June 2023;
- Mr Bryn Adams until 30 June 2023; and
- Mr Jock Smylie (Deputy Member) until 30 June 2024.

The current term for the Independent Members Ms Yvonne Svensson and Mr Bryn Adams are due to expire on 30 June 2023.

Accordingly, Council must either commence the recruitment process outlined in Clause 5.4.3 by placing an advertisement in the Adelaide Advertiser and relevant online website seeking expressions of interest for Independent Members for the CAP, and/or reappoint some or all of the expiring Members to the Panel.

If the recruitment process outlined in Clause 5.4.3 is pursued, the RSC may need to meet outside of its schedule of meetings to progress the recruitment process in a timely manner, as the process includes interviews with candidates.

DISCUSSION

The RSC is required to make a recommendation to Council regarding the appointment of Independent Members to the CAP. The CAP shall comprise a maximum of 5 (five) Members, only 1 (one) of which can be (but need not be) an Elected Member of Council.

Councillor Nathan Prior is the current Elected Member appointed to the CAP, with Councillor Matthew Taylor as the Deputy Elected Member. These terms expire in June 2023 and will be covered by a subsequent GC report.

The term of office for each CAP Member is determined by Council but in any event shall not exceed 2 years, in accordance with the CAP Terms of Reference. Members can be appointed for a lesser term. An Independent Member is entitled to be re-appointed as a CAP Member for multiple successive terms by Council resolution. A Council Representative is entitled to be re-appointed as a CAP Member for a second successive term by a resolution of the Council.

CAP Members are required to demonstrate a high knowledge of the operation and requirements of the PDI Act and the Planning and Design Code, in addition to the Development Act 1993 and the City of Marion Development Plan.

Multiple options were presented to the RSC, including reappointment of both members, recruiting for both positions, or a combination of both.

Recommended Approach

A staggered approach to appointments has been sought to prevent instances where all Members may be replaced at the same time. This is to provide continuity and maintain 'Marion knowledge' during any transition. It is noted that if Members are appointed for 12-months then all four Independent Member positions will expire 30 June 2024.

The Review and Selection Committee, at their meeting on 7 March 2023 recommended the reappointment of Bryn Adams and Yvonne Svensson to the Marion Independent Council Assessment Members for a further 24-month term to expire on 30 June 2025.

ATTACHMENTS

Nil

11.8 Council Member Representative for the Council Assessment Panel (CAP) 2022-23

Report Reference	GC230509R11.8
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 for Council to appoint a Council Member and a deputy Council Member to the Council Assessment Panel (CAP). The appointment of a Council Member to these positions is required to fulfill Council's legislative obligations under the Planning, Development and Infrastructure Act 2016 (PDI Act).

EXECUTIVE SUMMARY

The current Council Members appointed to the Council Assessment Panel (CAP) are due to expire on 30 June 2023.

Council is required to appoint one (1) Council Member and one (1) Deputy Council Member to the CAP.

RECOMMENDATION

That Council:

- 1. Appoints Councillor XXX as Member of the Council Assessment Panel for a period of 1 July 2023 to 30 June 2024.**
- 2. Appoints Councillor XXX as Deputy Member of the Council Assessment Panel for a period of 1 July 2023 to 30 June 2024.**

DISCUSSION

Councillor Nathan Prior is the current Member on the CAP and Councillor Matt Taylor is the Deputy Member. These members were appointed to the CAP at the Council meeting of 29 November 2022 following the period elections. (Report Reference: GC231122R12.12). The below table show previous representatives for this term of Council.

Year	Council Member Representative	Deputy Council Member Representative
30 November 2022 – 30 June 2023	Councillor Nathan Prior	Councillor Matt Taylor
1 July 2022 – 12 November 2022	Councillor Matthew Shilling	Councillor Raelene Telfer
1 July 2021 – 30 June 2022	Councillor Raelene Telfer	Councillor Kendra Clancy
1 July 2020 – 30 June 2021	Councillor Raelene Telfer	Councillor Matthew Shilling
1 July 2019 – 30 June 2020	Councillor Maggie Duncan	Councillor Raelene Telfer
27 November 2018 – 30 June 2019	Councillor Maggie Duncan	Councillor Raelene Telfer

Section 3.3 of the CAP Terms of Reference states that a *Council Representative is entitled to be re-appointed as a CAP Member for a second successive term, by being expressly authorised by a resolution of the Council.* Section 3.5 States that the term of office for each CAP Member is as

determined by the Council but in any event shall not exceed two years. The second successive term could be considered two years (ratified annually) with another term of up to two years by resolution of Council.

Section 83 2(b) of the *Planning, Development and Infrastructure Act 2016*, states the non-accredited professional can be a member, or former member, of Council provided that the designated authority (Council) is satisfied that the person is appropriately qualified to act as a member of the assessment panel on account of the person's experience in local government.

Administration can arrange training for any Council Member interested in learning more about Planning and Development.

To remain in these positions, you must be a current Council Member. From July 2022, the Council CAP sitting fee is \$300 per meeting.

In the event the Council Member representative is not re-elected or chooses not to stand for re-election, the deputy member will take this position for the remaining term.

Nominations will be sought during the meeting and a ballot will be held if more nominations than vacancies occur. The process for the ballot is provided in Appendix 1.

ATTACHMENTS

1. Preferential Voting [**11.8.1** - 1 page]

At its meeting of 8 September 2015 (GC080915R05), Council resolved to adopt preferential voting as the method to apply when conducting ballots for positions selected by Council.

The process to apply will be as follows:

- Nominations will be sought.
- If more nominations than positions are received, a secret ballot will be held.
- Council members will be provided with ballot papers and requested to indicate their first preference by placing the name of the candidate next to number one of the ballot paper.
- Council members may place the name of the second preference next to number two and continue this process until all candidates are named on the ballot paper.
- As a minimum, Council members must vote for candidates equal to the number of positions.
- If members fail to vote for the minimum number, the vote will be declared invalid.

Counting

- The first candidate to reach quota will be elected.

The quota is calculated as follows:

$$\frac{\text{Total number of formal ballot papers} + 1}{\text{Number of vacancies} + 1}$$

If a fraction occurs, it will be rounded up. This formula is the same applied to the calculations of quotas within Local Government Elections.

- The ballot papers will be sorted by first preference votes.
- The candidate with the least votes is excluded.
- The excluded candidate's votes are distributed to the next candidate on the ballot paper.
- In the case where there are equal votes at the conclusion of redistribution of votes, both the equal lowest votes will be excluded.
- This process will continue until there is a clear winner.
- In the event that there is a tie at the conclusion of the process, Council will be requested to vote again for one of the two final candidates.

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

11.9 Personal Mobility Devices - Consultation

Report Reference	GC230509R11.9
Originating Officer	Unit Manager Engineering – Carl Lundborg
Corporate Manager	Manager Engineering, Assets and Environment - Mathew Allen
General Manager	General Manager City Services - Ben Keen

REPORT OBJECTIVE

This report seeks the endorsement of Council to submit a response from the City of Marion to the Personal Mobility Device Use in South Australia consultation.

RECOMMENDATION

That Council:

- 1. Endorses the response (Attachment 2) to be submitted to the Department for Infrastructure & Transport for City of Marion's feedback to the Personal Mobility Device Use in SA consultation.**

DISCUSSION

The Department for Infrastructure and Transport (DIT) is currently seeking feedback from the community and other key stakeholders (see attachment 1) on whether people want the South Australian Government to enable ongoing use of electric scooters (e-scooters), electric skateboards (e-skateboards) and other personal mobility devices (PMDs) on the road network in South Australia.

A PMD is currently defined in South Australia as an electric personal transporter which includes devices such as:

- e-scooters;
- e-skateboards;
- single wheel self-balancing devices; and
- segways.

In South Australia, current legislation (Road Traffic Regulations) does not permit PMDs to be used on public infrastructure (public roads and paths) as the PMDs are considered to be a motorised vehicle requiring a driver's licence, registration and compulsory third-party insurance. Currently there are four e-scooter trials (relating to hire e-scooters) in South Australia that have been granted approval by the Minister for Infrastructure and Transport. These trials are heavily regulated and require riders to:

- Be over 18 years old.
- Must wear an approved bike helmet.
- Must not exceed 15km p/h and must not carry passengers.
- Not be under the influence of alcohol and drugs.
- Should not use their mobile phone while riding a PMD.
- Should not be ridden with more than one person.

This consultation may result in new regulations to allow the safe and responsible use of PMDs in public places.

Currently, only fleet-operated e-scooters are approved for use in a partnership between local councils and commercial e-scooter fleet operators. Since the introduction of trials in March 2019, there has been a significant increase in the popularity of e-scooters and other PMDs.

The topics open for consultation include whether devices should be allowed, and if allowed response to the following questions:

- should these kinds of devices be allowed on public infrastructure;
- what kinds of devices should be allowed;
- where should they be used;
- how big should they be;
- how fast should they be allowed to travel;
- what rules should apply to riders; and
- whether they should be registered and/or insured.

A response has been developed from the City of Marion (Attachment 2) for Council to consider, to submit for the consultation.

ATTACHMENTS

1. Correspondence - Minister for Police, Emergency Services and Correctional Services [**11.9.1** - 2 pages]
2. DRAFT City of Marion Consultation Response Personal Mobility Devices in SA [**11.9.2** - 2 pages]

Hon Joe Szakacs MP

23MRS0132



Mayor Kris Hanna
City of Marion

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

Dear Mayor

The South Australian Government is committed to consulting with privately owned personal mobility device (PMD) users and the broader community on the desirability of moving beyond the current electric scooter (e-scooter) trials and whether to allow ongoing use of PMDs on roads and in other public areas.

A PMD is currently defined in South Australia as an electric personal transporter which includes devices like:

- E-scooters.
- Electric skateboards (e-skateboards).
- Single wheel self-balancing devices.
- Segways.

In South Australia, PMDs are currently not permitted to be used on public infrastructure (public roads and paths) unless approval has been granted by the Minister for Infrastructure and Transport.

Currently, only fleet-operated e-scooters are approved for use in a partnership between local councils and commercial e-scooter fleet operators. Since the introduction of trials in March 2019, there has been a significant increase in the popularity of e-scooters and other PMDs.

The State Government is seeking feedback from the community on this matter through a YourSay survey and directly by email. The topics for consultation include:

- whether these kinds of devices should be allowed on public infrastructure;
- if allowed, what kinds of devices should be permitted;
- where should they be used;
- how big should they be;
- how fast should they be allowed to travel;
- what rules should apply to riders; and
- whether they should be registered and/or insured.

As an agency, organisation, group or person who has previously engaged with the South Australian Government about PMDs, or might be interested in this consultation, it would be great to hear from you about your views.

Minister for Police, Emergency Services and Correctional Services

PO Box 6446, Halifax Street ADELAIDE SA 5001
T: (08) 8303 0670 | E: MinisterSzakacs@sa.gov.au



The aim is to ensure that any future framework for the use of PMDs, including for private purposes, on public roads and paths is safe for all road users.

While this consultation is open and feedback is considered, approved trials of e-scooters will continue to operate and be monitored by the Department for Infrastructure and Transport in consultation with key trial stakeholders.

Consultation is open until 21 May 2023, and can be accessed at www.yoursay.sa.gov.au/personal-mobility-device-use.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'JS', with a stylized flourish extending to the right.

Hon Joe Szakacs MP

Minister for Police, Emergency Services and Correctional Services

11 April 2023

May 2023

Personal Mobility Devices
Road Safety, Policy and Research
Department for Infrastructure and Transport
GPO Box 1533
Adelaide SA 5001

Re: PERSONAL MOBILITY DEVICE USE IN SOUTH AUSTRALIA CONSULTATION

I refer to your correspondence dated 11 April 2023 regarding the community and stakeholder consultation relating to Personal Mobility Device (PMD) use in South Australia and whether to allow ongoing use of PMDs on roads and in other public areas.

The City of Marion has endorsed the below comments and feedback on this topic to be submitted as part of the consultation.

Should e-scooters/skateboards, single wheel self-balancing devices and segways be allowed on public infrastructure?

The City of Marion Community Vision - Towards 2040 strategy outlines a connected city where it will be easier and safer to move around our city which will have accessible services and plenty of walking and cycling paths. In addition, the City of Marion's Transport Plan identifies a key principle of an integrated and effective system by encouraging alternative transport modes, with an action to explore e-bike and e-scooter services within the city. The City of Marion has a strategic alignment of supporting PMDs.

Devices such as e-scooters, skateboards, single-wheel self-balancing devices and segways are an efficient and eco-friendly mode of transportation. However, the use of these devices on public infrastructure can pose a safety risk to both riders and pedestrians.

Careful consideration to issues such as safety hazards and impact to other road users should be given, before allowing these devices on public infrastructure. Users should be required to wear appropriate safety gear, such as helmets and undergo training on the safe operation of these devices.

In the City of Marion context, our roads and footpaths are increasing in demand regarding access and movement. Increases in on street parking, traffic volumes and pedestrians and cyclists using the footpaths are creating high demands for the current infrastructure. The functionality and capacity of some of the road and footpath network may be under more pressure with additional transport modes.

Our residents may expect accelerated infrastructure upgrades to cater for this demand, such as footpath widening programs and increasing kerb ramp upgrades across our city. However, this is not currently envisaged in Council's long term financial plan and may require further consideration along with other Council priorities.

Where should they be used?

PMDs should only be used in locations and areas that are safe for both riders and pedestrians. Locations such as established and dedicated bike lanes, shared paths, and wide footpaths where the risk of collisions with pedestrians are minimised.

How fast should they be allowed to travel?

Speed limits for PMDs should be dependent of the specific context, conditions, and environment. Similar to cyclists, riders of the PMDs should pay attention to the conditions of the road or path they are riding on and adjust their speed accordingly to ensure their safety and the safety of those around them.

What rules should apply to riders, and should they be registered and/or insured?

Rules for PMDs should consider similar restrictions to cyclists in regard to:

- Require helmet use when operating a PMD.
- Not be under the influence of alcohol and drugs.
- Should not use their mobile phone while riding a PMD.
- Should not be ridden with more than one person.

A consideration towards an approved list of PMD's should be created to ensure the devices on public roads are meeting an appropriate safety standard. In addition, there should be consistency between bikes and PMDs regarding being registered and insurance requirements. This would also allow consistency of policing of inappropriate use of PMDs which in our view should remain a SAPOL (South Australia Police) issue. Council does not have enough relevant authority or resources to effectively chase and catch people using these devices inappropriately.

Overall, we look forward to seeing the outcome of this consultation and further engagement with our community. We hope to see any future framework for the use of PMDs, including for private purposes, on public roads and paths is safe for all road users.

Yours faithfully

Kris Hanna
Mayor, City of Marion

11.10 Council Member Training and Development Request

Report Reference	GC230509R11.10
Originating Officer	Manager Office of the Chief Executive – Kate McKenzie
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

For Council to consider a training and development request from Councillor Hoffmann and Councillor Taylor to complete the Australia Institute of Company Directors Course.

EXECUTIVE SUMMARY

The City of Marion Council Member Training and Development Policy recognises that the ongoing professional training and development of Council Members is important to provide competency in community leadership. It is an important factor to ensure that Council is well governed and operates in the best interests of the Corporation and the Community.

A copy of the policy can be located on the website https://cdn.marion.sa.gov.au/sp/Council-Member-Training-and-Development-Policy_2023-03-20-034238_flmp.pdf

Councillor Hoffmann and Councillor Taylor have submitted a request to the Mayor and CEO pursuant to section 6 of the Policy requesting a 50% contribution towards the costs of the Australian Institute of Company Directors (AICD) course. The AICD course is designed for directors that are looking to understand director roles and responsibilities in-depth. It is designed to help gain a strategic edge in director roles by developing skills to improve performance through world-class governance and better decision making. The topics covered include:

- Governance and the Practice of Directorship
- The Legal Environment
- Risk and Strategy
- Financial Literacy and Performance
- Achieving Board Effectiveness
- Interpreting Financial Statements
- The director mindset.

The total cost of the course per member is \$8,449.00 (Member Price) and Councillor Hoffmann and Councillor Taylor have indicated that they would like to attend between August 14 – 18 August 2023. It is noted that the Members will take out a membership at their own cost. The cost of this course can be accommodated in the Council Member Training and Development budget. The cost will also be recorded on the Council Member expense register (if approved by Council). The AICD course is an excellent course and the Mayor and the CEO both support a 50% contribution of \$4,224.50 for Councillor Hoffmann and Councillor Taylor to attend.

Section 6 of the Policy requires that *“If the total value is greater than two thousand dollars (\$2000), the Council Member is required to seek Council approval at a General Council meeting by way of motion with notice. For any conference attended by a Council Member, the Council Member will provide a written report to Council with 30 days of the conference General Council Meeting. Council Members are also encouraged to report to Council via their Council Members verbal communications within a Council meeting of any training and development undertaken”*

RECOMMENDATION

That Council:

1. **Supports the request for Councillor Hoffmann and Councillor Taylor to attend the Australian Institute of Company Directors (AICD) course and will reimbursement 50% of the costs being \$4,224.50 per member.**

12 Corporate Reports for Information/Noting

12.1 Southern Region Waste Resource Authority (SRWRA) Board Meeting 27 March 2023 - Constituent Council Information Report

Report Reference	GC230509R12.1
Originating Officer	General Manager Corporate Services – Angela Allison
Corporate Manager	- N/A
General Manager	General Manager Corporate Services - Angela Allison

REPORT HISTORY

This is a new Standing Report following each SRWRA Board meeting to provide an update of matters considered by the SRWRA Board.

REPORT OBJECTIVE

Present the Constituent Council Information Report from SRWRA Board Meeting, 27 March 2023.

EXECUTIVE SUMMARYS

Southern Region Waste Resource Authority (SRWRA) is a regional subsidiary established by the Cities of Onkaparinga, Marion and Holdfast Bay (the “Constituent Councils”), pursuant to Section 43 of the Local Government Act 1999. The functions of SRWRA include providing and operating waste management services on behalf of the Constituent Councils.

In accordance with Section 4.5.2 of the SRWRA Charter – 2022, there shall be at least six ordinary meetings of the Board held in each financial year.

Furthermore, Section 4.5.11 states that prior to the conclusion of each meeting of the Board, the Board must identify which agenda items considered by the Board at that meeting will be the subject of an information report to the Constituent Councils.

In accordance with the above, the Information Report from the Board Meeting held on 27 March 2023 is provided for Members’ information.

RECOMMENDATION

That Council:

- 1. Notes the Constituent Council Information Report from SRWRA Board Meeting, 27 March 2023.**

ATTACHMENTS

1. Constituent Council Information Report - March 2023 [12.1.1 - 2 pages]



Constituent Council Information Report

PUBLIC

Board Meeting Date: 27 March 2023

Report By: Chief Executive Officer

In accordance with Section 4.5.11 of the *Southern Region Waste Resource Authority Regional Subsidiary Charter - 2022*, the SRWRA Board identified the following Agenda Items to be the subject of a Public Information Report to the Constituent Councils (Cities of Onkaparinga, Marion and Holdfast Bay).

Report Name	Report Summary
Budget Review 2 – FY23	<p>The second budget review for the current financial year was presented, with the forecast based on results to January 2023.</p> <p>During the first half of the year, SRWRA received higher waste volumes than budgeted increasing forecast revenue, this was partly offset by corresponding additional expenditure and a revised forecast surplus of \$686k has been adopted for the current financial year.</p>
Draft Internal Audit Plan	<p>SRWRA will implement an internal audit program in the 2024 financial year; an internal audit policy and draft, risk-based work program has been developed, with this service to be provided by an external organisation.</p> <p>Initial areas planned for audit in the 2024 financial year are, procurement, IT and Data Security and Asset Management.</p> <p>The internal auditor will report to SRWRA via our Audit and Risk Committee and provide independent assurance that our risk management, governance, and internal control processes are operating effectively.</p>
Plant and Asset Management Plan	<p>As part of the annual budgeting process, SRWRA's Plant & Asset Management Plan has been reviewed and updated. This review covers plant hours, running costs and scheduled replacement timeframes, and provides an opportunity to review equipment efficiencies and needs going forward. Findings from this review will be incorporated into the financial year 2024 draft budget, which will be circulated for constituent council feedback in May, prior to adoption in late June 2023.</p>
Tender Report Stage 10 Liner	<p>SRWRA conducted a select tender process, due to the specialised nature of the work, for the construction and lining of the next stage landfill cell. This tender was awarded to WSP Golder, with design work to commence in the current financial year.</p>

Constituent Council Information Report – Public

Report Name	Report Summary
Chief Executive Officer's Report	<p>The CEO summarised key activities during the first few months of the year.</p> <ul style="list-style-type: none"> Glass sand produced by our SMRF plant has been used by Fulton Hogan as part of the Victor Harbor Road upgrade project, a great example of local circular economy principles in action. Other SMRF products have been impacted by a drop in demand for some commodities and subsequent reduction in price, with limited short term onshore options for some types of plastics, (particularly PET Clear). Media and public Interest in the process of recycling continues, with filming for an upcoming episode of the War on Waste series taking place at the SMRF in February. The Southern Recycling Centre resumed acceptance of general waste from the public in late December, with the opening of the new covered trailer drop off area. SRWRA has received confirmation from the Department of Infrastructure and Transport (DIT), that a signalised intersection will not be installed at the intersection of Bakewell Drive, as part of the current upgrade work on Main South Road. DIT advised that there will be no right hand turn for vehicles entering Victor Harbor Road from Ostrich Farm Road or entering Main South Road from Bakewell Drive, with the installation of a deceleration lane to support trucks entering Victor Harbor Road via a left turn from Ostrich Farm Road the only traffic control provided to assist with the significant volume of truck movements generated by the SRWRA site, this decision will force all north bound trucks to exit via Ostrich Farm Road which will require significant upgrade to support these transport movements. SRWRA is currently developing a communication and education strategy to address the ongoing demand for facility tours, information on our services and interest in the waste and recycling sector generally. Initial feedback has been sought from key stakeholders, with the next stage in this process feedback from our Constituent Councils. SRWRA offers regular Board member development opportunities, and these include attendance at the 2023 Waste Conference and Technology Expo in May and the 2023 Australian Landfill and Transfer Stations Conference in June; these are opportunities for Board members to engage with other members of the waste industry and increase their knowledge of all things waste.
Next Meeting	The next scheduled meeting date for the SRWRA Board is Monday, 15 May 2023.

12.2 Council and CEO KPI Report Quarter Three 2022/23

Report Reference	GC230509R12.2
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

To advise Council of the results of the Council and CEO KPI's for quarter three 2022/23.

EXECUTIVE SUMMARY

Monitoring performance of the Council and CEO KPI's is critical for ensuring that the Council is contributing to the achievement of its objectives in both the Strategic Plan and the 4-Year Business Plan 2019-2023.

Details of the results are provided in Attachments 1-4. For the quarter three results, Council achieved the Core Target on all KPI's with the exception of the following KPI's:

- Delivery of agreed projects identified in ABP and fourth year targets in the 4-year plan. The result for Q3 was 80% and has not met the core target of 95%. The off-track projects and associated comments are provided in attachment 1a.
- Staff Engagement – the combined engagement results were 69%. This was under the core target of 75% with five departments not meeting the 50% participation rate target.
- Asset Utilisation of Sports and Community Venues – the result was 29.99%. This was under the core target of 50%. This was a slight decrease on the previous quarter result of 33.08%. There were some slight amendments made to the calculation of data this quarter. The alterations included removing "Business Hub" spaces (IT Training Suite and Business Enterprise Room 6) from Cove Civic Centre utilisation (as they're booked 100%, it was felt this was skewing the overall results for the centre), and the inclusion of the Opal Space for Glandore, and the Community Room at Trott Park.

RECOMMENDATION

That Council:

1. **Notes this information and information contained within the attachments for Quarter Three 2022/23.**

ATTACHMENTS

1. Attachment 1 [12.2.1 - 2 pages]
2. Attachment 1a Supporting Information for KPI2 2 [12.2.2 - 1 page]
3. Attachment 2 KPI Summary 1 [12.2.3 - 1 page]
4. Attachment 3 FTE Employees Staff and Agency 1 [12.2.4 - 1 page]
5. Attachment 4 Labour and FTE Movement Summary 8BBS 1 [12.2.5 - 1 page]



CEO AND COUNCIL KEY PERFORMANCE INDICATORS 2022/23

QUARTER THREE: JAN '23 – MAR '23 - ATTACHMENT 1

1

Financial Sustainability

Core target: Council maintains, on average a break even or better funding (cash) position over the Long-Term Financial Plan

Stretch target: Council maintains a break-even or positive position in delivering its Annual Budget.

Measure: This target compares funding cash position at the relevant budget review with the adopted budget figure.

Q3 Result: The result of the adopted budget is a forecast surplus of \$0.026m. The core target is forecast to be met with a surplus of \$1.518m over the ten years of the LTFP.

Forecast =
\$0.026m

Third review

Second review

First review

Adopted budget
\$0.023

4

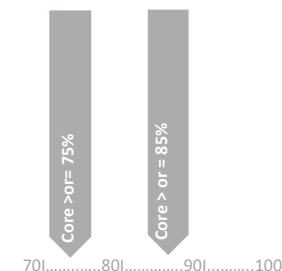
Overall Satisfaction with Council's performance

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

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

Measure: Annual Community Survey

Q3 Comment: This is an annual measure that will be reported on at the end of the 2022/23 reporting period.



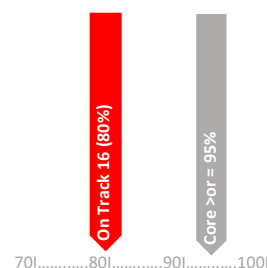
2

Delivery of agreed projects identified in ABP and fourth year targets in 4-year Plan (20 projects – (projects completed in years 1, 2 and 3 not included))

Core target: Greater than or equal to 95%

Measure: Monthly data as at 31 March 2023

Q3 Result: 80% - 16 projects are on track. 4 projects are considered off-track. The Core Target has not been met.



5

Asset Renewal Funding Ratio

Core target: Asset Renewal Funding Ratio between 90 and 110%

Stretch target: Asset Renewal Funding Ratio equal to 100% over the ten year long term financial plan

Q3 Result - This is an annual measure and our result is 100%

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



3

Total Employees Costs

Core target: Less than or equal to 4.5% increase in actual employee costs (including agency staff) against prior year's actual costs – adjusted for Council endorsed changes to meet resourcing requirements.

Stretch target: Less than or equal to 4% increase in actual employee costs (including agency staff) against prior year's actual costs – adjusted for Council endorsed changes to meet resourcing requirements.

Q3 result: the 2022/23 forecast is \$41.826m which is a 3.41% increase over the 2022 audited result after adjusting for council endorsed changes and additional grant funded positions



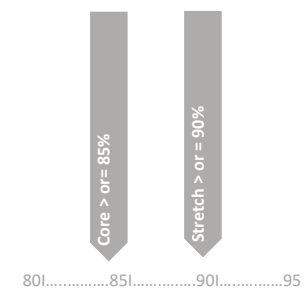
6

Delivery of Council's Capital Works Program

Core target: Greater than or equal to 85% delivery of Council's planned capital works program (adjusted for extraordinary items)

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

Q3 Result = This is an annual measure that will be reported on at the end of the 2022/23 reporting period.





CEO AND COUNCIL KEY PERFORMANCE INDICATORS 2022/23

QUARTER THREE: JAN '23 – MAR '23 - ATTACHMENT 1

7

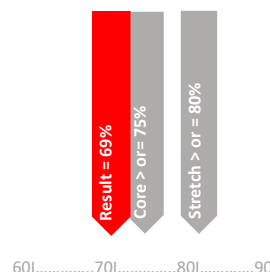
Staff Engagement

Core target: Achievement of an overall employee engagement survey result of 75% with at least 50% employee participation per SLT department

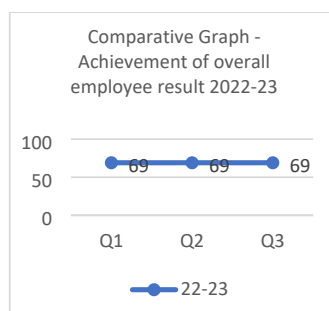
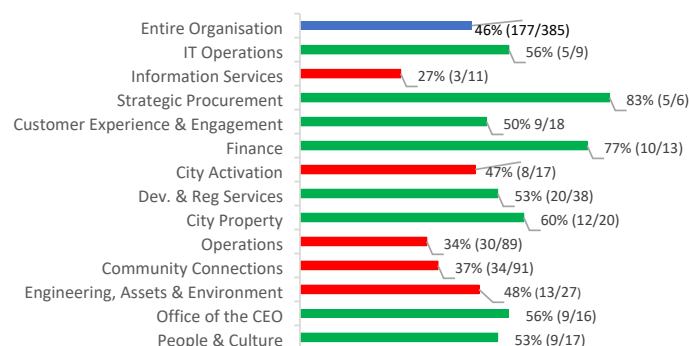
Stretch target: Achievement of an overall employee survey result of 80% with at least 50% participation per SLT department

Measure: Staff Teamgage survey results.

Q3 Result: Achieved 69% combined engagement results. Not all SLT Departments achieved at least a 50% participation rate.



SLT participation by department



8

Community Engagement / Communications

Core target: Project specific communications to the public should be timely and accurate

Stretch target: 100%

Measure: Based on feedback received on project specific distributed communications. This KPI is marked as 'met' or 'not met'.

Result: Q3 result = Met (have not been made aware of any inaccurate or untimely information provided to the public)



90% 95% 100%

9

Carbon Neutrality

Core target: Actual annual emissions less than the plan's annual target emissions (3,800 tCO₂e)

Stretch target: Actual annual emissions 5% less than the plan's annual target emissions (3,610 tCO₂e)

Measure: Carbon emissions footprint, measured against Council's endorsed Carbon Neutral Plan.

Q3 Comment: This figure is reported every six months. At the end of the Q2 period, the result was 1,376(tCO₂e). This is reporting on track and less than the stretch target. The updated figure will be provided at the end of the Q4 reporting period

Result = 1,376(tCO₂e)

Stretch < or = 3,610tCO₂e

Core < or = 3,800tCO₂e

1000 2000 3000 4000

10

Asset Utilisation of Sports and Community Venues

Core target: 50% utilisation across venues

Stretch target: Nil

Measure: Monthly data as at 31 March 2023 based on the average utilization rate (Peak and off-peak)

Result: Q3 = 29.99% average utilisation rate for venue utilisation across community and sporting clubs.

Peak Utilisaiton = 35.59%

Off-Peak Utilisation = 20.39%

Result = 29.99%

Core > or = 50%

20 30 40 50

Note: Amendments this quarter include removing "Business Hub" spaces (IT Training Suite and Business Enterprise Room 6) from Cove Civic Centre utilisation (as they're booked 100%, it was felt this was skewing the overall results for the centre), and the inclusion of the Opal Space for Glandore, and the Community Room at Trott Park.

ATTACHMENT 1a – Supporting Information

As at 31 March 2023 - 80% (16 projects) are on-track, including three that have been completed this financial year. 20% (4 projects) are considered off-track.

The on-track includes projects that were started or completed in the fourth-year targets of the 2022/23 financial year and also includes those projects that are deferred and not started.

Table 1: Year 4 Projects by exception (all other projects are considered on-track or completed)

Project Name	Q3 Supporting Comments
Sam Willoughby International BMX Complex	Extended Defects Liability Period ended. Resolving final berm issues and 8m start hill remediation and a small number of clubhouse defects.
Research technology and automated solutions for the management of assets and streetscapes	On going business activity
City Property Strategic Plan	Council has endorsed the "City of Marion Building Asset Strategy" (CoMBAS) and Implementation Guide. Preliminary concept designs developed for 262 Sturt Rd, MLC, Cosgrove Hall and Perry Barr Farm.
PROGRAM - Business Enterprise Systems Enhancement (DTP)	10 of the 12 projects that make up the program have been implemented. Outstanding projects include: *Asset Management AMIS * Financial Transformation (Rates & Property Module)

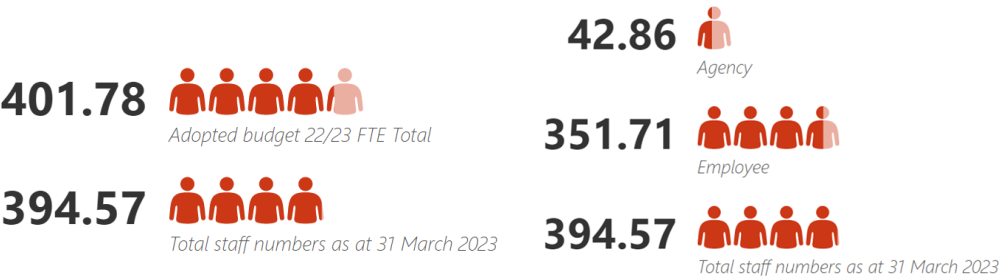
CEO and COUNCIL KPI Report Quarter Three 2022/23 – ATTACHMENT 2

KPI	Details	Core Target	Stretch Target	Qtr 1	Qtr 2	Qtr 3	Qtr 4
1	Financial sustainability.	Council maintains, on average a break even or better funding (cash) position over the Long-Term Financial Plan	Council maintains a break-even or positive cash funding position in delivering its Annual Budget	\$0.023m (forecast)	\$0.084m (forecast)	\$0.026 (forecast)	
				The result for the Q3 adopted budget is a forecast surplus of \$0.026m. The core target is forecast to be met with a surplus of \$1.518m over the ten years of the LTFP.			
2	Delivery of agreed projects identified in the <i>Annual Business Plan</i> and the fourth-year targets in the four-year plan.	Greater than or equal to 95%	No Stretch Target	85%	70%	80%	
				80% (16) projects are identified as being on track. 20% (4) projects are considered off-track. The Core target has not been met.			
3	Total employee costs (inc agency).	Less than or equal to 4.5% increase in actual employee costs (including agency staff) against prior year's actual costs – adjusted for Council endorsed changes to meet resourcing requirements	Less than or equal to 4% increase in actual employee costs (including agency staff) against prior year's actual costs – adjusted for Council endorsed changes to meet resourcing requirements	3.62% (forecast)	3.41% (forecast)	3.41% (forecast)	
				Q3 result: the 2022/23 forecast is \$41.826m which is a 3.41% increase over the 2022 audited result after adjusting for council endorsed changes and additional grant funded positions			
4	Overall Satisfaction with Council's performance	Greater than or equal to 75% rated as satisfied or above	Greater than or equal to 85% rated as satisfied or above	Annual Measure	Annual Measure	Annual Measure	
				This is an annual measure and a figure will be provided at the end of the 2022/23 financial year.			
5	Asset Renewal Funding Ratio	Asset Renewal Funding Ratio between 90 and 110%	Asset Renewal Funding Ratio greater than or equal to 100%	100% (Budgeted)	100% (Budgeted)	100% (Budgeted)	
				This is an annual measure and our budgeted result is 100%. The final figure will be provided at the end of the 2022/23 financial year.			
6	Delivery of Council's capital works program.	Greater than or equal to 85% delivery of Council's planned capital works program (adjusted for extraordinary items)	Greater than or equal to 90% delivery of Council's planned capital works program (adjusted for extraordinary items)	Annual Measure	Annual Measure	Annual Measure	
				This is an annual measure figure will be provided at the end of the 2022/23 financial year.			
7	Staff Engagement	Achievement of an overall employee pulse survey result of 75% based on 9 metrics with at least 50% employee participation per SLT department.	Achievement of an overall employee pulse survey result of 80% with at least 50% participation per SLT department.	69%	69%	69%	
				Q3 Result: Achieved 69% combined engagement results. The Core Target has not been met. Eight SLT Departments achieved at least a 50% participation rate and there were five departments that fell short of the target.			
8	Community engagement / communications	100%	NA	Met	Met	Met	
				There was no information identified in the Q3 reporting period that was identified as inaccurate or untimely when distributed to the Community. This KPI is currently met.			
9	Carbon Neutrality – carbon emissions footprint, measured against Council's endorsed Carbon Neural Plan (applicable 2021/22 onwards)	Actual annual emissions less than the plan's annual target emissions (reported every six months)	Actual annual emissions 5% less than the plan's annual target emissions	NA (reported bi-annually)	1,376(tCo ² e)	NA (reported bi-annually)	
				Measure: Plans annual target emissions = 3,800 tCo ² e Result: This is an annual Measure, reported bi-annually with the next figure to be provided at the end of Q4.			
10	Asset utilisation of Sports and Community venues	50% utilisation across venues (through the booking system)	No stretch target	30.27%	33.08%	29.99%	
				Q3 Result = 29.99% average utilisation rate for venue utilisation across community and sporting clubs. Peak Utilisation = 35.59% Off-Peak Utilisation = 20.39% The core target has not been met, however has increased on the previous quarter.			

ATTACHMENT 3

FULLTIME EQUIVALENT (FTE) EMPLOYEE AGENCY

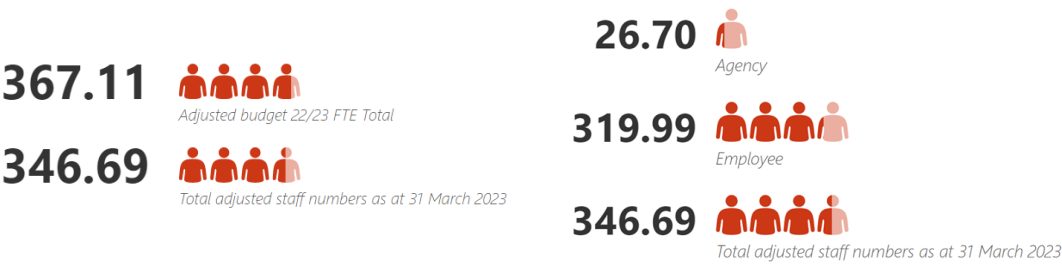
The number of FTE employees (staff and agency) employed across the organisation as at 31 March 2023.



There are currently 24 temporary vacant positions comprised of:

- | | |
|---|----|
| • Recruitment in progress (required position) | 22 |
| • Currently under review | 0 |
| • Vacant required position | 2 |

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



ATTACHMENT 4

LABOUR AND FTE MOVEMENT SUMMARY

	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Total Employee Costs (including Agency)	41,826	40,134	38,238	36,487	34,861	33,274	32,221	31,783	31,757
% Movement on Prior Year	4.25%	4.96%	4.79%	4.66%	4.77%	3.27%	1.40%	0.10%	0.70%
Total Number of Employees (FTE as at 30 June)	394*	387	370	358	365	360	344	342	348
% Movement on Prior Year	1.87%	4.59%	3.35%	-1.9%	1.38%	4.80%	0.60%	-1.70%	-0.90%

5-Year average FTE to June 2022 368

*as at 31 March 2023

12.3 WHS Report

Report Reference	GC230509DR12.3
Originating Officer	Unit Manager WHS – Mark Jentsch
Corporate Manager	Manager People and Culture - Sarah Vinall
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

The purpose of this report is to inform Council of key Work Health and Safety performance indicators.

EXECUTIVE SUMMARY

City of Marion has reported 0 Lost Time Injuries during April 2023. The 12 month Rolling Lost Time Injury Frequency Rate (LTIFR) has decreased from a high of 13.4 Lost Time Injuries per million hours worked in September 2022 to 10.2. The 12 month Rolling Total Recordable Injury Frequency Rate (Lost Time Injuries + Medically Treated Injuries) has decreased from 29.1 in December 2022 to 23.3 in April 2023.

The Lost Time Injury Frequency Rate for this financial year is 8.9.

RECOMMENDATION

That Council:

- 1. Notes this report**

ATTACHMENTS

1. GC Attachment WHS GC230509 Monthly WHS Report for meeting May 2023 [**12.3.1** - 2 pages]

WHS Monthly Performance Report for 01-30 April 2023

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 proactive 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 2022/23

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Total	Ave
21	17	30	10	12	3	4	9	13	4			123	12.3

Table 2: 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	5	8	8	3	4	11	72	6

Lost Time Injuries Reported (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 presented in Table 3 and can be compared against those reported last financial year which are presented in Table 4.

Table 5 provides description of the LTI's for the current financial year.

Table 3: Number of LTI's per month - Financial Year 2022/23

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Total
1	1	1	1	0	0	0	1	0	0			5

Table 4: Number of LTIs 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	1	0	0	1	1	0	2	0	5

Table 5: Outline of LTIs reported - Financial Year 2022/23

No.	Description of Incident	Mechanism of Injury	Injury Description
1	Stepping back from garden bed and slipped on loose soil.	Slipping on loose soil	Hyper extended right knee
2	Walking up steep slopes at skate park with blower vac.	Muscular stress while carrying objects on steep slopes	Ongoing pain in left hip
3	Accumulated back, neck and shoulder pain from change in task type.	Muscular stress	Pain developed in soft tissue
4	Slipped on stair tread after walking on wet carpet.	Slips and trips	Fractured ankle
5	Muscle strain in back pulling bin stand out of ground.	Muscular stress caused by lifting object	Muscle strain in back

Lost Time Injury Frequency Rate (Skytrust reporting data)

The Lost Time Injury Frequency Rate (LTIFR) is a measure of the occurrence of Lost Time Injuries per million hours worked. The current financial year LTIFR for the CoM is 8.9

Rolling Average Lost Time Injury Frequency Rate (Skytrust reporting data)

Rolling Average Lost Time injury frequency rate is a measure of the LTIFR trend over an extended reporting period.

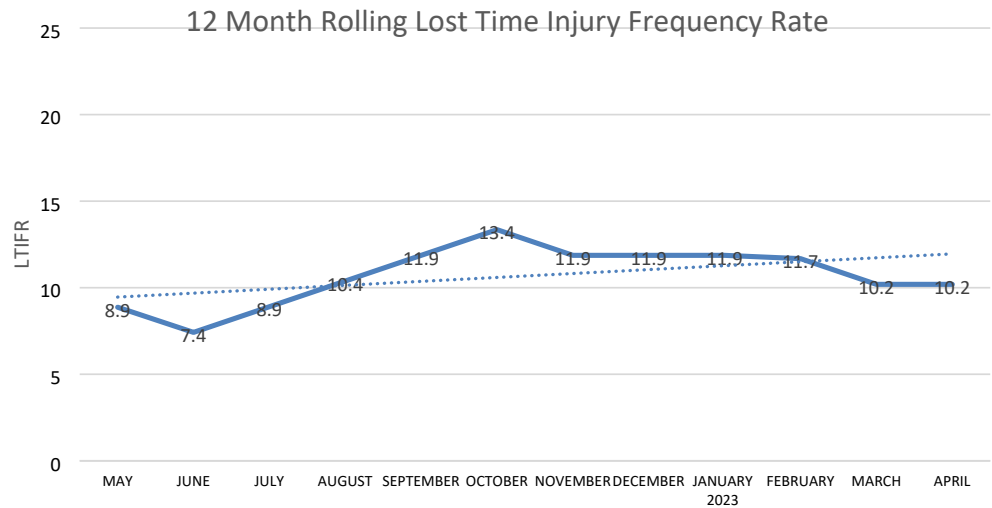


Figure 1: Rolling LTIFR over 12 months

Rolling Total Recordable Incident Frequency Rate (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, provides analysis of the TRIFR over the last 12 months.

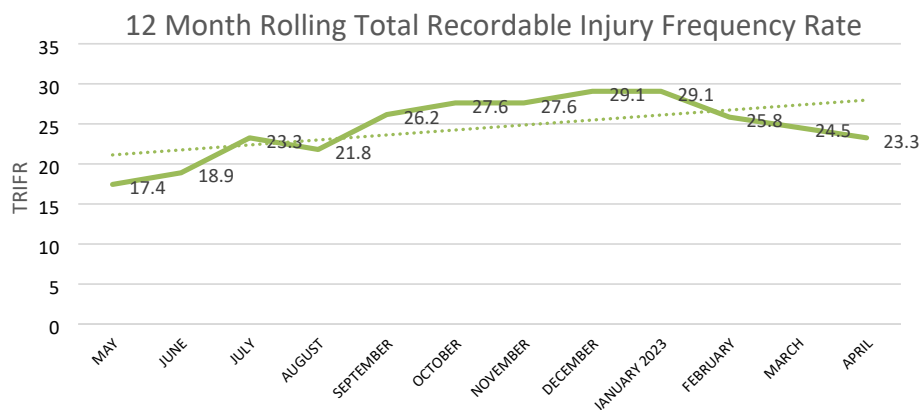


Figure 2: Rolling TRIFR over 12 months

12.4 Finance Report - March 2023

Report Reference	GC230314R12.4
Originating Officer	Assistant Financial Accountant – Melissa Virgin
Corporate Manager	Chief Financial Officer – Ray Barnwell
General Manager	General Manager Corporate Services - Angela Allison

REPORT OBJECTIVE

This report provides Council with information relating to the management of financial resources under its control as of March 2023. 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 \$5.4 million dollars (including grant assisted projects).

RECOMMENDATION

That Council:

1. **Receives the report “Finance Report – March 2023”**

DISCUSSION

This report is presented on a regular basis to provide Elected Members with key financial information to assist in monitoring Council’s financial performance against budget.

ATTACHMENTS

1. Finance Report Mar Appendix 1 Pts 1 2 3 [**12.4.1** - 4 pages]
2. Finance Report Mar Appendix 2 Pts 1 2 [**12.4.2** - 8 pages]
3. Finance Report Mar Appendix 3 Pts 1 2 [**12.4.3** - 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 2022-23 means a targeted operating surplus of between \$0 and \$10.041m.

Comment: Council currently has a net operating deficit result of \$2.765m before capital revenues, against a year to date forecast operating deficit budget of \$3.956m. The 2022-23 2nd budget review forecasts a net cash surplus of \$0.026m. This position is detailed in the attached Funding Statement and variation notes.

Capital Budget -
\$35.671m

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 110.39% of the year to date Capital Renewal Budget has been spent. This higher than forecast spend relates to budget timing, which will be aligned in budget review three.

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: \$1.400m of new borrowings and \$0.876m of principal repayment are budgeted for 2022-23, meaning that the overall loan liability balance is budgeted to increase by \$0.524m to \$4.097m by 30 June 2023. To date this loan has not been required.

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.

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.

Comment: Council's Reserves are fully cash backed and are detailed in the below table. Council's adopted budget for 2022-23 includes Transfer to Reserves of \$14.331m and Transfers from Reserves of \$21.927m, after accounting for amounts quarantined for specific projects or works, there is \$1.931m available.

Reserves (\$000s)	Asset Sustainability Reserve	Water Reserve - Oaklands Wetland	Open Space Reserve	Grants & Carryover Reserve	TOTAL ALL RESERVES
Opening Balance	10,151	1,153	2,512	12,853	26,669
Budgeted transfers to reserve	61	15	10	14,245	14,331
Budgeted transfers from reserve	(6,723)	(900)	0	(14,304)	(21,927)
Current Budgeted Closing Balance	3,489	268	2,522	12,794	19,073
Quarantined Funds	(3,280)	(268)	(800)	(12,794)	(17,142)
Projected Available Balance	209	0	1,722	0	1,931

The 2022-23 2nd budget review forecasts a net cash surplus of \$0.026m.

**Funding Statement
as at 31 March 2023**

Original Adopted Budget	Carryovers	Budget Review Adjustments		YTD Actual	YTD Budget	YTD Variance		Annual Budget	Note
\$'000	\$'000	\$'000		\$'000	\$'000	\$'000		\$'000	
Operating Revenue									
84,146	-	68	Rates	63,184	63,160	24	F	84,214	
2,194	-	334	Statutory Charges	1,457	1,439	18	F	2,527	
2,765	-	316	User Charges	2,627	2,593	34	F	3,081	
6,929	(1,203)	1,739	Operating Grants & Subsidies	4,769	4,291	478	F	7,465	A
200	-	660	Investment Income	667	649	18	F	860	
1,159	-	(72)	Reimbursements	706	618	88	F	1,087	
780	-	31	Other Revenues	314	190	124	F	811	B
365	-	-	Net gain - Equity Accounted Investments	-	-	-	-	365	
98,537	(1,203)	3,076		73,724	72,940	784	F	100,410	
Operating Expenses									
41,584	-	241	Employee Costs	30,556	31,626	1,070	F	41,825	C
24,314	3,355	4,780	Contractual Services	22,833	22,102	(731)	U	32,449	D
5,242	-	747	Materials	3,621	3,778	157	F	5,989	E
202	-	-	Finance Charges	100	109	9	F	202	
16,651	-	827	Depreciation	13,109	13,109	-	-	17,478	
8,404	-	(86)	Other Expenses	6,271	6,173	(98)	U	8,318	
96,396	3,355	6,510		76,490	76,897	407	F	106,261	
2,141	(4,558)	(3,434)	Operating Surplus/(Deficit) before Capital Revenues	(2,765)	(3,956)	1,191	F	(5,851)	
Capital Revenue									
6,651	3,217	6,447	Capital Grants & Subsidies	13,623	12,513	1,110	F	16,315	F
-	-	-	Contributed Assets	-	-	-	-	-	
-	-	-	Asset Disposal and Fair Value Adjustment	1,292	-	1,292	F	-	
6,651	3,217	6,447		14,915	12,513	2,402	F	16,315	
8,792	(1,341)	3,013	Net Surplus/(Deficit) resulting from operations	12,150	8,557	3,593	F	10,464	
16,651	-	827	add Depreciation	13,109	13,109	-	-	17,478	
-	-	-	add (Gain)/Loss on Asset Disposal	(1,292)	-	(1,292)	-	-	
(365)	-	-	less Share of Profit Equity Accounted Investments	-	-	-	-	(365)	
25,078	(1,341)	3,839	Funding available for Capital Investment	23,966	21,665	2,301	F	27,577	
Capital									
10,548	5,207	(1,776)	less Capital Expenditure - Renewal	6,957	6,302	(655)	U	13,980	G
29,847	6,356	(14,512)	less Capital Expenditure - New	10,575	8,762	(1,813)	U	21,691	H
-	-	-	less Capital - Contributed assets	-	-	-	-	-	
-	-	-	add Proceeds from Sale of Surplus Assets	(1,986)	-	1,986	F	-	I
(15,317)	(12,904)	20,127	Net funding increase/(decrease)	8,420	6,601	1,819	F	(8,094)	

Original Adopted Budget \$'000	Carryovers \$'000	Budget Review Adjustments \$'000		YTD Actual \$'000	YTD Budget \$'000	YTD Variance \$'000	Annual Budget \$'000	Note
Funded by								
Loans								
4,400	-	(3,000)	Loan Principal Receipts (Net)	-	-	-	1,400	
-	-	-	Loan Receipts/(Payments) from Sporting Clubs (Net)	-	-	-	-	
(876)	-	-	Loan Principal Repayments	(432)	(432)	-	(876)	
3,524	-	(3,000)	Loan Funding (Net)	(432)	(432)	-	524	
Movement in level of cash, investments and accruals								
23	-	3	Cash Surplus/(Deficit) funding requirements	16,384	13,765	2,619	26	
(11,817)	(12,904)	17,125	Reserves Net - Transfer to/(Transfer from)	(8,396)	(7,596)	800	(7,596)	J
(11,794)	(12,904)	17,128	Cash/Investments/Accruals Funding	7,988	6,169	3,419	(7,570)	
15,317	12,904	(20,127)	Funding Transactions	(8,420)	(6,601)	(1,819)	F 8,094	K

Variation Notes

A	Operating Grants & Subsidies	Favourable \$478k	Reflects budget-timing variances with regards to Roads to Recovery.
B	Other Revenues	Favourable \$124k	Relates to a number of budget-timing variances which are individually insignificant.
C	Employee Costs	Favourable \$1,070k	Predominantly reflects budget-timing variances in addition to savings from temporarily vacant positions.
D	Contractors	Unfavourable \$731k	Reflects budget-timing variances with regards to Marino Hall (\$219k), Proactive Footpath Repair Program (\$160k), IT Licences paid up front (\$123k) and a number of variances which are individually insignificant.
E	Materials	Favourable \$157k	Relates to a number of budget-timing variances which are individually insignificant.
F	Capital Grants & Subsidies	Favourable \$1,110k	Reflects the receipt of the final grant for the Coastal Walking Trail. Timing for this will be adjusted in 3 rd budget review.
G	Capital Expenditure (Renewal)	Unfavourable \$655k	Predominately reflects budget-timing variances with regards to the Seacliff Water Extension (Marion Water Business) (\$453k) and Tarnham Road Tennis Courts and Playspace (\$197k).
H	Capital Expenditure (New)	Unfavourable \$1,813k	Predominately relates an unbudgeted purchase of land.
I	Proceeds from the Sale of Surplus Assets	Favourable \$1,986k	Relates to an unbudgeted sale of council land.
J	Reserve Transfers	\$800k	Relates to an unbudgeted transfer to Open Space Reserve for funds received from the sale of council land, offset by an unbudgeted transfer from Open Space Reserve for the purchase of land.
K	Funding Transactions	Favourable \$1,819k	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.

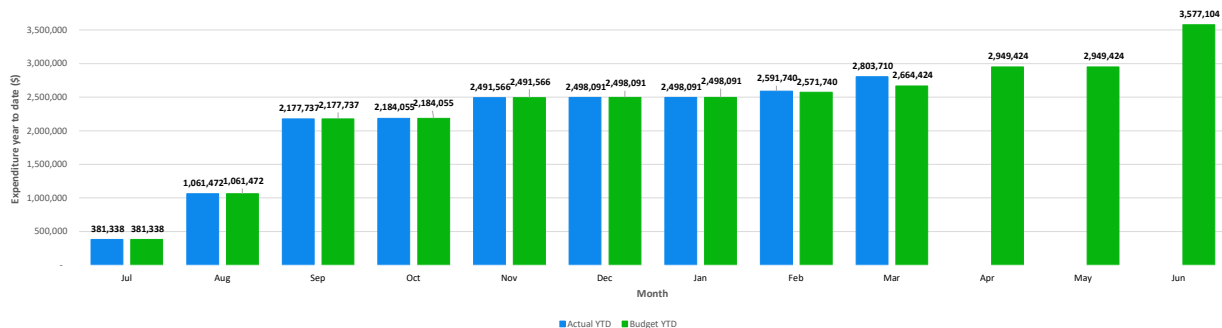
Funding Transactions

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

Road Reseal

Monthly Comment

Program is in progress and on track with 46 out of 49 programmed roads complete. The remainder of the projects in this program are anticipated to be complete by end of financial year.



Kerb and Water Table

Monthly Comment

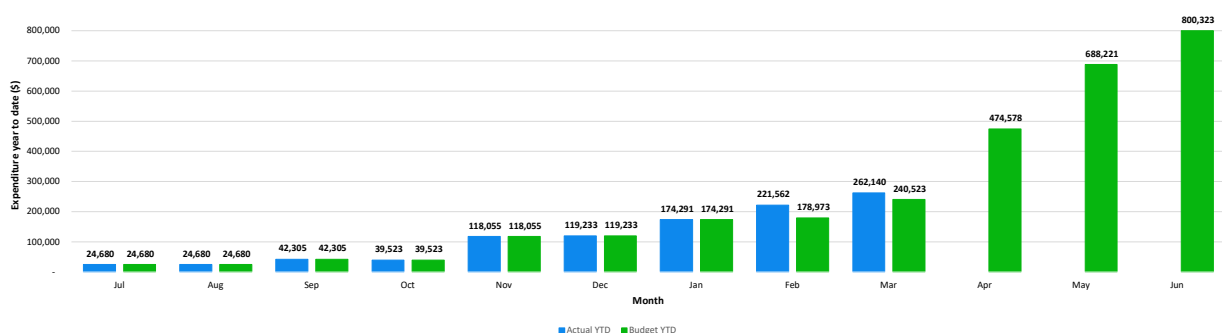
Kerb and Water Table and Kerb Ramp Program are in progress and anticipated to be complete by end of financial year.



New Footpath Construction

Monthly Comment

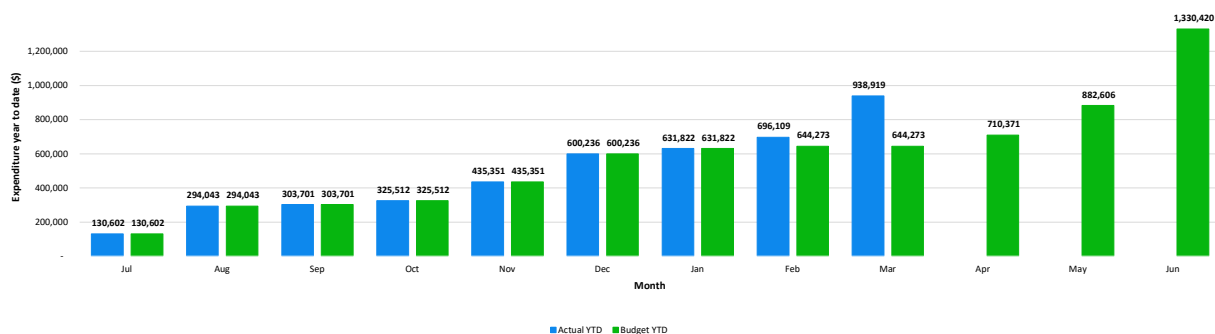
Program is in progress and on track. Design has been complete for Majors Road, majority of this project is anticipated to be carried over. Works at Breakout Creek are also anticipated to be carried over.



Renewal Footpath Construction

Monthly Comment

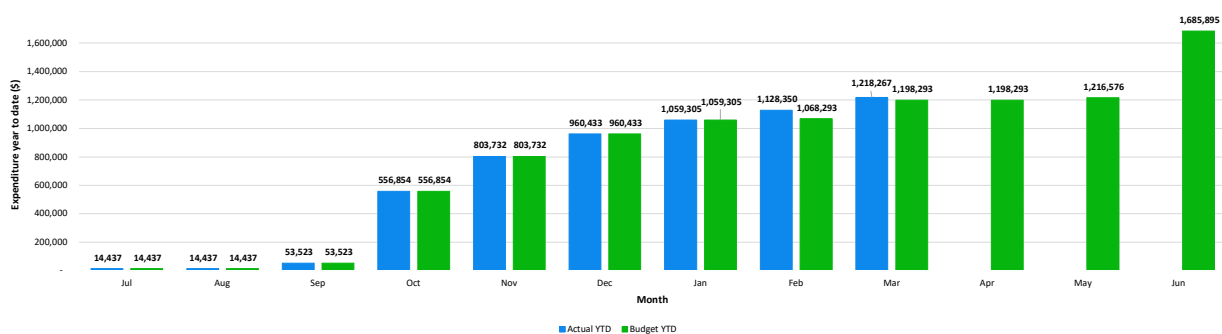
Program is in progress with 13 sites complete. This program is anticipated to be complete by end of financial year.



Transport

Monthly Comment

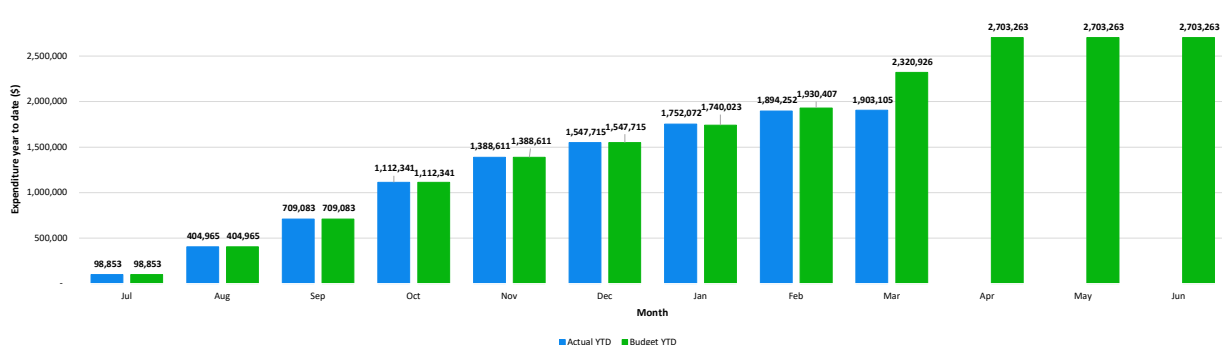
Program in progress with 11 projects complete. This program is anticipated to be complete by end of financial year.



Drainage

Monthly Comment

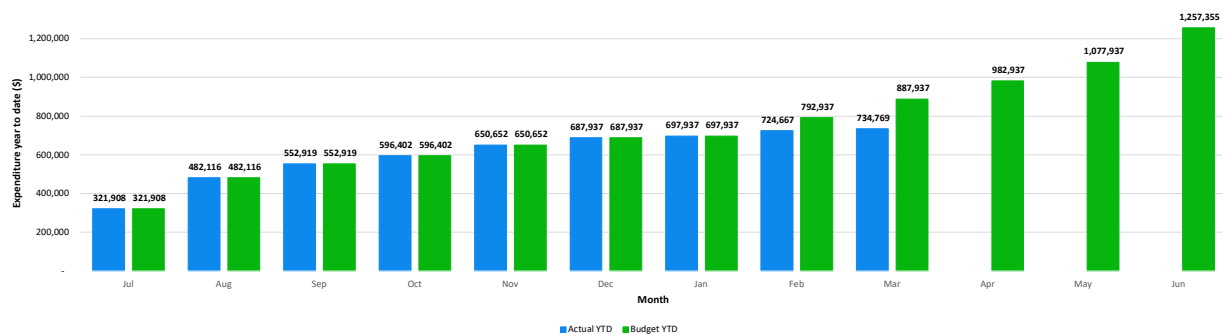
Program in progress with Dalkeith Avenue complete. Clark Avenue/Naldera Street is 20% complete and is anticipated to be complete by end of financial year.



Street Trees

Monthly Comment

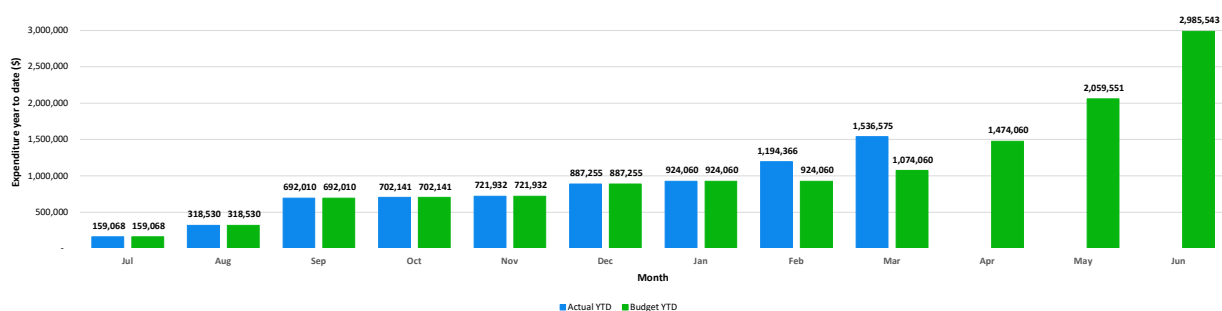
Program has commenced with 3,400 out of 3,900 trees from the Tree Planting Program complete. Planting will recommence on the Advanced Tree Planting Program and Street Tree Program in April/May.



Streetscapes

Monthly Comment

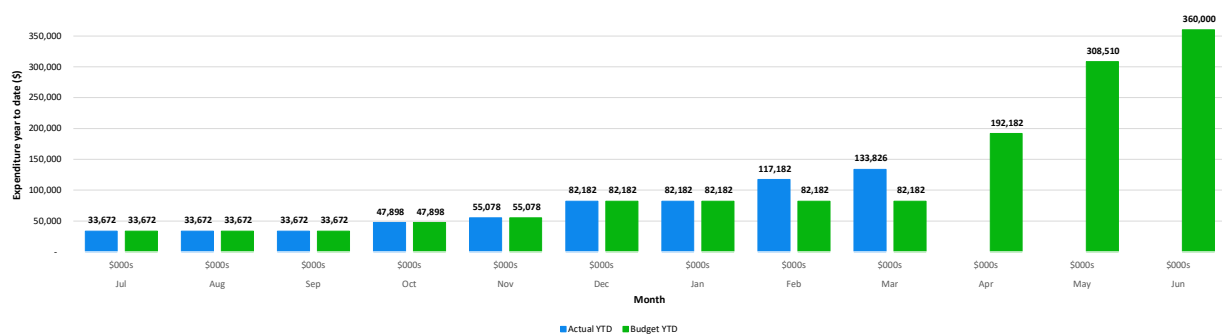
Program in progress with works at Messines Avenue, Diagonal Road and Sturt Road complete. Works on Birch Crescent Streetscape and Morphett Road are in progress and anticipated to be complete by end of financial year.



Irrigation

Monthly Comment

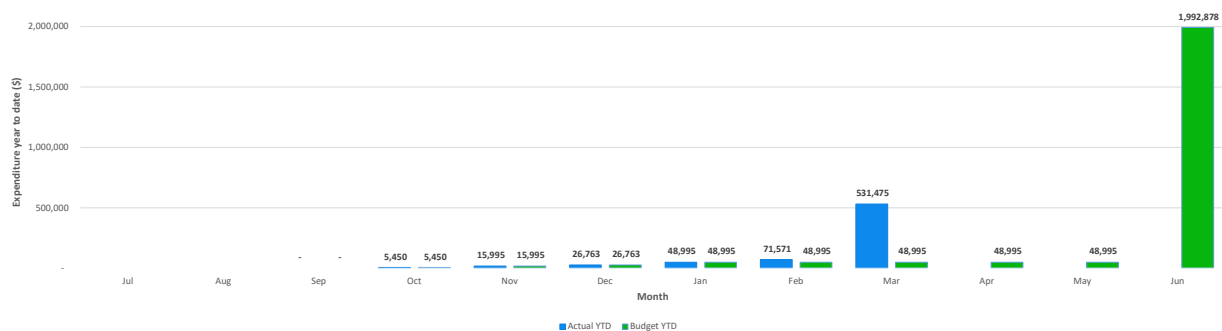
Works at Mitchell Park are complete. The remainder of this program is anticipated to be complete by end of financial year.



Wetlands

Monthly Comment

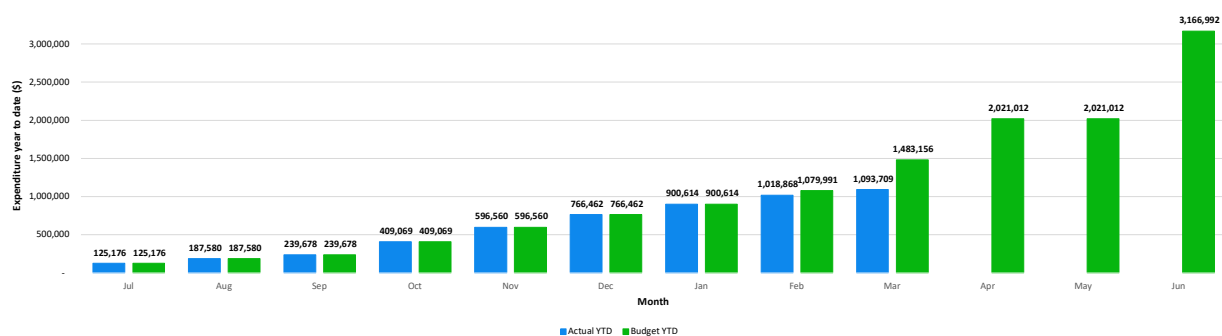
\$1.3m of the program budget relates to the Seaclyff Water Extension (Marion Water Business) which has been endorsed by council and has commenced. All other projects in this program are on track and are anticipated to be complete by end of financial year.



Open Space Developments

Monthly Comment

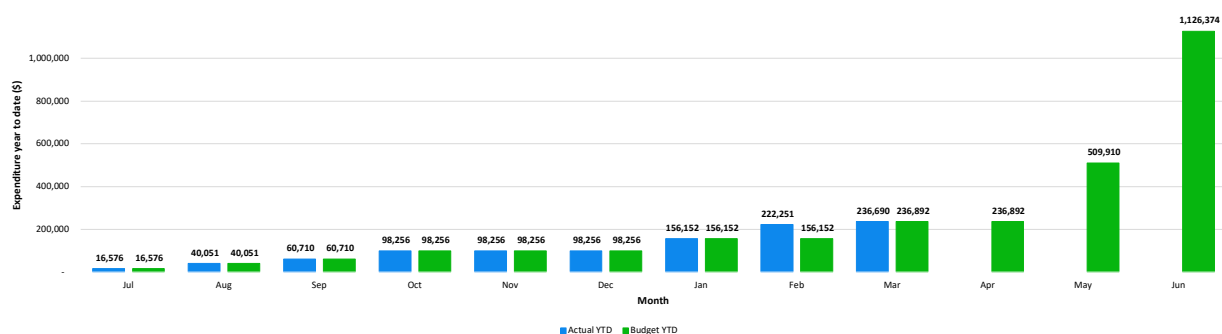
Program is in progress and on track. Construction is underway for 5 projects, procurement for four toilets has occurred and are scheduled to be installed in May. Program is anticipated to be complete by end of financial year.



Sports Facilities and Courts

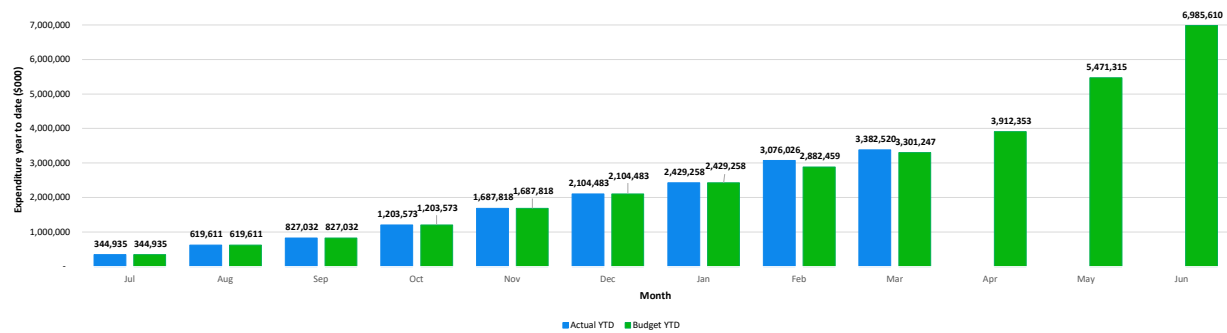
Monthly Comment

Program in progress with works on Edwardstown Bowls Club Bench Shade and Glandore Cricket Nets complete. Lights have been ordered for the Ascot Park Lighting Project and are anticipated to be installed in May. A concept design is being created for Warradale Park Tennis Club which will go to Council in June



Building Upgrades

Monthly Comment
Program in progress with the Coach House Rehabilitation, Tarnham Road Upgrades and Edwardstown Oval Screen complete. Contractors have been appointed for the Marion Outdoor Pool Boiler Replacement and Roof Access System. Works on the Boatshed Café Upgrades are anticipated to be a carryover.



Marino Hall Upgrade

	2022-23 Actual YTD	2022-23 Budget	Project Cost At Completion
Income			
State Government Grant Contribution	500,000	500,000	500,000
Commonwealth Government Grant Contribution	-	2,500,000	3,000,000
Total Income	500,000	3,000,000	3,500,000
Expenditure			
Operating	-	-	-
Capital Construction	(300,254)	(300,000)	(6,835,000)
Total Expenditure	(300,254)	(300,000)	(6,835,000)
Project Result Surplus/(Deficit)	199,746	2,700,000	(3,335,000)

The remaining \$3.335m of project funding required will be funded by Council.

Council have received the State Governments contribution to this project.

Coastal Walkway

	2022-23 Actual YTD	2022-23 Budget	Project Cost At Completion
Income			
State Government Grant Contribution	1,107,417	-	2,440,604
Total Income	1,107,417	-	2,440,604
Expenditure			
Operating	-	-	-
Capital Construction	(821,604)	(6,500,000)	(10,456,000)
Total Expenditure	(821,604)	(6,500,000)	(10,456,000)
Project Result Surplus/(Deficit)	285,813	(6,500,000)	(8,015,396)

The remaining \$8.015m of project funding required will be funded by Council.

Council have received the State Governments contribution to this project.

Cove Sports and Community Club

	2022-23 Actual YTD	2022-23 Budget	Project Cost At Completion
Income			
State Government Grant Contribution	2,500,000	2,500,000	2,500,000
Total Income	2,500,000	2,500,000	2,500,000
Expenditure			
Operating	-	-	-
Capital Construction	(219,509)	(500,000)	(7,220,000)
Total Expenditure	(219,509)	(500,000)	(7,220,000)
Project Result Surplus/(Deficit)	2,280,491	2,000,000	(4,720,000)

The remaining \$4.720m of project funding required will be funded by Council.

Council have received the State Governments contribution to this project.

Sundry Debtors Report - Ageing report as at 31 March 2023

Appendix 3

Debtor	Total Balance	Current	30 Days	60 Days	90 Days	90+ Days	Percentage of total 90+ day balance	Comments for 90+ Day balances
General Total	23,270.97	14,147.97	6,605.00	800.00	800.00	918.00	0%	Made up of 2 out of 15 debtors. One account totalling \$800.00 has subsequently been settled in April.
Neighbourhood Centres Total	11,781.50	7,371.50	1,290.00	1,476.00	210.00	1,434.00	0%	Made up of 3 out of 20 debtors.
Regulatory Services Land Clearing Total	20,922.64	3,267.00	.00	.00	.00	17,655.64	3%	Made up of 4 out of 13 debtors. Two accounts totalling \$5,692.50 are on payment plans. Two accounts totalling \$11,963.14 are in the process of being transferred to their rates account.
City Property - Leased Facilities Total	299,147.71	153,953.56	13,788.86	16,782.46	2,504.04	112,118.79	18%	Made up of 5 out of 45 debtors. One account totalling \$43,000.62 is being worked through with the debt collector. Three accounts totalling \$68,720.84 are on a payment plans, with payments of \$7,889.45 being subsequently received. One account totalling \$397.33 has subsequently been settled in April.
City Property - Sporting Facilities Total	1,422.23	1,422.23	.00	.00	.00	.00		
Civil Services Private Works Total	58,671.35	17,790.00	.00	3,650.00	13,618.35	23,613.00	4%	Made up of 12 out of 30 debtors in this category with three accounts totalling \$8,660.00 relating to works not commenced, awaiting payment. Three accounts totalling \$1,678.00 are on payment plans. Four accounts totalling \$11,585.00 are in the process of being transferred to their rates accounts as a charge on the land.
Swim Centre Debtors Total	54,915.24	46,614.36	1,307.00	5,210.38	1,783.50	.00	0%	
Grants & Subsidies Total	1,766,508.70	1,220,358.70	3,300.00	17,600.00	82,500.00	442,750.00	72%	Made up of 2 out of 7 debtors in this category, with one account totalling \$412,500.
Environmental Health Inspections Total	21,404.50	4,327.20	812.00	.00	4,455.40	11,809.90	2%	Made up of 58 out of 146 debtors, with none individually significant.
Marion Cultural Centre Total	11,274.60	1,134.20	741.40	619.00	7,508.80	1,271.20	0%	Made up of 2 out of 15 debtors in this category.
Local Government Total	94,689.63	11,329.55	79,259.24	4,100.84	.00	.00	0%	
City Activation Total	18,920.00	18,920.00	.00	.00	.00	.00	0%	
Total	2,382,929.07	1,500,636.27	107,103.50	50,238.68	113,380.09	611,570.53		
Total Aging Profile		63%	4%	2%	5%	26%		

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

*any category that does not have any outstanding invoices will not be displayed.

Rates Report - Collection of Rates to 31 March 2023

ANALYSIS OF OUTSTANDING RATES AS AT 31 MARCH 2023

	<u>Note</u>		% of Total Annual Rates
CURRENT	1	\$ 16,233,797	19.3%
OVERDUE	2	\$ 1,973,377	2.3%
ARREARS	3	\$ 1,099,691	1.3%
INTEREST	4	\$ 58,427	0.1%
POSTPONED	5	\$ 251,200	0.3%
LEGALS	6	\$ 18,449	0.0%
		\$ 19,634,943	23.3%
TOTAL ANNUAL RATES FOR 2022/23		\$ 84,159,736	

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.

13 Workshop / Presentation Items - Nil

14 Motions With Notice - Nil

15 Questions With Notice

15.1 Traffic Investigations

Report Reference	GC230509Q15.1
Council Member	Councillor – Mayor Hanna

QUESTION

**How many traffic investigations were carried out in 2022?
How many of these concluded that a change to infrastructure was warranted (e.g., traffic calming devices, kerb treatments, line marking, etc)?**

SUPPORTING INFORMATION

Nil

Response Received From	Manager Engineering, Assets and Environment – Mathew Allen
Corporate Manager	Manager Engineering, Assets and Environment – Mat Allen
General Manager	General Manager City Services – Ben Keen

STAFF COMMENTS

Analysing the data in the City of Marion's customer request system 'Salesforce' there were a total of 408 traffic related queries/requests in 2022. Requests are predominantly relating to speeding traffic, traffic volume and sight lines issues on roads or at intersections.

Approximately 142 (35%) of those queries/requests resulted in an action or change to infrastructure. The majority of actions involve line marking treatments such as solid white centre lines at junctions, yellow lines around corners at junctions to reiterate where it is not permitted to park and improve sight lines and safety bar installations.

16 Motions Without Notice**17 Questions Without Notice****18 Other Business****19 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.