

His Worship the Mayor
Councillors
City of Marion

Notice of General Council Meeting

Council Chamber, Council Administration Centre
245 Sturt Road, Sturt

Tuesday, 27 August 2024 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 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)

5 Confirmation of Minutes

5.1 Confirmation of Minutes of the General Council Meeting held on 23 July 2024

Report Reference	GC240827R5.1
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 23 July 2024 be taken as read and confirmed.

ATTACHMENTS

1. G C 240723 - Minutes [5.1.1 - 17 pages]



**Minutes of the General Council Meeting
held on Tuesday, 23 July 2024 at 6.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**

**PRESENT**

His Worship the Mayor Kris Hanna

Councillor Jayne Hoffmann

Councillor Nathan Prior

Councillor Raelene Telfer

Councillor Renuka Lama (from 6.38pm)

Councillor Luke Naismith (from 6.32pm)

Councillor Jana Mates

Councillor Jason Veliskou

Councillor Amar Singh

Councillor Sarah Luscombe

In Attendance

Chief Executive Officer - Tony Harrison

General Manager Corporate Services - Tony Lines

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

- Nil interests were disclosed.



5 Confirmation of Minutes

5.1 Confirmation of Minutes of the General Council Meeting held on 25 June 2024

Report Reference GC240723R5.1

Moved Councillor Telfer

Seconded Councillor Mates

That the minutes of the General Council Meeting held on 25 June 2024 be taken as read and confirmed.

Carried Unanimously

6 Communications

Moved Councillor Mates

Seconded Councillor Hoffmann

That the following Communication reports be moved en bloc:

- Mayoral Communication Report
- CEO and Executive Communication Report

Carried Unanimously

6.1 Elected Member Verbal Communications

Nil

6.2 Mayoral Communication Report

Report Reference GC240723R6.2

Name of Council Member Mayor - Kris Hanna

Date	Event	Comments
22/06/2024	The Boatshed Renovations Opening ceremony	Attended and gave speech
22/06/2024	Seacliff Golf Course "first dig"	Attended
22/06/2024	Refugee Week Concert at MCC	Attended and gave speech
In addition, the Mayor has met with residents, MPs and with the CEO and Council staff regarding various issues		

Moved Councillor Mates

Seconded Councillor Hoffmann

That the Mayoral Communication report be received and noted.

Carried Unanimously

6.3 CEO and Executive Communication Report

Report Reference GC240723R6.3

Date	Activity	Attended By
18/06/2024	Dinner meeting – Portable technology	Angela Allison
20/06/2024	Meeting with Sol Energy	Angela Allison
20/06/2024	SA Aquatic Leisure Centre – Tour	Tony Lines
20/06/2024	Meeting Marion Tennis Club	Tony Lines
20/06/2024	Meeting with City of Charles Sturt re Power Purchase Agreement	Brian Green
24/06/2024	Meeting Morphettville Residential Development Catch up	Tony Lines Alex Wright
26/06/2024	Meeting with Co-Founder ShineHub	Brian Green
27/06/2024	Tonsley PCG Bi-Monthly Meeting	Tony Lines
27/06/2024	Event Junction Australia - Smoking Ceremony and Sod Turn	Tony Harrison
27/06/2024	Meeting with ShineHub re Sustainable Solar Scheme	Angela Allison Brian Green
27/06/2024	SWRWA Board meeting	Angela Allison
01/07/2024	Meeting Marion Tennis Club	Tony Lines
01/07/2024	Meeting Seamus Scanlon – Interview for CEO Local Government Index	Tony Harrison
01/07/2024	Meeting Nicolle Flint – Federal Candidate for Boothby	Tony Harrison
01/07/2024	Meeting Michael Kelleedy and Tracey Riddle re 2024 CEO Forum	Tony Harrison
03/07/2024	Meeting Council Assessment Panel	Tony Lines
06/07/2024	MC Aldridge Avenue Reserve Opening	Tony Harrison
10/07/2024	Meeting Matthew Hobby Perks Solutions	Tony Harrison
12/07/2024	Meeting Pelligra	Tony Harrison Tony Lines
17/07/2024	SAALC Governance Meeting	Tony Lines Ben Keen
19/07/2024	Meeting Paul Sutton, CEO City of Charles Sturt and Mark Withers, CEO Port Adelaide Enfield re Cross Council Collaboration	Tony Harrison

GC240723 - General Council Meeting - 23 July 2024

**Moved Councillor Mates****Seconded Councillor Hoffmann**

That the CEO and Executive Communication report be received and noted.

Carried Unanimously

7 Adjourned Items - Nil**8 Deputations****8.1 Merchant Avenue, Mitchell Park**

Report Reference GC240723D8.1

Ms Lenice Ireland gave a five-minute deputation regarding the tree debris on Merchant Avenue, Mitchell Park

6.44pm Councillor Veliskou left the meeting

9 Petitions - Nil**10 Committee Recommendations****10.1 Confirmation of Minutes of the Infrastructure and Environment Committee Meeting held on 11 June 2024**

Report Reference GC240723R10.1

Moved Councillor Hoffmann**Seconded Councillor Luscombe**

That Council:

1. Receives and notes the minutes of the Infrastructure and Environment Committee meeting held on 11 June 2024.
2. Notes that separate reports will be brought to Council for consideration of any recommendations from the Infrastructure and Environment Committee.

Carried Unanimously

11 Confidential Items**Moved Councillor Telfer****Seconded Councillor Luscombe**

That the following cover reports to move into confidence be moved en bloc:

- *Cover Report – Revocation of Community Land Process – Edwardstown*
- *Cover Report - Nungamoora - Interim Update*
- *Cover Report - Culinary Escapades - Debt Consideration*
- *Cover Report - Warradale Tennis Club Redevelopment*

Carried Unanimously



11.1 Cover Report - Revocation of Community Land Process – Edwardstown

Report Reference

GC240723F11.1

Moved Councillor Telfer**Seconded Councillor Luscombe**

That Council:

1. Pursuant to Section 90(2) and (3)(b) of the Local Government Act 1999, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240723F11.1 Revocation of Community Land Process – Edwardstown, except the following persons: Chief Executive Officer, Manager Office of CEO, General Manager City Development, General Manager City Services, General Manager Corporate Services, Chief Financial Officer, Manager City Property, Unit Manager Property and Facilities, Team Leader Property, Property Officer, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item: - information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting business.
2. Notes the disclosure of this information would, on balance, be contrary to the public interest because given the information relates to the commercial information of a confidential nature of which could reasonably be expected to prejudice the commercial position of the person who supplied the information.
3. Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

6.45pm the meeting went into confidence.

6.45pm Councillor Veliskou re-entered the meeting

Moved Councillor Prior**Seconded Councillor Veliskou**

That the item be adjourned to the General Council meeting to be held in August 2024 to allow additional information to be received.

Carried

7.24pm the meeting came out of confidence



11.2 Cover Report - Nungamoora - Interim Update

Report Reference

GC240723F11.2

Moved Councillor Telfer**Seconded Councillor Luscombe**

That Council:

1. Pursuant to Section 90(2) and (3)(a and b) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC24072311.2 - Nungamoora Interim Update, except the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the CEO, Manager City Activation, Manager City Property, Project Manager Infrastructure, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be private information.
2. Section 90(2) and (3)(a and b) Notes the disclosure of this information would, on balance, be contrary to the public interest because it includes private land valuation financial figures, consideration, or discussion of the information in public would, on the balance, be considered personal under privacy law.
3. Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

7.24pm the meeting went into confidence

Moved Councillor Prior**Seconded Councillor Luscombe**

That Council:

1. Pursuant to section 91(7) of the *Local Government Act 1999*, orders that the following documents relating to Agenda Item GC240723F11.2 – Nungamoora Interim Update, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(a and b) of the Act:
 - Report – C240723F11.2 - Nungamoora Interim Update
 - Minutes – GC240723F11.2 - Nungamoora Interim Update

on the grounds that document(s) relates to information concerning the personal information of personal addresses the disclosure of which could unreasonable being sensitive and are details of which are only known to those working on the project, the disclosure of which would be unreasonable, being information relating to the personal information of individuals and addresses and with whom the Council conducting business or would prejudice the commercial position of Council. Sections 90(2) and 90(3)(a and b) of the Act notes the disclosure of this information would, on balance, be contrary to the public interest because it includes private land valuation financial figures, consideration, or discussion of the information in public would, on the balance, be considered personal under privacy law.



4. Determines this order shall operate until it is revoked and will be reviewed every 12 months if the confidentiality period is longer than 12 months in duration.
5. Pursuant to section 91(9)(c) of the Local Government Act 1999, delegates to the Chief Executive Officer the power to revoke this order in whole or part.

Carried Unanimously

6.27pm the meeting came out of confidence

11.3 Cover Report - Culinary Escapades - Debt Consideration

Report Reference GC240723F11.3

Moved Councillor Telfer

Seconded Councillor Luscombe

That Council:

1. Pursuant to Section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240723F11.3 - Culinary Escapades Debt Consideration except the following persons: Chief Executive Officer, General Manager City Development, General Manager Corporate Services, General Manager City Services, Manager Office of the Chief Executive, Manager City Property, Unit Manager Property & Facilities, Team Leader Property, Property Officer, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to prejudice the commercial interest of Council.
2. Notes the disclosure of this information would, on balance, be contrary to the public interest because it may prejudice the commercial interests of Council.
3. Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

7.27pm the meeting went into confidence

Moved Councillor Telfer

Seconded Councillor Veliskou

That Council:

1. Pursuant to section 91(7) of the Local Government Act 1999, orders that the following document(s) relating to Agenda Item GC240723F11.3 shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(b) of the Act:
 - Report GC240723F11.3 – Culinary Escapades – Debt Consideration



- Minutes referring to GC240723F11.3 – Culinary Escapades – Debt Consideration on the grounds that the document(s) relates to information the disclosure of which could reasonably be expected to prejudice the commercial interests of Council.

3. Determines this order shall operate until it is revoked and will be reviewed every 12 months.

4. Pursuant to section 91(9)(c) of the Local Government Act 1999, delegates to the Chief Executive Officer the power to revoke this order in whole or part.

Carried

7.33pm the meeting came out of confidence.

11.4 Cover Report - Warradale Tennis Club Redevelopment

Report Reference GC240723F11.4

Moved Councillor Telfer

Seconded Councillor Luscombe

That Council:

1. Pursuant to Section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240723F11.4- Warradale Tennis Club Redevelopment, except the following persons: Chief Executive Officer, Manager Office of the CEO, General Manager City Development, General Manager City Services, General Manager Corporate Services, Chief Financial Officer, Manager City Property, Unit Manager Property Strategy and Delivery, Sport and Community Facilities Planner, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom Council is proposing to conduct business; and would prejudice the commercial position of the Council.
2. Section 90(2) and (3)(b) notes the disclosure of this information would, on balance, be contrary to the public interest because an open tender has yet to be undertaken and the cost estimates contained in the report could adversely influence the tenders submitted in the future.
3. Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

7.33pm the meeting went into confidence

**Moved Councillor Prior****Seconded Councillor Naismith**

That Council:

1. Pursuant to section 91(7) of the Local Government Act 1999, orders that the following document(s) relating to Agenda Item GC240723F11.4 - Warradale Tennis Club Redevelopment, shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(b) of the Act:
 - Report – GC240723F11.4 – Warradale Tennis Club Redevelopment
 - Attachment 1 – Options 1,2,3,3A
 - Minutes relating to GC240723F113.4 – Warradale Tennis Club Redevelopment.

on the grounds that the document(s) relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is proposed to conduct business; and would prejudice the commercial position of Council and which would, on balance, be contrary to the public interest, being the procurement process to engage a contractor to deliver the construction stage of the project. The information to be considered in relation to this Agenda Item includes costings for design options to be tendered in the future, the disclosure of which would confer a commercial advantage on the preferred tenderer and prejudice the Council's commercial position.
2. Notes the disclosure of this information would, on balance, be contrary to the public interest given the community would want Council to be able to source the best value proposal to deliver the project.
3. Determines this order shall operate until the execution of the construction contract to deliver the project and will be reviewed every 12 months.
4. Pursuant to section 91(9)(c) of the Local Government Act 1999, delegates to the Chief Executive Officer the power to revoke this order in whole or part.

Carried

7.43pm the meeting came out of confidence

7.44pm Councillor Naismith left the meeting

7.44pm Councillor Singh left the meeting

7.44pm Councillor Lama left the meeting



12 Corporate Reports for Decision

12.1 Basketball Engagement - Consultation Outcomes

Report Reference GC240723R12.1

7.46pm Councillor Naismith re-entered
 7.46pm Councillor Singh re-entered the meeting
 7.48pm Councillor Lama re-entered the meeting

Moved Councillor Telfer

Seconded Councillor Lama

That Council:

1. Notes the feedback received from the community.
2. Endorses the project team to pursue the design and construction of a 5-court basketball stadium in Norfolk Road, subject to standard project approval milestones.
3. Notes that further community consultation will be undertaken at the end of the concept design stage.

Carried Unanimously

Order of Agenda

The Mayor sought and was granted leave of the meeting to vary the order of the agenda and consider item 12.2 *Draft Strategic Plan 2024-2034 for Community Consultation* at the conclusion of Corporate Reports for Noting.

12.3 Local Government Finance Authority AGM - Council Representative Nomination

Report Reference GC240723R12.3

Moved Councillor Prior

Seconded Councillor Telfer

That:

1. The nominated Council Representative for the Local Government Finance Authority Annual General Meeting 2024 is Mayor Hanna.

Carried Unanimously

12.4 Scouts SA Cumbria Court

Report Reference GC240723R12.4

Moved Councillor Telfer

Seconded Councillor Lama

That Council:

1. Notes that subject to Development Approval having been granted for Scouts SA use of 1 Cumbria Court, a further report will be presented to a General Council Meeting on or before 24 September 2024 to seek a decision regarding the formal grant of lease to Scouts SA.

Carried Unanimously

GC240723 - General Council Meeting - 23 July 2024



12.5 Asset Management Plans - endorsement for public consultation

Report Reference GC240723R12.5

Moved Councillor Veliskou

Seconded Councillor Naismith

That Council:

1. Endorses the Draft City of Marion Coastal Walkway Asset Management Plan (and respective snapshot) for public consultation (Attachments 1 & 2).
2. Endorses the Draft City of Marion Open Space Asset Management Plan (and respective snapshot) for public consultation (Attachments 4 & 5).

Carried Unanimously

12.6 Asset Management Plans - final endorsement

Report Reference GC240723R12.6

Moved Councillor Telfer

Seconded Councillor Hoffmann

That Council:

1. Endorses the City of Marion Artworks, Culture & Heritage Asset Management Plan 2024-2034 (Attachment 1).
2. Notes the allocation of \$50,000 in each year 2028-29 and 2033-34 for inclusion in the Long-Term Financial Plan to maintain the Tjilbruiki Gateway public art feature.
3. Endorses the City of Marion Fleet, Plant & Equipment Asset Management Plan 2024-2034 (Attachment 2).
4. Endorses the City of Marion Stormwater Asset Management 2024-2034 (Attachment 3).

Carried

13 Corporate Reports for Information/Noting

Moved Councillor Telfer

Seconded Councillor Prior

That the following Corporate Reports for Information / Noting be moved en bloc:

- *Monthly Work Health and Safety Report*
- *Questions Taken on Notice Register*
- *SRWRA Board Meeting 27 June 2024 – Constituent Council Information Report*

Carried Unanimously



13.1 Monthly Work Health and Safety Report

Report Reference GC24072313.1

Moved Councillor Telfer

Seconded Councillor Prior

That Council:

1. Note this report

Carried Unanimously

13.2 Questions Taken on Notice Register

Report Reference GC240723R13.2

Moved Councillor Telfer

Seconded Councillor Prior

That Council:

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

Carried Unanimously

13.3 SRWRA Board Meeting 27 June 2024 - Constituent Council Information Report

Report Reference GC240723R13.3

Moved Councillor Telfer

Seconded Councillor Prior

That Council:

1. Notes the Constituent Council Information Report from SRWRA Board Meeting, 27th June 2024.

Carried Unanimously

12.2 Draft Strategic Plan 2024-2034 for Community Consultation

Report Reference GC240723R12.2

Moved Councillor Luscombe

Seconded Councillor Hoffmann

That formal meeting procedures be suspended to discuss the item

Carried

8.13pm formal meeting procedures suspended

8.30pm formal meeting procedures resumed

GC240723 - General Council Meeting - 23 July 2024



Moved Councillor Hoffmann

Seconded Councillor Luscombe

That Council:

1. Endorses the City of Marion Draft Strategic Plan 2024-2034 to proceed to community consultation, subject to the following amendments:
 - Throughout the document: change "Aboriginal and, or Torres Strait Islander" to "Aboriginal and Torres Strait Islander"
 - P14 O3 amend to read: "Foster innovation, imagination, and collaboration with best practice tools to inspire continuous improvement through increased efficiencies and effectiveness of processes"
 - P14 O4 remove (duplication)
 - P15 O6 add comma between 'leadership capability' and 'conditions of employment'
 - O17 amend to read: "Through effective local partnerships, achieve outcomes that reflect the needs of our diverse community".
 - P135 error – remove duplicate word 'underpin'

Carried

14 Workshop / Presentation Items - Nil

15 Motions With Notice

15.1 Traffic Lights - Scholefield Road/Ocean Boulevard

Report Reference GC240723M15.1

Moved Councillor Luscombe

Seconded Councillor Singh

That Council:

1. Notes that the Seacliff Development will cater for over 2000 new residents and includes a mixture of approximately 143 terrace homes and 600 apartments, new shopping facility comprising of 18 tenancies (including major shopping centre) and a health centre which includes capacity for an ambulance station, within the timeframe of 2 years.
2. Notes the already busy intersection at Scholefield Road/Ocean Boulevard with traffic studies indicating that Scholefield Road currently operates as a major collector road with approximately 6700 cars per day; that the traffic volumes on Scholefield Road have grown at almost 2% per year over the last eight years; and that the traffic data and observations indicate that drivers are avoiding the intersection during peak hours and are therefore using other local roads to access the surrounding area.
3. Requests that the City of Marion CEO or Mayor write a letter to the Minister for Infrastructure and Transport to advocate for the timely delivery of traffic lights to support the safety and efficiency of traffic at the intersection of Scholefield Road and Ocean Boulevard.

Carried



15.2 Bus Route along Majors Road

Report Reference GC240723M15.2

8.43pm Councillor Telfer left the meeting and did not return

Moved Councillor Luscombe

Seconded Councillor Mates

That Council:

1. Endorses a letter from the Mayor to be sent to the Minister for Infrastructure and Transport to request that:

- a) A bus route is created from Hallett Cove Shopping Centre that travels all the way along Majors Road with stops including but not limited to the Cove Soccer Club, the pump track/Sam Willoughby BMX track, and at Glenthorne National Park/IQRA college, that also travels down to the Flinders Medical Centre / Flinders University complex.
- b) A bus route is created to connect the Cove Sports complex (via Brooklyn Drive) to the train network.

Carried Unanimously

16 Questions With Notice

16.1 Park Holme Business Hub

Report Reference GC240723Q16.1

Council Member Mayor Hanna

QUESTION

1. What were the usage statistics and period of operation for the business hub at Park Holme Library?
2. What was the evidence of demand to have it established in the first place?
3. What was the cost of setting it up, closing it up and setting it up at Glandore?

SUPPORTING INFORMATION

Nil

Response Received From

Unit Manager Economic Development – Daniel Adams

Corporate Manager

Damian Garcia – A/Manager, Community Connections

General Manager

Tony Lines - General Manager, Corporate Services



STAFF COMMENTS

What were the usage statistics and period of operation for the business hub at Park Holme Library?

In line with the Business, Growth and Engagement Plan, which was endorsed by Council in March 2023, the Park Holme Business Hub opened as a trial service for local businesses in April 2023 and closed in May 2024 in advance of Park Holme's renovations, having received 240 bookings across 4 desks in approximately 13 months.

What was the evidence of demand to have it established in the first place?

Staff received consistent feedback from Cove Business Hub users and business workshop attendees expressing their appreciation for Cove Business Hub, while also indicating a desire for an option to work "down the hill." This was incorporated within the Business, Growth and Engagement Plan.

In response, staff explored ways to better use any underutilised Council-owned spaces across the northern part of the City of Marion. It was identified that one of the two meeting rooms at Park Holme would provide a suitable location for a trial.

The operation of the business hub at Park Holme Library has been quite successful and covered set up costs. Ultimately the library refurbishment required the space back, and the business hub has been reallocated to Glandore.

What was the cost of setting it up, closing it up and setting it up at Glandore?

Marion Business Hub memberships (providing access to both Cove and Park Holme) drew in \$8142.56 in revenue in 23/24, an increase of 28.2% on Cove's 22/23 revenue of \$6349.71.

In establishing the Park Holme trial site, staff sought to minimise costs by repurposing existing equipment and furniture. An additional coffee machine and four new chairs were required totalling \$1396.80. The coffee machine has since been relocated to Glandore, the monitors and desks have been returned to Cove (increasing its capacity), and the chairs have been repurposed within Park Holme Library.

In a partnership between Community Connections and City Property there has been ongoing planning to undertake improvements to the Slade building to create additional multi-purpose rooms. The new Glandore Business Hub has now been located within one of these newly improved spaces. The cost to improve the space was funded from within existing budgets. Approximately \$6,000 has been spent on new desks and chairs through City Property's existing Furnishing and Fittings budget for this room. New computer monitors were purchased for Glandore for \$3,544 from within Economic Development's Business Hub budget.

During its 13 months of operation, Park Holme users provided feedback requesting both expanded operating hours (the Park Holme Business Hub was only operational during Library operating hours) and a larger Business Hub (four desks were available at Park Holme).

It is anticipated that by using Glandore's larger and better-lit room (accommodating eight desks),



users will enjoy a better experience, improved sense of user community, more flexible operating hours, and drive greater utilisation of the wider facility, as well as providing an additional source of revenue for the on-site cafe.

17 Motions Without Notice

18 Questions Without Notice

19 Other Business

20 Meeting Closure

The meeting was declared closed at 8.48pm

CONFIRMED THIS 27 DAY OF AUGUST 2024

CHAIRPERSON

6 Communications

6.1 Elected Member Verbal Communications

In accordance with the *Code of Practice - Procedures at Council Meeting 2017/18* an Elected Member has the right to speak for up to two minutes in the second meeting of Council every second month from February (with the exception of caretaker period).

6.2 Mayoral Communication Report

Report Reference GC240827R6.2

Name of Council Member Mayor - Kris Hanna

Date	Event	Comments
20/07/2024	Park Holme Library Open Day	Attended
20/07/2024	Rosemarie & Peter Collyer 70 th Wedding Anniversary Event	Attended
25/07/2024	IQRA College – Australian Government Capital Grants Program Project Opening	Attended
27/04/2024	South Road Cricket Presentation Night	Attended
29/07/2024	Sunrise Christian School COLA & Lift Opening Ceremony	Attended and gave speech
29/07/2024	Radio Italiana	Interview
30/07/2024	Met Mayor of Mid Murray Council	Discussed distribution of Federal funding
31/07/2024	Met Shinehub Representatives	Video done
31/07/2024	'Shakespeareance' performance at Cove Civic Centre	Attended
03/08/024	Coastal Walkway Bridges Opening	Attended and gave speech
03/08/2024	Cove Sports & Community Club Opening	Attended and gave speech
15/08/2024	National Local Government Housing Summit Civic Reception	Attended
16/08/2024	National Local Government Housing Summit	Attended

In addition, the Mayor has met with residents, MPs and with the CEO and Council staff regarding

various issues

6.3 CEO and Executive Communication Report

Report Reference

GC240827R6.3

Date	Activity	Attended By
17 July 2024	SAALC Governance Meeting with ORSR, YMCA and CoM	Tony Lines Ben Keen
17 July 2024	Meeting Chris Adams SRWRA re FOGO	Angela Allison
19 July 2024	Cross Council Collaboration CEO meeting with Port Adelaide Enfield and City of Charles Sturt	Tony Harrison
23 July 2024	Industry Advisory Board Meeting Flinders University	Ben Keen
23 July 2024	Green Industries SA Information Session single-use plastic bans	Angela Allison
26 July 2024	Local Government Association Mayor and CEO Forum	Tony Harrison
30 July 2024	Agilyx Executive Account Management Meeting with CoM	Tony Lines
31 July 2024	Meeting Tony Harrison, Ben Keen and Kym Morgan (Marion Tennis Club)	Tony Harrison Ben Keen
3 August 2024	Coastal Walkway Bridges Opening	Tony Harrison
3 August 2024	Cove Sports and Community Club - Netball and Lower Oval Opening	Tony Harrison
6 August 2024	Southern Suburbs Community Service Roundtable	Angela Allison
7 August 2024	LG Professionals SA GM and Directors Forum	Tony Lines Ben Keen Angela Allison
7 August 2024	Oaklands Green PCG Monthly Meeting	Tony Lines Ben Keen
9 August 2024	Meeting Tony Harrison, Tony Lines, Steve Wren and Blake Soroka (Pelligra)	Tony Harrison Tony Lines
9 August 2024	Project check-in meeting with Brightly	Angela Allison
9 August 2024	Graduate Program Working Group Mitcham City Council	Angela Allison
12 August 2024	KPMG and CoM Meeting	Tony Lines

13 August 2024	Teams Meeting Cowell Clarke Lawyers	Tony Lines
13 August 2024	Meeting with Matthew Romaine Mitcham City Council	Angela Allison
14 August 2024	Meeting Tony Harrison and John Wood	Tony Harrison
14 August 2024	Meeting Mayor Matthew Garwood, Sam Johnson (CEO, City of Launceston) & Alison Flood (EA)	Tony Harrison
15 August 2024	Meeting City of Mitcham Project Management Framework	Ben Keen
15 August 2024	Meeting Shinehub	Angela Allison
16 August 2024	LGA Professionals SA General Managers and Directors Network Working Group Meeting	Ben Keen
16 August 2024	Flinders Uni Bedford Park Master Plan Consultation	Tony Harrison Ben Keen
19 August 2024	Meeting Marion Tennis Club	Ben Keen
19 August 2024	SRWRA Board Meeting	Angela Allison
20 August 2024	Meeting Ricoh on Digital Transformation	Tony Lines
21 August 2024	Irrigation Project Governance Meeting CoM & CCS	Angela Allison

7 Adjourned Items

7.1 Confidential Cover Report - Adjourned - Revocation of Community Land Process – Edwardstown

Report Reference	GC240827F7.1
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

REASON FOR CONFIDENTIALITY

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

(b) information the disclosure of which (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and (ii) would, on balance, be contrary to the public interest

RECOMMENDATION

Pursuant to Section 90(2) and (3)(b) of the Local Government Act 1999, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240827F17.1 Revocation of Community Land Process – Edwardstown, except the following persons: Chief Executive Officer, Manager Office of CEO, General Manager City Development, General Manager City Services, General Manager Corporate Services, Chief Financial Officer, Manager City Property, Unit Manager Property and Facilities, Team Leader Property, Property Officer, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider Item GC240827F7.1 in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to Item GC240827F7.1 as its disclosure of information could reasonably be expected to prejudice the commercial position of the of the person who supplied the Information.

Notes the disclosure of this information would, on balance, be contrary to the public interest because given the information relates to the commercial information of a confidential nature of which could reasonably be expected to prejudice the commercial position of the person who supplied the information.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

8 Deputations

8.1 Mr Pascoe - Hallett Cove

Report Reference	GC2408278.1
Originating Officer	Business Support Officer – Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Office of the CEO – Kate McKenzie
General Manager	Chief Executive Officer – Tony Harrison

SPEAKER

Mr Brian Pascoe

ORGANISATION

Resident

COMMENTS

Mr Pascoe has requested to make a deputation to Council regarding the dust/ashes that enter his home from a neighbouring properties fireplace.

ATTACHMENTS

Nil

9 Petitions - Nil**10 Committee Recommendations****10.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 6 August 2024**

Report Reference	GC240827R10.1
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 Review and Selection Committee meeting held on 6 August 2024.

EXECUTIVE SUMMARY

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

Reports for Discussion

- CEO Performance Review Process

Reports for Noting

- Council and CEO KPI Report Quarter Four 2023-24
- Staff Movements & Exit Survey Summary Q4

RECOMMENDATION**That Council:**

1. **Receives and notes the minutes of the Review and Selection Committee meeting held on 6 August 2024.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Review and Selection Committee.**

ATTACHMENTS

1. RS C 240806 - Public Minutes [**10.1.1** - 5 pages]



**Minutes of the Review and Selection Committee
held on Tuesday, 6 August 2024 at 5.30 pm
Chamber - Admin, Council Administration Centre
245 Sturt Road, Sturt**

**PRESENT**

His Worship the Mayor Kris Hanna
Councillor Jayne Hoffmann
Councillor Matt Taylor

In Attendance

Chief Executive Officer - Tony Harrison
Manager Office of the CEO - Kate McKenzie
Chief Financial Officer - Ray Barnwell
Manager People and Culture - Sarah Vinall

1 Open Meeting

The Mayor opened the meeting at 5.30pm.

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 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

No conflicts were declared.

4 Confirmation of Minutes**4.1 Confirmation of Minutes of the Review and Selection Committee Meeting held on 7 May 2024**

Report Reference RSC240806R4.1

Moved Councillor Taylor**Seconded Councillor Hoffmann**

That the minutes of the Review and Selection Committee Meeting held on 7 May 2024 be taken as read and confirmed.

Carried Unanimously



5 Confidential Items

5.1 Cover Report - Finance, Risk and Audit Committee - Independent Member and Chair

Report Reference RSC240806F5.1

The Chair sought and was granted leave for item 5.1 Finance, Risk and Audit Committee – Independent Member and Chair to be considered after item 7.2 Staff Movements and Exit Survey Summary Q4.

6 Reports for Discussion

6.1 CEO Performance Review Process

Report Reference RSC240806R6.1

Moved Councillor Taylor

Seconded Councillor Hoffmann

That the Review and Selection Committee:

1. Endorse the attached proposed process and timeline for the review of the CEO's performance and remuneration.

Carried Unanimously

7 Reports for Noting

7.1 Council and CEO KPI Report Quarter Four 2023-24

Report Reference RSC240806R7.1

The Committee heard from the CEO in relation to the results against the KPI on Total Employee Costs, including the work that has occurred to minimise costs associated with temporary labour, and challenges with salary matching during recruitment of new staff.

The Committee also discussed additional resources that have been temporarily put in place to support areas experiencing increased service requests such as traffic management, and whether there may be opportunity to educate residents on what council may be able to do in an effort to decrease the number of service requests.

Moved Councillor Hoffmann

Seconded Councillor Taylor

That the Review and Selection Committee:

1. Notes this information and information contained within the attachments for Quarter four 2023-24.

RSC240806 - Review and Selection Committee - 6 August 2024



Carried Unanimously

7.2 Staff Movements & Exit Survey Summary Q4

Report Reference RSC240806R7.2

The Committee discussed the data and the challenges faced with an ageing workforce, and heard of strategies that are now being worked through to address anticipated higher levels of retirement in pockets of the organisation over the next few years.

Moved Councillor Hoffmann

Seconded Councillor Taylor

That The Review and Selection Committee:

1. Notes the report

Carried Unanimously

5.1 Cover Report - Finance, Risk and Audit Committee - Independent Member and Chair

Report Reference RSC240806F5.1

Moved Councillor Hoffmann

Seconded Councillor Taylor

That pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Committee orders that all persons present, with the exception of the following persons: Chief Executive Officer, Manager Office of the CEO and Manager People & Culture be excluded from the meeting as the Committee receives and considers information relating to the independent members on the Finance, Risk and Audit Committee, upon the basis that the Committee is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to the performance of the Committee and its Members.

Carried Unanimously

6.07pm the meeting went into confidence

Moved Councillor Hoffmann

Seconded Councillor Taylor

1. In accordance with Section 91(7) and (9) of the *Local Government Act 1999* the Committee orders that this report, 'Finance, Risk and Audit Committee – Independent Member and Chair RSC240806F5.1' any attachments and the minutes arising from this report, having been considered in confidence under Section 90(2) and (3)(a) of the Act, except when required to effect or comply with the Committee's resolution(s) regarding this matter, be kept confidential and not available for public inspection upon the basis that the information relates to the performance of the Committee and its members.
2. This order shall operate until it is revoked or a further order is made and will be reviewed every 12 months.



3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, the Committee delegates the power to revoke the confidentiality order to the Chief Executive Officer.

Carried Unanimously

6.23pm the meeting came out of confidence

8 Workshop / Presentation Items - Nil

9 Other Business

10 Meeting Closure

The meeting shall conclude on or before 6.30pm unless there is a specific motion adopted at the meeting to continue beyond that time.

The meeting was declared closed at 6.23pm.

CONFIRMED THIS 5 DAY OF NOVEMBER 2024

CHAIRPERSON

10.2 Confirmation of Minutes of the Infrastructure and Environment Committee Meeting held on 6 August 2024

Report Reference	GC240827R10.2
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 Infrastructure and Environment Committee meeting held on 6 August 2024.

EXECUTIVE SUMMARY

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

Reports for Discussion

- EV Charging Station Trial (SAPN)
- Sustainable Solar Savings Scheme Update
- Reducing Food Waste to Landfill

Reports for Noting

- Nil

RECOMMENDATION**That Council:**

1. **Receives and notes the minutes of the Infrastructure and Environment Committee meeting held on 6 August 2024.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Infrastructure and Environment Committee.**

ATTACHMENTS

1. IE C 240806 - Final Public Minutes [**10.2.1** - 7 pages]



**Minutes of the Infrastructure and Environment Committee
held on Tuesday, 6 August 2024 at 6.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**



2

PRESENT

His Worship the Mayor Kris Hanna
 Councillor Jayne Hoffmann (Chair)
 Councillor Nathan Prior
 Councillor Renuka Lama
 Councillor Luke Naismith
 Councillor Jason Veliskou
 Councillor Sarah Luscombe

Councillor Matt Taylor
 Councillor Jana Mates
 Councillor Amar Singh
 Councillor Ian Crossland

In Attendance

Chief Executive Officer - Tony Harrison
 General Manager City Services - Angela Allison
 Manager Engineering, Environment and Assets - Mathew Allen
 Waste Education Officer – Allison Byrne
 Executive Officer to the General Manager City Services - Tracey Stringer

1 Open Meeting

The Chair opened the meeting at 6.30pm.

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 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 9 July 2024

Report Reference IEC240806R4.1

Moved Mayor Hanna

Seconded Councillor Luscombe

That the minutes of the Environment Committee Meeting held on 9 July 2024 be taken as read and confirmed.

Carried



5 Business Arising

5.1 Business Arising Statement - Action Items

Report Reference	IEC240806R5.1
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Moved Councillor Luscombe

Seconded Councillor Taylor

That the Infrastructure and Environment Committee:

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

Carried

6 Reports for Discussion

6.1 EV Charging Station Trial (SAPN)

Report Reference	IEC240806R6.1
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The discussion focused on the installation of EV charging stations in the City of Marion.

- A trial between the City of Mitcham and SA Power Networks was discontinued due to regulatory issues and the high cost of integrating EV chargers with power meters. Management noted that the City of Marion has registered interest with SAPN should future opportunities arise.
- The City of Port Adelaide invited the City of Marion to join them in a collaborative request for a tender process for public EV charging stations on council land in the respective council areas, provided and maintained at no cost to the council under a consumer charge model. The tender process has progressed to a stage where preferred proponents have been selected; the aim is to have a contract in place by September 2024.
- The EV charging stations have a mix of normal and fast charging and will be installed at 7 sites initially, subject to site investigations, consultation and development approvals.

Questions from the Committee addressed the approval process, impacts on parking, transparency and risk management of selecting businesses to install the chargers. It was confirmed that the proposal followed Council's procurement policy.

Moved Councillor Luscombe

Seconded Councillor Veliskou

That the Infrastructure and Environment Committee:

1. Notes that the Public EV Charging Station trial undertaken by SA Power Networks and the City of Mitcham will not continue.
2. Notes that Administration is planning for the installation of public EV chargers on public land for providers to supply, install and maintain the stations at no cost to council, under a consumer-charge model.

Carried



6.2 Sustainable Solar Savings Scheme Update

Report Reference IEC240806R6.2

Management provided an update on the steps taken towards implementing the Sustainable Solar Savings Scheme, a resident focused initiative, in partnership with Shinehub. The Scheme will be reassessed after the first year to analyse its success, noting, the City of Mitcham is undertaking a third round.

Moved Councillor Crossland

Seconded Councillor Prior

That the Infrastructure and Environment Committee:

1. Notes the update on the Sustainable Solar Savings Scheme.
2. Notes that a further report will be provided to the 8 November 2024 Infrastructure and Environment Committee meeting.

Carried Unanimously

7:47 pm Councillor Naismith left the meeting

7:51 pm Councillor Naismith re-entered the meeting

8:09 pm Councillor Crossland left the meeting

8:12 pm Councillor Crossland re-entered the meeting

8:17 pm Councillor Taylor left the meeting

8:20 pm Councillor Taylor re-entered the meeting

6.3 Reducing Food Waste to Landfill

Report Reference IEC240806R6.3

A short overview of the report was presented to the Committee, with options for further reducing food waste to landfill. Feedback was sought from the Committee on the preferred options and any recommendations to General Council.

The discussion included:

Kitchen Caddy Program

- Focus on the kitchen caddy program to reduce food waste in landfill.
- Rollout of caddies and bags in 2021 and is now well accepted by many with 40% of households using the program and 21% (by weight) of the green waste being food waste. This represents an approximate reduction in community greenhouse gas emissions by 2,174 tonnes of CO₂ equivalent each year.
- Costs for delivering the program including the cost-effectiveness of providing compostable bags to households and grant funding limitations and city-wide distribution requirements. The cost of compostable bags is very high.
- The program's effectiveness and the need for continued education and communication to residents; council staff to get the best use from the Green Industries SA grant funding.



5

- New legislation from 1 September 2024 requiring supermarkets to supply compostable bags for fruit and vegetables presents an option to reduce council expenditure on bags.
- Recommendation to review the current program's cost-effectiveness and impact of the single use plastic legislation implementation in March 2025.

FOGO

- The Committee noted reference to the 23/24 Annual Business Plan, where council identified to present a business case relating to FOGO (food organics, green organics). Since then, a thorough review of what options are available to reduce food waste has occurred.
- Different models from other councils were discussed.
- The Mayor wrote to the Deputy Premier May 2024, regarding reforms to waste legislation, advocating for legislative change to provide councils with the ability to increase food waste diversion, for example, a weekly FOGO service.
- Costings were contained in the confidential component of the report.
- The recommendation to Council at this time was to defer the consideration of a FOGO service model, due to:
 - The high level of uncertainty regarding changes to waste legislation and
 - FOGO trials are in the early stages – waiting for more information on environmental outcomes

Moved Mayor Hanna

Seconded Councillor Crossland

That the Infrastructure and Environment Committee:

1. Notes that Council will have a supply of compostable bags to provide to residents until mid-2025.
2. Recommends to Council the extension of the funding for food waste recycling education campaigns, until the green industries grant funding is expended.
3. Recommends to Council a review of the kitchen caddy program in March 2025.

Carried

Moved Councillor Crossland

Seconded Councillor Prior

That the Infrastructure and Environment Committee:

1. Recommends to Council to defer consideration of a weekly FOGO service until after the review of the *Environment Protection (Waste to Resources) Policy 2010* (EPP) under the *Environment Protection Act 1993*.

Carried



7 Confidential Items

7.1 Cover Report - Reducing Food Waste to Landfill - Confidential Appendix

Report Reference EC240806F7.1

Moved Councillor Veliskou

Seconded Councillor Lama

Pursuant to Section 90(2) and (3)(b) of the *Local Government Act 1999*, the Committee orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item IEC240806F7.1 Reducing Food Waste to Landfill – Confidential Appendix, except the following persons: Chief Executive Officer, Manager Office of the CEO, General Manager City Services, General Manager City Development, General Manager Corporate Services, Chief Financial Officer, Manager Engineering, Assets and Environment, Unit Manager Environmental Sustainability, Waste Education Officer and Executive Officer to the General Manager, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to deliberate a commercial advantage on a person with whom Council is proposing to conduct business and could prejudice the commercial position of Council.

Notes the disclosure of this information would, on balance, be contrary to the public interest because obtaining the best value for the provision of a weekly FOGO service could be compromised by the disclosure of this information.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried

8.30 pm the meeting went into confidence

Moved Councillor Crossland

Seconded Councillor Prior

That the Infrastructure and Environment Committee:

1. Pursuant to section 91(7) of the *Local Government Act 1999*, orders that the following document(s) relating to Agenda IEC240806F7.1 Reducing Food Waste to Landfill – Confidential Appendix shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(b) of the Act:



7

- Attachment 1 – Reducing food waste to Landfill for IEC – Part B - Confidential on the grounds that the document relates to information the disclosure of which could reasonably be expected to:
 - Deliberate a commercial advantage on a person with whom Council is proposing to conduct business
 - Prejudice the commercial position of Council.
- 2. Notes the disclosure of this information would, on balance, be contrary to the public interest because the best value for the provision of a weekly green organics service could be compromised by the disclosure of this information.
- 3. Determines this order shall operate until the execution of a contract or request for new quote and will be reviewed every 12 months
- 4. Pursuant to section 91(9)(c) of the Local Government Act 1999, delegates to the Chief Executive Officer the power to revoke this order in whole or part.

Carried

8:31 pm the meeting came out of confidence

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

The meeting was declared closed at 8.32 pm

CONFIRMED THIS 10 DAY OF SEPTEMBER 2024

CHAIRPERSON

10.3 Confirmation of Minutes of the Special Review and Selection Committee Meeting held on 12 August 2024

Report Reference	GC240827R10.3
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 Special Review and Selection Committee meeting held on 12 August 2024.

EXECUTIVE SUMMARY

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

Confidential Items

- Warriparinga Advisory Team Recruitment and Selection

RECOMMENDATION

That Council:

1. **Receives and notes the minutes of the Special Review and Selection Committee meeting held on 12 August 2024.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Review and Selection Committee.**

ATTACHMENTS

1. SRS C 240812 - Final Public Minutes [**10.3.1** - 3 pages]



**Minutes of the Review and Selection Committee
held on Monday, 12 August 2024 at 5.30 pm
Committee Room 1, Council Administration Centre
245 Sturt Road, Sturt**



1 Open Meeting

The Mayor opened the meeting at 6.45pm.

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 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 Confidential Items

4.1 Cover Report - Warriparinga Advisory Team Recruitment and Selection

Report Reference SRSC240812F4.1

Moved Councillor Hoffman

Seconded Councillor Taylor

Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Committee orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item SRSC240812F4.1 Warriparinga Advisory Team Recruitment and Selection, except the following persons: Chief Executive Officer and Manager City Property, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to reveal the names and personal information of the candidates for the Warriparinga Advisory Team.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

6.45pm the meeting went into confidence

Moved Councillor Taylor

Seconded Councillor Hoffman

That the Review and Selection Committee:

1. Pursuant to section 91(7) of the *Local Government Act 1999*, orders that the following document(s) relating to Agenda Item SRSC240812F4.1 Warriparinga Advisory Team Recruitment and Selection shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(a) of the Act:
 - Report

SRSC240812 - Special Review and Selection Committee - 12 August 2024



3

- Minutes
on the grounds that the document(s) relates to information the disclosure of which could reasonably be expected to release the personal information of the candidates for the Warriparinga Advisory Team.
- 2. Determines this order shall operate: until the successful candidates have been notified of their appointment.
- 3. Pursuant to section 91(9)(c) of the Local Government Act 1999, delegates to the Chief Executive Officer the power to revoke this order in whole or part.

Carried Unanimously

6.45pm the meeting came out of confidence

5 Other Business**6 Meeting Closure**

The meeting shall conclude on or before 7.45pm unless there is a specific motion adopted at the meeting to continue beyond that time.

The meeting was declared closed at 6.45pm.

CONFIRMED THIS 5 DAY OF NOVEMBER 2024

CHAIRPERSON

10.4 Confirmation of Minutes of the Finance, Risk and Audit Committee Meeting held on 13 August 2024

Report Reference	GC240827R10.4
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 Finance, Risk and Audit Committee meeting held on 13 August 2024.

EXECUTIVE SUMMARY

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

Reports for Discussion

- Internal Audit Plan 2023-25
- Internal Audit Program – Implementation of Recommendations
- External Audit 2023-2024 – Interim Management Report
- 2024 Asset Management Plans – Tranche 3
- Q4 Corporate Risk Report
- Business Continuity Annual report
- Finance and Audit Committee Annual Report to Council 2023-2024

Reports for Noting

- Council Member Report
- Annual Insurance and Claims report
- Q4 Incidents and Claims report

RECOMMENDATION

That Council:

1. **Receives and notes the minutes of the Finance, Risk and Audit Committee meeting held on 13 August 2024.**
2. **Notes that separate reports will be brought to Council for consideration of any recommendations from the Finance, Risk and Audit Committee.**

ATTACHMENTS

1. FRA C 240813 - Final Public Minutes [10.4.1 - 13 pages]



**Minutes of the Finance, Risk and Audit Committee
held on Tuesday, 13 August 2024 at 3.00 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**

**PRESENT**

Ms Emma Hinchey (Chair)
Ms Nicolle Rantanen
Councillor Jason Veliskou
Councillor Luke Naismith

In Attendance

Chief Executive Officer - Tony Harrison
General Manager City Services - Angela Allison
General Manager Corporate Services - Tony Lines
Manager Office of the CEO - Kate McKenzie
Unit Manager Governance and Council Support - Victoria Moritz
Acting Chief Financial Officer - Heath Harding
Unit Manager Strategy and Risk - Maddie Frew
Unit Manager Asset Solutions – Brendon Lyons
Manager Land and Property - Mark Hubbard
Unit Manager Property Strategy & Delivery – Geoff Norris
Ms Heather Martens – KPMG
Mr Navya Gunawardena - KPMG
Mr Juliano Freitas - Galpins

1 Open Meeting

The Chair opened the meeting at 3.01pm.

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 Elected Member Declaration of Interest (if any)

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

- Nil interests were disclosed.



4 Confirmation of Minutes

4.1 Confirmation of Minutes of the Finance, Risk and Audit Committee Meeting held on 4 June 2024

Report Reference FRAC240813R4.1

Moved Ms Rantanen

Seconded Councillor Veliskou

That the minutes of the Finance, Risk and Audit Committee Meeting held on 4 June 2024 be taken as read and confirmed.

Carried Unanimously

5 Business Arising

5.1 Business Arising Statement - Action Items

Report Reference FRAC240813R5.1

Moved Councillor Veliskou

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:

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

Carried Unanimously

Order of Agenda Items

The Chair sought and was granted leave of the meeting to vary the order of the agenda and consider the following items next in the meeting:

- 7.1 Internal Audit Plan 2023-2025
- 7.2 Internal Audit Program – Implementation of Recommendations

7.1 Internal Audit Plan 2023-2025

Report Reference FRAC240813R7.1

Manager Office of the CEO introduced the item commenting that the 2023/24 Internal Audit Projects are now complete with the final report received for Data Governance. Work has commenced on the 2024/2025 financial year, commencing with the scope of the Cloud Vendor / Third Party Cyber Risk audit.

Data Governance Final Report

Ms Martens from KMPG provided a brief overview of the final report, noting the objective of the internal audit was to consider the current state of data governance at the City of Marion, including the management of data, system landscape and supportive operating model. The KPMG Data Governance Framework was leveraged to ensure coverage of data governance across the organisation. Ms Martens highlighted several positive observations from the organisation's approach

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to data governance, including the Implementation of Data Governance and Management Framework, Established Data Governance Committee, Development of Key Data Governance Controls within CoM Business Units, Collaborative and Positive Operating Culture.

Mr Gunawardena from KPMG summarised the key findings relating to:

- The absence of a formal identification process for sensitive datasets without comprehensive oversight or regular reviews of user rights and activities.
- Data quality management which has been emphasised at an organisation-level, there is a lack of implementation of data quality management at a business-unit level.
- The current data catalogue in SharePoint which documents relevant systems across the organisation, noting the data catalogue is incomplete with data fields (e.g. Data Owners, Suppliers and Status) empty for certain systems; it also appears, based on stakeholder meetings, the data catalogue does not include all data currently within third-party managed systems.

The Committee provided the following feedback:

- The final report was comprehensive, covering all necessary aspects. There was discussion on whether items considered out of scope in this audit will be included in future audits, particularly regarding actual testing and end of life for systems.
- Management commented that the current internal audit plan is scoped only until the end of this financial year. Any out-of-scope elements can be considered following the finalisation of a new plan once the internal audit tender process is complete.
- The Committee raised concerns around the privacy policy review, noting there is a risk that frequent policy reviews, may become routine without adding real value. KMPG commented that stringent process is needed to ensure that changes, especially those related to legislation and organisational adjustments, are properly integrated.
- There is a need to assess whether all collected data is necessary and how to manage sensitive assets effectively.
- The need for ongoing training and role clarity within business units, particularly regarding data responsibilities was highlighted, as the organisation moves towards embedding data governance practices. Management confirmed that a change manager is involved in assessing organisational needs to ensure the right skills are in place.
- The Committee sought clarification on the Data Governance Committee with management confirming this is a newly formed Committee which has so far met once to review audit findings. The committee comprises of diverse representatives from across the organisation and will focus on scoping work roles and responsibilities and report back to the Finance, Risk, and Audit Committee (FRAC).
- The Committee queried the risks relating to data captured in the risk register for the organisation and whether KMPG were content with these. KMPG noted the improvements in how data risks are captured in the risk register, especially the controls in place and wording of risks at a corporate level. It is important to look at how the risk is articulated and whether any intent has been lost. Management noted that key stakeholders have been engaged to review this risk.
- The Committee discussed the ongoing work to ensure data changes, such as new input fields, are properly understood and managed for accurate reporting.
- Overall, the committee recognised significant progress in data governance, with good recommendations and actions taken to date.

Cloud Vendor / Third Party Cyber Risk Scope

- The Committee queried the sample of high-risk vendors and their security practices in the context of business continuity, how these are understood and reported back to the organisation.
- The Committee discussed whether understanding vendor reporting should be included in the audit scope and if it would be valuable to know how vendors would advise the organisation.

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KPMG confirmed that this is part of the audit scope and will further consult with Subject Matter Experts (SMEs) to ensure this aspect is adequately addressed in the audit delivery.

Moved Ms Rantanen

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee considers and provides feedback on the:

- Data Governance Final report; and
- Cloud Vendor/Third Party Cyber Risk scope.

Carried Unanimously

7.2 Internal Audit Program - Implementation of Recommendations

Report Reference FRAC240813R7.2

Manager Office of the CEO provided a summary of the status of implementation of recommendations, commenting this is the first report generated from the new risk and audit system (Pulse).

The Committee provided the following comments:

- Overall, the report was well-presented.
- Suggested reviewing the format and frequency of reporting, possible considering a full detailed report every six months and an interim summary quarterly indicating any changes including the associated risks and the potential for further delays, which recommendations are off track, on track, or completed. In addition, it was noted the bar graph was difficult to read.
- The Committee raised concerns about recommendations due by 30th September, noting that some showed no progress. Additionally, some recommendations lacked a forecast completion date, acknowledging this may be a new system issue and will be addressed in due course .
- The Committee acknowledged that many recommendations had been closed out successfully and praised the efforts made.
- Actions relating to the Collaborative Model Health Check were discussed, the Committee noting although it appeared simple, management had clarified that it involves a separate comprehensive action plan with substantial work still to be done.

Action: Staff to review the reporting format and frequency of reporting, taking into consideration feedback from the Committee.

Moved Councillor Veliskou

Seconded Councillor Naismith

That the Finance, Risk and Audit Committee:

1. Reviews and provides feedback on the Internal Audit Program (Attachment 1).

Carried Unanimously



6 Confidential Items

6.1 Cover Report - Oracle Data Breach

Report Reference FRAC240813F6.1

Moved Councillor Veliskou

Seconded Councillor Naismith

Pursuant to Section 90(2) and (3)(e) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item Oracle Data Breach except the following persons: Chief Executive Officer, General Manager City Development, General Manager Corporate Services, General Manager City Services, Manager Office of the CEO, Chief Financial Officer, Unit Manager Governance and Council Support, Governance Officer, Manager IT Operations to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item: information the disclosure of which could reasonably be expected to diminish the safety of and cyber security measures within 3rd party suppliers and City of Marion IT Systems

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

3.33pm the meeting went into confidence

Moved Ms Rantanen

Seconded Councillor Naismith

1. Pursuant to section 91(7) of the *Local Government Act 1999*, orders that the following document(s) relating to Agenda Item Oracle Data Breach GC240813F6.1 shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(e) of the Act:

- Report - Oracle Data Breach
- Minutes

on the grounds that the document(s) relates to information the disclosure of which could reasonably be expected to diminish the safety of and cyber security measures within 3rd party suppliers and City of Marion IT Systems.

2. Determines this order shall operate until it is revoked and will be reviewed every 12 months
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, delegates to the Chief Executive Officer the power to revoke this order in whole or part.

Carried Unanimously

3.54pm the meeting came out of confidence



6.2 Cover Report - Fraud and Corruption Annual Questionnaire

Report Reference FRAC240813F6.2

Moved Councillor Veliskou

Seconded Councillor Naismith

Pursuant to Section 90(2) and (3)(e) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item Fraud and Corruption Annual Questionnaire FRAC240813F6.2 except the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager – Office of the Chief Executive, Unit Manager – Strategy and Risk, Risk Business Advisors and Unit Manager Governance and Council Support to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to affect the security of the council, members or employees of the council, or council property, or the safety of any person

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

3.54pm the meeting went into confidence

Moved Councillor Naismith

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee

1. Pursuant to section 91(7) of the *Local Government Act 1999*, orders that the following document(s) relating to Agenda Item *Fraud and Corruption Annual Questionnaire FRAC240813F6.2* shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(e) of the Act:
 - Report
 - Attachment 1
 - Minutes

on the grounds that the document(s) relates to information the disclosure of which could reasonably be expected to affect the security of the council, members or employees of the council, or council property, or the safety of any person.

2. Determines this order shall operate for a period of 5 years and will be reviewed every 12 months.
3. Pursuant to section 91(9)(c) of the *Local Government Act 1999*, delegates to the Chief Executive Officer or Manager, Office of the CEO the power to revoke this order in whole or part.

Carried Unanimously

4.07pm the meeting came out of confidence



7 Reports for Discussion

7.3 External Audit 2023-2024 - Interim Management Report

Report Reference FRAC240813R7.3

Mr Juliano Freitas from Galpins introduced the item and provided a summary of the External Audit 2023-2024 Interim Management Report:

- Mr Freitas commented overall, Council demonstrated a high level of compliance with the implementation of an internal control framework consistent with the principles within the Better Practice Model. During their interim visit they found that the majority of key internal controls reviewed were in place and were operating effectively (95 out of 100 core controls reviewed), an improvement from 91 out of 100 in 2022-2023.
- There has been a significant increase in the number of effective controls over the last three years, attributed to the full implementation of a new financial system. The main improvements were in asset management, with enhanced data systems, centralized data management, and the introduction of an electronic asset handover form.
- A desktop review suggests that a clear controls opinion is likely to be issued.

The Committee provided the following comments:

- Concerns were raised regarding the revaluation of assets, which was not completed by the 30th of June 2023 deadline. Best practice suggests revaluation every 3-5 years, with the last being due in June 2023. Management confirmed that the valuation will be complete and included in the final figures for FY24. The external auditor will follow up on this during the final visit, with anticipation of this being complete.
- The Committee questioned why two older findings related to IT users had not been addressed appropriately. It was explained that these issues are linked to a change in systems, with the council still working on how to generate the necessary reports in the new system.

Moved Ms Rantanen

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee:

1. Receives and notes the Interim External Audit Report for 2023-2024.

Carried Unanimously

7.4 2024 Asset Management Plans - Tranche 3

Report Reference FRAC240813R7.4

Unit Manager Asset Solutions introduced the item commenting the Draft Buildings and Structures AMP currently forms Tranche 3 of Council's AMP updates for 2024. This AMP is expected to be presented in draft to Council on 24 September 2024 for endorsement to proceed to public consultation before final endorsement by Council on 26 November 2024.

The committee considered the draft AMP's and provided the following feedback:

- The Committee discussed the timing of the remaining AMP's Draft Water Treatment & Resources and Transport, noting this would be prioritised for the October Committee meeting.
- The replacement costs were discussed in regard to who determines these and on what basis, staff commenting this was through an external consultant.
- Clarification was sought on assets having a useful life of 200 years. Staff clarified that heritage assets and buildings contribute to this figure and will look to include an explanatory comment in the executive summary.

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- The Committee discussed the lifecycle management and in particular figure 2 showing the Summary 10-year expenditure chart for Building and Structures AMP, expressing concern with the dip in expenditure shown in the middle.
- Management commented this is consistent with all the Asset Management Plans explaining the 10-year long-term financial plan is guided by the CoMBAS and council resolutions, with capital expenditure determined by major projects and grant funding. The plan involves borrowing and repaying debt before taking on new projects.
- The Committee queried the uncertainty in project delivery towards the end of the plan and whether smaller projects could keep teams engaged. Staff confirmed there are ongoing renewals throughout the plan and that additional project managers would be engaged during peaks to deal with loads.
- The Committee suggested reviewing table 8 *Customer survey results for Building and Structure assets* to consider re-ordering the list based on level of importance. The Committee also commented on the importance of ensuring that the data is a representative sample from all asset classes to ensure there is no bias in the results.
- The Committee also questioned the Service Level Agreement (SLA) for public toilet maintenance, which is currently set at 5 days. Staff noted the comments and will review the SLA, considering daily triage and priority-based responses.
- The Committee noted inconsistencies in the categorisation of asset performance (section 4.3) and suggested a review to ensure accurate recording. Staff acknowledged this as an improvement opportunity.
- There was a discussion about the costing of capital works and the need to ensure that costs for internal staff working on capital projects are recognised, as this impacts forecasts. Management noted that work is ongoing to extend this internally, with plans to address it within the next six months.
- The Committee suggested providing clarity in regard the impact of expenditure on the LTFP and impact on the AMP. Management commented that this will be covered in the council report rather than the AMP itself.
- Concerns were raised about the poor condition of many roofs regarding the Capital Works Renewal and Improvements Program with questions about how many are in poor condition and what is being done to improve them. Staff explained that a preventative maintenance program, including annual inspections and recent Building Code of Australia (BCA) data, is addressing these issues, with funding allocated based on recent condition audits.

Moved Councillor Veliskou

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:

1. Reviews and provides feedback on the Draft Buildings and Structures Asset Management Plan.

Carried Unanimously



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7.5 Q4 Corporate Risk Report

Report Reference FRAC240813R7.5

The Committee noted the Q4 Corporate Risk Report and provided the following feedback:

- The Committee highlighted and discussed the risk of the council taking on projects it cannot deliver, influenced by funding opportunities rather than strategic alignment. This could lead to accepting funding for projects that don't align with the strategic plan.
- The Committee also discussed the potential reputational risk of not accepting funding if community and clubs were affected. There is also the potential of missed future funding opportunities if such projects are turned down.
- It was acknowledged a robust process for determining funding acceptance was recommended to mitigate these risks.
- Management noted the council has several projects prepared for funding as initiatives and highlighted the importance of maintaining good relationships with stakeholders and focusing on priority projects.
- The Committee suggested reviewing the wording of the amended risk relating to CR0053 to ensure a successful objective is defined. There was also a suggestion to review the end dates on the "Plan to a Page" document for clarity and accuracy.

Moved Councillor Veliskou

Seconded Ms Rantanen

That the Finance, Risk and Audit Committee:

1. Reviews the Corporate Risk Report and provides any feedback.
2. Considers the high risks in Attachment 1 and provides any feedback.

Carried Unanimously

7.6 Business Continuity Annual report

Report Reference FRAC240813R7.6

Moved Councillor Veliskou

Seconded Ms Rantanen

Pursuant to Section 90(2) and (3)(e) of the *Local Government Act 1999*, the Committee orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item 7.6 – Business Continuity Annual Report except the following persons: Chief Executive Officer, General Manager City Development, General Manager Corporate Services, General Manager City Services, Manager Office of the CEO, Chief Financial Officer, Unit Manager Governance and Council Support, Governance Officer, Manager IT Operations to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item: information the disclosure of which could reasonably be expected to diminish the safety of and cyber security measures within 3rd party suppliers and City of Marion IT Systems

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

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5.00pm the meeting went into confidence

5.01pm Ms Rantanen left the meeting and did not return

Manager Office of the CEO introduced the item and provided a summary of the Business Continuity Exercise held on 12 June 2024 which provided an opportunity to practice and validate the IMT's Incident response maturity. The exercise provided an opportunity to assess response maturity through various activities, with key observations and recommendations provided in a summary report by the facilitator.

The Committee provided the following comments and discussion:

- Noted the number of key focus areas and queried the associated level of risk and how they will be prioritised. Management commented the action plan for completing recommendations was determined on timeframes and the consideration of some actions depending on the completion of others, however, will consider applying a risk assessment to determine priorities.
- The implementation of recommendations will be worked into the work area plans and improvements brought through to the next iteration of the exercise.
- The Committee discussed business continuity in relation to storm activity and critical response versus routine responses will depend on severity of the incident and will determine whether IMT will be activated.
- Overall, the Committee noted there were some good findings with the organisation in a good position to response to an incident. The Committee also commented the business continuity response is matured over recent years.

Moved Councillor Naismith

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee:

1. Notes the feedback and recommendations from the facilitator "Battleground" in their report Attachment 3.
2. Notes the recommended actions from the event in Attachment 4

Carried Unanimously

Moved Councillor Veliskou

Seconded Councillor Naismith

That the Finance, Risk and Audit Committee

1. Pursuant to section 91(7) of the Local Government Act 1999, orders that the following document(s) relating to Agenda Item *Business Continuity Annual Report FRAC240813R7.6* shall be kept confidential, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(e) of the Act:
 - Attachment 2
 - Attachment 3
 - Attachment 4
 on the grounds that the document(s) relates to information the disclosure of which could reasonably be expected to affect the security of the council, members or employees of the council, or council property, or the safety of any person.



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2. Determines this order shall operate for a period of 5 years and will be reviewed every 12 months.
3. Pursuant to section 91(9)(c) of the Local Government Act 1999, delegates to the Chief Executive Officer or Manager, Office of the CEO the power to revoke this order in whole or part.

Carried Unanimously**5.06pm the meeting came out of confidence****7.7 Finance and Audit Committee Annual Report to Council 2023-2024****Report Reference** FRAC240813R7.7**Moved Councillor Veliskou****Seconded Councillor Naismith**

That the Finance, Risk and Audit Committee:

1. Request that the following be included in the draft Finance and Audit Committee Annual Report to Council to be considered at its meeting in October 2024
 - *Financial Reporting*
 - *Risk Management*
 - *Audit*
 - *Asset Management Plans*
 - *Committee Membership and Attendance*

Carried Unanimously**8 Reports for Noting****8.1 Council Member Report****Report Reference** FRAC240813R8.1

The Committee noted the report seeking clarification on the Section 270 item. Management advised this was in relation to the removal of two trees at 262 Sturt road with the applicant claiming the decision was in contravention of the tree Asset Management Plan and the Community Land Management Plan. It was noted the review has been outsourced to an external investigator.

Moved Councillor Naismith**Seconded Councillor Veliskou**

That the Finance, Risk and Audit Committee:

1. Notes this report.

Carried Unanimously



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8.2 Annual Insurance and Claims report

Report Reference FRAC240813R8.2

The Committee received and noted the Annual Insurance and Claims report. The following discussion was noted:

- The Committee noted an increase in footpath claims and queried whether every incident is reviewed for potential improvements and prevention. Management commented that staff actively investigate all reported incidents, and if necessary, undertake remedial works.
- It was noted that trees and footpaths continue to be the highest sources of claims, tracking slightly higher than the previous year. Staff commented that there has been a peak in claims across all local governments. However, the City of Marion is tracking lower than other councils in terms of the number of claims.
- The Committee highlighted the benefits of the Local Government Association (LGA) insurance scheme, noting their strong performance in providing full coverage at good prices.
- Overall, the outcomes were praised as being well-managed.

Moved Councillor Naismith

Seconded Councillor Veliskou

That the Finance, Risk and Audit Committee:

1. Notes the report.

Carried Unanimously

8.3 Q4 Incidents and Claims Report

Report Reference FRAC240813R8.3

The Committee noted the Q4 Incidents and Claims report querying whether drivers of fleet vehicles are required to reverse into parking spaces making it easier to exit the spaces, noting there appear to be a lot of reversing-related accidents. Management confirmed there is currently no requirement for this and may consider this in the future. The Committee also recommended reviewing the information in the report to ensure that the data is de-identified and privacy is protected.

Moved Veliskou

Seconded Naismith

That the Finance, Risk and Audit Committee:

1. Notes the Incidents and Claims Report for Quarter 4 2023-2024.

Carried Unanimously

9 Workshop / Presentation Items - Nil

10 Other Business - Nil

11 Meeting Closure

The meeting was declared closed at 5.19pm

CONFIRMED THIS 8 DAY OF OCTOBER 2024

CHAIRPERSON

FRAC240813 - Finance, Risk and Audit Committee - 13 August 2024

11 Corporate Reports for Decision

11.1 Marion Water Grant Opportunity - Majors Road Soccer Pitches Water Supply

Report Reference	GC240827R11.1
Originating Officer	Water Resources Coordinator – Glynn Ricketts
Corporate Manager	Manager Engineering, Assets and Environment - Mathew Allen
General Manager	General Manager Corporate Services - Angela Allison

REPORT HISTORY

Report Reference	Report Title
IEC240709R7.3	Marion Water Business Unit Update

REPORT OBJECTIVE

The purpose of this report is to seek Council endorsement to apply for a grant to extend Marion's water supply network from Seacliff Golf Club to the Majors Road Soccer pitches.

EXECUTIVE SUMMARY

A \$5.6M capital expansion (\$1.739M grant funded) of Marion Water has recently been completed. The project was delivered on time and budget connecting recycled water to multiple sites across the Cities of Marion, Mitcham, Holdfast Bay and Flinders University.

Another grant opportunity is available to further expand the network south to the Majors Road soccer pitches. The 1.8km extension of the distribution network from the Seacliff Golf Course to the Majors Road soccer pitches is estimated to cost \$520k (includes 20% contingency). The current grant opportunity (the Federal Governments' Resilient Rivers Water Infrastructure Program) has the potential to provide Council \$400k in funding, resulting in a contribution of approx. \$120k from Council to extend the network.

Council endorsement is sought to lodge a grant application in conjunction with other Local Government partners. If successful, a business case will be presented back to Council before any grant is accepted, ensuring certainty and reducing risk to Council.

The estimated annual cost saving for the supply of recycled water to the Southern Soccer Facility is \$31,500 p/a with a simple payback period of circa four years. The estimated unit rate cost of supply of recycled water will reduce from \$2.47k/L to \$2.43k/L. The current cost of SA Water mains supply is \$3.48k/L.

RECOMMENDATION

That Council:

- 1. Endorses the CEO to submit a Resilient Rivers Water Infrastructure grant application for the extension of the recycled water distribution from Seacliff Golf Club to the Southern Soccer Facility.**
- 2. Notes that should the grant application be approved, a business case will be presented to Council for endorsement with further details on the costs and benefits of any proposed grant scheme.**

BACKGROUND

Marion Water is a self-funded, non-subsidised, full cost recovery Business Unit within Council. The business now has over \$16M worth of assets, well over 50% of the asset base was grant funded, helping to ensure the business is a viable proposition for our rate payers.

A recent \$5.6M recycled water expansion project has now concluded. Over 13 km of new high pressure distribution pipe will supply an estimated additional 144ML p/a (long term average) of treated stormwater to irrigation sites within Mitcham, City of Holdfast Bay and importantly to new sites within Marion. The total demand available from the sites attached to the entire network is now estimated at 250ML p/a.

On 9 July 2024, the Infrastructure and Environment Committee (IEC240709R7.3) received an update on the Marion Water Business. The presentation included details of a potential grant opportunity to further extend the Marion Water distribution network to Majors Road soccer pitches. The Infrastructure and Environment Committee supported staff to prepare a report to the General Council meeting in August seeking endorsement to apply for the Grant.

GRANT OPPORTUNITY

The proposed project is a 1.8 km network extension (including a small booster pump) from the Seacliff Golf Course to the new soccer pitches on Majors Road. This will increase the overall network supply from the 250ML p/a to approx. 280ML p/a.

The grant is State Government led (Department for Environment and Water) with a funding agreement under the Resilient Rivers Water Infrastructure Program, administered by the Federal Government's Department of Climate Change, Energy, Environment and Water. To qualify the project must displace potable water with recycled water and the sites must be using potable water at the time of the application, which is sourced from the River Murray, enabling the State Government to return a water license in return. Hence, dependent upon grant timing it may be possible to include the 4th pitch and hence increase the recycled water allocation in the grant application.

To make the grant bid attractive (increased combined scale across 3 projects) to the funding agencies, the City of Marion will be party to a tripartite funding arrangement with the City of Onkaparinga and the Eastern Regional Authority (ERA). The combined potable water offset is over 60ML p/a. However, each party will have a separate funding agreement and will only be responsible for its own displacement of potable water with treated stormwater supply for the sites in each respective Council area. Based on previous experience, it may take 12 months for due diligence, allowing the process to include the fourth soccer pitch irrigation supply volumes.

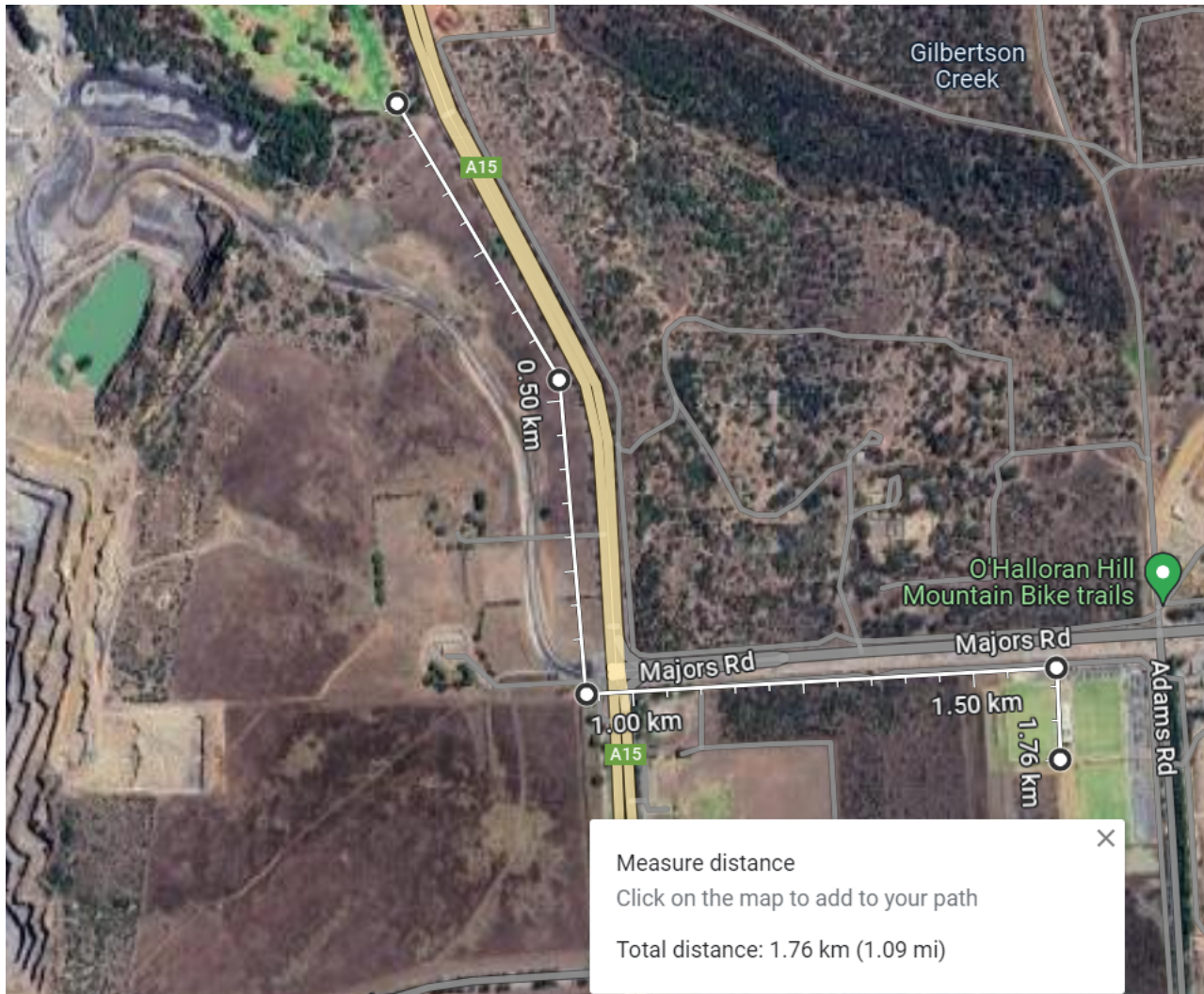
The capital cost for the pipeline expansion & booster pump is estimated at \$520k (includes 20% contingency). This estimate is based on rates incurred for work to renew the golf club mainline currently underway. The infrastructure will be sized to deliver the required volumes for all 4 soccer pitches. Depending upon final agreed volumes of potable water to be offset, the grant contribution is anticipated to be \$400,000 resulting in a Council contribution of approx. \$120k to extend the network. The volume of water that can be justified under the grant must be current volumes of SA Water potable water that can be offset i.e. for the existing 3 soccer pitches.

The estimated annual cost saving for the supply of recycled water compared to potable water to the Southern Soccer Facility is **\$31,500 p/a**. The estimated unit rate cost of supply of recycled water will reduce from \$2.47k/L to \$2.43k/L. The current cost of SA Water mains supply is \$3.48k/L.

A full business case will be presented to Council should "in principle" award of the grant be approved and before any grant is accepted, ensuring this project is a low risk to council. It is envisaged that it could take 12 months to successfully obtain a grant and the construction of the pipeline and booster

pump would take approx. 3 months. An indicative route (subject to hydraulic assessments and service locations) is shown in Fig 1.

Fig 1 Indicative route of proposed recycled water pipeline



ATTACHMENTS

Nil

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11.2 Sturt Precinct Traffic Study

Report Reference	GC240827R11.2
Originating Officer	Unit Manager Engineering – Carl Lundborg
Corporate Manager	Manager Engineering, Assets and Environment - Mathew Allen
General Manager	General Manager City Services - Angela Allison

REPORT OBJECTIVE

The purpose of the report is to seek Council endorsement for a letter to be sent from the Mayor of Marion, Kris Hanna, to the Minister for Infrastructure and Transport highlighting council's plans to improve site access for Marion Oval including the consideration for traffic signals on Sturt Road.

EXECUTIVE SUMMARY

On 8 August 2024, the Department for Infrastructure and Transport (DIT) issued a notification about the Sturt Precinct Traffic Study, to address traffic concerns within the area bounded by Diagonal Road, Southern Expressway, Marion Road, and Sturt Road in Sturt.

Key findings of DIT's traffic study indicate marginal traffic volume increases on Sturt and Diagonal Roads, with a 2.5% annual increase on Marion Road. Notably, delays were identified for right turns onto Sturt Road from local roads.

In response, this report seeks endorsement to notify DIT of council's plan to improve access to Marion Oval from Sturt Road, potentially through new traffic signals and the relocation of the existing pedestrian crossing. The proposal also considers using the disused eastern-most lawn bowling green for site access.

An independent report commissioned by council, expected in September, will explore access, movement, and parking solutions for the Marion Oval precinct. The traffic and parking report recommendations will inform the design of the Marion Basketball Stadium.

RECOMMENDATION

That Council:

- 1. Endorses a letter from the Mayor to be sent to the Minister for Infrastructure and Transport that outlines council's proposal for the installation of new traffic signals on Sturt Road to improve site access to Marion Oval. The proposal includes the relocation of the existing pedestrian crossing to new traffic signals located adjacent the disused eastern-most lawn bowling green.**
- 2. Notes the independent traffic and parking report prepared for the Marion Oval precinct will inform the design of the Marion Basketball Stadium and any future site developments.**

DISCUSSION

DIT issued a notification to council staff on Wednesday 8 August 2024 regarding the Sturt

Precinct Traffic Study (refer Attachment 1). The notification outlined the study area is bounded by Diagonal Road, Southern Expressway, Marion Road and Sturt Road, Sturt.

In response to resident concerns about congestion and access to the arterial road network, DIT has undertaken the collection and evaluation of data on:

- Traffic Volumes
- Public Transport use
- Walking and Cycling movements
- Vehicle Crash Analysis

The key findings of DIT's traffic study are that Sturt Road and Diagonal Road traffic volumes have increased marginally whilst Marion Road traffic volumes have increased by 2.5% annually. The traffic survey data identified periods of delay for drivers turning right onto Sturt Road from the local road network. Feedback on DIT's traffic study can be provided up until 15 September 2024.

This report seeks Council's endorsement to formally notify DIT of council's intent to improve access and egress from Sturt Road to the Marion Oval (262 Marion Road, Marion). This proposal includes the installation of new traffic signals on Sturt Road to improve site access including the relocation of the existing pedestrian crossing. Additionally, this submission would encourage DIT to consider using the disused eastern-most lawn bowling green as the site access for a traffic signal solution.

An independent traffic report, instigated by council, is expected in September with a focus on access, movement and parking solutions in and around the Marion Oval precinct. This report explores the options for access from Sturt Road to Marion Oval including using the disused eastern-most lawn bowling green for access to the site. The consultant will identify viable options to create well-planned access and parking for the sports precinct. The scope of the investigation includes:

- Identification of preferred access points to the site, considering existing locations on Sturt Road, Norfolk Road, and Jasmine Avenue, including the option of signalling access from Sturt Road through the disused eastern-most lawn bowls green.
- Parking demand analysis and strategies to manage daily parking and accommodate major events.
- Analysis of how users will navigate the site during regular activities and major events.

Recommendations will depend on community consultation and DIT's approval to relocate the pedestrian crossing and install traffic signals.

This is an opportune moment to inform DIT of council's plans while they are conducting the Sturt Precinct Traffic Study.

ATTACHMENTS

1. Sturt Precinct Traffic Study Community Engagement [11.2.1 - 3 pages]



Government of South Australia

Department for Infrastructure
and Transport

Sturt Precinct Traffic Study

The Sturt Precinct is an area bounded by Diagonal Road, the Southern Expressway, Marion Road and Sturt Road. In early 2023 local residents raised concerns about congestion, access and difficulty with exiting the precinct during peak times.

A community meeting was held in October 2023 with representatives from the Department for Infrastructure and Transport (The Department) and local community members to discuss safety and access concerns in the local area.

The Department has undertaken a traffic study for the Sturt Precinct area to better understand local community issues and concerns regarding safety and access. The study reviewed the existing conditions of the area, including collecting and evaluating data such as:

- Traffic volumes, movements and vehicle delays;
- Public transport use and routes;
- Pedestrian and cycling movement surveys;
- Vehicle crash analysis;

We have prepared a draft Sturt Precinct Traffic Study Report to summarise our findings, the evaluation of our data and feedback from the community. We are now seeking feedback on our findings from the report to ensure we understand the issues raised by the community in the precinct.

Community Engagement

We are holding community drop-in sessions to share our findings from the traffic study and ensure we understand your experiences as a road user in the Sturt Precinct Area.

Please join us at one of our community drop-in sessions at the following times –

- **Wednesday 14 August 2024 | 4:00-6:00pm** | Cooina Neighbourhood Centre, 245 Sturt Road, Sturt, 5047
- **Saturday 17 August 2024 | 12:30-2:30pm** | Cooina Neighbourhood Centre, 245 Sturt Road, Sturt, 5047

You can also provide feedback through our [online survey](#) until Sunday 15 September 2024.

More information



[Call 1300 794 880](tel:1300794880)



[Email DIT.Engagement@sa.gov.au](mailto:DIT.Engagement@sa.gov.au)



[Visit www.dit.sa.gov.au/sturt](http://www.dit.sa.gov.au/sturt)



Government of South Australia
Department for Infrastructure
and Transport

Build. Move. Connect.

#21995688

We acknowledge the Traditional Custodians of the Country throughout South Australia and recognise their continuing connection to land and waters. We pay our respects to the diversity of cultures; significance of contributions and to Elders past, present and emerging.

11.3 Reconciliation Action Plan Update - Document Finalisation

Report Reference	GC240827R11.3
Originating Officer	Social and Cultural Sustainability Planner – Erica Gurner
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 provide Council with the final Reconciliation Action Plan July 2024 – June 2026 (RAP) for endorsement. The RAP annual report is also presented for noting.

REPORT HISTORY

Report Reference	Report Title
GC240625R13.5	RAP Update
GC240326M15.1	Funding Provision for the Draft Reconciliation Action Plan
GC240312R11.1	Reconciliation Action Plan 2023-2025
GC230822R12.2	Reconciliation Action Plan
GC23062711.15	Reconciliation Action Plan 2023-25

EXECUTIVE SUMMARY

The draft Reconciliation Action Plan 2024 –2026 (RAP) is in its final stages of completion and three elements of the development process are presented to Council.

1. The RAP document (Attachment 1)
Following two rounds of feedback by Reconciliation Australia (RA) and completion of the required amendments, the draft Reconciliation Action Plan July 2024 – June 2026 (RAP) has now been provisionally endorsed by Reconciliation Australia and is in its final stage of completion and endorsement by Council and Reconciliation Australia.
2. The RAP budget
The annual budget for delivery of the RAP has been maintained within the existing \$20,000.
3. RAP Impact Survey (Attachment 2)
A report for the period 1 July 2023 – 30 June 2024 has been completed, as required by Reconciliation Australia.

RECOMMENDATION

That Council:

1. **Endorses the Reconciliation Action Plan July 2024 – June 2026**
2. **Notes the report to Reconciliation Australia for the 2023/2024 period**

DISCUSSION

The RAP Document

The draft Reconciliation Action Plan 2024-2026 ('RAP') has undergone two rounds of feedback with Reconciliation Australia ('RA') as part of their required review process, resulting in a few required amendments to the RAP.

The amendments required by RA did not result in changes to the actions and deliverables overall, rather there were wording tweaks and in a couple of places expanding some single deliverables into two or three separate deliverables or moving a deliverable to a different area.

The more significant changes required by RA were to formatting overall and to the commentary about the RAP in its introductory sections. RA did require that the Vision was rewritten in alignment with its guidelines. The Vision was also drafted with reference to comments from the community and staff engagement.

A second round of review and feedback by RA resulted in their provisional endorsement of the document. The final graphically designed document is attached (Attachment 1). RA have indicated that further wording changes at this stage of the process could require their approval, and this process could take up to one month. Some minor corrections have been completed and it is hoped that these changes do not result in further delay.

If Council accepts the recommendation to endorse the final draft document, the process to completion would be as follows:

1. The RAP 2024-2026 will be returned to Reconciliation Australia for their final approval of the graphically designed document. This is expected to take up to 5 business days (but may take up to 1 month).
2. At the time of RA's final endorsement, the document is published on their website
3. City of Marion can then launch the document.

With no further delays, the document could be ready to launch in mid-September.

The RAP term has already commenced (as of 1 July 2024) and it is recommended that Council endorse the document with no further changes so that implementation can proceed without further delay.

The RAP budget

At the 25 June 2024 General Council meeting the budget relating to the draft RAP was presented to Council for noting. There was no additional budget requested due to the recommendation to utilise unspent funds from 2023/2024 (GC240625R13.5). However, this motion was lost and the unspent funds were not able to be carried over.

The budget has now been reviewed and some costs are able to be absorbed by other areas of the business, such that it is anticipated that the activities listed to achieve the RAP 2024-2026 will be achieved with the existing \$20,000 annual budget, with a possible variance of approximately 10%.

RAP Impact Survey (Attachment 2)

An annual report is required by Reconciliation Australia for any organisation who is involved with their RAP process, including those who have a gap in continuation of their RAP document. The City of Marion was therefore required to complete the report for the 2023-2024 period even though there was no active RAP in that period. The answers by all RAP owners are collated by RA and

contribute to their collective impact report that collates data from across Australia that reflects reconciliation activities.

The report template is provided in a survey format that needed to be completed in one session. In preparation for this report, updates were gathered from across the organisation aligned to the survey questions and then populated into the survey when it became available.

The report serves as an indication of the work occurring across the organisation towards reconciliation. However, it may not represent all of the work undertaken if an action sits outside of the survey questions. It is evident that significant work is embedded at the City of Marion as business as usual, but there is further work to be done through the implementation of the RAP.

ATTACHMENTS

1. Final Co M Reconciliation Action Plan Innovate July 24- June 26 04 [**11.3.1** - 22 pages]
2. RAP Impact Survey responses Marion 2023 2024 [**11.3.2** - 6 pages]



**City of Marion
Reconciliation Action Plan -
Innovate**
July 2024 - June 2026





Kurna Acknowledgement

Ngadiu tampendi Kurna meyunna yaitya
mattanya yainty yerta

This Kurna 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 Kurna people and recognises the Kurna people as the traditional custodians of the land.

Image credits: Southern Cultural Immersion

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Our Vision for Reconciliation

Our vision for reconciliation is for respect, understanding and unity within our community.

The City of Marion will create genuine and trusting partnerships with Aboriginal and Torres Strait Islander people that acknowledge the past and shape decision making.

We will work together to build understanding and create meaningful opportunities that further the aspirations of Aboriginal and Torres Strait Islander people in our community.

Image credit: Stellar Momentum

Mayor's message

Marion was one of the first metropolitan Councils in SA to develop a Reconciliation Action Plan.

Council's Reconciliation Action Plan 2024-2026 demonstrates our commitment to leading, promoting and facilitating reconciliation.

The plan is based on four pillars:

- Relationships
- Respect
- Opportunities
- Governance

We have committed to delivering the RAP actions, ranging from acknowledgment of the Kaurna people and culture through various platforms to removing barriers to employment.

It's all about building better relationships with Aboriginal and Torres Strait Islander peoples.

KRIS HANNA

Kris Hanna

Mayor



Chief Executive Officer message

Reconciliation is a journey. Every journey has a beginning and here at the City of Marion, ours started in 2013 with our first Reconciliation Action Plan (RAP).

In reflecting on our achievements and learning from our previous RAPs, we are proud to continue our reconciliation efforts through the Reconciliation Action Plan 2024-2026.

We have engaged with our community and our staff, and we have explored what reconciliation means to us personally. Common themes of 'understanding', 'listening', 'Truth-Telling', 'building trust', and 'creating opportunity' emerged.

Another key theme was the 'use of language'.

I believe the use of Aboriginal and, or Torres Strait Islander language preserves culture. It is an acknowledgement of a culture's connection to place, and it builds an inclusive community for everyone.

We have been fortunate to learn from a number of Kurna Elders throughout our reconciliation journey on matters of culture, history and healing and we look forward to strengthening our relationships and partnerships into the future.

I would like to thank our consulting facilitator Kimberley Wanganeen for her work with our organisation on the development of our Reconciliation Action Plan 2024-2026. I would also like to thank the community, staff and Council Members who contributed.



Tony Harrison
Chief Executive Officer



Our business

The City of Marion (CoM) is located on the Traditional Lands of the Kaurna people.

We embrace the richness of history, heritage and diversity that infuses our community with vibrancy, and vitality.

Our community are at the forefront of everything we do. Planning and decision-making is informed by the Community Vision - Towards 2040, representing the community's aspirations.

The city is located 10 kilometres south-west of the Adelaide city centre in South Australia, and spans 55 square kilometres with 7 kilometres of coastline. The City of Marion offers diverse cultural, sporting, leisure and shopping experiences amidst picturesque hills, open space, and coast. There is an Administrative Centre at Sturt, and the City Services office and depot is based at Mitchell Park.

With a population of around 98 493 residents (as of 2023), the City of Marion is experiencing healthy growth, particularly among families, and migrants. The 2021 Australian Census revealed that 1.3% of our population (approximately 1,268 people) identify as Aboriginal and Torres Strait Islander.

CoM is dedicated to delivering quality, accessible and inclusive, services, programs, and public infrastructure. We have over 300 passionate volunteers and over 350 full-time equivalent employees. Two staff have identified as being Aboriginal.

CoM provides services and facilities that support the social, environmental, and economic needs of residents, businesses, and visitors.

The City of Marion's role is to:

- Act as a representative and responsible decision-maker in the interests of the community
- Provide and coordinate public services, and develop the community and resources in a socially just, and ecologically sustainable manner
- Encourage and lead initiatives that improve the quality of life of people in the community
- Exercise, perform and discharge the powers, functions, and duties of Local Government under the Local Government Act 1999 and other Acts in relation to the area for which it is constituted

The City of Marion boasts several noteworthy places and spaces within its boundaries including the Living Kaurna Cultural Centre, Marion Cultural Centre, Tonsley Innovation District, Westfield Marion shopping centre, South Australian State Aquatic Centre, and Hallett Cove Conservation Park. The city also has significant cultural sites within its boundaries including Warriparinga.

Warriparinga is the Gateway to the Tjilbruke story.

Warriparinga is an important sacred place for Kaurna people.

The Living Kaurna Cultural Centre at Warriparinga was constructed in 2001 through a partnership between the Kaurna community and the City of Marion. It is now managed by the Kaurna-owned and operated business, Southern Cultural Immersion (SCI). The centre hosts a variety of cultural and environmental education programs, events, and performances. The venue is also available to hire for meetings, training days, events, and workshops.

The journey of our Reconciliation Action Plan

The City of Marion and the Kaurna community have worked in partnership since the mid-90s, reflecting a mutual commitment to the aspirations of Aboriginal and Torres Strait Island people, and to reconciliation. The City of Marion was one of the first councils to adopt the Reconciliation Action Plan Framework and this plan represents the fifth Reconciliation Action Plan (RAP) since its inaugural one in 2013.

Highlights and reflections from the implementation of the City of Marion's Reconciliation Action Plan 2020-2023

The 2020-2023 Reconciliation Action Plan was endorsed at Stretch level reflecting a long history of reconciliation commitment and investment by CoM. CoM achieved 71 of the 75 deliverables despite interruptions caused by COVID-19 during the 2021-2022 period.

Highlights included:

1. A fully booked National Reconciliation Week and NAIDOC Week (National Aboriginal and Islanders Day Observance Committee) program of community events.
2. Continued delivery of an Aboriginal & Torres Strait Islander Traineeship program with the current candidate undertaking a Certificate III in Horticulture.
3. Collaborative efforts between the Cities of Marion, Charles Sturt, and Port Adelaide Enfield Councils to align procurement practices and procurement opportunities for First Nations businesses. A new Procurement Policy was developed emphasising a stronger focus on Corporate Social Responsibilities.
4. Ongoing relationship with Southern Cultural Immersion for the operation of the Living Kaurna Cultural Centre.
5. Employee participation in State Government Aboriginal Heritage and Legislative Awareness sessions.

For the period 2022-2023 the ongoing disruption of COVID-19 on the business (including staff changes) interrupted activities and relationship building, and therefore momentum in some areas of the RAP.

The City of Marion has now made a mature move to resume the RAP work at the Innovate level for the 2024-2026 RAP.





This RAP has been developed with careful reflection on where the last plan concluded and the achievements, challenges and opportunities. To support the development of this plan CoM has undertaken additional engagement with community, staff, and Council Members.

The 2024-2026 RAP is focussed on:

- Relationship building with Aboriginal and Torres Strait Islander stakeholders to enable a strong foundation of partnership, to progress shared outcomes.
- Reviewing City of Marion's work with other RAP stakeholders to continue to grow our sphere of influence.
- Achieving deliverables relating to procurement, employment and cultural learning that were not fully achieved in the previous RAP.
- Integrating previously achieved deliverables so they become part of the 'way we do things' e.g., the continuation of Acknowledgement of Country at important events and meetings.
- Delivering the additional actions that reflect the evolution of the work from previous years.

In 2024, a RAP Champion has been appointed from the Executive Leadership Team who will join the RAP Working Group. The RAP Champion will be supported by the whole Executive Leadership Team who will contribute to the progress of the RAP as opportunity arises within their areas of responsibility. The City of Marion looks forward to establishing new partnerships with Kurna Elders and/or Traditional Owners.

The City of Marion is proud to continue our long history of commitment to reconciliation through this 5th Reconciliation Action Plan, and we welcome you to join us as we continue working towards meaningful shared outcomes over the next two years.

RAP Working Group (RWG) Structure

The RAP Working Group includes:

1. Aboriginal Representative
- Field Supervisor
Reserve Maintenance
2. RAP Champion (Executive Leadership Team RAP representative) - General Manager City Services
3. RAP Champion (to Council) - Council member
4. RAP Champion (to Council) - Council member
5. RAP Champion (to Council) - Council member
6. RAP Coordinator - Social and Cultural Sustainability Planner
7. RAP Action Holder - Manager People and Culture
8. RAP Action Holder - Manager Office of the Chief Executive
9. RAP Action Holder - Manager Community Connections

The RAPWG Chair will be a member of the RAPWG.

City of Marion Reconciliation Milestones

1995-97

Tjilbruksi Gateway

Tjilbruksi Gateway created by Margaret Worth, Sherry Rankine, a Kurna artist, and Gavin Malone. This multi-layered artwork/commemoration speaks about the Kurna Ancestral Being Tjilbruksi, the changes brought about by colonisation, and conciliation - between people, their cultures, and the land. It is presented through a collection of symbols that signify place and events.



2006

Installation of six Kurna Interpretive signs along the Coast Park trail

The Coast Park Interpretive signage project in 2006 was a partnership with State Government.

2001

Opening of Living Kurna Cultural Centre

The Living Kurna Cultural Centre is located at Warriparinga and offers Aboriginal and environmental education programs, events, and performances. The venue is also available to hire for meetings, training days, events, and workshops.

1998

Warriparinga Land Management Agreement

The Land Management Agreement ensured that the area of significant Aboriginal culture, known as Warriparinga, is protected, and appropriately maintained as well as ensuring that any adjacent developments do not encroach on the setting of the Laffer's residence and surrounds.

Aboriginal Flag flying

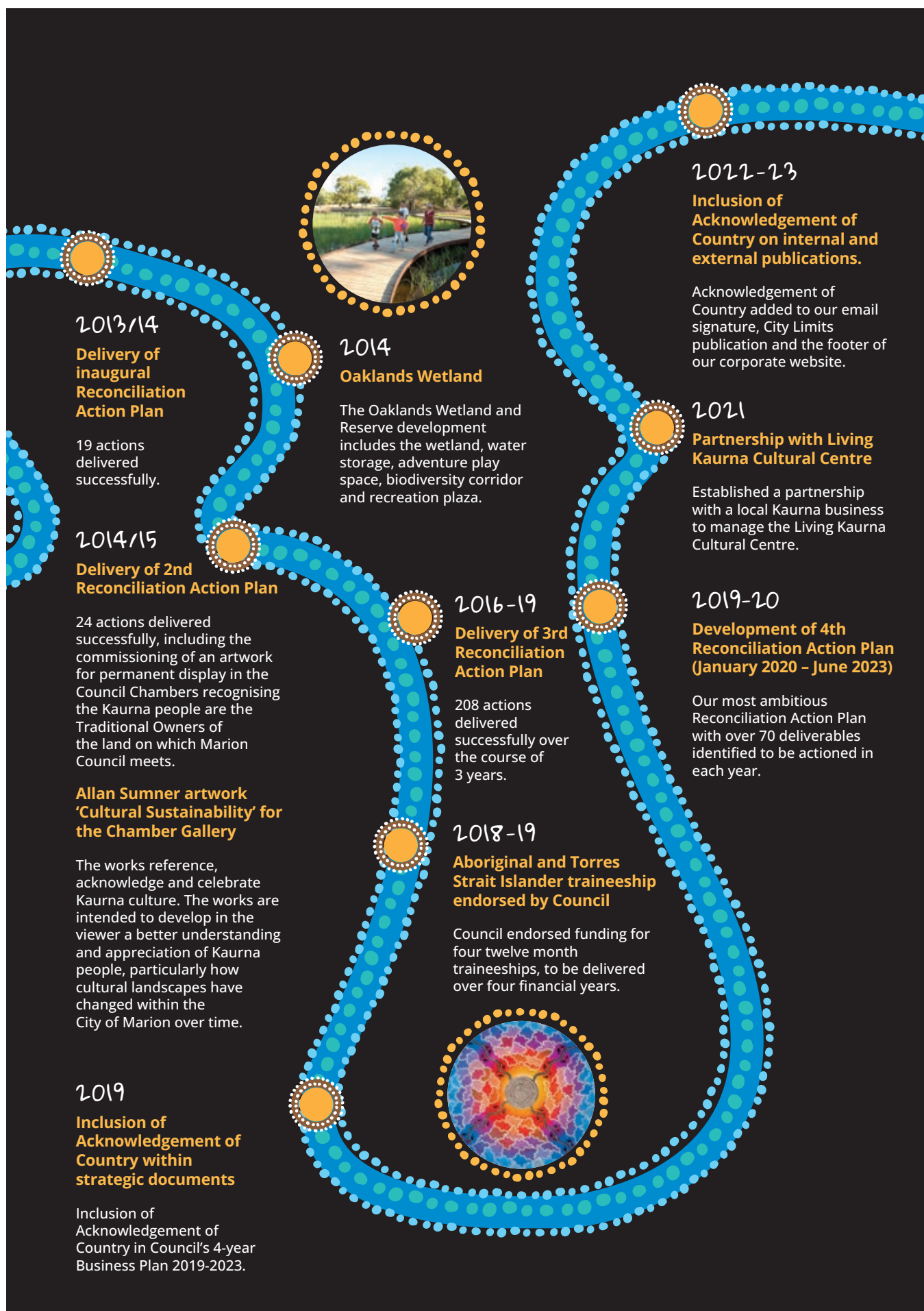
Council endorsed Aboriginal and Torres Strait Islander flags to be permanently flown outside the Council Administration Centre.



2005

Kurna Tappa Iri Regional Agreement 2005-2008 (Walking Together) including the Tjilbruksi Dreaming Trail

The City of Marion partnered with the Cities of Holdfast Bay, Onkaparinga, and Yankalilla District Council to develop the Kurna Tappa Iri Regional Agreement 2005-2008 (Walking Together). This agreement outlined specific Council led reconciliation projects before Reconciliation Action Plans had been formalised. The Tjilbruksi dreamtime story featured significantly in the Agreement, as this story travels through the four Council boundaries.



Relationships

The City of Marion will establish and maintain respectful relationships and partnerships with Aboriginal and Torres Strait Islander people. We understand relationships are the foundation of reconciliation and facilitate unity and positive outcomes for the whole community.

Action	Deliverable	Timeline	Responsibility
1 Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Update stakeholder map identifying internal relationship holders and Aboriginal and Torres Strait Islander stakeholders.	July 2024	Manager Office of the CEO
	Develop an engagement plan to guide work with Aboriginal and Torres Strait Islander stakeholders.	August 2024	Manager Office of the CEO
	Seek partnerships (guided by the engagement plan) with local Kurna Elders or Traditional Owners to guide the delivery of the RAP, as a whole.	September 2024	ELT RAP representative
2 Build relationships through celebrating National Reconciliation Week (NRW) commencing May 27 each year.	Continue to circulate Reconciliation Australia's NRW resources and reconciliation materials to Marion staff each year.	April 2025, 2026	RAP Coordinator
	RAP Working Group members to participate in an external NRW event.	May 2025, 2026	RAP Working Group Chair
	Continue to book and host a table at the Reconciliation SA Breakfast event each year.	March 2025, 2026	Manager Office of the CEO
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	May 2025, 2026	CEO
	Support City of Marion sites to host at least one NRW event each year for staff to attend.	May 2025, 2026	Manager People and Culture
	Register all our NRW events on Reconciliation Australia's NRW website.	May 2025, 2026	RAP Coordinator

Relationships



Action	Deliverable	Timeline	Responsibility
3 Promote Reconciliation through our sphere of influence.	Develop and implement a staff engagement strategy, to raise awareness of reconciliation across our workforce.	March 2025	Manager People and Culture
	Communicate our commitment to reconciliation publicly.	July 2024 2025 NAIDOC Week May 2025 2026 Reconciliation Week	CEO
	Conduct an audit of existing RAP partnerships, to identify further opportunities to build on the work.	February 2025	Manager Office of the CEO
	Continue to identify and explore opportunities to positively influence external stakeholders to drive reconciliation outcomes.	January 2026	RAPWG Chair
4 Promote positive race relations through anti-discrimination strategies.	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	December 2024	Manager People and Culture
	Develop, implement, and communicate an anti-discrimination policy for our organisation in consultation with Aboriginal and Torres Strait Islander staff and/or advisors.	December 2024	Manager People and Culture
	Educate all City of Marion staff, senior leaders, and Council Members on the effects of racism. Consider using the Racism: It stops with Me campaign resources for this purpose.	June 2025, 2026	Manager People and Culture Office of the CEO
5 Promote understanding and unity by providing equitable opportunities for the City of Marion community to engage with Aboriginal and Torres Strait Islander cultures.	Support Aboriginal and Torres Strait Islander people and businesses to share and celebrate culture with a range of community audiences, in a range of settings and venues.	June 2025, 2026	Manager Community Connections
	Schedule and coordinate a program of free or subsidised cultural learning opportunities across the year for the community to attend.	June 2025, 2026	Manager Community Connections

Relationships

Respect

The City of Marion recognises that Aboriginal and Torres Strait Islander cultures are diverse living cultures. We will learn-about, embrace, promote, and celebrate heritage, language, and cultural expression to build understanding and respect within the community.

Action	Deliverable	Timeline	Responsibility
6 Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning.	Conduct a review of cultural learning needs of staff, executive and Elected Members.	December 2024	Manager People and Culture Manager Office of the CEO
	Invite Traditional Owners and/or Aboriginal and Torres Strait Islander advisors to advise on the contents of a cultural learning strategy for the City of Marion.	February 2025	Manager People and Culture
	Develop, implement, and communicate a cultural learning strategy for staff, executive and Council Members that considers cultural awareness, cultural safety, and immersive opportunities.	April 2025	Manager People and Culture
	Provide opportunities for RAP Working Group members, HR leaders and other key leadership staff to participate in formal and structured cultural learning as guided by the cultural learning strategy.	August 2025	Manager People and Culture RAP Working Group Chair
	Review the City of Marion induction program and identify opportunities to promote reconciliation and build cultural capability when onboarding staff and Council Members.	June 2025	Manager People and Culture

Respect



Artist credit: Daphne Rickett - Abundance of Warriparrri (Sturt River)

Action	Deliverable	Timeline	Responsibility
7 Demonstrate respect to Aboriginal and Torres Strait Islander peoples by continuing to learn about and observe cultural protocols.	Develop, implement, and communicate a cultural protocol document, informed by Aboriginal and Torres Strait Islander advisors. Document to include protocols for Welcome to Country and Acknowledgement of Country.	March 2025	Manager Customer Experience and Engagement
	Increase understanding by staff of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	March 2025	Manager Customer Experience and Engagement
	Expand Kurna language education within City of Marion by inviting a Kurna educator to teach Acknowledgement of Country in Kurna language.	February 2025	Manager People and Culture
	Identify ways to embed (in CoM planning processes) Welcome to Country or other appropriate cultural protocols at significant events for the coming year.	October 2024	Manager Customer Experience and Engagement
	Build on the inclusion of Acknowledgement of Country at meetings by considering other contexts e.g. policies and strategies, signage in buildings, and the website.	December 2025	RAP Working Group Chair
	Investigate a cultural safety framework for the City of Marion.	September 2025	Manager People and Culture
	Investigate an audit of City of Marion sites to assess the cultural safety of all buildings.	January 2026	General Manager City Development

Respect



Action	Deliverable	Timeline	Responsibility
8 Build respect for Aboriginal and Torres Strait Islander cultures and histories by continuing to celebrate NAIDOC Week.	RAP Working Group to participate in an external NAIDOC Week event.	July 2024, 2025	RAP Working Group Chair
	Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.	December 2024	Manager People and Culture
	Promote NAIDOC and its theme and encourage participation in external NAIDOC events to all staff each year.	July 2024, 2025	Chief Executive Officer
9 Promote Aboriginal and Torres Strait Islander cultures throughout City of Marion.	Investigate the display (site specific) of cultural knowledge throughout the City of Marion in consultation with Kurna Elders and Traditional Owners.	September 2025	General Manager City Development
	Plan for increasing Aboriginal and Torres Strait Islander involvement in landcare and landscaping within the City of Marion, in consultation with Aboriginal and Torres Strait Islander advisors.	September 2025	General Manager City Services
	Investigate dual naming of sites in consultation with Kurna Elders and Traditional Owners.	September 2025	General Manager City Services
	Create a calendar of dates of significance for Aboriginal and Torres Strait Islander people and an accompanying communication plan, to support the City of Marion to plan acknowledgement of these occasions.	October 2024	Manager Customer Experience and Engagement

Respect

Opportunities

The City of Marion respects the rights of Aboriginal and Torres Strait Islander people to participate equally and with fairness in the business of CoM and the life of the community. We will seek to increase opportunity in all aspects of CoM's business, including our workforce, procurement and projects, representation, and decision making.

Action	Deliverable	Timeline	Responsibility
<div>10</div> <div>Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.</div>	Build understanding of current and previous Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	December 2024	Manager People and Culture
	Consult with Aboriginal and Torres Strait Islander staff and/or stakeholders for the development of an Aboriginal and Torres Strait Islander recruitment, retention, and professional development strategy.	April 2025	Manager People and Culture
	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention, and professional development strategy.	July 2025	Manager People and Culture
	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander candidates.	July 2025	Manager People and Culture
	Seek advice and review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace (as part of a cultural safety framework).	September 2025	Manager People and Culture

Opportunities



Action	Deliverable	Timeline	Responsibility
11 Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy, including a review of a Supply Nation membership.	December 2025	Manager Strategic Procurement
	Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	June 2025	Manager Strategic Procurement
	Communicate the procurement strategy to relevant staff.	October 2024, 2025 Indigenous Business Month	Manager Strategic Procurement
	Develop commercial relationships with Aboriginal and Torres Strait Islander businesses.	December 2025	Manager Strategic Procurement
	Investigate holding a procurement forum for Aboriginal and Torres Strait Islander businesses to support their participation in City of Marion procurement activity.	June 2026	Manager Strategic Procurement
	Investigate holding an Aboriginal and Torres Strait Islander Art and Businesses showcase event to support and promote businesses.	January 2026	Manager Strategic Procurement Manager City Activation

Opportunities

Governance

The City of Marion understands that reconciliation requires leadership to achieve a focused and sustained effort. We will work authentically and respectfully with Elders and Traditional Owners. We will also welcome the perspectives and insights of other Aboriginal and Torres Strait Islander advisors. We will display courage, flexibility, integrity, and a commitment to achieving steady progress.

Action	Deliverable	Timeline	Responsibility
12 Maintain an effective RAP Working Group (RAPWG) to drive governance of the RAP.	Review RAP Working Group (RAPWG) membership. Ensure key business areas are represented and consider how subject matter experts may temporarily work-with/inform the RAPWG.	July 2024 June 2026	Office of the CEO
	Maintain Aboriginal and Torres Strait Islander representation on the RAPWG.	July 2024, 2025 April 2026	Office of the CEO
	Review and apply the Terms of Reference for the RAPWG.	July 2024 April 2026	RAP Coordinator
	Prepare a schedule of meetings to ensure the RAPWG is meeting at least four times per year to drive and monitor RAPWG implementation.	July 2024 April 2025, 2026	RAP Coordinator
	Explore Co-Chair governance structure for the RAPWG, with an Aboriginal and Torres Strait Islander representative and non-Indigenous representative.	October 2024	RAP Working Group Chair
13 Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	July 2024 April 2025, 2026	Office of the CEO
	Engage senior leaders, Council Members, and staff in the delivery of RAP commitments.	August 2024	Office of the CEO
	Define and maintain appropriate implementation traffic light system to track, measure and report on RAP commitments.	July 2024	RAP Coordinator
	Maintain an internal RAP Champion from senior management.	July 2024	Chief Executive Officer
	Recommend action holders/leaders include the RAP in internal meeting agendas to drive implementation and accountability.	February 2025	RAP Working Group Chair

Governance



Action	Deliverable	Timeline	Responsibility
14 Build accountability and transparency through reporting RAP achievements, challenges, and learnings both internally and externally.	Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss important RAP correspondence.	July 2024	RAP Coordinator
	Contact Reconciliation Australia to request our unique link to access the online RAP Survey.	1 August 2024, 2025	RAP Coordinator
	Complete and submit Reconciliation Australia's annual RAP Survey.	30 September 2024, 2025	RAP Coordinator
	Report RAP progress to all staff, senior leaders, and elected members quarterly.	October 2024 February 2025 June 2025 October 2025 February 2026 June 2026	RAP Coordinator
	Publicly report our RAP achievements, challenges, and learnings, annually.	May 2025, 2026	Manager Customer Experience and Engagement Office of the CEO
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	February 2026	RAP Coordinator
	Submit a traffic light report to Reconciliation Australia at the conclusion of this RAP.	January 2026	RAP Coordinator
15 Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	January 2026	RAP Coordinator

Governance



Cover artwork by accomplished, contemporary Aboriginal Artist, Allan Sumner. Born in 1975, Adelaide, South Australia.

Allan is a Ngarrindjeri Kaurna Yankunytjatjara man and is passionate about his Aboriginal culture, particularly learning the stories that have been passed down from generation to generation by his Elders. His work draws inspiration from family times around the campfire and fishing along the Murray River and Coorong. Blending abstract with dot work, Allan produces amazing acrylic pieces on canvas that reflect his culture and connection with the land. His use of both cool and earthy tones allow his work to convey a sense of movement, place and cultural influence.



Artwork on page 16: Abundance of Warriparri (Sturt River) by Daphne Rickett

"My Ancestors followed this Songline for thousands of years. A place of shelter with an abundance of food. They have knowledge where their food was. My Dreaming is connected to waters." - Ngarrpadla (Aunty) Daphney Paringangki (Riverwoman)

Reconciliation Action Plan Contact
Social and Cultural Sustainability Planner
Phone: (08) 8375 6600
Email: council@marion.sa.gov.au



8375 6600



@CityofMarion



@CityofMarion



council@marion.sa.gov.au



@CityofMarion



marion.sa.gov.au



RAP Impact Survey (1 July 2023 – 30 June 2024)**1) 1. Total number of employees in your organisation**

Total Number of Employees: 445

2) 2. If you are a peak body or sporting club, please indicate the total number of members you represent

No Answer. Not required.

3) 3. Total number of students

No Answer. Not required.

4) 4. Latest endorsed RAP type

- ☐ Reflect RAP
- ☐ Innovate RAP
- ☒ Stretch RAP
- ☐ Elevate RAP

5) 5. Was your organisation's very first RAP endorsed within the last 12 months?

- ☐ Yes
- ☒ No

6) 6a. Reconciliation Australia provides your organisation with sufficient support, guidance, advice and direction to DEVELOP your RAP.

- ☒ Strongly Agree
- ☐ Agree
- ☐ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

7) 6b. Reconciliation Australia provides your organisation with sufficient support, guidance, advice and direction to IMPLEMENT your RAP.

- ☐ Strongly Agree
- ☐ Agree
- ☒ Neutral
- ☐ Disagree
- ☐ Strongly Disagree

8) 7. Indicate the frequency of contact with your organisation has had with Reconciliation Australia.

- ☐ Weekly
- ☒ Monthly
- ☐ Once every two or three months
- ☐ More than once a year, but less than once a quarter
- ☐ Once a year or less

9) 8. What level of commitment have your senior leaders demonstrated towards reconciliation and the implementation of your RAP?

- ☒ Our leaders were instrumental in encouraging staff participation in the RAP
- ☐ Our leaders are seen by staff as playing an active role in delivering on RAP commitments
- ☒ Our CEO has made a public statement in support of our RAP
- ☒ Our senior leaders are active members of our RAP Working Group
- ☒ Our leaders are supportive but aren't always sure what they can do to support our RAP
- ☐ Only a few of our leaders are supportive of our RAP
- ☐ Our leaders have not demonstrated commitment to our RAP

10) 9. Does your organisation have a documented Aboriginal and Torres Strait Islander engagement strategy?

- ☐ Yes
- ☒ No

11) 10. How many Aboriginal and Torres Strait Islander organisations have you formed or maintained a partnership with in the last 12 months?

Number of formal partners: 1

Number of informal partners: 7

12) 11. Please indicate if you have partnered with these organisations or any others to help meet your RAP objectives during the reporting period

- ☐ CareerTrackers
- ☐ Supply Nation
- ☐ Jawun
- ☒ Other

- "Southern Cultural Immersions Social Traders Firesticks Alliance City of Marion has proceeded with a social-traders membership which incorporates some supply nation elements. Whilst this does not specifically constitute a First Nations procurement strategy it builds into our objectives of incorporating First Nations procurement."

13) 12. How did your organisation participate in National Reconciliation Week this year?

- ☐ Hosted/organised an internal activity/event
- ☒ Hosted/organised an external activity/event
- ☐ Supported employees to participate in internal events
- ☒ Supported employees to participate in external events
- ☐ Our organisation did not participate in National Reconciliation Week 2024
- ☒ Other (please specify)

If you have selected 'other' please specify here - "Sponsored a table at Reconciliation Week breakfast with attendance by the Mayor, two General Managers, the RAP Coordinator, members of Marions Youth Council (YCC) and a Kurna Elder. City of Marion also provided significant funding support to Southern Cultural Immersion to deliver a community Reconciliation event at Warriparinga. Our

community centres and Gallery M hosted a number of cultural learning events for the community, delivered by Aboriginal and, or Torres Strait Islander peoples. "

14) 13. How many NRW events did your organisation host this year?

Number of internal events: 0

Number of external events: 8

15) 14. Does your organisation have a documented staff engagement strategy to raise awareness of reconciliation across your workforce?

☐ Yes

☒ No

16) 15. Does your organisation have formalised anti-discrimination policies/provisions in place?

☐ Yes - we have a dedicated anti-discrimination policy

☒ Yes - we have anti-discrimination provisions housed under another policy

☐ No - we do not have formal anti-discrimination provisions in place

17) 16. Does your organisation have an Aboriginal and Torres Strait Islander Cultural Learning strategy document?

☐ Yes

☒ No

18) 17. How many staff have undertaken a structured cultural learning program during the reporting period?

E-learning cultural program: 64

Face-to-face cultural program: 14

Cultural immersion program: 9

19) 18. Does your organisation have an Aboriginal and Torres Strait Islander cultural protocols document?

☐ Yes

☒ No

20) 19. Have you changed any of your external facing services and/or practices as a result of your RAP?

☒ Yes

☐ No

21) 20. Have you changed any of your core (business-as-usual) internal processes and/or policies as a result of your RAP commitments?

☒ Yes

☐ No

☐ Other

22) 21. Does your organisation have a documented Aboriginal and Torres Strait Islander employment, retention, and professional development strategy?

- ☐ Yes
☒ No

23) 22. What is your target for Aboriginal and Torres Strait Islander employment in this reporting period?

Overall Target Number : 0
Target Number for leadership and management positions: 0
Do not have a target (please enter 0): 0

24) 23. How many Aboriginal and Torres Strait Islander staff does your organisation currently employ (as of 30 June 2024)?

Total number of Aboriginal and Torres Strait Islander staff: 1
We do not collect this data (please enter 0):
Permanent (full time or part time): 1
Non-ongoing (full-time or part time): 0
Casual: 0
Apprentices/cadetships: 0
Traineeships/internships: 0
Contractors: 1

25) 24. Please indicate the number of Aboriginal and Torres Strait Islander staff that are in the following positions

Board positions: 0
Councillors: 0
Senior Executive roles: 0
Other management positions/senior positions: 0
Entry level or junior roles: 1
If you do not have this information. Please type in a short response.: N/A

26) 25. Does your organisation have an Aboriginal and Torres Strait Islander procurement strategy document?

- ☐ Yes
☒ No

27) 26. What was the dollar value of procurement from Aboriginal and Torres Strait Islander businesses in the reporting period?

a. Aboriginal and Torres Strait Islander businesses : 400000.00
b. Businesses certified by Supply Nation: 0.0

28) 27. How many Aboriginal and Torres Strait Islander businesses did you enter a contract with, during the reporting period?

Number of all Aboriginal and Torres Strait Islander businesses: 10

29) 28. Is your organisation a Supply Nation Member?

- ☐ Yes
☒ No

30) 29. What was the dollar value of donations made to Aboriginal and Torres Strait Islander organisations in the reporting period?

Dollar value of spend: 0

31) 30. What was the dollar value of contributions to Aboriginal and Torres Strait Islander students and/or education scholarships in the reporting period?

Dollar amount for direct funding of scholarships : 0

Dollar amount of contributions to organisations that support Aboriginal and Torres Strait Islander student: 0

32) 31. What was the value of pro bono services provided to Aboriginal and Torres Strait Islander individuals, organisations, or communities in the last 12 months?

Hours of pro bono services provided: 0

Dollar value of pro bono services provided : 0

This does not apply to my organization. (Enter 0): 0

33) 32. Does your organisation have internal and/or external governance structures to include and listen to First Nations stakeholders?

☐ Our organisation has an internal First Nations employee group which has input and influence within the organisation and access to senior leadership

☐ Our organisation has an external First Nations advisory group to guide our organisation's work

☐ Our organisation has consulted with First Nations stakeholders to evaluate existing governance structures

☒ Our organisation has undertaken a formal evaluation of governance structures to assess existing and identify potential new structures to listen and respond to the voices of First Nations stakeholders

☐ No formal governance structures in place

☐ Other (Please specify within 250 words

34) 33. Has your organisation undertaken any work to educate internal and/or external stakeholders around the Uluru Statement from the Heart?

☐ Yes

☒ No

35) 34a. Of the four strategies/approaches listed here, which have supported your organisation to drive/achieve positive outcomes over the last 12 months.

No Answer. Not required.

36) 34b. In 500 words or less please describe the positive outcome/s of these strategies including any key partnerships that have contributed to these outcomes.

No Answer. Not required.

37) Please enter the email you would like a copy of your organisation's submission sent to

Email Address: erica.gurner@marion.sa.gov.au

11.4 LGA Annual General Meeting 2024 - Call for Items of Business

Report Reference	GC240827R11.4
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 consider Notice of Motions for forwarding to the Local Government Association (LGA) for consideration at the LGA Annual General Meeting (AGM) 2024 and to nominate a voting delegate.

EXECUTIVE SUMMARY

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

The LGA AGM will be held on Friday 22 November at a venue yet to be confirmed.

In order for items of business to be considered for the AGM, proposed items must be received by the LGA no later than **Friday 30 August 2024**.

One proposed item of business has been received and is included for Council's consideration:

That the Annual General Meeting requests the LGA to consider the adoption of preferential voting for LGA President and LGA Board positions (subsequent to the 2024 AGM); the voting methods used in South Australian elections for the House of Assembly and Legislative Council to be followed respectively.

Any Council Member can attend the LGA AGM, but Council must have a voting delegate determined by Council resolution. The current voting delegate for the LGA AGM is Mayor Kris Hanna and the proxy for the 2024 LGA Ordinary General Meeting held in May was Councillor Luscombe. Traditionally the proxy is the Deputy Mayor, however any member may nominate as proxy. Council will need to determine the voting delegates and advise the LGA accordingly.

RECOMMENDATION

That:

1. The nominated Council Voting Delegate for the 2024 Local Government Association Ordinary General Meeting is Mayor Kris Hanna and the Proxy Delegate for this meeting is XXXX
2. Council submits the following motion for consideration at the LGA Ordinary General Meeting 2024:
That the Annual General Meetings requests the LGA to consider the adoption of preferential voting for LGA President and LGA Board positions (subsequent to the 2024 AGM); the voting methods used in South Australian elections for the House of Assembly and Legislative Council to be followed respectively.
3. Council notes the report *LGA Annual General Meeting 2024 Call for Items of Business*

and endorses the following motion to be submitted to the Local Government Association for consideration:

a. Voting Method – LGA President & LGA Board Positions (Attachment 1)

DISCUSSION

The LGA has released a call for items of business for the LGA AGM in November 2024. In preparation for the meeting, the LGA has advised Councils of the following information:

Items of Business

The purpose of the AGM is to consider items of strategic importance to local government and the LGA, as recommended by South Australian Region Organisation of Councils (SAROC), Greater Adelaide Region Organisation of Councils (GAROC) or the LGA Board of Directors.

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

In order for items of business to be considered for the AGM, proposals must be received by the LGA no later than Friday 30 August 2024. All proposed items will then be considered by either SAROC, GAROC or the LGA Board of Directors and must be approved by them for inclusion in the agenda for the AGM. The agenda will be provided to councils at least 30 days prior to the meeting.

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

Council Members were advised via email on 8 July 2024 and subsequently reminded on 29 July 2024 of the Call for proposed items and were asked to submit any items for consideration to Administration by 5pm Monday 5 August 2024. One motion has been received and is included in **Attachment 1** for Council's consideration.

Voting Delegate

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

The current Voting Delegate is Mayor Hanna and the previous Proxy was for the 2024 LGA Ordinary General Meeting was Councillor Luscombe. Unless contrary advice is provided to the LGA, the above-nominated Voting delegate will remain Mayor Hanna. Council will need to determine a Proxy. Councils may appoint new voting delegates by notifying the LGA via the Voting Delegate Form (**Attachment 2**).

In Summary

- Proposed items of business are due to the LGA by Friday 30 August 2024.
- Advise of Voting Delegates.

ATTACHMENTS

1. LGA General Meeting Proposed Item of Business form [**11.4.1** - 2 pages]
2. Notification of appointment of Council Delegate Form [**11.4.2** - 1 page]

LGA General Meeting – Proposed Item of Business

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

Please return Word version of completed form to lgasa@lga.sa.gov.au.

Council Name	City of Marion
The body the item is being referred to	LGA Board of Directors
Subject of the proposed item of business	Voting Method – LGA President & LGA Board Positions
Proposed motion for the General Meeting	That the Annual General Meeting requests the LGA to consider the adoption of preferential voting for LGA President and LGA Board positions (subsequent to the 2024 AGM); the voting methods used in South Australian elections for the House of Assembly and Legislative Council to be followed respectively.
Supporting information <i>Provide a summary of the issue(s), relevant background information, description of the impact on the sector and evidence that this is an item of strategic importance to local government.</i>	<p>The preferential voting system offers several advantages over the first-past-the-post (FPTP) system. One of the key benefits is that it ensures a more representative outcome by requiring candidates to secure a majority of votes, rather than just a simple plurality. This system allows voters to rank candidates in order of preference, which means that if no candidate receives an outright majority, the candidate with the fewest votes is eliminated, and their votes are redistributed based on the voters' next preferences. This process continues until a candidate achieves a majority. As a result, preferential voting reduces the likelihood of "wasted" votes and encourages more diverse and moderate candidates, as they must appeal to a broader base to gain second and third preferences. Additionally, it diminishes the impact of strategic voting, where voters might otherwise feel compelled to vote for a less-preferred but more viable candidate to prevent an undesirable outcome. Overall, preferential voting promotes a more inclusive and democratic electoral process.</p>
LGA Policy Manual <i>Does this item require a change to the LGA Policy Manual (new policy or amendment to existing policy)?</i>	<p>please click here to view the LGA Policy Manual)</p> <p>Yes – this would require a change to the LGA Constitution</p>
LGA Strategic Plan reference	<p>(please click here to view the 2021-25 LGA Strategic Plan)</p> <p>Strategy 4 - Embed best practice governance and operations to enable the LGA to provide value to members.</p>
Council Contact Officer submitting form	<p>Kate McKenzie, Manager Office of the CEO</p> <p>Kate.mckenzie@marion.sa.gov.au</p> <p>8375 6600</p>



The voice of local government.

Council Meeting minute reference and date of meeting	General Council Meeting – 27 August 2024
Date submitted to LGA	28 August 2024

Please return Word version of completed form to lgasa@lga.sa.gov.au.
Refer to LGA Latest News in respect to deadlines for upcoming General Meetings.

Notification of Appointment of Council Delegate

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

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

Council Name	City of Marion
Council Delegate	Mayor – Kris Hanna
Name and Signature of Chief Executive Officer	Tony Harrison (signature here)
Date	25/07/2023

Please return completed form to lgasa@lga.sa.gov.au.

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

11.5 Consultation on Dog and Cat Management (Cat Management amendment bill 2024)

Report Reference	GC240827R11.5
Originating Officer	Unit Manager Regulatory Services – Stephen Zillante
Corporate Manager	N/A
General Manager	General Manager City Development - Ben Keen

REPORT HISTORY

Report Reference	Report Title
FORUM240813R1.2	Consultation on Dog and Cat Management (Cat Management amendment bill 2024)

REPORT OBJECTIVE

To provide Members with an opportunity to comment on proposed amendments to the cat management laws within the Dog and Cat Management Act, for future submission to the Department for Environment and Water. Comments are due for submission by 18 September 2024.

EXECUTIVE SUMMARY

The Department for Environment and Water (DEW) is proposing amendments to the Cat Management provisions within the Dog and Cat Management Act (DCM Act) through the Dog and Cat Management (Cat Management) Amendment Bill 2024. The amendments aim to align cat management procedures with those for dogs, expanding council powers regarding the trapping, seizing, detaining, and disposing of cats. The proposed changes will have minimal impact on City of Marion's current cat management operations, largely due to the existing contract with the RSPCA, whose procedures are consistent with the proposed amendments. Support for the proposed changes to the DCM Act is recommended.

Council Member feedback was sought at the 13 August 2024 Forum. In addition to general support for the proposed changes to the Act, Members were also supportive of providing feedback and recommendations relating to:

- Measures needed to address the high number of unidentifiable, non-desexed and non-microchipped cats being seized.
- Promote increased desexing as a long-term solution and call for significant State Government investment in statewide desexing programs
- Highlight the potential strain increased statewide cat management laws may have on animal welfare agencies like the RSPCA and AWL.
- Emphasise the need for more State Government investment in cat detention facilities in the Adelaide metropolitan area, and overall state government support, considering the revenue collected from councils.

Proposed comments that consider the above have been prepared for submission to DEW (refer Attachment 1).

RECOMMENDATION

That Council:

1. **Endorse the proposed comments in relation the Dog and Cat Management (Cat Management) Amendment Bill 2024 for submission to the Department for Environment and Water (Attachment 1).**
2. **That Council authorises the Mayor to write to the responsible Minister seeking the establishment of a State-run destination for the management of seized, detained and unwanted dogs and cats.**

DISCUSSION

The Department for Environment and Water (DEW) are proposing amendments to the DCM Act through the Dog and Cat Management (Cat Management) Amendment Bill 2024. DEW has provided councils with the opportunity to comment, and submissions are required by 18 September 2024. The City of Marion is authorised and required to administer the DCM Act in relation to cat management. In addition to the DCM Act, City of Marion's [Cats By-law No. 6 2021](#) is the primary by-law dealing with cat management in the City of Marion. This by-law requires cat owners to comply with several requirements relating to responsible cat ownership and sets out a number of offences relating to cats. The DCM Act then sets out the procedures the council must follow when seizing, detaining, and managing cats that breach both the by-law and other relevant DCM requirements.

The DCM Act is presently quite general in setting out the circumstances and manner in which council can seize, detain and dispose of cats. One key aim of the proposed amendments is to more clearly prescribe the processes a council should follow in the handling of cats.

The amendments do not propose to create any new offences relating to cats. The current and proposed legislative framework is explained in more detail in the table below:

Legislative Framework for Cat Management			
	CoM Cats By-law	Current DCM Act	Proposed DCM Act
Specific offences relating to cats.	<ul style="list-style-type: none"> • Cat curfew • Cat nuisance • Number of cats per property • Cat free areas 	<ul style="list-style-type: none"> • Microchipping and identification • Desexing 	No change
Contains powers and processes for the seizure, detention and disposal of cats.	No	<ul style="list-style-type: none"> • Contains the general power to seize and detain cats • Contains limited procedures for the seizure, detention and disposal of cats 	<ul style="list-style-type: none"> • Contains the power to seize and detain <u>all cats</u>. • Prescribes additional circumstances where cats can be seized and detained. • Contains new and expanded procedures relating to the seizure, detention, disposal and destruction of cats.

The proposed amendments are similar to those proposed by Council in 2020 in its proposed variation to the Cats By-law, which was not supported by the Legislative Review Committee at the time.

Generally, the amendments to the DCM Act will align the requirements for the seizure, destruction and disposal of cats with the requirements currently in place for dogs. Key changes include:

- Clarity on how seized and detained cats must be managed.
- Expanded provisions setting out the circumstances where council can seize and detain cats
- Ensure seizure and detention of cats is undertaken by authorised officers, and pursuant to conditions determined by councils.
- Provide instruction in determining to dispose of a seized cat. These processes are based on the current processes for dogs.
- Provide authorisation to council staff to seize and detain a cat to prevent by-law violations, if the cat is suspected to be lost, unowned, or feral, upon request by emergency services, or in other regulated circumstances. It does not explicitly cover seizing cats wandering on private property but allows councils to set conditions such as cat trapping.
- Establish procedures similar to those for dogs, including scanning for microchips and posting notices at council offices and websites for at least 72 hours.
- Outlines conditions for destroying or disposing of a cat, such as injury, disease, non-claim within 72 hours, refusal by the registered owner, non-payment of detention fees, or if the cat is unidentified, unowned, or feral. *As City of Marion has a contract in place with the RSPCA this will continue to be handled by the RSPCA.*
- Updated sections to recognise persons performing actions under National Parks and Wildlife Act, Wilderness Protection Act, Crown Land Management Act, Landscape South Australia Act and the Animal Welfare Act. This will ensure proper interaction between the DCM Act and those listed above. *This will not apply to City of Marion.*
- Changes to the requirements for management of feral cats in rural areas and National Parks. *This will not apply to City of Marion.*

Impacts of the proposed amendments

- The proposed amendments generally expand the powers and procedures council must follow when trapping, seizing, detaining and disposing of cats.
- Staff presently have many similar procedures in place as a result of the implementation of the Cats By-law, and as part of its contract with the RSPCA (see below).
- The new DCM Act requirements will continue to operate alongside the Cats By-law and will be useful in administering the By-law.
- The proposed amendments do not duplicate or contradict any requirements of City of Marion's Cats By-law and do not create new offences relating to cats.
- The amendments will not impact the operation or objectives of the Cats By-law.
- The amendments will have minimal impact on existing cat management procedures undertaken by City of Marion staff. Some minor procedural adjustments will be required.

Current contract with RSPCA

The City of Marion has a contract in place with the RSPCA for animal impounding services. The contract term is for a 10-year period effective 1 July 2023 to 30 June 2033.

The contract terms require the RSPCA to take into its care and custody stray and surrendered cats and kittens delivered by the City of Marion or its residents. Where cats are not identifiable, the RSPCA will microchip and re-home cats, unless there are medical and/or behavioural issues.

The RSPCA advise that they can re-home around 90% of cats they receive. This involves microchipping and desexing of cats, ensuring cats going back into the community can be identified.

The proposed changes will not impact the current contract or operations of the RSPCA. The City of Marion is in a good position with the existing contract in place.

In November 2023, the RSPCA advised that a nationwide shortage of cat vaccines impacted their ability to take in cats at their shelter. The concern for unvaccinated kittens and cats was the highly contagious *Feline Parvovirus*. This illness can spread rapidly in a shelter environment.

The vaccine shortage was attributed to several factors:

- Covid impact on vaccine manufacturers.
- Suppliers have reported batch failures caused by errors during manufacturing.
- Cat/kitten ownership increased during the pandemic, increasing demand for vaccines.

As a result, Community Safety Inspectors revised their approach to cat trapping for some time. This was resolved in June 2024 when the RSPCA resumed their normal intake of cats. Staff are now working with the RSPCA to establish a business continuity plan with a view to having procedures in place to deal with similar matters should they arise in future.

City of Marion Cats By-law

The new cat curfew provisions within the Cats By-law have been in place for over 18 months. Enforcement of the Cats By-law, including breaches of the curfew and nuisance provisions, are in line with Council's Enforcement Policy. The investigation process is as follows:

- On receipt of a complaint, statements are obtained from affected residents and any other available evidence is gathered.
- Letters may be placed in letterboxes, informing nearby residents of the cat confinement requirements. Door knocks may also be undertaken.
- Council may set a cat cage or loan residents a cage.
- Trapped cats may be identified via microchip, by residents or identification tag.
- Where a trapped cat can be identified the cat owner will be interviewed.
- Where an offence can be substantiated, enforcement action such as formal warnings, fines or orders may be undertaken.
- Where a trapped cat cannot be identified, staff will attempt to locate the owner.
- If an owner cannot be located the cat will be taken to the RSPCA for impounding and re-homing.

Since the introduction of overnight confinement of cats (i.e. the cat curfew), Community Safety Inspectors have investigated 162 complaints in relation to breaches of the curfew. The outcome of these investigations is summarised below:

Cat complaints 1 Jan 2023 – 30 June 2024			
Investigation type	# complaints	# expiations	# warnings
Cat Curfew Investigations	162	2	2
Cat Nuisance Complaints	204	2	2

Trends and observations after 18 months of setting cat traps

During the investigation of cat curfew complaints, a total of 78 cat cages were used in undertaking investigations. A total of 76 cats were trapped as a result.

Cat cage information from 1-Jan 2023 – 30 June 2024	#
Number of cat cages issued	78
Number of cats trapped	76
Number of trapped cats that <u>could be identified</u>	3
Number of trapped cats that <u>could not be identified</u>	73

- Only 3 of the 76 of the cats captured during these investigations were able to be identified.
- The majority of unidentifiable cats were also not desexed.
- Unidentified cats were taken to the RSPCA for health checks and assessment on the suitability to rehome.
- It is likely many of the unidentifiable cats are 'semi-owned' cats i.e. they are generally dependent on humans who do not perceive ownership for the cat.

These above observations and data support the need for:

- Actions to encourage people responsible for 'semi-owned' cats, to take full ownership
- Increased microchipping
- Increased desexing

Council Member feedback and proposed comments

Council Member feedback was sought at the 13 August 2024 Forum. In addition to general support for the proposed changes to the Act, Members were also supportive of providing the following comments and recommendations relating to increased measures that could be considered to improve cat management within South Australia:

1. Investment

- Call for significant State Government investment to assist councils in cat management
- Emphasize the need for more State Government investment in cat detention facilities in the Adelaide metropolitan area, and overall state government support, considering the revenue collected from councils.
- Highlight the financial contributions by the City of Marion to the Dog and Cat Management Board, and the need for more substantial State Government grants and investment into desexing, microchipping, and initiatives encouraging people to take responsibility for semi-owned cats.

2. State-wide detention facilities

- There is a need to address the potential strain on animal welfare agencies like the RSPCA and AWL.
- Plan for increased investment in detention facilities for cats, especially in metropolitan areas.
- Explore alternative or supplementary solutions for long-term cat care.

3. Cat Desexing:

- Evidence indicates there is a need to address the high number of non-identifiable, non-desexed and non-microchipped cats being seized.
- Promote increased desexing as a long-term solution.

Proposed comments for submission to DEW are provided in Attachment 1.

ATTACHMENTS

1. Proposed comments for submission to DEW [**11.5.1** - 5 pages]

Overall Comments / Summary

Overall comments relating to proposed amendments:

The City of Marion's Cats By-law has been in effect since 1 January 2023. The proposed amendments to the Dog and Cat Management Act will provide clearer, more effective guidelines for cat management and administration of the By-law, enhancing our current practices without significant disruption. The proposed changes are supported. Feedback on specific amendments is provided in further detail below (refer pages 3-5).

The City of Marion also provides the following additional comments and recommendations relating to cat management, and key areas for further reform:

Recommendation 1:

State Government investment in cat management: The City of Marion calls for significant State Government investment to assist councils in cat management.

Discussion:

In 2023/2024, the City of Marion contributed over \$140,000 to the Dog and Cat Management Board in animal registration and breeder fees. The City of Marion also finances the detention of cats within the council area. It is noted that funds within the Dog and Cat Management Fund may be applied towards the cost of establishing or maintaining facilities used for detention. This presents an opportunity for the State Government to boost investment in cat management and to support metropolitan councils in managing cats across Adelaide.

Recommendation 2:

Statewide detention facilities: The City of Marion recommends that the State Government consider options to develop and invest in facilities for the management of seized and detained cats within metropolitan Adelaide and explore alternative options for long-term cat care.

Discussion:

The proposed amendments to the Act do not create any new offences relating to cats and may encourage more councils to adopt cats By-laws. This could lead to an inconsistent approach across councils and may also place more strain on animal welfare agencies.

The City of Marion has contracts in place with the RSCA and AWL for the management of seized and detained cats. Both organisations advise they are regularly at or near capacity with the number of cats that can be accommodated. Issues such as ability to re-home, availability of vaccines and increased cost of living also impact their ability to manage cats. Our observations indicate that a statewide approach to cat management will add to the strain on animal welfare agencies. It may not be sustainable to rely on animal welfare agencies for the management of cats in the long term, and there is an absence of alternate facilities across metropolitan Adelaide.

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If more containment and seizure is envisaged, more investment in detention facilities, or other options, for cats is needed – particularly for metropolitan areas.

Recommendation 3:

Cat desexing and responsible cat ownership: The City of Marion recommends and supports measures promoting desexing as a long-term solution to cat management. Such measures should also consider increased microchipping and responsible cat ownership initiatives and be subject to significant State Government investment, grants or the like.

Discussion:

Since the introduction of the City of Marion's Cats By-law in 2023, the City of Marion has investigated 162 cat curfew complaints, and 204 cat nuisance complaints. A total of 76 cats were trapped as a result, with the following outcomes:

- Only 3 of the 76 of the cats captured during these investigations were able to be identified. The majority of these were adult cats.
- The majority of unidentifiable cats were also not desexed.
- Unidentified cats were taken to the RSPCA for health checks and assessment on the suitability to rehome.
- We believe most of the unidentifiable cats are 'semi-owned' cats i.e. they are generally dependent on humans who do not perceive formal ownership for the cat.
- Advice received from animal welfare agencies and veterinarians suggests that increased cat desexing is one of the best long-term measures to assist in reducing cat populations.

Our evidence and observations indicate there is a need to address the high number of non-identifiable, non-desexed and non-microchipped cats being seized.

Feedback on specific amendments

Section proposed for amendment	Comments /suggestions
Application of Act (Section 9A) A new section is proposed to ensure other State legislation governing feral cat management can operate lawfully.	<i>No impact on council operations or policy. Support this amendment.</i>

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Section proposed for amendment	Comments /suggestions
<p>Power to destroy cats – persons authorised (Section 63)</p> <p>This section of the Act currently refers to ‘warden’, ‘authorised officer’ and ‘inspector’ in relation to the National Parks and Wildlife Act 1972, Wilderness Protection Act 1992, Crown Land Management Act 2009, Landscape South Australia Act 2019 and the Animal Welfare Act 1985.</p> <p>Amendments to this provision propose to broaden language to recognise contractors and other persons lawfully performing functions under these Acts.</p>	<p><i>No impact on current council operations or policy. Support this amendment.</i></p>
<p>Power to destroy cats – feral cat control (Section 63)</p> <p>It is proposed that references to ‘unidentified’ cats be removed to allow lawful feral cat control under the Crown Land Management Act 2009 and the Landscape South Australia Act 2019, bringing these laws in line with controls permitted under the National Parks and Wildlife Act.</p>	<p><i>As above.</i></p>
<p>Power to destroy cats - distance from residence (Section 63)</p> <p>It is proposed to amend this section so that rural landowners more than 1 kilometre from a neighbour can lawfully control feral cats on their own property.</p>	<p><i>As above.</i></p>
<p>Power to destroy cats – regulation to set distance from residence (Section 63)</p> <p>This allows a regulation to set specific distances is proposed to allow lawful feral cat eradication programs in targeted environments (i.e. Landscape Boards programs).</p>	<p><i>As above.</i></p>
<p>Power to destroy cats - amend powers for council authorised persons (Section 63)</p> <p>Amendments to section 63 (2) propose to allow for circumstances in which authorised persons may destroy cats, without seizure or the requirement to detain, to be provided in regulations.</p>	<p><i>As above.</i></p>

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Section proposed for amendment	Comments /suggestions
<p>Power to seize and detain cats (Section 64)</p> <p>Currently anyone can seize and detain an 'unidentified' cat and deliver it to a facility for the care of cats, as listed in the Act.</p> <p>Existing issues with this section include</p> <ol style="list-style-type: none"> the inability to know if a cat is unidentified prior to trapping and the requirement to release a trapped identified cat, and facilities not obligated to receive a cat, leaving the person in possession of an unidentified cat without a solution. <p>The proposed changes</p> <ol style="list-style-type: none"> allow cats to be trapped in specific circumstances by authorised officers and members of the public, but trapping only be undertaken where there are arrangements in place to receive and process the cat. <p>Councils decide whether to participate in cat seizing and detaining (not every council has detention facility arrangements); and if participating, has clarity on how to manage seized and detained cats.</p>	<p>a. The City of Marion presently collects trapped cats, scan them for a microchip and then return to the owner (where identifiable) or take them to the RSPCA (where unidentifiable). <i>Less than 5% of cats trapped so far have been able to be identified.</i> This process will not change.</p> <p>Presently, our staff will set traps when investigating cat breaches. We also provide traps to residents on a request basis (our staff collect all trapped cats). Residents can also use their own trap. This approach will need to be modified to require residents to obtain permission to trap cats. A simple process can be developed to manage this. The change will result in more oversight of trapping, may lead to improved animal welfare (and reduced risk) and allow CoM to better monitor number of traps set.</p> <p>b. CoM has arrangements in place with the RSPCA to receive and process cats. This will not impact present arrangements.</p> <p>It is proposed to support this amendment.</p>

Section proposed for amendment	Comments /suggestions
<p>Procedure following seizure of cat (Section 64AA)</p> <p>Currently there is no specific process for managing cats that have been legally seized and detained. Amendments propose to improve the outcomes for seized and detained cats, introducing a similar arrangement to the long-established process for dogs (return to owner if possible, scan for microchip, display notice).</p>	<p>This aligns with the City of Marion's processes in place to manage our Cats By-law. Staff collect trapped cats, scan them for a microchip and then return to the owner (where identifiable) or take them to the RSPCA (where unidentifiable). This process will not change.</p> <p>A minor process change to ensure a notice is displayed on the website and at council chambers for 72 hours after a cat is caught will be needed. We</p>

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	presently do this for dogs, the impact will be negligible. Improved consistency between the processes for cats and dogs is sensible. It is proposed to support this amendment.
Detention time following seizure of cat (Section 64AA) A 72 hour detention period, the same as dogs, will be introduced to give owners time to collect cats.	As above - improved consistency between the processes for cats and dogs is sensible. Support this amendment.

Section proposed for amendment	Comments /suggestions
Destruction or disposal of seized cat (Section 64A) Following proposed amendments to section 63 and 64AA, these amendments propose to provide instruction to councils in determining when to dispose of a seized cat. These processes are based on the current processes for dogs. Councils may dispose of cats by rehoming, transferring to a shelter or foster care organisation for care and rehoming. Councils may also utilise humane euthanasia where rehoming is not appropriate.	As the City of Marion has a contract in place with the RSPCA, similar processes are presently in place and are handled by the RSPCA. Cats will be re-homed by the RSPCA where possible. Diseased cats may be euthanised where no alternative. This will have no impact on current operations or on the current contract with the RSPCA. Support this amendment.

Section proposed for amendment	Comments /suggestions
Notification to owner of a destroyed dog or cat (Section 64D) Draft amendments to section 64D are proposed to update the definition of prescribed person, reflecting changes proposed for section 63, which are discussed earlier in this section.	An update to the definition of prescribed person. This reflects changes proposed for section 63, which are discussed above. Generally administrative, no impact on council operations.

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11.6 Updates to the Schedule of Delegations - August 2024

Report Reference	GC240827R11.6
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

This report provides an update of Councils Schedule of Delegations in line with the Local Government Association (LGA) Framework and recent legislative amendments. The update will ensure that Council is compliant with the relevant legislation and provides for effective, efficient and appropriate decision making by Council Officers.

REPORT HISTORY

A full review of Council's Schedule of Delegations was undertaken in May 2024.

Report Reference	Report Title
GC240514R11.8	Review of Schedule of Delegations 2024

EXECUTIVE SUMMARY

The Council may delegate its statutory powers and functions pursuant to section 44 of the *Local Government Act 1999* and powers of delegation under other legislation.

The LGA's Delegations Framework is routinely reviewed on a quarterly basis by the LGA's Legal connect partners, Norman Waterhouse Lawyers.

This update relates to the period 1 February 2024 – 31 May 2024 and includes changes to the following:

- *Disability Inclusion Regulations 2019*
- *Environment Protection Regulations 2023*

In addition to the quarterly updates provided, it is proposed to amend the conditions associated with S137 of the *Local Government Act 1999* in regard to the CEO expenditure and increase the expenditure limit from \$4million to \$5.5million.

RECOMMENDATION

That Council:

1. **That the Council resolves to grant the delegation of powers and functions of the Council as provided for in the attached instrument of delegation (Attachment 1) under the following legislation as set out in the attached Table of Delegated Functions and Powers (Attachment 2):**
 - *Disability Inclusion Regulations 2019*
 - *Environment Protection Regulations 2023*
 - *Local Government Act 1999*
2. **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.

3. Notes that a full list of the Delegations and Sub-Delegations of the CEO will be made available on the City of Marion website.

DISCUSSION

An instrument of delegation providing for the delegation of powers and functions by the Council is attached to this report (Attachment 1).

The instrument of delegation identifies:

- (a) the statutory power or powers to delegate the powers or functions subject to the instrument of delegation;
- (b) the statutory basis for any power to sub-delegate a delegated power or function;
- (c) the conditions and limitations applying to the exercise of a delegated power or function; and
- (d) in an attached table for each Act or regulation under which a delegation is granted by the instrument of delegation:
 - (i) the delegated power or function; and
 - (ii) the identity of the delegate or delegates in respect of that power or function.

For the purpose of the review, the changes have been identified in 'red' text in the attached table of delegated functions and powers (Attachment 2) and a summary of changes is identified below:

Title of Document	Section of Document updated	Nature of change	Reason for update	Recommendation
<i>Disability Inclusion Regulations</i>	Regulation 12(2)(a)	Addition	Addition	Update to delegations and sub delegations
<i>Environment Protection Regulations 2023</i>	Year of Regulations Regulation 82(2)	Amendment Amendment	Previous regulations repealed and new regulations made Previous regulations repealed and new regulations made	

In addition to the quarterly updates resulting in amendments or additions to legislation, it is proposed to increase the CEO expenditure limit from \$4million to \$5.5 million. This will align the expenditure with the value on Section 48 reports. The amount of \$4million has been in place for over 10 years.

If the Council resolves to grant the delegations provided for in the attached instrument of delegation, then delegations will come into operation on the day following the date of the Council resolution (being 28 August 2024).

The instrument of delegation identifies:

- (a) The statutory power or powers to delegate the powers or functions subject to the instrument of delegation;

- (b) The statutory basis for any power to sub-delegate a delegated power of function;
- (c) The conditions and limitations applying to the exercise of a delegated power or function
- (d) In an attached table for each Act or regulation under which a delegation is granted by the instrument of delegation;
 - i. The delegated power or function; and
 - ii. The identity of the delegate or delegates in respect of that power or function.

In accordance with section 44(4)(b) and 101 of the *Local Government Act*, Council authorises any delegated power of function made to the CEO to be sub-delegated by the CEO unless the Council otherwise advises.

The sub-delegations are granted subject to the following conditions and limitations:

- (a) the sub-delegate must exercise a sub-delegated function or power in accordance with:

- i. applicable legislative and other legal requirements; and
- ii. due regard to relevant policies and guidelines adopted by the Council;

- (b) in regard to the following sub-delegations under the *Local Government Act*:

- i. section 133: the power to obtain funds does not extend to imposing rates, borrowing money or obtaining other forms of financial accommodation or fixing or varying fees under sections 188(1)(d) to 188(1)(h) of the Local Government Act;
- ii. section 137: the power to expand funds in the performance or discharge of the council's powers, function or duties in accordance is limited to funds allocated as part of a budget adopted by council; the CEO expenditure limit is \$5.5m.
- iii. section 143(1): the power to write off debts is limited to debts not exceeding \$5,000 in respect of any one debt;
- iv. section 188(3): the powers in regard to fees and charges are limited to fees and charges imposed under sections 188(1)(a), 188(1)(b) and 188(1)(c);

- (c) The sub-delegated functions or powers are subject to the following:

- i. (Delegations will comply with any conditions or limitations identified within the schedule.
- ii. Delegations will be made to positions only unless there are clear legal or other requirements for specific staff to be identified.
- iii. All delegations are to be exercised in accordance with the principles of prudential management e.g. accountability, transparency, probity, and due care and diligence.
- iv. Individuals will be accountable for the delegations that they exercise. In doing this, staff will be supported to ensure that they have the necessary skills, competency and qualifications (if required) to undertake their duties.
- v. All powers and functions will generally be delegated to operate at the lowest appropriate levels. It is assumed that where a delegation has been assigned to a position, all higher positions in the relevant functional area will also have that delegation.
- vi. All delegations to the Chief Executive Officer extend to any person appointed to act in the position of Chief Executive Officer.
- vii. The delegation made by the Chief Executive Officer, extends to any person who is appointed to act in the position of the sub-delegate.
- viii. Where required by legislation, sub-delegations from the Chief Executive

Officer will be made subject to conditions or limitations and the delegate can only act in accordance with the conditional delegation.

- ix. There will be sufficient and thorough consultation between Council's staff, those likely to be affected by the decision, and where necessary, with Council Members.
- x. If a decision is likely to create a high level of local or community interest, the matter will generally be referred to Council for a decision

Additional points to note include:

- Under Section 44(4) of the *Local Government Act* a delegation is revocable at will and does not prevent the council from acting in a matter.
- Sub-delegations from the Chief Executive Officer to relevant staff will be made at the time or near after endorsement of the Schedule of Delegations by Council.
- The delegations contained in the Schedule of Delegations will be effective immediately upon Council approval.
- The updated Schedule of Delegations will be published on Council's website.

If the Council resolves to grant the delegations provided for in the attached instrument of delegation, then previous delegations of the powers and functions subject to the instrument of delegation will be revoked from the date on which the delegations in the attached instrument of delegation come into operation.

ATTACHMENTS

1. 1 Instrument of Delegation by Council v2 [**11.6.1** - 2 pages]
2. 2. Table of Powers and Functions for Relevant Legislation v 2 [**11.6.2** - 49 pages]



Instrument of Council Delegation

City of Marion

Instrument of delegation

1. The City of Marion (**Council**) delegates each function or power of the Council:
 - (a) listed in the attached tables to the delegate or delegates identified in respect of the function or power.
2. The delegations granted pursuant to section 44 Local Government Act.
3. The delegations granted pursuant to the Local Government Act to the Council's Chief Executive Officer (**CEO**) may be sub-delegated by the Chief Executive Officer in accordance with sections 44(4)(b) and 101 of the Local Government Act, but subject to section 44(3a) of the Local Government Act.
4. If two or more delegates are nominated in respect of a power or function, then each nominated person is granted a delegation and may exercise the power or function independently of any other delegate.
5. The delegations are granted subject to the following conditions and limitations:
 - (a) the delegate must exercise a delegated function or power in accordance with:
 - (i) applicable legislative and other legal requirements; and
 - (ii) due regard to relevant policies and guidelines adopted by the Council;
 - (b) in regard to the following delegations under the Local Government Act:
 - (i) section 133: the power to obtain funds does not extend to imposing rates, borrowing money or obtaining other forms of financial accommodation or fixing or varying fees under sections 188(1)(d) to 188(1)(h) of the Local Government Act;
 - (ii) section 137: the power to expend funds in the performance or discharge of the council's powers, functions or duties in accordance is limited to funds allocated as part of a budget adopted by the council; CEO expenditure limit is \$5.5m.
 - (iii) section 143(1): the power to write off debts is limited to debts not exceeding \$5,000;
 - (iv) section 188(3): the powers in regard to fees and charges are limited to fees and charges imposed under sections 188(1)(a), 188(1)(b) and 188(1)(c);
6. Each delegation of a power or function granted under this instrument is independent of, and severable from, every other delegation granted under this instrument.
7. If a delegation of a power or function under this instrument is determined to be invalid or unlawful, the invalid or unlawful delegation will be deemed to be severed

*Instrument of Council Delegation*

from this instrument and the remaining delegations will continue to operate according to their terms.

8. The delegations provided for in this instrument of delegation will come into operation on the day following the date of the Council resolution.
9. Previous delegations granted by the Council of the powers and functions delegated by this instrument are revoked with effect from the date on which the delegations provided for in this instrument come into operation.
10. The delegations granted by this instrument will remain in force until varied or revoked by resolution of the Council.

By resolution of the Council

on: 27 August 2024

Relevant Act	Capacity of council	Statutory provision	Power/function	Delegate (CEO)	Conditions / Limitations
Disability Inclusion Regulations 2019					
Disability Inclusion Regulations 2019	State authority	regulation 9(2)	Determine the manner and form and time period for the calling of public submissions under section 16(4)(c) of the Disability Inclusion Act	Chief Executive Officer	
Disability Inclusion Regulations 2019	State authority	regulation 9(3)	Publish the disability access and inclusion plan on a website	Chief Executive Officer	
Disability Inclusion Regulations 2019	State authority	regulation 9(4)	Prepare and provide a report to the Chief Executive Officer of the administrative unit of the public service that is responsible for assisting a Minister in the administration of this Act	Chief Executive Officer	
Disability Inclusion Regulations 2019	council	regulation 10	Keep residents informed of the preparation by the council of a single disability access and inclusion plan which is for more than one council	Chief Executive Officer	
Disability Inclusion Regulations 2019	State authority	regulation 11(1)	Comply with the steps under regulation 9 in regard to the variation of a disability access and inclusion plan as if the variation were the plan	Chief Executive Officer	
Disability Inclusion Regulations 2019	State authority	regulation 11(2)	Vary a disability access and inclusion plan	No delegation	
Disability Inclusion Regulations 2019	State authority	regulation 11(3)	Provide public notice of a variation to a disability access and inclusion plan	Chief Executive Officer	
Disability Inclusion Regulations 2019	State authority	regulation 12(a)	Prepare a report on the operation of a disability access and inclusion plan	Chief Executive Officer	
Environmental Protection Regulations 2009					
Environmental Protection Regulations 2009	council	regulation 75(2)	Elect by written notice to the Environment Protection Authority not to comply with regulations 71 and 71(2) in respect of solid waste and to take the solid mass of waste to be as calculated in accordance with the formula in regulations 75(2)(b)	No Delegation	
Environmental Protection Regulations 2023					
Environment Protection Regulations 2023	council	regulation 82(2)	Elect by written notice to the Environment Protection Authority not to comply with regulations 74 and 75 in respect of solid waste and to take the solid mass to be calculated in accordance with the formula in regulation 82(2)(b)	No Delegation	
Environment Protection (Noise) Policy 2007					

Environment Protection (Noise) Policy 2007	council	clause 4(2)	Participate in consultation with the Environment Protection Authority regarding what land uses are principally promoted by relevant development Plan provisions.	Chief Executive Officer	
Environment Protection (Noise) Policy 2007	council	clause 4(4)	Participate in consultation with the Environment Protection Authority regarding in what land use category a land use principally promoted by relevant Development Plan provisions falls.	Chief Executive Officer	
Local Government Act 1999					
Local Government Act 1999	council	section 7(a)	Plan at the local and regional level for the development and future requirements of the council area	No Delegation	
Local Government Act 1999	council	section 7(b)	Provide services and facilities that benefit its area, its ratepayers and residents, and visitors to the council area	No Delegation	
Local Government Act 1999	council	section 7(ba)	Determine appropriate financial contribution to be made by ratepayers to resources of the council	No Delegation	
Local Government Act 1999	council	section 7(c)	Provide for the welfare, well-being and interests of individuals and groups within the council's community	No Delegation	
Local Government Act 1999	council	section 7(d)	Take measures to protect the council area from natural and other hazards and to mitigate the effects of such hazards	No Delegation	
Local Government Act 1999	council	section 7(e)	Manage, develop, protect, restore, enhance and conserve the environment in an ecologically sustainable manner, and to improve amenity	No Delegation	
Local Government Act 1999	council	section 7(f)	Provide infrastructure for the council's community and for development within its area (including infrastructure that helps to protect any part of the local or broader community from any hazard or other event, or that assists in the management of any area)	No Delegation	
Local Government Act 1999	council	section 7(g)	Promote the council area and to provide an attractive climate and locations for the development of business, commerce, industry and tourism	No Delegation	
Local Government Act 1999	council	section 7(h)	Establish or support organisations or programs that benefit people in the council area or local government generally	No Delegation	
Local Government Act 1999	council	section 7(i)	Manage and, if appropriate, develop, public areas vested in, or occupied by, the council	No Delegation	
Local Government Act 1999	council	section 7(j)	Manage, improve and develop resources available to the council	No Delegation	
Local Government Act 1999	council	section 7(k)	Undertake other functions and activities conferred by or under an Act	No Delegation	

Local Government Act 1999	council	section 12(1)	Publish a notice in the Gazette altering the composition of the council or dividing, or redividing, the area of the council into wards, altering the division of the area of the council into wards or abolishing the division of the area of the council into wards	No Delegation	
Local Government Act 1999	council	section 12(2)	Publish a notice in the Gazette changing the council from a municipal council to a district council or vice versa, altering the name of the council or the name of the area of the council, or giving a name to, or altering the name of, a ward	No Delegation	
Local Government Act 1999	council	section 12(3)	Undertake a review under section 12 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 12(4)	Undertake a review under section 12 of the Local Government Act at least once in each relevant period prescribed by the regulations	Chief Executive Officer	
Local Government Act 1999	council	section 12(5)	Initiate the preparation of a representation review report and form the opinion a person is qualified to address the representation and governance issues	Chief Executive Officer	
Local Government Act 1999	council	section 12(7)	Undertake public consultation	Chief Executive Officer	
Local Government Act 1999	council	section 12(11)	Finalise the council report	Chief Executive Officer	
Local Government Act 1999	council	section 12(11a)	Refer the report to Electoral Commissioner	Chief Executive Officer	
Local Government Act 1999	council	section 12(11e)(a)	Take such action as is necessary (including by altering report)	Chief Executive Officer	
Local Government Act 1999	council	section 12(11e)(b)	Comply with requirements of section 12(7)	Chief Executive Officer	
Local Government Act 1999	council	section 12(11e)(c)	Refer the report to the Electoral Commissioner under section 12(12)	Chief Executive Officer	
Local Government Act 1999	council	section 12(12)	Refer report to the Electoral Commissioner	Chief Executive Officer	
Local Government Act 1999	council	section 12(12a)	Include with the report copies of any written submissions if received	Chief Executive Officer	
Local Government Act 1999	council	section 12(15)(b)	Provide for the operation of any proposal recommended in the council's report by notice in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	section 12(16)(a)	Take action on a report referred back to the council by the Electoral Commissioner	Chief Executive Officer	
Local Government Act 1999	council	section 12(16)(b)	Refer report back to the Electoral Commissioner	Chief Executive Officer	
Local Government Act 1999	council	section 12(17)	Comply with requirements of section 12(7) (unless determine alteration of report is of a minor nature only)	Chief Executive Officer	
Local Government Act 1999	council	section 12(24)	Undertake a review within period specified by the Electoral Commissioner	Chief Executive Officer	

Local Government Act 1999	council	section 13(1)	Publish a notice in the Gazette changing the council from a municipal council to a district council or vice versa, altering the name of the council or the name of the area of the council, or altering the name of a ward	No Delegation	
Local Government Act 1999	council	section 13(2)(a)	Give public notice of the proposal to change the council from a municipal council to a district council or vice versa, alter the name of the council or the name of the area of the council, or alter the name of a ward	Chief Executive Officer	
Local Government Act 1999	council	section 13(2)(b)	Invite written submissions	Chief Executive Officer	
Local Government Act 1999	council	section 13(2)(ba)	Publish a copy of the public notice in a newspaper circulating within the council area	Chief Executive Officer	
Local Government Act 1999	council	section 13(2)(c)	Give any person who makes a written submission in response to an invitation an opportunity to appear personally or by representative before the council or a council committee to be heard on the submission	Chief Executive Officer	
Local Government Act 1999	council	section 28(1)(c)	Refer a proposal for the making of a proclamation under Chapter 3 of the Local Government Act to the South Australian Local Government Grants Commission	Chief Executive Officer	

Local Government Act 1999	council	section 31(2)(b)	Participate in consultation with the South Australian Local Government Grants Commission on the appointment of an investigator	Chief Executive Officer	
Local Government Act 1999	council	section 31(10)(c)	Participate in consultation with the South Australian Local Government Grants Commission on a recommendation that a proposal referred to the Commission not proceed	No Delegation	
Local Government Act 1999	council	section 36(1)(a)	Exercise the legal capacity of a natural person, including entering into contracts or arrangements, suing and being sued and acting in conjunction with another council or authority or person	Chief Executive Officer	As per contractual and Financial delegations
Local Government Act 1999	council	section 36(1)(c)	Do anything necessary, expedient or incidental to performing or discharging the council's functions or duties or achieving the council's objectives	Chief Executive Officer	
Local Government Act 1999	council	section 36(2)	Act outside the council area to the extent necessary or expedient to the performance of the council's functions or in order to provide services to an unincorporated area of the State	Chief Executive Officer	
Local Government Act 1999	council	section 37(b)	Authorise an officer, employee or agent to enter into a contract on behalf of the council	Chief Executive Officer	As per contractual and Financial delegations CEO - unlimited provided funds are part of the Council approved budget
Local Government Act 1999	council	section 41(1)	Establish a committee	No Delegation	
Local Government Act 1999	council	section 41(2)	Determine the role of the committee	No Delegation	
Local Government Act 1999	council	section 41(3)	Determine the membership of the committee	No Delegation	
Local Government Act 1999	council	section 41(4)	Appoint a presiding member or make provision for the appointment of a presiding member	No Delegation	
Local Government Act 1999	council	section 41(6)	Appoint the principal member as an ex officio member of the committee	No Delegation	
Local Government Act 1999	council	section 41(8)	Determine the reporting and other accountability requirements applying to a committee	No Delegation	
Local Government Act 1999	council	section 42(3)	Obtain the approval of the Minister to the conferral of corporate status on a council subsidiary	No Delegation	
Local Government Act 1999	council	section 43(3)	Obtain the approval of the Minister to the conferral of corporate status on a regional subsidiary	No Delegation	

Local Government Act 1999	council	section 44(6)	Cause a separate record to be kept of all delegations under section 44 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 44(6a)	Review the delegation in force under section 44 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 45(1)	Nominate a place as the council's principal office	Chief Executive Officer	
Local Government Act 1999	council	section 45(2)	Determine the hours during which the principal office of the council will be open for the transaction of business	No Delegation	
Local Government Act 1999	council	section 45(3)	Consult with the local community regarding the manner, places and times at which the council's offices will be open to the public and any significant changes to these arrangements	Chief Executive Officer	
Local Government Act 1999	council	section 46(1)	Engage in a commercial enterprise or activity in the performance of the council's functions	No Delegation	
Local Government Act 1999	council	section 46(2)(a)	Establish a business in connection with a commercial project	No Delegation	
Local Government Act 1999	council	section 46(2)(b)	Participate in a joint venture, trust, partnership or other similar body in connection with a commercial project	No Delegation	
Local Government Act 1999	council	section 47(2)(b)	Participate in the formation of, or become a member of, a company limited by guarantee established as a national association to promote and advance the interests of an industry in which local government has an interest	Chief Executive Officer	
Local Government Act 1999	council	section 48(aa1)	Develop and maintain prudential management policies, practices and procedures for the assessment of projects	Chief Executive Officer	
Local Government Act 1999	council	section 48(1)	Obtain a report addressing the prudential issues set out in section 48(2)	Chief Executive Officer	
Local Government Act 1999	council	section 48(6)	Take steps to prevent the disclosure of specific information in order to protect its commercial value or to avoid disclosing the financial affairs of a person (other than the council)	Chief Executive Officer	

Local Government Act 1999	council	section 49(a1)	Maintain procurement policies, practices and procedures directed towards: (a) obtaining value in the expenditure of public money; (b) providing for ethical and fair treatment of participants; and (c) ensuring probity, accountability and transparency in procurement operations	Chief Executive Officer	
Local Government Act 1999	council	section 49(1)	Prepare and adopt policies on contracts and tenders, including policies on the following: (a) the contracting out of services; (b) competitive tendering and the use of other measures to ensure that services are delivered cost-effectively; (c) the use of local goods and services; and (d) the sale or disposal of land or other assets.	Chief Executive Officer	In consultation with relevant functional area (e.g. Finance)
Local Government Act 1999	council	section 49(3)	Alter or substitute a policy under section 49 of the Local Government Act	No Delegation	
Local Government Act 1999	council	section 50(1)	Prepare and adopt a public consultation policy	No Delegation	
Local Government Act 1999	council	section 50(5)	Alter or substitute the public consultation policy	No Delegation	
Local Government Act 1999	council	section 50(6)(c)	Prepare a document setting out the council's proposal to adopt a public consultation policy or to alter or substitute a public consultation policy	Chief Executive Officer	
Local Government Act 1999	council	section 50(6)(d)	Publish in a newspaper circulating within the area of the council a notice of the proposal inviting interested persons to make submissions	Chief Executive Officer	
Local Government Act 1999	council	section 50(6)(e)	Consider submissions	Chief Executive Officer	
Local Government Act 1999	council	section 50(7)	Determine that the alteration of a public consultation policy is of minor significance that would attract little (or no) community interest	Chief Executive Officer	
Local Government Act 1999	council	section 50(8)	Provide a copy of a policy of the council under section 50 of the Local Government Act for inspection at the principal office of the council	Chief Executive Officer	
Local Government Act 1999	council	section 50(9)	Provide for the purchase of a copy of a policy of the council under section 50 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 54(1)(d)	Grant a leave of absence from council	No Delegation	
Local Government Act 1999	council	section 54(1)(d)	Remove from office on the ground that the member has been absent from three or more consecutive ordinary meetings of the council	No Delegation	
Local Government Act 1999	council	section 57(6)	Recover amount of a liability incurred in contravention of section 57 of the Local Government Act as a debt from the members of the councils at the time the contract was made or lease was entered	No Delegation	

Local Government Act 1999	council	section 68(3b)	Apply to SACAT for an order disqualifying member of the council from the office of member under the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 70(a1)	Publish prescribed details contained in the Register	Chief Executive Officer	
Local Government Act 1999	council	section 75F(1)	Prepare and adopt behavioural support policies	No Delegation	
Local Government Act 1999	council	section 75F(5)	Alter or substitute a behavioural support policy	No Delegation	
Local Government Act 1999	council	section 75F(6)	Undertake public consultation before adopting, altering or substituting a behavioural support policy	Chief Executive Officer	
Local Government Act 1999	council	section 75F(7)(a)	Review the operation of the behavioural support policies and consider whether to adopt additional behavioural support policies	No Delegation	
Local Government Act 1999	council	section 75F(7)(b)	Consider whether to adopt behavioural support policies	No Delegation	
Local Government Act 1999	council	section 77(1)	Provide reimbursement of prescribed expenses of a member of council	Chief Executive Officer	In accordance with Council Policy
Local Government Act 1999	council	section 80	Take out a policy of insurance insuring every member of the council and a spouse or domestic partner or another person who may be accompanying a member of the councils against the risks associated with the performance or discharge of official functions or duties by members	Chief Executive Officer	
Local Government Act 1999	council	section 80A(1)	Prepare a training and development policy for members	Chief Executive Officer	
Local Government Act 1999	council	section 80A(2b)	Suspend a member from office of member of the council for failure to comply with the prescribed mandatory requirements	Chief Executive Officer	
Local Government Act 1999	council	section 80A(2e)	Revoke the suspension if satisfied the member has complied with the prescribed mandatory requirements and give public notice of the revocation	Chief Executive Officer	
Local Government Act 1999	council	section 80A(2f)	Apply to SACAT for an order disqualifying the member from office of member of the council	Chief Executive Officer	
Local Government Act 1999	council	section 80A(3)	Alter or substitute a training and development policy for members	No Delegation	
Local Government Act 1999	council	section 80B(1)(a)	Suspend a member subject to a relevant interim intervention order from the office of member of the council where person protected by the order is another member	Chief Executive Officer	
Local Government Act 1999	council	section 80B(3)	Revoke a suspension	Chief Executive Officer	

Local Government Act 1999	council	section 80B(9)	Apply to SACAT for an order disqualifying the member from the office of member of the council	Chief Executive Officer	
Local Government Act 1999	council	section 84(3)	Keep notice on public display and continue to publish notice in accordance with section 132(1)(a) of the Local Government Act until completion of meeting	Chief Executive Officer	
Local Government Act 1999	council	section 88(3)	Keep notice on public display and continue to publish notice in accordance with section 132(1)(a) of the Local Government Act until completion of meeting	Chief Executive Officer	
Local Government Act 1999	council	section 89(1)(b)	Determine procedures to apply to a meeting of a council committee	No Delegation	
Local Government Act 1999	council	section 90A(1)	Hold or arrange for the holding of an information or briefing session to which more than 1 member of the council is invited to attend or be involved in for the purposes of providing information or a briefing	Chief Executive Officer	
Local Government Act 1999	council	section 90A(4)	Order that an information or briefing session be closed to the public	Chief Executive Officer	
Local Government Act 1999	council	section 90A(5)	If an order under section 90A(4) of the Local Government Act is made, to make a record of the matters specified in section 90A(5)	Chief Executive Officer	
Local Government Act 1999	council	section 90A(7)	Comply with the requirements of the regulations regarding the publication of prescribed information	Chief Executive Officer	
Local Government Act 1999	council	section 91(3)	Supply each member of the council with a copy of council or council committee minutes within 5 days of the meeting	Chief Executive Officer	
Local Government Act 1999	council	section 91(9)(c)	Revoke an order made under section 91(7) of the Local Government Act	No Delegation	
Local Government Act 1999	council	section 92(1)	Prepare a code of practice relating to the principles, policies, procedures and practices that the council will apply for the purposes of the operation of Parts 3 and 4 the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 92(2)	Review code of practice	Chief Executive Officer	
Local Government Act 1999	council	section 92(3)	Alter or substitute a new code of practice	No Delegation	
Local Government Act 1999	council	section 92(5)	Undertake public consultation on proposed code, alterations or substitute code	Chief Executive Officer	
Local Government Act 1999	council	section 93(1)	Convene a meeting of electors of the council area or part of the council area	Chief Executive Officer	

Local Government Act 1999	council	section 93(11)	Supply each member of the council with a copy of the minutes of proceedings within 5 days of a meeting of electors	Chief Executive Officer	
Local Government Act 1999	council	section 93(14)	Determine the procedure to be observed to make a nomination for the purposes of sections 93(3)(a)(iii) or 93(3)(b)(iii) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 94(6)	Make submissions to the Minister	No Delegation	
Local Government Act 1999	council	section 94(7)	Comply with a direction of the Minister under section 94(5) of the Local Government Act	No Delegation	
Local Government Act 1999	council	section 97(6)(b)	Determine a person has appropriate qualifications or experience in human resource management	No Delegation	
Local Government Act 1999	council	section 98(3)	Invite applications including by advertising on website and take other action	No Delegation	
Local Government Act 1999	council	section 98(3)	Determine website to advertise invitation for applications	No Delegation	
Local Government Act 1999	council	section 98(4a)(a)	Appoint at least one person to selection panel not being a member or employee	No Delegation	
Local Government Act 1999	council	section 98(7)(b)	Determine a person has appropriate qualifications or experience in human resource management	No Delegation	
Local Government Act 1999	council	section 102A(3)(b)	Determine a person has appropriate qualifications or experience in human resource management	No Delegation	
Local Government Act 1999	council	section 106(2)	Pay contribution to another council	Chief Executive Officer	
Local Government Act 1999	council	section 106(3)	Recover a contribution from another council as a debt	Chief Executive Officer	
Local Government Act 1999	council	section 106(4)	Provide details of the service of an employees or former employee to another council	Chief Executive Officer	
Local Government Act 1999	council	section 106(5)	Hold and apply a contribution under section 106 of the Local Government Act as prescribed by regulation	Chief Executive Officer	
Local Government Act 1999	council	section 111(b)	Declare that an officer or an officer of a class is subject to Division subdivision 2, Part 4, Chapter 7 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 120A(1)	Prepare and adopt employee behavioural standards	Chief Executive Officer	
Local Government Act 1999	council	section 120A(4)	Alter or substitute employee behavioural standards	Chief Executive Officer	
Local Government Act 1999	council	section 120A(5)	Consult with any registered industrial association that represents interests of employees of councils before adopting, altering or substituting employee behavioural standards	Chief Executive Officer	
Local Government Act 1999	council	section 120A(6)a)	Review the operation of the employee behavioural standards	Chief Executive Officer	
Local Government Act 1999	council	section 120A(6)(b)	Consider whether to adopt employee behavioural standards	Chief Executive Officer	

Local Government Act 1999	council	section 122(1)	Develop a strategic management plan	No Delegation	
Local Government Act 1999	council	section 122(1a)(a)	Develop a long-term financial plan	No Delegation	
Local Government Act 1999	council	section 122(1a)(b)	Develop an infrastructure and asset management plan	Chief Executive Officer	
Local Government Act 1999	council	section 122(1c)	Provide information relating to long-term financial plan and infrastructure and asset management plan to designated authority	Chief Executive Officer	
Local Government Act 1999	council	section 122(1e)	Provide to the designated authority all relevant information on the matters specified in this section in accordance with guidelines determined by designated authority	Chief Executive Officer	
Local Government Act 1999	council	section 122(1h)	Ensure advice provided by designated authority and any response of the Council is published in the Council's annual business plan (draft and adopted) in the relevant financial year and subsequent financial year (until next relevant financial year)	Chief Executive Officer	
Local Government Act 1999	council	section 122(1j)	Provide to the designated authority within time and in manner specified in notice information the designated authority reasonably requires.	Chief Executive Officer	
Local Government Act 1999	council	section 122(4)	Review strategic management plans	No Delegation	
Local Government Act 1999	council	section 122(6)	Adopt a process to ensure that members of the public are given reasonable opportunity to be involved in the development and review of the council's strategic management plans	Chief Executive Officer	
Local Government Act 1999	council	section 123(3)(a)	Prepare a draft annual business plan	Chief Executive Officer	
Local Government Act 1999	council	section 123(3)(b)	Follow relevant steps in the public consultation policy in regard to the draft annual business plan	Chief Executive Officer	
Local Government Act 1999	council	section 123(5)	Ensure that copies of the draft annual business plan are available at the meeting under section 123(4)(a)(i) of the Local Government Act, and for inspection and purchase (at the principal office of the council and on the council's website	Chief Executive Officer	
Local Government Act 1999	council	section 123(5a)	Provide a facility for asking and answering questions and the receipt of submissions on the council's website	Chief Executive Officer	
Local Government Act 1999	council	section 123(9)(a)(i)	Prepare a summary of the annual business plan	Chief Executive Officer	

Local Government Act 1999	council	section 123(9)(a)(ii)	Provide a copy of the summary of the annual business plan to ratepayers	Chief Executive Officer	
Local Government Act 1999	council	section 124(1)(a)	Keep accounting records	Chief Executive Officer	
Local Government Act 1999	council	section 125	Implement and maintain appropriate policies, practices and procedures of internal control	Chief Executive Officer	
Local Government Act 1999	council	section 125(3)	Ensure appropriate policies, systems and procedures relating to risk management are implemented and maintained	Chief Executive Officer	
Local Government Act 1999	council	section 126(9)	Ensure annual report of audit and risk committee is included in annual report	Chief Executive Officer	
Local Government Act 1999	council	section 126A(1)	Establish a regional audit and risk committee	No Delegation	
Local Government Act 1999	council	section 126A(9)	Ensure annual report of regional audit and risk committee is included in annual report	No Delegation	
Local Government Act 1999	council	section 127(1)	Prepare financial statements, notes and other statement or documents as required by the regulations	Chief Executive Officer	
Local Government Act 1999	council	section 127(3)	Provide statements to auditor	Chief Executive Officer	
Local Government Act 1999	council	section 127(4)	Submit a copy of audited statements to persons or bodies prescribed by the regulations	Chief Executive Officer	
Local Government Act 1999	council	section 127(5)	Provide a copy of audited statements for inspection or purchase at the principal offices of the council	Chief Executive Officer	
Local Government Act 1999	council	section 128(2)	Appoint an auditor on the recommendation of the relevant audit and risk committee	No Delegation	
Local Government Act 1999	council	section 128(9)	Provide information prescribed in section 128(9) of the Local Government Act in the council's annual report	Chief Executive Officer	
Local Government Act 1999	council	section 130A(1)	Request auditor or other suitably qualified person to examine a report on any matter relating to financial management, or the efficient and economy with which the council manages or uses its resources to achieve its objectives	Chief Executive Officer	
Local Government Act 1999	council	section 131(1)	Prepare annual report	Chief Executive Officer	
Local Government Act 1999	council	section 131(4)	Provide a copy of the annual report to each council member	Chief Executive Officer	
Local Government Act 1999	council	section 131(5)	Submit a copy of the annual report to the persons or bodies prescribed by regulation	Chief Executive Officer	

Local Government Act 1999	council	section 131(7)	Provide an abridged or summary version of the annual report to electors in the council area.	Chief Executive Officer	
Local Government Act 1999	council	section 131A(1)	Provide to the Minister the material specified in Schedule 4 of the Local Government Act and any other information specified by the Minister	Chief Executive Officer	
Local Government Act 1999	council	section 132(1)(a)	Publish a document referred to in Schedule 5 of the Local Government Act on a website determined by chief executive officer	Chief Executive Officer	
Local Government Act 1999	council	section 132(1)(b)	Provide a printed copy of a document referred to in Schedule 5 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 132(3a)	Publish a document or part of a document on a website determined by the chief executive officer where an order under section 91(7) of the Local Government Act expires or ceases to apply	Chief Executive Officer	
Local Government Act 1999	council	section 132A	Implement and maintain appropriate policies, practices and procedures to ensure compliance with statutory requirements and achievement and maintenance of good public administration	Chief Executive Officer	
Local Government Act 1999	council	section 133	Obtain funds as permitted by the Local Government Act or other Act	Chief Executive Officer	
Local Government Act 1999	council	section 135(1)	Provide security	No Delegation	
Local Government Act 1999	council	section 135(2)(a)	Assign a distinguishing classification to a debenture	No Delegation	
Local Government Act 1999	council	section 135(2)(b)	Appoint a trustee for the debenture holders	No Delegation	
Local Government Act 1999	council	section 137	Expend funds in the performance or discharge of the council's powers, functions or duties under the Local Government Act or other Acts	Chief Executive Officer	In accordance with Financial Delegation CEO Expenditure Limit \$4m CEO Expenditure Limit \$5.5m
Local Government Act 1999	council	section 139(1)	Invest money under the council's control	Chief Executive Officer	
Local Government Act 1999	council	section 139(5)	Obtain and consider independent and impartial advice regarding the investment of funds	Chief Executive Officer	
Local Government Act 1999	council	section 140	Review performance of investments at least annually	No Delegation	

Local Government Act 1999	council	section 141(1)	Accept a gift	Chief Executive Officer	
Local Government Act 1999	council	section 141(2)	Carry out the terms of a trust applying to a gift	Chief Executive Officer	
Local Government Act 1999	council	section 141(3)	Apply to the Supreme court for an order varying the terms of a trust for which the council is the trustee	Chief Executive Officer	
Local Government Act 1999	council	section 141(4)	Give notice of an application to the Supreme Court by public notice and in such other manner as directed by the Supreme Court	Chief Executive Officer	
Local Government Act 1999	council	section 141(6)	Publish an order of the made by the Supreme Court under section 141(5) of the Local Government Act in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	section 142(1)	Take out and maintain insurance to cover the council's civil liabilities at least to the extent prescribed by the regulations	Chief Executive Officer	
Local Government Act 1999	council	section 142(3)	Take out membership of the Local Government Association Mutual Liability Scheme	Chief Executive Officer	

Local Government Act 1999	council	section 143(1)	Write off bad debts	Chief Executive Officer	Limited to debts not exceeding \$5,000 in respect of any one debt
Local Government Act 1999	council	section 144(1)	Recovery of fees, charges, expenses or other amounts as a debt by action in a court of competent jurisdiction	Chief Executive Officer	
Local Government Act 1999	council	section 144(2)	Provide notice of a fee, charge, expense or other amount relating to something done in respect of a rateable property to the owner or occupier of the property	Chief Executive Officer	

Local Government Act 1999	council	section 144(2)	Recovery of a fee, charge, expense or other amount relating to something done in respect of a rateable property as if the fee, charge, expense or other amount was a rate on the property	Chief Executive Officer	
Local Government Act 1999	council	section 151(5)(d)	Prepare a report on a proposed change to the basis of the rating any land, the valuation of land for the purpose of rating or imposition of rates on land	Chief Executive Officer	
Local Government Act 1999	council	section 151(5)(e)	Follow the relevant steps in the public consultation policy with respect to a proposed change to the basis of the rating any land, the valuation of land for the purpose of rating or imposition of rates on land	Chief Executive Officer	
Local Government Act 1999	council	section 151(8)	Provide copies of the report required by section 151(5)(d) of the Local Government Act at the meeting held under section 151(7)(a)(i) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 156(10)	Extend the time period for lodging an objection	Chief Executive Officer	
Local Government Act 1999	council	section 156(11)	Decide an objection to attribution of a particular use to land	No Delegation	
Local Government Act 1999	council	section 156(12)	Participate in a review of an attribution of a particular use to land by South Australian Civil and Administrative Tribunal	No Delegation	
Local Government Act 1999	council	section 156(14a)(a)	Prepare a report on a proposed change to the differentiating factor in relation to land	Chief Executive Officer	
Local Government Act 1999	council	section 156(14a)(b)	Follow the relevant steps in the public consultation policy with respect to a on a proposed change to the differentiating factor in relation to land	Chief Executive Officer	
Local Government Act 1999	council	section 156(14e)	Provide copies of the report required by section 156(14a)(a) of the Local Government Act at the meeting held under section 156(14d)(a)(i) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 159(1)	Determine the manner and form of an application for a rebate of rates	Chief Executive Officer	
Local Government Act 1999	council	section 159(3)	Grant a rebate of rates	Chief Executive Officer	
Local Government Act 1999	council	section 159(4)	Increase a rebate of rates	Chief Executive Officer	
Local Government Act 1999	council	section 159(10)	Determine that proper cause for a rebate of rates no longer applies	Chief Executive Officer	
Local Government Act 1999	council	section 159(11)	Recover rates, or rates at an increased level, proportionate to the remaining part of the financial year if an entitlement to a rebate of rates no longer applies	Chief Executive Officer	

Local Government Act 1999	council	section 161(1)	Grant a rebate of rates greater than 75% on land used for service delivery or administration by a community service organisation	Chief Executive Officer	
Local Government Act 1999	council	section 165(1)	Grant a rebate of rates greater than 75% on land occupied by a school and being used for educational purposes	Chief Executive Officer	
Local Government Act 1999	council	section 165(2)	Grant a rebate of rates greater than 75% on land being used by a university or university college to provide accommodation and other forms of support on a not-for-profit basis	Chief Executive Officer	

Local Government Act 1999	council	section 166(1)	Grant a rebate of rates or service charges in prescribed circumstances	Chief Executive Officer	
Local Government Act 1999	council	section 166(2)	Attach conditions to the granting of a rebate of rates or service charges under section 166(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 167(1)	Adopt valuations	Chief Executive Officer	
Local Government Act 1999	council	section 167(6)	Publish a notice of the adoption of valuations in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	section 168(1)	Request the Valuer-General to value land in the council area	Chief Executive Officer	
Local Government Act 1999	council	section 168(2)	Furnish information to the Valuer-General requested information	Chief Executive Officer	
Local Government Act 1999	council	section 168(3)(b)	Enter valuation into the assessment record	Chief Executive Officer	
Local Government Act 1999	council	section 168(3)(c)	Provide notice to the principal ratepayer in respect of land of the valuation of that land	Chief Executive Officer	
Local Government Act 1999	council	section 169(3)(b)	Allow an extension of time in which to object to the valuation of land	Chief Executive Officer	
Local Government Act 1999	council	section 169(5)	Refer an objection to the valuation of land to the valuer who made the valuation with a request to reconsider the valuation	Chief Executive Officer	
Local Government Act 1999	council	section 169(7)	Provide written notice to an objector of the outcome of the objection	Chief Executive Officer	
Local Government Act 1999	council	section 169(10)	Refer request for a review of the valuation of land to the Valuer-General	Chief Executive Officer	
Local Government Act 1999	council	section 169(11)	Make representations to the valuer in regard to the valuation of land which is the subject of the objection	Chief Executive Officer	
Local Government Act 1999	council	section 169(15)	Participate in a review of a valuation of land by South Australian Civil and Administrative Tribunal	Chief Executive Officer	
Local Government Act 1999	council	section 169(16)	Pay the prescribed fee to the Valuer-General	Chief Executive Officer	
Local Government Act 1999	council	section 170	Publish a notice of the declaration of a rate or service charge in the Gazette and a newspaper circulating in the council area	Chief Executive Officer	
Local Government Act 1999	council	section 173(5)	Determine a review of the outcome of a request to alter the assessment record	[delegate must not be CEO as this is a review of CEO decision] General Manager Corporate Services	

Local Government Act 1999	council	section 173(6)	Provide written notice of decision on review	[delegate must not be CEO as this is a review of CEO decision] General Manager Corporate Services	
Local Government Act 1999	council	section 173(7)	Participate in a review of decision of council	[delegate must not be CEO as this is a review of CEO decision] General Manager Corporate Services	
Local Government Act 1999	council	section 174(1)	Provide the assessment record for inspection at the principal offices of the council	Chief Executive Officer	
Local Government Act 1999	council	section 174(2)	Provide for the purchase of an entry in the assessment record	Chief Executive Officer	
Local Government Act 1999	council	section 178(3)	Recover rates as a debt	Chief Executive Officer	
Local Government Act 1999	council	section 178(4)	Provide written notice requiring a lessee or licensee of land to pay rent or other consideration to the council under the lease or licence in satisfaction of the liability for rates	Chief Executive Officer	
Local Government Act 1999	council	section 178(6)	Remit a charge payable under section 178(5) of the Local Government Act in whole or in part	Chief Executive Officer	
Local Government Act 1999	council	section 179(2)	Adopt a valuation of land	Chief Executive Officer	
Local Government Act 1999	council	section 179(5)	Refund rates that have been paid to a principal ratepayer if land ceases to be rateable land	Chief Executive Officer	
Local Government Act 1999	council	section 180(1)	Provide a rates notice to the principal ratepayer	Chief Executive Officer	
Local Government Act 1999	council	section 181(2)	Determine the day on which an instalment of rates falls due	Chief Executive Officer	
Local Government Act 1999	council	section 181(3)	Adjust the months in which instalments of rates are payable	Chief Executive Officer	
Local Government Act 1999	council	section 181(4)(b)	Agree with a principal ratepayer the dates on which instalments of rates are payable	Chief Executive Officer	
Local Government Act 1999	council	section 181(5)	Provide rates notice to principal ratepayer	Chief Executive Officer	
Local Government Act 1999	council	section 181(7a)	Agree with a principal ratepayer to vary the period for the provision of a rates notice	Chief Executive Officer	
Local Government Act 1999	council	section 181(9)	Remit the whole or any part of an amount payable under section 181(8) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 181(11)	Grant discounts or other incentives in relation to the payment of rates	Chief Executive Officer	

Local Government Act 1999	council	section 181(12)(b)	Impose a surcharge or administrative levy not exceeding 1 per cent of the rates payable in a particular financial year with respect to the payment of rates by instalments	Chief Executive Officer	
Local Government Act 1999	council	section 181(13)	Impose different requirements than those under section 181 of the Local Government Act in relation to the payment of separate rates or service rates	Chief Executive Officer	
Local Government Act 1999	council	section 181(15)	Determine that rates of a particular kind will be payable in more than four instalments in a particular financial year	Chief Executive Officer	
Local Government Act 1999	council	section 182(1)(a)	Postpone payment of rates	Chief Executive Officer	
Local Government Act 1999	council	section 182(1)(b)	Remit the whole or part payment of rates	Chief Executive Officer	
Local Government Act 1999	council	section 182(2)(a)	Impose a condition that the ratepayer pay interest on postponed rates	Chief Executive Officer	
Local Government Act 1999	council	section 182(2)(b)	Impose other conditions on the postponement of rates	Chief Executive Officer	
Local Government Act 1999	council	section 182(2)(c)	Revoke a postponement of rates	Chief Executive Officer	
Local Government Act 1999	council	section 182(3)	Postpone the payment of rates	Chief Executive Officer	
Local Government Act 1999	council	section 182(4)	Grant a remission of rates	Chief Executive Officer	
Local Government Act 1999	council	section 182(5)	Require a ratepayer to verify an entitlement to the remission of rates	Chief Executive Officer	
Local Government Act 1999	council	section 182(6)	Revoke a determination under section 182(4) of the Local Government Act to remit rates	Chief Executive Officer	
Local Government Act 1999	council	section 182A(1)	Receive an application for a postponement of the payment of the prescribed proportion of rates for the current or a future financial year	Chief Executive Officer	
Local Government Act 1999	council	section 182A(2)	Determine the manner and form of an application under section 182A(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 182A(3)(a)	Reject an application under section 182A(1) of the Local Government Act in accordance with the regulations	Chief Executive Officer	
Local Government Act 1999	council	section 182A(3)(b)	Impose conditions on the postponement of rates in accordance with the regulations	Chief Executive Officer	
Local Government Act 1999	council	section 183	Apply amount received in respect of rates in manner prescribed by section 183 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 184(1)	Sell land where an amount of rates in respect of the land has been in arrears for more than three years	Chief Executive Officer	

Local Government Act 1999	council	section 184(2)	Send a notice to the principal ratepayer	Chief Executive Officer	
Local Government Act 1999	council	section 184(3)	Send a copy of the notice sent to the principal ratepayer to any other owner of the land, any registered mortgagee, the holder of any caveat over the land and, if the land is held from the Crown under a lease, licence or agreement to purchase, to the Minister who is responsible for the administration of the Crown Lands Act 1929.	Chief Executive Officer	
Local Government Act 1999	council	section 184(4)(a)	Place a copy of the notice sent to the principal ratepayer in a newspaper circulating throughout the State	Chief Executive Officer	
Local Government Act 1999	council	section 184(4)(b)	Leave a copy of the notice sent to the principal ratepayer at a conspicuous place on the land	Chief Executive Officer	
Local Government Act 1999	council	section 184(6)	Set a reserve price for the auction	Chief Executive Officer	
Local Government Act 1999	council	section 184(7)	Seek the consent of the Minister who is responsible for the administration of the Crown Lands Act 1929 to have the land sold by public auction	Chief Executive Officer	
Local Government Act 1999	council	section 184(8)	Advertise an auction to sell land under section 184 of the Local Government Act in a newspaper circulating throughout the State	Chief Executive Officer	
Local Government Act 1999	council	section 184(9)	Call off an auction	Chief Executive Officer	
Local Government Act 1999	council	section 184(10)	Sell land by private contract	Chief Executive Officer	
Local Government Act 1999	council	section 184(11)	Apply money received in respect of the sale of land under section 184 of the Local Government Act as prescribed in section 184(11)	Chief Executive Officer	
Local Government Act 1999	council	section 184(12)	Deal with money under the <i>Unclaimed Money Act 2021</i>	Chief Executive Officer	

Local Government Act 1999	council	section 185(1)	Apply to the Minister who is responsible for the administration of the Crown Lands Act 1929 for an order under section 185 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 186(2)(a)	Repay an amount of overpaid rates	Chief Executive Officer	
Local Government Act 1999	council	section 186(2)(a)	Credit an amount of overpaid rates against future liabilities for rates on the land subject to the overpaid rates	Chief Executive Officer	
Local Government Act 1999	council	section 186(2)(b)	Take action to recover an additional amount in arrears payable on account of an alteration of the valuation or decision	Chief Executive Officer	
Local Government Act 1999	council	section 186(2)(b)	Give notice to recover an additional amount in arrears payable on account of an alteration of the valuation or decision	Chief Executive Officer	
Local Government Act 1999	council	section 186(5)	Refund an amount to a person ceasing to be a ratepayer	Chief Executive Officer	
Local Government Act 1999	council	section 187(1)	Issue a certificate stating the amount of any liability for rates or charges on the land and any amount received on account of rates or charges that is held in credit against future liabilities for rates or charges on the land	Chief Executive Officer	
Local Government Act 1999	council	section 187A(5)(b)	Receive a report from the Ombudsman	Chief Executive Officer	
Local Government Act 1999	council	section 187B(5)	Receive a report from the Ombudsman	Chief Executive Officer	
Local Government Act 1999	council	section 187B(6)	Provide a written response to the Ombudsman and complainant	Chief Executive Officer	
Local Government Act 1999	council	section 187B(7)	Grant a rebate or remission of any rate or service charge, or of any charge, fine or interest	Chief Executive Officer	
Local Government Act 1999	council	section 188(1)(a)	Impose fees and charges for the use of any property or facility owned, controlled, managed or maintained by the council	Chief Executive Officer	
Local Government Act 1999	council	section 188(1)(b)	Impose fees and charges for services supplied to a person at his or her request	Chief Executive Officer	
Local Government Act 1999	council	section 188(1)(c)	Impose fees and charges for carrying out work at a person's request	Chief Executive Officer	

Local Government Act 1999	council	section 188(3)	Provide for: (a) specific fees and charges; (b) maximum fees and charges and minimum fees and charges; (c) annual fees and charges; (d) the imposition of fees or charges according to specified conditions or circumstances; (e) the variation of fees or charges according to specified factors; (f) the reduction, waiver or refund, in whole or in part, of fees or charges.	Chief Executive Officer	This function is further delegated to the SLT Managers if the sections of the Act are applied in accordance with the Fees and Charges Policy.
Local Government Act 1999	council	section 188(5)(b)	Fix, vary or revoke fees and charges for the purposes of section 188(1)(a), 188(1)(b) and 188(1)(c) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 188(7)	Take reasonable steps to bring a variation of a fee or charge to the notice of a person who may be affected	Chief Executive Officer	

Local Government Act 1999	council	section 190	Agree to acquire land	Chief Executive Officer	Approves the CEO having delegated Authority for strategic land acquisitions using the approved procedure up to \$1m
Local Government Act 1999	council	section 191(1)	Seek the Minister's consent to acquire land compulsorily	Chief Executive Officer	
Local Government Act 1999	council	section 191(1)	Acquire land compulsorily	Chief Executive Officer	
Local Government Act 1999	council	section 191(2)	Acquire land compulsorily	Chief Executive Officer	
Local Government Act 1999	council	section 192(4)	Publish a copy of a resolution under section 192(1) of the Local Government Act in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	section 193(2)	Follow steps on public consultation policy in respect of a proposal to exclude land from classification as community land	Chief Executive Officer	
Local Government Act 1999	council	section 193(3)	Obtain approval of owner of land to exclude land from classification as community land	Chief Executive Officer	
Local Government Act 1999	council	section 193(6)	Give notice in the Gazette of a resolution to exclude land from classification as community land or to classify land as community land	Chief Executive Officer	
Local Government Act 1999	council	section 194(2)(a)	Prepare and make publicly available a report on a proposal to revoke the classification of community land	Chief Executive Officer	
Local Government Act 1999	council	section 194(2)(b)	Follow steps on public consultation policy in respect of a proposal to revoke the classification of land as community land	Chief Executive Officer	
Local Government Act 1999	council	section 194(3)(a)	Submit the proposal to revoke the classification of land as community land with a report on all submissions made in respect of the proposal to the Minister	Chief Executive Officer	
Local Government Act 1999	council	section 194(4)	Participate in consultation with the Minister	Chief Executive Officer	
Local Government Act 1999	council	section 195(2)	Give notice of the revocation of the classification of land as community land to the Registrar-General	Chief Executive Officer	
Local Government Act 1999	council	section 196(1)	Prepare and adopt a management plan for community land	Chief Executive Officer	
Local Government Act 1999	Adelaide City Council	section 196(1a)	Prepare and adopt a management plan for the Adelaide Park Lands	NA	
Local Government Act 1999	council	section 196(4)	Consult with the owner of land at an appropriate stage in the preparation of a management plan	Chief Executive Officer	
Local Government Act 1999	council	section 197(1)(a)	Make copies of a proposed management plan available or inspection of purchase at the council's principal office	Chief Executive Officer	

Local Government Act 1999	council	section 197(1)(b)	Follow the relevant steps in the council's public consultation policy	Chief Executive Officer	
Local Government Act 1999	council	section 197(3)	Give public notice of the adoption of the management plan	Chief Executive Officer	
Local Government Act 1999	council	section 198(1)	Amend or revoke a management plan	No Delegation	
Local Government Act 1999	council	section 198(2)	Undertake public consultation of a proposal to amend or revoke a management plan	Chief Executive Officer	
Local Government Act 1999	council	section 198(4)	Give public notice of the adoption of a proposal to amend or revoke a management plan	Chief Executive Officer	
Local Government Act 1999	council	section 199	Manage community land in accordance with any relevant management plan	Chief Executive Officer	
Local Government Act 1999	council	section 200(1)	Approve the use of community land for a business purpose	Chief Executive Officer	
Local Government Act 1999	council	section 200(3)	Impose conditions on an approval to use community land for a business purpose	Chief Executive Officer	
Local Government Act 1999	council	section 201(1)	Sell or otherwise dispose of an interest in land	Chief Executive Officer	
Local Government Act 1999	council	section 202(1)	Grant a lease or licence over community land	Chief Executive Officer	
Local Government Act 1999	council	section 202(2)	Follow the relevant steps in the councils public consultation policy in regard to granting a lease or licence relating to community land	Chief Executive Officer	
Local Government Act 1999	council	section 207(1)	Keep a register of community land in the council area	Chief Executive Officer	
Local Government Act 1999	council	section 207(2)(c)	Determine that the register of community land in the council area will consist of a computer record	Chief Executive Officer	
Local Government Act 1999	council	section 208(4)	Cause a copy of a resolution declaring a road or land to be a public road or preserving an easement to be published in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	section 209(3)	Enter an agreement in regard to the ownership of fixture and equipment installed on a public road	Chief Executive Officer	

Local Government Act 1999	council	section 210(1)	Declare a private road to be a public road	No Delegation	
Local Government Act 1999	council	section 210(2)(a)	Give written notice to the owner of the private road of a proposed declaration	Chief Executive Officer	
Local Government Act 1999	council	section 210(2)(ab)	Give written notice to the holder of a registered interest over the private road of a proposed declaration	Chief Executive Officer	
Local Government Act 1999	council	section 210(2)(b)	Give public notice to the owner of the private road of a proposed declaration	Chief Executive Officer	
Local Government Act 1999	council	section 210(5)	Publish a declaration under section 210 of the Local Government Act in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	section 210(7)	Furnish a copy of a declaration under section 210 of the Local Government Act to the Registrar-General	Chief Executive Officer	
Local Government Act 1999	council	section 211(1)(a)	Enter an agreement with the Commissioner of Highways or other authority that has the care, control and management of a highway	Chief Executive Officer	
Local Government Act 1999	council	section 211(1)(b)	Act in accordance with a notice issued by the Commissioner of Highways	Chief Executive Officer	
Local Government Act 1999	council	section 212(1)	Carry out roadwork in the council area	Chief Executive Officer	
Local Government Act 1999	council	section 212(1)	Enter an agreement with another council to carry out roadwork in that other council's area	Chief Executive Officer	

Local Government Act 1999	council	section 212(2)	Do anything reasonably necessary for, or incidental to, roadwork	Chief Executive Officer	
Local Government Act 1999	council	section 212(3)(b)	Consult with the Commissioner of Highways	Chief Executive Officer	
Local Government Act 1999	council	section 212(3)(c)(i)	Obtain the agreement of the owner of a private road	Chief Executive Officer	
Local Government Act 1999	council	section 212(3)(c)(ii)	Give notice to the owner of a private road and a reasonable opportunity to make representations on proposed roadwork	Chief Executive Officer	
Local Government Act 1999	council	section 212(3)(c)(ii)	Consider any representations by the owner of a private road on proposed roadwork	Chief Executive Officer	
Local Government Act 1999	council	section 212(3)(d)	Obtain the agreement of the owner of private land	Chief Executive Officer	
Local Government Act 1999	council	section 213(1)	Recover the whole cost or an agreed contribution to the cost of roadworks undertaken by agreement	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 213(2)	Recover the cost of roadwork to repair damage to a road from the person who damaged a road or is the owner of infrastructure which damaged the road	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 213(3)(a)	Recover the cost of roadwork on private land or a contribution to the cost of the work determined by the council as a debt from the owner of the private	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 214(2)(a)	Agree the amount of contribution to roadwork with another council	Chief Executive Officer	In consultation with Chief Finance Officer

Local Government Act 1999	council	section 214(2)(b)	Seek a determination by a court as to the amount of contribution to roadwork to be paid by another council	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 214(3)	Give notice to another council of proposed roadwork and provide reasonable opportunity to that other council to make representations	Chief Executive Officer	
Local Government Act 1999	council	section 215(2)	Carry out roadwork to allow water from a road to drain into adjoining property	Chief Executive Officer	
Local Government Act 1999	council	section 215(4)	Give notice to the owner of land in regard to the proposed action to drain water into the land	Chief Executive Officer	
Local Government Act 1999	council	section 216(1)	Issue an order requiring the owner of private land to carry out specified road work or improve the road	Chief Executive Officer	
Local Government Act 1999	council	section 217(1)	Issue an order requiring the owner of a structure or equipment installed in, on, across, under or over a road to carry out specified road work by way of maintenance or repair or move the structure or equipment to allow the council to carry out roadwork	Chief Executive Officer	
Local Government Act 1999	council	section 217(2)(a)	Take action under an order issued under section 217(1) of the Local Government Act if it is not complied with by the owner of the structure or equipment	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 217(2)(a)	Recover the cost of taking action under section 217(2)(a) of the Local Government Act as a debt from the owner of the structure or equipment	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 218(1)	Issue an order requiring the owner of land adjoining a road to carry out specified work to construct, remove or repair a crossing place from the road to the land	Chief Executive Officer	

Local Government Act 1999	council	section 219(1)	Assign a name to a public or private road, or to a public place, or change the name of a public or private road, or a public place	Chief Executive Officer	
Local Government Act 1999	council	section 219(1a)	Assign a name to a public road created by land division	Chief Executive Officer	
Local Government Act 1999	council	section 219(2)(a)	Give notice to an adjoining council of a proposed road name change where the road runs into the adjoining council	Chief Executive Officer	
Local Government Act 1999	council	section 219(2)(b)	Consider any representations of an adjoining council in response to a notice under section 219(2)(a) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 219(3)(a)	Notify the Registrar-General, the Surveyor-General and the Valuer-General of the assignment of a road name or change of a road name	Chief Executive Officer	
Local Government Act 1999	council	section 219(3)(b)	Provide information to the Registrar-General, the Surveyor-General and the Valuer-General about the name of roads and public places in the council area	Chief Executive Officer	
Local Government Act 1999	council	section 219(4)	Provide public notice on the assigning or changing of a road name	Chief Executive Officer	
Local Government Act 1999	council	section 219(5)	Prepare and adopt a policy on the assigning of road names	No Delegation	
Local Government Act 1999	council	section 219(6)	Alter or substitute a policy on the assigning of road names	No Delegation	
Local Government Act 1999	council	section 219(7)	Publish notice of adopting or altering a policy on the assigning of road name in the Gazette, in a newspaper circulating within the council area and on a website determined by the chief executive	Chief Executive Officer	
Local Government Act 1999	council	section 220(1)	Adopt a numbering system for buildings and allotments adjoining the road	Chief Executive Officer	
Local Government Act 1999	council	section 220(1a)	Assign a number to all buildings and allotments adjoining a public road	Chief Executive Officer	
Local Government Act 1999	council	section 220(2)	Alter or substitute a new numbering system	No Delegation	
Local Government Act 1999	council	section 220(3)	Give public notice of the adoption, alteration or substitution of a numbering system for a particular road	Chief Executive Officer	
Local Government Act 1999	council	section 220(4)	Notify the Valuer-General of a decision to adopt, alter or substitute of a numbering system	Chief Executive Officer	
Local Government Act 1999	council	section 220(6)	Request the owner of land to ensure that the appropriate number for the owner's building or allotment is displayed in a form directed or approved by the council	Chief Executive Officer	

Local Government Act 1999	council	section 221(1)	Grant an authorisation to alter a public road	Chief Executive Officer	
Local Government Act 1999	council	section 222(1)	Grant a permit authorising the use of a public road for business purposes	Chief Executive Officer	in consultation with Unit Manager Engineering
Local Government Act 1999	council	section 223(1)	Follow the relevant steps in the council's public consultation policy	Chief Executive Officer	in consultation with Unit Manager Engineering
Local Government Act 1999	council	section 223(2)	Give written notice of the proposal to agencies prescribe by regulation	Chief Executive Officer	in consultation with Unit Manager Engineering
Local Government Act 1999	council	section 224(1)	Attach conditions to an authorisation or permit	Chief Executive Officer	in consultation with Unit Manager Property & Facilities
Local Government Act 1999	council	section 224(2)	Comply with any requirements prescribed by the regulations in relation to attaching conditions under section 224(1) of the Local Government Act	Chief Executive Officer	in consultation with Unit Manager Property & Facilities

Local Government Act 1999	council	section 225(1)	Cancel an authorisation or permit	Chief Executive Officer	
Local Government Act 1999	council	section 225(2)(a)	Give the holder of an authorisation or permit written notice of the proposed cancellation of the authorisation or permit	Chief Executive Officer	in consultation with Unit Manager Property & Facilities
Local Government Act 1999	council	section 225(2)(b)	Consider any representation by the holder of an authorisation or permit	Chief Executive Officer	in consultation with Unit Manager Property & Facilities
Local Government Act 1999	council	section 225(3)	Determine a shorter period than one month for a response from the holder of an authorisation or permit	Chief Executive Officer	in consultation with Unit Manager Property & Facilities
Local Government Act 1999	council	section 231(1)	Keep a register of public roads in the council area	Chief Executive Officer	

Local Government Act 1999	council	section 232	Plant vegetation on a road	Chief Executive Officer	
Local Government Act 1999	council	section 232	Authorise the planting of vegetation on a road	Chief Executive Officer	
Local Government Act 1999	council	section 233(2)	Take action to recover damages from a person who without the council's permission intentionally or negligently damages a road of structure belonging to the councils associated with a road	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 234(1)	Remove and dispose of any structure, object or substance from a road	Chief Executive Officer	UMG&CS for Election Sign Matters
Local Government Act 1999	council	section 234(2)	Recover the cost of acting under section 234(1) from the person who erected, placed or deposited the structure, object or substance on the road	Chief Executive Officer	UMG&CS for Election Sign Matters
Local Government Act 1999	council	section 234(3)	Clear a road of wreckage, objects or material on the road as a result of a vehicle accident	Chief Executive Officer	UMG&CS for Election Sign Matters
Local Government Act 1999	council	section 234(3)	Recover the cost of clearing the road from a driver of a vehicle involved in the accident	Chief Executive Officer	UMG&CS for Election Sign Matters

Local Government Act 1999	council	section 234A(5)	Erect barricades or other traffic control devices as necessary to give effect to a resolution to exclude vehicles from a road or public place	Chief Executive Officer	
Local Government Act 1999	council	section 234A(6)	Give public notice of a resolution under section 234A(1) or 234A(2) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 236(2)	Apply to the court for an order that a person convicted of the offence under section 236(1) of the Local Government Act pay any costs incurred by the council in removing or disposing of the abandoned vehicle	Chief Executive Officer	
Local Government Act 1999	council	section 237(4)(a)	Notify the owner of a vehicle of the removal of the vehicle by written notice	Chief Executive Officer	
Local Government Act 1999	council	section 237(4)(b)	Notify the owner of a vehicle of the removal of the vehicle by public notice published in a newspaper circulating generally within the State	Chief Executive Officer	
Local Government Act 1999	council	section 237(5)	Sell a vehicle by public auction or public tender	Chief Executive Officer	
Local Government Act 1999	council	section 237(6)	Dispose of a vehicle	Chief Executive Officer	
Local Government Act 1999	council	section 237(7)	Apply the proceeds of the sale of a vehicle as prescribed in section 237(7) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 238(3)	Erect a notice regarding access to or use of a particular piece of land under a council by-law in a prominent place or in the immediate vicinity of the land	Chief Executive Officer	
Local Government Act 1999	council	section 242(3)	Notify an applicant in writing of a decision or presumptive decision on an application which is subject to section 242 of the Local Government Act	Chief Executive Officer	

Local Government Act 1999	council	section 242(4)	Fix a date as the 'relevant date' for the purposes of section 242 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 243(1)	Apply to the Registrar-General for the issue of a certificate of title for land which has vested in fee simple in the council under the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 245(2)	Take reasonable action to respond to a request by the owner or occupier of property adjacent to a road to avert a risk of damage from a tree	Chief Executive Officer	
Local Government Act 1999	council	section 245A(1)	Require a person to enter into an agreement with the council in regard to work under an approval under the Planning, Development and Infrastructure Act 2016 which could cause damage to any local government land (including a road) within the vicinity of the site of the development	Chief Executive Officer	
Local Government Act 1999	council	section 245A(3)	Participate in the hearing of an appeal by a person against the requirements to enter and agreement of the terms or conditions of the agreement	Chief Executive Officer	
Local Government Act 1999	council	section 246(4a)	Publish a notice of a determination under section 246(3)(b) in the Gazette and a newspaper circulating generally in the council area	Chief Executive Officer	
Local Government Act 1999	council	section 246(5)(b)	Fix an expiation fee for alleged offences against the by-laws	No Delegation	
Local Government Act 1999	council	section 249(1)	Make copies of a proposed by-law (and any code, standard or other document proposed to be applied or incorporated by the by-law) available to the public in accordance with section 132(1)	Chief Executive Officer	
Local Government Act 1999	council	section 249(2)	Consider submissions made on a proposed by-law	No Delegation	
Local Government Act 1999	council	section 249(4)	Obtain a certificate signed by a legal practitioner	Chief Executive Officer	
Local Government Act 1999	council	section 249(5)	Publish a by-law in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	section 249(7)	Publish a notice of making a by-law	Chief Executive Officer	
Local Government Act 1999	council	section 250(5)	Publish a resolution adopting a model by-law in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	section 250(7)	Publish a resolution adopting a model by-law in a newspaper circulating in the council area	Chief Executive Officer	
Local Government Act 1999	council	section 252(1)	Maintain a register of the by-laws made or adopted by the council	Chief Executive Officer	

Local Government Act 1999	council	section 252(5)	Provide for purchase a certified copy of a by-law	Chief Executive Officer	
Local Government Act 1999	council	section 254(1)	Order a person to do or refrain from doing a thing prescribed in section 254(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 255(1)	Provide a notice in writing prior to making an order under section 254(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 255(2)	Serve a copy of a notice under section 255(1) of the Local Government Act on the owner of the land	Chief Executive Officer	
Local Government Act 1999	council	section 255(3)	Consider any representations made in response to a notice under section 255(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 255(3)(a)	Order a person to do or refrain from doing a thing prescribed in section 254(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 255(3)(b)	Order a person to do or refrain from doing a thing prescribed in section 254(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 255(3)(c)	Determine not to proceed to make an order to do or refrain from doing a thing prescribed in section 254(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 255(7)	Serve an order to do or refrain from doing a thing prescribed in section 254(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 255(8)	Serve a copy of a notice under section 255(1) of the Local Government Act on the owner of the land	Chief Executive Officer	
Local Government Act 1999	council	section 255(11)	Vary an order	Chief Executive Officer	
Local Government Act 1999	council	section 255(12)	Make an order	Chief Executive Officer	

Local Government Act 1999	council	section 256(3)	Participate in a review of an order by the South Australian Civil and administrative Tribunal	Chief Executive Officer	
Local Government Act 1999	council	section 257(1)	Take action required by an order made under section 255 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 257(2)	Authorise a person to take action under section 257(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 257(3)	Recover the costs of taking action under section 257(1) of the Local Government Act	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 257(5)	Provide notice fixing a period in which a person must pay an amount recoverable by the council under section 257 of the Local Government Act	Chief Executive Officer	In consultation with Chief Finance Officer
Local Government Act 1999	council	section 257(5)(b)	Impose a charge over land for an unpaid amount recoverable by the council under section 257 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 259(1)	Prepare and adopt policies concerning the operation of Part2, Chapter 12 of the Local Government Act	No Delegation	
Local Government Act 1999	council	section 259(2)(a)	Prepare a draft policy	Chief Executive Officer	
Local Government Act 1999	council	section 259(2)(b)	Give notice in a newspaper circulating in the council area of the place or places where copies of the draft policy are available for inspection and purchase and invite written submissions	Chief Executive Officer	
Local Government Act 1999	council	section 259(3)	Consider submissions	Chief Executive Officer	
Local Government Act 1999	council	section 259(4)	Amend a policy	Chief Executive Officer	
Local Government Act 1999	council	section 259(5)	Take steps in section 259(2) and 259(3) prior to amending a policy	Chief Executive Officer	
Local Government Act 1999	council	section 260(1)	Appoint an authorised person	Chief Executive Officer	
Local Government Act 1999	council	section 260(2)	Impose conditions or limitations on the appointment of an authorised person	Chief Executive Officer	

Local Government Act 1999	council	section 260(3)	Issue an identity card to an authorised person	Chief Executive Officer	
Local Government Act 1999	council	section 260(5)	Revoke the appointment of an authorised person	Chief Executive Officer	
Local Government Act 1999	council	section 262A(3)	Deal with a complaint in accordance with the council's behavioural management policy	Chief Executive Officer	
Local Government Act 1999	council	section 262B(1)	Prepare and adopt a behavioural management policy	No Delegation	
Local Government Act 1999	council	section 262B(6)	Alter or substitute a behavioural management policy	No Delegation	
Local Government Act 1999	council	section 262B(7)	Review the operation of the behavioural management policy	No Delegation	
Local Government Act 1999	council	section 262D	Provide complainant with written reasons for refusal or determination	Chief Executive Officer	
Local Government Act 1999	council	section 262W(3)(b)(ii)	Provide report to the Panel detailing: •member's compliance with the Panel's requirement; or •council's compliance with Panel's requirement	Chief Executive Officer	
Local Government Act 1999	council	section 263B(1)(a) and (3)	To act in accordance with a recommendation of the Ombudsman	Chief Executive Officer	
Local Government Act 1999	council	section 264(1)(a)	Authorise a person in writing for the purposes of this section to lodge a complaint with SACAT	Chief Executive Officer	
Local Government Act 1999	council	section 270(a1)	Develop and maintain policies, practices and procedures for dealing with requests for the provision of services by the council or complaints about the activities of the council, employees of the council or person acting on behalf of the council	Chief Executive Officer	
Local Government Act 1999	council	section 270(1)	Establish procedures for the review of decisions	Chief Executive Officer	
Local Government Act 1999	council	section 270(2a)(b)	Allow an application to be made more than 6 months after the reviewable decision	Chief Executive Officer	
Local Government Act 1999	council	section 270(3a)	Reduce, waive or refund a fee	Chief Executive Officer	
Local Government Act 1999	council	section 270(4)	Refuse an application for the review of a decision	Chief Executive Officer	
Local Government Act 1999	council	section 270(6)	Amend policies, practices and procedures applying under section 270 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 270(8)	Initiate and consider a report for the purpose of section 270(8) of the Local Government Act	Chief Executive Officer	

Local Government Act 1999	council	section 271(1)	Make provision in a procedure under section 270 of the Local Government Act for disputes between a person and the council to be dealt with under a scheme involving mediation, conciliation or neutral evaluation	Chief Executive Officer	
Local Government Act 1999	council	section 271(2)	Constitute panels of mediators, conciliators and evaluators	Chief Executive Officer	
Local Government Act 1999	council	section 271(7)	Pay costs of mediation, conciliation and evaluation	Chief Executive Officer	
Local Government Act 1999	council	section 271A(1)	Provide requested information to the Minister	Chief Executive Officer	
Local Government Act 1999	council	section 271B(1)(a)	Obtain an independent assessment of the council's probity or compliance with any requirements placed on the council under legislation	Chief Executive Officer	
Local Government Act 1999	council	section 271B(1)(b)	Take specified action to meet standards in the conduct or administration of the affairs of the council identified by the Minister	Chief Executive Officer	
Local Government Act 1999	council	section 272(3)	Provide an explanation and make submissions to the Minister	Chief Executive Officer	
Local Government Act 1999	council	section 272(5)	Make submissions to the Minister in relation to the subject matter of an interim report	Chief Executive Officer	
Local Government Act 1999	council	section 273(3)	Make submissions to the Minister in relation to a report under section 273(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 275(2)	Make submissions to the Minister in relation to a report under section 274 of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 276(2)(a)	Bring proceedings under section 276(1) of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	section 276(5)(b)	Take necessary steps for and hold a ballot or poll in accordance with an order of the District Court	Chief Executive Officer	
Local Government Act 1999	council	section 276(5)(f)	Produce or deliver books, voting-paper or documents in accordance with an order of the District Court	Chief Executive Officer	
Local Government Act 1999	council	section 279(1)	Serve a document	Chief Executive Officer	
Local Government Act 1999	council	section 281(1)	Notify a lessee or licensee of land to pay the council rent or other consideration payable under the lease or licence in satisfaction of the landowner's liability to the council	Chief Executive Officer	
Local Government Act 1999	council	section 281(2)(b)	Notify the owner of land of the imposition of a requirements under section 281(1) of the Local Government Act	Chief Executive Officer	

Local Government Act 1999	council	section 282(1)	Approve an occupier of land undertaking work	Chief Executive Officer	
Local Government Act 1999	council	section 294(1a)	Provide notice to an owner or occupier of land	Chief Executive Officer	
Local Government Act 1999	council	section 294(3)(a)	Pay rent to the owner of occupier of land as determined by agreement or the Supreme Court	Chief Executive Officer	
Local Government Act 1999	council	section 294(3)(b)	Pay to the owner of occupier of land reasonable compensation for damage to any crops on land	Chief Executive Officer	
Local Government Act 1999	council	section 294(3)(c)(i)	Remedy damage to land caused by the council	Chief Executive Officer	
Local Government Act 1999	council	section 294(3)(c)(ii)	Pay compensation for any other loss or damage caused by the council	Chief Executive Officer	
Local Government Act 1999	council	section 294(7)	Erect a fence	Chief Executive Officer	
Local Government Act 1999	council	section 294(5)	Comply with the relevant requirements of the Mining Act 1971	Chief Executive Officer	
Local Government Act 1999	council	section 296(1)	Recover the cost or a portion of the costs of works as a debt	Chief Executive Officer	
Local Government Act 1999	council	section 296(3)	Give notice of a valuation to the owner of land	Chief Executive Officer	
Local Government Act 1999	council	section 296(5)	Participate in an objection or review to a valuation	Chief Executive Officer	
Local Government Act 1999	council	section 297	Sell or dispose of rubbish collected by the council	Chief Executive Officer	
Local Government Act 1999	council	section 298(1)	Order action in response to flooding or imminent flooding	Chief Executive Officer	
Local Government Act 1999	council	section 300(1)	Pay the cost of advertising	Chief Executive Officer	
Local Government Act 1999	council	clause 13(c), Schedule 1A	Enter an arrangement with the Stormwater Management Authority to make use of council staff, equipment or facilities	Chief Executive Officer	
Local Government Act 1999	council	clause 17(1), Schedule 1A	Prepare a stormwater management plan	Chief Executive Officer	
Local Government Act 1999	council	clause 18(1), Schedule 1A	Prepare a stormwater management plan or revise an existing stormwater management plan	Chief Executive Officer	
Local Government Act 1999	council	clause 18(2), Schedule 1A	Provide a stormwater management plan to the Stormwater Management Authority for approval	Chief Executive Officer	
Local Government Act 1999	council	clause 19(3), Schedule 1A	Take action required by the Stormwater Management Authority as a condition of approving a stormwater management plan	Chief Executive Officer	

Local Government Act 1999	council	clause 20(1), Schedule 1A	Comply with an order issued by the Stormwater Management Authority under clause 20(1), Schedule 1A of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	clause 20(5), Schedule 1A	Make submissions to the Stormwater Management Authority	Chief Executive Officer	
Local Government Act 1999	council	clause 20(6), Schedule 1A	Enter into an agreement with the Stormwater Management Authority for the repayment of costs and expenses of the authority by the council	Chief Executive Officer	
Local Government Act 1999	council	clause 24(1), Schedule 1A	Take action consistent with the provisions of an approved stormwater management plan or a condition imposed on approval of a stormwater management plan or action required by an order under clause 20(a), schedule 1B of the Local Government Act by: (a) entering and occupying any land; (b) constructing, maintaining or removing any infrastructure; (c) excavating any land; (d) inspecting, examining or surveying any land and for that purpose: (i) fixing posts, stakes or other markers on the land; (ii) digging trenches or sink test holes in the land to determine the nature of the top soil and underlying strata; and (iii) removing samples for analysis; and (e) altering water table levels, stopping or reducing the flow of water in a watercourse, diverting water flowing in a watercourse to another watercourse or to a lake or controlling the flow of water in any other manner;	Chief Executive Officer	
Local Government Act 1999	council	clause 24(2)(a), Schedule 1A	Enter into an agreement with the owner of private land	Chief Executive Officer	
Local Government Act 1999	council	clause 24(2)(b), Schedule 1A	Acquire an easement or other appropriate interest over land by agreement with the owner or in accordance with the Land Acquisition Act 1969 and any other applicable laws	Chief Executive Officer	
Local Government Act 1999	council	clause 24(3), Schedule 1A	Acquire land by agreement for the purposes of constructing any infrastructure or performing any work	Chief Executive Officer	
Local Government Act 1999	council	clause 25(2), Schedule 1A	Provide notice to the occupier of land of an intention to enter, or to enter and occupy, land in accordance with clause 24	Chief Executive Officer	
Local Government Act 1999	council	clause 25(3)(b), Schedule 1A	Provide notice to the occupier of land of an intention to enter, or to enter and occupy, land in accordance with clause 24	Chief Executive Officer	
Local Government Act 1999	public authority	clause 26(3), Schedule 1A	Make submissions to the Minister regarding the vesting of the care, control and management of infrastructure or land in the council	Chief Executive Officer	

Local Government Act 1999	public authority	clause 26(4), Schedule 1A	Maintain and repair infrastructure and maintain land vested in the council	Chief Executive Officer	
Local Government Act 1999	council	clause 2(1), Schedule 1B	Enter a building upgrade agreement	Chief Executive Officer	
Local Government Act 1999	council	clause 2(4), Schedule 1B	Agree to other parties entering a building upgrade agreement	Chief Executive Officer	
Local Government Act 1999	council	clause 4, Schedule 1B	Agree to vary or terminate a building upgrade agreement	Chief Executive Officer	
Local Government Act 1999	council	clause 6(1), Schedule 1B	Declare a building upgrade charge	Chief Executive Officer	
Local Government Act 1999	council	clause 6(2), Schedule 1B	Provide written notice of the declaration of a building upgrade charge	Chief Executive Officer	
Local Government Act 1999	council	clause 6(4), Schedule 1B	Give notice of each payment of a building upgrade charge	Chief Executive Officer	
Local Government Act 1999	council	clause 7(2), Schedule 1B	Deduct and retain any service fee and late payment fee	Chief Executive Officer	
Local Government Act 1999	council	clause 7(3)(a), Schedule 1B	Hold money pending payment to the finance provider	Chief Executive Officer	
Local Government Act 1999	council	clause 7(3)(b), Schedule 1B	Pay money to the finance provider	Chief Executive Officer	
Local Government Act 1999	council	clause 9(1), Schedule 1B	Sell land if a building upgrade charge remains outstanding for more than 3 years	Chief Executive Officer	
Local Government Act 1999	council	clause 9(2), Schedule 1B	Apply money received on the sale of land as prescribed by clause 9(2), schedule 1B of the Local Government Act	Chief Executive Officer	
Local Government Act 1999	council	clause 9(3), Schedule 1B	Deal with unclaimed money in accordance with the Unclaimed Moneys Act 1891	Chief Executive Officer	
Local Government Act 1999	council	clause 10(2)(a), Schedule 1B	Adjust a building upgrade charge	Chief Executive Officer	
Local Government Act 1999	council	clause 10(2)(a), Schedule 1B	Give notice to the building owner of the adjustment of a building upgrade charge	Chief Executive Officer	

Local Government Act 1999	council	clause 10(3)(d), Schedule 1B	Refund excess payments to the building owner	Chief Executive Officer	
Local Government Act 1999	council	clause 11(1), Schedule 1B	Recover a building upgrade charge in accordance with a building upgrade agreement	Chief Executive Officer	
Local Government Act 1999	council	clause 13(1), Schedule 1B	Keep a register of building upgrade agreements	Chief Executive Officer	
Local Government Act 1999	council	clause 13(3), Schedule 1B	Provide the register of building upgrade agreements for inspection at the principal office of the council	Chief Executive Officer	
Local Government Act 1999	council	clause 13(4), Schedule 1B	Provide an extract of the register of building upgrade agreements	Chief Executive Officer	
Local Government Act 1999	council	clause 1(4), Schedule 2	Publish a copy of the charter of a subsidiary in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	clause 3(1), Schedule 2	Prepare a charter for a subsidiary	No Delegation	
Local Government Act 1999	council	clause 3(4), Schedule 2	Review a charter for a subsidiary	No Delegation	
Local Government Act 1999	council	clause 3(5)(a), Schedule 2	Furnish a copy of an amended charter for a subsidiary to the Minister	Chief Executive Officer	
Local Government Act 1999	council	clause 3(5)(b), Schedule 2	Publish a copy of an amended charter for a subsidiary on a website determined by the chief executive officer	Chief Executive Officer	
Local Government Act 1999	council	clause 3(5)(c), Schedule 2	Publish a notice in the Gazette of the fact of the amendment and website address at which the charter is available for inspection	Chief Executive Officer	
Local Government Act 1999	council	clause 4(1), Schedule 2	Determine the membership of the board of management of a subsidiary	No Delegation	
Local Government Act 1999	council	clause 4(2), Schedule 2	Appoint members of the board of management of a subsidiary	No Delegation	
Local Government Act 1999	council	clause 4(6), Schedule 2	Appoint a deputy of a board member	No Delegation	

Local Government Act 1999	council	clause 4(8), Schedule 2	Give directions in relation to an actual or potential conflict of duty and duty between offices held concurrently, or in relation to some other incompatibility between offices held concurrently	Chief Executive Officer	
Local Government Act 1999	council	clause 5(9), Schedule 2	Act on advice of a board of management that the subsidiary owes a duty of confidence in regard to a matter	Chief Executive Officer	
Local Government Act 1999	council	clause 5(12), Schedule 2	Direct the board of management as to procedures	Chief Executive Officer	
Local Government Act 1999	council	clause 8(1), Schedule 2	Participate in consultation with a subsidiary on the preparation and adoption of the subsidiary's business plan	Chief Executive Officer	
Local Government Act 1999	council	clause 8(5), Schedule 2	Participate in consultation with a subsidiary in an annual review of the subsidiary's business plan	Chief Executive Officer	
Local Government Act 1999	council	clause 8(4), Schedule 2	Participate in consultation with a subsidiary on the amendment of the subsidiary's business plan	Chief Executive Officer	
Local Government Act 1999	council	clause 9(2)(d), Schedule 2	Fix a date by which a subsidiary's budget must be adopted	Chief Executive Officer	

Local Government Act 1999	council	clause 9(3), Schedule 2	Approve the amendment by a subsidiary of an adopted budget	Chief Executive Officer	
Local Government Act 1999	council	clause 9(5), Schedule 2	Participate in consultation with a subsidiary on the subsidiary incurring spending before the adoption of its budget for the year	Chief Executive Officer	
Local Government Act 1999	council	clause 10(1), Schedule 2	Give a direction to a subsidiary	Chief Executive Officer	
Local Government Act 1999	council	clause 10(2), Schedule 2	Make a copy of a direction given to a subsidiary available at the principal office of the council	Chief Executive Officer	
Local Government Act 1999	council	clause 11(1), Schedule 2	Request a subsidiary to furnish information or records in the possession or control of the subsidiary	Chief Executive Officer	
Local Government Act 1999	council	clause 11(2), Schedule 2	Act on advice of a board of management that information or a record should be treated as confidential	Chief Executive Officer	
Local Government Act 1999	council	clause 12(1), Schedule 2	Request a subsidiary to report on a matter to the council	Chief Executive Officer	

Local Government Act 1999	council	clause 12(2), Schedule 2	Receive a report on the work and operations of the subsidiary	Chief Executive Officer	
Local Government Act 1999	council	clause 12(4), Schedule 2	Incorporate a report made under clause 12(2), Schedule 2 into the annual report of the council	Chief Executive Officer	
Local Government Act 1999	council	clause 13(3), Schedule 2	Determine or approve members of the audit committee of the subsidiary	No Delegation	
Local Government Act 1999	council	clause 14(2), Schedule 2	Approve borrowing by a subsidiary	No Delegation	
Local Government Act 1999	council	clause 16(1)(a), Schedule 2	Request the Minister wind up a subsidiary	No Delegation	
Local Government Act 1999	council	clause 17(4), Schedule 2	Publish (in conjunction with the other constituent councils) a copy of the charter of a subsidiary in the Gazette	Chief Executive Officer	
Local Government Act 1999	council	clause 19(1), Schedule 2	Prepare (in conjunction with the other constituent councils) a charter of a subsidiary	No Delegation	
Local Government Act 1999	council	clause 19(4), Schedule 2	Review (in conjunction with the other constituent councils) a charter of a subsidiary	No Delegation	
Local Government Act 1999	council	clause 19(5)(a), Schedule 2	Furnish (in conjunction with the other constituent councils) a copy of an amended charter of a subsidiary to the Minister	Chief Executive Officer	
Local Government Act 1999	council	clause 19(5)(b), Schedule 2	Publish (in conjunction with the other constituent councils) a copy of the amended charter of a subsidiary on a website determined by the chief executive officer	Chief Executive Officer	
Local Government Act 1999	council	clause 20(1), Schedule 2	Determine (in conjunction with the other constituent councils) the membership of the board of management of a subsidiary	Chief Executive Officer	

Local Government Act 1999	council	clause 20(7), Schedule 2	Give directions in relation to an actual or potential conflict of duty and duty between offices held concurrently, or in relation to some other incompatibility	Chief Executive Officer	
Local Government Act 1999	council	clause 21(8), Schedule 2	Authorise a person to attend a meeting of the board of management and have access to the papers provided to board members for the meeting	Chief Executive Officer	
Local Government Act 1999	council	clause 21(9), Schedule 2	Act on advice of a board of management that a matter should be treated confidentially	Chief Executive Officer	
Local Government Act 1999	council	clause 21(12), Schedule 2	Direct (in conjunction with the other constituent councils) procedures for the board of management	Chief Executive Officer	
Local Government Act 1999	council	clause 24(1), Schedule 2	Participate (in conjunction with the other constituent councils) in consultation with the subsidiary in the preparation and adoption of a business plan	Chief Executive Officer	
Local Government Act 1999	council	clause 24(4), Schedule 2	Participate (in conjunction with the other constituent councils) in consultation with the subsidiary in an annual review of the subsidiary's business plan	Chief Executive Officer	
Local Government Act 1999	council	clause 24(5), Schedule 2	Participate (in conjunction with the other constituent councils) in consultation with the subsidiary on the amendment of the subsidiary's business plan	Chief Executive Officer	

Local Government Act 1999	council	clause 25(2)(d), Schedule 2	Fix (in conjunction with the other constituent councils) a date before which a budget must be adopted by the subsidiary	Chief Executive Officer	
Local Government Act 1999	council	clause 25(3), Schedule 2	Approve (in conjunction with the other constituent councils) the amendment of a budget adopted by the subsidiary	Chief Executive Officer	
Local Government Act 1999	council	clause 25(5), Schedule 2	Participate (in conjunction with the other constituent councils) in consultation with the subsidiary on incurring spending prior to the adoption of a budget	Chief Executive Officer	
Local Government Act 1999	council	clause 26, Schedule 2	Issue (in conjunction with the other constituent councils) a direction to the subsidiary	Chief Executive Officer	
Local Government Act 1999	council	clause 27(1), Schedule 2	Request the subsidiary to furnish information or records in the possession or control of the subsidiary to the council	Chief Executive Officer	
Local Government Act 1999	council	clause 27(2), Schedule 2	Act on advice of a board of management that information or a record should be treated as confidential	Chief Executive Officer	
Local Government Act 1999	council	clause 28(1), Schedule 2	Fix (in conjunction with the other constituent councils) a date before which a subsidiary must furnish to the constituent councils report on the work and operations of the subsidiary	Chief Executive Officer	

Local Government Act 1999	council	clause 28(3), Schedule 2	Incorporate a report under clause 28(1), Schedule 2 of the Local Government Act in the annual report of the council	Chief Executive Officer	
Local Government Act 1999	council	clause 30(3), Schedule 2	Determine or approve (in conjunction with the other constituent councils) the members of the subsidiary's audit committee	Chief Executive Officer	
Local Government Act 1999	council	clause 33(1), Schedule 2	Request (in conjunction with the other constituent councils) the Minister to wind up a regional subsidiary	Chief Executive Officer	
Local Government Act 1999	council	clause 2(1), Schedule 6	Deliver a notice to the Registrar-General for the purpose of registering a charge over land	Chief Executive Officer	
Local Government Act 1999	council	clause 3(1)(b), Schedule 6	Exercise the powers of a mortgagee given by the Real Property Act 1886 under a mortgage in respect of which default has been made in payment of money secured by the mortgage	Chief Executive Officer	
Local Government Act 1999	council	clause 4(1), Schedule 6	Provide notice to the Registrar-General that the amount a charge relates to has been repaid and apply for the discharge of the charge	Chief Executive Officer	

11.7 Diversity, Access and Inclusion Policy

Report Reference	GC240827R11.7
Originating Officer	Social and Cultural Sustainability Planner – Erica Gurner
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

For Council to consider and adopt the updated Diversity, Access and Inclusion Policy (previously called the Equity, Access and Inclusion Policy).

EXECUTIVE SUMMARY

The Diversity, Access and Inclusion Policy (previously called the Equity, Access and Inclusion Policy) has been reviewed. The policy's purpose is to guide the City of Marion in recognising, respecting and valuing diversity in all its forms, in the community. The Policy outlines relevant principles and responsibilities of the City of Marion under State and Federal Law to ensure the way it conducts business is free from unlawful discrimination.

This draft iteration of the Policy reflects the maturity of City of Marions work in diversity, access and inclusion and clarifies the following:

- The purpose and scope of the policy
- The legislative context
- More contemporary and cohesive definitions of related concepts and principles
- How the policy will be actioned

The Policy reflects community sentiments for an inclusive and accessible community and will be implemented across the organisation through the social plans and workforce development plans.

RECOMMENDATION

That Council:

- 1. Endorses the Diversity, Access and Inclusion Policy**

DISCUSSION

History of the Policy

The Diversity, Access and Inclusion Policy (previously called the Equity, Access and Inclusion Policy) appears to have first been developed in 2016 and has undergone changes since that time in accordance with the review cycle. Community feedback was sought on the draft Policy in 2019.

Current need for the policy

In recent years the impetus to continue to address access and inclusion within the business operations has grown, due to factors such as:

- The growing cultural diversity in the region
- The significant number of residents with disability
- Community feedback that an inclusive and accessible community is important (Toward

2040 together – Community Engagement Report February 2024)

- Legislative requirements to maintain a workplace and business operations that are inclusive and accessible and free from discrimination

Policy implementation

The City of Marion has continued to demonstrate its commitment to diversity, access and inclusion by:

- Maintaining a Disability Access and Inclusion Plan (in accordance with legislation),
- Maintaining a Reconciliation Action Plan
- Developing a Multicultural Plan (in progress)
- Developing a stand-alone Regional Public Health Plan (in progress and in accordance with legislation)

These plans have line-of-sight to the Policy and guide the City of Marion in the development of physical infrastructure, and programs and services that benefit the community. This function is complimentary to the internal policy and plans that inform the way that CoM develops its workforce. The Diversity, Access and Inclusion Policy can be found in Attachment 1.

ATTACHMENTS

1. Final Equity Access and Social Inclusion Policy 2024 Reviewed 01082024 [**11.7.1** - 5 pages]

Diversity, Access, and Inclusion Policy



1. RATIONALE

The City of Marion (CoM) recognises the richness of diversity in our community and our role in influencing greater respect, understanding and unity. This Policy outlines the principles and responsibilities that will guide the CoM in recognising, respecting and valuing diversity, so that our work reflects the many perspectives and experiences of the community we serve.

1.1. Principles

The following descriptions provide an overview of how City of Marion can recognise, respect and value diversity, further definitions are provided in Section 6.

- CoM aims to influence the conditions and environments (e.g., attitudes, beliefs, physical environment, and processes) that enable all people to feel a sense of belonging, connectedness and safety and to participate equally as active citizens in the business of CoM, and in the life of the community.
- Increasing inclusion and access for people in all their diversity are two ways CoM can support a strengthened sense of belonging and ensure people feel equally respected, safe, and connected.
- Equity recognises that a fair and flexible approach is needed, some people experience challenges and barriers to participation that others do not, particularly where multiple aspects of a person's identity amplify the barriers they experience e.g., a person with disability who is also female (intersectionality). Different approaches may be required.
- Unlawful discrimination can affect a person's wellbeing, limit opportunity, and, or create an unfair disadvantage for that person.

The City of Marion (CoM) recognises its responsibility under both Federal and South Australian State laws to ensure the way it conducts business values and accommodates diversity and eliminates unlawful discrimination.

Anti-discrimination laws (listed in Section 7 of this Policy) apply to CoM business operations, including but not limited to:

- Employment and volunteering
- Customer service
- Program and service delivery
- Access to buildings
- Access to information

Diversity, Access, and Inclusion Policy



2. POLICY STATEMENT

The City of Marion is committed to promoting attitudes, beliefs, and actions within the business and in the community, which embrace diversity, strengthen access and inclusion within its business operations and promote a harmonious community.

3. OBJECTIVES

- 3.1. Encourage and support anyone involved in CoM related business to conduct themselves personally in a manner that complies with the principles of diversity, equity, access and inclusion outlined in this Policy.
- 3.2. Ensure diversity, equity, access and inclusion principles are considered in all relevant council business including and not limited to:
 - Council decision making
 - Design and provision of services, programs and training
 - Communication, provision of information and community engagement
 - Design and development of new public spaces and facilities and upgrades to those existing.
 - Development and implementation of processes and procedures
 - Employment of new staff and recruitment of volunteers
- 3.3. Ensure the City of Marion:
 - Is proactive in developing, implementing, and monitoring legislated and non-legislated strategic documents that will support the intent of this Policy.
 - Develops processes and procedures that help identify and eliminate barriers to equitable access and participation.
 - Adopts effective processes and procedures to resolve complaints of unlawful discrimination.
 - Provides support and training to relevant employees/volunteers and contractors to understand and operationalise this policy.

4. POLICY SCOPE AND IMPLEMENTATION

- 4.1. This Policy applies to City of Marion's outward facing work and interactions with the public and should be read in conjunction with the Diversity Equity Inclusion and Belonging Policy that applies to City of Marion's inward facing work and interactions with staff.
- 4.2. This Policy is to be applied by anyone involved in City of Marion-related business that influences and engages the community, including Council Members, staff, volunteers, and contractors.

Policy Ref/Security Classification:
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 Authorisation Date: xx/xx/xx
 Review Date: 04/06/24

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 PO Box 21, Oaklands Park SA 5046
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Diversity, Access, and Inclusion Policy



4.3. This Policy will be delivered through City of Marion plans and policies including but not limited to those listed as reference in Section 7.

5. DEFINITIONS

Term	Definition
Diversity	<p>Diversity is about what makes each of us unique including but not limited to:</p> <ul style="list-style-type: none"> • Gender identity, sexual orientation • age • socio-economic status • cultural background • personality • life experiences • ability • religious or political faith and beliefs • any other things that make us who we are.
Discrimination and Unlawful Discrimination	<p>Discrimination means the recognition and understanding of the difference between one thing and another (<i>Oxford Languages</i>). In relation to people or groups of people, not all discrimination is unlawful. Sometimes it may be necessary to treat people differently to achieve equality (<i>Australian Government Attorney Generals Department</i>).</p> <p>Unlawful discrimination means treating someone unfairly because of specific personal characteristics as detailed in the Equal opportunity Act 1984. These characteristics include, but are not limited to, age, gender, disability, race, religion and marital status. It is also discrimination when an unreasonable rule or policy applies to everyone but has the effect of disadvantaging some people because of a personal characteristic they share. (<i>Australian Human Rights Commission</i>).</p>
Access	Access occurs when systems, services, infrastructure and communication are designed so everyone can fully participate in public or professional life.
Inclusion	Inclusion occurs when people in all their diversity are treated fairly, valued, welcomed, and respected, so they can fully participate equally in public or professional life.
Equality	Equality means each individual or group of people is given the same opportunities to participate in public or professional life.

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Diversity, Access, and Inclusion Policy



<i>Term</i>	<i>Definition</i>
Equity	Equity is about fairness i.e.; circumstances may give some people/groups of people an advantage over others. People may need to be allocated resources or supports to have the same opportunity as others.
Intersectionality	Intersectionality refers to the ways in which different aspects of a person's identity can expose them to overlapping forms of discrimination and marginalisation.

6. ROLES AND RESPONSIBILITIES

<i>Role</i>	<i>Responsibility</i>
City of Marion Staff	<ul style="list-style-type: none"> Implement and comply with this Policy
Council Members	<ul style="list-style-type: none"> Comply with this Policy
Contractors / volunteers	<ul style="list-style-type: none"> Comply with this Policy

7. REFERENCES

7.1. City of Marion

- Community Vision – Towards 2040
- Asset Management Plans
- Disability Access and Inclusion Plan 2020-2024
- Reconciliation Action Plan 2024-2026
- Diversity Equity, Inclusion and Belonging Policy
- Diversity Equity, Inclusion and Belonging Strategy
- Equal Opportunity, Discrimination, harassment, and Workplace Bullying Policy
- Regional Public Health Plan (in development)
- Multicultural Plan (in development)
- Procurement and Contractor Management Policy
- Social Media Policy
- Plans and policies relating to development for the City of Marion (including other Planning and provision of a built environment, streetscapes, open spaces, facilities and services for which Council has responsibility for delivery)
- Strategic and Business Plans

7.2. Legislation and Policy – Federal

- *Age Discrimination Act, 2004*
- *Disability Discrimination Act, 1992*

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- *Racial Discrimination Act, 1975*
- *Sex Discrimination Act, 1984, and Amendment 2013*
- *Australian Human Rights Commission Act 1986*
- *Equal Employment Opportunity (Commonwealth Authorities) Act, 1987*
- *Workplace Gender Equality Act, 2012*
- *National Standards for Disability Services, 2013*
- *Disability Services Act, 1986*
- *National Disability Insurance Scheme Act, 2013*

7.3. Legislation and Policy – State

- *Local Government Act SA 1999*
- *South Australian Multicultural Act 2021*
- *South Australian Multicultural Charter*
- *South Australian Disability Inclusion Act, 2018*
- *Equal Opportunity Act, 1984*
- *Planning, Development, and Infrastructure Act, 2016*

7.4. Legislation and Policy - International (Ratified by Australia)

- *United Nations Convention on the Rights of Persons with Disabilities (2006)*
- *Universal Declaration of Human Rights (1948)*

8. REVIEW AND EVALUATION

The Manager, Office of the CEO reviews this Policy every four years (or earlier if required) in accordance with the City of Marion Policy Framework. Council approves this Policy.

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11.8 Sister Cities Policy

Report Reference	GC240827R11.8
Originating Officer	Unit Manager Media and Engagement – Nick Marwe
Corporate Manager	Manager Customer Experience – Megan Bradman
General Manager	General Manager Corporate Services – Tony Lines

REPORT OBJECTIVE

The purpose of the report is for Council to consider and adopt the reviewed Sister Cities Policy, refer Attachment 1.

EXECUTIVE SUMMARY

The City of Marion's participation in the Sister Cities Program enables the community to establish and maintain relationships with other communities throughout the world.

The purpose of this policy is to enable the City of Marion to utilise the Sister Cities Program to:

- Develop long-lasting, mutually beneficial friendships and exchange ideas.
- Gain a valuable understanding of international, national or state issues, cultures and traditions.
- Generate harmony, tolerance and goodwill.
- Promote economic growth and increase tourism.
- Exchange cultural and educational experiences and values.
- Exchange technical assistance and advice to other cities.

The revised Sister Cities Policy (with tracked changes) at **Attachment 1** reflects those revisions considered by Council Members at the Forum of 21 November 2023. The revisions are minor in nature.

A clean copy of the Policy is provided at **Attachment 2**.

RECOMMENDATION

That Council:

1. **Adopts the revised Sister Cities Policy.**

ATTACHMENTS

1. Attachment 1 - Sister Cities Policy - New Template 2024 Review [**11.8.1** - 3 pages]
2. Attachment 2 - Sister Cities Policy - New Template 2024 Review clean copy [**11.8.2** - 3 pages]

Sister Cities Policy



1. Rationale

The City of Marion's participation in the Sister Cities Program (SC Program) enables ~~its~~the community to establish and maintain relationships with other communities throughout the world.

2. Policy statement

The SC Program creates the opportunity to foster international goodwill while enriching our community with a broader understanding of other nations, their traditions, communities and cultures. It also provides an avenue that may lead to economic benefits, tourism and cultural exchanges.

3. Objectives

~~The primary objective of this Policy is to identify how enable the City of Marion will select and maintain to utilise~~ the SC Program to:

- ~~D~~develop long-lasting, mutually beneficial friendships and exchange ideas.
- ~~G~~gain a valuable understanding of international, national or state issues, cultures and traditions.
- ~~G~~generate harmony, tolerance and goodwill.
- ~~P~~promote economic growth and increase tourism.
- ~~E~~exchange cultural and educational experiences and values.
- ~~E~~exchange technical assistance and advice to other cities.

4. Policy scope and implementation

The City of Marion maintains a Sister City Relationship (SCR) with the following ~~sister~~ cities:

- Kokubunji, Japan (established 1993)

~~This relationship is a relationship connection between the City of Marion and the above city to promote the objectives of the SC Program.~~

~~Sister city relationships~~ SCRs should be established for their strategic relevance to the City of Marion and its community. Where possible, ~~relationships~~ SCRs should be based on the concepts of reciprocity and mutual benefit, except in circumstances where they have been entered into for humanitarian reasons.

4.1 SCR Assessment Criteria

In addition to ensuring the ~~relationship~~ SCR meets the objectives of the SC Program and this ~~P~~policy, ~~C~~council will use the following criteria to assess the suitability of entering into a new ~~sister cities relationship~~ SCR or when reviewing existing ~~relationship~~ SCRs:

Policy Ref/Security Classification:

Category:

Owner: Unit Manager, Engagement, Media and Events

Authorisation Date: xx/xx/xx

Review Date: xx/xx/xx

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City of Marion

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Sister Cities Policy



- **General:** relevance to the local community, any existing linkages, demographics (including cultural), historical, sporting or artistic significance and ease of access.
- **Economic:** similar economic conditions, trade and investment opportunities and tourism potential.
- **Social:** similar social infrastructure and issues, opportunity for broad-based activity, people-to-people interest, energy and commitment.
- **Educational:** opportunity for student/teacher exchange programs.
- **Humanitarian:** opportunity to use the skills of Council staff and the community to assist in the development of the sister city consistent with other organisational policies and procedures.
- **Existing relationships:** assessed against the level of communication with sister city, history of outcomes to-date and current/proposed projects.

4.2 SCR Approval Process

The approval of a ~~sister city relationship~~ SCR is a two-staged process as follows:

- 4.2.1 **Stage 1:** Adoption at a General Council meeting of a resolution to establish or not establish a ~~sister city relationship~~ SCR.
- 4.2.2 **Stage 2:** Formalising the ~~relationship~~ SCR through the exchange of a Memorandum of Understanding (MoU) signed by the Mayor of the City of Marion and the leader of the nominated city or town.

5. Definitions

Nil

<u>Term</u>	<u>Definition</u>
<u>Sister City Relationship (SCR)</u>	<u>A relationship between the City of Marion and another city to promote the objectives of the SC Program.</u>

6. Roles and responsibilities

Policy Ref/Security Classification:

Category:

Owner: [Unit Manager, Engagement, Media and Events](#)

Authorisation Date: xx/xx/xx

Review Date: xx/xx/xx

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Sister Cities Policy



Role	Responsibility
<u>Unit Manager, Engagement, Media and Events Policy implementation</u>	<u>Unit Manager, Engagement, Media and Events</u> <u>Implement this policy</u>

7. References

Nil

Review and evaluation

This policy will be reviewed once in a term of Council (2022 – 2026). Its review schedule will be coordinated by the City of Marion Governance Unit in consultation with the Media, Engagement and Events Unit and other key stakeholders. The Unit Manager Engagement, Media and Events Unit reviews this Policy every four years (or earlier if required) in accordance with the City of Marion Policy Framework. Council approves this Policy.

Policy Ref/Security Classification:
Category:
Owner: Unit Manager, Engagement, Media and Events
Authorisation Date: xx/xx/xx
Review Date: xx/xx/xx

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Sister Cities Policy



1. Rationale

The City of Marion's participation in the Sister Cities Program (SC Program) enables its community to establish and maintain relationships with other communities throughout the world.

2. Policy statement

The SC Program creates the opportunity to foster international goodwill while enriching our community with a broader understanding of other nations, their traditions, communities and cultures. It also provides an avenue that may lead to economic benefits, tourism and cultural exchanges.

3. Objectives

The primary objective of this Policy is to enable the City of Marion to utilise the SC Program to:

- develop long-lasting, mutually beneficial friendships and exchange ideas
- gain a valuable understanding of international, national or state issues, cultures and traditions
- generate harmony, tolerance and goodwill
- promote economic growth and increase tourism
- exchange cultural and educational experiences and values
- exchange technical assistance and advice to other cities.

4. Policy scope and implementation

The City of Marion maintains a Sister City Relationship (SCR) with the following city:

- Kokubunji, Japan (established 1993)

SCRs should be established for their strategic relevance to the City of Marion and its community. Where possible, SCR should be based on the concepts of reciprocity and mutual benefit, except in circumstances where they have been entered into for humanitarian reasons.

4.1 SCR Assessment Criteria

In addition to ensuring the SCR meets the objectives of the SC Program and this Policy, council will use the following criteria to assess the suitability of entering into a new SCR or when reviewing existing SCR:

Policy Ref/Security Classification:

Category:

Owner: Unit Manager, Engagement, Media and Events

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- **General:** relevance to the local community, any existing linkages, demographics (including cultural), historical, sporting or artistic significance and ease of access.
- **Economic:** similar economic conditions, trade and investment opportunities and tourism potential.
- **Social:** similar social infrastructure and issues, opportunity for broad-based activity, people-to-people interest, energy and commitment.
- **Educational:** opportunity for student/teacher exchange programs.
- **Humanitarian:** opportunity to use the skills of council staff and the community to assist in the development of the sister city consistent with other organisational policies and procedures.
- **Existing relationships:** assessed against the level of communication with sister city, history of outcomes to-date and current/proposed projects.

4.2 SCR Approval Process

The approval of a SCR is a two-staged process as follows:

Stage 1: Adoption at a General Council meeting of a resolution to establish or not establish a SCR.

Stage 2: Formalising the SCR through the exchange of a Memorandum of Understanding (MoU) signed by the Mayor of the City of Marion and the leader of the nominated city or town.

5. Definitions

Term	Definition
Sister City Relationship (SCR)	A relationship between the City of Marion and another city to promote the objectives of the SC Program.

Policy Ref/Security Classification:

Category:

Owner: Unit Manager, Engagement, Media and Events

Authorisation Date: xx/xx/xx

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Sister Cities Policy



6. Roles and responsibilities

Role	Responsibility
Unit Manager, Engagement, Media and Events	Implement this policy

7. References

Nil

Review and evaluation

The Unit Manager Engagement, Media and Events reviews this Policy every four years (or earlier if required) in accordance with the City of Marion Policy Framework. Council approves this Policy.

Policy Ref/Security Classification:
Category:
Owner: Unit Manager, Engagement, Media and Events
Authorisation Date: xx/xx/xx
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11.9 Privacy Policy

Report Reference	GC240827R11.9
Originating Officer	IT Operations Manager – Adrian Hollins
Corporate Manager	Chief Information Officer – Marcel Althoff
General Manager	General Manager Corporate Services – Tony Lines

REPORT OBJECTIVE

Seeking the endorsement for the revised Privacy Policy which sets out Council's adoption of the latest state and federal best practice privacy principles and standards.

REPORT HISTORY

The Privacy Policy was identified for renewal as part of Council's Public and Legislative Policies assessment commencing July 2024.

The revisions made to the Privacy Policy incorporate Council's legal obligations, relevant best practise standards and recent experience with Privacy Matters.

Report Reference	Report Title
FORUM240730R1.2	Policy and Procedure Review 2024

EXECUTIVE SUMMARY

This policy makes it clear how council deals with privacy matters. The revision reflects Council's adoption of the latest state and federal best practice privacy principles and standards.

Readability, formatting and styling changes based on the most recent branding and writing style guides have been made throughout the policy.

This update clarifies Councils' legal obligation in relation to the *Commonwealth Privacy Act 1988*, specifically Council is legally bound to the act only when Tax File Numbers (TFN) are believed to have been compromised via a breach.

The addition of training and awareness to this policy reinforces Council's commitment and the importance of privacy matters.

Specific reference is made to Council's data security and breach response, plan and associated procedure which include notifying affected individuals and relevant authorities in accordance with legal and contractual requirements.

RECOMMENDATION

That Council:

- 1. Endorses the revised Privacy Policy.**

ATTACHMENTS

- Attachment 1 - Privacy Policy - Merged with tracked changes [**11.9.1** - 8 pages]

2. Attachment 2 - Privacy Policy - Merged clean version [**11.9.2** - 6 pages]

Privacy Policy



1. Rationale

The City of Marion (Council) is committed to open and transparency of transparent governance to stakeholders while protecting the privacy of individuals. This policy outlines how council will approach Council approaches the collection, storage, disclosure, and use of personal and commercial information. However, we This policy also acknowledges that Council will comply with applicable privacy laws, adopt state and federal best practice privacy principles and standards, and may apply additional privacy guidelines and standards for engagements imposed in agreements and contracts which are subject to associated federal, state and best practise standards.

2. Policy statement

The City of Marion Council is committed to protecting the privacy and security of personal information under its control. This policy outlines our responsibilities and practices for handling Council handles personal information and ensures our compliance in accordance with the privacy provisions under applicable laws, including the Privacy Act 1988 (Cth Cwth) specifically in relation to Tax File Number (TFN) information, as well as other applicable privacy laws. Council also adopts state and federal best practice privacy principles and standards.

Council recognises that various contracts and agreements may impose additional privacy obligations. Council complies with its contractual obligations. Council staff and contractors must adhere to any contractual obligations applicable to their roles and the information / data they handle.

3. Policy scope and implementation

Scope

This policy and related procedures apply to all people with access to Council information, information systems and information stores (computer-based or otherwise), including:

- — Council employees staff;
- — Council Members;
- — Volunteers;
- — Work experience placements; graduates and trainees; and
- — Independent contractors and consultants.

4. Contractual Obligations

The Council recognizes that various contracts and agreements may impose additional privacy obligations. This policy is designed to ensure compliance with such obligations, and all staff and contractors must adhere to these requirements as applicable to their roles and the data they handle.

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Privacy Policy



Implementation

1.1 Information ~~Collection, Use~~collection, use, and ~~Disclosed~~disclosure

Collection: Personal information is collected only when necessary for ~~the~~ Council's activities or as required under contractual obligations.

Use: Information collected by ~~the~~ Council ~~will be~~is used solely for the purpose it was collected or as contractually agreed.

Disclosure: Information ~~will~~is only ~~be~~ disclosed in accordance with legal and contractual requirements, ensuring confidentiality and security.

5. Data Security~~Access~~ and Breach Response

5.13.1 ~~The Council employs robust security measures to protect disclosure of personal information from unauthorized access, alteration, or disclosure. In the event of a data breach, particularly involving TFN information, the Council will follow its Notifiable Data Breach response plan which includes notifying affected individuals and relevant authorities in accordance with legal and contractual stipulations.~~

6. Rights and Responsibilities

Rights: Individuals whose personal information is held by ~~the~~ Council have the right to access their data, request correction, and file complaints regarding the handling of their ~~personal~~ information.

Responsibilities: All ~~employees~~Council staff and contractors are responsible for ~~observing~~complying with this ~~privacy~~ policy and ~~for~~ safeguarding personal information accessible to them.

~~The council~~Council acknowledges that it has certain personal information in its possession that it is legislatively required to make available for access by members of the public. There is also provision under the Freedom of Information Act 1991 for members of the public to apply for information from ~~council~~Council.

~~The Council~~ City of Marion will not provide personal information ~~it that the City of Marion~~ holds on ~~Individuals~~individuals, residents and/or ratepayers to third parties unless specifically required to by law and after following relevant consultation requirements, ~~except~~EXCEPT:

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- After ~~council~~Council first takes reasonable steps to obtain the consent of the person concerned to use his or her personal information for that other purpose;
- Where the provision of personal information is for the purpose of distributing materials for the sole purpose of and on behalf of ~~the council~~Council (e.g., for use to distribute Rates Notices);
- Where the third party has been contracted by ~~council~~Council to provide advice or services for the sole purpose of assisting ~~the council~~Council to provide benefits to residents and/or ratepayers;
- Where ~~the council~~Council is required by legislation to provide personal information to a third party (e.g., provision of personal information to the State Electoral Office) or to the public at large in accordance with legislation where the information is not otherwise exempt;
- Where the resident and/or ratepayer has been advised of ~~council's~~Council's usual practice of disclosing personal information (through ~~council's~~Council's Privacy Statements);
- ~~As~~Where the personal information forms part of the public notification required and related to lodgement of a development application;
- ~~If~~Where personal information is received as part of a Petition to Council, ~~in which case,~~ this will be dealt with in accordance with the Local Government Act 1999 and as set out in ~~council's~~Council's Petition Policy.
- ~~The council~~Council believes, on reasonable grounds, that use of the personal information is necessary to prevent or lessen a serious and imminent threat to the life or health of the subject or of some other person;
- The use of the personal information is required and authorised by law; or
- The use of the personal information for that other purpose is reasonably necessary for the enforcement of the criminal law or law imposing a pecuniary penalty.

Before ~~council will provide~~Council provides personal information to a third party service provider that is subject to the provisions of the Privacy Act 1988, ~~(Cwth)~~, that supplier will be required to provide a signed Privacy Undertaking to ~~council~~Council that it will comply with the Privacy Act 1988 ~~(Cwth)~~ and the National Privacy Principles in respect to the collection, use and handling of personal information supplied by ~~council~~Council.

~~The council~~Council may supply personal information about an individual to that individual as part of a standard communication or pursuant to a request made by the individual.

7. Training and Awareness

~~Regular training will be provided to all Council staff and contractors on the importance of privacy protection and compliance with this privacy policy. This training will help ensure~~

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Privacy Policy



that all parties understand the privacy obligations and adhere to the highest standards of data protection.

7.13.2 Privacy Statements

In addition to ~~our privacy policy, we~~ this Privacy Policy, from time to time, Council may need to explain specific privacy practices in more detail ~~at other times.~~ In such circumstances ~~we, Council~~ will develop and provide separate ~~privacy notices~~ Privacy Statements to describe how ~~we~~ it will handle the personal information that ~~we collect. This separate privacy notice where it collects. Where~~ issued, a Privacy Statement will detail ~~our Council's~~ personal information handling practices in relation to that particular service or function.

7.23.3 Suppression of Personal Information

A person's name and/or address may be suppressed from ~~the~~ Council's Assessment Record and/or Voters Roll where ~~council's~~ the Chief Executive Officer is satisfied that the inclusion of the name and/or address on the Assessment Record and/or Voters Roll would risk the personal safety of that person, a member of the person's family, or any other person.

3.4 Privacy queries and complaints

8. Definitions

9. Roles and responsibilities

The departments responsible for the security of Council-held information, accurate recordkeeping and maintenance are Information Records, Information Services and Corporate Governance.

10. References

This Privacy Policy has adopted principles and approaches from:

- ~~The Commonwealth Privacy Act 1988; (Australian Privacy Principal Guidelines)~~
- ~~Previous Ombudsman's finding in relation to Freedom of Information Request reviews;~~
- ~~The South Australian Department of the Premier and Cabinet's Information Privacy Principles Cabinet Administrative Instruction.~~

In developing this policy, the additional following legislative instruments were considered:

- ~~Local Government Act 1999~~
- ~~State Freedom of Information Act 1991~~
- ~~State Records Act 1997~~
- ~~Office of the Australian Information Commissioner – Notifiable Data Breach Scheme~~

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11. Review and evaluation

~~This policy will be reviewed every 4 years or as often as necessary to ensure compliance with changing laws, technological changes and contractual requirements. Amendments will be communicated through communications to all affected parties.~~

12. Contact Information

For questions about this policy, or to lodge a complaint about how personal information is being handled, ~~individuals can~~please contact:

Privacy Officer
City of Marion
Email: privacy@marion.sa.gov.au
Phone: 8375 6600
Address: City of Marion ~~Pe~~PO Box 21, Park Holme SA 5043

3.5 Data security and breach response

Council employs robust security measures to protect personal information from unauthorised access, alteration, or disclosure.

In the event of a data breach, particularly involving TFN information, Council will follow its Notifiable Data Breach Response Plan and its Procedure for Investigating and Reporting a Privacy Breach which include notifying affected individuals and relevant authorities in accordance with legal and contractual requirements.

4. Training and awareness

Regular training will be provided to all Council staff and contractors on the importance of privacy protection and compliance with this policy. This training will help ensure that all parties understand the privacy obligations and adhere to the highest standards of data protection.

5. Definitions

<u>Term</u>	<u>Definition</u>
<u>Access</u>	<u>Providing to an individual, information about himself or herself that is held by Council. This may include allowing that individual to inspect personal information or to obtain a copy of the personal information.</u>

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Privacy Policy



<u>Term</u>	<u>Definition</u>
<u>Collection</u>	<u>Gathering, acquiring or obtaining personal information from any source and by any means, including information that Council has come across by accident or has not asked for.</u>
<u>Consent</u>	<u>Voluntary agreement to some act, practice or purpose.</u>
<u>Disclosure</u>	<u>The release of information to persons or organisations outside the Council. It does not include giving individuals information about themselves.</u>
<u>Eligible Data Breach</u>	<u>The unauthorised access, disclosure or loss of TFN information that is likely to result in serious harm to one or more individuals.</u>
<u>Notifiable Data Breach (NDB) Scheme</u>	<u>Councils are subject to the NDB Scheme under the <i>Privacy Act 1988</i> (Cwth) to the extent that TFN information is involved in an eligible data breach.</u>
<u>Personal Information</u>	<p><u>Information or an opinion (including information or an opinion forming part of a database), whether true or not, and whether recorded in a material form or not, about a natural living person whose identity is apparent, or can reasonably be ascertained, from the information or opinion, including a photograph or other pictorial representation of a person, but does not include information that is:</u></p> <ul style="list-style-type: none"> <u>• in generally available publications;</u> <u>• kept in public records and archives such as the Commonwealth or State archives; or</u> <u>• kept in a library, art gallery or museum for the purpose of reference, study or exhibition.</u>
<u>Sensitive Information</u>	<p><u>Information or an opinion that may give rise to discriminatory practices based on an individual's:</u></p> <ul style="list-style-type: none"> <u>• racial or ethnic origin;</u> <u>• political opinions;</u> <u>• membership of a political association, a professional or trade association or a trade union;</u> <u>• religious beliefs or affirmations;</u> <u>• philosophical beliefs;</u>

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Privacy Policy



<u>Term</u>	<u>Definition</u>
	<ul style="list-style-type: none"> • <u>sexual preferences or practices;</u> • <u>gender;</u> • <u>criminal record; or</u> • <u>health</u>
<u>TFN (Tax File Number)</u>	<u>Tax File Number – A personal reference number used in the Taxation and Superannuation systems.</u>
<u>TFN Information</u>	<u>Information, whether recorded in a material form or not, that records the tax file number of a person in a manner connecting it with a person's identity (e.g., a person's name and date of birth). Council, as an employer, is in receipt of TFN information.</u>
<u>Use</u>	<u>The handling of personal information within a Council including the inclusion of information in a publication.</u>

6. Roles and responsibilities

<u>Role</u>	<u>Responsibility</u>
<u>Council Staff</u>	<ul style="list-style-type: none"> • <u>Implement and comply with this Policy</u>
<u>Council Members</u>	<ul style="list-style-type: none"> • <u>Comply with this Policy</u>
<u>Information Records, Information Services, and Corporate Governance</u>	<ul style="list-style-type: none"> • <u>Ensure the security, accurate record keeping and maintenance of personal information under Council's control</u>
<u>Volunteers, work experience placements; graduates and trainees</u>	<ul style="list-style-type: none"> • <u>Comply with this Policy</u>

7. References

City of Marion

- Procedure for Investigating and Reporting a Privacy Breach
- Notifiable Data Breach Response Plan
- Petition Policy

Legislation and directive documents

- Freedom of Information Act 1991

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Privacy Policy



- [Local Government Act 1999](#)
- [State Records Act 1997](#)
- [Privacy Act 1988 \(Cwth\) \(limited to the Privacy \(Tax File Number\) Rule 15\)](#)
- [Notifiable Data Breach Scheme \(Office of the Australian Information Commissioner\)](#)
- [The South Australian Department of the Premier and Cabinet's Information Privacy Principles \(IPPS\) Cabinet Administrative Instruction](#)
- [Previous Ombudsman's finding in relation to Freedom of Information Request reviews](#)

8. Review and evaluation

The [Chief Information Office \(CIO\)](#) reviews this Policy or earlier should legislative or technological changes require it [in accordance with the City of Marion Policy Framework](#). [Council approves this Policy.](#)

Policy Ref/Security Classification:

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Privacy Policy



1. Rationale

The City of Marion (Council) is committed to open and transparent governance while protecting the privacy of individuals. This policy outlines how Council approaches the collection, storage, disclosure, and use of personal and commercial information. .

2. Policy statement

Council is committed to protecting the privacy and security of personal information under its control. Council handles personal information in accordance with the privacy provisions under applicable laws, including the Privacy Act 1988 (Cwth) specifically in relation to Tax File Number (TFN) information. Council also adopts state and federal best practice privacy principles and standards.

Council recognises that various contracts and agreements may impose additional privacy obligations. Council complies with its contractual obligations. Council staff and contractors must adhere to any contractual obligations applicable to their roles and the information / data they handle.

3. Policy scope and implementation

Scope

This policy and related procedures apply to all people with access to Council information, information systems and information stores (computer-based or otherwise), including:

- Council staff;
- Council Members;
- Volunteers;
- Work experience placements; graduates and trainees; and
- Independent contractors and consultants.

Implementation

1.1 Information collection, use, and disclosure

Collection: Personal information is collected only when necessary for Council's activities or as required under contractual obligations.

Use: Information collected by Council is used solely for the purpose it was collected or as contractually agreed.

Disclosure: Information is only disclosed in accordance with legal and contractual requirements, ensuring confidentiality and security.

3.1 Access and disclosure of personal information

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Individuals whose personal information is held by Council have the right to access their data, request correction, and file complaints regarding the handling of their personal information.

All Council staff and contractors are responsible for complying with this policy and safeguarding personal information accessible to them.

Council acknowledges that it has certain personal information in its possession that it is legislatively required to make available for access by members of the public. There is also provision under the Freedom of Information Act 1991 for members of the public to apply for information from Council.

Council will not provide personal information that the City of Marion holds on individuals, residents and/or ratepayers to third parties unless specifically required to by law and after following relevant consultation requirements, EXCEPT:

- After Council first takes reasonable steps to obtain the consent of the person concerned to use his or her personal information for that other purpose;
- Where the provision of personal information is for the purpose of distributing materials for the sole purpose of and on behalf of Council (e.g., for use to distribute Rates Notices);
- Where the third party has been contracted by Council to provide advice or services for the sole purpose of assisting Council to provide benefits to residents and/or ratepayers;
- Where Council is required by legislation to provide personal information to a third party (e.g., provision of personal information to the State Electoral Office) or to the public at large in accordance with legislation where the information is not otherwise exempt;
- Where the resident and/or ratepayer has been advised of Council's usual practice of disclosing personal information (through Council's Privacy Statements);
- Where the personal information forms part of the public notification required and related to lodgement of a development application;
- Where personal information is received as part of a Petition to Council, in which case, this will be dealt with in accordance with the Local Government Act 1999 and as set out in Council's Petition Policy.
- Council believes, on reasonable grounds, that use of the personal information is necessary to prevent or lessen a serious and imminent threat to the life or health of the subject or of some other person;
- The use of the personal information is required and authorised by law; or
- The use of the personal information for that other purpose is reasonably necessary for the enforcement of the criminal law or law imposing a pecuniary penalty.

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Privacy Policy



Before Council provides personal information to a third party service provider that is subject to the provisions of the Privacy Act 1988 (Cwth), that supplier will be required to provide a signed Privacy Undertaking to Council that it will comply with the Privacy Act 1988 (Cwth) and the National Privacy Principles in respect to the collection, use and handling of personal information supplied by Council.

Council may supply personal information about an individual to that individual as part of a standard communication or pursuant to a request made by the individual.

3.2 Privacy statements

In addition to this Privacy Policy, from time to time, Council may need to explain specific privacy practices in more detail. In such circumstances, Council will develop and provide separate *Privacy Statements* to describe how it will handle the personal information that it collects. Where issued, a Privacy Statement will detail Council's personal information handling practices in relation to that particular service or function.

3.3 Suppression of personal information

A person's name and/or address may be suppressed from Council's Assessment Record and/or Voters Roll where the Chief Executive Officer is satisfied that the inclusion of the name and/or address on the Assessment Record and/or Voters Roll would risk the personal safety of that person, a member of the person's family, or any other person.

3.4 Privacy queries and complaints

For questions about this policy, or to lodge a complaint about how personal information is being handled, please contact:

Privacy Officer
City of Marion
Email: privacy@marion.sa.gov.au
Phone: 8375 6600
Address: City of Marion PO Box 21, Park Holme SA 5043

3.5 Data security and breach response

Council employs robust security measures to protect personal information from unauthorised access, alteration, or disclosure.

In the event of a data breach, particularly involving TFN information, Council will follow its *Notifiable Data Breach Response Plan* and its *Procedure for Investigating and Reporting a Privacy Breach* which include notifying affected individuals and relevant authorities in accordance with legal and contractual requirements.

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4. Training and awareness

Regular training will be provided to all Council staff and contractors on the importance of privacy protection and compliance with this policy. This training will help ensure that all parties understand the privacy obligations and adhere to the highest standards of data protection.

5. Definitions

Term	Definition
Access	Providing to an individual, information about himself or herself that is held by Council. This may include allowing that individual to inspect personal information or to obtain a copy of the personal information.
Collection	Gathering, acquiring or obtaining personal information from any source and by any means, including information that Council has come across by accident or has not asked for.
Consent	Voluntary agreement to some act, practice or purpose.
Disclosure	The release of information to persons or organisations outside the Council. It does not include giving individuals information about themselves.
Eligible Data Breach	The unauthorised access, disclosure or loss of TFN information that is likely to result in serious harm to one or more individuals.
Notifiable Data Breach (NDB) Scheme	Councils are subject to the NDB Scheme under the <i>Privacy Act 1988</i> (Cwth) to the extent that TFN information is involved in an eligible data breach.
Personal Information	Information or an opinion (including information or an opinion forming part of a database), whether true or not, and whether recorded in a material form or not, about a natural living person whose identity is apparent, or can reasonably be ascertained, from the information or opinion, including a photograph or other pictorial representation of a person, but does not include information that is: <ul style="list-style-type: none"> • in generally available publications; • kept in public records and archives such as the

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Term	Definition
	<p>Commonwealth or State archives; or</p> <ul style="list-style-type: none"> kept in a library, art gallery or museum for the purpose of reference, study or exhibition.
Sensitive Information	<p>Information or an opinion that may give rise to discriminatory practices based on an individual's:</p> <ul style="list-style-type: none"> racial or ethnic origin; political opinions; membership of a political association, a professional or trade association or a trade union; religious beliefs or affirmations; philosophical beliefs; sexual preferences or practices; gender; criminal record; or health
TFN (Tax File Number)	Tax File Number – A personal reference number used in the Taxation and Superannuation systems.
TFN Information	Information, whether recorded in a material form or not, that records the tax file number of a person in a manner connecting it with a person's identity (e.g., a person's name and date of birth). Council, as an employer, is in receipt of TFN information.
Use	The handling of personal information within a Council including the inclusion of information in a publication.

6. Roles and responsibilities

Role	Responsibility
Council Staff	<ul style="list-style-type: none"> Implement and comply with this Policy
Council Members	<ul style="list-style-type: none"> Comply with this Policy
Information Records, Information Services, and Corporate Governance	<ul style="list-style-type: none"> Ensure the security, accurate record keeping and maintenance of personal information under Council's control

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Role	Responsibility
Volunteers, work experience placements; graduates and trainees	<ul style="list-style-type: none"> Comply with this Policy

7. References

City of Marion

- Procedure for Investigating and Reporting a Privacy Breach
- Notifiable Data Breach Response Plan
- Petition Policy

Legislation and directive documents

- [Freedom of Information Act 1991](#)
- Local Government Act 1999
- State Records Act 1997
- Privacy Act 1988 (Cwth) (limited to the Privacy (Tax File Number) Rule 15)
- Notifiable Data Breach Scheme (Office of the Australian Information Commissioner)
- The South Australian Department of the Premier and Cabinet's Information Privacy Principles (IPPS) Cabinet Administrative Instruction
- Previous Ombudsman's finding in relation to Freedom of Information Request reviews

8. Review and evaluation

The Chief Information Office (CIO) reviews this Policy or earlier should legislative or technological changes require it in accordance with the City of Marion Policy Framework. Council approves this Policy .

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11.10 City Limits Publications Policy review

Report Reference	GC240827R11.10
Originating Officer	Manager Customer Experience – Megan Bradman
Corporate Manager	N/A
General Manager	General Manager Corporate Services – Tony Lines

REPORT OBJECTIVE

For Council to consider and endorse proposed amendments to the City Limits Publications Policy (refer tracked changes at **Attachment 1** and clean copy at **Attachment 2**).

REPORT HISTORY

Report Reference	Report Title
FORUM20240604	City Limits Publications Policy

EXECUTIVE SUMMARY

At the Forum on 4 June 2024, Council Members considered options for the future publication and distribution of the City Limits magazine. The options presented were based on community feedback provided at the Marion 100 forum held on 21 May 2024 which indicated:

- high levels of readership of City Limits (89% of participants)
- relatively high satisfaction with the current content (82%)
- high satisfaction with current delivery method via AusPost (86%)
- the community was divided on preferred frequency between the current 6 bi-monthly editions and 4 seasonal editions.

After considering this feedback, Council Members indicated their preference for 4 seasonal editions and provided additional feedback to consider in an updated 'City Limits Publication Policy' (the policy), including that:

- vape products be included under reference to prohibited substances
- there be greater promotion of local clubs and club activities.

The current policy has now been updated to reflect this feedback, along with some edits and writing style updates. (See tracked changes version at **Attachment 1** and clean copy at **Attachment 2**).

RECOMMENDATION

That Council:

1. **Endorses Option 1 Status quo Councillor columns of 200 words every second edition, OR Option 2 Short Word Updates in each edition also creating space for more feature news.**
2. **Subject to incorporating the above, adopts the revised City Limits Policy.**

DISCUSSION

City Limits has been the City of Marion magazine since 2009. It was initially published twice a year. In 2015 it changed to being published 3 times per year. In 2021, City Limits became bi-monthly.

In late 2021, a review of the publication and distribution process for City Limits identified opportunities for greater coverage and reach, improved efficiencies, and reduced wastage through an integrated print and distribution model contracted through a single provider.

On 25 January 2022, Council approved a new integrated print and distribution model with Finsbury Green (carbon neutral printing) using AusPost. This resulted in improved household reach (around 47,000 households and businesses), 100% coverage of Marion Council suburbs, greatly improved efficiencies and reduced wastage.

The policy was updated at this time to reflect Council's decision. It has now been subsequently updated to reflect feedback from the Marion 100 forum held on 21 May 2024, and the Council Member Forum on 4 June 2024.

Marion 100 Forum

At the Marion 100 forum, around 60 representative community members provided feedback on City Limits. In summary:

- 87% of participants reported receiving City Limits in 2024
- 89% reported that they read it regularly
- 54.5% would prefer to receive City Limits less frequently than the current 6 times a year.

Further feedback indicated that content could be enhanced with more 'on the ground' stories and a stronger focus on the following themes: community and 'hero' stories, sporting and other clubs, showcasing local attractions, initiatives, activities, projects, and events, local businesses, diverse resident views and perspectives (including First Nations), local history, environmental, health and wellbeing tips, etc.

The relatively high levels of readership and satisfaction with the current format and delivery method would indicate that these elements are largely 'hitting the mark'. Since AusPost was engaged to deliver to every letterbox (in lieu of the previous 'letterbox walkers'), complaints about non-delivery have reduced to nil.

There was little appetite among participants for an online only format.

(For more detailed feedback, see report at **Attachment 3**).

Council Member Forum

Members noted feedback from the Marion 100 forum and indicated their preference for 4 seasonal editions of City Limits over the current 6 editions per year. Members also raised the issue of Councillor columns. It was noted that this requirement can be onerous on some Members.

The current policy provides for Council Member contributions of a 200-word column 3 times a year. (see example at **Attachment 4**). If 200-word Councillor columns were included in each of the 4 seasonal editions, this impost would increase. Two options are provided for consideration:

Option 1: maintain the status quo by only featuring Councillor columns "in every second publication", meaning that Councillors would only submit a 200-word column each 6 months.

Option 2: change the format, e.g. through short and snappy 'Ward Updates' in each of the 4 editions (see example at **Attachment 5**). This option could also create the space for 2 additional pages in each publication to feature say, sporting clubs.

Budgetary and Other Impacts

The current City Limits budget is \$146,000 per annum. However, Finsbury Green is shortly to announce its increased costs for the 2024-25 financial year. Notwithstanding, reducing the frequency from 6 to 4 times a year should create some budget savings. It will also create the capacity for the Communications resource to work 'in the field' sourcing on-the-ground stories and in-depth articles through interviews with community members, sporting clubs and local businesses. The demographic reach of these stories can be further extended through re-purposing these as 'video stories' on digital channels.

ATTACHMENTS

1. Attachment 1 - City Limits Publication Policy with tracked changes [**11.10.1** - 10 pages]
2. Attachment 2 - City Limits Publications Policy clean copy [**11.10.2** - 6 pages]
3. Attachment 3 - Marion 100 results [**11.10.3** - 4 pages]
4. Attachment 4 - City Limits Issue 87 Councillor Columns [**11.10.4** - 4 pages]
5. Attachment 5 - Ward Update [**11.10.5** - 2 pages]

City Limits Publications Policy



1. RATIONALE

~~1. To communicate with residents and stakeholders to reinforce and promote the directions and strategies of the six themes within the Community Vision, Towards 2040.~~

~~To inform our community, and connect them with what is happening, and promote in the City of Marion as a great place to live, play and work.~~

2. POLICY STATEMENT

This policy provides guidance of the content, including articles, that will be published in *City Limits*, ~~its frequency and method of delivery.~~

3. OBJECTIVES

~~The primary objective of the policy is to~~ ensure the community is provided with accurate and timely information ~~in City Limits~~, that it is consistent with ~~City of Marion brand and style guidelines, and aligned to its strategic plan and vision. the strategies of the Community Vision Towards 2040, and adheres to the Publications Policy.~~

4. POLICY SCOPE AND IMPLEMENTATION

4.1 Scope

This policy applies to the *City Limits* publication ~~n of City Limits~~. All staff and Council Members must comply with this policy.

4.2 Implementation

4.1. City Limits

General principles

City Limits **MUST**:

- ~~a~~Adhere to this Publication ~~n~~ Policy

City Limits **MUST** contain information and statements that:

- comply with all applicable laws and Council policy and procedure
- are factually correct and accurate
- are free from copyright infringement
- are consistent with contemporary community standards and attitudes.

City Limits **MUST NOT** contain:

- an official announcement on behalf of the City of Marion unless authorised to do so

Policy Ref/Security Classification:

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Owner: Unit Manager [Marketing and Communications](#)

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— confidential information or information subject to legal or professional privilege

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- information ~~or~~ statements or images that may defame any person or group or expose the City of Marion to any potential legal action, including breach of privacy or copyright infringement.

City Limits **MUST NOT** ~~contain~~:

- ~~contain a~~ Articles that promote:
 - ~~a~~ Alcoholic drinks
 - ~~b~~ Betting or gambling
 - ~~t~~ Tobacco and vape products or manufactures of tobacco and vape products
 - ~~Products~~ products of or services of an intimate nature including adult stores, or sexual websites
 - ~~Financial~~ financial products or services that promote loans and investments
 - ~~i~~llegal activities or anti-social behaviour including use of illicit drugs or reckless driving
 - ~~v~~Violence ~~.~~

City Limits **MUST NOT**

- ~~p~~Portray people or depict material that discriminates against or vilifies a person or community group based on race, ethnicity, sex, age, sexual orientation, religion, disability or political belief ~~.~~

Branding and styling

City Limits must comply ~~ies~~ with City of Marion branding and style guidelines ~~to ensure a consistent brand.~~

Copyright

The City of Marion retains the intellectual property rights to any original material contained in City Limits (including but not limited to text, images, videos, graphics, drawings, plans, manuals). Written permission must be obtained from the Chief Executive Officer (or delegate) to use or reproduce any copyright material.

Permission to use personal images

~~Council~~ The City of Marion must ~~will~~ obtain a person's written consent prior to using any photographs or video footage containing their personal image. Images of people aged under 18 will require the consent of a parent or guardian. A person may revoke their consent in writing by requesting that ~~City of Marion Council~~ ceases ~~s~~ using the images. City of Marion Council must ~~will~~ comply with the request.

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Development of articles and content

Criteria	<p>Criteria for publication includes:</p> <ul style="list-style-type: none"> • <u>Supports supports the Community Vision – Towards 2040 City of Marion strategic plan and vision</u> • <u>community news, including business, sport, local residents, schools, clubs and community groups (groups are welcome to submit stories for potential publication)</u> • <u>Newsworthiness of decisions arising from Council, new initiatives, events, consultations, announcements and educational stories.</u> • <u>topicality</u> • <u>photographic opportunity</u> • <u>balance of subject matter</u> • <u>content of previous editions</u> • <u>adheres to the Publication Policy</u> • <u>adheres to general principles (4.2) above.</u>
<u>Council Member contributions</u>	<ul style="list-style-type: none"> • <u>Space will be reserved for a 200-word column from the Mayor in each edition.</u> • <u>The Mayor's column must adhere to the Publication Policy.</u> • <u>Space will be reserved for six Ward updates in each edition, with opportunity for Council Members to comment.</u> • <u>Comments from Council Members will be incorporated into stories where possible.</u> • <u>Council Member comments must adhere to the Publication Policy.</u>

City Limits Publications Policy



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	<ul style="list-style-type: none"> - Council Member Gomments and Ward updates from Council Members will not be published during a caretaker period for Local Government elections. - Contact details of all Council Members will be published in each edition except during a caretaker period for Local Government elections.
Advertising	<ul style="list-style-type: none"> - MustDoes not contain paid advertising - May include adverts promoting Council events, services or initiatives at the discretion of the City of Marion where it is considered this will be a more effective approach than articles.

Format

Frequency and Pages	<ul style="list-style-type: none"> - City Limits will be published four six times a year, seasonally. (December, March, June, September) - 12 pages for the April, June and October editions (with the exception of election year, whereby 16 pages for October edition) <u>16</u> pages per edition - <u>16</u> pages for the February, August and December editions to allow for Council Member columns
Size	<ul style="list-style-type: none"> - <u>A4</u> size
Appearance	<ul style="list-style-type: none"> - <u>Full</u> colour publication

Distribution

Delivery and availability	<p>City Limits will be:</p> <ul style="list-style-type: none"> - diDistributed free via <u>Aus-Post</u> letterbox drop 4 <u>four</u> six times per year - Printprinted and distributed <u>City Limits</u> per an integrated print and distribution model - Print quantityprinted by a run of <u>46,600</u>35,000 copies - <u>av</u>Available at on - <u>the</u> City of Marion website - City of Marion facilities <u>venues</u>, (including the Administration Building, <u>neighbourhood</u> ecentres and libraries) - <u>m</u>Mailed to stakeholders outside the Council area.
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City Limits Publications Policy



5. DEFINITIONS

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Term	Definition
Adult store	Premises that sells products or services of a sexual nature.
Alcoholic drink	Any beer, wine, spirits or cider or other drinks of an intoxicating nature.
Article	Non-fictional journalistic account of events.
Copyright Community Vision – Towards 2040	Material including any photograph, graphic design, plan, chart, video or audio file commissioned by Council and used digitally or non-digitally (including in print). City of Marion Strategic document that espouses six themes that represents the shared values and aspirations that will guide how our city develops.
Illicit drugs Copyright	Unlawful drugs and substances. Material including any photograph, graphic design, plan, chart, video or audio file commissioned by Council and used digitally or non-digitally (including in print)
Paid advertising Illicit drugs	Attracting public attention to a product, service or business by purchasing paid space in the magazine. Unlawful drugs and substances
Paid advertising	Attracting public attention to a product, service or business by purchasing paid space in the magazine.

5.6. ROLES AND RESPONSIBILITIES

Team/person	Responsibility
Marketing and Communications Team	 <ul style="list-style-type: none"> Sourcing, writing, editing articles. Managing photography, production and distribution. Providing content for Ward updates. Coordinating Council contributions.
Council Members	<ul style="list-style-type: none"> Providing comment to Ward updates and input to for articles they nominate of interest that adhere to the Publications Policy.
Mayor	<ul style="list-style-type: none"> Providing 200-word column for each edition that adheres to the Publications Policy.

6.7. REFERENCES

City of Marion

- ~~Publications Policy Marketing and Engagement Strategy 2022-26~~
- Caretaker Policy
- Elected Member Code of Conduct
- Privacy Policy
- Social Media Policy

Other

- Copyright Act 1968
- Defamation Act 2005

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- *Local Government Act 1999*
- *Local Government (Elections) Act 1999*

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City Limits Publications Policy



7.8. REVIEW AND EVALUATION

The Unit Manager [Marketing and Communications](#) reviews this Policy once during a term of Council (or earlier if required) in accordance with the City of Marion Policy Framework. Council approves this Policy.

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City Limits Publication Policy



1. RATIONALE

To inform our community, connect them with what is happening, and promote the City of Marion as a great place to live, play and work.

2. POLICY STATEMENT

This policy provides guidance of the content, including articles, that will be published in *City Limits*, its frequency and method of delivery.

3. OBJECTIVES

To ensure the community is provided with clear, consistent, accurate, timely and relevant information that complies with City of Marion brand and style guidelines and is aligned to its strategic plan and vision.

4. POLICY SCOPE AND IMPLEMENTATION

4.1 Scope

This policy applies to the publication of City Limits. All staff and Council Members must comply with this policy.

4.2 Implementation

General principles

City Limits **MUST**:

- adhere to this Publication Policy

City Limits **MUST** contain information and statements that:

- comply with all applicable laws and Council policy and procedure
- are factually correct and accurate
- are free from copyright infringement
- are consistent with contemporary community standards and attitudes.

City Limits **MUST NOT** contain:

- an official announcement on behalf of the City of Marion unless authorised to do so
- confidential information or information subject to legal or professional privilege

City Limits Publication Policy



- information statements or images that may defame any person or group or expose the City of Marion to any potential legal action, including breach of privacy or copyright infringement.

City Limits **MUST NOT**:

- contain content that promotes:
 - alcoholic drinks
 - betting or gambling
 - tobacco and vape products or manufacturers of tobacco and vape products
 - products or services of an intimate nature including adult stores, or sexual websites
 - financial products or services that promote loans and investments
 - illegal activities or anti-social behaviour including use of illicit drugs or reckless driving
 - violence.
- portray people or depict material that discriminates against or vilifies a person or community group based on race, ethnicity, sex, age, sexual orientation, religion, disability or political belief.

Branding and styling

City Limits must comply with City of Marion brand and style guidelines.

Copyright

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<i>Criteria</i>	<p>Criteria for publication includes:</p> <ul style="list-style-type: none"> • supports the City of Marion strategic plan and vision • community news, including business, sport, local residents, schools, clubs and community groups (groups are welcome to submit stories for potential publication) • newsworthiness of decisions arising from Council, new initiatives, events, consultations, announcements and educational stories • topicality • opportunity • balance of subject matter • content of previous editions • adheres to the Publication Policy. • adheres to general principles (4.2) above.
<i>Council Member contributions</i>	<ul style="list-style-type: none"> • Space will be reserved for a 200-word column from the Mayor in each edition. • The Mayor's column must adhere to the Publication Policy. • Space will be reserved for six Ward updates in each edition with opportunity for Council Members to comment. • Comments from Council Members will be incorporated into stories where possible. • Council Member comments must adhere to the Publication Policy.

City Limits Publication Policy



	<ul style="list-style-type: none"> • Council Member comments and Ward updates will not be published during a caretaker period for Local Government elections. • Contact details of all Council Members will be published in each edition except during a caretaker period for Local Government elections.
<i>Advertising</i>	<ul style="list-style-type: none"> • Must not contain paid advertising. • May include adverts promoting Council events, services or initiatives at the discretion of the City of Marion where it is considered this will be a more effective approach than articles.

Format

<i>Frequency and Pages</i>	<ul style="list-style-type: none"> • City Limits will be published four times a year, seasonally. (December, March, June, September) • 16 pages per edition.
<i>Size</i>	<ul style="list-style-type: none"> • A4 size
<i>Appearance</i>	<ul style="list-style-type: none"> • Full colour publication

Distribution

<i>Delivery and availability</i>	<p>City Limits will be:</p> <ul style="list-style-type: none"> • distributed free via AusPost letterbox drop 4 times per year • printed and distributed per an integrated model • printed via a run of 46,600 copies • available at: <ul style="list-style-type: none"> - City of Marion website - City of Marion facilities (including Administration Building, neighbourhood centres, libraries) • mailed to stakeholders outside the Council area.
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Policy Ref/Security Classification:
 Category: Public
 Owner: Unit Manager Marketing and Communications
 Authorisation Date: 22/06/21
 Review Date: 22/06/25

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City of Marion
 245 Sturt Road, Sturt SA 5047
 PO Box 21, Park Holme SA 5043
 T 08 8375 6600
www.marion.sa.gov.au

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City Limits Publication Policy



5. DEFINITIONS

<i>Term</i>	<i>Definition</i>
<i>Adult store</i>	Premises that sells products or services of a sexual nature.
<i>Alcoholic drink</i>	Any beer, wine, spirits or cider or other drinks of an intoxicating nature.
<i>Article</i>	Non-fictional journalistic account of events.
<i>Copyright</i>	Material including any photograph, graphic design, plan, chart, video or audio file commissioned by Council and used digitally or non-digitally (including in print).
<i>Illicit drugs</i>	Unlawful drugs and substances.
<i>Paid advertising</i>	Attracting public attention to a product, service or business by purchasing paid space in the magazine.

6. ROLES AND RESPONSIBILITIES

<i>Team/person</i>	<i>Responsibility</i>
<i>Marketing and Communications Team</i>	<ul style="list-style-type: none"> • Sourcing, writing, editing articles. • Managing photography, production and distribution. • Providing content for Ward updates. • Coordinating Council contributions.
<i>Council Members</i>	<ul style="list-style-type: none"> • Providing comment for Ward updates and input to articles they nominate of interest that adhere to the Publication Policy.
<i>Mayor</i>	<ul style="list-style-type: none"> • Providing 200-word column for each edition that adheres to the Publication Policy.

7. REFERENCES

City of Marion

- *Marketing and Engagement Strategy 2022-26*
- *Caretaker Policy*
- *Elected Member Code of Conduct*
- *Privacy Policy*
- *Social Media Policy*

Other

- *Copyright Act 1968*
- *Defamation Act 2005*
- *Local Government Act 1999*
- *Local Government (Elections) Act 1999*

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City Limits Publication Policy



8. REVIEW AND EVALUATION

The Unit Manager Marketing and Communications reviews this Policy once during a term of Council (or earlier if required) in accordance with the City of Marion Policy Framework. Council approves this Policy.

Policy Ref/Security Classification:
Category: Public
Owner: Unit Manager Marketing and Communications
Authorisation Date: 22/06/21
Review Date: 22/06/25

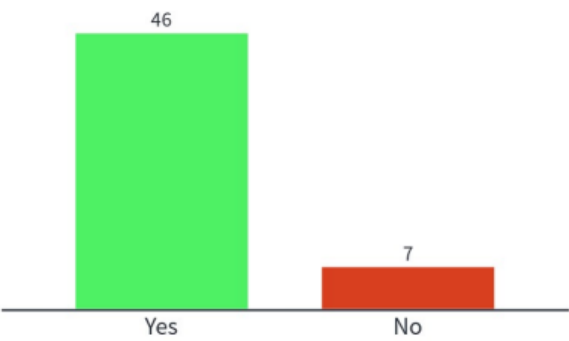
Page 6 of 6

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ATTACHMENT 3: Results from Marion 100 item on City Limits - 21 May 2024

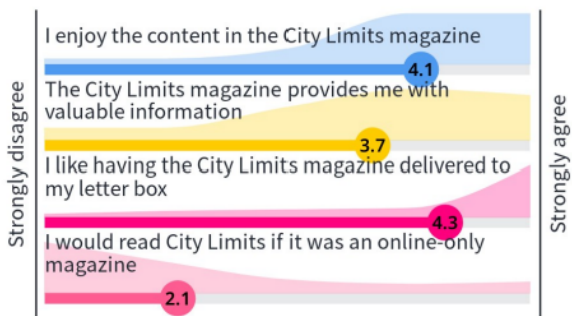
1. Have you received City Limits magazine this year?



2. Do you read City Limits magazine?

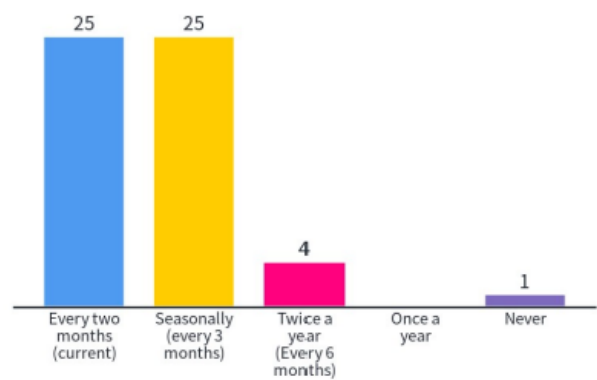


3. Rate your level of agreement with the following statements:



ATTACHMENT 3: Results from Marion 100 item on City Limits - 21 May 2024

4. How often would you like to receive City Limits?



What kinds of stories or information do you want to see in City Limits? (e.g. community stories, council information, Councillor columns etc).

More about the YCC	Local Councillor diary	Community centre events, openings, councillor columns, road safety information, interviews with residents, surveys, questions for the community, council strategic outlook, YCC update!!!!!!!	Local news and events wit environmental updates.
Library news - events/book reviewsMeet the Marion Resident - ask a "regular" person about themselvesFeature a local parkOne thing the council is working on	Help advertise local businesses especially hospitality	Stories about people in the community	More on Community stories and Volunteers
Community stories, public services (medical, aged care), council information, upcoming events,	New developments, Activities, Festivals, Tours, Suburb specials	Success stories from schools sporting and events	1) Local initiatives and groups looking for volunteers/feedback2) Upcoming local events, markets, etc...3) Responses to questions to council and highlights from Council meetings
Opportunities in the local community ie arts, environment, workshops	YCC updates, community events , community columns	Community services and events. Link to Green Tymes	Events, new things opening, things closing, new developments etc. Less about the councillors (put a QR code to read more so you save pages).

ATTACHMENT 3: Results from Marion 100 item on City Limits - 21 May 2024

Absolutely no councillor windbagging! Stories about local businesses, sports achievements and maybe a bit of info on council regulations etc.	A history component of local history; and local historical families.	Council decisions, new community facilities, stories of locals, some diversity stories.	Local events, Show casing our beautiful council, Personal stories
Events, discounted/cheap activities, volunteer groups or opportunities, what's happening in the environmental space.	Council information, good stories, some new business opening information in the area and new development in the council area etc	What's on in the Community Council decisionsStories about people and businesses in the communityStories of sporting clubs	Programs and initiatives to promoteBusiness stories and profilesInfo on eventsMental health and wellbeing tips and toolsDid you know informatiAny big milestones of residentsA day in the life of.
Upcoming developments and community engagement for infrastructure decisions, works being undertaken in the local area	First Nations perspectivesResident hero highlightsInformation on events and groupsInteresting stories!	Which Bin informationEnvironmental protection newsGood news storiesCommunity events	Events coming upOpportunities for classes/groupsWhat decisions are being made in council and why?
Community stories and information for ratepayers, financials and budgets. Council decisions, events and attractions It's not about the councillors or grandstanding	Event details and information, categorize with age, old man is a bit shy!	Upcoming projects, opportunities for community consultations, council meetings information and decisions, spotlight on clubs, plans for developments and buildings, features on gardens and events.	Community stories, youth initiatives (like YCC), inclusive communities, community connection opportunities, neighbourhood events, employment opportunities
Classes at community centres.Personal stories.Library and cultural centre events.Volunteering opportunities.	Activities/Things to do. Themed photos submitted by residents, eg. users of dog parks could submit photos of their dogs at the dog parks.	Events and exhibitions, music Council decisions Personal stories from clubsStories from the elderly	Ongoing development issues in each ward so residents have the ability to contact their local member for more info. Love the community stories and all the good things
Local fauna and flora in our suburbs.How council is modernizing its area.Stats...1%ers	Short and long term infrastructure plans with progress reports. Fewer stories and more stats/info. Upcoming events within community well in advance to allow for planning to attend.	It tends to be hard to get Club stories in it.	Upcoming eventsOpportunitiesRefren ces to data driven decisionsHealth, safety related info
Events calendar, council information and councilor directory, community vroups and services list	Experiences good , bad or funny from community and sporting groups	Stories about NFP organisations and what they doPersonal storiesLife achievementsEvent advertisements and then wrap upsVisiting important peopleCultural Foodie stuff	Issues in the areainformation about the area..so maybe statsStories about locals.....journeys in Marion Area
Items relating to tourism and travel	More information about free events, information for grandparents about things to do with their grandchildren	Community stories - varied. And events that are on or upcoming, info on whats happening around the neighbourhood eg. New buildings, parks, roads etc. And a recipe for GOOD BROWNIES!	Information about community centre and library events and courses, organisations eg sports, arts, council works and other projects, citizen awards, personal interest stories


ATTACHMENT 3: Results from Marion 100 item on City Limits - 21 May 2024

Local businesses doing innovative work, more community events listings (over and above those funded by CoM), volunteering opportunities, free family friendly events, native planting	A clear listing of activities offered at each community centre start date & day and cost for a class or for a term. Some positive stories from various areas. Information on council intended use land	Demographic information. Who are we in Marion and what are we doing. What's on for residents and how to get it. What is the council working on - vision, planning and some history	TIMELY notification of cultural /community events and activities. Major initiatives of council eg waste recycling developments. Health reminders, eg walking 10000 steps and locations to do so
Good news. Heroes between us. Good personal and community stories. Information about practical decisions that impact us directly. Coming creative, inclusive and great events. Community Gardens encouragement			


Councillor's views

Coastal Ward

Ian Crossland | Deputy Mayor



Sarah Luscombe



Many of us in the community are finding the cost of living to be increasingly tight. On top of this, we are wanting to do what we can to keep our environment clean and green and reduce pollution. To help with both these things, I recently moved for Marion Council to start a Community Renewables Program. This will include a Sustainable Solar Savings Scheme for Marion Council residents, where we can purchase solar panels and/or home batteries and opt-in to become part of a Virtual Power Plant (VPP). The panels and/or batteries can be paid for over time rather than all at once (and interest free, which is great). When we aren't needing the renewable energy for ourselves, this power can be pooled together in the VPP and purchased at a competitive rate by other members of the community who don't yet have their own renewable energy at home. I hope it will be a really great opportunity to reduce our power bills, provide access to more renewables, and help

our environment. As always, please get in touch with any queries or ideas – very happy to do what I can to help.

Meanwhile, in other news, there is so much happening in our local patch, including:

- The newly renovated Boatshed Cafe.
- The Coastal Walkway Bridges official opening (3 August).
- The brand new Seacliff Golf Course clubrooms build commencing.
- Fantastic new courts and clubrooms for the Hallett Cove Netball Clubs.
- The stunning new Marino Community Hall taking shape.
- Consultation complete on exercise equipment and activity path at Linear Park, Hallett Cove.

We feel very lucky to live in such a beautiful and spectacular area and hope that these new facilities will add even more amenity to our community spaces.

ian.crossland@marion.sa.gov.au
7420 6504 | 0466 529 538

sarah.luscombe@marion.sa.gov.au
0497 476 944


Coastal Ward update submitted by **Sarah Luscombe**

Hallett Cove (part), Marino, Seacliff Park (part)

Hallett Cove (part), Marino, Seacliff Park (part)

Mullawirra Ward

Amar Singh



As a councillor of City of Marion, I extend my heartfelt gratitude to the residents, and community members who contribute to making our city a thriving and supportive place to live. I would like to thank everyone for active participation, feedback, and commitment to community initiatives which are invaluable. It is through your engagement that we can make informed decisions and implement meaningful projects that benefit everyone in our diverse community.

This month I was thankful for the Aldridge Avenue Reserve and Park Holme Library upgrades. These facilities are invaluable assets to our community, offering not just spaces, but vibrant hubs where residents gather, learn, and thrive.

Aldridge Avenue Reserve stands as a testament to community spirit and generosity. Its lush green spaces and well-maintained amenities provide a sanctuary for families, individuals, and children alike.

Similarly, Park Holme Library serves as an intellectual beacon within our community. It is more than a repository of books; it is a centre for knowledge, learning, and cultural exchange. The library is a welcoming environment and offers diverse resources to ensure that everyone can find inspiration and information to enrich their lives.

I also wish to express our appreciation to the dedicated staff and volunteers who work tirelessly to ensure the smooth operation of services and programs that enhance our quality of life.

amar.singh@marion.sa.gov.au
0425 664 100

Glengowrie, Morphetville, Park Holme, Plympton Park

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GC240827 - General Council Meeting - 27 August 2024

Councillor's views

Mullawirra Ward

Jason Veliskou



Our local libraries provide a place for community members to engage their minds, explore their interest and connect with others, all without needing to spend money. Which is why I was so happy Council supported me by funding the recent update to the Park Holme Library. This upgrade features a redesign and refresh of the interior to make better use of the space and create a better experience for library users. It is important that our libraries continue to evolve to meet the changing expectations of our residents, whilst maintaining their core functions; I invite you to come and explore the Park Holme Library and enjoy the treasures it has on offer.

Supporting sport and outdoor recreation is another important priority. Council is working with the Morphetville Park Tennis Club to design the overdue replacement for its "much loved" clubrooms. Council is also exploring options to improve the netball courts and Hazelmere Reserve, Glengowrie. Further information on these will be available once the plans begin to be developed.

The upgraded Aldridge Avenue Reserve in Plympton Park recently re-opened with hundreds attending the official event. The park upgrade was funded by Council in addition to a \$200,000 State Government Grant.

jason.veliskou@marion.sa.gov.au
7420 6585 | 0438 680 925

Glengowrie, Morphetville,
Park Holme, Plympton Park

Southern Hills Ward

Jana Mates



The Council has faced challenges with key infrastructure projects, encountering delays that have affected our ability to deliver on time. These setbacks, often due to opposition and unforeseen circumstances, not only increase costs but also hinder opportunities for cost-saving measures that directly impact you, the ratepayer. I want to acknowledge that sometimes difficult decisions must be made. Rest assured, these decisions are never taken lightly and always consider the long-term benefits for our community.

In the Southern Hills Ward, we have celebrated the opening of our new netball clubhouse, courts, and the completion of the lower oval upgrade at the Cove Sports facility.

We are also seeing improvements at Gully Road Reserve and Roy Lander Reserve, which will further enhance our recreational spaces. Additionally, we continue to upgrade footpaths throughout the Ward, providing safer and accessible pedestrian routes for all residents. Safety around school zones remains a top priority and important to the community.

We are constantly seeking to improve these areas, implementing traffic calming measures and enhancing visibility to protect our children.

If you are looking to explore the Southern Hills ward, I highly recommend visiting the Trott Park Community Centre, a hub of activity. For nature enthusiasts, the historic Field River Trail offers a wonderful opportunity to connect with our local environment and heritage.

jana.mates@marion.sa.gov.au
0492 088 946

Hallett Cove (part), Seacliff Park (part),
Seaview Downs, O'Halloran Hill (part),
Trott Park, Sheidow Park

Southern Hills Ward

Luke Naismith



There has been some exciting activity within the Southern Hills Ward over the past few months. Winter and rain has seen a few minor delays to works, but I am very excited that the current round of works at the Cove Sporting and Community Complex are done.

We have an amazing new netball clubhouse which includes meeting rooms, fantastic canteen facilities and plenty of changeroom and undercover areas. The clubs have recently started using the facility and the additional new courts which are all second to none in SA.

The works on the Lower Oval, including increased car parking, are now complete and we are just waiting on a little better weather for the new turf to get up to standard in time for the upcoming cricket season and next year's footy season.

Exciting works are taking place at Hessian Reserve next to the Trott Park Community Centre which will make this whole area an even better place to visit, and hopefully there is more to come soon. In addition to this the Trott Park Trail was recently updated which makes this whole area an even better area to reside.

With the Coastal Walkway imminent and the Golf Park upgrades starting, there are plenty of exciting things to see and do in the south of our wonderful city. I would encourage everyone to take advantage of these and get out and see or experience something local that you may not have before.

luke.naismith@marion.sa.gov.au
0447 480 044

Hallett Cove (part), Seacliff Park (part),
Seaview Downs, O'Halloran Hill (part),
Trott Park, Sheidow Park

Councillor's views

Warracowie Ward

Nathan Prior



Another great financial year - plenty of exciting project, initiatives and events happening across the City of Marion.

I am excited to see the progress of the Marion Cultural Centre Plaza come together. The upgrades are really starting to take shape. Over the past few months the works have included laying new pavements, increasing tree planting and surrounding landscaping, in addition to a community stage - designed to host community gatherings and bring us all together in an inclusive space. Located at MCC, we also have a number of small businesses still operating during the works, who rely on our support during this period.

nathan.prior@marion.sa.gov.au
7420 6498

Matt Taylor



Be sure to pop across to our Library, Pancake Kitchen and Gallery M. I look forward to celebrating the official opening of the Plaza with you all later in the year.

Another great space worth visiting is Oaklands Reserve. This peaceful Wetlands is a natural open space which has a vast array of wildlife, native Red Gums, an abundant bird and aquatic species. The Education Centre is also available to hire - and is the perfect place for school excursions, holiday visits and simple relaxation. Plus, there's a huge play space to keep the kids entertained.

Look forward to seeing you out and about in Warracowie Ward.

Cheers, Matt

matt.taylor@marion.sa.gov.au
0436 392 176

Warracowie Ward update submitted by **Matt Taylor**

Dover Gardens, Marion (part), Oaklands Park,
Seacombe Gardens, Warradale

Dover Gardens, Marion (part), Oaklands Park,
Seacombe Gardens, Warradale

Warriparinga Ward

Renuka Lama



Dear Residents,

I hope this message finds you in good health and high spirits. At the halfway point of the year, it is important to reflect on the progress we have made and look forward to the exciting future projects that lie ahead. Our city is brimming with potential, and we are dedicated to ensuring its sustainable growth, making it a better place to live, work, and play for all residents.

I had the pleasure of attending the Marion 100 event, where I had the opportunity to listen to the aspirations and desires of our community. Your invaluable feedback and contributions have been instrumental in shaping the decisions that affect us all. I am grateful for your active engagement and the role you play in making our city a better place for everyone.

As your representative, I am here to address any questions or concerns you may have. I encourage you to reach out to me at any time. It is my utmost priority to respond promptly and resolve any issues, ensuring the best possible outcomes for each resident.

Once again, I extend my heartfelt appreciation for your continued support and collaboration. Together, we can create a city that embodies our collective vision and values. Let us work hand in hand to forge a prosperous and inclusive future for all. Thank you. Warm regards, Renuka Lama Ward Councillor.

renuka.lama@marion.sa.gov.au
0447 491 717

Bedford Park (part), Clovelly Park (part),
Darlington, Marion (part), Mitchell Park (part),
Seacombe Heights, Sturt, Tonsley

*Councillor's views***Warriparinga Ward****Raelene Telfer**

The Tonsley Precinct, a vibrant, industrious space, lies south of the Torrens to Darlington (T2D) motorway. Once in the Tonsley MAB, I headed to the colourful Souk market hosted by the ARA. Flinders University and its associated car park loomed large against the Tonsley covered space. Parking near the Tonsley Station was restricted, as the retail shopping centre build has commenced. Many residents from the Tonsley Village have contacted me about the difficulty of finding a car park near their homes – certainly using public transport is preferred.

Beside the trainline, I have walked from Sturt Road to Cohen Court along an improved, shared path. As PEET continue to build more apartments and town houses, and people enter their new homes, I have seen development of green spaces. Byron Avenue Reserve, a natural area, has been tidied up. Cohen Reserve with its new slippery dip offers picnics; Tonsley Promenade is forming. Alawoona Reserve, an entrance to Tonsley, has transformed from a paddock to a landscaped water feature. The Trowbridge/Tarturninthi Reserve with its bridge and duck pond remains popular. Then on Ash Avenue, Junction Australia will build ten tiny houses for independent teenage living. I'll see you at Tonsley
raelene.telfer@marion.sa.gov.au
 7420 6508 | 0466 530 670

Bedford Park (part), Clovelly Park (part),
 Darlington, Marion (part), Mitchell Park (part),
 Seacombe Heights, Sturt, Tonsley

Woodlands Ward**Jayne Hoffmann**

Dear All,

Woodlands Ward has been very busy planting trees as part of the Tree Asset Management Plan planting 27,000 trees over seven years. Notably, there have been many trees planted in Glandore, South Plympton and Edwardstown.

The chamber passed council rates at 4.8%, which is reflective of good fiscal management and understanding how cost of living is a number one priority for families, individuals and businesses. These decisions are very considered as we juggle the commitment to delivering services and projects as well as listening to our community.

The concept plans for the Glandore Oval Development will be released for final consultation which is very exciting for our residents and greater community and I look forward to further discussions with constituents on their views and needs.

And lastly, from August this year I have the honour to chair the Environment and Infrastructure Committee, which will discuss solar panels/ batteries, waste management and other initiatives.

Take care over the winter season, and please do not hesitate to contact me.

jayne.hoffmann@marion.sa.gov.au
 0498 837 960

Ascot Park, Clovelly Park (part),
 Edwardstown, Glandore,
 Mitchell Park (part), South Plympton

Woodlands Ward**Dr Joseph Masika OAM**

Dear Neighbour, there is a saying that when performance is measured, performance improves. What we choose to measure tells us what we value. We know that we as a community value our parks and green spaces, sport and recreation facilities, local shopping areas, and council services, which all contribute to making Woodlands Ward a great place to live.

My vision is to preserve and enhance these wonderful qualities so that it remains a great place to live and its residents continue to flourish. I am pleased that a very healthy and respectful relationship exists between me and the senior management and staff. These strong relationships are imperative for navigating the challenging decisions that face us within the modern local government context and our growing City.

In our Budget 2024–25 we are continuing to invest in community wellbeing through quality services and facilities. Through strong financial management, council will maintain high-quality services and infrastructure across the Ward. This includes capital works like parks and open spaces, roads and buildings. We are also advancing sustainable actions that will touch areas from biodiversity to canopy cover, climate change to the circular economy. I will actively listen and respond to put community first. I look forward to continually improving our ward and helping our residents to achieve better life.

joseph.masika@marion.sa.gov.au
 7420 6436 | 0431 416 615

Ascot Park, Clovelly Park (part),
 Edwardstown, Glandore,
 Mitchell Park (part), South Plympton

*Ward updates***Coastal Ward**

- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin



**Councillor
Ian Crossland**



**Councillor
Sarah Luscombe**

"Community gardens are a fantastic way to bring people together, share ideas, learn new skills, and improve access to delicious fresh food!"

Cr Ian Crossland

"These programs offer a wide range of engaging activities for residents of all ages, fostering community connections and promoting education"

Cr Sara Luscombe

Marino, Seacliff Park (part), Hallett Cove

Mullawirra Ward

- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin



**Councillor
Amar Singh**



**Councillor
Jason Veliskou**

"Another 'hidden treasure' in our area: an affordable, community golf club with some of the best views in Adelaide!"

Cr Amar Singh

"These programs offer a wide range of engaging activities for residents of all ages, fostering community connections and promoting education"

Cr Jason Veliskou

Glengowrie, Morphetville, Park Holme, Plympton Park

Southern Hills Ward

- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin



**Councillor
Luke Naismith**



**Councillor
Jana Mates**

"Community gardens are a fantastic way to bring people together, share ideas, learn new skills, and improve access to delicious fresh food!"

Cr Luke Naismith

"These programs offer a wide range of engaging activities for residents of all ages, fostering community connections and promoting education"

Cr Jana Mates

Seaview Downs, O'Halloran Hill (part), Trott Park, Sheidow Park (Part), Seacliff Park (part)

*Ward updates***Warracowie Ward**

- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin



**Councillor
Matt Taylor**



**Councillor
Nathan Prior**

“With grocery prices hiking up, what a great way to save and connect with community.”

Cr Matt Taylor

“These programs offer a wide range of engaging activities for residents of all ages, fostering community connections and promoting education”

Cr Nathan Prior

Warradale, Oaklands Park, Dover Gardens, Seacombe Gardens, Marion (part)

Warriparinga Ward

- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin



**Councillor
Renuka Lama**



Councillor Raelene Telfer JP
GDipRUP, BA, DipT(Sec), Dip Acc

“The entrance to Tonsley is transformed from a yellow paddock to a landscaped water feature. Community gardens are a fantastic way to bring people together, share ideas, learn new skills, and improve access to delicious fresh food!”

Cr Renuka Lama

“These programs offer a wide range of engaging activities for residents of all ages, fostering community connections and promoting education”

Cr Ralene Telfer JP

Marion (Part) Mitchell Park (Part), Sturt, Bedford Park (Part), Clovelly Park (Part), Seacombe Heights, Darlington (Part), Tonsley

Woodlands Ward

- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin
- Four to five key points provided by admin



**Councillor
Dr Joseph Masika OAM**



**Councillor
Jayne Hoffmann**

“An important investment for female sport participation and our netball community. These programs offer a wide range of engaging activities for residents of all ages, fostering community connections and promoting education”

Cr Dr Joseph Masika OAM

“These programs offer a wide range of engaging activities for residents of all ages, fostering community connections and promoting education”

Cr Jayne Hoffmann

South Plympton, Glandore (Part), Ascot Park, Edwardstown, Mitchell Park (Part), Clovelly Park (Part)

12 Corporate Reports for Information/Noting

12.1 Annual Animal Management Activity Update

Report Reference	GC240827R12.1
Originating Officer	Team Leader Community Safety – Caroline Corston
Corporate Manager	Unit Manager Regulatory Services – Stephen Zillante
General Manager	General Manager City Development - Ben Keen

REPORT HISTORY

Report Reference	Report Title
FORUM230321R1.3	Annual animal management activities update.

REPORT OBJECTIVE

To provide an overview of animal management practices, activities, trends and data over the 2023/2024 financial year.

EXECUTIVE SUMMARY

A key action is included within the City of Marion Animal Management Plan to update Council annually on animal management activities, and a review of animal management practices, activities, trends and data over the 2023/2024 financial year has been undertaken. Key trends and findings include:

- There has been an increase in the number of reported dog attacks over the 2023/24 FY. CoM's level of dog attacks is consistent with the metropolitan median. This may be reflective of increased community awareness generated by increased media campaigns.
- Dog registration, microchipping and desexing rates have been down over the past 3 years, reflective of deceased dog ownership rates post pandemic.
- After 18 months' operation of the City of Marion Cats By-law, key observations and evidence supports the need for increased desexing, microchipping and responsible cat ownership initiatives and programs.
- The Animal Management By-law has been successfully implemented.
- There has been a strong focus on community engagement and education initiatives over the past year, and this is set to increase in the coming year as several new initiatives are implemented.

RECOMMENDATION

That Council:

1. **Notes this report.**

BACKGROUND

From 1 July 2023 the City of Marion adopted its [Animal Management Plan 2023-2028](#). The plan sets out the City of Marion's strategic approach to dog and cat management over a 5-year period.

The plan considers a number of key strategies aimed at undertaking a balanced approach catering to everyone's needs, including domestic pets and their owners, the wider community and those responsible for animal management. The majority of strategies consider dog and cat management, however strategies on the management of other animals (such as noisy birds) and community engagement also form part of the plan.

A key action within the plan is to ensure Council remains informed of animal management trends and observations. An action was included within the plan to update Council annually on animal management activities, that being the intention of this report. Detailed statistics on animal management are attached as Attachment 13.1.1.

DOGS

Dog Registration, Microchipping, and Desexing

	# Dog registrations	# Dogs microchipped	# Dogs desexed	#Permits for additional dogs
2023/2024	14,145	13,565	11,271	23
2022/2023	14,421	14,831	12,422	107
2021/2022	15,884	14,140	11,924	78

Over the past three years, there has been a steady decline in dog registrations, dropping from 15,884 in 2021/2022 to 14,145 in 2023/2024. The number of additional dog permits (allowing more dogs than the Dogs By-law permits) has also decreased. Similarly, the number of dogs being microchipped and desexed has followed this downward trend.

The consistent decline in registrations suggests a decrease in the number of new dog owners. The number of dog registrations peaked during the pandemic, where many residents who couldn't have a dog because of rarely being home or long work hours were suddenly able to. Economic conditions might have also influenced dog ownership and the ability of owners to afford registration, microchipping, and desexing fees.

	# expiations for unregistered dogs	#expiations for non-microchipped dogs	#expiations for non-desexed dogs
2023/2024	34	0	0
2022/2023	81	3	3
2021/2022	91	2	3

The number of fines issued for unregistered dogs has significantly decreased, from 91 in 2021/2022 to 34 in 2023/2024. This improvement in compliance is largely attributed to the Community Safety Team's persistent efforts to follow up on overdue registrations. However, this approach is under review as it may not be the most efficient. The strategy may shift towards a focus on increased community awareness campaigns and stricter enforcement of overdue fines, aiming for more effective compliance measures.

Nuisance dog barking

	# Investigations into nuisance barking	# Investigations	# Expiations	# Formal warnings	# control orders

		resolved informally			
2023/2024	157	156	0	1	0
2022/2023	183	183	0	0	0
2021/2022	148	143	4	1	0

The number of investigations into nuisance barking has fluctuated over the past three years, peaking in 2022/2023 (183) and decreasing slightly in 2023/2024 (157).

Most cases are resolved informally, with numbers closely mirroring the total number of investigations. This reflects the strong emphasis adopted by the CSI team on resolving issues without formal punitive measures, focusing on direct engagement with dog owners to improve animal behaviour, rather than imposing fines or penalties.

Dog Attacks and harassment

	#Dog attacks reported	# Dog attacks on people	#Dog attacks on other animals	# of orders issued	#expiations issued
2023/24	74	23	51	29	24
2022/23	46	11	35	34	40
2021/22	48	17	29	11	42

There has been a rising trend of reported dog attacks on both people and animals in 2023/2024. Most attacks where animals were the victim involved other dogs. There are several factors that may contribute to the increase in reporting of dog attacks, including:

- The Dog and Cat Management Board has implemented a major educational campaign on dog attacks
- Increased media coverage around proposed higher attack penalties
- People may also be more aware that they should report incidents to councils
- Increased dog ownership during the pandemic, where many dogs became accustomed to having their owners at home during working hours, which may have changed as people returned to the office.

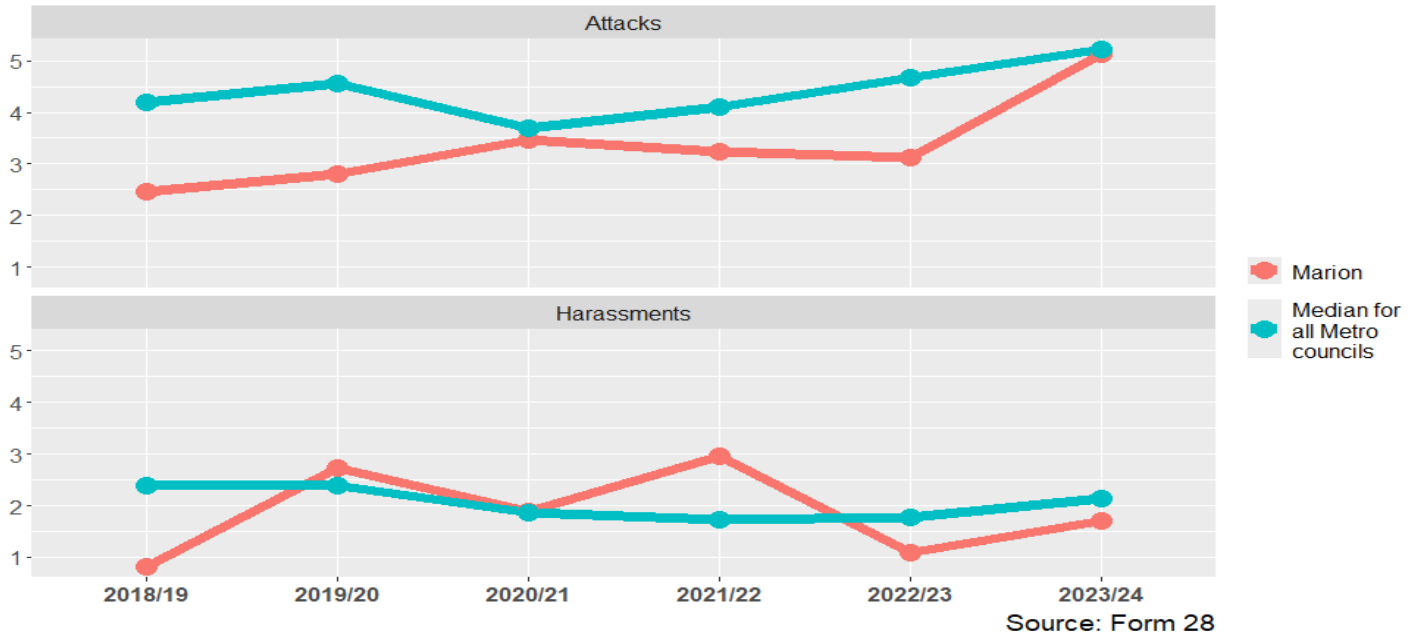
Harassment incidents have remained relatively steady over the past 3 years, as evidenced in the table below:

	# reports of dog harassment	#dog harassment on people	#dog harassment on other animals
2023/24	24	14	10
2022/23	21	9	12
2021/22	33	16	17

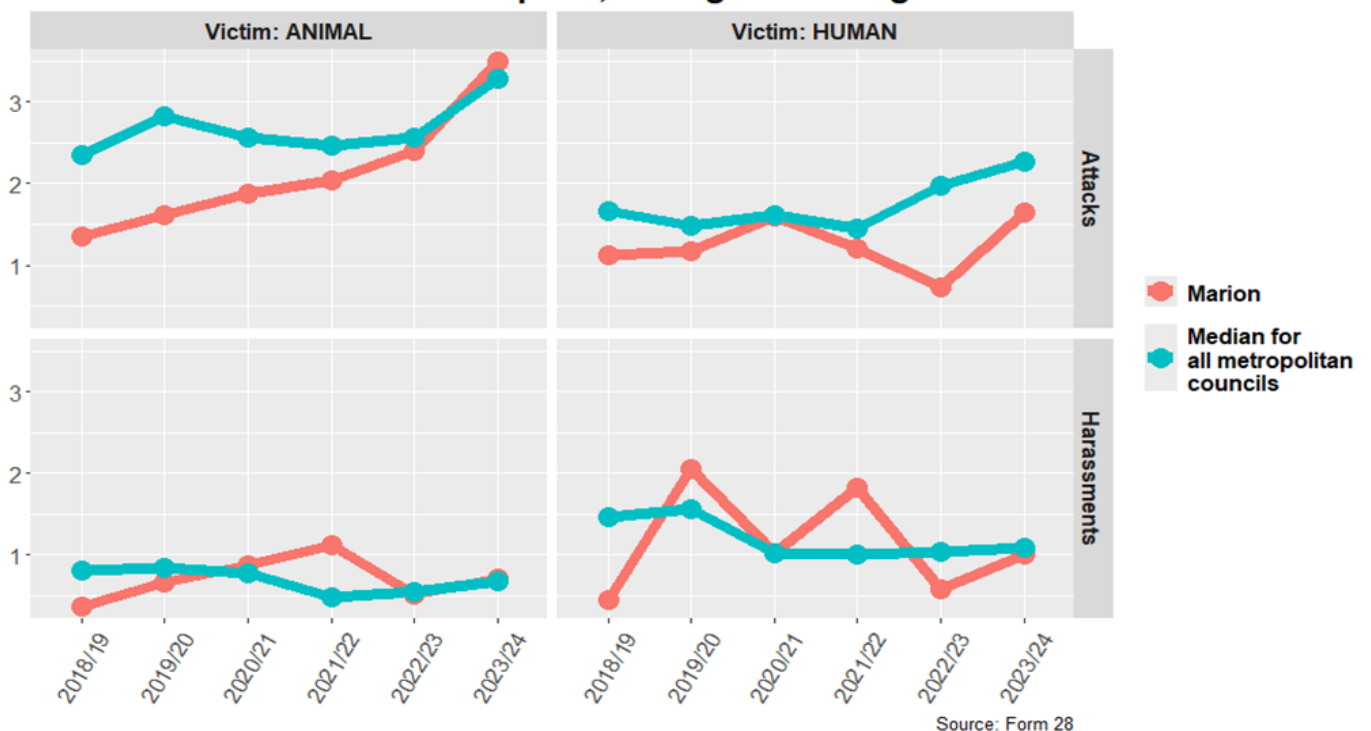
The rising trend in dog attacks highlights the need for ongoing community education and consistent enforcement. The CSI Team continue to focus on dog behaviour management and owner education to reduce the number of attacks and harassment incidents. Staff are also increasing regular compliance checks and follow-ups on control orders ensure owners are compliant, and that orders are effective in mitigating risks.

Whilst the City of Marion saw a large spike in 2023/24, the number of incidents is generally consistent with metropolitan councils as evidenced in the graphs below:

Number of incidents per 1,000 registered dogs



Number of incidents per 1,000 registered dogs



*Where another person or animal is injured, this is reported as an attack. Where another person or animal is not injured, this is reported as harassment.

Wandering dogs

	# Number of Dogs Reported Wandering	# Number of wandering Dogs Returned to Owner by CSI	# Number of Wandering Dogs to RSPCA:	# Expiations for Dogs Wandering:
2023/24	430	137	127	43
2022/23	429	206	142	95
2021/22	392	191	119	92

The number of dogs reported wandering has remained steady. There was a drop in the number of dogs returned to their owners by CSI in 2023/24 as well as a drop in expiations issued, compared to the previous years. This reflective of a greater focus on educating members of the public. It is anticipated expiation levels will increase over the coming year.

	# Dogs reported wandering after hours	# Dogs returned to owner after hours	# Dogs to RSPCA after hours
2023/24	69	22	10
2022/23	137	70	25
2021/22	49	33	8

Dog management at council reserves and open spaces

	# of leash complaints	# of leash expiations	# faeces complaints	#faeces expiations	#dogs in school grounds expiations
2023/2024	22	0	20	0	1
2022/2023	27	0	14	0	2
2021/2022	22	0	15	0	0

The number of complaints about dogs being off-leash in designated on-leash areas has remained relatively stable, indicating consistent community recognition of this issue. Complaints regarding dog faeces have varied, with an increase in 2023/24, suggesting heightened community concern and increased awareness and reporting. No fines were issued for faeces-related complaints over the past three years, largely due to the difficulty for officers to witness an offence.

There has been an increase in proactive patrols of reserves and open spaces. The Hazelmere and Trott Park dog parks are heavily monitored, with daily patrols in place. Other patrols occur at known hot spots or where community complaints increase (*data on patrols will be collected in 2024/25*). When conducting a patrol, CSIs will perform one or more of the following tasks:

- Monitor animals on or off leash
- Observe animal behaviour
- Ensure proper disposal of animal waste
- Engage with and educate community members
- Distribute informational flyers

- Inspect signage

Although community compliance remains a primary focus, the CSI team continues to strive for a more balanced approach by integrating both education and enforcement.

CATS

Cat registration, desexing and microchipping

	# cat registrations	#cats microchipped	#cats desexed
2023/2024	3171	3042	2783
2022/2023	2380	3848	3464
2021/2022	3122	3034	2790

Cat registrations (3171) have increased in the past year after a decline in 2022-23 (2380). The number of desexed and microchipped cats (recorded on DACO) have dropped in the past year.

The CoM's Cats By-law includes a clause that permits the Council to establish a cat registration scheme in the future if it decides to do so. It is important to note that the Dog and Cat Management Board views the entry of cat details into the DACO (Dogs and Cats Online) database as a form of registration. However, this is not mandatory and does not generate revenue for the Council.

Staff are focussing on continued education and awareness campaigns to help improve cat registration, microchipping, and desexing rates.

City of Marion Cats By-law

The cat curfew and cat nuisance provisions within the Cats By-law have been in place for over 18 months. Enforcement of the By-law is in line with Council's Enforcement Policy. The investigation process is as follows:

- On receipt of a complaint, statements are obtained from affected residents and any other available evidence is gathered.
- Letters may be placed in letterboxes, informing nearby residents of the cat confinement requirements. Door knocks may also be undertaken.
- Council may set a cat cage or loan residents a cage.
- Trapped cats may be identified via microchip, by residents or identification tag.
- Where a trapped cat can be identified the cat owner will be interviewed.
- Where an offence can be substantiated, enforcement action such as formal warnings, fines or orders may be undertaken.
- Where a trapped cat cannot be identified, staff will attempt to locate the owner.
- If an owner cannot be located the cat will be taken to the RSPCA for impounding.

Since the introduction of overnight confinement of cats (i.e. the cat curfew), Community Safety Inspectors have investigated 162 complaints in relation to breaches of the curfew. The outcome of these investigations is summarised below:

Cat complaints 1 Jan 2023 – 30 June 2024			
Investigation type	# complaints	# expiations	# warnings

Cat Curfew Investigations	162	2	2
Cat Nuisance Complaints	204	2	2

Despite receiving a significant number of complaints (366 in total), only 4 fines and 4 warnings have been issued, indicating that only a small number of cats could be identified, as evidenced in the table below:

Cat cage information from 1-Jan 2023 – 30 June 2024	#
Number of cat cages issued	78
Number of cats trapped	76
Number of trapped cats that <i>could be identified</i>	3
Number of trapped cats that <i>could not be identified</i>	73

During the investigation of cat curfew complaints, 78 cat cages were used, resulting in the trapping of 76 cats.

- Only 3 of the 76 of the cats captured during these investigations were able to be identified.
- The majority of unidentifiable cats were also not desexed.
- It is likely many of the unidentifiable cats are 'semi-owned' cats i.e. they are generally dependent on humans who do not perceive ownership for the cat.

These above observations and data support the need for:

- Actions to encourage people responsible for 'semi-owned' cats, to take full ownership
- Increased microchipping
- Increased desexing.

Management of seized and detained animals

The City of Marion has a contract with the RSPCA for the management of stray and surrendered adult cats, kittens, adult dogs and puppies. Dogs may be taken to the RSPCA where they are found wandering or have attacked another person or animal. Cats may be taken to the RSPCA where they have been trapped or where a resident wishes to surrender a cat. Data on the number of animals taken to the RSPCA is below:

	#wandering dogs taken to RSPCA	#cats surrendered to RSPCA
2023/24	127	214
2022/23	142	320
2021/22	119	342

In November 2023, the RSPCA advised that a nationwide shortage of cat vaccines impacted their ability to take in cats at their shelter. The lower number of cats taken to the RSPCA over 2023/24 reflects this. The vaccine shortage continued throughout early 2024 and was attributed to several factors:

- Covid impact on vaccine manufacturers.

- Suppliers have reported batch failures caused by errors during manufacturing.
- Cat/kitten ownership increased during the pandemic, increasing demand for vaccines.

The concern was due to the highly contagious and fatal virus known commonly as *Feline Parvovirus*. This illness can spread rapidly in a shelter environment. As a result, Community Safety Inspectors were forced to revise their approach to cat trapping:

- Cat traps were set in limited circumstances, usually where there was a strong prospect of identifying the cat.
- Where traps were not set, Community Safety Inspectors focused on educating and communicating with residents through door knocks, letter box drops etc.

There was a mixed response from the community. Some were understanding of restrictions while others expressed disappointment that cats cannot be trapped upon their request. The RSPCA have now resumed their normal intake of cats. Staff are working with the RSPCA to develop a business continuity plan to assist in managing similar issues in future.

Animal Welfare League

The Animal Welfare League (AWL) is based in Wingfield and is the City of Marion's back up service provider for housing seized and detained cats. The AWL suffered similar challenges to the RSPCA during the vaccine shortage.

COMMUNITY ENGAGEMENT

The Animal Management Plan proposes several ongoing community education and engagement strategies. A few different engagement strategies have been implemented over the past 12 months, across a range of animal management areas:

- **Social media:** Social media is the most frequently used engagement channel, particularly for responsible pet ownership and dog-related issues like attacks, barking and harassment.
- **Use of Flyers and Traditional Media**
- **Community Events:** The City of Marion Westfield Community Services Expo was held at Westfield Marion on Thursday 19 October 2023. Community Safety Inspectors attended this event and spoke to the community in relation to Community Safety activities which included animal management, offering advice and education to the community.
- **The City of Marion Chip Blitz** was held on Saturday 15 June 2024 where 39 dogs and 20 cats were microchipped. This is the third year that this event has been run and allows for discounted microchipping of animals.
- **Newsletter and SMS Use:** The Etalk newsletter and SMS have been used consistently to promote responsible pet ownership and dog and cat registration.

Data and trends such as complaint levels, community feedback, changes in compliance levels and community engagement rates are continually analysed to identify target areas for improved engagement. The following have been identified as key focus areas for heightened community awareness over the next year:

- **Effective control of dogs:** The increase in dog attacks over the past year evidences the need for increased education in this area. Interestingly, social media posts in these areas had the highest

impressions and engagement rates. This indicates that the community finds content related to dog control very engaging and relevant.

- Dog management at council reserves and open spaces: Complaints regarding dog faeces have varied, with an increase in 2023/24, suggesting heightened community concern.
- Responsible cat ownership: Data and feedback on cats indicates a need for a continued focus and resource allocation to improve awareness and compliance.
- With the rise in complaints about other animals (such as birds, vermin, and insects), an increased focus is needed on educating the public about the impact of nuisance animals and community responsibilities in this area.
- An annual posting schedule is being developed to ensure consistent timing of engagement initiatives, especially around seasonal topics (such as dog registration) and areas that historically perform well.

While several tools have been effectively utilised, the coming year will also see diversification of communication channels and increased efforts in underrepresented areas. Enhanced digital engagement, targeted campaigns, community events and broader use of traditional media (such as flyers and letters) are key areas to be utilised to enhance community involvement. Another area for development over the coming year is the establishment of an advisory group which is a key action within the Animal Management Plan.

Desexing programs

Having identified the need to assist City of Marion residents with affordable desexing of animals, the Community Safety area has been researching the viability to run a discounted desexing program for residents.

The RSPCA have expressed an interest to work with the City of Marion to offer residents affordable desexing options. The RSPCA have advised that they may be eligible for grants that could assist with discounted desexing and options are being explored to implement jointly run programs from 2024/25. A number of logistical issues need to be considered such as availability of vets, amount to be subsidised and whether kittens or adult cats are prioritised.

The Community Safety Team are also making enquiries in relation to current grants through the Dog and Cat Management Board, one such grant involves cat desexing, where the Board will match council's contribution up to the value of \$5,000. Enquiries are also being made in relation to programs involving the national Desexing Network. These models may see costs shared between two or more of residents, council, veterinarians and the National Desexing Network (NDN).

Breeders

The number of registered breeders has steadily decreased over the three-year period, from 186 in 2021/2022 to 122 in 2023/2024. No expiations have been issued to breeders over the three years. A warning was issued in each of the previous two years, but none in 2023/2024.

Enquiries and complaints about breeders have increased significantly over the three years, from 3 in 2021/2022 to 11 in 2023/2024. This may point to growing public concern or awareness about breeding practices driven by issues such as unethical breeding and animal welfare. This may also be in response to the State Government's proposal to ban puppy farms, which has garnered increased media coverage over the past year.

Other animals

Noisy Birds and the Animal Management By-law

The [Animal Management By-law](#) has been operating since 1 January 2023. This By-law requires a person to obtain permission from Council to keep a rooster or peacock from 2 months of age. A permit application process is in place for the keeping of roosters or peacocks on residential properties. Applications are assessed as per the criteria which is outlined in the by-law:

- Whether an insanitary condition exists or has existed on the premises as a result of the keeping of animals.
- Whether a nuisance is caused or has been caused to any neighbour as a result of the keeping of the animal on the premises or is likely to be caused.
- The nature and size of the premises and whether the animal can be adequately contained thereon
- Any other matters the authorised officer considers should be taken into account.

The data below provides a summary of complaints and permits in relation to noisy birds:

	#noisy bird complaints (primarily roosters)	#permit applications	#permits issued	#expiations
2023/24	23	1	0	0
2022/23*	45	4	3	1
2021/22	11	N/A	N/A	N/A

**data relating to the Animal Management By-law was collected from 1 January 2023 once the By-law took effect.*

Noisy bird complaints have fluctuated significantly, peaking at 45 in 2022/2023 before decreasing to 23 in 2023/2024. Permit applications decreased from 4 in 2022/2023 to 1 in 2023/2024. No permits were issued in 2023/2024, down from 3 in 2022/2023, and one expiation has been issued so far.

Where complaints have been received relating to noisy roosters:

- Residents are provided with an opportunity to apply for a permit.
- Alternatively, residents can elect to remove the animal from their land.
- Where a permit cannot be granted, residents will be given the opportunity to relocate the animal.
- All roosters that were removed from properties so far have been successfully re-homed.
- Complaints relating to other noisy birds (such as cockateels) are dealt with under the Local Nuisance and Litter Control Act.

There have been no applications to keep a peacock, and no complaints relating to peacocks have been received.

Other Animals

	# complaints about other animals
2023/2024	199
2022/2023	103
2021/2022	42

There has been an increase in complaints about other animals in 2023/24, mainly attributed to a spike in complaints relating to bees and wasps (44% of all complaints). Rats and mice (15% of complaints) and wild birds (14% of complaints) are consistent sources of community concern.

ATTACHMENTS

1. AMP Council report data [**12.1.1** - 13 pages]

Dogs

Dog registrations

Dog registration	2023/2024	2022/2023	2021/2022
Number of registrations	14145	14421	15884
Number of expiations for unregistered	46	81	91
Number of warnings for unregistered	0	5	1
Number of dogs not registered investigations	360		

Dog microchipping

Dog microchipping	2023/2024	2022/2023	2021/2022
Number of dogs microchipped	13565	14831	14140
Number of expiations for not microchipped	0	3	2
Number of warnings for not microchipped	0	0	0

Dog desexing

Dog desexing	2023/2024	2022/2023	2021/2022
Number of dogs desexed	11271	12422	11924
Number of expiations	0	3	3
Number of warnings	0	0	0

Dogs wandering at large

Dogs wandering at large	2023/2024	2022/2023	2021/2022

Number of dogs reported wandering	430	429	392
Number of dogs returned owner by CSI	137	206	191
Number of wandering dogs to RSPCA	127	142	119
Number of wandering dogs returned to owner by other	68		
Number of wandering dogs found in the field	65		
Number of wandering dogs collected by CoM	352		
Dogs wandering dogs collected over NYE	1	1	1
Number of expiations for dogs wandering	60	95	92
Number of warnings dogs wandering	45	38	27

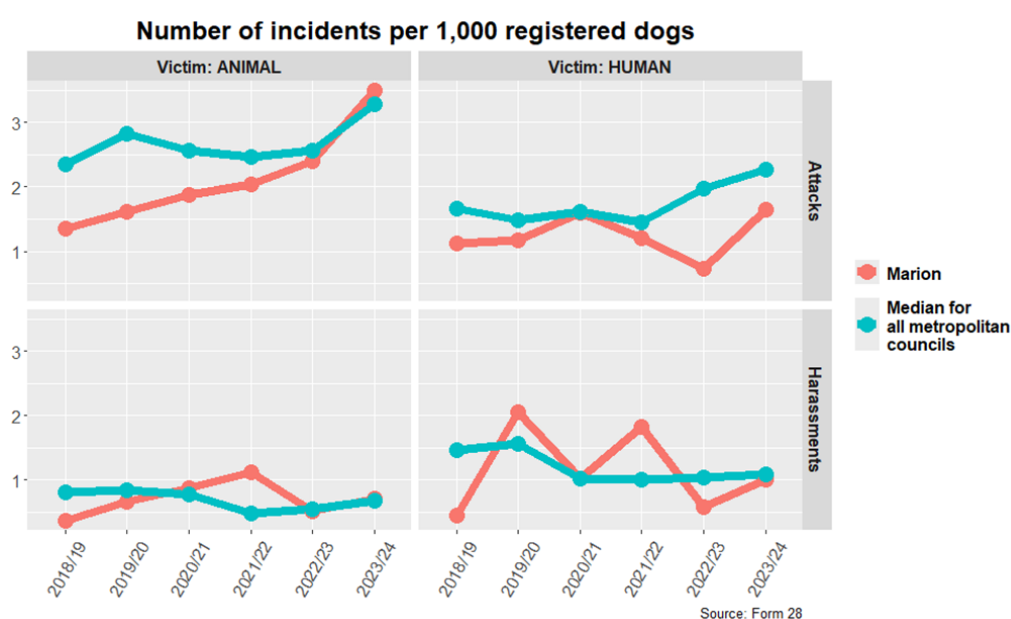
After hours wandering dogs

Nuisance barking dogs

Barking dogs	2023/2024	2022/2023	2021/2022
Number of investigations	157	183	148
Number of barking dog expiations	0	0	4
Number of barking dog warnings	1	0	1
Number of Control Orders	0	0	0
Number resolved informally	156	183	143

Dog attacks

Dog attacks	2023/2024	2022/2023	2021/2022
Dog attack on people	23	11	17
Dog attacks on animals	51	35	29
Dog attack expiations			

**Dog harassment**

Dog harassment	2023/2024	2022/2023	2021/2022
Dog harassment on people	14	9	16
Dog harassment on animals	10	12	17

Dog attack/harassment outcomes

Dog harassment outcomes	2023/2024	2022/2023	2021/2022
Number of control orders	29	34	11

Number of Nuisance orders	6	4	3
Number of Menacing orders	11	19	4
Number of Dangerous orders	10	9	4
Number of destruction orders	2	2	0
Number of Prohibition Orders	0	1	0
Number of expiations	30	40	42
Number of warnings	20	9	21
Number of prosecutions	1	0	0
Order compliance checks	116		

Dog by-laws

Dog by-laws	2023/2024	2022/2023	2021/2022
Number of additional dog permits granted	23	107	78
Number of expiations	0	0	2
Number of warnings	0	1	0

Other dog enforcement

Dog enforcement	2023/2024	2022/2023	2021/2022
Number of off-leash on leash complaints	22	27	22
Number of off-leash expiations	0	0	0
Number of faeces complaints	20	14	15
Number of Faeces expiations	0	0	0
Breach of Order expiations	1	3	4

Dog in school grounds expiations	1	2	0
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Appeals & Court matters all dog offences	2023/2024	2022/2023	2021/2022
Appeals	20	14	16
Prosecutions	1	0	1
Matters heard in SACAT	8	2	2

Cats

Cat registrations

	2023/2024	2022/2023	2021/2022
Cat registration	3171	2380	3122
Number of expiations	0	0	0

Cat microchipping

	2023/2024	2022/2023	2021/2022
Number of cats microchipped	3042	3848	3034
Number of expiations for not microchipped	0	2	2
Number of warnings for not microchipped	0	4	0

Cat desexing

	2023/2024	2022/2023	2021/2022
Number of cats desexed	2783	3464	2790
Number of expiations for cats not desexed	0	2	0
Number of warnings for cats not desexed	0	2	0

Cat nuisance

	2023/2024	2022/2023	2021/2022
Number of cat nuisance complaints	159	95	37
Number of cat expiation	0	2	0
Number of warnings	0		

Cat curfew

	2023/2024	2022/2023	2021/2022
Number of cat curfew complaints	88	64	
Number of cat curfew expiations	0	1	
Number of cat curfew warnings	0	1	

Cats taken to RSPCA

	2023/2024	2022/2023	2021/2022
Number of cats surrendered to RSPCA	214	320	342

Cat by-law

	2023/2024	2022/2023	2021/2022
Number of additional cat permits	7	11	9
Number of expiations for additional cats	0	1	1
Number of warnings for additional cats	0	1	1

Cat traps

	2023/2024	2022/2023	2021/2022
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Number of traps issued	51	27	
Number of cats trapped	50	23	
Number of cats scanned for microchip	50		

Breeders – dogs and cats

	2023/2024	2022/2023	2021/2022
Number of breeders	122	135	186
Number of expiations	0	0	0
Number of warnings	0	1	1
Number of enquiries/complaints	11	10	3

Detention of cat information

	2023/2024	2022/2023	2021/2022
Total cattery days for all detained cats	12301		
Longest time a single cat has been detained (number of days)	500		

Other animals

	2023/2024	2022/2023	2021/2022
Noisy bird complaints	23	45	11
Number of prescribed animal permit applications	1	4	
Number of prescribed animal permits issued	0	3	
Number of prescribed animal expiations	0	1	

Other animal complaints	199	103	42
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Community Engagement

Responsible pet ownership

	2023/2024	2022/2023	2021/2022
Flyers (Registration)	1		
Westfield community expo	1		
Etalk newsletter	6		
Posters/banners	1		
Website	7		
Social media	26		
SMS	2		
Letters	0		
Messages on hold	2		
Electronic displays	2		

Dog and cat registration

	2023/2024	2022/2023	2021/2022
Flyers	1		
Westfield community expo	1		
Etalk newsletter	3		
Posters/banners	2		
Website	1		
Social media	10		
SMS	2		
Letters	0		
Messages on hold	2		
Electronic displays	2		

Microchipping dogs and cats

	2023/2024	2022/2023	2021/2022
Flyers (Chip Blitz)	1		
Westfield community expo	1		
Etalk newsletter	2		

Posters/banners	2		
Website	2		
Social media	3		
SMS	0		
Letters	0		
Messages on hold	0		
Electronic displays	0		

Desexing dogs and cats

	2023/2024	2022/2023	2021/2022
Flyers	0		
Westfield community expo	1		
Etalk newsletter	0		
Posters/banners	0		
Website	0		
Social media	0		
SMS	0		
Letters	0		
Messages on hold	0		
Electronic displays	0		

Nuisance barking

	2023/2024	2022/2023	2021/2022
Flyers	0		
Westfield community expo	1		
Etalk newsletter	1		
Posters/banners	0		
Website	0		
Social media	10		
SMS	0		
Letters	0		
Messages on hold	0		
Electronic displays	0		

Dog attacks, harassment and wandering

	2023/2024	2022/2023	2021/2022
Flyers	0		

Westfield community expo	1		
Etalk newsletter	0		
Posters/banners	0		
Website	0		
Social media	14		
SMS	0		
Letters	0		
Messages on hold	0		
Electronic displays	0		

Nuisance cats

	2023/2024	2022/2023	2021/2022
Flyers	0		
Westfield community expo	1		
Etalk newsletter	0		
Posters/banners	0		
Website	0		
Social media	1		
SMS	0		
Letters	0		
Messages on hold	0		
Electronic displays	0		

Breeders

	2023/2024	2022/2023	2021/2022
Flyers	0		
Westfield community expo	1		
Etalk newsletter	0		
Posters/banners	0		
Website	0		
Social media	1		
SMS	0		
Letters	0		
Messages on hold	0		
Electronic displays	0		

Animal welfare

	2023/2024	2022/2023	2021/2022
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Flyers	0		
Westfield community expo	1		
Etalk newsletter	0		
Posters/banners	0		
Website	0		
Social media	1		
SMS	0		
Letters	0		
Messages on hold	0		
Electronic displays	0		

Management of other animals

	2023/2024	2022/2023	2021/2022
Flyers	0		
Westfield community expo	1		
City limits			
Etalk newsletter	0		
Posters/banners	1		
Website	0		
Social media	0		
SMS	4		
Letters	0		
Messages on hold	0		
Electronic displays	0		

Media and engagement

Social media post	Topic	Impressions	Reactions	Engagements	Reach	Engagement rate
11 July 2023	Dog registration	2.5k	11	17	2.44k	.68%
14 July 2023	Dog attack information	2.23k	8	13	2.09k	.58%
19 July 2023	Dogs – Registration	1.35k	3	3	1.28k	.22%
25 July 2023	Dogs – Pawgust for Guide Dogs	687	5	5	653	.73%
26 July 2023	Dog – Registrations	1.17k	3	3	1.1k	.26%

2 August 2023	Dogs – Pawgust for Guide Dogs	957	5	5	898	.52%
7 August 2023	Dogs – effective control	5.16k	29	42	5.16k	.81%
10 August 2023	Dogs – barking	3.18k	8	12	2.95k	.38%
11 August 2023	Dogs – effective control	3.47k	27	32	3.43k	.92%
11 August 2023	Dogs – Pawgust for Guide Dogs	495	3	3	466	.61%
16 August 2023	Dogs – registration	128	0	1	-	.78%
17 August 2023	Dogs – effective control	970	3	6	929	.62%
4 September 2023	Dogs – attack and harassment information	987	4	4	931	.41%
8 September 2023	Dog – registrations	931	2	2	893	.21%
18 September 2023	Dogs – attacks and safety	2.66k	11	13	2.38k	.49%
11 October 2023	Dogs – Barking information	3.8k	10	13	3.65k	.34%
7 November 2023	Dogs – attack and harassment information	1.1k	4	4	1.07k	.36%
12 December 2023	Dogs - barking	1.9k	7	9	1.94k	.46%
2 January 2024	Dog attack – information	2.18k	12	14	2.1k	.64%
5 January 2024	Dogs – attack and harassment information	83	-	-	-	-
13 February 2024	Dogs – barking information	1.19k	3	4	1.14k	.34%

5 March 2024	Dogs – effective control	1.55k	5	6	1.54k	.39%
11 April 2024	Dogs – attacks and harassments	1.55k	10	15	1.45k	.97%
19 April 2024	Dogs – barking	64	-	-	-	-
2 May 2024	Dogs – barking	1.3k	6	7	1.27k	.54%
15 May 2024	Dogs – attacks and harassments	71	-	-	-	-
22 May 2024	Microchipping – ‘Chip Blitz’	2.22k	10	19	2.15k	.86%
10 June 2024	Microchipping – ‘Chip Blitz’	2.22k	9	18	2.14k	.81%
25 June 2024	Dogs – Effective control	991	4	5	942	.5%

12.2 Monthly Work Health and Safety Report

Report Reference	GC24082712.2
Originating Officer	Unit Manager WHS – Mark Jentsch
Corporate Manager	Manager People and Culture - Sarah Vinall
General Manager	Chief Executive Officer - Tony Harrison

REPORT OBJECTIVE

To inform Council of work health and safety performance.

EXECUTIVE SUMMARY

Key work health and safety performance indicators continue to maintain a trend of historic lows in injury rates.

These lows have resulted in a substantially reduced Lost Time Injury Frequency Rate target from FY23/24 (<9.35 targeted, 2.6 achieved) to FY24/25 <2.34 targeted.

RECOMMENDATION

That Council:

1. Note this report

DISCUSSION

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 Tables 1 & 2. They can be compared against those reported last financial year which are outlined in Table 3 & 4.

Table 1: Hazard Reports - Financial Year 2024/25

Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total	Ave
1												1	1

Table 2: Report Only - Financial Year 2024/25

Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total	Ave
6												6	6

Table 3: Hazard Reports - Financial Year 2023/24

Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total	Ave
3	0	3	1	5	2	2	5	3	0	5	1	30	2.5

Table 4: Report Only - Financial Year 2023/24

Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total	Ave
1	2	1	3	5	2	1	3	3	6	6	3	36	3

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 5 and can be compared against those reported last financial year which are presented in Table 6.

Table 7 provides descriptions of the LTI's for the current financial year.

Table 5: Number of LTI's per month - Financial Year 2024/25

Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
0	0	0	0	0	0	0	0	0	0	0	0	0

Table 6: Number of LTIs 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
0	0	0	0	0	0	1	1	0	0	0	0	2

Table 7: Outline of LTIs reported - Financial Year 2024/25

No.	Description of Incident	Mechanism of Injury	Injury Description
1	Nil		

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 0; tracking below the annual target of 2.34.

Note: Due to an annual revision of the FTE used in the formula, there has been a minor decrease in previous Rolling Average chart data points.

Rolling Average Lost Time Injury Frequency Rate (Skytrust reporting data)

Rolling Average LTIFR is a measure of the LTIFR trend over rolling 12 month reporting period.

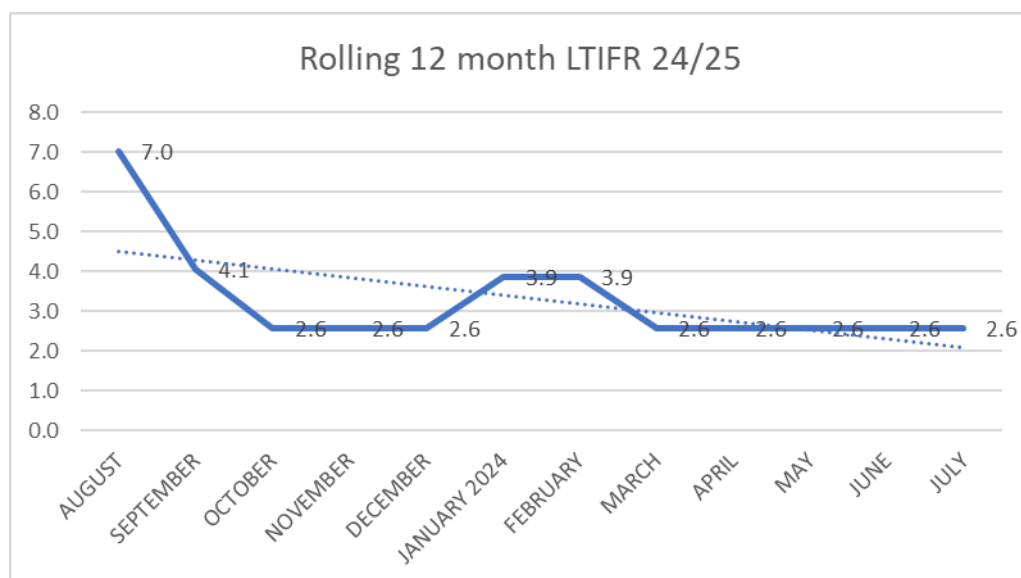


Figure 1: Rolling LTIFR over 12 months

Rolling Total Recordable Injury 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) provides analysis of the TRIFR over the last 12 months.

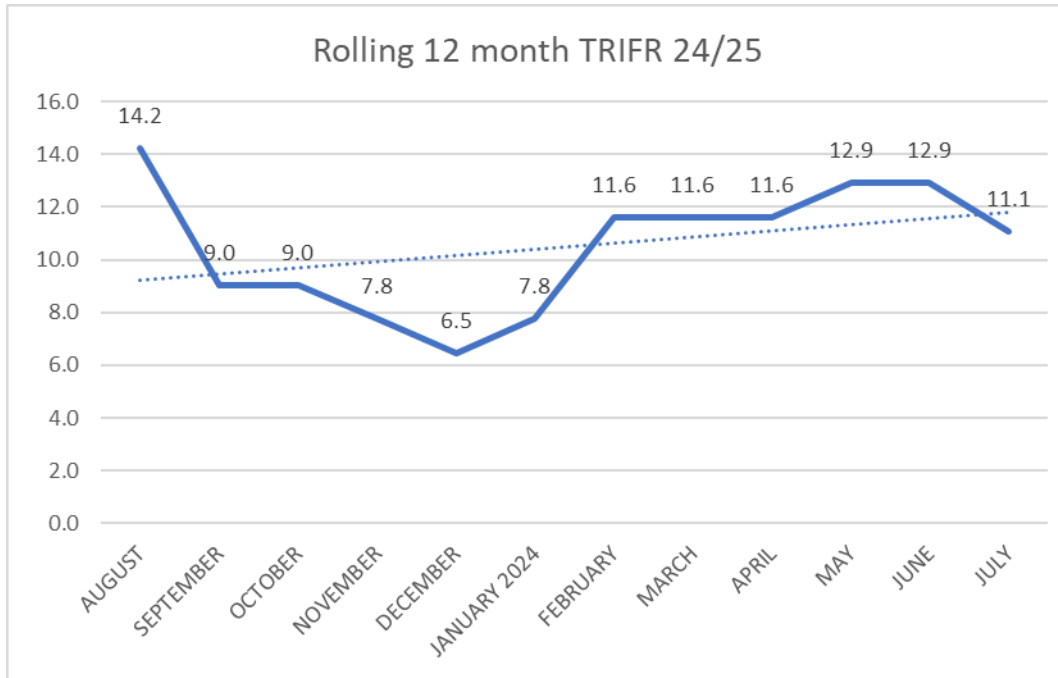


Figure 2: Rolling TRIFR over 12 months

ATTACHMENTS

Nil

12.3 Council and CEO KPI Report Quarter Four 2023-24

Report Reference	GC240827R12.3
Originating Officer	Unit Manager Governance and Council Support – Victoria Moritz
Corporate Manager	Manager Office of the Chief Executive - Kate McKenzie
General Manager	Chief Executive Officer - Tony Harrison

REPORT HISTORY

To advise Council of the results of the Council and CEO KPI's for quarter four 2023-24.

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 2023-2027.

Details of the results are provided in Attachments 1 – 4.

For the 2023-24 quarter four results, Council achieved the Core Target on all KPI's with the exception of the following KPI's:

- KPI3 – Total Employee Costs: The forecast result as of Q4 is 6.45%. The Core target is not forecast to be met. Final and EOFY annual results to be provided following completion of audited financial statements.
- KPI4 – Staff Engagement: The first part of this KPI was not met in relation to the achievement of an overall pulse survey result. The Core Target is 75% and the result for Q4 was 71%. The second part of this KPI was met, with each SLT department achieving at least a 50% participation rate.
- KPI5 – Delivery of agreed projects identified in the ABP and first year targets in the 4-year plan: The Core target is greater than or equal to 95%. Council achieved 75% for Q4. The result is based on the reporting of 12 projects, 9 of which are on track, including 6 that have been completed and three projects that are reporting off track. Further information and comments in relation to the off-track projects is provided in Attachment 1a.
- KPI9a – Ease of Lodging Requests: The Core Target is 75% Satisfied or more and the result for Q4 is 74.9%.
- KPI9b – Time taken to address and action requests: The core target is 65% satisfied or more and the result for Q4 is 60%.
- KPI9c – Satisfaction with request handling: The core target is 55% satisfied or more and the result for Q4 is 54%

This report has been presented on Q4 results. Accumulative final results for 23/24 will be presented following the Review and Selection Committee scheduled in November 2024, pending completion of the Annual Financial Statements and final data collection that was not yet available.


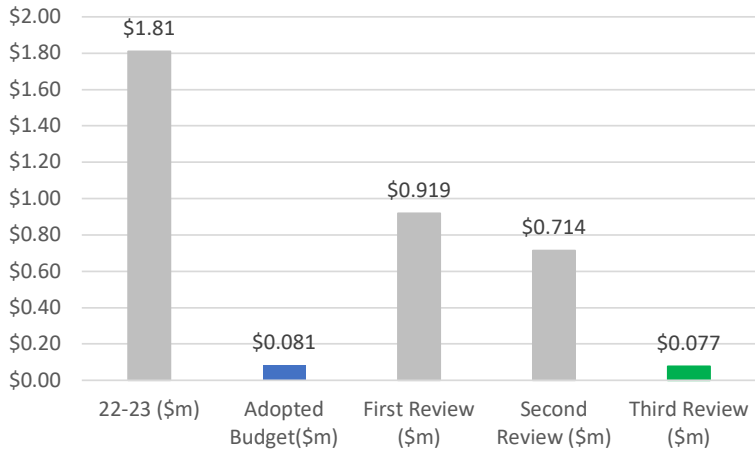
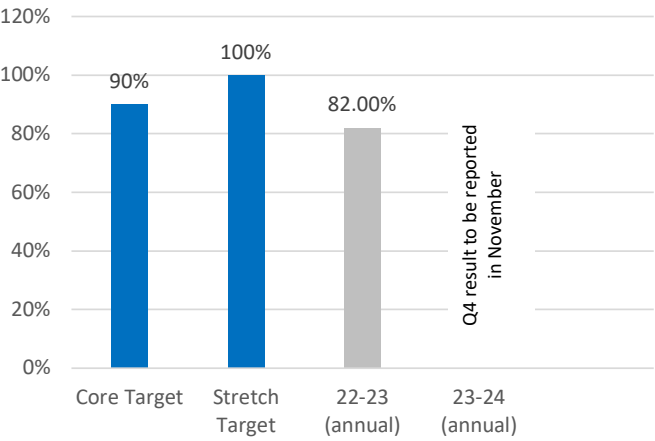
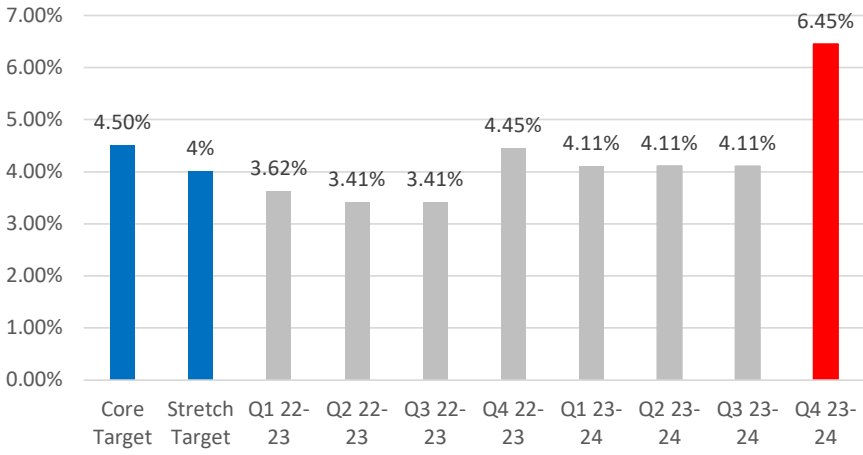
RECOMMENDATION

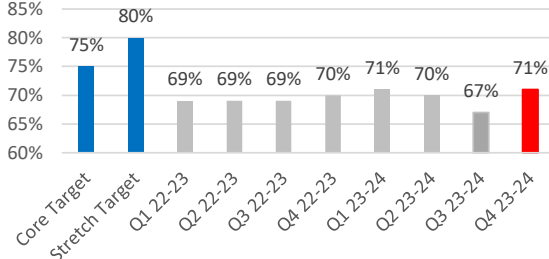
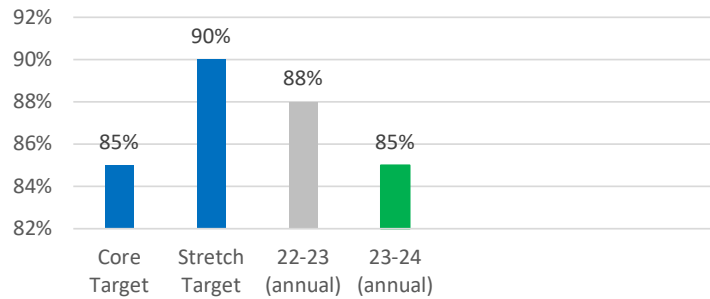
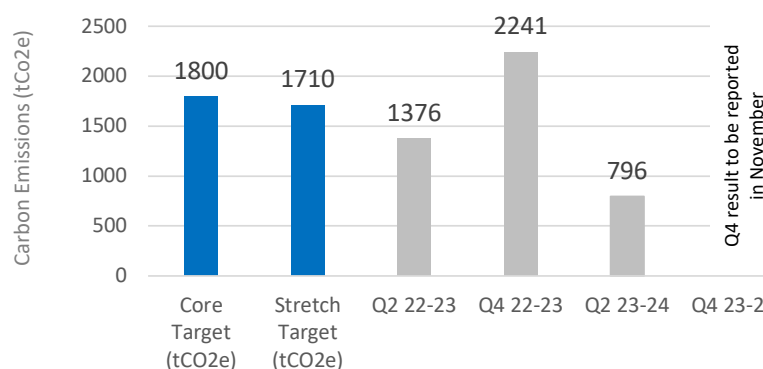
That Council:

1. **Notes this information and information contained within the attachments for Quarter four 2023-24.**

ATTACHMENTS

1. 2023-24 Q 4 KPI Results [**12.3.1** - 6 pages]

CEO AND COUNCIL KEY PERFORMANCE INDICATORS 2023/2024 QUARTER 4: April '24 - June '24						
KPI		Core / Stretch Target	Measure	Result / Comments	Results	
Financial	1	Financial Sustainability	<p>Core Target: Council maintains, on average, a break-even or better funding (cash) position over the Long Term Financial Plan</p> <p>Stretch Target: Council maintains a break-even or positive cash funding position in delivering its annual budget</p>	<p>This target compares funding cash position at the relevant budget review with the adopted budget figure.</p>	<p>Q4 = \$0.077m</p> <p>The stretch target is currently predicted to be met with a net surplus of \$0.077M forecast following the completion of 2023-24 Budget Review 3. The core target is also on track to be met with a revised forecast of \$0.515M over the ten years of the LTFP.</p> <p>Final surplus for 2023-2024 will be reported following completion of audited 2023-2024 Annual Financial Statements.</p>	
	2	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)	<p>Core Target: Asset Renewal Funding Ratio Between 90 and 110%</p> <p>Stretch Target: Asset Renewal Funding Ratio greater than or equal to 100%</p> <p>This is an annual measure and will be reported at the end of the 2023-24 reporting period</p>	<p>The Asset Renewal Funding Ratio indicates whether Council is renewing or replacing existing assets at the rate of consumption.</p>	<p>Q4 = NA</p> <p>The final Asset Renewal Funding Ratio for 2023-2024 will be reported following completion of audited 2023-24 Annual Financial Statements</p>	
	3	Total Employee costs (including agency staff)	<p>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</p> <p>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</p>	<p>The result includes adjustment for Council endorsed changes and additional Grant funded positions.</p>	<p>Q4 = 6.45%</p> <p>Core target is not forecast to be met.</p> <p>Annual Results to be provided at the end of the 2023-2024 reporting period.</p>	

Organisational	4	Staff engagement	<p>Core Target: Achievement of an overall employee pulse survey result of 75%, with at least 50% employee participation per SLT department</p> <p>Stretch Target: Achievement of an overall employee pulse survey result of 80%, with at least 50% employee participation per SLT department</p>	Staff Teamgage survey results based on five metrics	<p>Q4 = 71%</p> <p>The core target in relation to the achievement of an overall employee pulse survey result was not met.</p> <p>The core target in relation to all SLT departments reaching at least 50% participation rate was met.</p>	<p>Overall Employee Pulse Survey Result</p>  <table><caption>Overall Employee Pulse Survey Result</caption><thead><tr><th>Period</th><th>Result</th></tr></thead><tbody><tr><td>Core Target</td><td>75%</td></tr><tr><td>Stretch Target</td><td>80%</td></tr><tr><td>Q1 22-23</td><td>69%</td></tr><tr><td>Q2 22-23</td><td>69%</td></tr><tr><td>Q3 22-23</td><td>69%</td></tr><tr><td>Q4 22-23</td><td>70%</td></tr><tr><td>Q1 23-24</td><td>71%</td></tr><tr><td>Q2 23-24</td><td>70%</td></tr><tr><td>Q3 23-24</td><td>67%</td></tr><tr><td>Q4 23-24</td><td>71%</td></tr></tbody></table> <p>Participation per SLT Department</p>  <table><caption>Participation per SLT Department</caption><thead><tr><th>Department</th><th>Participation Rate</th></tr></thead><tbody><tr><td>People & Culture</td><td>65%</td></tr><tr><td>Office of the CEO</td><td>65%</td></tr><tr><td>Strategic Procurement</td><td>90%</td></tr><tr><td>Information Services</td><td>59%</td></tr><tr><td>Finance</td><td>94%</td></tr><tr><td>Customer Experience &...</td><td>68%</td></tr><tr><td>Operations</td><td>53%</td></tr><tr><td>Engineering, Assets &...</td><td>81%</td></tr><tr><td>Community Connections</td><td>56%</td></tr><tr><td>Development & Regulatory...</td><td>76%</td></tr><tr><td>City Property</td><td>71%</td></tr><tr><td>City Activation</td><td>68%</td></tr><tr><td>Entire Organisation</td><td>64%</td></tr><tr><td>Core Target Participation Rate</td><td>50%</td></tr></tbody></table>	Period	Result	Core Target	75%	Stretch Target	80%	Q1 22-23	69%	Q2 22-23	69%	Q3 22-23	69%	Q4 22-23	70%	Q1 23-24	71%	Q2 23-24	70%	Q3 23-24	67%	Q4 23-24	71%	Department	Participation Rate	People & Culture	65%	Office of the CEO	65%	Strategic Procurement	90%	Information Services	59%	Finance	94%	Customer Experience &...	68%	Operations	53%	Engineering, Assets &...	81%	Community Connections	56%	Development & Regulatory...	76%	City Property	71%	City Activation	68%	Entire Organisation	64%	Core Target Participation Rate	50%
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5	Delivery of agreed projects identified in the Annual Business Plan and the first-year targets in the 4 year plan	<p>Core Target: Greater than or equal to 95%</p> <p>Stretch Target: No stretch target</p>	Monthly data collated for each quarter	Additional information provided in Attachment 1a	<p>Q4 = 75%</p> <p>Reporting on 12 projects for the ABP and first year targets of the 4-year plan. 9 Projects are on Track . This includes 6 projects that have been completed (one in Q2 and one in Q3 and four in Q4)</p>	 <table><caption>Project Completion Rates</caption><thead><tr><th>Period</th><th>Rate</th></tr></thead><tbody><tr><td>Core Target</td><td>95%</td></tr><tr><td>Q1 22-23</td><td>85%</td></tr><tr><td>Q2 22-23</td><td>70%</td></tr><tr><td>Q3 22-23</td><td>80%</td></tr><tr><td>Q4 22-23</td><td>90%</td></tr><tr><td>Q1 23-24</td><td>92%</td></tr><tr><td>Q2 23-24</td><td>100%</td></tr><tr><td>Q3 23-24</td><td>100%</td></tr><tr><td>Q4 23-24</td><td>75%</td></tr></tbody></table>	Period	Rate	Core Target	95%	Q1 22-23	85%	Q2 22-23	70%	Q3 22-23	80%	Q4 22-23	90%	Q1 23-24	92%	Q2 23-24	100%	Q3 23-24	100%	Q4 23-24	75%																																
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Q4 23-24	75%																																																									
6	Delivery of Council's capital works program	<p>Core Target: Greater than or equal to 85% delivery of Council’s planned capital works program (adjusted for extraordinary items)</p> <p>Stretch Target: Greater than or equal to 90% delivery of Council’s planned capital works program (adjusted for extraordinary items)</p>	This is an annual measure that will be reported on at the end of the 2023-24 reporting period.		<p>Q4 = 85%</p> <p>Core target is forecast to be met.</p> <p>Annual Result to be provided at the end of the 2023-2024 reporting period.</p>	 <table><caption>Capital Works Program Delivery</caption><thead><tr><th>Category</th><th>Rate</th></tr></thead><tbody><tr><td>Core Target</td><td>85%</td></tr><tr><td>Stretch Target</td><td>90%</td></tr><tr><td>22-23 (annual)</td><td>88%</td></tr><tr><td>23-24 (annual)</td><td>85%</td></tr></tbody></table>	Category	Rate	Core Target	85%	Stretch Target	90%	22-23 (annual)	88%	23-24 (annual)	85%																																										
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Environment	7	Carbon Neutrality- carbon emissions footprint, measured against Council’s endorsed Carbon Neutral Plan (applicable 2021-2022 onwards)	<p>Core Target: Actual annual emissions less than the plan’s annual target emissions 1,800 tCO2e (for FY 2023/24)</p> <p>Stretch Target: Actual annual emissions 5% less than the plan’s annual target emissions 1,710 tCO2e (for FY 2023/24)</p>	Carbon emissions footprint, measured against Council’s endorsed Carbon Neutral Plan.	<p>Q4 = NA</p> <p>This figure is reported every 6 months (Q2 reported in May, Q4 reported in October/November). The annual CO2e emissions for the financial year will be reported in November 2024.</p>	 <table><caption>Carbon Emissions (tCO2e)</caption><thead><tr><th>Category</th><th>Emissions</th></tr></thead><tbody><tr><td>Core Target (tCO2e)</td><td>1800</td></tr><tr><td>Stretch Target (tCO2e)</td><td>1710</td></tr><tr><td>Q2 22-23</td><td>1376</td></tr><tr><td>Q4 22-23</td><td>2241</td></tr><tr><td>Q2 23-24</td><td>796</td></tr><tr><td>Q4 23-24</td><td>Q4 result to be reported in November</td></tr></tbody></table>	Category	Emissions	Core Target (tCO2e)	1800	Stretch Target (tCO2e)	1710	Q2 22-23	1376	Q4 22-23	2241	Q2 23-24	796	Q4 23-24	Q4 result to be reported in November																																						
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Customer	8	Overall satisfaction with Council’s performance (measured annually)	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	Annual Measure	Q4 = NA Annual Result not yet available and will be provided in the November report.	
	9	Customer Experience				
	9a	Ease of lodging requests	Core Target: 75% satisfied or more Stretch Target: 80% satisfied or more	Responses included within the result relate to cases created within the reporting period	Q4 = 74.9% 74.9% of the responses received either very satisfied or satisfied. The Core target has not been met	
	9b	Time taken to address and action requests	Core Target: 65% satisfied or more Stretch Target: 70% satisfied or more	Responses included within the result relate to cases created within the reporting period	Q4 = 60% 60% of the responses received wither very satisfied or satisfied. The Core Target has not been met.	
	9c	Satisfaction with requests handling	Core Target: 55% satisfied or more Stretch Target: 60% satisfied or more	Responses included within the result relate to cases created within the reporting period	Q4 = 54% 54% of the responses received either very satisfied or satisfied. The Core and Stretch Targets have not been met.	

Attachment 1a - Supporting Information

As at 30 June 2024 - 75% (9 projects) are on-track, including 6 that have been completed this financial year. There are three projects considered off track. These are commented on below.

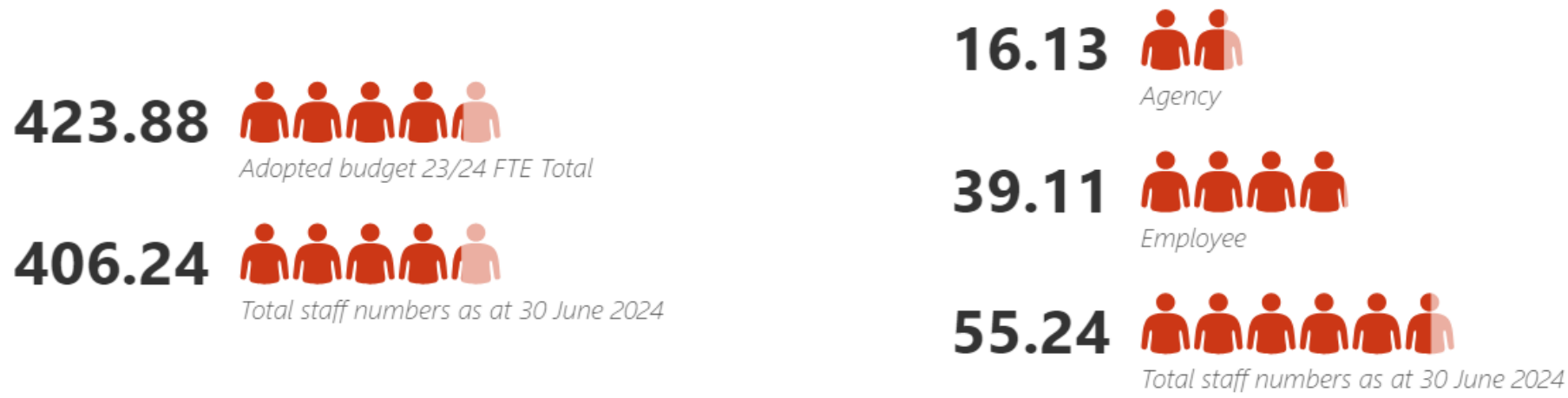
The on-track includes projects that were started or completed in the first-year targets of the 2023/24 financial year.

Table 1: Year 1 Projects by exception 'Off-Track' (all other projects are considered on-track or completed)

Project Name	Q4 Supporting Comments
Warradale Park Tennis Upgrade	Final grant agreement on the scope of works was finalised with the Federal Government with the deed being signed in December 2023. Design options have subsequently been developed to meet agreed budget. Consultation with the Warradale Tennis Club and Council is currently being finalised on the preferred option to progress to full design.
Marion Basketball Stadium Development	Council have endorsed a proposed 5 indoor court facility. Programme to be revised once consultation is completed and tabled at July General Council Meeting.
Marino Hall Upgrade	Project progress delayed due to contaminated material found on site. Q4 works include site investigation of material, remediation planning, material stockpiling and resequencing of external works. Project delivery programme has been recast.

Attachment 2

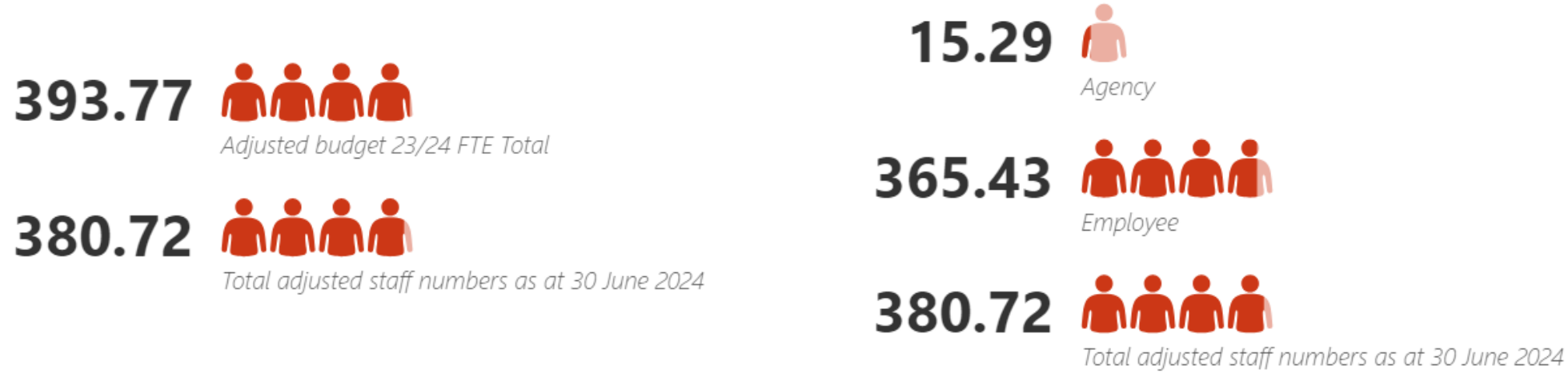
The number of FTE employees (staff and agency) employed across the organisation as at 30 June 2024



There are currently 33.71 FTE vacant positions comprised of:

Recruitment in progress (required position)	18.02
Currently under review	1.41
Vacant Required position	14.28

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



Attachment 3

LABOUR AND FTE MOVEMENT SUMMARY

	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Total Employee Costs (including Agency)	45,547	42,378	40,134	38,238	36,487	34,861	33,274	32,221	31,783
% Movement on Prior Year	7.48%	5.59%	4.96%	4.79%	4.66%	4.77%	3.27%	1.40%	0.10%
Total Number of Employees (FTE as at 30 June)*	406	382	387	370	358	365	360	344	342
% Movement on Prior Year	6.28%	-1.29%	4.59%	3.35%	-1.90%	1.38%	4.80%	0.60%	-1.70%
5-Year average FTE to June 2024	380.6								

*2023/24 as at 30 June 2024

13 Workshop / Presentation Items - Nil

14 Motions With Notice - Nil

15 Questions With Notice

15.1 Businesses Operating on Council Land

Report Reference GC240827Q15.1

Council Member Mayor Kris Hanna

QUESTION

Please list the businesses operating on Council land with delegated approval by Administration (name of business and brief description of services offered).

Where are there businesses operating on Council land with neither Administration nor general Council approval?

SUPPORTING INFORMATION

Nil

Response Received From Manager City Property – Mark Hubbard

Corporate Manager Manager City Property – Mark Hubbard

General Manager General Manager City Development – Ben Keen

STAFF COMMENTS

1. Business uses with Approval

The current businesses operating on Council land with either General Council approval or delegated approval are contained in the table below:

BUSINESS NAME	COMMON NAME	STATUS	ADDRESS	AGREEMENT TYPE	PURPOSE
MarionStorm Pty Ltd (Pancake Kitchen)	Marion Cultural Centre	Current	287 Diagonal Road, Oaklands Park	Lease	Café and Restaurant
Marion Ice Holdings Pty Ltd (Marion Ice Area)	Marion Ice Area (to be constructed)	Current	262 Sturt Road, Sturt	Lease	ice rink, rock climbing, play café, kiosk/restaurant, pro shop
HITsa	Edwardstown Soldiers Memorial Recreation Ground	Current	Raglan Avenue, South Plympton	Licence	Education and training provider (Classrooms and Kitchen usage for Cookery)
Spark A Revolution Fitness	Mitchell Park Sports and Community Centre	Current	Moreland Avenue, Mitchell Park	Licence	Outdoor fitness classes
Boatshed Café	Hallett Cove	Current	1A Herron Way, Hallett Cove	Lease	Café and Restaurant

Nepalese Flavours Pty Ltd	Mobile Food Vendor	Current	Various Approved Mobile Food Vendor Locations	Section 222 Permit	Food Van
Acciona Construction Australia Pty Ltd	Southern Depot	Current	5 Adams Road, Trott Park	Licence	Hardstand storage for contractor undertaking construction of Majors Road interchange upgrade/portion of the land being acquired by State Government
Amplitel Pty Ltd (Telstra Licence)	Kellett Reserve	Current	Lot 61 Denham Avenue, Morphettville	Lease	Telecommunication Tower
Belair Turf Management Agreement Pty Ltd	Seacliff Golf Course (Previously known as Marion Golf Park)	Current	34-38 Clubhouse Road, Seacliff Park	Management Agreement	Commercial operation of golf course
City of Onkaparinga	Southern Depot	Current	5 Adams Road, Trott Park	Lease	Storage of materials
Crown Castle Australia (assigned from Vodafone)	Seacliff Golf Course (Previously known as Marion Golf Park)	Current	34-38 Clubhouse Road, Seacliff Park	Lease	Telecommunication Tower
SEDA College	Edwardstown Soldiers Memorial Recreation Ground	Current	East Terrace, South Plympton	Licence	Independent secondary school focused on sport pathways (Classrooms and facility usage)
SEDA College	Mitchell Park Sports and Community Centre	Current	139-161 Bradley Grove, Mitchell Park	Licence	Independent secondary school focused on sport pathways (Classrooms and facility usage)
SEDA College	Cove Sports and Community Centre	Current	Lot 176 Oval Road, Hallett Cove	Licence	Independent secondary school focused on sport pathways (Classrooms and facility usage)
Southern Cultural Immersion	LKCC	Current	Living Kurna Cultural Centre	Management Agreement	Cultural Tours, Education, Room Hire
Southern Cultural Immersion	LKCC Oval and Surrounding Grounds	Current	Living Kurna Cultural Centre	Section 200 Permit	Cultural Tours as part of Management Agreement
Lampshade Coffee House	Wandana Avenue	Current	11 Wandana Avenue, Seaview Downs	Section 222 Permit	Outdoor Dining Permit for Parklet
Gilmore Constructions	Cove Tavern	Current	Cove Tavern	Section 221 Permit	Use of footpath for construction works at Cove Tavern
Jolt EV Charging Stations	Various	Current	Various	Contract	EV Charging Stations
Telstra	Morphettville Park Sports Club	Current	Morphettville Park	Lease	Telecommunication Tower
MoMo Mates	Jervois Street Glandore	Current	Jervois Street Glandore	Section 222 Permit	Mobile Food Van - s222 Permit
Telstra	Seacliff Golf Course (Previously known as Marion Golf Park)	Current	34-38 Clubhouse Road, Seacliff Park	Lease	Telecommunication Tower
Gallery M (Red House Group)	Marion Cultural Centre	Current	287 Diagonal Road, Oaklands Park	Management Agreement	Gallery
MUT SA	City Services	Current	935A Marion Road, Mitchell Park	Lease	Long term ground lease for development of bulky goods retail

There are also a number of businesses which make use on an ad hoc basis of Council spaces for hire, and also Council Business Hubs.

2. Methods of Granting Business Approval

The Local Government Act 1999 provides for Councils to grant approval for the business use of its land, and penalties for contravention, through the following sections:

- Section 200 – Permit for the Business use of Community Land (Maximum Penalty \$5,000)
- Section 202 – Lease or a Licence over Community Land
- Section 221 – Authorisation for the Alteration of a Public Road (Maximum Penalty \$5,000)
- Section 222 – Permit for the Business use of a Public Road (Maximum Penalty \$2,500 Expiation fee \$210)

Council also has By-laws. Of relevance here is By-law No.3 of 2021 *Local Government Land By-Law*. [By-law-No-3-Local-Government-Land-2021 2021-12-15-043011 ctfb.pdf \(marion.sa.gov.au\)](#)

3. Businesses Operating without Approval

Staff are aware of two general areas of concern in relation to businesses operating on Council land without approval, being driving schools utilising the Marion Outdoor Pool carpark as a meeting point and for driving lessons, and cafes and restaurants using footpaths for outdoor dining purposes.

a. Marion Outdoor Pool Car Park – Driving Schools

i. Background

- Some years ago, DIT wanted to establish a 'learner driver hub' within the City of Marion. DIT advised that they understood that consultation took place with Council at the time, however no written record of this can be found.
- DIT has used the Marion Outdoor Pool (MOP) car park as their 'Park Holme hub' for learner drivers for many years.
- A 'learner driver hub' is used for 'final drives' only. These are used as start points for the final driving test. Driving practice should not occur at the hub.
- The MOP Carpark is used as a meeting point only for a student to meet a licensed instructor. They meet at the 'start point', undertake the final test on the designated road route, then return to the MOP carpark as the drop off point.
- DIT advise they book in around 8-10 cars per day from the MOP site for final drives.
- DIT advise they do not refer people to this site for day-to-day lessons. Given the issues at the MOP site, they have communicated to industry associations that if you are not doing an approved DIT test from the MOP site then you should not be using it.
- Due to the site being known as a hub, DIT believe that a number of driving instructors, along with Mums and Dads, use the site regularly to conduct drop off/pick-ups for lessons, and also to conduct lessons on the site.
- DIT have reviewed the usage of the MOP car park and acknowledge that it is greater than they expected. DIT have instructed their team to have a look at other locations nearby that can be used to establish a new hub and potentially reduce the usage of the MOP.
- DIT require a site in or near CoM, as the closest alternative southern site is at Noarlunga, and there are no nearby northern sites.
- Council may be able to assist by identifying suitable alternative sites.

ii. Current issues

- The use as a DIT hub and driving schools using the site for lessons has led to congestion of the MOP car park, particularly in the December-February months.

- Conducting driving lessons within the car park creates public safety risks during peak periods, noting many children frequent the pool.
- MOP staff have spoken with driving instructors about the issue. Many instructors respond by advising they can operate there as DIT allow them to.

iii. Lawful Use

- Where private instructors choose to use the Carpark then they must do so in accordance with the law. In this regard:
 - because the Carpark is open to and accessible by the public, then it can be used for parking by any member of the public and the only way to regulate such use is by way of parking controls being installed;
 - to the extent that driving instructors are using the Carpark as a drop-off and pick-up location (i.e. which involves parking in the Carpark), then this is consistent with the ordinary use of the Carpark and is not an unlawful activity;
 - where driving instructors are accessing and using the Carpark for their lessons, then this amounts to the use of the Carpark for a business purpose. Since the Carpark is community land, the use of it for a business purpose cannot occur unless approved by Council;
 - In the absence of any written agreement, potential representations made by a Council officer to DIT in the past regarding the Carpark do not amount to an approval to individual driving instructors to use the Carpark for driving lessons; and
 - as such, the use of the Carpark for lessons (being a business purposes) without approval is an offence under section 200(4) of the *Local Government Act 1999* (. This is not an expiable offence and can only be enforced by way of prosecution;
 - The use of the land for a business purpose is also a breach of Council's By-Law No.3.

iv. Options to manage the issue:

- Suggest an alternative site – DIT have expressed their interest to work with Council on this. They have advised they would be happy to consider an alternative site, provided it is suitable. It would need to be useable 7 days per week and 'safe'.
- Driving instructors that use the Carpark can be notified (e.g. via a letter given to them on site) that:
 - the Carpark is not to be used for lessons unless approved by the Council;
 - the use of the Carpark in this manner without approval is an offence; and
- Council can give consideration to implementing parking controls in the carpark to restrict parking.
- Council can write to DIT to notify that Council does not authorise the carpark to be used by driving instructors as a hub and requires that DIT ensure that correct information is provided to instructors regarding the carpark, including that it is not available for use in this manner (subject to the terms of any approval between an individual instructor and Council).

Finding an alternative site (if available) would likely help to resolve the issue. Council staff have been investigating potential alternative hub sites to suggest to DIT.

b. Outdoor Dining on Footpaths

It is noted that there are no current Permits issued for outdoor dining on Council footpaths, which would be issued as a s222 Permit for the Business Use of a Public Road. A number of cafes have

historically applied for permits for this use, but they have not applied to renew these (noting that the onus is on the business wanting to use the footpath to apply for a permit to do so).

Outdoor dining adds to the vibrancy of the areas where it is present and would generally be encouraged from a placemaking and economic development perspective. Council has fees included in its Schedule of Fees & Charges for this use.

It is recognised that this use of Council land without a Permit is not currently being enforced or managed. A cross departmental working group is proposed to consider how this can best be implemented taking into consideration:

- Liability and legal concerns.
- Desire to not discourage outdoor dining noting the important addition it makes to the vibrancy of the streetscape.
- Initial audit of businesses operating without a Permit.
- Enforcement (this use could be enforced by Council's Authorised Officers as a breach of the *Local Government Act 1999* s200 or through the breach of Council By-Law No.3.)
- Safety for outdoor dining patrons (should high impact bollards be required in certain locations).

16 Motions Without Notice**17 Questions Without Notice****18 Confidential Items****18.1 Cover Report - Confirmation of Minutes of the Confidential Review and Selection Committee Meeting held on 6 August 2024**

Report Reference	GC240827F18.1
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

REASON FOR CONFIDENTIALITY***Local Government Act (SA) 1999 S 90 (2) 3***

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

RECOMMENDATION

Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240827F18.1 Confirmation of Minutes of the Confidential Review and Selection Committee Meeting held on 6 August 2024, except the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the Chief Executive, Chief Financial Officer, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being information relating to the performance of the Committee and its Members.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

18.2 Cover Report - Confirmation of Minutes of the Confidential Infrastructure and Environment Committee Meeting held on 6 August 2024

Report Reference	GC240827F18.2
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager Engineering, Assets and Environment - Mathew Allen
General Manager	General Manager City Services - Angela Allison

REASON FOR CONFIDENTIALITY

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

(b) information the disclosure of which (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and (ii) would, on balance, be contrary to the public interest

RECOMMENDATION

Pursuant to Section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240827F18.2 Confirmation of Minutes of the Confidential Infrastructure and Environment Committee Meeting held on 6 August 2024, except the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the Chief Executive, Chief Financial Officer, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom Council is proposing to conduct business and could prejudice the commercial position of Council.

Notes the disclosure of this information would, on balance, be contrary to the public interest because obtaining the best value for the provision of a weekly FOGO service could be compromised by the disclosure of this information.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

18.3 Cover Report - Confirmation of Minutes of the Confidential Special Review and Selection Committee Meeting held on 12 August 2024

Report Reference	GC240827F18.3
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

REASON FOR CONFIDENTIALITY

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

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

RECOMMENDATION

Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240827F18.3 Confirmation of Minutes of the Confidential Special Review and Selection Committee Meeting held on 12 August 2024 , except the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the Chief Executive, Chief Financial Officer, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to reveal the names and personal information of the candidates for the Warriparinga Advisory Team.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

18.4 Cover Report - Confirmation of Minutes of the Confidential Finance, Risk and Audit Committee Meeting held on 13 August 2024

Report Reference	GC240827F18.4
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

REASON FOR CONFIDENTIALITY

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

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

RECOMMENDATION

Pursuant to Section 90(2) and (3)(e) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240827F18.4 Confirmation of Minutes of the Confidential Finance, Risk and Audit Committee Meeting held on 13 August 2024, except the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the Chief Executive, Chief Financial Officer, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to diminish the safety of and cybersecurity measures within 3rd party suppliers and City of Marion IT Systems.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

18.5 Cover Report - Finance, Risk and Audit Committee - Independent Member and Chair

Report Reference	GC240827F18.5
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

REASON FOR CONFIDENTIALITY

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

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

RECOMMENDATION

Pursuant to Section 90(2) and (3)(a) of the Local Government Act 1999, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item *Finance Risk and Audit Committee Independent Member and Chair (GC240827F18.5)*, except the following persons: Chief Executive Officer, General Manager Corporate Services, General Manager City Services, General Manager City Development, Manager Office of the CEO, Chief Finance Officer, Manager People & Culture and Unit Manager Governance & Council Support, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information concerning the personal affairs of any person (living or dead), the disclosure of which would be unreasonable being discussions relation to the appointment of an independent member to the Committee.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

18.6 Cover Report - Warriparinga Advisory Team - Nominated Appointments

Report Reference	GC240827F18.6
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	- N/A
General Manager	General Manager City Development - Ben Keen

REASON FOR CONFIDENTIALITY

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

(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)

RECOMMENDATION

Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240827F18.6 Warriparinga Advisory Team - Nominated Appointments, except the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the Chief Executive, Chief Financial Officer, Manager City Property, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to reveal the names and personal information of the candidates for the Warriparinga Advisory Team.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

18.7 Cover Report - Marion Ice Arena

Report Reference	GC240827F18.7
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	- N/A
General Manager	General Manager Corporate Services - Tony Lines

REASON FOR CONFIDENTIALITY

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

(d) commercial information of a confidential nature (not being a trade secret) the disclosure of which (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and (ii) would, on balance, be contrary to the public interest

RECOMMENDATION

Pursuant to Section 90(2) and (3)(d) of the Local Government Act 1999, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240827F18.7 Marion Ice Arena, except the following persons: Chief Executive Officer, Manager Office of Chief Executive, General Manager City Development, General Manager Corporate Services, General Manager City Services, Chief Financial Officer, Unit Manager Governance and Council Support, Governance Officer and Media and Engagement Adviser to enable the Council to consider the item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item as its disclosure of information could reasonably be expected to prejudice the confidence of Council and the Developer whilst in the process of negotiations.

Notes the disclosure of information, on balance, be contrary to the public interest being commercial information pertaining to the operations of the Developer.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

18.8 Cover Report - 262 Sturt Road Precinct options

Report Reference	GC240827F18.8
Originating Officer	Business Support Officer - Governance and Council Support – Cassidy Mitchell
Corporate Manager	Manager City Property - Mark Hubbard
General Manager	General Manager City Development - Ben Keen

REASON FOR CONFIDENTIALITY

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

(b) information the disclosure of which (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and (ii) would, on balance, be contrary to the public interest

RECOMMENDATION

Pursuant to Section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC240827F18.8 – 262 Sturt Road Precinct Options, except the following persons: Chief Executive Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager City Property, Manager City Activation, Manager Office of the Chief Executive, Acting Chief Finance Officer and Project Design Advisor, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the Item:- information the disclosure of which could reasonably be expected to on balance, be contrary to the public interest because it could provide a benefit to any party that has a potential interest in submitting a tender for one of the possible projects in the future..

Notes the disclosure of this information would, on balance, be contrary to the public interest because on balance, be contrary to the public interest because it could provide a benefit to any party that has a potential interest in submitting a tender for one of the possible projects in the future.

Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

19 Other Business**20 Meeting Closure**

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