

**MINUTES OF THE GENERAL COUNCIL MEETING
HELD AT ADMINISTRATION CENTRE
245 STURT ROAD, STURT
ON TUESDAY 23 JUNE 2015**



PRESENT

Chair: Deputy Mayor Luke Hutchinson

Councillors

Coastal Ward

Ian Crossland
Tim Gard

Mullawirra Ward

Jerome Appleby
Jason Veliskou

Southern Hills

Janet Byram
Nick Westwood

Warracowie Ward

Bruce Hull
Nathan Prior

Warriparinga Ward

Raelene Telfer

Woodlands Ward

Nick Kerry
Tim Pfeiffer

In Attendance

Mr Geoff Whitbread
Ms Kathy Jarrett
Mr Vincent Mifsud
Ms Heather Montgomerie
Ms Kate McKenzie
Ms Victoria Moritz

Acting CEO
Director
Director
Director
Manager Governance
Governance Officer

COMMENCEMENT

The meeting commenced at 6.59pm.

KAURNA ACKNOWLEDGEMENT

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

DISCLOSURE

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

ORDER OF BUSINESS ITEMS

The Chair sought leave of the meeting to amend the order of business items based on matters of public interest.

The meeting agreed

MEMBERS DECLARATION OF INTEREST

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

- No declarations were declared.

CONFIRMATION OF MINUTES

Moved Councillor Telfer, Seconded Councillor Prior that the minutes of the General Council meeting held on 9 June 2015 be taken as read and confirmed.

Moved Councillor Appleby, Seconded Councillor Crossland that the matter be left lying on the table to seek further advice on the meeting procedures in relation to the item *Request to fly the Rainbow Flag during Feast Festival – GC090615R06*.

Lost

The Original Motion was Carried

Moved Councillor Veliskou, Seconded Councillor Gard that the minutes of the Special General Council meeting held on 16 June 2015 be taken as read and confirmed.

Carried Unanimously

COMMUNICATION - HIS WORSHIP THE MAYOR

Nil

COMMUNICATION – DEPUTY MAYOR

Report on Deputy Mayoral Activities for May and June 2015

Date	Event	Comment
21 May 15	CEO Interviews	Attended
15 June 15	CEO Interviews	Attended
19 June 15	World Refugee Day Reception	Attended

Moved Councillor Pfeiffer, Seconded Councillor Telfer that the report by the Deputy Mayor be received.

Carried

COMMUNICATION – ELECTED MEMBERS

Councillor Ian Crossland
File No. 9.33.3.30

Nil

Councillor Tim Gard
File No. 9.33.3.31

Nil

Councillor Jerome Appleby
File No. 9.33.3.20

Nil

Councillor Jason Veliskou
File No. 9.33.3.17

Nil

Councillor Janet Byram
File No. 9.33.3.34

Nil

Councillor Nick Westwood
File No. 9.33.3.35
Nil

Councillor Bruce Hull
File No. 9.33.3.27

Nil

Councillor Nathan Prior
File No. 9.33.3.29

Nil

Councillor Luke Hutchinson
File No. 9.33.3.24

Nil

Councillor Raelene Telfer
File No. 9.33.3.33

Date	Event	Comment
28 May 15	Coast FM	Community Radio Half Hour
28 May 15	Marion Historic Village Project Group	Spoke to meeting about vision
2 June 15	Warriparinga Ward Briefing	Local issues discussed
9 June 15	National Stronger Regions Fund	Represented Mayor
10 June 15	Marion Historic Village Vision	Cultural Development Staff Brief
12 June 15	Gallery M Exhibition	Opening of 'Remember the Holocaust'
22 June 15	Hamilton College	Business Week address presented
23 June 15	Anglicare SA Southern Hub Office	Opening representing the Mayor

Councillor Nick Kerry
File No. 9.33.3.32

Nil

Councillor Tim Pfeiffer
File No. 9.33.3.22

Nil

Moved Councillor Pfeiffer, Seconded Councillor Telfer that the Elected Member Communication Reports be received.

Carried

COMMUNICATION – CEO AND EXECUTIVE REPORTS

Report on CEO and Executive Activities for May and June 2015

Date	Meeting/Activity	Attended by	Comments
28 May	Tonsley Governance meeting	Geoff Whitbread	
1 June	Tonsley Project Steering Committee meeting; Richard McLachlan	Geoff Whitbread	
1 June	Southern Region Waste Resource Authority (SRWRA) Board meeting	Vincent Mifsud	
4 June	Meeting with Tonsley Project Steering Committee Chair; Terry Burgess	Geoff Whitbread	
10 June	David Speirs MP, Member for Bright	Geoff Whitbread	
10 June	Tonsley Precinct discussion; Vice Chancellor Flinders University, Prof Colin Stirling and Tonsley Project	Geoff Whitbread	

	Steering Committee Chair; Terry Burgess		
11 June	Westfield Precinct Business Meeting	Vincent Mifsud	
15 June	Kellett Reserve Listening Forum	Kathy Jarrett	
16 June	Council Solutions Board Meeting	Geoff Whitbread	
19 June	Metropolitan Chief Executive Officers' Meeting	Geoff Whitbread	
23 June	Tonsley Project Steering Committee meeting	Geoff Whitbread	

Moved Councillor Pfeiffer, Seconded Councillor Telfer that the report by the CEO and Executive be received.

Carried

ADJOURNED ITEMS

Cove Youth Service Operational Options
Report Reference: GC230615R01

Moved Councillor Crossland, Seconded Councillor Westwood that Council Adjourn the item *Cove Youth Service Operational Options* Report until after consideration of the Asset Management Plans (item GC230615R09).

Carried

YOUTH ADVISORY COMMITTEE (YAC) UPDATE

Nil

DEPUTATIONS

Deputation – Red House Group Inc

Reference No: GC230615D01

Representatives from the Red House Group Inc (Julie Pritchard - Manager, Kathryn Hill - Exhibition Convenor and Ines Patriitti -Local Businesswoman) gave a deputation to Council in relation to the business relationship it has with City of Marion, with specific regard to the management of Gallery M.

Renewal of the Management Agreement with the Red House Group Inc for the Management of Gallery M – Amendment
Report Reference: GC230615M04

Moved Councillor Veliskou, Seconded Councillor Prior that:

The resolution passed by Council at the 9 June 2015 meeting relating to the Renewal of the Management Agreement with the Red House Group Inc for the Management of Gallery M (reference GC090615R03) be amended to provide for a new three year funding agreement with the Red House Group Inc. for the Management of Gallery M commencing 1 July 2015 and concluding on 30 June 2018. The amended motion would read:

That Council:

1. Enter into a new three year funding agreement with the Red House Group Inc., for the Management of Gallery M commencing 1 July 2015 and concluding on 30 June 2018.
2. Approve that the new agreement allows for the Red House Group Inc. to retain in full any income generated from gallery fees throughout the life of the agreement.

Carried

Councillor Hull called for a Division

Those For: Councillors Pfeiffer, Kerry, Telfer, Prior, Hull, Westwood, Byram, Veliskou, Gard and Crossland

Those Against: Councillor Appleby

Carried

MOTIONS WITHOUT NOTICE

Gay Hate Material

Report Reference GC230615M05

Moved Councillor Hull, Seconded Councillor Gard that Council:

1. Write to the Minister for Social Inclusion and the Equal Opportunity Commission to both advise and supply them with a copy of the 'gay hate' material distributed in the City of Marion; advise them that the matter has been referred to SAPOL; and seek their continued support in strengthening laws against homophobic crimes such as this.
3. Provide written feedback to the State Government's public consultation on *Removing LGBTIQ Discrimination from SA Laws*; The support letter include the City of Marion campaign for social inclusion (flag flying) and why discrimination must be removed from our laws to show leadership in countering homophobic material from being distributed such as the "love it or leave" card distributed last week; The submission be sent before 6 July 2015.

Carried

Councillor Hull called for a Division

Those For: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Byram, Veliskou, Gard and Crossland

Those Against: Kerry and Appleby

Carried

Deputation – Feast Festival

Reference No: GC230615D02

This item was Withdrawn

PETITIONS

Petition – Removal of Rainbow Flag **Reference No: GC230615P01**

Moved Councillor Appleby, Seconded Councillor Gard that:

1. The Petition be noted and organisers be advised of Council's resolution regarding the rainbow flag.

Carried Unanimously

Rainbow Flag Rescission **Report Reference: GC230615M02**

Moved Councillor Appleby, Seconded Councillor Crossland that the following motion passed at the 9 June 2015 Council Meeting be rescinded:

1. *Endorses The Rainbow Flag to be flown at the City of Marion administration building on an on-going basis.*
2. *The flag pole flying the City of Marion flag be changed at times of other significant events (e.g. flying the Eureka Flag).*
3. *Not register the flying of the flag with any organisation.*

Lost

Councillor Appleby called for a Division

Those For: Councillors Kerry, Byram, Appleby and Crossland

Those Against: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Veliskou and Gard

Lost

Moved Councillor Kerry, Seconded Councillor Pfeiffer that the meeting be Adjourned for a period of 10 minutes.

Carried Unanimously

8.09pm the meeting was Adjourned

8.10pm Councillor Kerry left the meeting and did not return

8.10pm Councillors Pfeiffer, Prior and Westwood left the meeting

8.21pm the meeting resumed

Rainbow Flag Rescission **Report Reference: GC230615M03**

This item was withdrawn

WORKSHOP / PRESENTATION ITEM

Nil

COMMITTEE RECOMMENDATIONS

Audit Committee Confirmation of Minutes of Meeting held on 15 June 2015 Report Reference: GC230615R02

Moved Councillor Telfer, Seconded Councillor Crossland that Council:

1. Receive and note the minutes of the Audit Committee meeting of 15 June 2015 (Appendix 1).
2. Note that separate reports are being brought to Council for consideration of the Annual Business Plan and Budget and Long Term Financial Plan (GC230615R04) and the Asset Management Plan (GC230615R09) at the 23 June Council Meetings.

Carried Unanimously

Strategic Directions Committee Confirmation of Minutes of Meeting held on 2 June 2015 Report Reference: GC230615R03

Moved Councillor Veliskou, Seconded Councillor Gard that Council:

1. Receive and note the minutes of the Strategic Directions Committee meeting of 2 June 2015 (Appendix 1 to report reference GC230615R03).

Carried Unanimously

8.25pm Councillor Pfeiffer entered the meeting

8.25pm Councillor Prior entered the meeting

ORDER OF BUSINESS ITEMS

The Chair sought leave of the meeting to bring forward the Motion with Notice relating to Oaklands Crossing report reference GC230615M01.

The meeting agreed

MOTIONS WITH NOTICE

Oaklands Crossing Report Reference: GC230615M01

Moved Councillor Hull, Seconded Councillor Prior that Council calls for a report in relation to the costs and other associated detail related to a Council led campaign for a grade separation engineering solution for the Oaklands Crossing. That this campaign incorporates the use of Bill Boards, namely those operated by ooh! media at this very crossing (as pictured in Appendix 1). That the funding of this campaign is not limited to Council with Council canvassing local businesses to potentially co-fund this campaign

Moved Councillor Crossland, Seconded Councillor Veliskou that the motion be put.

Carried Unanimously

The motion was put and was **Carried**

QUESTION WITHOUT NOTICE

The Chair sought leave of the meeting to record in the minutes the following Question Without Notice from Councillor Byram relating to the item *Request to fly the Rainbow Flag during Feast Festival – GC090615R06*.

The meeting agreed

Flying of the Rainbow Flag Report Reference: GC230615Q03

Question:

Has council written to Feast Festival under Clause 3 of the motion passed at the General Council Meeting on the 9 June 2015 to advise that council does not wish to register the flying of the flag with any organisation or to be listed in their roll call appearing on their dedicated page in the 2015 Feast Program Guide?

Comments:

Following the General Council Meeting on 9th June 2015, Council wrote to the organisers of Feast Festival on the 10th June 2015, advising them of point 3 of the resolution that was passed at the Meeting.

CORPORATE REPORTS FOR INFORMATION NOTING

Finance Report – May 2015 Report Reference: GC230615R10

Moved Councillor Telfer, Seconded Councillor Crossland that Council:

1. Receive the report “Finance Report – May 2015”.

8.44pm Councillor Westwood entered the meeting

Carried Unanimously

CORPORATE REPORTS FOR DECISION

Annual Business Plan & Budget 2015-16 and Long Term Financial Plan 2015-16 to 2024-25 Report Reference: GC230615R04

Moved Councillor Telfer, Seconded Councillor Hull that the following be adopted by Council in the following order:

1. Financial Policies (Appendix 1 → appendices 8 to 14):
 - a) Rating Policy
 - b) Treasury Management Policy

- c) Asset Management Policy (attached as Appendix 1 to the minutes)
- d) Fees and Charges Policy
- e) Reserve Funds Policy
- f) Asset Accounting Policy
- g) Budget Policy

with such amendments/insertions as are necessary to reflect other relevant decisions made by the Council at this meeting.

- 2. pursuant to Section 123(6) of the Local Government Act 1999 and regulation 6 of the Local Government (Financial Management) Regulations 2011, the Annual Business Plan 2015/16 (Appendix 1)
- 3. pursuant to Section 123(7) of the Local Government Act 1999, and regulation 7 of the Local Government (Financial Management) Regulations 2011, the Annual Budget 2015/16 (Appendix 1)
- 4. pursuant to Section 122(1a) of the Local Government Act 1999, and regulation 5 of the Local Government (Financial Management) Regulations 2011, the Long Term Financial Plan for 2015/16 to 2024/25 (Appendix 2)

Carried

Councillor Appleby called for a Division

Those For: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Byram, Veliskou, Gard and Crossland

Those Against: Councillor Appleby

Carried

Valuation – Adoption for 2015/2016 Financial Year
Report Reference: GC230615R05

Moved Councillor Hull, Seconded Councillor Telfer that:

- 1. Pursuant to Section 167(2)(a) of the Local Government Act 1999 Council adopts the capital valuations as supplied by the Office of the Valuer-General, (at Supplementary Week 51 dated 22 June 2015), as the Valuations that are to apply to land within its area for rating purposes for the 2015/2016 financial year.
- 2. Council notes that, at the time of adoption, the Valuation totalled \$17,847,592,060 (including \$17,096,186,435 Rateable and \$751,405,625 Exempt).

Carried Unanimously

Rates Declaration – 2015/2016
Report Reference: GC230615R06

Moved Councillor Telfer, Seconded Councillor Veliskou that:

1.
 - i) pursuant to Section 153(1)(b) and 156(1)(a) of the Local Government Act, 1999 the Council declares differential general rates according to land use based on Capital Value within the area for the 2015/2016 financial year as follows:
 - (a) 0.364584 cents in the dollar on rateable land of Categories 1 – Residential, 7 – Primary Production, 9 – Other.
 - (b) 0.674480 cents in the dollar on rateable land of Categories 2 – Commercial Shop, 3 – Commercial Office, 4 – Commercial Other.
 - (c) 0.601563 cents in the dollar on rateable land of Categories 5 – Industry Light and 6 – Industry Other.
 - (d) 0.692709 cents in the dollar on rateable land of Category 8 – Vacant Land
 - ii) pursuant to Section 158 (1)(a) of the Local Government Act 1999, fixes a minimum amount payable by way of General Rates in respect of rateable land within the area for the 2015/2016 financial year of \$965.00.
2. Pursuant to Section 153(3) of the Local Government Act 1999 the Council has determined not to fix a maximum increase under this Section in the general rate to be charged on a principal place of residence of a principal ratepayer upon the basis that relief is otherwise provided under the 'Discretionary Rebate – Residential Land Use (Rate Capping)' provision of its Rating Policy.
3. As required by the Natural Resources Management Act 2004, and pursuant to Section 95 of that Act and Section 154 (1) of the Local Government Act, the Council declares a Separate Rate of 0.009344 cents in the dollar on all rateable land in the area covered by the Adelaide and Mount Lofty Ranges Natural Resources Management Board within this Council's area for the 2015/2016 financial year.
4. Pursuant to Section 181 (1) of the Local Government Act rates are payable in four equal or approximately equal instalments, and Council resolves that pursuant to section 181(2) of the Act the due dates for those instalments shall be:

1 September 2015
1 December 2015
1 March 2016
1 June 2016

5. Pursuant to Section 44 of the Local Government Act 1999 the Council delegates to the Chief Executive Officer the power at Section 181(4)(b) to alter the due date for payment of any rate or instalment payment of a ratepayer where circumstances warrant such action, and to make any arrangement for payment of an account (either including or excluding the imposition of fines thereon) over an extended period.

Carried

Councillor Appleby called for a Division

Those For: Councillors Pfeiffer, Telfer, Prior, Hull, Westwood, Byram, Veliskou, Gard and Crossland

Those Against: Councillor Appleby

Carried

Rate Rebates 2015-16

Report Reference: GC230615R07

Moved Councillor Veliskou, Seconded Councillor Telfer that:

1. The Schedule of Mandatory Rate Rebates (refer Appendix 1) be noted.
2. Council resolves that a discretionary rate rebate of 25% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Foodbank SA on the properties it occupies for the 2015-16 financial year.
3. Council resolves that a discretionary rebate of 25% be granted under Section 166(1)(d) of the Local Government Act, 1999 to Suneden School on the property it occupies and uses for educational purposes for the 2015-16 financial year.
4. Council resolves that a discretionary rate rebate of 25% be granted under Section 166(1)(g) of the Local Government Act, 1999 to Developing Alternative Solutions to Housing Inc (DASH) on the properties it occupies at 1/5 and 3/5 Finnis St Marion, 105 Nunya Ave, Morphettville, 348 & 348A Sturt Rd, Clovelly Park for the 2015-16 financial year.
5. Council resolves that a discretionary rate rebate of 100% be granted under Section 166(1)(j) of the Local Government Act, 1999 to the Scout and Guide Organisations on the properties currently occupied by them for the 2015-16 financial year.
6. Council resolves that a discretionary rate rebate of 50% be granted under Section 166(1)(j) of the Local Government Act, 1999 to The Abbeyfield Society (Marion) Inc on the property it occupies at 5 Lawrence Ave, Edwardstown for the 2015-16 financial year, subject to receipt by Council of a new rebate application request.
7. Council resolves that a discretionary rate rebate of 50% be granted under Section 166(1)(j) of the Local Government Act, 1999 to the Plympton Glenelg RSL Sub Branch on the property it occupies at 464 Marion Rd, Plympton Park for the 2015-16 financial year, subject to receipt by Council of a new rebate application request.
8. Council resolves that a discretionary rate rebate of 25% be granted under Section 166(1)(j) of the Local Government Act, 1999 to Prison Fellowship Australia (SA) on the property it occupies at 397C and 397E Diagonal Rd, Sturt for the 2015-16 financial year, subject to receipt by Council of a new rebate application request.

Carried Unanimously

Disposal of Land and Assets Policy
Report Reference: GC230615R08

Moved Councillor Telfer, Seconded Councillor Gard that Council:

1. Note that the Asset Management Policy adopted at Item GC230615R04 incorporates amendments clarifying linkages to other relevant Council Policies.
2. Adopt a Disposal of Land and Assets policy, replacing the 'Acquisition and Disposal of Land Assets Policy' and 'Disposal of Assets Other Than Land Policy'.

Carried

Asset Management Plan
Report Reference: GC230615R09

Moved Councillor Telfer, Seconded Councillor Crossland that Council:

1. Note the report and the Audit Committee's feedback
2. Endorse the draft AMP for a period of 4 weeks community consultation.

Carried Unanimously

ADJOURNED ITEMS

Cove Youth Service Operational Options
Report Reference: GC230615R01

Moved Councillor Crossland, Seconded Councillor Gard that:

1. The Cove Youth Service will cease to operate from its current site in Hallett Cove as soon as practicably possible. The new City of Marion Youth Service will operate from the City of Marion Administration Building.
2. A series of workshops will be initiated in the next three months to consider a new direction and strategy for youth programs across our city. Elected Members and representatives from related organisations within our community will be encouraged to participate.
3. Recommendations will be made to council by 1st December 2015.

Carried Unanimously

MATTERS RAISED BY MEMBERS

QUESTIONS WITH NOTICE

Waste Recycling Community Education

Report Reference: GC230615Q01

QUESTION:

"How can Council better educate the community regarding recycling waste"

COMMENTS: Councillor Bruce Hull

The response should take into consideration the community's expectation for privacy in relation to their garbage bins.

COMMENTS: Roger Belding, Unit Manager Operational Support

Marion promotes community waste education through several levels of communication designed to inform and provide understanding across multiple demographics.

Information provided to the community is designed to reaffirm and encourage households to recycle and where required to promote behavioural change improving recycling outcomes.

Current waste strategies adopted include:

- Waste and recycling information, both in print and outlined on Council's web site. Printed information provided by the City of Marion includes the household Bin Collection Calendar and Recycling Guide.
- Presentations and workshops with community groups, schools and small businesses.
- Recycle Right bin tagging program. The Recycle Right bin tagging campaign, initiated through Zero Waste SA, is an example of our partnering with other organisations to provide a consistent waste education message across Adelaide (refer Appendix 1). Staff place an information tag on bins advising that a bin audit is to be conducted. This advisory tag provides relevant contact details should residents seek additional information (refer Appendix 2). The intent of the survey is to encourage appropriate waste minimisation and improve recycling habits. The bin audit identifies the types of materials being recycled whilst maintaining privacy for residents.
- Waste and recycling information for other activities of Council such as major events (Marion Celebrates) and the green at work programme.
- Residents also have the opportunity to attend tours of waste and recycling facilities to see what happens to their waste and learn more about the benefits of recycling.

Application of these approaches has achieved benefit for the City of Marion through a marked reduction of contaminants being placed in kerbside recycling bins.

Other strategies for community waste education could be explored including:

- Continued development of partnership approaches
- Greater utilisation of social media
- Capturing community interest towards improved recycling outcomes.

Our waste education approach is achieved through ongoing evaluation and assessment against what is a constantly changing environment.

Appendix (refer to report GC230615Q01 in the Agenda)

1. Zero Waste SA Guidelines Bin Tagging
2. Bin Inspection - Example of Pre-Inspection Advice Provided to Residents

Marion Swimming Pool LED Signage
Report Reference: GC230615Q02

QUESTION: Councillor Hull

Can you tell me who approved the new LED ready Swimming Pool sign to go up in that location prohibiting it from having LED signage?

There is a 100 meters of frontage there on Oaklands Road that could have been used for the sign. Can you advise please?

COMMENTS: Abby Dickson, Manager Libraries & Cultural Development

The Marion Outdoor Swimming Pool sign is located on the corner of Oakland's Road and Hendrie Street and its primary role is to provide directional signage for traffic entering into Hendrie Street from either direction on Oaklands Road. The sign required replacement this year and falls under the category renewal/replacement within Council's Asset Management Framework. The entrance into the Outdoor Swimming Pool is not visible from Oaklands Road making signage on this corner essential. Locating the sign away from the corner would not provide traffic on Oaklands Road with clear directions to the Centre's carpark and entrance. It is on this basis a decision has been made to retain the current location of the sign.

A report is in the process of being developed for Council's consideration which outlines the sign's usage moving forward, and whether or not installing LED functionality is possible. This will include detailing the associated development assessment processes, including advice from DPTI.

QUESTIONS WITHOUT NOTICE

Several Questions were asked and taken on notice during this time.

LATE ITEMS

Chief Executive Officer Recruitment Process
Reference No: GC230615F01

Moved Councillor Veliskou, Seconded Councillor Byram that pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the Council orders that all persons present, with the exception of the following persons: Kate McKenzie, Manager Governance be excluded from the meeting as the Council receives and considers information relating to the 'Chief Executive Officer Recruitment Process', 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 nominated persons for the role who are yet to be appointed for the position.

Carried Unanimously

9.22pm the meeting went into confidence

Extension of Time

Moved Councillor Veliskou, Seconded Councillor Prior that the meeting be extended for 20 minutes.

Carried

Meeting extended at 9.57pm

Extension of Time

Moved Councillor Veliskou, Seconded Prior that the meeting be further extended by 10 minutes.

Meeting extended at 10.17pm

Carried

Moved Councillor Pfieffer, Seconded Councillor Bryam that Council in accordance with Section 91(7) and (9) of the Local Government Act 1999 the Council orders that this report, 'Chief Executive Officer Recruitment Process', any information relating to this item distributed at the meeting and the minutes arising from this report having been considered in confidence under Section 90(2) and (3)(a) of the Act be kept confidential, except for the Chief Executive Officer, Manager Governance and Manager Organisational Development and not available for public inspection for a period of 12 months from the date of this meeting. This confidentiality order will be reviewed at the General Council Meeting in December 2015.

Carried

10.22 pm the meeting came out of confidence

CLOSURE - Meeting Declared Closed at 10.22 pm.

CONFIRMED THIS 14 July 2015

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CHAIRPERSON



POLICY STATEMENT

City of Marion owns and manages assets in order to provide services to the Community for current and future generations. This Policy supports informed and strategic decision making on the provision of assets to support services.

SCOPE

This policy applies to Council assets within the City of Marion that are owned, managed and under the care control and management of Council.

CONTEXT

The City of Marion currently owns and maintains over \$1 billion worth of assets including infrastructure (e.g. roads, drainage), land, buildings, furniture and fittings, and equipment. These assets make up the social and economic infrastructure that enables the provision of services to the community and businesses, playing a vital role in the local economy and on quality of life. Asset management is a critical tool in ensuring appropriate provision is made for the long-term management of Council assets, and their impacts on all areas of service planning and delivery.

The *Local Government Act 1999* provides the highest level authorising framework for councils to conduct their business. The Act sets out the functions of a council which provides the basis for determining service provision and associated asset management. The Act makes explicit that councils have a role to play in planning, protecting, managing, developing, promoting, improving, restoring and enhancing their local communities. Asset management is a critical element in undertaking these functions.

The *Local Government Act 1999* also requires that Councils must develop and adopt plans (to be collectively called the strategic management plans) for the management of its area including the extent to which any infrastructure will need to be *maintained, replaced or developed* by the council.

The City of Marion's Strategic Management Framework provides the overarching framework that supports Council in setting strategic direction and making determinations relating to priorities and resource allocation. The Community Plan- Towards 2040 and the Council Plan – Towards 2025, provide clarity on strategic direction and focus for the City of Marion over the next 30 years, and articulate how City of Marion will undertake its role and functions as described in the *Local Government Act 1999*. Decisions regarding asset provision and management are a critical element in the delivery of the Plans.

This policy sets the principles that govern the provision ~~and~~ and management ~~and disposal~~ of assets in order to deliver ~~asset related~~ services and programs ~~that rely on those assets, and disposal of assets that are no longer required for service delivery~~. The strategic management framework sets out the process to

determine the life cycle cost and funding requirements of each service for current and future generations. The Asset Management Plans and Long Term Financial Plans are the mechanisms by which the asset related priorities are resourced to ensure delivery of strategic outcomes.

DEFINITIONS

Asset

An individual or group of physical objects, which has value and enables services to be provided.

Asset Management

The combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required service level in the most cost effective manner.

Lifecycle Cost

The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, rehabilitation and disposal costs.

Asset Sustainability Index

Provides a measure as to whether Council's asset base is being adequately maintained. It expresses as a percentage the proportion of the total asset value consumed (depreciation) compared to the amount spent in preserving the asset (capital replacement/renewal).

*further definitions included in the Strategic Asset Management Framework presented below

PRINCIPLES

The following key principles will define Council's approach to asset management.

1. Assets exist to support the delivery of services to the service levels adopted by Council.
2. All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.
3. Asset management is an integral element of Strategic Management and forms part of key strategic management plans.
4. Asset management decisions are based on Council's Strategic Asset Management Framework (as described below). The framework comprises an assessment of asset criticality, based on priority 1-critical, priority 2-important and priority 3-aspirational/discretionary; and asset action based on asset maintenance before renewal and renewal before new/upgrade (where it is cost effective to do so).
5. Asset renewal actions will consider all options and opportunities for more efficient and effective means of service delivery prior to investment.

6. Council will consider asset ownership and management model options in its strategic asset decision making.
7. Prioritisation of new asset investments and asset disposal decisions are based on an evaluation of potential public value, encompassing consideration of such criteria as asset utilisation potential, benefits, risks, ownership and management options, life cycles and costs [in accordance with Council's Prudential Management Policy and Disposal of Land and Assets Policy](#).
8. Asset disposal will occur following a transparent process, aligned with all legislative requirements [and Council's Disposal of Land and Assets Policy](#).
9. Systems including an effective internal control structure are established and adhered to, to provide responsibility and accountability for asset conditions, usage and performance.
10. Council will maintain Long Term Asset Management Plans that identify current and future asset management requirements within the context of the Strategic Management Framework.
11. Council's Long Term Financial Plan will align with Asset Management Plans to ensure adequate financial forecasts for asset management.
12. Council recognises the need to maintain its asset base and will target a long term asset sustainability index averaging 95-100%.
13. Council will use the Asset Management Sustainability Reserve (refer 'Reserve Fund Policy') to assist with funding Long Term Asset Management requirements.

STRATEGIC ASSET MANAGEMENT FRAMEWORK

In order for assets to be managed in a way that ensures efficient, effective and sustainable service delivery all assets are assessed using a decision-making matrix based on asset criticality and priority for action.

1. Strategic Asset Criticality

All City of Marion assets are categorised to determine their criticality, based on the definitions below.

Priority 1- Critical	<ul style="list-style-type: none"> Those assets that are <u>essential</u> in discharging council's role and functions as set out in the LG Act 1999 eg to provide infrastructure for its community and for development within its area (including infrastructure that helps to protect any part of the local or broader community from any hazard or other event, or that assists in the management of any area); Those assets that will result in <u>severe</u> consequence to community, or financial, business or service levels in event of failure, repurposing or disposal.
Priority 2- Important	<ul style="list-style-type: none"> Those assets that contribute <u>significantly</u> to the role and function of council under the LG Act. Those assets that are important in the delivery of identified services, with <u>major/moderate</u> consequence to community, or financial, business or service levels in event of failure, repurposing or disposal.
Priority 3- Aspirational/ Discretionary	<ul style="list-style-type: none"> Those assets that <u>contribute</u> to the role and functions of council under the LG Act. Those assets that <u>contribute</u> to the achievement of CoM Community aspirations and council outcomes. Those assets that contribute to the delivery of identified services, with <u>minor</u> consequence to community, or financial, business or service levels in event of failure, repurposing or disposal.

2. Asset Management Actions

All actions associated with asset management are categorised to determine their priority based on the definitions provided below. Asset management will follow an approach based on maintenance before renewal and renewal before new/upgrade (where it is cost effective to do so).

Maintain	All operational actions necessary for retaining an asset as near as practicable to its original condition, but excluding rehabilitation or renewal. Maintenance <u>does not increase the service potential</u> of the asset or keep it in its original condition, it slows down deterioration and delays when rehabilitation or replacement is necessary (IIMM 2011).
Renew/Replace	Restores, rehabilitates, refurbishes existing asset to its original capacity. <u>Returns service capability</u> of the asset up to that which it had originally (AIFM Guidelines 2009).
New/Develop/Upgrade	Enhancements to an existing asset or creation of a new asset to provide <u>higher service levels, or new service level/output</u> that did not exist beforehand. Also includes the extension/expansion of an existing asset to provide benefits to a new user group. May also increase the life of the asset beyond that which it had originally (AIFM Guidelines 2009).

References

International Infrastructure Management Manual 2011

Australian Infrastructure Financial Management Guidelines Version 1.0 2009

3. Strategic Asset Management Decision Making Matrix

Strategic decisions on asset management are made based on consideration of asset criticality and priority for action.

	Priority 1- Critical	Priority 2- Important	Priority 3- Aspirational/ Discretionary
Priority 1- Maintain			
Priority 2- Renew			
Priority 3- New/Develop/Upgrade			



Any decision that falls in the green section of the matrix is considered operational/business as usual.

- These decisions are automatically planned for and funded as part of the Annual Business Planning and Budgeting process.
- These decisions are automatically reflected in the Asset Management Plans and Long Term Financial Plan.
- Decisions made on renewal actions will consider all options and opportunities for more efficient and effective means of service delivery prior to investment.



Any decision that falls in the yellow section of the matrix is considered beyond operational/business as usual.

- These New Develop or Upgrade decisions are automatically referred to the 'new initiatives' process to be assessed and prioritised for action. This process is a critical element of the Annual Business

Plan and Budgeting process to ensure Council considers potential funding of prioritised initiatives as part of the setting of the budget.

- [As maintenance and renewal of Aspirational/Discretionary Assets is required, a more detailed assessment of the asset will be undertaken and decision sought from council as to whether the asset should be maintained, renewed or prioritized for disposal.](#)
- ~~These actions~~ [Priority three expenditure decisions](#) are not reflected in the Asset Management Plans or Long Term Financial Plan until Council has made a decision to implement the action.

REFERENCES

Local Government Act 1999

Community Plan – Towards 2040

Council Plan – Towards 2025

[Asset and Disposal of Land Assets Policy](#)

[Asset Accounting Policy](#)

[Asset Management Policy](#)

[Community Consultation Policy](#)

[Disposal of Assets other than Land Assets Policy](#)

[Procurement Policy](#)

[Prudential Management Policy](#)

PROCEDURE REFERENCE:

Acquisition and Sale of Land Assets Policy

- Roads Opening and Closing Policy

AUTHOR

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DATE

12 August 2014