

His Worship the Mayor  
Councillors  
CITY OF MARION

## NOTICE OF GENERAL COUNCIL MEETING

Council Chamber, Council Administration Centre  
245 Sturt Road, Sturt

Friday, 20 March 2020 at 06:00 PM

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

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

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



Adrian Skull  
Chief Executive Officer



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## OPEN MEETING

## KAURNA ACKNOWLEDGEMENT

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

## DISCLOSURE

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

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

## ADJOURNED ITEMS

### Confidential Cover Report - Adjourned Item - Edwardstown Memorial Sports and Community Club

<b>Originating Officer</b>	Unit Manager Sport & Recreation Facilities - James O'Hanlon
<b>Corporate Manager</b>	N/A
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	SGC200320F01

## RECOMMENDATION

That pursuant to Section 90(2) 3(b) (i) and (ii) and 3(d) (i) and (ii) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Tony Lines, Ilia Houridis, Sorana Dinmore, Kate McKenzie, Craig Clarke, Thuyen Vi-Alternetti, James O'Hanlon, Jaimie Thwaites and Corrine Grant (UHY Haines Norton – Chartered Accountants), be excluded from the meeting as the Council receives and considers information relating to Edwardstown Soldiers Memorial Community Club, upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to commercial information, the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party and would on balance be contrary to the public interest.

**Confidential - Adjourned Item - Edwardstown Memorial Sports and Community Club****CONFIDENTIAL****Reason For Passing This Resolution:**

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

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



**CONFIDENTIAL ITEMS****Cover Report - Mitchell Park Sports and Community Centre Redevelopment**

<b>Originating Officer</b>	Registered Architect, Strategic Projects - Birgit Stroeher
<b>Corporate Manager</b>	Manager City Activation - Greg Salmon
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	SGC200320F02

**RECOMMENDATION**

That pursuant to Section 90(2) and (3)(b) (i) and (ii) of the Local Government Act 1999, the Council orders that all persons present, with the exception of the following persons: Adrian Skull, Ilia Houridis, Sorana Dinmore, Tony Lines, Kate McKenzie, Jaimie Thwaites, Greg Salmon, Ray Barnwell, Thuyen Vi-Alternetti, Liz Byrne, Craig Clarke, James O'Hanlon, Birgit Stroeher and Sean O'Brien be excluded from the meeting as the Council receives and considers the Mitchell Park Sports and Community Centre Redevelopment, upon the basis that Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to commercial information the disclosure of which could prejudice the commercial position of Council and/or the person who supplied the information and would on balance be contrary to the public interest.

## Mitchell Park Sports and Community Centre Redevelopment

### CONFIDENTIAL

#### Reason For Passing This Resolution:

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

## CORPORATE REPORTS FOR DECISION

### Election of GAROC Representatives

<b>Originating Officer</b>	Unit Manager Governance and Council Support - Jaimie Thwaites
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	SGC200320R01

### REPORT OBJECTIVE

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

Nominations have been received from;

- Mayor Kris Hanna (City of Marion)
- Cr Kym McKay (City of West Torrens)
- Mayor Jill Whittaker (Campbelltown City Council)
- Cr Helga Lemon (City of Burnside)
- Mayor Elizabeth Fricker (Town of Walkerville)
- Mayor Claire Boan (City of Port Adelaide Enfield)
- Cr Don Palmer (City of Unley)
- Mayor Erin Thompson (City of Onkaparinga)
- Mayor Heather Holmes-Ross (City of Mitcham)

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

Council needs to determine which candidate it wishes to elect.

### RECOMMENDATION

#### That Council

- 1. Votes for the appointment of X to the Greater Adelaide Regional Organisation of Councils (GAROC).**

### GENERAL ANALYSIS

The LGA invited Councils to submit nominations for the vacant position on GAROC.

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

- Each member (Council) shall determine by resolution the candidate it wishes to elect (Clause 4.4.5(c))



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

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

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

## DISCUSSION

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

Council's delegate (Mayor Kris Hanna) will then be required to complete the ballot paper in accordance with Council's resolution and submit Council's vote to the LGA Returning Officer by 5pm Thursday 16 April 2020.

The Counting of the votes will take place on Friday 17 April 2020 at Local Government House, 148 Frome Street, Adelaide. The time of the count will be confirmed and candidates will be advised should they, or their nominated scrutineer, wish to be present.

## Attachment

#	Attachment	Type
1	GAROC Ballot Paper and Candidate Profiles	PDF File
2	Process for meeting ballot	PDF File

## Ballot Paper

### Election for GAROC Casual Vacancy (1)

**Ballot closes 5:00pm Thursday 16 April 2020**

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

- mark the ballot paper with an “X” next to the candidate that the Member Council wishes elected;
- place the ballot paper in the envelope marked *Ballot Paper*, seal the envelope then enclose it in the envelope marked *Returning Officer*, seal it and deliver that envelope to the Returning Officer.

<input type="checkbox"/>	<b>HANNA, Kris</b>	Mayor	Marion
<input type="checkbox"/>	<b>McKay, Kym</b>	Councillor	West Torrens
<input type="checkbox"/>	<b>WHITTAKER, Jill</b>	Mayor	Campbelltown
<input type="checkbox"/>	<b>LEMON, Helga</b>	Councillor	Burnside
<input type="checkbox"/>	<b>FRICKER, Elizabeth</b>	Mayor	Walkerville
<input type="checkbox"/>	<b>BOAN, Claire</b>	Mayor	Port Adelaide Enfield
<input type="checkbox"/>	<b>PALMER, Don</b>	Councillor	Unley
<input type="checkbox"/>	<b>THOMPSON, Erin</b>	Mayor	Onkaparinga
<input type="checkbox"/>	<b>HOLMES-ROSS, Heather</b>	Mayor	Mitcham

## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	Mayor Kris Hanna
Council:	City of Marion
Local Government Experience & Knowledge	<p>I have spent a lifetime serving the community, as a lawyer (including a period managing my own legal practice), Marion Councillor (1995-97) State Member of Parliament (1997-2010) and since 2014 as Mayor of Marion Council.</p> <p>At Marion I have encouraged major reforms to improve services to our community, and increase efficiency while reducing rates rises to less than the inflation rate.</p> <p>Having contributed to some improvements at Marion, I would be glad to offer my governance, financial management and legal knowledge to serve the broader Adelaide local government community.</p>
Local Government Policy Views & Interests	<p>Current issues of interest:</p> <ul style="list-style-type: none"> <li>• Addressing the impact of climate change by means of practical measures;</li> <li>• Making the most of impending State Government local government constraints to actually benefit our Councils;</li> <li>• The future of recycling in Adelaide;</li> <li>• Concern about the impact of the Planning and Design Code on infill development, design standards for housing, and our character suburbs.</li> </ul> <p>In respect of every one of these issues I would promote more collaboration between Councils.</p>
Other information	Over the years I have served on the Board of the Victim Support Service, the Multifaith Association and numerous community/school committees.

**This form must accompany the Nomination Form**

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

## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Mr Kym McKay</i>
Council:	<i>West Torrens city Council</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• <i>17 years as an elected member for the Lockleys Ward</i></li> <li>• <i>2 terms as Deputy Mayor</i></li> <li>• <i>Presiding member of a number of key council committees</i></li> </ul>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <li>• <i>A strong advocate for open space – storm water management – better environmental practice's- community facilities and services – believe in the need to have better representation and the ideas of Elected Members (non mayors) on Local Govt Boards and committees.</i></li> </ul>
Other information	<ul style="list-style-type: none"> <li>• <i>I have worked in both the Public and Private sectors in significant roles covering operations and logistics nationally and International, I am professionally employed as a Human Resources –Quality –Safety and Environment Manager in the commercial construction industry currently.</i></li> <li>• <i>I am a past Board member of the West Beach trust (Adelaide Shores)</i></li> <li>• <i>I have voluntarily served on a number of community boards</i></li> <li>• <i>Awarded the 2020 Australia Day Citizen of The Year Award in West Torrens</i></li> </ul>

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## Candidate Information Sheet

### GAROC

(word limit is strictly 1,000 words)

Name:	<i>Mayor Jill Whittaker</i>
Council:	<i>Campbelltown Council</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• Mayor of Campbelltown City Council from November 2018.</li> <li>• Councillor May 2003 - November 2018 for Campbelltown City Council Newton Ward.</li> <li>• Campbelltown Active Ageing Advisory Committee Member 2016 -</li> <li>• Member of Campbelltown Youth Advisory Committee 2016 -</li> <li>• Member of Campbelltown Service Clubs Advisory Committee 2019 -</li> <li>• Member of Campbelltown Access and Inclusion Advisory Committee 2006 -</li> <li>• Member of Campbelltown Reconciliation Advisory Committee 2005-</li> <li>• Campbelltown Child Friendly City Representative 2015 -</li> <li>• Board Member of Libraries Board of SA (LG Rep) 2016-</li> <li>• Deputy Mayor 2006 - 2014</li> <li>• Chairperson Access and Inclusion Advisory Committee Campbelltown 2014-2018</li> <li>• Sesquicentennial Advisory Committee Member 2014-2018</li> <li>• Development Assessment Panel Member 2006-2008, 2010-2012</li> <li>• Chairperson Outlook Publication Committee 2006 – 2014</li> <li>• Campbelltown Library Redevelopment Advisory Committee 2006 -2010</li> <li>• Campbelltown Leisure Centre Redevelopment Advisory Committee 2006 – 2016</li> <li>• South Australian Local Government Women's Association Metro member 2006</li> <li>• LGA Board Member 2009 – 2016</li> <li>• State Executive of the LGA Vice President 2013-2016</li> <li>• Local Government Research and Development Scheme Committee Past Chairperson 2014-2016 Member 2009-2016</li> <li>• Proxy LGA Audit Committee 2016</li> </ul>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <li>• Local Government is at the heart of South Australian communities. We are the most efficient level of Government and support local communities to achieve goals. We are the sector that is closest to the Community.</li> <li>• Planning and Development is currently a major focus as residents' needs and wants are balanced with all of the other needs of communities for heritage protection, trees and open space and all of the many other considerations important to members of the public.</li> <li>• There is the need to develop and maintain good relations with other tiers of Government in relation to their policy and programs and I have strong experience in working with other levels of Government and supporting the position of Local Government.</li> </ul>



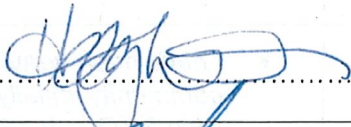
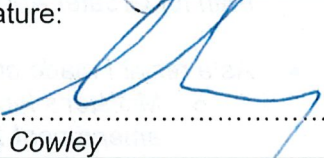
	<ul style="list-style-type: none"> <li>• Service delivery, environment, waste collection, affordable and long lasting roads and footpaths, libraries, infrastructure, sports centres, and the arts are key concerns for Local Government and I am keen to help the sector find affordable solutions for current and future challenges. My resume supports my broad experience, skills and knowledge.</li> <li>• The LGA is important to Local Government because it provides a strong voice for the sector when legislative and other changes are proposed by State Government. It can also help coordinate responses in a time of crisis. It provides forums and training which are essential to ensure Elected Members and Staff are up to date in knowledge and skills. The LGA provides a framework for Councils to purchase goods at reduced costs and also to have a strong financial, insurance and work safety framework.</li> <li>• My previous work with the LGA Executive and as part of the work of the ALGWASA branch gives me strengths in managing interactions with social and mainstream media as well as key knowledge.</li> <li>• I attend many forums, consultations on broader Local Government issues, training sessions and conferences because of the importance of continuous learning. I have strength at the micro level but have strong capability in dealing with strategic challenges too. I recently participated in sector wide consultations on the proposed changes to the Local Government Act and also the Development and Planning Regulations.</li> <li>• The future challenges facing the sector are expanded community expectations that Councils will lead changes in response to climate change, pandemic disease, fire, flood and other unforeseen disasters to help communities flourish with industry, jobs and prosperity. This desire for the expansion of the role of Local Government into non traditional areas requires new responses as the funding is not automatically provided by other levels of Government to support community aspirations.</li> </ul>
Other information	<p>Employment history</p> <ul style="list-style-type: none"> <li>• Teaching at primary, secondary and adult level including English as a Second Language</li> <li>• Operative, Policy Advisor, Contract Manager for Commonwealth Public Service in fields of employment, social security, childcare, and education.</li> <li>• SA Local Government Disability Champion 2011-2016</li> <li>• Consumer Advisory Committee ESCOSA Past Member 2013-2016</li> <li>• Migrant Resource Centre Past Committee Member 2010-2016</li> <li>• President Lions Against Violence Adelaide 2017 – 2019</li> <li>• Social Media Officer Australian Local Government Women's Association 2017 - current</li> </ul>

**This form must accompany the Nomination Form**

# Candidate Information Sheet

## GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Nominee's Council	City of Burnside
Nominee's Name (full name)	Councillor Helga Lemon
Declaration and signature of nominee	<p>I hereby accept such nomination and consent to act as a member of GAROC if so elected. Signature:</p> 
Signature and name of Nominating Council's CEO	<p>Signature:</p>  <p>Chris Cowley</p>
Dated	24/2/20.

Name:	Councillor Helga Lemon
Council:	City of Burnside
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• Third term as an elected member for the City of Burnside Eastwood and Glenunga Ward (10 consecutive years as an elected member).</li> <li>• Presiding member of the Corporate &amp; Community Services Standing Committee 2011.</li> <li>• Presiding member of the Community, Development &amp; Heritage Standing Committee 2012.</li> <li>• Four years as a member of Burnside Council's Development Assessment Panel (alternate years).</li> <li>• Current member of Burnside's Council Assessment Panel</li> <li>• Eight consecutive years as a member of the Council's CEO Recruitment, Performance Appraisal and Remuneration Review Committee.</li> </ul>

	<ul style="list-style-type: none"> <li><i>In terms of knowledge I began my tenure as an elected member with almost no knowledge of the Local Government Act and its processes. I can confidently say that while I am not an 'expert' in all matters I do know when and where I need to go to find the resources and information I might need on any given issue.</i></li> </ul>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <li><i>State Planning reform (infill development, traffic and parking, preservation of heritage).</i></li> <li><i>Climate change adaptation (waste management, tree canopy preservation, water management).</i></li> <li><i>Opposed to rate capping and cost shifting.</i></li> <li><i>Believe it is important to seek innovative ways to engage our communities in decision making.</i></li> </ul>
Other information	<ul style="list-style-type: none"> <li><i>I have been heavily involved as an advocate for my local community initially as a result of the release of the first 30 Year Plan for Greater Adelaide in 2009.</i></li> <li><i>As a result I made submissions and deputations to the following:</i> <ul style="list-style-type: none"> <li><i>Minister's Inner Metropolitan Growth Development Plan amendment 2013 – submission and deputation.</i></li> <li><i>Expert Panel on Planning Reform 2014 – submission.</i></li> <li><i>Glenside mixed use zone policy review Development Plan Amendment 2016 – submission and deputation.</i></li> </ul> </li> <li><i>I was instrumental in Burnside becoming a partner in the National Garage Sale Trail in 2015.</i></li> <li><i>Eastwood Community Centre board member 2011 – 2013.</i></li> <li><i>Mayor's delegate to the Australian Local Government conference in 2014.</i></li> <li><i>Mayor's delegate to meetings of the Eastern Regional Alliance Mayors and CEO meetings from time to time.</i></li> <li><i>I have recently retired as a career public servant spending half my working years in the Department of the Premier and Cabinet. Much of my work centred on community engagement and in recent times I was the project manager for regional engagement in South Australia's Strategic Plan and also the development of the State Brand.</i></li> <li><i>More recently I worked with the SA Ambulance Service on enhancing volunteer recruitment and community engagement in regional South Australia.</i></li> </ul>



## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	Mayor Elizabeth Fricker
Council:	Corporation of the Town of Walkerville
Local Government Experience & Knowledge	<p><i>I was elected to Council in November 2014. Between November 2016 up to and including the November 2018 council general elections, I was appointed Deputy Mayor by the Council.</i></p> <p><i>I subsequently was elected Mayor of the Town of Walkerville, unopposed, in November 2018.</i></p> <p><i>I have attended a number of training forums run by the LGA for elected members. I have also actively involved myself in almost every consultative forum run by the LGA and OLG in relation to planning reform, rates capping, including SAPC inquiry into local government costs and efficiency.</i></p> <p><i>Walkerville is a member of the ERA and as Mayor I catch up with my fellow ERA Mayors on a monthly basis to discuss broader regional issues.</i></p> <p><i>Furthermore, I have been a member of Council's Audit Committee since 2014, Strategic Planning and Development Policy Committee (2014-2018) and CEO Performance Review Committee (November 2016 – current). I am the Presiding Member of the Women of Walkerville Foundation Committee (a fund raising committee for the betterment of the community).</i></p>
Local Government Policy Views & Interests	<p><i>I am passionate about public safety, affordable housing, open and transparent governance, active ageing &amp; wellbeing, genuine community engagement, financial sustainability, acceptable level of management of assets, open spaces and providing services and programs to our diverse community, with a focus on the most vulnerable groups in our community.</i></p> <p><i>I firmly believe in the protection of heritage areas and the retention of trees, particularly in areas of infill development.</i></p>

Other information	<ul style="list-style-type: none"><li>• <i>Fellow of Australian Institute of Company Directors</i></li><li>• <i>Board Member of RA Jordan, a private plumbing company operating in South Australia and the Northern Territory</i></li><li>• <i>Previously filled casual vacancies on Women's and Children's Hospital Board</i></li><li>• <i>Education – Bachelor of Arts, Master of Business Administration</i></li></ul>
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## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Mayor, Claire Boan</i>
Council:	<i>City of Port Adelaide Enfield</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none"> <li>• <i>Elected as Councillor for 8 years</i></li> <li>• <i>Elected as Mayor of PAE since 2018</i></li> <li>• <i>Effective Chair of meetings</i></li> <li>• <i>Liaison between Organisations and Council</i></li> <li>• <i>Providing leadership to Elected Members and the Community</i></li> <li>• <i>CAP Experience</i></li> <li>• <i>Grants and Sponsorship Committee</i></li> <li>• <i>Audit Committee experience</i></li> <li>• <i>Develop strategic partnerships</i></li> </ul>
Local Government Policy Views & Interests	<ul style="list-style-type: none"> <li>• <i>Councils working collaboratively</i></li> <li>• <i>Community connectedness</i></li> <li>• <i>Increasing better messaging and marketing</i></li> </ul>
Other information	<ul style="list-style-type: none"> <li>• <i>Primary school teacher including leadership roles</i></li> <li>• <i>Patron of local clubs</i></li> </ul>

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## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

<b>Name:</b>	<i>Cr Don Palmer</i>
<b>Council:</b>	<i>City of Unley</i>
<b>Local Government Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li><i>I have been a member of the City of Unley since the 2010 periodic elections. During this time I have participated in and held the following positions:</i></li> </ul> <p><u><i>Deputy Mayor 2017</i></u></p> <p><i>As Deputy Mayor (acting for our Mayor) I participated in the Metropolitan Local Government Group and the Eastern Regional Alliance</i></p> <p><u><i>Presiding Member</i></u></p> <p><i>Development, Planning and Strategy Committee 2015-16. This committee managed the biggest development plan changes in the history of Unley</i></p> <p><i>Strategic Property Committee 2018</i></p> <p><u><i>Member</i></u></p> <p><i>Development, Planning &amp; Strategy Committee 2013-14</i></p> <p><i>Development Assessment Panel 2011-2014</i></p> <p><i>Unley Business and Economic Development Committee 2012-2018</i></p> <p><i>CEO Performance Review Committee 2017-18</i></p> <p><i>I also note my extensive leadership experience outside of Local Government.</i></p> <p><i>I have managed and/or owned several building industry businesses. As a member of the MBA and HIA I have served on various committees. I have been an Area Co-Ordinator for Neighbourhood Watch, Secretary for a Caravan Club, President for a brief stint of the Association of Caravan Clubs SA.</i></p> <p><i>I have also served on the Parish Councils of two Anglican Parishes and as Warden for some eleven years at St Augustine's Anglican Church at Unley. Likewise I have served on the Diocesan Administration and Resources Executive at the Adelaide Anglican Diocese. I am currently also a member of Diocesan Council of the Adelaide Diocese of the Anglican Church of Australia.</i></p> <p><i>In all cases I was responsible for Presiding over meetings, for Strategic Planning, OHSW, Financial Budgeting, human resourcing, promotions and marketing.</i></p>



<p>Local Government Policy Views &amp; Interests</p>	<ul style="list-style-type: none"> <li> <p>• <u>Leadership</u></p> <p><i>As I did in my business career I have always taken an interest in the industry in which I am participating, at this time the local government industry. I am a firm believer that the strength of an association is in the participation of its members.</i></p> <p><i>I am also a firm believer in aiming to be part of the solution rather than the problem. To be someone who is seeking answers to issues rather than sitting back and criticising those taking the responsibility to seek the answers.</i></p> <p><i>The LGA needs people willing to take on this responsibility. I stand ready to take on this role of leadership on your behalf.</i></p> <p><i>As new blood I will also bring a fresh perspective to a fresh executive structure. This at a time when new blood will be positively received by our ratepayers.</i></p> </li> <li> <p>• <u>Reform</u></p> <p><i>As Unley's representative previously on the MLGG and ERA I have participated in the debate on the LGA's new structure. I back the new structure and look forward to advancing the reforms that the LGA executive have identified.</i></p> <p><i>The local government industry needs to seek change and reform. We need to be the driver of change. This will require us to recognise where change is needed, and work with the Government to effect purposeful change. We need to be proactive to drive the reform and not be reactive to third parties.</i></p> </li> <li> <p>• <u>Image</u></p> <p><i>The local government industry needs also to work on changing the image of the industry to our ratepayers. It will not be enough to speak of the need for change. It is another to push the change and be the driver of change. We need mostly to be seen to be driving the change.</i></p> <p><i>To achieve this we need to be seen as a sector responsive to our ratepayers needs. Once again this requires us being proactive, to undertake to understand what our ratepayers are seeking, and demonstrate that we do understand and that we are responsive.</i></p> </li> <li> <p>• <u>Membership Participation</u></p> <p><i>If the LGA is to be strong we need the LGA membership to be engaged.</i></p> <p><i>GAROC will certainly need to provide the leadership to achieve the above aims. The general industry membership however needs to step up to the plate as well. As an association is only as strong as its membership we all need to participate in making.</i></p> <p><i>We all need to work toward bridging the gap that exists between some of us and the LGA.</i></p> </li> </ul>
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<b>Other information</b>	<p><i>I look forward to having the opportunity to provide a positive contribution to the local government industry to the betterment of the South Australian local government community.</i></p> <p><i>The South Australian local government industry is in need of continuing to re-invent itself and to present as relevant to today's communities. We need to leave a legacy for the future. I stand ready to contribute.</i></p>
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**This form must accompany the Nomination Form**

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

# Candidate Information Sheet

## GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

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

Other information	<p><i>In addition to my Local Government experience (both within the administration and as Mayor), I have owned and operated my own businesses and worked in various marketing and tourism roles across the country.</i></p> <p><i>I bring fresh ideas and new ways of thinking.</i></p>

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## Candidate Information Sheet

### GAROC – Casual Vacancy

(word limit is strictly 1,000 words)

Name:	<i>Heather Holmes-Ross</i>
Council:	<i>City of Mitcham</i>
Local Government Experience & Knowledge	<p>In a surprise result at the last election I was elected Mayor without having previously served as a councillor. This presented an enormous personal challenge as I had very little local government knowledge and no experience. Since then, I have immersed myself in the sector, my council and my community. I have attended numerous local government training sessions, discussions, seminars and events to get myself up to speed.</p> <p>I come from a background of excellence in business and academia. I have a PhD in chemistry from Flinders Uni which means I am trained to investigate, problem solve and collaborate. These are particularly handy skills when applied to the intricacies of local government.</p> <p>The hospitality business which my chef husband and I own and manage has been continually recognised for excellence by our industry body, Restaurant &amp; Catering Assoc. of Aust., culminating in our being awarded Australian Restaurant of the Year 2017. I believe this shows that I have the ability to encourage a team to work towards excellence, along with a high degree of business acumen, the ability to assess business situations, risks and opportunities and act on them.</p> <p>I believe that my role as Mayor is one of facilitation and advocacy and therefore building relationships is pivotal, so I have worked hard to build strong relationships with my councillors, our CEO, council administration, and council staff, along with LGA staff, councillors from other councils, local MP's and the many wonderful Mayors.</p> <p>I have been busy in the community, performing civic duties and meeting with residents, community groups, schools, universities, and businesses to understand and advocate for their diverse needs. To aid this process I have instigated a weekly open forum, "Share with the Mayor" where I make myself available for three hours to listen to the concerns and ideas of our residents over cuppa. As a restaurateur I make a mean cappuccino on our office coffee machine!</p> <p>I have thoroughly enjoyed the past year or so as Mayor and feel that, along the way, I have gained a very workable knowledge of the machinations of local government. I am dedicated to my role and not afraid to stand up for my beliefs.</p>

Local Government Policy Views & Interests	<p>My passion lies in building sustainable communities, both environmentally and socially. I believe that small business has a pivotal role to play in both, and that stimulating our local economies brings better outcomes for all. I previously founded a shop local and social inclusion movement in our local area and found the benefits of building pride in community and place were astounding, in terms of economic and social reward. I am currently advocating for the implementation of a traders levy on commercial properties in various parts of our council area to allow the establishment of traders groups and associated marketing and place making initiatives by Council. Other councils have applied a commercial levy very effectively to stimulate economic growth and development and I am keen for Mitcham Council to become involved in this space.</p> <p>Since joining Council I have become a member of the East Waste board, and our council has become the Chair of Region 7 of the Murray Darling Association. Waste and water are two of the most significant challenges of our time and I believe councils are best placed of the tiers of government to force change in these sectors. I am interested in increasing council collaboration via GAROC, along with the bulk buying ability and economies of scales afforded by LGA membership and procurement, to provide core and additional services for our communities. As a sector, I believe local government must use these advantages to protect our communities, in both mitigating and preparing for the effects of climate change.</p> <p>Our council believes that GAROC should be representative of the entire region and is currently missing representation from the southern area. The City of Mitcham is well placed to do this and the long term stability of our council means I have time to dedicate to the GAROC role. I believe my past experience, along with my relatively new eyes, make me an excellent all round candidate for the current vacancy.</p>
Other information	<p>Australian Institute of Company Directors          Restaurant &amp; Catering Assoc. of Aust.          East Waste Board          MDA council representative of Chairing Council</p>

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

## COVID-19 - Update and Response

<b>Originating Officer</b>	Manager Corporate Governance - Kate McKenzie
<b>Corporate Manager</b>	N/A
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	SGC200320R02

### REPORT OBJECTIVE

To provide Council with an update regarding COVID-19 and its impact on our Council.

### EXECUTIVE SUMMARY

The World Health Organisation (WHO) has announced that COVID-19 is a pandemic and is being managed as a health emergency. At the time of this report, Australia had 565 confirmed cases, with 37 in South Australia.

The statistics and context is constantly changing creating significant uncertainty.

This report proposes closing of key council facilities commencing from 20 March 2020.

### RECOMMENDATION

**That Council:**

- 1. Determines that the safety and well-being of staff and the community is a priority.**
- 2. Delegates to the Chief Executive Officer the authority to make decisions to preserve and protect the health and well-being of the community.**
- 3. Cancels the General Council Meeting of 24 March 2020 as the requirement to have one Council meeting per month has been met.**
- 4. Notes that pursuant to section 45 of the Local Government Act 1999, the Administration Building at 245 Sturt Road, Sturt is nominated as its principal office and will remain open to the public unless the risk for employees and visitors is deemed too high under the *Work Health and Safety Act 2012*. If this occurs, alternative arrangements will be made for business transactions.**
- 5. Notes that the Chief Executive Officer will be closing the Marion Heritage Research Centre and Living Kaurua Cultural Centre as at 5 pm Friday, 20 March 2020.**
- 6. Notes that the Chief Executive Officer will be closing all libraries as at 4 pm Saturday, 21 March 2020.**
- 7. Notes that the Chief Executive Officer will be closing all Community Centres, the Domain Theatre and Gallery M as at 5 pm Sunday, 22 March 2020.**
- 8. Looks for options to operate alternative service delivery for these services.**
- 9. Delegates to the Chief Executive Officer the authority to re-open these facilities when deemed safe to do so (preferably upon formal advice received from Federal or State Government that it is safe to do so).**

## GENERAL ANALYSIS

The Federal and State Governments have announced a number of mitigation strategies and guidelines to address the outlined objectives. These must be adhered to and include:

- travel restrictions
- restrictions on events and gatherings
- social distancing guidelines
- increased hygiene.

As the virus continues to spread, the safety of the City of Marion community and staff is a priority. The City of Council has various legal obligations under Section 37 of South Australian Public Health Act 2011 such as:

- to take action to preserve, protect and promote public health within its area
- to have adequate measures in place within its area to ensure that activities do not adversely affect public health
- identify risk to public health within its area
- ensure remedial action is taken to reduce or eliminate adverse impacts or risks to the public.

Council also has a duty of care to its staff under the Workers Health & Safety Act to provide a safe working environment.

Management is enacting a number of strategies both internal and external to assist keeping staff and the community safe in these unprecedented times.

### Internal

- encouraging hygiene practices - regular washing of hands and use of hand sanitiser
- increased cleaning of facilities - door handles, hand rails, surfaces etc.
- various human resources strategies such as working remotely for staff at risk or staff caring for someone who is at risk
- no staff are permitted at work if they are showing any signs of illness
- internal communications strategy to keep staff informed
- cancellation of non critical face-to-face meetings
- implementation of various electronic/online meetings.

### External

- cancellation or postponement of all events
- ongoing communication to the community through various means such as facebook, website, etc.
- contact with our most vulnerable members of the community
- arrangements of different service provision (essential activities such as medical and shopping) for the elderly and most vulnerable within our community
- increased cleaning activities of public surfaces - tables, reception counters, IT equipment etc.
- social distancing practices - every second PC available for use, rearranging furniture etc.
- widespread availability of hand sanitizer, disinfectant wipes for community use whilst accessing Council operated buildings
- increased internal cleaning regimes of the community buses
- encouraging community members to stay at home if experiencing symptoms of illness
- monitoring and seeking advice from peak sporting organisations and the impact on local sporting clubs
- working with volunteers who prefer to step away from their volunteering roles to ensure they feel supported.





A number of Councils within metropolitan Adelaide have made a decision to close their libraries and community centres and provide modified services to their communities. These include Burnside, Mitcham, and Adelaide City; other Councils have opted to keep their spaces open whilst cancelling all programs, activities and events.

Over the past two weeks, our libraries and centres have observed lower than normal attendance numbers at most programs as people have chosen not to participate.

On instruction from peak state sporting organisations many local sporting clubs have ceased training, games, commencement of season delays. These decisions will have a direct impact on the community and local competitions.

## COVID-19 - Rent and Utilities Relief for Community Clubs

<b>Originating Officer</b>	Unit Manager Sport & Recreation Facilities - James O'Hanlon
<b>Corporate Manager</b>	Manager City Property - Thuyen Vi-Alternetti
<b>General Manager</b>	General Manager City Development - Ilia Houridis
<b>Report Reference</b>	SGC200320R03

### REPORT OBJECTIVE

To seek Council endorsement to provide the CEO with the authority to manage a rent and utility relief program for all license and lease holders of City of Marion facilities.

### EXECUTIVE SUMMARY

With the recent COVID-19 pandemic the majority of Council sport and community facilities have either ceased operations on instructions from their relevant peak bodies or under their own authority to comply with mass gathering warnings in an effort to contain any further spread of the virus and protect the interests of their user groups.

These necessary preventative actions will have a huge financial impact on the many sporting, community and commercial tenants that occupy Councils buildings.

This report provides an analysis of the impact of an economic relief package for Council to consider for the provision of direct financial support to all lease and license holders by offering rental and utility concessions in line with any suspensions of service, closures or shutdown periods. The report also provides further information regarding possible subsidies in regards to utilities for consideration.

### RECOMMENDATION

**That Council:**

- 1. Delegate authority to the CEO to enact a rent free proposal up to \$85,000 which will cover a three month period between 16 March 2020 and 16 June 2020.**
- 2. Authorises the CEO to determine eligibility of those with existing agreements for this rent free period and apply accordingly.**
- 3. Delegate authority to the CEO to enact utility subsidies up to \$25,000 which will cover a three month period between 16 March 2020 and 16 June 2020.**
- 4. Authorises the CEO to determine eligibility for the utility subsidies for those with existing agreements during this period and apply accordingly.**
- 5. Authorises the CEO to maintain the delegations in items 1-4 for a further 3 months at the conclusion of this period, should the issue be ongoing.**

### DISCUSSION

The City of Marion have leases and licenses in place for its facilities that are utilised by various groups and associations. These can be consolidated into three distinct groups as below:



- **Community** which includes all sporting, recreational and community associations that deliver programs from City of Marion owned facilities through a combination of leases or licenses. Such examples include Plympton Park Sports and Community Club, Marino Hall, Active Elders, Combined Cars club.
- **Commercial** which provide services under a full commercial lease and include Culinary Escapes located within the Marion Cultural Centre and the Boat Shed located at Hallett Cove.
- **Commercial Not for Profit** which provide services under a commercial lease however with Council however are listed as not for profit organizations and include sites such as Marion Leisure and Fitness Centre and Hallett Cove Meals on Wheels.

Advice provided by clubs and verified by Council highlights that all organised sports across the State have been suspended for periods of up to, and exceeding three months. These vary from peak body to peak body.

Recreational facilities such as Community Halls have essentially ceased operations due to public health warnings and / or severely reduced attendance numbers brought on by the virus that have proven the delivery of services and programs unfeasible.

As community organisations, these groups rely heavily on business activity such as games and training to maintain cash flows with most unable to sustain prolonged periods of time with severely limited or no revenues.

Although it is yet unknown as to what level of support will be provided from peak sporting bodies, there are many groups who occupy City of Marion facilities who are not affiliated with a peak body and as such rely purely on community activity to maintain relevant cash flows and continued service provision.

Subsequently it is proposed for the City of Marion to provide assistance to all lease and license holders in the form of a rental relief, by waiving the cost of rent for up to 3 months in the first instance. This can then be reviewed and extended upon further consideration on assessment of the situation.

It is proposed that authority be provided to the Chief Executive Officer to manage whether any sites be exempt from the rent free period on offer due to the likelihood of them remaining operational. Such examples include the five DECD operated kindergartens, Abbeyfield House (Residential Aged Care Facility) or Boat Shed café (fully commercial operation). Other examples of exemption would likely include those with peppercorn rental agreements.

The cost to Council for this initiative is valued at \$80,153.99 based on existing rental figures for the 3 month period of Monday 16 March 2020 to 16 June 2020. This figure is inclusive of all commercial sites that will be reviewed regarding eligibility.

As Councils leases and licenses are applicable to CPI increases it is recommended to provide a 3% contingency on the proposed figure to account for any rollovers that occur during the rent free period.

## UTILITIES

An option exists for further financial relief to be provided by Council through costs incurred by the clubs in the form of utilities subsidies, which would cover water, electricity and gas.

It is currently unknown whether there may be subsidies offered to the broader community through utility providers or Government agencies. On this basis, it is proposed to hold off on actioning this option to avoid a scenario where multiple groups are providing subsidies for similar services and clubs are doubling up.



It is proposed to manage this expenditure through the normal budget process and upcoming budget reviews. These items will be identified as a COVID-19 initiative to allow the administration to track expenditures for budget and reporting purposes.

## **CONCLUSION**

It is well documented at this early stage the huge financial effect the current situation will have on community groups and organizations. The rent relief period proposed within this report will provide an assurance to all clubs and associations holding agreements with the City of Marion that immediate support is being provided by Council with the opportunity for further consideration as events develop.

## COVID-19 - Leave of Absence and Meeting Procedures

<b>Originating Officer</b>	Unit Manager Governance and Council Support - Jaimie Thwaites
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	SGC200320R04

### REPORT OBJECTIVE

To advise Council on a request for leave of absence and seek Council endorsement for the Code of Practice - Procedures at Council Meetings to be updated to enable electronic attendance at Council and Committee meetings.

### RECOMMENDATION

**That:**

- 1. Councillor Luke Hutchinson is granted a leave of absence until 31 May 2020; unless attendance at Council meetings is available via an electronic solution.**
- 2. Council's 'Code of Practice - Procedures at Council Meetings' be updated to enable Committee meetings to be held by telephone or other electronic means.**
- 3. If regulations allowing for Council meetings to be held by telephone or other electronic means are introduced by the State Government, then Council's 'Code of Practice - Procedures at Council Meetings' be updated to enable this to occur.**

### DISCUSSION

Councillor Luke Hutchinson has requested a leave of absence until 31 May 2020; unless attendance at Council meetings is available via an electronic solution.

During a leave of absence, an Elected Member is still entitled to allowances and benefits as outlined in Section 76 of the Local Government Act 1999 and Council's Elected Members Expenses, Benefits, Support and Facilities Policy as adopted by Council at its meeting of 27 November 2018 (GC181127R14).

The following advice has been received in relation COVID-19 and the potential impact upon Council and Committee meetings:

- section 81(2) of the Local Government Act 1999 ('the LG Act') requires that each council hold at least one ordinary council meeting in each calendar month;
- the LG Act (or regulations) do not have any provisions which allow for council meetings to be held less frequently and/or, other than 'in person' – that is, at a time and place as determined by the council where members are physically present. In addition, there are no provisions which provide for telephone or electronic options for the holding of council meetings;
- whilst Chapter 3 of the LG Act sets out various powers which provide for the Governor to make proclamations, one effect of which can be to vary a provision of the LG Act, none of these powers support the making of a proclamation, in isolation, to alter the means by which council meetings must be held;

- however, section 303 of the LG Act provides for the Governor (read 'Minister') to make such regulations as are contemplated by or expedient for the purposes of the LG Act. Regulations may operate subject to prescribed conditions and may be of general or limited application. In our view, there is sufficient flexibility within the regulation-making powers to enable the Minister, particularly in times of urgency and for purposes of expediency (as is likely to be the situation as the Coronavirus concerns continue to impact many aspects of our lives) to introduce regulations that would allow for council meetings (similar to committee and subsidiary board meetings) to be held by telephone or other electronic means – even if it is just for a limited period of time, to ensure compliance with the LG Act during the period of controls pertaining to the Coronavirus;
- by contrast, section 90(7a) of the LG Act, provides for council committee meetings to be taken to be conducted in a place open to the public even if 1 or more committee members participate in the meeting by telephone or other electronic means. This must occur in accordance with procedures prescribed by regulation (noting that there are currently none) or as determined by the council;
- accordingly, councils have discretionary powers available to them to alter meeting dates for council committees and/or to adopt procedures for the holding of committee meetings where 1 or more (i.e. even all) members of the committee may participate by 'remote connection' to the meeting, in accordance with procedures determined by the council.

If regulations are put in place then an electronic solution can be implemented for attendance at Council meetings. Council would also be required to update its Code of Practice - Procedures at Council meetings to enable this to occur.

An electronic solution could be implemented for Committee meetings if Council amends its Code of Practice - Procedures at meetings to allow this.

## CORPORATE REPORTS FOR INFORMATION/NOTING

### Work Health & Safety - Monthly Performance Report - February 2020

<b>Originating Officer</b>	Unit Manager Risk - Sherie Walczak
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	SGC200320R05

### REPORT OBJECTIVE

The objective of this monthly report is to provide Council with assurance that the City of Marion has effective strategies in place to meet its legal obligations as outlined in the Work Health and Safety Act (SA) 2012 and to monitor Council's core target of a 10% reduction of the Lost Time Injury Frequency Rate (LTIFR) from the previous year.

### RECOMMENDATION

**That Council:**

- 1. Notes the report and statistical data contained therein.**

### DISCUSSION

Targets and performance indicators have been established in order to measure the continual improvement of the program. Performance against these targets are measured in two ways:

- positive performance indicators (PPI's); and
- lag performance indicators (LPI's) both of which are outlined in **Appendix 1**.

Council KPI is the achievement of a 10% reduction on last year's LTIFR of 11.0, to reach 9.9 or less in 2019/20.

The rolling LTIFR, based on internal incident reports, is 11.0 with 6 lost time injuries being recorded over the last twelve months.

The current LTIFR, based on LGAWCS (Schemes) claims data, is 2.3 with one lost time injury claim being accepted so far this financial year (as outlined in **Appendix 1**) however there is currently one awaiting determination which, if accepted would result in an LTIFR of 4.7. This is below the target of 9.9, the same as the LTIFR of 4.7 at the same last year but slightly above the industry comparison LTIFR rate of 4.5.

Key initiatives implemented aimed at the reduction of the LTIFR include:

- Implementation of a four year HSE 2019-23 Strategic Plan
- Review of the monthly SLT report to align with the new HSE Plan
- Recognition of and rewarding our Safety Champions
- Delivering visible safety leadership initiatives
- Delivery of further training to front-line leaders via Lead in the Field



- Review of the light duties register
- Program of hazardous manual task training and risk assessments
- Comprehensive review of Safe Work guidance documents
- Comprehensive review of Confined Space, Plan and Chemical Risk Assessments
- Improvement of hazard identification and control through mentoring of workplace inspectors
- Enhanced focus from Executive whilst LTIFR is trending upwards
- Further maturing of SkyTrust WHS Management System.
- Promotion of the Safety Observation program where front-line staff are observed by people leaders.
- Implementation of the internal WHS Audit and Contractor Surveillance program.
- Positive fit-for-work and well-being programs

## CONCLUSION

The significant reduction in Lost Time Injuries of 62% from 28.8 in 2015-16 to 11.0 in 2018-19 has been a commendable achievement for the City of Marion as it continues in its commitment to place the community and safety at the forefront of everything we do in line with our corporate values. In the 2019-20 reporting period, we aim to further build on the good work already implemented in the aim to achieve Council's KPI of 10% or greater reduction in LTIFR compared to the end of 2018-19 reporting period.

## Attachment

#	Attachment	Type
1	GC200324R - WHS Monthly Performance Report – February 2020	PDF File



## APPENDIX 1 – WHS Monthly Performance Report – February 2020

City of Marion's HSE Vision is that **'We can all make a difference towards achieving zero harm, to people and the environment'**. We are specifically focused on further developing our leadership styles, organisational culture and systems committing to:

- Developing our people to lead the change across the City of Marion
- Embedding a culture of safety and wellbeing as a part of normal business practice
- Continually improving our WHS Management System (WHSMS) and Environmental Management System (EMS) to achieve best practice

### Hazard and Near Miss Reports (Internal WHS SkyTrust reporting data)

Historical statistics inform us that when there is a healthy culture of Hazard/Near Miss Reporting, there is a consequential reduction in injuries to Workers. Hazards and Near Misses are reported to date for this financial year and are outlined in Table 1 and can be compared against those reported last financial year which are outlined in Table 2.

**Table 1: Hazard and Near Miss Reports - Financial Year 2019-20**

Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total	Ave
14	13	10	9	10	9	9	6					80	10.0

**Table 2: Hazard and Near Miss Reports - Financial Year 2018-19**

Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total	Ave
17	9	13	12	3	10	6	8	9	1	11	15	114	9.5

### Lost Time Injuries Reported (Internal WHS SkyTrust reporting data)

Lost Time Injuries (LTI's) are those injuries where a whole work day or more has been lost due to a workplace injury. LTI's reported to date for this financial year are outlined in Table 3 and can be compared against those reported last financial year which are outlined in Table 4.

**Table 3: Number of LTI's per month - Financial Year 2019-20**

Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
0	1	0	0	1	0	0	0					2

**Table 4: Number of LTIs per month - Financial Year 2018-19**

Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
1	0	0	0	0	0	0	1	1	0	3	1	7

**Table 5: Outline of LTIs reported - Financial Year 2019-20**

No.	Description of Incident	Mechanism of Injury	Injury Description
1	Slipped on wet floor of hard rubbish truck	Slip and fall on same level	Lower back strain
2	Slipped dismounting a line marking machine	Slip on same level	Right knee strain

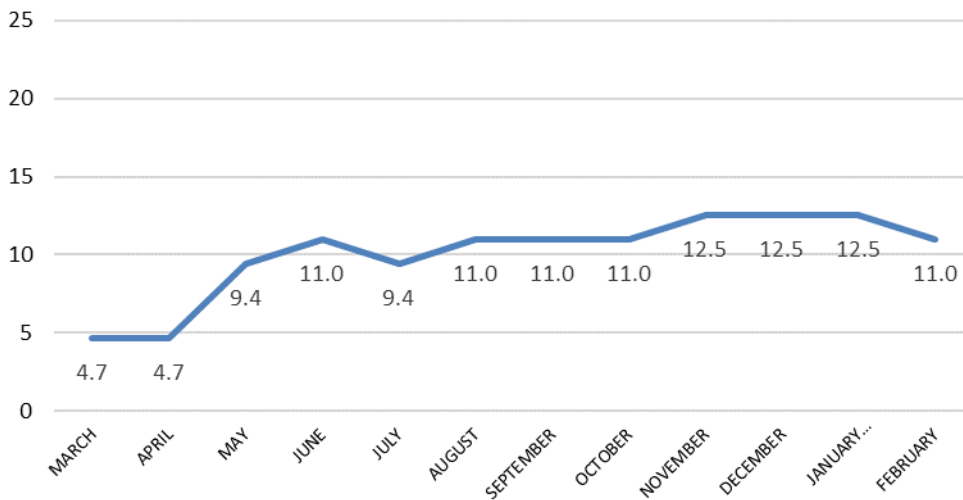
### Rolling Lost Time Injury Frequency Rate (Internal WHS SkyTrust reporting data)

Rolling injury frequency rate over a 12 month or greater period is a common monitoring for performance of WHS and Return to Work performance. It continues over financial and calendar years rather than starting from zero so that longer term trends can be observed and appropriate action taken to address upward trends and/or seasonal spikes in injuries..

The rolling LTIFR, outlined with a solid blue line in Figure 1 from internal incident report data, provides analysis of the average LTIFR over the last 12 months.

**Figure 1: Rolling LTIFR over 12 months**

The current rolling LTIFR for the City of Marion is **11.0**, which represents a **134%** increase.

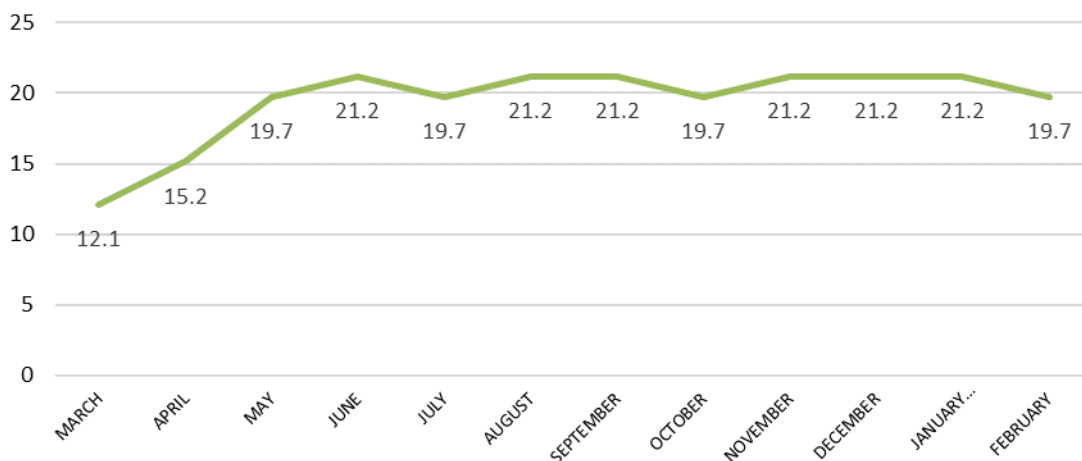


### Rolling Total Recordable Incident Frequency Rate (Internal WHS SkyTrust reporting data)

Total Recordable Incidents include fatalities, LTI's and incidents resulting in the employee receiving medical treatment and/or is certified as only fit to undertake suitable duties. The Rolling Total Recordable Incident Frequency Rate (TRIFR), outlined with a solid green line in Figure 2 from internal incident report data, provides analysis of the average TRIFR over the last 12 months.

**Figure 2: Rolling TRIFR over 12 months**

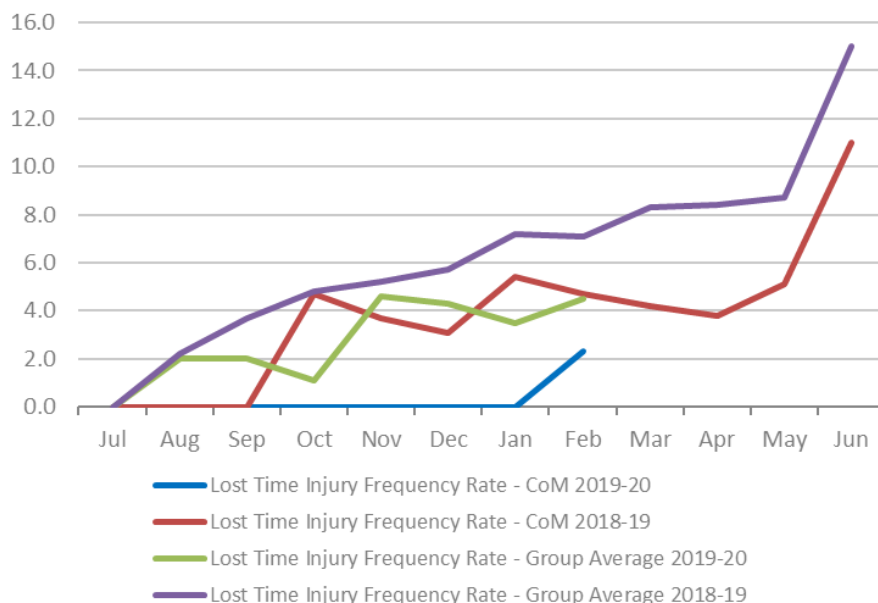
The current rolling TRIFR for the City of Marion is **19.7** which represents a **63%** increase.



### Lost Time Injury Frequency Rate (LGAWCS Claims Data)

Lost Time Injury Frequency Rate (LTIFR), is an industry standard tool for measuring LTI's within a given reporting period which enables comparison to other organisations. Council's LTIFR is outlined in Figure 3, from the LGA's Member Portal data once claims have been determined and can be measured and monitored against our industry counterparts being the Group A Councils (1GaC).

**Figure 3: LTIFR compared against Group A Councils**

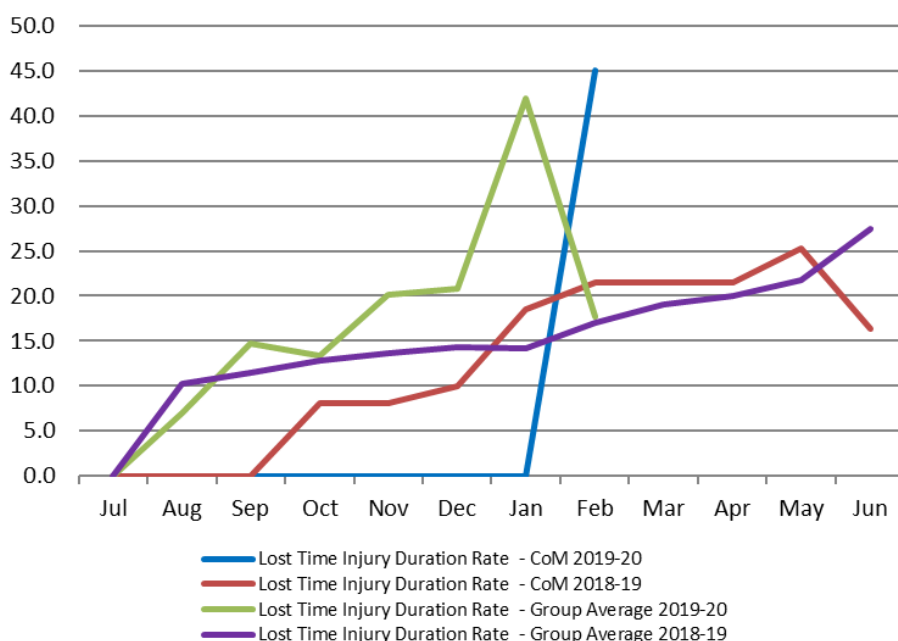


The current LTIFR for the City of Marion (represented in blue) is **2.3**, compared to GaCs recording **4.5**, with one LTI claim being accepted. It should be noted there is one LTI claim yet to be determined.

### Lost Time Injury Duration Rate (LGAWCS Claims Data)

The Lost Time Injury Duration Rate (LTIDR), is an industry standard tool for measuring the average days lost from LTI's within a reporting period to enable comparison to other organisations. Council's LTIDR is outlined in Figure 4, data is sourced from the LGA's Member Portal once claims have been determined and can be measured and monitored against our industry counterparts being the GaC.

**Figure 4: LTIDR compared against Group A Councils**



The current LTIDR for the City of Marion (represented in blue) is **45.0**, compared to GaCs recording **17.7**, with one LTI claim being accepted. It should be noted there is one LTI claim yet to be determined.

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

## Finance Report - February 2020

<b>Originating Officer</b>	Assistant Financial Accountant - Melissa Virgin
<b>Corporate Manager</b>	Manager Finance - Ray Barnwell
<b>General Manager</b>	General Manager Corporate Services - Sorana Dinmore
<b>Report Reference</b>	GC200320R06

### REPORT OBJECTIVE

This report provides Council with information relating to the management of financial resources under its control as at February 2020. This report is one of a series of reports designed to assist Council in achieving and maintaining a financially sustainable position. Other reports assisting in this process include the Quarterly Budget Reviews and the LongTerm Financial Plan.

It is considered appropriate that financial information regarding Major Projects be presented on a monthly basis in this report. The principles used for assessment of reportable projects are according to the following criteria:

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

### RECOMMENDATION

**That Council:**

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

### GENERAL ANALYSIS

#### BACKGROUND

This report is presented on a monthly basis to provide Elected Members with key financial information to assist in monitoring Council’s financial performance against budget.

#### APPENDICES

Appendix 1: Monthly Financial Reporting  
 Appendix 2: Capital Works Reporting including Major Projects  
 Appendix 3: Debtors Reports for Sundry Debtors & Rates Debtors

#### Attachment

#	Attachment	Type
1	Finance Report_February Appendix 1 Pts 1 2 3 4	PDF File
2	Finance Report_February Appendix 2 Pts 1 2	PDF File
3	Finance Report_February Appendix 3 Pts 1 2	PDF File

## Funding Statement – Actual versus Budget

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

### Statement of Comprehensive Income -

The operating result is recognised as one of Council's key financial indicators. The budget framework includes a commitment to its ongoing Financial Sustainability maintaining an Operating Surplus Ratio of between 0% and 10%, on average over each five-year period, which for 2019/20 means a targeted operating surplus of between \$0 and \$9.485m.

**Comment:** Council currently has a net operating surplus result of \$7.461m before capital revenues, against a year to date forecast budget of \$4.823m surplus. This position is detailed in the attached Funding Statement and variation notes.

### Capital Budget -

The Capital Budget is linked to Council's key financial indicator – "Asset Sustainability Ratio" and an actual to budget comparison reflects Council's progress in achieving its Capital program.

**Comment:** The actual to budget position reveals that 60.10% of the year to date Capital Renewal Budget has been spent.

### Loans -

The loans component of the Funding Statement identifies any new proposed loan receipts or principal payments. Council's borrowings are included in Council's key financial indicator – "Net Financial Liabilities" which reflects Council's total indebtedness.

**Comment:** No new borrowings are included in the 2019/20 budget and principal repayments of \$1.170m, mean that the overall loan liability balance is forecast to decrease by \$1.170m to \$5.635m at 30 June 2020.

### Reserves & Cash -

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

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

**Comment:** Council's Reserves are detailed in the below table. Transfer to Reserves of \$3.467m and Transfers from Reserves of \$22.489m are forecast to occur in 2019/20, and after accounting for amounts quarantined for specific projects or works, there is \$3.474m available.

Reserves (\$000s)	Asset Sustainability Reserve						Water Reserve - Oaklands Wetland	Open Space Reserve	Grants & Carryover Reserve	TOTAL ALL RESERVES
	Major Infrastructure Failure	General	Other	Major New Projects	CFPP	TOTAL ASR				
Opening Balance	2,000	8,118	600	1,525	6,015	18,258	531	2,187	17,436	38,412
Savings from 2018/19 audited accounts	0	2,926		0	0	2,926	344	0	0	3,270
Budgeted transfers to reserve	0	0	240	0	181	421	68	15	2,963	3,467
Budgeted transfers from reserve	0	(5,170)	0	(1,500)	(4,101)	(10,771)	(300)	0	(11,418)	(22,489)
Current Budgeted Closing Balance	2,000	5,874	840	25	2,095	10,834	643	2,202	8,981	22,660
Quarantined Funds	(2,000)	(5,697)	(760)	0	(1,748)	(10,205)	0	0	(8,981)	(19,186)
Projected Available Balance	0	177	80	25	347	629	643	2,202	0	3,474

The 2019/20 2<sup>nd</sup> budget review forecasts a net cash surplus of \$0.835m.

\*CFPP: Community Facilities Partnership Program

\*Other includes Walking & Cycling and Energy Efficiency.

**Funding Statement  
as at 29 February 2020**

Original Adopted Budget \$'000	Carryovers \$'000	Budget Review Adjustments \$'000		YTD Actual \$'000	YTD Budget \$'000	YTD Variance \$'000		Annual Budget \$'000	Note
<b>Operating Revenue</b>									
79,265	-	4	<b>Rates</b>	52,958	52,874	84	F	79,269	
2,203	-	(32)	<b>Statutory Charges</b>	1,537	1,503	34	F	2,171	
2,210	-	292	<b>User Charges</b>	1,891	1,738	153	F	2,502	<b>A</b>
7,180	(1,594)	546	<b>Operating Grants &amp; Subsidies</b>	4,237	4,433	(196)	U	6,132	<b>B</b>
708	-	155	<b>Investment Income</b>	529	537	(8)	U	863	
530	-	596	<b>Reimbursements</b>	1,027	946	81	F	1,126	
1,361	-	151	<b>Other Revenues</b>	520	403	117	F	1,512	<b>C</b>
1,278	-	-	<b>Net gain - Equity Accounted Investments</b>	-	-	-	-	1,278	
<b>94,735</b>	<b>(1,594)</b>	<b>1,712</b>		<b>62,699</b>	<b>62,434</b>	<b>265</b>	<b>F</b>	<b>94,853</b>	
<b>Operating Expenses</b>									
35,905	-	-	<b>Employee Costs</b>	22,774	23,384	610	F	35,905	<b>D</b>
23,812	1,589	2,229	<b>Contractual Services</b>	14,231	15,487	1,256	F	27,630	<b>E</b>
5,021	42	148	<b>Materials</b>	3,183	3,595	412	F	5,211	<b>F</b>
397	-	-	<b>Finance Charges</b>	193	193	-	-	397	
15,056	-	470	<b>Depreciation</b>	10,320	10,351	31	F	15,526	
7,263	34	84	<b>Other Expenses</b>	4,537	4,601	64	F	7,380	
<b>87,454</b>	<b>1,665</b>	<b>2,931</b>		<b>55,238</b>	<b>57,611</b>	<b>2,373</b>	<b>F</b>	<b>92,049</b>	
<b>7,281</b>	<b>(3,259)</b>	<b>(1,219)</b>	<b>Operating Surplus/(Deficit) before Capital Revenues</b>	<b>7,461</b>	<b>4,823</b>	<b>2,638</b>	<b>F</b>	<b>2,804</b>	
<b>Capital Revenue</b>									
5,000	-	(4,509)	<b>Capital Grants &amp; Subsidies</b>	18	96	(78)	U	491	
-	-	-	<b>Contributed Assets</b>	-	-	-	-	-	
-	-	-	<b>Asset Disposal and Fair Value Adjustment</b>	(711)	-	(711)	F	-	
<b>5,000</b>	<b>-</b>	<b>(4,509)</b>		<b>(693)</b>	<b>96</b>	<b>(789)</b>	<b>U</b>	<b>491</b>	
<b>12,281</b>	<b>(3,259)</b>	<b>(5,728)</b>	<b>Net Surplus/(Deficit) resulting from operations</b>	<b>6,768</b>	<b>4,919</b>	<b>1,849</b>	<b>F</b>	<b>3,295</b>	
15,056	-	470	<b>add Depreciation</b>	10,320	10,351	(31)		15,526	
-	-	-	<b>add (Gain)/Loss on Asset Disposal</b>	711	-	711		-	
(1,278)	-	-	<b>less Share of Profit Equity Accounted Investments</b>	-	-	-		(1,278)	
<b>26,059</b>	<b>(3,259)</b>	<b>(5,258)</b>	<b>Funding available for Capital Investment</b>	<b>17,799</b>	<b>15,270</b>	<b>2,529</b>	<b>F</b>	<b>17,543</b>	
<b>Capital</b>									
12,063	1,614	(1,650)	<b>less Capital Expenditure - Renewal</b>	3,648	6,070	2,422	F	12,027	<b>G</b>
32,265	7,420	(17,152)	<b>less Capital Expenditure - New</b>	7,775	9,729	1,954	F	22,533	<b>H</b>
-	-	-	<b>less Capital - Contributed assets</b>	-	-	-	-	-	
-	-	-	<b>add Proceeds from Sale of Surplus Assets</b>	-	-	-	-	-	
<b>(18,269)</b>	<b>(12,293)</b>	<b>13,544</b>	<b>Net funding increase/(decrease)</b>	<b>6,376</b>	<b>(529)</b>	<b>6,905</b>	<b>F</b>	<b>(17,017)</b>	

Original Adopted Budget	Carryovers	Budget Review Adjustments		YTD Actual	YTD Budget	YTD Variance	Annual Budget	Note
\$'000	\$'000	\$'000		\$'000	\$'000	\$'000	\$'000	
<b>Funded by</b>								
			<b>Loans</b>					
10,000	-	(10,000)	Loan Principal Receipts (Net)	-	-	-	-	
-	-	-	Loan Receipts/(Payments) from Sporting Clubs (Net)	-	-	-	-	
(1,170)	-	-	Loan Principal Repayments	576	576	-	(1,170)	
<b>8,830</b>	<b>-</b>	<b>(10,000)</b>	<b>Loan Funding (Net)</b>	<b>576</b>	<b>576</b>	<b>-</b>	<b>(1,170)</b>	
			<b>Movement in level of cash, investments and accruals</b>					
-	-	835	Cash Surplus/(Deficit) funding requirements	25,974	19,069	6,905	835	
(9,440)	(12,293)	2,711	Reserves Net - Transfer to/(Transfer from)	(19,022)	(19,022)	-	(19,022)	
<b>(9,440)</b>	<b>(12,293)</b>	<b>3,546</b>	<b>Cash/Investments/Accruals Funding</b>	<b>6,952</b>	<b>47</b>	<b>6,905</b>	<b>(18,187)</b>	
<b>18,270</b>	<b>12,293</b>	<b>(13,546)</b>	Funding Transactions	<b>(6,376)</b>	<b>529</b>	<b>(6,905)</b>	<b>F 17,017</b>	<b>I</b>

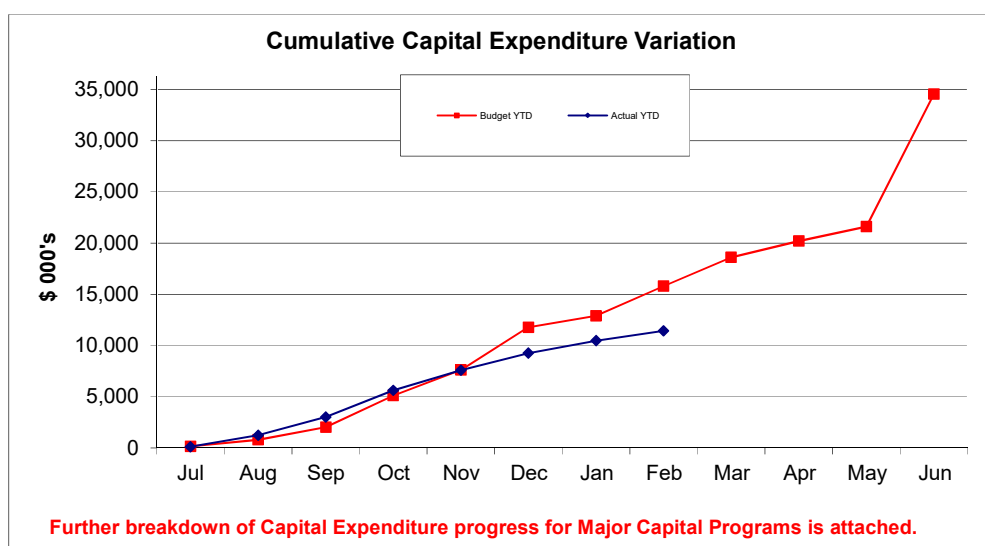
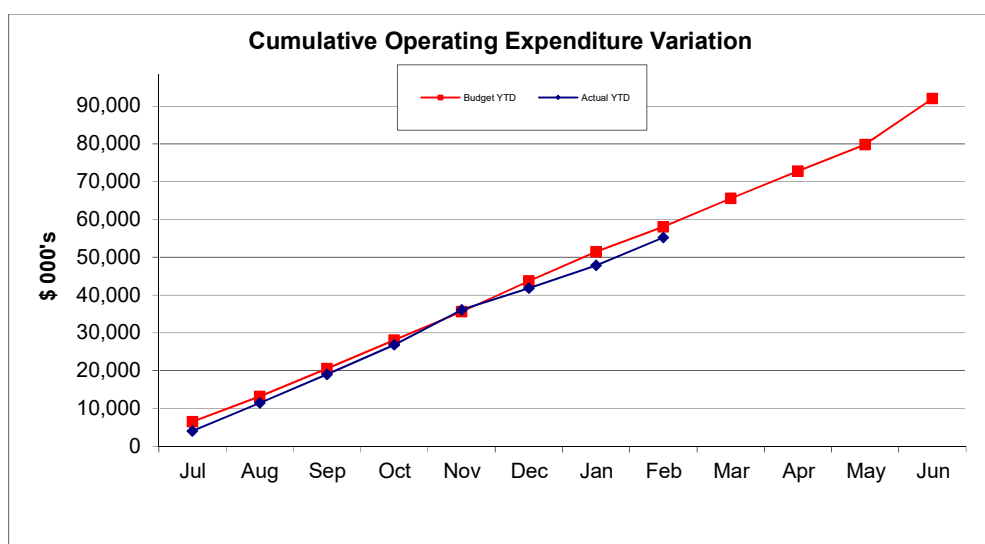
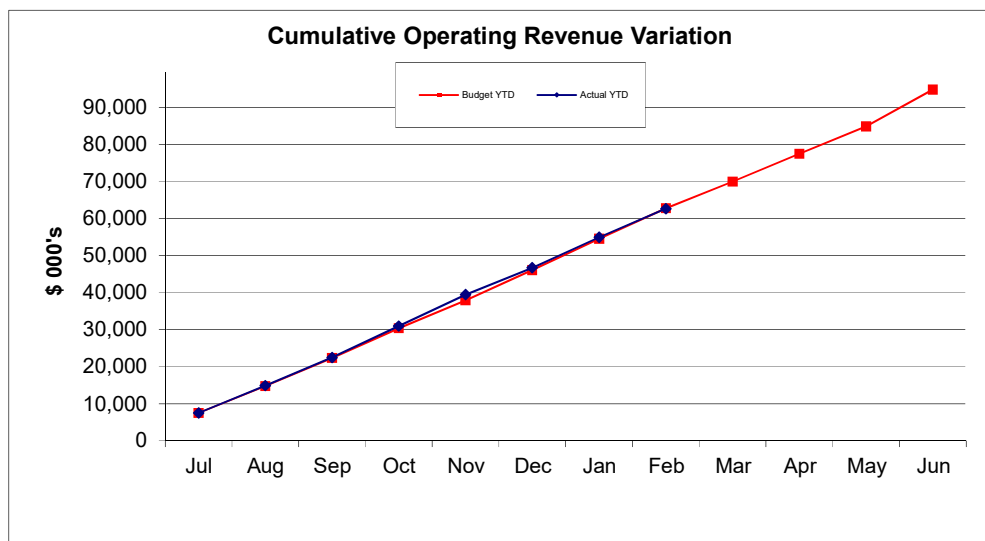


**Variation Notes**

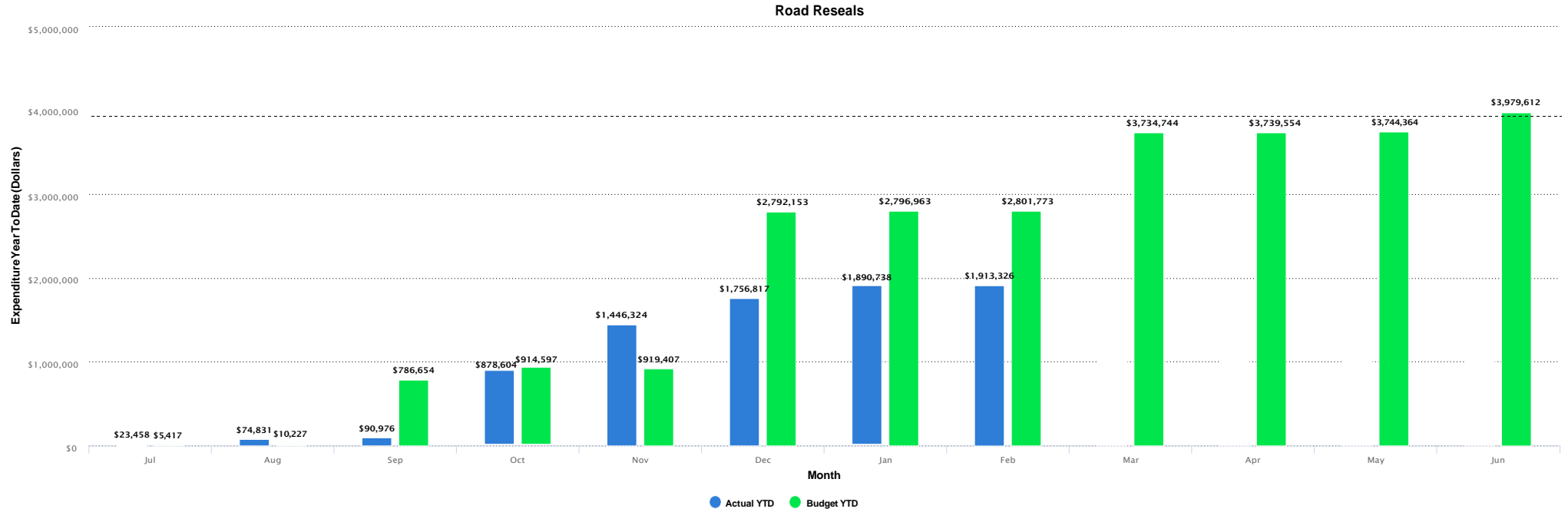
<b>A</b>	<b>User Charges</b>	<b>Favourable \$153k</b>	Reflects budget-timing variances with regards to Marion Outdoor Pool kiosk (\$38k), Marion Cultural Centre sales income (\$34k) and a number of other variances which are individually insignificant.
<b>B</b>	<b>Operating Grants &amp; Subsidies</b>	<b>Unfavourable \$196k</b>	Reflects budget-timing variances with regards to receipt of Roads 2 Recovery funding, subsequently been received in March.
<b>C</b>	<b>Other Revenues</b>	<b>Favourable \$117k</b>	Predominately reflects budget-timing variances, which are individually insignificant.
<b>D</b>	<b>Employee Costs</b>	<b>Favourable \$610k</b>	Predominantly reflects budget-timing variances in addition to savings from temporarily vacant positions.
<b>E</b>	<b>Contractors</b>	<b>Favourable \$1,256k</b>	Predominately reflects budget-timing variances with regards to Smart Cities & Suburbs program (\$168k), Tree Planting (\$107k), Move it Marion (\$103k), Building Maintenance Planning Software (\$121k), Cleaning (\$94k), Surveyors and Valuers (\$98k), Morphettsville Park Oval Realignment (\$92k) and a number of other variances which are individually insignificant.
<b>F</b>	<b>Materials</b>	<b>Favourable \$412k</b>	Predominately reflects savings relating to LED Streetlights and a number of other variances which are individually insignificant.
<b>G</b>	<b>Capital Expenditure (Renewal)</b>	<b>Favourable \$2,422k</b>	Predominately reflects budget-timing variances with regards to Road Reseals (\$910k), Vehicle Replacement (\$333k), Reserve development projects (\$542k), Coastal walking trail renewal (\$170k), Meeting room AV refresh (\$130k), and a number of other variances which are individually insignificant.
<b>H</b>	<b>Capital Expenditure (New)</b>	<b>Favourable \$1,954k</b>	Predominately reflects budget-timing variances with regards to LED Lighting Transition – waiting on final invoice (\$1,151k), Morphettsville Park Sports Club Redevelopment (\$659k), and a number of other variances which are individually insignificant.
<b>I</b>	<b>Funding Transactions</b>	<b>Favourable \$6,905k</b>	This variance is the sum total of all variances and reflects an increase against council's expected YTD cash position.

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

## Funding Statement Cumulative Position - 2019/20

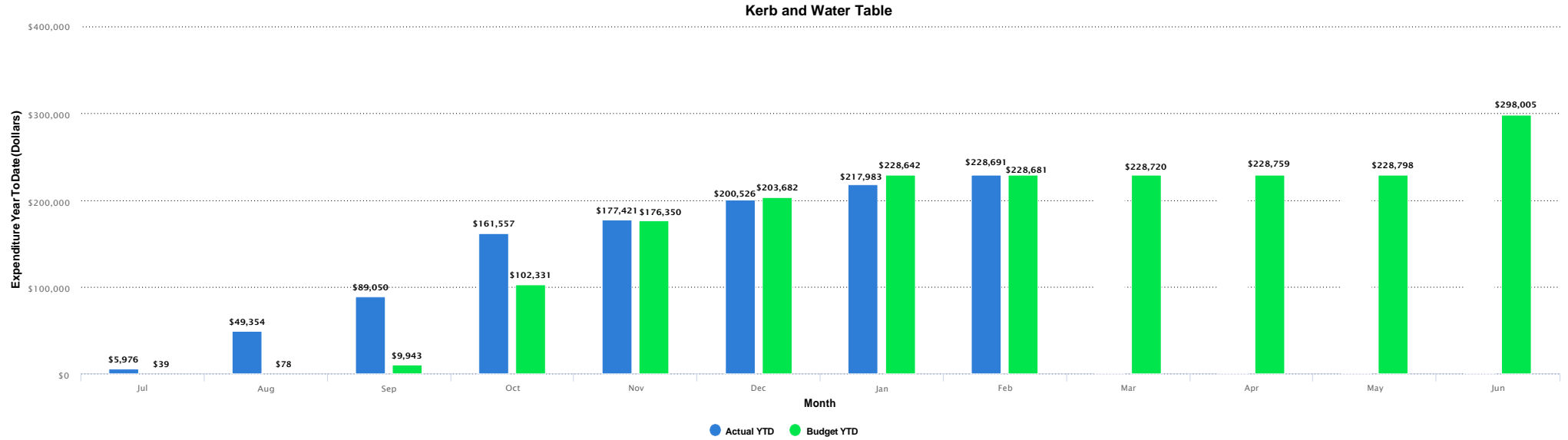


\* Major Projects timed for June include Sam Willoughby International BMX Facility (\$2.1m) and Southern Soccer Facility (\$2.5m).



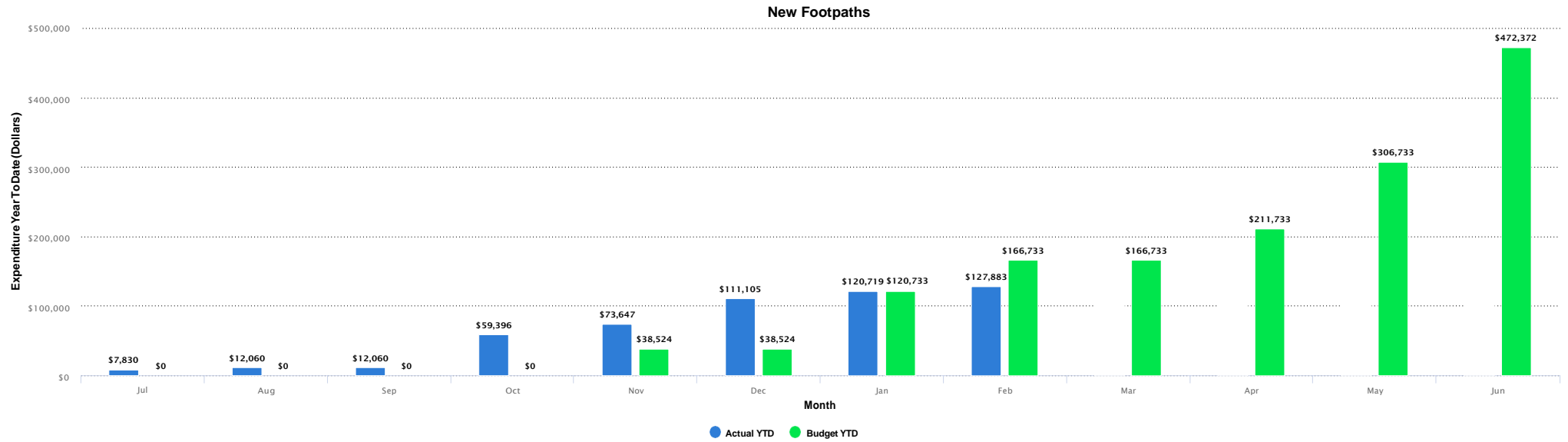
**2019/20 Road Reseal Program – 71% complete**

Program in progress and on track, completion anticipated by end of financial year.



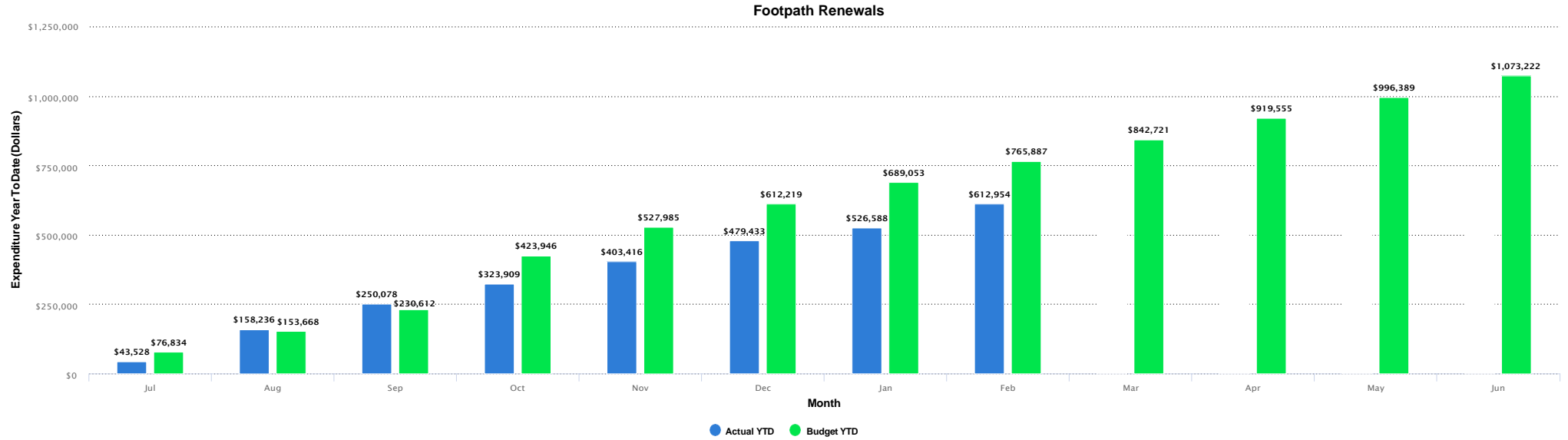
**2019/20 Kerb & Water Table – 95% complete**

Program in progress and on track with 1750 linear meters (lm) completed out of a 2000 lm program. Completion anticipated by end of March.



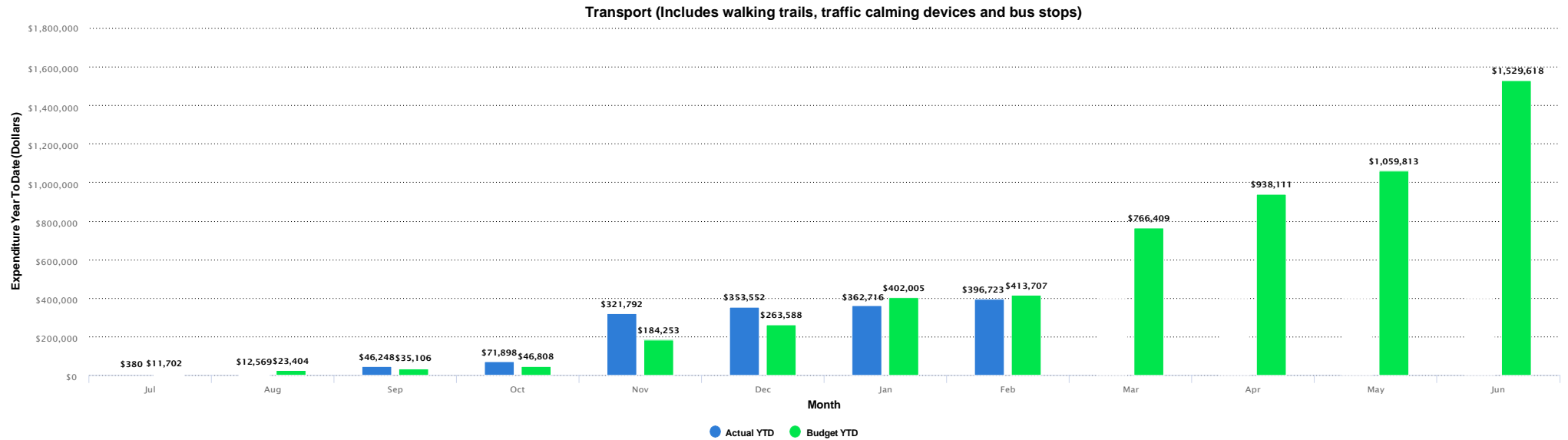
**2019/20 New Footpath Construction – 63% complete**

Program in progress. There is a risk for carryovers on Tracey Street and Latimer Crescent.



**2019/20 Proactive Footpath Construction – 56% complete**

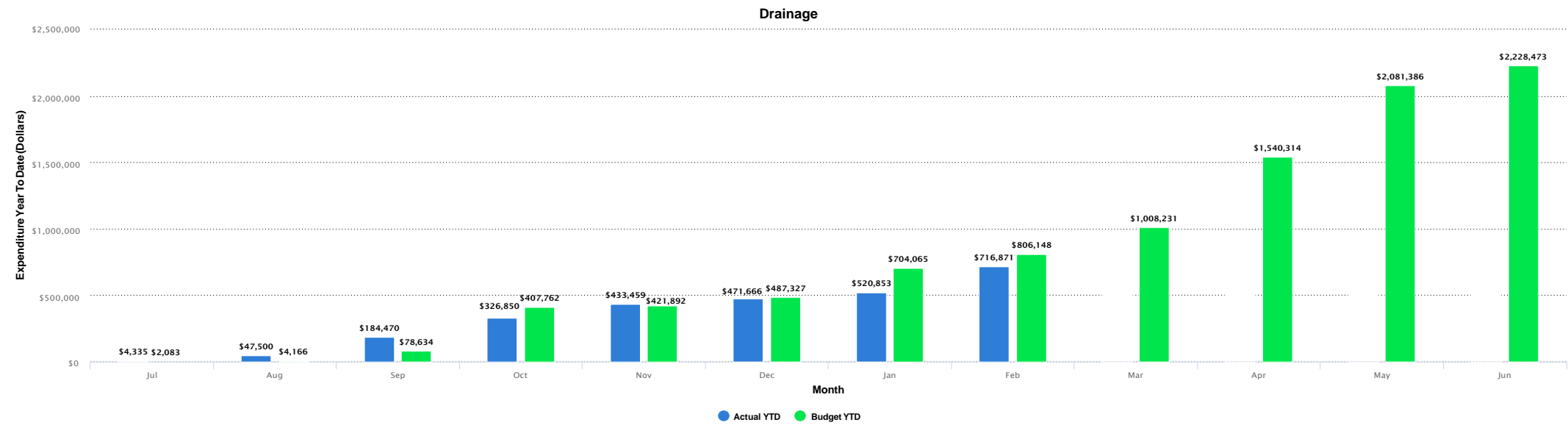
Program is in progress with 1957 linear meters (lm) completed out of 3500 lm program, contractors will be engaged to increase the delivery.



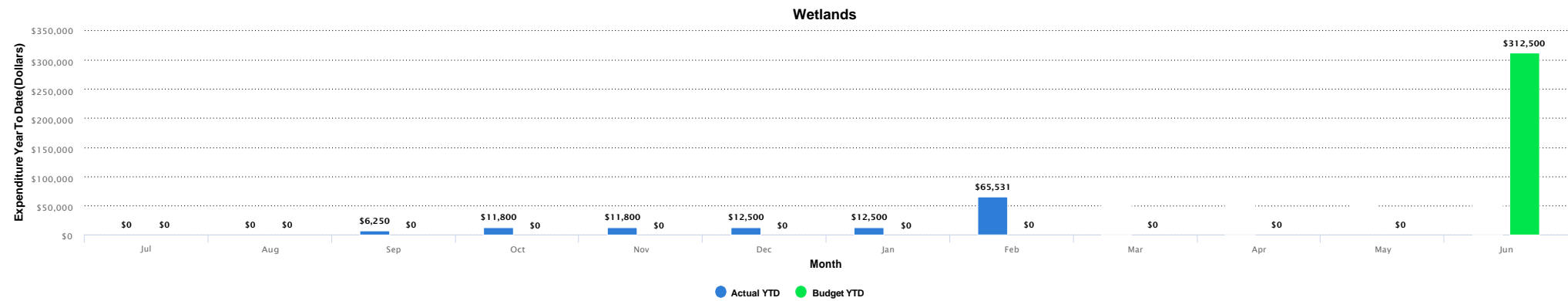
#### 2019/20 Transport Construction

Program in progress with Franklin/Berrima Shared path, Adams Road and Edward Beck Kiss and Go zones and parking complete. Designs for Duncan Avenue, Western Avenue, Lighthouse Drive and Addison Road are complete and are out to tender. Works at Grand Central Shamrock Hallett Cove have been redesigned and will go to council in April for endorsement, there is a risk of carryover on this project.

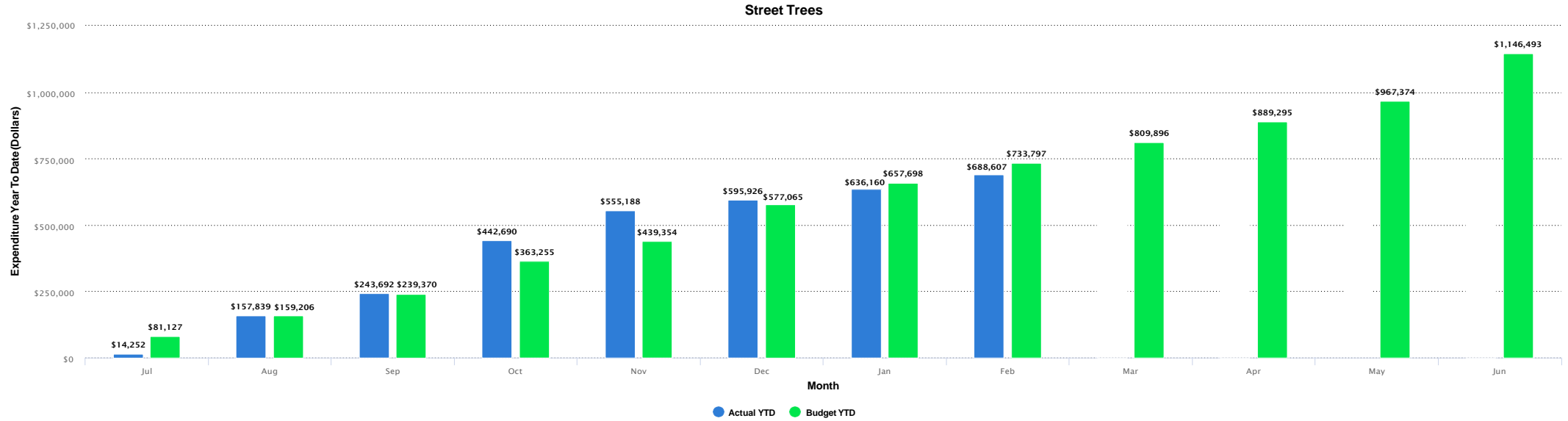




**2019/20 Drainage**  
Program in progress and on track to be completed by the end of financial year. Construction on Mercedes Avenue has commenced, Coolah Terrace, Shetland Avenue and Warriparinga Wetlands are anticipated to commence in March. Designs for Lucretia Way are underway.

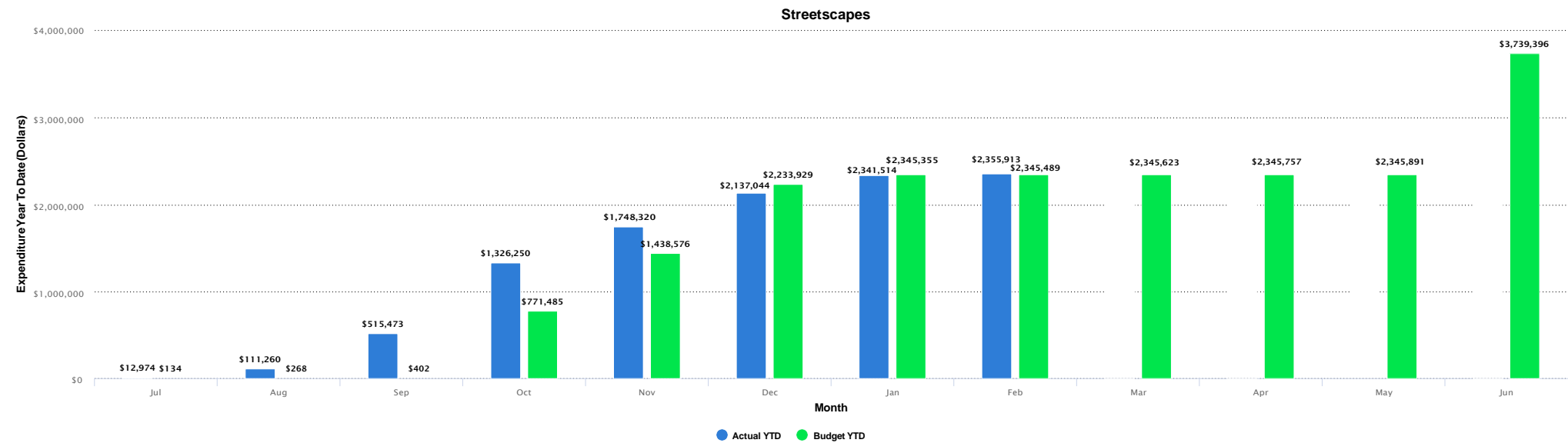


**Oakland's Wetland Balancing Tank & Filtering System**  
Works are in progress, there are no concerns with this project. Budget timing to be review and adjusted at the next budget review.



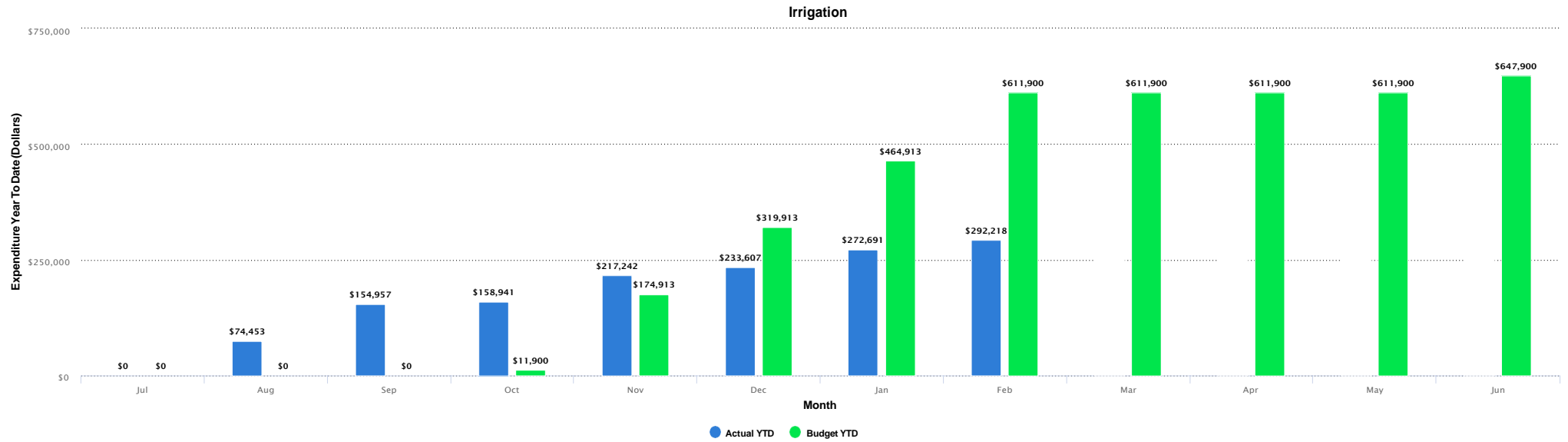
**2019/20 Treescaping and Street Tree planting**

Program in progress with 2,280 street trees planted against a target of 3,400. Planting has ceased for the summer, preparation works have occurred for planting to recommence in April/May. This program is on-track to be completed by end of financial year.



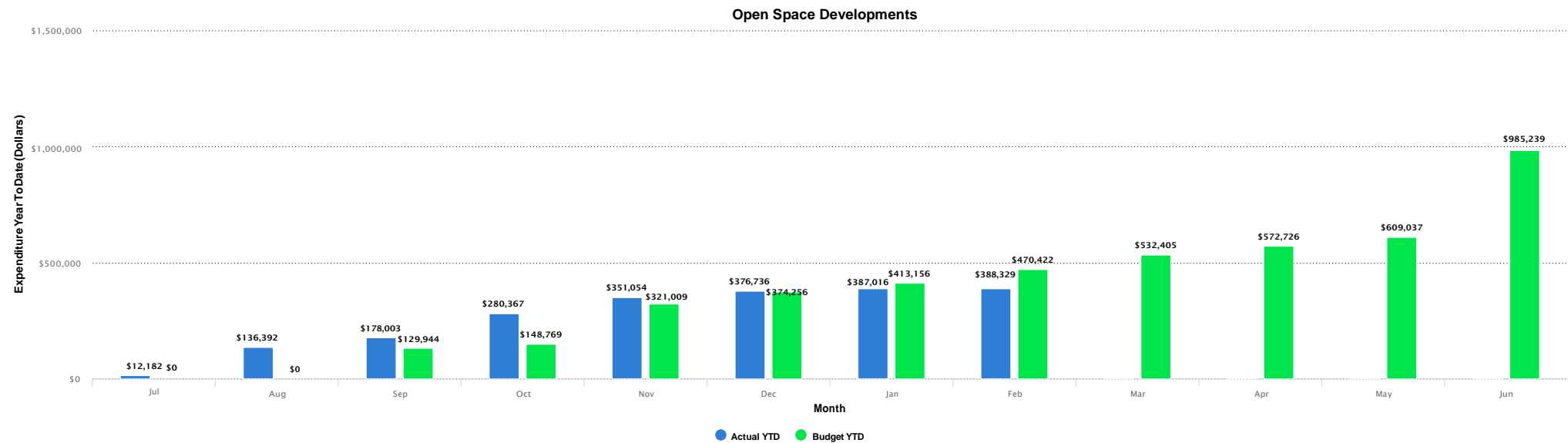
**2019/20 Streetscape Program**

The tender for Quick Road has commenced, some carryovers are anticipated for this project. The majority of Railway Terrace is complete with minor landscaping scheduled for May. Bray Street is 98% complete with minor works still to be completed. Tender for Sturt Road has closed and applicants are being assessed, there is a potential for delays on this project due to DPTI completing works in the same area.



**2019/20 Irrigation Delivery**

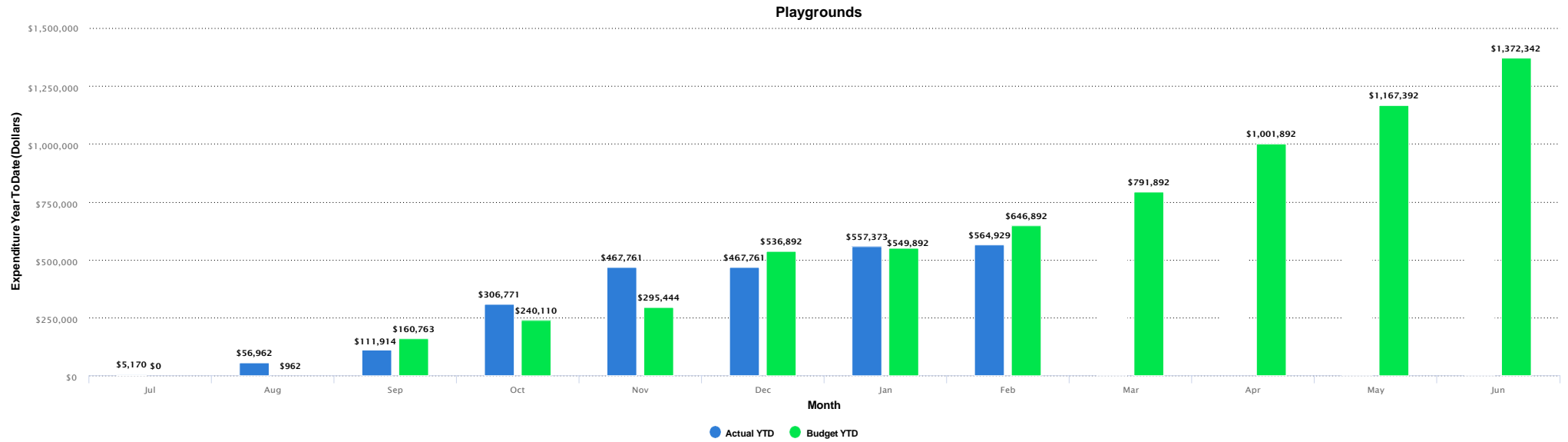
Program in progress, cross-council irrigation construction team due to re-commence works in City of Marion in May.



**2019/20 Open Space Developments**

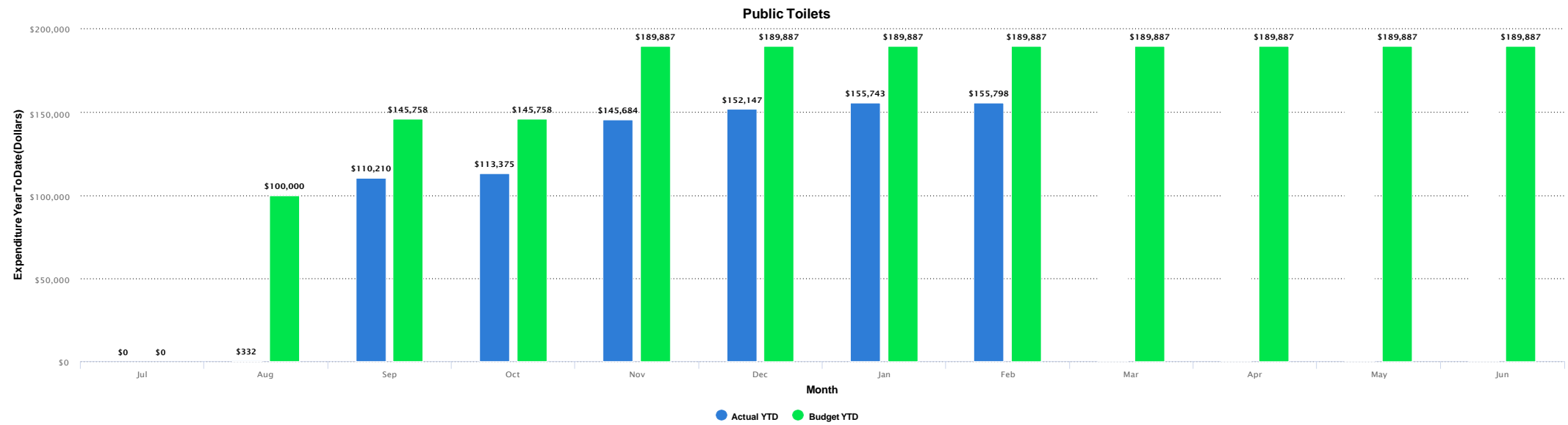
Program in progress with Bandon Terrace, Crown Reserve Basketball Court, Dumbarton Road Dog Park, Hazelmere Dog Park and Hamilton Park Reserve Court Upgrade complete. Shade structures are being planned for the proposed sites. Designs for stage 6 of Heron Way are complete. Concept for stage 1 of Capella and Nannigai Drive will be presented to ward members in March.



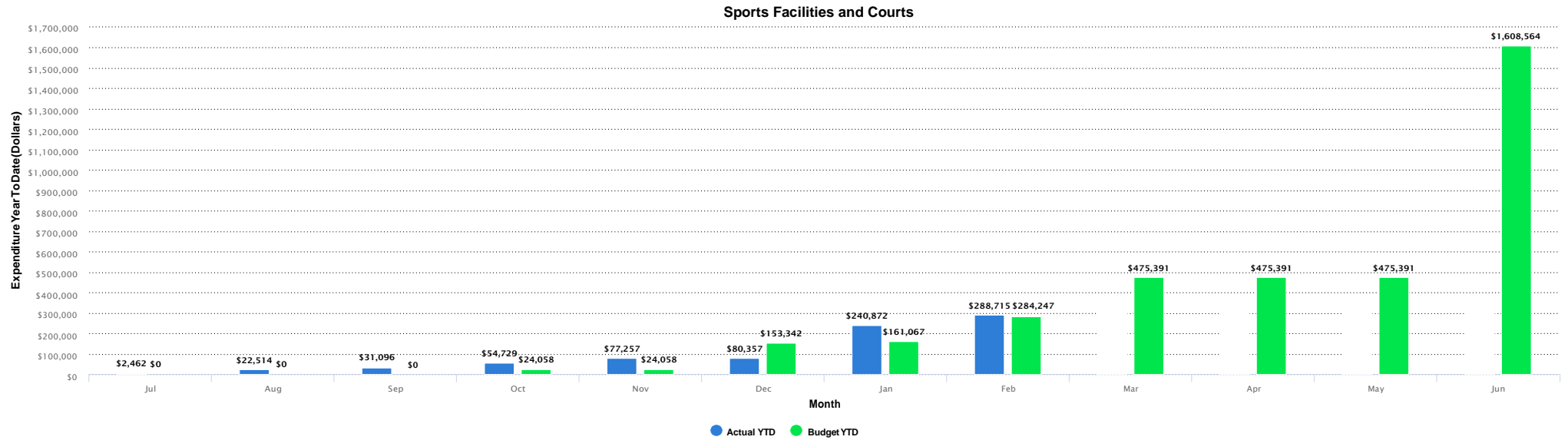


**2019/20 Playground delivery**

Program in progress with First Avenue Reserve, Shamrock Road and Mitchell Park Sports and Community Facility playgrounds complete. Tender for Skipper Close Reserve has closed and is being evaluated, Tender has been awarded for Christopher Grove Reserve and The Crescent Reserve, works to commence in March. Equipment for these two sites were ordered in December, payment is expected to be made in March. Alpine Road Reserve tender documents are being finalised and the concept plan for Central Avenue Reserve is being revised due to a service level change.



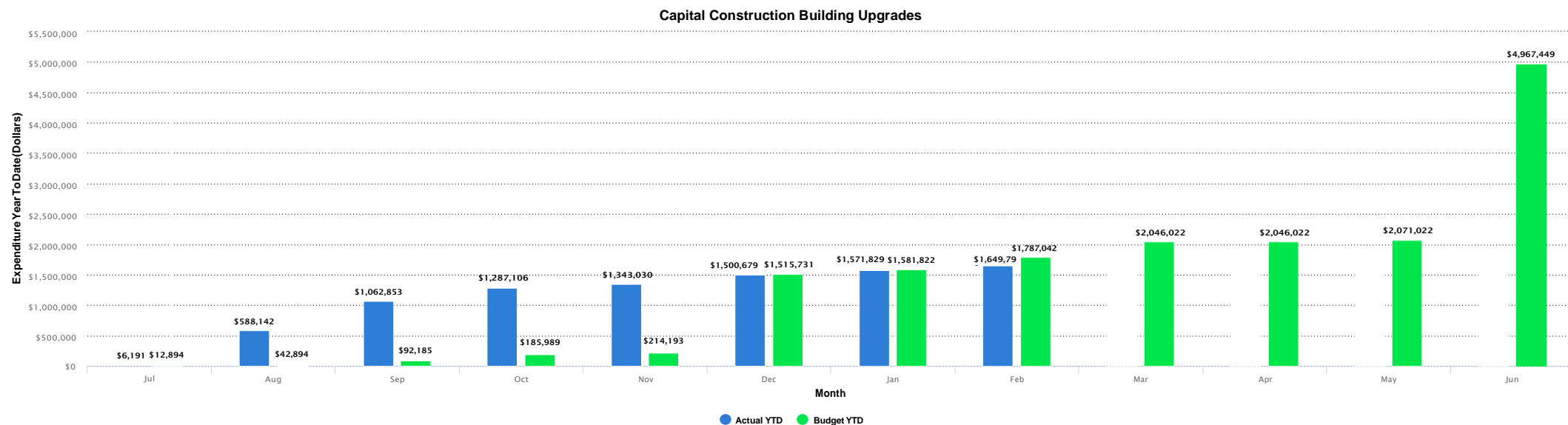
**Public Toilets – 100% complete**  
Hamilton Road Reserve and Hamilton Park Reserve toilets are complete and open to the public.



#### **2019/20 Sports Facilities and Courts**

Program in progress and on track with the exception of the Marion Tennis Club Lights, Cove Sports Female change rooms and Marion Golf club. Tenders have closed for Cove Netball Courts, Sports Change Rooms and Cricket Nets, these projects will be delivered in the second half of the financial year. The supply of lighting equipment may impact on the delivery of the program due to these coming from China and Italy.





**2019/20 Building Upgrades**

Marion Outdoor Pool stage 3 is out for tender, these works will commence when the pool season is complete, some works will be carried over to 2020/21. The Coach House proposed works are dependent on State Heritage Department approval being granted. Works on Edwardstown Soldiers Memorial Recreation Grounds Perimeter fence cannot commence until the bowls season has closed, this will likely be a carryover. This budget contains \$432k for projects that will be identified in councils building condition audit which is nearing completion, after which, a complete program of works will be finalised.





## Major Projects

### Mitchell Park Sports and Community Club Development

	2019/20 Actual YTD 29/02/2020	2019/20 Budget	Project Cost At Completion
<b>Income</b>			
Federal Grant Contribution	-	395,000	5,000,000
<b>Total Income</b>	<b>-</b>	<b>395,000</b>	<b>5,000,000</b>
<b>Expenditure</b>			
<b>Operating</b>	-	-	-
<b>Capital Construction</b>	(41,288)	(395,000)	(15,000,000)
<b>Total Expenditure</b>	<b>(41,288)</b>	<b>(395,000)</b>	<b>(15,000,000)</b>
<b>Project Result Surplus/(Deficit)</b>	<b>(41,288)</b>	<b>-</b>	<b>(10,000,000)</b>

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

**Funded By :  
(Over Project Life)**

**\$**

Proposed Borrowings

10,000,000

**10,000,000**

The Mitchell Park Sports and Community Club Development is subject to the approval of a prudential section 48 report.

### Sam Willoughby International BMX Facility

	2019/20 Actual YTD 29/02/2020	2019/20 Budget	Project Cost At Completion
<b>Income</b>			
City of Onkaparinga Contribution	-	750,000	750,000
State Budget Grant Contribution		-	3,300,000
<b>Total Income</b>	<b>-</b>	<b>750,000</b>	<b>4,050,000</b>
<b>Expenditure</b>			
<b>Operating</b>	-	-	-
<b>Capital Construction</b>	(24,450)	(3,050,000)	(5,800,000)
<b>Total Expenditure</b>	<b>(24,450)</b>	<b>(3,050,000)</b>	<b>(5,800,000)</b>
<b>Project Result Surplus/(Deficit)</b>	<b>(24,450)</b>	<b>(2,300,000)</b>	<b>(1,750,000)</b>

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

**Funded By :  
(Over Project Life)**

\$

Reserve Transfer  
- Asset Sustainability Reserve

1,750,000

**1,750,000**

The Sam Willoughby International BMX Facility is subject to the approval of a prudential section 48 report and the State Government funding the traffic management solution for Majors Road.

Council have received the State Governments \$3.3m contribution to this project. This money is currently quarantined in council's reserves.

## Sundry Debtors Report - Aging report as at 29 February 2020

Debtor	Total Balance	Current	30 Days	60 Days	90 Days	90+ Days	Percentage of total 90+ day balance	Comments for 90+ Day balances	
General Total		20,751.33	13,123.30	2,170.23	4,380.57	.00	1,077.23	1%	Made up of 1 out of 8 debtors.
Neighbourhood Centres Total		15,728.00	13,619.25	148.75	.00	.00	1,960.00	3%	Made up of 1 out of 7 debtors. This debtor is on a payment plan through the debt collector, payments of \$35.00 have subsequently been received.
Regulatory Services Land Clearing Total		3,774.29	438.90	611.12	.00	.00	2,724.27	4%	Made up of 3 out of 7 debtors, with one account totalling \$1,725.35.
City Property Facilities Total		149,185.15	76,871.55	7,909.96	31,399.20	12,512.34	20,492.10	28%	Made up of 7 out of 33 debtors. One account totalling \$4,443.33 is on a payment plan, payments of \$500.00 have subsequently been received. Two accounts totalling \$11,330.71 have subsequently been settled in March.
Civil Services Private Works Total		43,290.00	11,675.00	.00	1,486.00	5,800.00	24,329.00	33%	Made up of 13 out of 24 debtors in this category, with four of these totalling \$5,499.00 relating to works not commenced, awaiting payment, one of the remaining accounts totals \$3,190.00. Five accounts totalling \$9,405.00 are on payment plans, payments of \$130.00 have subsequently been received in March. Of the other accounts, two totalling \$4,400 have subsequently been settled in March.
Swim Centre Debtors Total		32,529.16	25,487.20	1,426.26	5,318.70	297.00	.00	0%	
Environmental Health Inspections Total		14,837.00	4,201.30	1,089.00	1,946.20	1,210.00	6,390.50	9%	Made up of 39 out of 93 debtors, with none individually significant. One accounts totalling \$121.00 was subsequently been settled in March.
Regulatory Services Other Total		26,275.00	3,993.00	.00	3,884.00	1,485.00	16,913.00	23%	Made up of 76 out of 115 debtors in this category, with none individually significant. One account totalling \$165.00 has subsequently been settled in March.
Living Kurna Cultural Centre Total		2,603.30	2,465.30	138.00	.00	.00	.00	0%	
Local Government Total		1,025.27	.00	1,025.27	.00	.00	.00	0%	
Marion Cultural Centre Total		2,209.00	537.00	360.00	870.00	.00	442.00	1%	Made up of 1 debtor in this category.
Total		312,207.50	152,411.80	14,878.59	49,284.67	21,304.34	74,328.10		
Total Aging Profile			49%	5%	16%	7%	24%		

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

\*any category that does not have any outstanding invoices will not be displayed.

## **Rates Report - Collection of Rates to 29 February 2020**

### **ANALYSIS OF OUTSTANDING RATES AS AT 29 FEBRUARY 2020**

	<u>Note</u>		<b>% of Total Annual Rates</b>
CURRENT	1	\$ 24,647,603	<b>31.1%</b>
OVERDUE	2	\$ 1,015,990	<b>1.3%</b>
ARREARS	3	\$ 1,322,738	<b>1.7%</b>
INTEREST	4	\$ 84,821	<b>0.1%</b>
POSTPONED	5	\$ 207,183	<b>0.3%</b>
LEGALS	6	\$ 39,863	<b>0.1%</b>
		<b>\$ 27,318,199</b>	<b>34.5%</b>
<b>TOTAL ANNUAL RATES FOR 2019/20</b>		<b>\$ 79,264,817</b>	

#### **Note 1: Current**

Current rates represent the total amount of rates levied in the current financial year that are not yet due for payment. For example at 1st January this represents Quarter 3 & Quarter 4 rates unpaid.

#### **Note 2: Overdue**

Overdue rates represent rates levied in the current financial year that remain unpaid past their due payment date. For example on 1st January, this represents rates from Quarter 1 and Quarter 2 that remain unpaid.

#### **Note 3: Arrears**

Rates in arrears represent rates and charges levied in previous financial years that remain unpaid .

#### **Note 4: Interest**

Interest represent the fines and interest applied to overdue rates and rates in arrears.

#### **Note 5: Postponed**

Postponed rates represent any rates amount due by seniors that have been granted a deferral, until the eventual sale of their property, as allowable under the Local Government Act. Interest is charged on these deferred rates and is recoverable when the property is sold.

#### **Note 6: Legals**

Legals represent any legal fees, court costs that have been incurred by Council in the collection of rates in the current financial year. These amounts represent costs that have been on-charged to the defaulting ratepayers and are currently outstanding.

## Questions Taken on Notice Register

<b>Originating Officer</b>	Governance Officer - Angela Porter
<b>Corporate Manager</b>	Manager Corporate Governance - Kate McKenzie
<b>General Manager</b>	General Manager City Services - Tony Lines
<b>Report Reference</b>	SGC200320R07

### REPORT OBJECTIVE

To receive and note the information contained within the *Questions Taken on Notice Register* provided in Appendix 1.

### EXECUTIVE SUMMARY

The 'Code of Practice - Procedures at Council Meetings 2017/18' states that:

4.7 Questions without Notice that were not answered at the same meeting will be entered into a register. This register will be tabled as an information report at the following meeting.

Under Regulation 9 of the Local Government (Procedures at Meetings) Regulations 2013 (The Regulations):

(3) A member may ask a question without notice at a meeting.

(4) The presiding member may allow the reply to a question without notice to be given at the next meeting.

(5) A question without notice and the reply will not be entered in the minutes of the relevant meeting unless the members present at the meeting resolve that an entry should be made.

### RECOMMENDATION

**That Council:**

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

### Attachment

#	Attachment	Type
1	GC200320 - QON Register	PDF File

## Questions Taken on Notice Register



Report Reference	Meeting Date	Councillor	Responsible Officer	Question taken on notice during the meeting	Response
GC200310R09 – Southern Adelaide Economic Development Board – Draft Strategic Plan April 2020 – March 2022	10 March 2020	Mayor Kris Hanna	Donna Griffiths	Can the SAEDB report card and benchmarking data be provided to Members?	In progress



## Mayoral Communication Report

**Date of Council Meeting** 20 March 2020

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

**Report Reference** SGC200320R08

### Details

Date	Event	Comments
18/2/20	Meeting with TJ President, Edwardstown Bowling Club	
21/2/20	Meeting with Stephen Patterson MP re Planning and Design Code	
23/2/20	Rugby League Harmony Cup , Mitchell Park	
23/2/20	Multifaith Association AGM	
24/2/20	Marion Mall Walkers Birthday Breakfast	Attended with Deputy Mayor
26/2/20	MarionLIFE New Brand Celebration	Gave a speech
27/2/20	COASTFM	Radio interview
27/2/20	Hallett Cove Business Association Event	
27/2/20	Corey Wingard's Dover Gardens Community Forum	
28/2/20	Meeting with State Planning Commission Chair re Planning and Design Code	
29/2/20	Carnivale at Glandore	Danced salsa
4/3/20	International Women's Day Event at Cove Civic Centre	MC for the event
5/3/20	Community Leadership Program Launch	Welcomed participants to program, gave speech
5/3/20	STELARC: Posthuman Bodies at Flinders University Art Museum	

## Deputy Mayor Communication Report

**Date of Council Meeting** 20 March 2020

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

**Report Reference** SGC200320R09

### Details

Date	Event	Comments
8/2/20	Citizenship Ceremonies	Attended 2 of 3
13/2/20	Southern Hills Ward Briefing	
21/2/20	Attended Superloop 500 by invitation of the Premier	Mayor invited and passed invitation on
24/2/20	19th Birthday Breakfast, Marion Mallwalkers	Invited by the group, Mayor also in attendance
3/3/20	Southern Hills Ward Briefing	
3/3/20	Cove Cobras Committee Meeting	Acted as Council liason

**Elected Members Communication Report****Date of Council Meeting** 20 March 2020**Name of Elected Member** Elected Member Support Officer - Tom Matthews**Report Reference** SGC200320R10**Details**

Date	Event	Comments

## CEO and Executive Communications Report

**Date of Council Meeting** 20 March 2020

**Report Reference** SGC200320R11

### Details

Date	Activity	Attended By
26 February 2020	Meeting   Collaborative ICT Project with Cities of Marion, Charles Sturt and Pt Adelaide Enfield	Sorana Dinmore
28 February 2020	Meeting   State Planning Commission re Planning and Design Code	Ilia Houridis
2 March 2020	Meeting   Active Elders	Ilia Houridis
5 March 2020	Event   Data and Analytics Roadshow 2020	Sorana Dinmore
5 March 2020	Meeting   Cross Council ICT Program Board with Cities of Marion, Charles Sturt and Pt Adelaide Enfield	Sorana Dinmore
6 March 2020	Meeting   Western Adelaide Consultative Group	Tony Lines
6 March 2020	Meeting   Friends of Warriparinga re Living Kaurna Cultural Centre	Tony Lines
6 March 2020	Meeting   Glenthorne Partnership, DEW and City of Marion	Ilia Houridis
10 March 2020	Meeting   SANFL Executive and City of Marion	Ilia Houridis
10 March 2020	Event   SA Government CIO Forum and KPMG - impact of 5G in the government context	Sorana Dinmore
11 March 2020	Meeting   Adrian Skull, Tony Lines (City of Marion), Kristin Raman, Owen Sharpe and Vikram Singh (Australian Gas Infrastructure Group) re Hydrogen Park South Australia project	Adrian Skull Tony Lines
11 March 2020	Event   Institute of Public Works Engineering SA with Minister Stephan Knoll	Adrian Skull
11 March 2020	Meeting   YMCA	Ilia Houridis
12 March 2020	Meeting   Flinders University and Cities of Marion, Onkaparinga, Yankalilla and Holdfast Bay reTjilbruksi Dreaming Trail	Ilia Houridis

12 March 2020	Meeting   Adrian Skull and Terry Burgess	Adrian Skull
12 March 2020	Event   Tonsley Connections	Adrian Skull Ilia Houridis Sorana Dinmore
13 March 2020	Event   LG Professionals, SA General Managers Network Forum: Delivering Public Good	Sorana Dinmore
13 March 2020	Meeting   GAROC CEO's	Adrian Skull
13 March 2020	SA General Managers Network Forum	Sorana Dinmore
16 March 2020	SRWRA MRF Announcement	Adrian Skull Mayor Kris Hanna
16 March 2020	Meeting   Ilia Houridis and Stephen Campbell	Ilia Houridis
17 March 2020	Meeting   Adrian Skull and Jayne Stinson MP	Adrian Skull
17 March 2020	Meeting   Adrian Skull and Stephen Patterson MP	Adrian Skull
19 March 2020	Teleconference   Southern Adelaide Zone Emergency Management Committee	Tony Lines



## **OTHER BUSINESS**

### **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.