

# Council Meeting Minutes

**3 May 2021**

## **Our Vision**

*A City which values its heritage, cultural diversity,  
sense of place and natural environment.*

*A progressive City which is prosperous, sustainable  
and socially cohesive, with a strong community spirit.*

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City of Norwood Payneham & St Peters  
175 The Parade, Norwood SA 5067

Telephone 8366 4555  
Facsimile 8332 6338  
Email [townhall@npsp.sa.gov.au](mailto:townhall@npsp.sa.gov.au)  
Website [www.npsp.sa.gov.au](http://www.npsp.sa.gov.au)



City of  
Norwood  
Payneham  
& St Peters

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**VENUE** Council Chambers, Norwood Town Hall

**HOUR** 7.00pm

**PRESENT**

**Council Members** Mayor Robert Bria  
Cr Kester Moorhouse  
Cr Evonne Moore  
Cr Garry Knoblauch  
Cr John Minney  
Cr Carlo Dottore  
Cr Kevin Duke  
Cr Connie Granozio  
Cr Mike Stock  
Cr Scott Sims  
Cr Fay Patterson  
Cr Sue Whittington  
Cr John Callisto  
Cr Christel Mex

**Staff** Mario Barone (Chief Executive Officer)  
Peter Perilli (General Manager, Urban Services)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Lisa Mara (General Manager, Governance & Community Affairs)  
Sharon Perkins (General Manager, Corporate Services)  
Isabella Dunning (Manager, Governance, Legal & Property)  
Gayle Buckby (Manager, Traffic & Integrated Transport)  
Suzanne Kennedy (Manager, Library Services & Lifelong Learning)  
Skye Grinter-Falzun (Executive Assistant, Chief Executive Officer & Mayor)  
Tina Zullo (Administration Officer, Governance & Community Affairs)

**APOLOGIES** Nil

**ABSENT** Nil

**1. KAURNA ACKNOWLEDGEMENT**

**2. OPENING PRAYER**

The Opening Prayer was read by Cr Carlo Dottore.

**3. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON  
14 APRIL 2021**

*Cr Minney moved that the minutes of the Special Council meeting held on 14 April 2021 be taken as read and confirmed. Seconded by Cr Whittington and carried unanimously.*

#### 4. MAYOR'S COMMUNICATION

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Tuesday, 6 April	<ul style="list-style-type: none"><li>• Presided over a Council meeting, Council Chamber, Norwood Town Hall.</li></ul>
Wednesday, 7 April	<ul style="list-style-type: none"><li>• Radio interview with David Penberthy and Will Goodings, Fiveaa.</li></ul>
Saturday, 10 April	<ul style="list-style-type: none"><li>• Attended the official opening of the newly constructed Tennis Courts, East Adelaide Payneham Tennis Club, Payneham.</li></ul>
Saturday, 10 April	<ul style="list-style-type: none"><li>• Attended the 'Symphony in the Park' event, Linde Reserve, Stepney.</li></ul>
Sunday, 11 April	<ul style="list-style-type: none"><li>• Attended the Sinhala – Tamil New Year Festival event, Prince Alfred College, Kent Town.</li></ul>
Monday, 12 April	<ul style="list-style-type: none"><li>• Attended an Information Session regarding Council's legislative responsibility for tree management, Mayor's Parlour, Norwood Town Hall.</li></ul>
Tuesday, 13 April	<ul style="list-style-type: none"><li>• Presentation of the Eastside Business Awards, St Peters Banquet Hall, St Peters.</li></ul>
Wednesday, 14 April	<ul style="list-style-type: none"><li>• Presided over a Special Council Meeting, Council Chamber, Norwood Town Hall.</li></ul>
Thursday, 15 April	<ul style="list-style-type: none"><li>• Attended a tour of Woodville Town Hall, Woodville.</li></ul>
Friday, 16 April	<ul style="list-style-type: none"><li>• Attended the Official Opening of Haymes Paint Shop, Glynde.</li></ul>
Friday, 16 April	<ul style="list-style-type: none"><li>• Attended the pre-match function followed by the Norwood versus North Adelaide football match, Cooper's Stadium.</li></ul>
Monday, 19 April	<ul style="list-style-type: none"><li>• Attended a meeting with the General Manager, Governance &amp; Community Affairs, Norwood Town Hall</li></ul>
Monday, 19 April	<ul style="list-style-type: none"><li>• Attended a meeting with the Chief Executive Officer and Mr Alan Rumsby, Commissioner of the Environment, Resources and Development Court.</li></ul>
Wednesday, 21 April	<ul style="list-style-type: none"><li>• Attended a meeting of the Regional Major Projects Committee, Mayor's Parlour, Norwood Town Hall.</li></ul>
Thursday, 22 April	<ul style="list-style-type: none"><li>• Attended a meeting with the Chief Executive Officer and the Honourable Emily Bourke MLC, Shadow Minister for Local Government, Mayor's Office, Norwood Town Hall.</li></ul>
Friday, 23 April	<ul style="list-style-type: none"><li>• Attended the West Adelaide versus Norwood football match, Richmond Oval, Richmond.</li></ul>
Saturday, 24 April	<ul style="list-style-type: none"><li>• Attended the official naming of Barry Skinner Reserve, Norwood.</li></ul>
Saturday, 24 April	<ul style="list-style-type: none"><li>• Attended the St Peters Fair, Linde Reserve/Dunstone Grove, Stepney.</li></ul>
Sunday, 25 April	<ul style="list-style-type: none"><li>• Attended the ANZAC Day Dawn Service, Cross of Sacrifice, Felixstow.</li></ul>
Sunday, 25 April	<ul style="list-style-type: none"><li>• Attended the Italian Liberation Day commemorative service, Chapel of the Holy Name, Payneham.</li></ul>

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|--------------------|--|
| Tuesday, 27 April  | <ul style="list-style-type: none"><li>• Attended a meeting with the Chief Executive Officer, Councillors Dottore, Duke, Knoblauch and Minney, and representatives of the Payneham Bowling Club, Norwood Town Hall.</li></ul> |
| Thursday, 29 April | <ul style="list-style-type: none"><li>• Attended the Local Government Association of South Australia 'Mixer' event, Festival Centre, Adelaide.</li></ul>   |
| Friday, 30 April   | <ul style="list-style-type: none"><li>• Attended the Local Government Association of South Australia (LGA) Ordinary General Meeting, National Wine Centre, Adelaide.</li></ul>   |
| Friday, 30 April   | <ul style="list-style-type: none"><li>• Attended the pre-match function followed by the Norwood versus South Adelaide football match, Cooper's Stadium.</li></ul>  |
| Monday, 3 May      | <ul style="list-style-type: none"><li>• Attended a meeting with the General Manager, Governance &amp; Community Affairs and the Communications Officer, Mayor's Office, Norwood Town Hall.</li></ul>                         |
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**5. DELEGATES COMMUNICATION**

- Cr Stock advised that on Thursday 29 April 2021, he attended the East Waste Board meeting.
- Cr Whittington advised that on Thursday 29 April 2021, she and Cr Knoblauch attended the Eastern Health Authority Board meeting.
- Cr Minney advised that on Friday 16 April 2021, he attended the Highbury Landfill Authority Board meeting.

**6. QUESTIONS WITHOUT NOTICE**

Nil

**7. QUESTIONS WITH NOTICE**

Nil

**8. DEPUTATIONS**

**8.1 DEPUTATION – PROPOSED CYCLIST REFUGE AT NELSON STREET AND HENRY STREET, STEPNEY**

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**REPORT AUTHOR:** Manager, Traffic & Integrated Transport  
**GENERAL MANAGER:** General Manager, Urban Planning & Environment  
**CONTACT NUMBER:** 8366 4542  
**FILE REFERENCE:** qA1041 qA59632  
**ATTACHMENTS:** Nil

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**SPEAKER/S**

Ms Katie Gilfillan

**ORGANISATION/GROUP REPRESENTED BY SPEAKER/S**

Bike Adelaide

**COMMENTS**

Ms Katie Gilfillan has written to the Council requesting that she be permitted to address the Council in relation to the proposed cyclist refuge on the corner of Henry Street and Nelson Street, Stepney.

In accordance with the Local Government (Procedures at Meetings) Regulations 2013, Ms Katie Gilfillan has been given approval to address the Council.

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Ms Katie Gilfillan addressed the Council in relation to this matter.

**8.2 DEPUTATION – PROPOSED CYCLIST REFUGE AT NELSON STREET AND HENRY STREET, STEPNEY**

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**REPORT AUTHOR:** Manager, Traffic & Integrated Transport  
**GENERAL MANAGER:** General Manager, Urban Planning & Environment  
**CONTACT NUMBER:** 8366 4542  
**FILE REFERENCE:** qA1041 qA59632  
**ATTACHMENTS:** Nil

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**SPEAKER/S**

Ms Shauna Potter

**ORGANISATION/GROUP REPRESENTED BY SPEAKER/S**

Not Applicable

**COMMENTS**

Ms Shauna Potter has written to the Council requesting that she be permitted to address the Council in relation to the proposed cyclist refuge on the corner of Henry Street and Nelson Street, Stepney.

In accordance with the Local Government (Procedures at Meetings) Regulations 2013, Ms Shauna Potter has been given approval to address the Council.

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Ms Shauna Potter addressed the Council in relation to this matter.

**9. PETITIONS**  
Nil

**10. WRITTEN NOTICES OF MOTION**



**10.1 PROPOSED CYCLIST REFUGE AT NELSON STREET AND HENRY STREET, STEPNEY –  
RESCISSION OF MOTION – SUBMITTED BY CR CONNIE GRANIZIO**

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**NOTICE OF MOTION:** Proposed Cyclist Refuge at Nelson Street and Henry Street, Stepney  
**SUBMITTED BY:** Cr Connie Granozio  
**FILE REFERENCE:** qA1039 qA59632  
**ATTACHMENTS:** Nil

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Pursuant to Regulation 12(1) of the *Local Government (Procedures at Meetings) Regulations 2013*, the following Notice of Motion has been submitted by Cr Connie Granozio.

**NOTICE OF MOTION**

That the following resolution passed by the Council at its Council meeting held on 1 February 2021 (Item 11.2, page 13 of the Minutes) be rescinded:

1. *That the cyclist refuge at the intersection of Nelson Street and Henry Street be installed as contained in Attachment E.*
2. *The Council notes that an application will be made to the State Bike Fund for funding to cover 100% of the construction costs of the cyclist refuge at the intersection of Nelson Street and Henry Street.*
3. *That the Chief Executive Officer be authorised to make any minor amendments to the detailed design as necessary to finalise the documentation in a form suitable for construction.*
4. *The Council notes that should the State Bike Fund agree to fund 100% of the construction costs of the cyclist refuge at the intersection of Nelson Street and Henry Street, this project will proceed to tender and construction in the 2020-21 year.*
5. *That if funding is not received from the State Bike Fund, the Council notes that a Budget submission will be prepared for its consideration, as part of the Draft 2021-2022 Budget.*

**REASONS IN SUPPORT OF MOTION**

While I support cycling, this proposal seems unlikely to make a huge difference for the following reasons:

- cyclists do not really use Henry Street as it is not bike-friendly because of the humps;
- there is a lack of exit points in Stepney. Henry Street is an important exit route;
- it would also cause a rat race and cause chaos through other streets eg. Laura Street;
- I feel there is too little bicycle users versus cars;
- having to do a left-hand turn from Henry Street and then do a U-turn on Nelson Street to travel north for the sake of a few cyclists, will cause a traffic hazard. There is also already an island refuge only 20 metres away, surely this could accommodate cyclists; and
- not being able to cross directly onto Nelson Street will no doubt cause great inconvenience to road users.

**STAFF COMMENT**  
**PREPARED BY GENERAL MANAGER, URBAN PLANNING & ENVIRONMENT**

The installation of a cyclist refuge at the intersection of Henry Street and Nelson Street has been identified as a priority action arising from the Council's *City-Wide Cycling Plan*. Henry Street forms part of a key east-west cycling route between Glynburn Road and Magill Road and traverses through residential streets in Stepney, Maylands, Trinity Gardens and St Morris. It provides a low-traffic, alternative route to cycling on Payneham Road or Magill Road and the Stepney section of the route provides local community access to the St Peters Library, Linde Reserve, Eastern Health Centre and Child Care Centres. It is also worth noting that the *'Metropolitan Local Government Group Cycling Strategy, 2015'*, recognises this route as a strategic cycling route and named it the *St Morris Bikeway*. The route extends beyond this City, through the Campbelltown City Council and to the Adelaide Hills. In addition, it provides north-south connections to the *Norwood-Magill Bikeway* (Beulah Road) and the River Torrens Linear Park.

As part of the 'up front' investigation and planning process for the proposal to install a cyclist refuge, a twelve (12) hour traffic count was undertaken in February 2020 by Tonkins on behalf of the Council. The traffic count identified 74 cyclist movements that would have been able to use the refuge on that day (e.g. Henry Street through movements plus Nelson Street right turn movements into Henry Street). This data infers that the intersection and Henry Street is in fact a popular and well utilised cycling route.

In addition, it is worth noting that the presence of speed humps on Henry Street assists to create a slower speed environment for motor vehicles and this actually creates a safer and more attractive route for cyclists.

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Cr Moore declared a conflict of interest in this matter as she resides in Henry Street, Maylands and left the meeting at 7.21pm.

Cr Patterson declared a perceived conflict of interest as she is a member of the Norwood Payneham & St Peters Bicycle User Group (BUG) and Bike Adelaide. Cr Patterson advised that she would remain in the meeting and take part in the discussion regarding this matter.

Cr Moorhouse declared a perceived conflict of interest as he is a member of the Norwood Payneham & St Peters Bicycle User Group (BUG) and Bike Adelaide. Cr Moorhouse advised that he would remain in the meeting and take part in the discussion regarding this matter.

Cr Sims declared a perceived conflict of interest as he is a member of the Norwood Payneham & St Peters Bicycle User Group (BUG) and Bike Adelaide. Cr Sims advised that he would remain in the meeting and take part in the discussion regarding this matter.

*Cr Granozio moved:*

*That the following resolution passed by the Council at its Council meeting held on 1 February 2021 (Item 11.2, page 13 of the Minutes) be rescinded:*

- 1. That the cyclist refuge at the intersection of Nelson Street and Henry Street be installed as contained in Attachment E.*
- 2. The Council notes that an application will be made to the State Bike Fund for funding to cover 100% of the construction costs of the cyclist refuge at the intersection of Nelson Street and Henry Street.*
- 3. That the Chief Executive Officer be authorised to make any minor amendments to the detailed design as necessary to finalise the documentation in a form suitable for construction.*
- 4. The Council notes that should the State Bike Fund agree to fund 100% of the construction costs of the cyclist refuge at the intersection of Nelson Street and Henry Street, this project will proceed to tender and construction in the 2020-21 year.*
- 5. That if funding is not received from the State Bike Fund, the Council notes that a Budget submission will be prepared for its consideration, as part of the Draft 2021-2022 Budget.*

*Seconded by Cr Dottore and carried.*

Division

*Cr Sims called for a division and the decision was set aside.*

*Those in favour:*

*Cr Whittington, Cr Knoblauch, Cr Minney, Cr Duke, Cr Dottore, Cr Stock and Cr Granozio.*

*Those against:*

*Cr Patterson, Cr Sims, Cr Mex, Cr Callisto and Cr Moorhouse.*

*The Mayor declared the motion carried.*

Cr Sims left the meeting at 8.14pm.

Cr Moore returned to the meeting at 8.14pm

Cr Callisto left the meeting at 8.14pm.

**11. STAFF REPORTS**

## **Section 1 – Strategy & Policy**

### **Reports**

## 11.1 EXPANSION OF LIBRARY HOME DELIVERY SERVICES

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**REPORT AUTHOR:** Manager, Library Services & Lifelong Learning  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 83340228  
**FILE REFERENCE:** qA64003  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of this report is to advise the Council of the expanded scope of the Council's Home Library Service.

As the proposed changes to the Home Library Service extend beyond the parameters currently set by the Council for this service, the purpose of this report is to advise the Council of the review which has been undertaken and the proposed changes (expanded scope) to the service.

### BACKGROUND

The Council's Home Library Service has been an integral part of the services which the Council's Libraries provide to the community since 1997, through the provision of library materials to people residing within the City of Norwood Payneham & St Peters who are living independently, however, are unable to visit the Library due to age, frailty, disability or ill health.

In 2009, when the Council's *Home Library Service Policy* was adopted, it was determined that in order to manage access to the Home Library Service in times whereby an ageing population would translate to increased demand, eligibility criteria would apply to the Service.

As such, the Service was only made available to aged, frail, or people living with an incapacitating illness or disability or their carer's, or aged care facilities or retirement villages in which are located within the Council's boundaries.

In providing this Service, Library staff consult with the customer or aged care facility to identify their particular requirements and select a range of materials to be provided as a part of a monthly delivery service.

Due to the changes which were introduced as a consequence of the COVID-19 restrictions (i.e. the Library buildings were forced to close), a review of the Home Library Service was undertaken. As Elected Members may recall, a *"Click-and-Collect"* Service was initiated and the eligibility qualification for access to the Home Library Service was relaxed. As a result of these enhancements during COVID-19, an opportunity to review and assess whether the scope of the current Home Library Service could be expanded has been undertaken to make it easier for citizens to access the stock and services provided by the Council's Libraries.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

The provision of Home Library Services to the community is currently underpinned by the *Home Library Service Policy* which was adopted in 2009. This Policy provides that the Council will provide monthly deliveries of selected library materials to individuals who meet eligibility criteria, in their own home. This Service also includes provision of monthly bulk loans of library materials to aged care facilities or retirement villages located in the Council area.

The provision of home based library services plays a key role in achieving the Social Equity outcome within the Council's City Plan 2030, contributing towards the attainment of the following objectives:

Social Equity Objective 1: Convenient and accessible services, information and facilities  
*Strategy 1.2 Maximise access to services, facilities, information and activities, and*

Social Equity Objective 4: A strong, healthy, resilient and inclusive community.  
*Strategy 4.2 Encourage and provide opportunities for lifelong learning.*

## **FINANCIAL AND BUDGET IMPLICATIONS**

Nil.

## **EXTERNAL ECONOMIC IMPLICATIONS**

Nil.

## **SOCIAL ISSUES**

The Home Library Service assists citizens who are unable to visit the library by connecting them with ideas, information and accessible facilities and services which can enrich their daily life and foster community wellbeing. The intent of the Service is to facilitate equal access to materials for recreation and learning, regardless of age, capability, or access to transport services. The provision of Home Library Services also assists in combatting social isolation which is often experienced by people who may be frail, or living with an illness or disability who cannot easily visit Library locations or access services.

## **CULTURAL ISSUES**

The Libraries provide a range of services to the community, including community language collections, tailored to the demographics of our city, and the languages spoken at home in accordance with Australian Bureau of Statistics Census data. These materials are also available to Home Library customers as requested.

## **ENVIRONMENTAL ISSUES**

There are no environmental issues arising from this report.

## **RESOURCE ISSUES**

The Home Library Service is resourced by a Full-time position based at the Payneham Library, with the assistance of 9 Volunteers, who assist in friendly visit style deliveries to citizens across the City. A fleet vehicle is also allocated to the Home Library Service to undertake deliveries and the Service accesses the Library collection across the Council's own Libraries and the One Card Network to fulfil customer loan requests. The proposed enhancement of the Service has been undertaken in the context of the existing resource base (i.e. no additional resources) and on the basis that there is existing capacity within the existing resource allocation to expand/enhance the Service.

## **RISK MANAGEMENT**

The predominant risk arising from this report is the level of demand or uptake for the service, which is likely to fluctuate over time. As such, resourcing the Service may vary.

## **COVID-19 IMPLICATIONS**

From Wednesday 25 March, 2020 when the Federal Government COVID-19 shutdown restrictions were implemented, the Council's Libraries closed to the community. During this time, a revised range of Library Services were offered to the community, including "*Click, Call & Collect*" and an expanded home delivery service. As part of this new Service, materials requested by customers were delivered by staff to any interested resident's homes, regardless of whether they met Home Library Service eligibility criteria.

This facilitated the continued provision of highly valued library materials to the community, at a time when some of the community's most vulnerable members were unable to participate in many activities, yet were at a time when they needed access to recreation or learning resources to help keep them entertained or mentally stimulated at home.

## CONSULTATION

- **Elected Members**  
Not Applicable.
- **Community**  
Not Applicable.
- **Staff**  
The Chief Executive Officer, the Lifelong Learning Team Leader, the Collection Development Team Leader, and the Manager, Organisational Development, have all been involved in the review of the Service and in the preparation of the report.
- **Other Agencies**  
Liaison with other Council's has occurred in development of this report, including the City of Tea Tree Gully and City of Holdfast Bay.

## DISCUSSION

A review of the provision of Home Library Services was undertaken in January 2021, to determine whether the Service could be expanded/enhanced, given the success of the new Service arrangements that were introduced during the COVID-19 restrictions. The review has identified that the Service currently provides deliveries to 38 citizens living in their own home and a further 5 aged care facilities which receive a bulk supply of materials on a monthly basis.

In all, during the 2019 calendar year, 5,343 items were provided to Home Library customers, and in 2020, this increased to 6,340 items. This increase is largely attributed to COVID-19 where by Home Library customers who are largely considered vulnerable, remained at home and required additional resources to assist in meeting their needs during the COVID-19 restrictions.

The average monthly loan of physical materials to all Home Library Service clients in 2020 equates to 528 items. Given the staffing and vehicle resources allocated to this Service, the review has identified that there is room to enhance the Service, should the eligibility criteria be removed and the nature of the Service be expanded.

In addition, recent trends in accessing retail and other service based sectors during the COVID-19 restrictions (and most likely post-COVID-19), has highlighted a demand for services to be provided 'at home' or 'to the door' for individuals, as people seek alternatives to moving about in the community. In short, the way in which services are provided has changed and in response to this demand, the nature of the existing Home Library Service is proposed to be expanded/enhanced to include delivery of library materials to any citizen within the City who may request it on a long or short term basis, subject to service loan and capacity limits.

This revised Service would complement the existing range of "Library at Home" outreach services which the Council provides to the community, including online digital library content like accessing e-books and e-audiobooks, e-magazines, online databases, online story time, live streaming Library events etc.

As with the current Home Library Service, the revised and expanded Service would be available free of charge to residents living within the City of Norwood Payneham & St Peters and will be marketed as an expansion/enhancement of the range of outreach services the Council provides to its citizens.

As the staff position for this Service is currently vacant (and was held vacant during the review process), the enhanced Service will be launched once an appropriate staff member has been recruited and appointed.

## OPTIONS

The Council can choose to endorse the proposed expansion/enhancement of the Home Library Service, or it can choose not to.



## CONCLUSION

Given that the expansion/enhancement is based upon utilising the existing resource capacity, it is recommended that the proposed new Home Library Service be endorsed.

The provision of outreach based Library Services is an important facet of the Council's service delivery to the community. With the increase of online shopping and accessing more content and services at home, it is important that the Council's Libraries remain *'on trend'* and provide a contemporary range of options for accessing Library Services. This includes within the Libraries, at home and out in community spaces.

The provision of a revised and expanded model of service delivery will benefit a range of Library customers living in our City, who may not be able to access Library buildings to borrow or collect reserved items regularly. The provision of this Service will ensure that the Libraries can continue to remain relevant, contemporary and respond to the changing needs of the community in an era when physically accessing the Council's Libraries may be challenging due to time, access, transport, health and wellbeing or constraints.

Given the amount of resource which is currently allocated to the Home Library Service, the review has found that the Service can be enhanced within the current resource allocation.

Notwithstanding this, it is difficult to predict the response to the proposed enhanced Service. In this respect, the new Service will be marketed and promoted as widely as possible, however, the *"take-up"* rate is difficult to predict.

## COMMENTS

Nil.

## RECOMMENDATION

1. That the findings of the review of the Council's Home Library Outreach Service, be noted and the proposed new Home Library Service, as detailed in this report, be endorsed.
2. That the current *Home Library Service Policy* (included in Attachment A) be revoked. The Council notes that a new Library Service Outreach Policy, will be proposed based on the service changes as endorsed by the Council and will be submitted to the Council for its consideration and endorsement at the June 2021 Council Meeting.

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Cr Callisto returned to the meeting at 8.15pm.

Cr Sims returned to the meeting at 8.18pm.

*Cr Mex moved:*

1. *That the findings of the review of the Council's Home Library Outreach Service, be noted and the proposed new Home Library Service, as detailed in this report, be endorsed.*
2. *That the current Home Library Service Policy (included in Attachment A) be revoked. The Council notes that a new Library Service Outreach Policy, will be proposed based on the service changes as endorsed by the Council and will be submitted to the Council for its consideration and endorsement at the June 2021 Council Meeting.*

*Seconded by Cr Minney and carried unanimously.*

## 11.2 REVIEW OF POLICIES

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**REPORT AUTHOR:** General Manager, Governance & Community Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA61370  
**ATTACHMENTS:** A - B

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### PURPOSE OF REPORT

The purpose of the report is to present a number of draft policies to the Council for consideration and adoption.

### BACKGROUND

Policies, Codes of Practice and Codes of Conduct are important components of a Council's governance framework. Policies set directions, guide decision making and inform the community about how the Council will normally respond and act to various issues.

When a decision is made in accordance with a Council policy or code, both the decision-maker and the community can be assured that the decision reflects the Council's overall aims and principles of action.

Accordingly, policies and codes can be used in many contexts to:

- reflect the key issues and responsibilities facing a Council;
- provide a policy context and framework for developing more detailed objectives and management systems;
- guide staff and ensure consistency in delegated and day-to-day decision-making; and
- clearly inform the community of a Council's response to various issues.

It is therefore important that policies remain up to date and consistent with any position adopted by the Council.

As such, a review of the Council's Policies commenced some months ago and to date a number of policies have been reviewed, updated and amended and a number are in the process of being updated prior to presentation to the Council for consideration and adoption.

To date, the following policies have been reviewed and updated and adopted by the Council over the last few months:

- Access & Inclusion
- Access to Meetings & Documents
- Asset Capitalisation & Depreciation
- Asset Impairment
- Asset Management
- Asset Revaluation
- Bad Debt Write-Off
- Bank Accounts
- Budget
- Budget Review
- Building Inspections
- Charges - Reinstatement of Public Utilities
- Civic Bands & Orchestra
- Civic Recognition
- Code of Conduct for Council Members - Complaint Handling Procedure
- Community Consultation
- Community Funding
- Community Gardens
- Community Information
- Complaints Handling
- Conditions of Library Use

- Council's Role in Markets
- Credit Card
- Credit
- Development Assessment & Development Compliance Reporting & Monitoring Policy
- Directional Signage
- Display of Business Merchandise & Objects on Council Footpaths
- Disposal of Land & Assets
- Elected Member Access to Legal Advice
- Elected Member Allowances & Benefits
- Elected Members Electronic Communications Policy
- Elected Member Training & Development
- Emergency Disaster Donations
- Expenditure
- Fees & Charges
- Footpath and Driveway Crossover Policy
- Fraud, Corruption, Misconduct & Maladministration Prevention
- Fringe Benefits Tax
- Funding
- Goods & Services Tax
- Informal Gatherings
- Internal Control
- Irrigation
- Library Collection Development
- Live Music
- Local Government Elections Caretaker
- Local Area Traffic Management
- Naming of Roads and Public Places
- Order Making
- Outdoor Dining
- Payments
- Petty Cash
- Planning Approval Compliance & Development Complaint Handling Policy
- Plaques, Monuments & Memorials
- Privacy
- Private Laneways Policy & Procedure
- Procurement
- Prudential Management
- Public Art
- Public Interest Disclosure
- Public Liability Insurance for Community Groups when Hiring Council Owned Facilities
- Rate Rebates on Council Land Leased or Licensed
- Rate Rebate
- Rating
- Reinstatement of Council Infrastructure by Public Utilities
- Removal and Impounding of Vehicles
- Requests for Services
- Review of Decisions
- Risk Management
- Salaries & Wages Administration
- Smoke Free
- Social Media
- Temporary Road Closures for Non-Council Initiated Events
- Tennis Facilities
- Treasury Management
- Unreasonable Complainant
- Volunteer Management

The following policies have also been reviewed, however these policies have been revoked on the basis that due to the nature of the subject matter and/or the subject matter has been incorporated into other policies, these policies are redundant and therefore no longer required:

- Cat
- Community Care Services
- Council Land Rebates – Community Facilities
- Disability
- Disposal Small Plant, Equipment & Furniture
- Donations & Community Grants
- Graffiti Removal
- Honorary Freedom of the City Award (incorporated into the Civic Recognition Policy)
- Kerbside Numbering
- Library Service Code of Conduct
- Permits and Authorisations for Private Use of Local Government Land
- Petitions
- Register of Parking Controls – Fees
- Requests for Reports
- Traffic Management
- Telephone
- Whistleblower

The following policies have also been reviewed and revoked as these policies have been consolidated into the new *Footpath and Driveway Crossover Policy*:

- Footway Construction – At Request of Residents Policy;
- Footway Construction – Notification of Work Policy;
- Footway Paving Policy;
- Footway Widths Policy; and
- Residential Crossovers Policy.

The following Policies have now been reviewed and, where required, amended to ensure that the Policies meets current standards and reflects the Council's requirements:

1. Council's Role in Markets (**Attachment A**); and
2. Live Music (**Attachment B**).

## RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

## DISCUSSION

### Council's Role in Markets

The *Council's Role in Markets Policy* is an existing Policy.

Whilst the Council does not have a role to play in the overall management of external markets, it is acknowledged that markets can present as a community event and meeting place and as a tourist attraction to residents and visitors and as such, markets can contribute to the general ambience and character of the area. It is therefore important that the Council's role and the assistance the Council can provide to external markets is clearly articulated within a policy, to ensure clarity and compliance with any relevant Council requirements.

The *Council's Role in Markets Policy* was developed for this purpose and to provide guidance in terms of the assistance the Council will provide to external market organisers.

The existing Policy is proposed to be retained and as such it has been reviewed and only minor amendments have been made to the draft Policy.

A copy of the draft *Council's Role in Markets Policy* is contained within **Attachment A**.

## Live Music

The *Live Music Policy* is an existing Policy.

Live music is a component of the cultural identity of a community and live music, such as busking and public performances, are also an important ingredient in creating a “sense of place”. Live music attracts people to the various precincts within the City, contributes to the vibrancy of public spaces and creates interesting gathering places.

The *Live Music Policy* takes a risk management, rather than a risk averse approach to the consideration, support and promotion of live music venues, events and activities within the Council area, in order to present a positive policy position in regards to live music.

The *Live Music Policy* provides an achievable set of principles, which are aimed at supporting live music within the Council area, whilst at the same time managing any potential negative social impacts.

The *Live Music Policy* has been updated and amended to reflect Adelaide’s recognition as a UNESCO City of Music and Adelaide’s membership in the UNESCO Creative Cities Network. This recognition reinforces the Council’s commitment to live music and strengthens the *Live Music Policy*. The other key changes to the *Live Music Policy* reflect the recent changes made to *CityPlan2030*, which further reinforce the importance of the *Live Music Policy* and the Council’s support for the music sector.

A copy of the draft *Live Music Policy* is contained within **Attachment B**.

## **OPTIONS**

The Council can determine not to endorse the draft Policies, however as the draft Policies have been prepared to manage particular matters in accordance with the Council’s position, it is recommended that the Council adopts the draft Policies as presented.

## **CONCLUSION**

Pursuant to the principles of administrative law, a Council should not deviate from an adopted policy without a clear, substantiated reason for doing so.

## **COMMENTS**

There is no legislative requirement to consult in respect to the draft policies contained in Attachments A and B.

## **RECOMMENDATION**

That the following Policies be adopted:

- Council’s Role in Markets Policy (Attachment A); and
- Live Music Policy (Attachment B).

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*Cr Minney moved:*

*That the following Policies be adopted:*

- *Council’s Role in Markets Policy (Attachment A); and*
- *Live Music Policy (Attachment B).*

*Seconded by Cr Callisto and carried unanimously.*

**Section 2 – Corporate & Finance**  
**Reports**

### 11.3 MONTHLY FINANCIAL REPORT – MARCH 2021

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**REPORT AUTHOR:** Financial Services Manager  
**GENERAL MANAGER:** General Manager, Corporate Services  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA64633/A151962  
**ATTACHMENTS:** A

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#### **PURPOSE OF REPORT**

The purpose of this report is to provide the Council with information regarding its financial performance for the period ended March 2021.

#### **BACKGROUND**

Section 59 of the *Local Government Act 1999* (the Act), requires the Council to keep its resource allocation, expenditure and activities and the efficiency and effectiveness of its service delivery, under review. To assist the Council in complying with these legislative requirements and the principles of good corporate financial governance, the Council is provided with monthly financial reports detailing its financial performance compared to its Budget.

#### **RELEVANT STRATEGIC DIRECTIONS AND POLICIES**

Nil

#### **FINANCIAL AND BUDGET IMPLICATIONS**

Financial sustainability is as an ongoing high priority for the Council. Given the COVID-19 pandemic, the Council adopted a Budget which included measures to minimise the impact on ratepayers and support local business. As a result, the Council adopted a Budget which forecasts an Operating Deficit of \$798,455 for the 2020-2021 Financial Year. The Mid Year Budget update reports an Operating Deficit of \$651,547 for the 2020-2021 Financial Year an improvement of \$146,908.

This report has been based upon the proposed Third Budget update. The Third Budget update reports an Operating Deficit of \$168,575 for the 2020-2021 Financial Year an improvement of \$482,972.

For the period ended March 2021, the Council's Operating Surplus is \$687,000 against a budgeted Operating Surplus of \$109,000, resulting in a favourable variance of \$578,000.

#### **EXTERNAL ECONOMIC IMPLICATIONS**

Not Applicable.

#### **SOCIAL ISSUES**

Not Applicable.

#### **CULTURAL ISSUES**

Not Applicable.

#### **ENVIRONMENTAL ISSUES**

Not Applicable.

#### **RESOURCE ISSUES**

Not Applicable.

## RISK MANAGEMENT

Not Applicable.

## COVID-19 IMPLICATIONS

As Elected Members are aware, the development of the 2020-2021 Budget, was undertaken during an unprecedented time where the on-going health, social and economic impacts of the COVID-19 Pandemic were relatively unknown and the future impacts of the physical distancing measures introduced to address the health impacts remained uncertain and were changing rapidly.

For the period ended March 2021, the Council has spent \$184,500 on its response to the COVID-19 pandemic. This covers additional cleaning services across all Council facilities and the purchase of materials to ensure that appropriate physical distancing and other protective measures are in place to assure both staff and users of Council Services.

## CONSULTATION

- **Elected Members**  
Not Applicable.
- **Community**  
Not Applicable.
- **Staff**  
Responsible Officers and General Managers.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

For the period ended March 2021, the Council's Operating Surplus is \$687,000 against a budgeted Operating Surplus of \$109,000, resulting in a favourable variance of \$578,000.

Employee Expenses are \$100,000 favourable to budget as the end of March 2021. As part of the Third Budget update an adjustment for vacancies that will not be filled before the end of financial year was made. The variance of \$100,000 represents a timing difference of Annual Leave which has been taken as compared to budget expectations.

Whilst Sundry Expenses (\$148,000), Materials (\$65,000) and Consumables (\$71,000) are favourable to budget there are no significant individual variances however, there are a number of smaller timing variances. The expectation is that these variances will be resolved in the final months of the financial year. These variances include items such as turf renovations, planned building maintenance services, staff uniforms, catering and other similar Council event related expenditure and tree services.

The Monthly Financial report is contained in **Attachment A**.

## OPTIONS

Nil

## CONCLUSION

Nil

## COMMENTS

Nil



**RECOMMENDATION**

That the March 2021 Monthly Financial Report be received and noted.

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*Cr Sims moved:*

*That the March 2021 Monthly Financial Report be received and noted.*

*Seconded by Cr Minney and carried unanimously.*

## 11.4 2020-2021 THIRD BUDGET REVIEW

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**REPORT AUTHOR:** Financial Services Manager  
**GENERAL MANAGER:** General Manager, Corporate Services  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** q64901/A150308  
**ATTACHMENTS:** A - C

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### PURPOSE OF REPORT

The purpose of this report is to provide the Council with a summary of the forecast Budget position for the year ended 30 June 2021, following the Third Budget Review. The forecast is based on the year-to-date February 2021 results.

### BACKGROUND

Pursuant to Section 123 (13) of the *Local Government Act 1999*, the Council must, as required by the Regulations reconsider its annual business plan or its budget during the course of a financial year and, if necessary or appropriate, make any revisions.

The Budget Reporting Framework set out in Regulation 9 of the *Local Government (Financial Management) Regulations 2011* ("the Regulations") comprises two (2) types of reports, namely:

1. the Budget Update; and
2. the Mid-year Budget Review.

#### Budget Update

The Budget Update Report sets out the revised forecast of the Council's Operating and Capital investment activities compared with the estimates for those activities set out in the Adopted Budget. The Budget Update is required to be presented in a manner consistent with the note in the Model Financial Statements entitled *Uniform Presentation of Finances*.

The Budget Update Report must be considered by the Council at least twice per year between 30 September and 31 May (both dates inclusive) in the relevant financial year, with at least one (1) Budget Update Report being considered by the Council prior to consideration of the Mid-Year Budget Review Report.

The Regulations requires a Budget Update Report to include a revised forecast of the Council's operating and capital investment activities compared with estimates set out in the Adopted Budget, however it is recommended by the Local Government Association that the Budget Update Report should also include at a summary level:

- the year-to- date result;
- any variances sought to the Adopted Budget or the most recent Revised Budget for the financial year; and
- a revised end of year forecast for the financial year.

#### Mid-Year Review

The Mid-Year Budget Review must be considered by the Council between 30 November and 15 March (inclusive) in the relevant financial year. The Mid-Year Budget Review Report sets out a revised forecast of each item shown in its Budgeted Financial Statements compared with estimates set out in the Adopted Budget presented in a manner consistent with the Model Financial Statements. The Mid-Year Budget Review Report must also include revised forecasts for the relevant financial year of the Council's Operating Surplus Ratio, Net Financial Liabilities Ratio and Asset Sustainability Ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled *Financial Indicators*.

The Mid-year Budget Review is a comprehensive review of the Council's Budget and includes the four principal financial statements, as required by the Model Financial Statement, detailing:

- the year-to-date result;
- any variances sought to the Adopted Budget; and
- a revised full year forecast of each item in the budgeted financial statements compared with estimates set out in the Adopted budget.

The Mid-year Budget Review Report should also include information detailing the revised forecasts of financial indicators compared with targets established in the Adopted Budget and a summary report of operating and capital activities consistent with the note in the Model Financial Statements entitled *Uniform Presentation of Finances*.

## **RELEVANT STRATEGIC DIRECTIONS & POLICIES**

The Council's Long Term Strategic directions are set out in *City Plan 2030 – Shaping our Future*. The Council's Long Term Financial Plan (LTFP), is a key document in the Councils Planning Framework. It is the primary financial management tool which links the Council's Strategic Plan, *City Plan 2030 – Shaping our Future*, Whole-of-Life Assets Management Plans, the Annual Business Plan and Budget.

The *2020-2021 Annual Business Plan* and Budget, sets out the proposed services, programs and initiatives for the 2020-2021 Financial Year and explains how the Council intends to finance its continuing services, programs and initiatives which are to be undertaken during the financial year. The 2020-2021 Adopted Budget estimated an Operating Deficit of \$798,455. The Operating Deficit was decreased as part of the Mid-Year Budget Review to \$651,547.

## **FINANCIAL AND BUDGET IMPLICATIONS**

The Third Budget Review, provides the opportunity to reflect any changes in projections based on the actual year-to-date results to February 2021 and forecast the 2020-2021 Operating result.

Details of material movements in the forecast from the Adopted Budget are contained in the Discussion section of this Report.

## **EXTERNAL ECONOMIC IMPLICATIONS**

This report provides information on the planned financial performance of the Council for the year ended 30 June 2021 and has no direct external economic impacts.

## **SOCIAL ISSUES**

Not Applicable.

## **CULTURAL ISSUES**

Not Applicable.

## **ENVIRONMENTAL ISSUES**

Not Applicable.

## **RESOURCE ISSUES**

Not Applicable.

## **RISK MANAGEMENT**

There are no risk management issues arising from this issue. All documents have been prepared in accordance with the statutory requirements.

## COVID-19 IMPLICATIONS

As Elected Members are aware, the development of the 2020-2021 Budget, was undertaken during an unprecedented time where the on-going health, social and economic impacts of the COVID-19 Pandemic were relatively unknown and the future impacts of the physical distancing measures introduced to address the health impacts remained uncertain and were changing rapidly.

For the period ended February 2021, the Council has spent \$180,000 on its response to the COVID-19 pandemic. This covers additional cleaning services across all Council facilities and the purchase of materials to ensure that appropriate physical distancing and other protective measure are in place to assure both staff and users of Council Services.

## CONSULTATION

- **Elected Members**  
The Council considered the First Budget Update and the Mid-year Budget review at its meetings held on 7 December 2020 and 1 March 2021 respectively.
- **Community**  
Not Applicable.
- **Staff**  
Responsible Officers and General Managers.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

### Budget Review

In determining the Adopted Operating Surplus, the Council considers the financial resources which are required to provide the ongoing services, programs and facilities (Recurrent Operating Budget), which encompass the basic responsibilities, which the Council is required to provide under the *Local Government Act* and other relevant legislation, plus ongoing services and programs as a result of community needs and expectations.

Such on-going services include regulatory services, such as animal management and parking management, street cleaning and rubbish collection, maintenance of basic infrastructure including roads, footpaths, parks, public open space, street lighting and storm-water drainage, development planning and control, library and learning services, community support programs, environmental programs, community events, community recreational facilities and home assistance service.

In addition, the Council considers the funding requirements associated with the introduction of new services or the enhancement to existing services (Operating Projects).

The 2020-2021 Adopted Operating Budget, projected an Operating Deficit of \$798,455. At the Council meeting held on 1 March 2021, the Council endorsed the Mid-Year Budget Update, which reported a forecast Operating Deficit of \$651,547.

Following the Third Budget Review, the Operating Deficit has decreased to \$168,575.

The material movements in the components that make up the Operating Deficit following the Third Budget Review are detailed below.

## A. Recurrent Operating Budget

For 2020-2021, the Recurrent Operating Budget forecast a Recurrent Operating Surplus of \$435,651. Following the First Budget Update and the Mid-Year Budget Review, the Recurrent Operating Budget Surplus was increased to \$501,909.

As a result of the Third Budget Update, the Recurrent Operating Surplus is increased to \$781,609. The major reasons for the movement in Operating Surplus are detailed in Table 1.

**TABLE 1: MAJOR VARIANCES IN RECURRENT OPERATING BUDGET – THIRD BUDGET REVIEW**

	Favourable/ (Unfavourable) \$
Employee expenses has been reduced to reflect the vacant positions that are not expected to be filled by 30 June 2021.	200,000
Following a review of the cash position, it is anticipated that no new long term borrowings will be drawn down prior to 30 June 2021, therefore, finance cost has been reduced to reflect interest payable on existing loans.	130,000
To date, there are a number of minor favourable variances across a broad range of account lines. The year to date variances have been taken as a permanent savings.	100,000
Legal expenses has been increased to reflect the actual spend on legal proceedings relating to the scramble crossing at the intersection of the Parade and George Street, Norwood.	(150,000)

## B. Operating Projects

The Adopted Budget includes an estimate of operating project expenditure for the year under review and:

- previously approved and carried forward projects from the prior budget years; less
- an allowance for current year approved projects projected to be carried forward to subsequent budget years.

Carried Forward estimates (from prior financial years) are reviewed upon finalisation of the Annual Financial Statements. Additional expenditure required for non-completed Operating Projects at the end of the Financial Year, is incorporated in the Budget as part of First Budget Update.

Taking into account the Carried Forward Operating Project expenditure and new projects which have been endorsed by the Council, the 2020-2021 Adopted Operating Projects Budget forecast a cost to the Council of \$1.597 million.

Carried Forward Operating Project Expenditure was estimated as part of the Adopted Budget to be \$0.338 million. Following the First Budget Update, the value of carried forward expenditure is \$0.604 million. The increase in the Carried Forward Budget, is due to projects not progressing as anticipated or the commencement of some projects being deferred.

The Mid-Year Budget Update forecast the cost of Operating Projects to be \$1.737 million. The Third Budget Update is estimating that the cost of Operating Projects to be \$1.533 million, with a decrease of \$0.203 million. The reduction reflects the operating projects not expected to be finalised by 30 June 2021.

The Operating Projects, and expenditure not expected to be incurred in the 2020-2021 is detailed in Table 2 below.

**TABLE 2: OPERATING PROJECTS NOT EXPECTED TO BE COMPLETED IN 2020-2021**

SERVICE INITIATIVE	\$
<i>The Parade &amp; George Street Scramble Crossing</i> is currently suspended due to legal proceedings.	83,272
Feasibility Assessment of Additional Level on the Webbe Street Parking.	50,000
Development of the <i>Tree Management Policy &amp; Strategy</i> and the <i>People Place &amp; Activity Strategy</i> has commenced, however community consultation is not anticipated to be finalised by 30 June 2021. Budget allocation relates to cost associate with consultation, and documentation finalisation.	50,000
The project of <i>Age Friendly Wayfinding Strategy</i> has commenced, however the installation of signage may be delayed to early 2021-2020 Financial Year	20,000
<b>TOTAL OPERATING PROJECTS NOT EXPECTED TO BE INCURRED IN THE 2020-2021</b>	<b>203,272</b>

Details of all Operating Projects including those projects which are proposed to be carried forward into the 2021-2022 Financial Year are contained in **Attachment A**.

### C. Capital Projects

The Council adopted a Capital Budget of \$19.936 million for 2020-2021, which comprised funding allocations for New Capital Projects involving new or the upgrading of existing assets (\$4.127 million), the renewal/replacement of existing assets (\$10.146 million) and Carried Forward Projects from 2019-2020 (\$5.457million).

The Mid-Year Budget Update forecast the cost of Capital Projects to be \$22.787 million. Following the Third Budget Update, the Capital Project expenditure is forecast to decrease to \$17,861 million, a reduction of \$4.927 million. The budget variations identified in the Third Budget Review are detailed in Table 3 below:

**TABLE 3: MAJOR VARIANCES IN CAPITAL PROJECT BUDGET – THIRD BUDGET REVIEW**

Capital Project	Increase/ (Decrease) \$
The reconstruction of Dequetteville Terrace Footpath has been delayed to 2023 due to a multi-story development proposed by Chasecrown at this location.	(165,000)
The cost of Capital Projects which are forecast not to be completed by June 30 2021 and are required to be carried forward to 2021-2022. The full list of projects being carried forward are shown in Table 3.	(4,761,407)

As the Third Budget Review, the Capital Projects not expected to be completed in the 2020-2021 Financial Year is \$4.761 million.

**TABLE 4: CAPITAL PROJECTS NOT EXPECTED TO BE COMPLETED IN 2020-2021**

Capital Project	\$
The construction of Second Creek Outlet Upgrade has commenced, with works expected to be completed by September 2021.	950,000
George Street Upgrade and Scramble Crossing has been deferred due to the legal proceedings associated with the scramble crossing at the intersection of The Parade and George Street. Notwithstanding this, the preparation of detail design and construction documentation will commence in the next few weeks.	810,000
The drainage work on the Third Creek requires the Council to negotiate with owners to establish easement. The works will not be undertaken until negotiation is finalised with the property owners.	700,000
Drainage Infrastructure Works:	718,862
<ul style="list-style-type: none"> <li>• Trinity Valley Drainage Design (\$418,682) – the project was delayed due to the COVID-19 lockdown in Melbourne;</li> <li>• The Parade West (\$300,000) – the location of works is adjacent to Prince Alfred College, and the work is scheduled to be undertaken during July school holidays to minimise the impact on the school traffic.</li> </ul>	
Works has commenced on the detailed design for the following projects however, the documentation is not anticipated to be finalised prior to 30 June 2021:	335,000
<ul style="list-style-type: none"> <li>• \$150,000 for the Parade Master Plan;</li> <li>• \$150,000 for Burchell Reserve Upgrade;</li> <li>• \$35,000 for St Peters Street Upgrade</li> </ul>	
The Parade Median Streetscape Upgrade – these works are being aligned with The Parade Master Plan and DIT works.	300,000
Stephen Street (Norwood) Improvements – commencement of works is dependent on the completion of the private development (Norwood Green).	250,000
The Parade West Streetscape Upgrade Kent Town – this project has been adversely impacted due to unforeseen stormwaters which are required to be finalised prior to the completion of the streetscape works.	163,000
Major Public Art Funding Program – funding is carried forward with the artwork scheduled to be installed during the 2021-2022 Financial Year	146,762
Norwood Library Strategic Review & Concept Plan – preliminary investigation has commenced, however final concepts are not anticipated to be delivered prior to 30 June 2021 as these concepts are now integrated with the proposed upgrade of the Norwood Concert Hall.	100,000
Commencement of the following two (2) Master Plans have been deferred to 2021 – 2022 Financial Year, as the projects have been reprioritised as part of the recently endorsed Long Term Financial Plan:	85,000
<ul style="list-style-type: none"> <li>• \$50,000 for Adey Reserve Master Plan;</li> <li>• \$35,000 for Hannaford Reserve Master Plan.</li> </ul>	
Recreation & Open Space Infrastructure Work:	81,548
<ul style="list-style-type: none"> <li>• \$55,000 for Osmond Terrace Median Landscaping (Cannon);</li> <li>• \$26,548 for Protuberance Garden Beds along Osmond Terrace footpaths (Irrigation).</li> </ul>	
Standby Power for St Peters Library, has been deferred as solar options are now being investigated.	78,550
Private Laneway:	30,650
<ul style="list-style-type: none"> <li>• \$15,050 for Rosemont Lane Design;</li> <li>• \$15,600 for Salisbury Design.</li> </ul>	
Authority Version Upgrade –Online Leave Work Patterns	12,035
<b>TOTAL CAPITAL PROJECTS NOT EXPECTED TO BE INCURRED IN THE 2020-2021</b>	<b>4,761,407</b>

Details of Capital Projects is contained in **Attachment B**.

Regulation 9 (1) (b) of the Regulations states the Council must consider:

*“between 30 November and 15 March (both dates inclusive) in the relevant financial year—a report showing a revised forecast of each item shown in its budgeted financial statements for the relevant financial year compared with estimates set out in the budget presented in a manner consistent with the Model Financial Statements.”*

Further Regulation 9 (2) of the Regulations states the Council must consider:

*“revised forecasts for the relevant financial year of the council's operating surplus ratio, net financial liabilities ratio and asset sustainability ratio compared with estimates set out in the budget presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.”*

The revised Budgeted Financial Statements and Financial Indicators as a result of the Mid-Year Budget Update are included in **Attachment C**.

## **OPTIONS**

The Council has the following options in respect to this issue:

1. Adopt the Third Budget Review as recommended; or
2. Amend the Third Budget Review as it sees fit.

The Third Budget Review is forecasting an Operating Surplus that is in line with the adopted budget. In addition, the proposed amendments to the Operating and Capital projects budgets are consistent with decision made by the Council since the adoption of the 2020-2021 annual budget, the First Budget Update and the Mid-Year Budget Update.

Therefore Option 1 is recommended.

## **CONCLUSION**

Nil

## **COMMENTS**

Nil

## **RECOMMENDATION**

1. That the Third Budget Update Report be received and noted.
2. That project progress reports contained in Attachments A and B be received and noted.
3. That Pursuant to Regulation 9 (1) and (2) of the Local Government (Financial Management) Regulations 2011, Budgeted Financial Statements and Financial Indicators as contained within Attachment C be adopted.

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*Cr Minney moved:*

1. *That the Third Budget Update Report be received and noted.*
2. *That project progress reports contained in Attachments A and B be received and noted.*
3. *That Pursuant to Regulation 9 (1) and (2) of the Local Government (Financial Management) Regulations 2011, Budgeted Financial Statements and Financial Indicators as contained within Attachment C be adopted.*

*Seconded by Cr Dottore and carried unanimously.*



## 11.5 2021-2022 DRAFT ANNUAL BUSINESS PLAN AND BUDGET

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**REPORT AUTHOR:** General Manager, Corporate Services  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 83664585  
**FILE REFERENCE:** qA71314/A149799  
**ATTACHMENTS:** A - B

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### PURPOSE OF REPORT

The purpose of this report is to provide for the Council's consideration and "in principle" endorsement, the Draft 2021-2022 Annual Business Plan, the Draft 2021-2022 Budget and the Draft Rating Policy for public consultation.

### BACKGROUND

Pursuant to the provisions contained in Chapters 8, 9 and 10 of the Local Government Act 1999 (the Act), the Council is required to adopt for each Financial Year, an Annual Business Plan (ABP) and Budget (Draft Budget) after 31 May and except in a case involving extraordinary administrative difficulties before 31 August.

Part 2 of the Act, "*Annual Business Plans and Budgets*" requires the Council to consider its budget in conjunction with the Council's Annual Business Plan and adopt the Budget following adoption of the Annual Business Plan.

Pursuant to Section 123 (3) of the Act, before the Council adopts an Annual Business Plan, the Council must prepare a Draft ABP and make it available for public consultation.

At the Special Council meeting held on 14 April 2021, the Council considered the Draft 2021-2022 Recurrent Budget, the Draft 2021-2022 Operating and Capital Projects Budget (Draft Budget), which projected an Operating Deficit of \$957,745 on a full accrual basis, prior to factoring into account any increase in Rate Revenue.

In addition, at the Special Council Meeting held on 14 April 2021, the Council also resolved that the Funding Submission for the Street Tree Planting be amended to 500 trees per annum as opposed to 700 Street Trees per annum. The amendment will result in a reduction of the Operating Project Budget from \$742,000 to \$642,000, as the draft Operating Budget was based on the proposal to plant 700 Street Trees. It should be noted that despite the reduction in the number of trees, the purchase of the additional water truck is still required.

As a result of this amendment, the Operating Deficit was reduced to \$857,745 before any increase in Rate Revenue is factored into the draft Budget.

### RELEVANT POLICIES & STRATEGIC DIRECTIONS

The Council's Long Term Strategic directions are outlined in *City Plan 2030 – Shaping our Future*. The Draft 2021-2022 Annual Business Plan and supporting Draft Budget, sets out the proposed services and programs and initiatives for the 2021-2022 Financial Year and explains how the Council intends to finance its continuing services, programs and initiatives which are to be undertaken during the financial year.

The Council's Long Term Financial Plan (LTFP), is a key document in the Councils Planning Framework. It is the primary financial management tool which links the Councils Strategic Plan, *City Plan 2030 – Shaping our Future*, Whole-of-Life Asset Management Plans, the Annual Business Plan and Budget.

Financial sustainability underpins the Council's Financial Goals and Outcomes, which are set out in the Long Term Financial Plan. In general terms, financial sustainability is ensuring that the Council has the financial resources to meet the long term service and infrastructure needs of the community, without any sharp increases in rate revenue or cuts in service provision and standards.

The Draft 2021-2022 Annual Business Plan and Budget is developed on the basis of ensuring that it will assist in delivering on the Councils Long Term Strategic direction set out in the Councils Strategic Plan, *City Plan 2030 – Shaping our Future*, meets the Council's Asset Management principles set out in the respective *Infrastructure and Assets Management Plans* and financial objectives set out in the *LTFP*.

## **FINANCIAL AND BUDGET IMPLICATIONS**

The 'in-principle' adoption of the Draft 2021-2022 Budget, as presented (based on a 4.35% Rate Revenue increase inclusive of new development growth 0.5%), will result in an Operating Surplus of \$649,369 (2020-2021: Net Operating Deficit of \$798,000) and a Net Surplus (after Capital Income) of \$4.865 million (2020-2021: \$1.074 million).

It should be noted that the Draft 2021-2022 Budget includes carried forwards of \$180,000 for 2020-2021 Operating Projects which are not anticipated to be completed by 30 June 2021 which will be funded from cash reserves. Taking Carry Forward Projects into account, the projected underlying Operating Surplus for 2021-2022, based on a 4.35% revenue increase is \$829,369.

## **SOCIAL ISSUES**

Nil.

## **CULTURAL ISSUES**

Nil.

## **ENVIRONMENTAL ISSUES**

Nil.

## **RESOURCE ISSUES**

Nil.

## **RISK MANAGEMENT**

The Draft 2021-2022 Budget will be impacted upon by the decisions of the Federal Government and State Government in handing down their respective budgets. The Federal Government Budget is scheduled to be handed down on 11 May 2021, with the State Budget scheduled to be handed down in June. At the time of writing this report, the date the State Budget is scheduled to be delivered is yet to be confirmed.

The Draft 2021-2022 Budget as presented in this report, is based on the following assumptions:

- that the Financial Assistance Grants, comprising of the General Assistance Grant and the Road Funding Grant, will be provided based on the current funding arrangements of four (4) quarterly instalments, with the value of funding being indexed by 2%;
- Supplementary Road funding to South Australia will not be re-instated;
- State Government Charges, which are set by Legislation, are yet to be indexed;
- no further increase in the Solid Waste Levy beyond the current fee of \$145 per tonnes; and
- no new fees and charges will be introduced.

Any adjustments to the draft Budget arising from either the Federal or State Budgets will be incorporated when the details of these budgets becomes available. Should these assumptions and other decisions upon which the Draft 2021-2022 Budget is based, not eventuate, there is a possibility that the Council will not be in a position to deliver its proposed budgeted Operating result.

Notwithstanding this, the preparation of the Draft 2021-2022 Annual Business Plan and Budget has been prepared to ensure that the Council meets its legislative responsibilities in accordance with the requirements of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011*.

## COVID-19 IMPLICATIONS

As part of the economic recovery from the COVID-19 pandemic, the State Government released a number of funding programs aimed at stimulating the economy through infrastructure spend. As previously advised, the Council has submitted a number of grant applications to the State Governments *Open Space and People for Places Grant Funding Programs* and *Grassroots Facilities Program*.

The grant funding applications submitted include funding applications for projects that have been endorsed 'in-principle' by the Council and with the project expenditure being included in the draft 2021-2022 Annual Business Plan and Budget, plus funding applications for a number of projects which have not been included within the draft 2021-2022 Annual Business Plan and Budget, as these project will only be undertaken should the grant funding applications be successful.

As the outcome of the grant funding applications is unknown at the time of preparing this report, the grant income and projects not endorsed 'in principle' has not been included in the Draft 2021-2022 Annual Business Plan and Budget.

## CONSULTATION

- **Elected Members**  
Elected Members have been involved throughout the Budget preparation process and have considered the various components of the Draft Annual Business Plan & Budget and made decisions as appropriate.
- **Community**  
The community through community consultation process on the Annual Business Plan will have input into the final form of the Draft Budget, which is scheduled from Wednesday 12 May 2021 through to 1 June 2021.
- **Staff**  
The review of the Operating Expenditure and Special Projects and the Draft Annual Business Plan process has been completed with the involvement of the Chief Executive Officer, General Managers and the various Responsible Officers.
- **Other Agencies**  
Nil.

## DISCUSSION

As the State undertakes the economic recovery from the COVID-19 pandemic, the focus in developing the Draft 2021-2022 Annual Business Plan and Budget, has been on ensuring that the Council maintains the service standards for its existing range of services which are aimed at supporting the delivery of the Strategic Objectives outlined in the Councils' Strategic Management Plan *CityPlan 2030* and that those services receive appropriate funding. The Draft 2021-2022 Annual Business Plan and Budget also reflects the principles of the recently adopted *Asset Management Plans* and the *2021-2031 Long Term Financial Plan*.

In addition, as the third tier of government, the Council is supporting the economic recovery by proposing a number of large scale infrastructure projects, which are aimed to be delivered over the next two (2) financial years.

While the key driver in developing a Draft Annual Business Plan and Budget, is to ensure it contributes to the Council's broader strategic objectives, it must be developed to ensure that the Council's long term financial objective of managing its financial resources in a sustainable and equitable manner is achieved.

The Draft 2021-2022 Annual Business Plan and Budget is strategically focused, financially responsible and targeted at ensuring that the Council's priorities and operations are appropriately resourced balanced with ensuring that the increases in the annual rates contribution is fair and reasonable given the service level provided.

It should be noted that decisions that the Council make with respect to the Draft 2021-2022 Annual Business Plan and Budget may have future impacts on the Council's ability to deliver on the financial objectives and targets set out in its Long Term Financial Plan.

## Budget Overview

Table 1 below sets out the proposed Operating Surplus of \$451,657, based on a Recurrent Operating Surplus of \$971,359, an Operating Deficit relating to Operating Projects (including 2020-2021 Carry Forwards) of \$459,702 and an additional \$60,000 for additional finance costs associated with borrowings which are required to deliver the strategic projects included within the draft Capital Projects Budget. It should be noted that the Operating Deficit relating to 2021-2022 Projects, incorporates \$362,298 from the Federal Government Roads-to-Recovery Program. While this funding will be utilised to fund a Capital Project, this funding is required to be included when determining the Council's Operating Surplus.

**TABLE 1: 2021-2022 PROPOSED STATEMENT OF COMPREHENSIVE INCOME**

	Recurrent Operating 2021-2022	Carry Forward s 2020- 2021	Operating Projects 2021-2022	Capital Projects 2021-2022	Proposed 2021-2022
	\$	\$	\$	\$	\$
<b>INCOME</b>					
Rates	38,000,567	-	-	-	38,000,567
Statutory charges	1,865,875	-	-	-	1,865,875
User charges	3,910,411	-	-	-	3,910,411
Grants, subsidies and contributions	2,340,869	-	362,298	-	2,703,167
Investment income	110,500	-	-	-	110,500
Other income	497,940	-	-	-	497,940
Net gain joint ventures & associates	2,288	-	-	-	2,288
<b>Total Income</b>	<b>46,728,450</b>	<b>-</b>	<b>362,298</b>	<b>-</b>	<b>47,090,748</b>
<b>EXPENSES</b>					
Employee costs	16,115,712	-	-	-	16,115,712
Materials, contracts & other expenses	18,131,374	180,000	642,000	-	18,953,374
Finance costs	670,000	-	-	60,000	730,000
Depreciation & amortisation	10,640,005	-	-	-	10,640,005
Net loss Joint Ventures & Associates	200,000	-	-	-	200,000
<b>Total Expenses</b>	<b>45,757,091</b>	<b>180,000</b>	<b>642,000</b>	<b>60,000</b>	<b>46,639,091</b>
<b>OPERATING SURPLUS / (DEFICIT)</b>	<b>971,359</b>	<b>(180,000)</b>	<b>(279,298)</b>	<b>(60,000)</b>	<b>451,657</b>
Net gain (loss) on disposal or revaluation of assets	-	-	-	25,000	25,000
Amounts specifically for new or upgraded assets	-	-	-	4,190,707	4,190,707
<b>NET SURPLUS (DEFICIT)</b>	<b>971,359</b>	<b>(180,000)</b>	<b>(279,298)</b>	<b>4,155,707</b>	<b>4,667,364</b>
<b>OTHER COMPREHENSIVE INCOME</b>					
Change in revaluation surplus- infrastructure, property, plant & equipment	-	-	-	2,000,000	2,000,000
<b>Total Other Comprehensive Income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>	<b>2,000,000</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>971,359</b>	<b>(180,000)</b>	<b>(279,298)</b>	<b>6,155,707</b>	<b>6,667,364</b>

It should be noted that at the time of writing this report, the Council is yet to receive the draft budget from the Highbury Landfill Authority. The Council is required to report the Council's share of the Regional Subsidiaries operating results and while this will have an impact on the Council's reported Operating Result, this is a non-cash transaction that does not have an impact on the Council's cash position. The underlying Operating Surplus (adjusted for Regional Subsidiaries) is currently \$649,369.

Financial sustainability underpins the Council's Financial Goals and Outcomes which are set out in the Councils LTFFP. In general terms, financial sustainability is ensuring that the Council has the financial resources to meet the long term service and infrastructure needs of the community, without any large rate revenue increases or cuts in service provision and/or standards.

From an operational perspective, financial sustainability is being able to manage the balance between keeping rate revenues increases to a minimum, maintaining existing service standards and expenditure on appropriate new services and necessary major capital investments and initiatives.

To be truly financially sustainable, the Council needs to generate sufficient cash flow from its recurrent operations to meet existing principal loan repayments, spending on renewal works, while having the future financial capacity (i.e. cash reserves to meet future loan servicing) to undertake new investments in the Councils Infrastructure, services and activities.

Pursuant to Section 123 (10) (b) of the *Local Government Act 1999* and the *Local Government (Financial Management) Regulations 2011*, Part 2 Financial Accountability, the budget is required to contain:

- a budgeted income statement, balance sheet, statement of changes in equity and statement of cash flows, presented in a manner consistent with the Model Financial Statements; and
- a statement as to whether projected operating income is sufficient to meet projected operating expenses for the relevant financial year; and
- a summary of operating and capital investment activities presented in a manner consistent with the note in the Model Financial Statements entitled Uniform Presentation of Finances; and
- estimates with regard to the Council's Operating Surplus ratio, Asset Sustainability ratio and Net Financial Liabilities ratio presented in a manner consistent with the note in the Model Financial Statements entitled Financial Indicators.

The Financial Statements contained in **Attachment A**, are presented as prescribed in the Model Financial Statements and are based on a 4.35% increase in rate revenue. The Financial Statements also provide comparisons with the 2020-2021 Forecast and the Audited Financial Statements for the past three (3) years. Together, these Statements provide a complete picture of the Councils budgeted financial position for the 2021-2022 Financial year.

The Financial Statements will be updated following the Council's decision on the various components of the budget, if the proposed outcome is varied.

### **Budgeted Capital Projects**

At the Special Council Meeting held on 14 April 2021, the Council considered the Draft 2021-2022 Capital Budget ("Draft Capital Budget") and resolved to endorse "in-principle", a Draft Capital Budget, which incorporates Capital Projects to the value of \$20.126m million, exclusive of the expenditure required to finalise the 2020-2021 Capital Projects (\$4.7 million) which are not anticipated to be completed by 30 June 2021 and staff costs of \$1.035 million which are capitalised and included in the final asset cost). The Draft Capital Budget expenditure is offset by Capital Funding which incorporates Grant and Other Revenues to the value of \$4.156 million, which will result in a net cost to the Council of \$15.971 million.

The endorsed Capital Projects for 2021-2022 have been broken down into a number of categories as detailed in Table 2 below:

**TABLE 2: CAPITAL PROJECT CATEGORIES**

Capital Project Category	2020-2021 Endorsed Capital Projects \$'000	2020-2021 Grant Funding and Other Revenues \$'000	2020-2021 Net Cost \$'000
<b>Whole-of-Life Capital Works Program (<i>Infrastructure Renewal</i>)</b>			
• Road Resealing	3,902	-	3,902
• Footpath Reconstruction	800	-	800
• Kerbing Reconstruction	1,439	-	1,439
• Traffic Control Devices, Off street Carpark & Paths	709	-	709
• Stormwater Drainage Program	2,646	-	2,646
• Recreation and Open Space Program	1,033	-	1,033
• Building Works Program	1,033	-	1,033
<b>Sub-total</b>	<b>11,562</b>	<b>-</b>	<b>11,562</b>
<b>Recurring Capital Projects</b>			
Annual Acquisition of Library Books	209	127	82
Annual Website Upgrades and Improvements	10	-	10
Depot Plant Replacement	245	18	227
Private Laneways Conversion Project	210	-	210
Quadrennial Art Project	110	-	110
<b>Sub-total</b>	<b>784</b>	<b>145</b>	<b>639</b>
<b>New Capital Projects</b>			
St Peters Street Upgrade	2,470	1,270	1,200
Cycling Plan 2021-2026 Year 1 Implementation	25	-	25
Burchell Reserve Upgrade	2,026	-	2,026
Willow Bend Lighting Upgrade	17	-	17
Payneham Swimming Centre Redevelopment	3,000	2,800	200
Borthwick Park Creek Improvements	100	-	100
Extension of Reclaimed Water Scheme	175	-	175
Electronic Document Management System Upgrade	60	-	60
Meeting Room Audio Visual Upgrade	48	-	48
<b>Sub-total</b>	<b>7,921</b>	<b>4,070</b>	<b>3,851</b>
<b>Total New Capital Projects</b>	<b>20,127</b>	<b>4,215</b>	<b>15,912</b>

On a full accrual basis, the capital expenditure will not affect the operating result before capital revenues, except through future years' depreciation and financing costs on any associated loan borrowings. Grant income which has been received and which relates to Capital Projects, will however, be included as Capital Income within the Budgeted Income Statement, after the Operating Surplus/ (Deficit) as required by the Model Financial Statements prescribed by the Local Government Act 1999.

Details of the Capital and Operating Projects endorsed as part of the Draft 2021-2022 Annual Business Plan and Budget is contained in *Appendix One: Key Initiatives & Projects* of **Attachment B**.

## Borrowings

Proposed net capital expenditure (exclusive of carry forwards), as detailed in **Attachment B**, is \$16.947 million (inclusive of Roads-to-Recovery project) is proposed to be funded as follows:

- Use of depreciation recovered through rate revenue	\$10.525 million
- Roads to Recovery Funding	\$ 0.362 million
- Long Term Borrowings	\$6.060 million

Capital Projects approved as part of the 2020-2021 Budget that are due to be completed during the 2021-2022 Financial year (i.e. carry forward Capital expenditure), will be funded through a combination of cash reserves and previously approved undrawn borrowings.

In determining the level of borrowings required to fund the capital program, consideration has been given to the cashflow requirements and to intergenerational equity between current and future users. Whilst these considerations have formed part of the budget model they will be reviewed and reconsidered before the decision to commit to any borrowings.

## Rates Modelling

The Council's LTFP is based on a series of financial outcomes, with one being Rate Stability, with the overall objective being that *"annual rate collections are fair and equitable for our residents and ratepayers with the aim to keep rate revenue increases stable over the medium term"*. The LTFP has set the target of Rate Revenue increases to be between 3% and 6% each year.

Whilst Rate Stability is a key objective which requires annual rate collections to be fair and equitable, it also requires that Rate Revenue increases to be stable over the medium term. To ensure this objective is met, the Council must make decisions in respect to rate revenue (or decreases in expenditure) with the future in mind, as any significant decrease in rate revenue in one year may result in sharp rate revenue increases in the future.

Rate revenue increases need to be reflective of the service level increase to ensure that the Council remains financially sustainable. In considering the increase in service level, the Council needs to take into account not only the increase in operating programs and services but also the increase in service level that emanates from past and proposed capital investment.

The Council, at its meeting held on 18 January 2021 adopted the *Long Term Financial Plan*, which was based on maintaining existing service, programs and activities at the current level, an allowance of \$1 million per annum for the introduction of new services, programs and activities or an increase to the existing service standard. The capital investment in asset renewal plus new or upgraded assets, was based on the endorsed *Asset Management Plans*. These plans forecast a doubling of the Councils renewal and upgrade expenditure from \$10 million on average to \$21.4 million on average per annum. The Annual Business Plan and Budget contained in **Attachment B**, reflects the principles adopted in the *Long Term Financial Plan*.

To maintain financial sustainability, the Council endorsed, in its *Long Term Financial Plan*, a rate revenue increase, which was based on:

- indexation based on the 10 year average of the LGPI;
- new assessment growth; and
- factor for increase in service level from capital investment.

Applying these principles, the rate revenue increase for 2021-2022 should be set at 4.35%, and is the basis for the budget set out in Appendix 3 of the Annual Business Plan which is contained in **Appendix B**.

Based on the valuation information for the week ended 17 April 2021, the growth in the residential land use classification is modest, with a Capital Value increase of 1.8% on 2020-2021 values. New residential development (i.e. new assessments) represents 0.40% of this growth. For the Commercial Land Use classification, the Capital Value increase is 1.5% on 2020-2021 values with new commercial development accounting for 0.1% of this growth.

Preliminary rates modelling, based on valuations provided by the Valuer-General for the week ended 17 April 2021, have been undertaken based on rate revenue increases of 3%, 3.5%, 3.75%, 4% and 4.35%. It should be noted that the valuation information for the week ended 12 June 2021, will be used to determine the final average rate at the 5 July 2021 Council meeting. The impact of the respective strategies on the Councils Operating result are set out in Table 5 below.

**TABLE 5: RATING STRATEGY**

<i>Proposed Rate Revenue Increases</i>	2021-2022				
	3%	3.5%	3.75%	4.00%	4.35%
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
General Rate Revenue (Gross)	\$36,846	37,025	\$37,115	\$37,204	\$37,329
Increase on 2020-2021	\$1,073	\$1,252	\$1,341	\$1,431	\$1,557
<b>Operating Surplus/(Deficit) after rate revenue increases *</b>	<b>(\$16 )</b>	<b>\$157</b>	<b>\$244</b>	<b>\$330</b>	<b>\$452</b>

The increase in Rate Revenue is made up of new development and a rate revenue indexation. The breakdown of the increase in General Rate Revenue, for the rating strategy detailed in Table 5 is outlined below in Table 6.

**TABLE 6: BREAKDOWN OF RATE REVENUE INCREASE**

<i>Proposed Rate Revenue Increases</i>	2021-2022 Rating Strategy				
	3%	3.5%	3.75%	4.00%	4.35%
New Development Growth	0.3%	0.3%	0.3%	0.3%	0.3%
<i>Revenue due to New Development (\$'000)</i>	117	117	117	117	117
General Valuation Growth	1.50%	1.50%	1.50%	1.50%	1.50%
<i>Revenue due to General Valuation Growth (\$'000)</i>	531	531	531	531	531
Rate Revenue Indexation	1.20%	1.70%	1.95%	2.20%	2.55%
<i>Revenue due to rate revenue indexation (\$'000)</i>	426	605	694	784	910
<b>Increase in Rate Revenue (\$'000)</b>	<b>1,073</b>	<b>1,252</b>	<b>1,341</b>	<b>1,431</b>	<b>1,557</b>

The Council's Long Term Financial Plan, sets out the Councils Financial Goal, which is to be a *City which delivers on our Strategic Outcomes by managing our financial resources in a sustainable and equitable manner*. To achieve this, a number of Financial Outcomes and financial targets have been established, one being Rate Stability. The Council has defined Rate Stability to mean *Annual rate collections are fair and equitable for our residents and ratepayers with the aim to keep rate revenue increases stable over the medium term*.

Assuming a Rate Revenue increase of 4.35%, as proposed within the Draft Budget, the average rate revenue increase over the past 5 years is 2.75%, which is at the lower end of the Rate Revenue target, set out in the Councils Long Term Financial Plan. For the same period, based on valuation information received to date, the average residential rate increase was 1.75%, with the average Commercial Rate decrease of 0.42%.

As such, from a financial management perspective, the Council has clearly delivered on its financial objective.



## The Average Rate

The average rate is calculated by obtaining the average property value and multiplying it by the rate-in-the-dollar.

The increase in the average residential rate is affected by three (3) items:

- growth associated with new property development;
- the change in the residential proportion of the overall total valuation amount; and
- the proposed increase in rate revenue.

It should be noted that the average rate figure may change once more accurate valuation data becomes available and will be based on valuation data for the week ended 14 June 2020 as at the adoption of the Annual Business Plan and Budget.

Table 7 below details the impact of the proposed rating strategy options on the Residential and Commercial Rates. The Draft Budget, as presented in this report, is based upon an increase in rate revenue of 4.35%, which has been determined based on the principles set out in the LTFP.

**TABLE 7: IMPACT OF RATING STRATEGY ON RESIDENTIAL AND COMMERCIAL RATES**

	2020-2021		2021-2022			
<b>Proposed Rate Revenue Increases</b>	<b>0.65%</b>	<b>3%</b>	<b>3.5%</b>	<b>3.75%</b>	<b>4.00%</b>	<b>4.35%</b>
<b>Residential Rate</b>						
Average Rate	\$1,505	\$1,542	\$1,552	\$1,556	\$1,559	\$1,565
Average Rate Difference - \$	\$3	\$37	\$47	\$51	\$54	\$60
Increase from previous year - %	0.23%	2.46%	3.12%	3.39%	3.59%	3.99%
Rate-in-Dollar	0.00223357	0.002256	0.0022708	0.0022765	0.00228178	0.00228927
<b>Rate-in-Dollar Change</b>		<b>1.00%</b>	<b>1.66%</b>	<b>1.92%</b>	<b>2.16%</b>	<b>2.49%</b>
<b>Commercial Rate</b>						
Average Rate	\$2,597	\$2,619	\$2,636	\$2,643	\$2,649	\$2,658
Average Rate Difference - \$	\$19	\$22	\$39	\$46	\$52	\$61
Increase from previous year - %	0.74%	0.84%	1.51%	1.76%	2.00%	2.33%
Rate-in-Dollar	0.002680	0.002707	0.0027249	0.0027318	0.00273813	0.00274712
<b>Rate-in-Dollar Change</b>		<b>1.00%</b>	<b>1.66%</b>	<b>1.92%</b>	<b>2.16%</b>	<b>2.49%</b>

## The Minimum Rate

The Minimum Rate is recommended to be increased to \$1,068, which is in line with 4.35% rate revenue increase. Table 8 below details the impact of the proposed rating strategy options on the Minimum Rate.

**TABLE 8: IMPACT OF RATING STRATEGY ON MINIMUM RATES**

	2020-2021		2021-2022			
<b>Proposed Rate Revenue Increases</b>	<b>0.65%</b>	<b>3%</b>	<b>3.5%</b>	<b>3.75%</b>	<b>4.00%</b>	<b>4.35%</b>
Minimum Rate	\$1,023	\$1,054	\$1,059	\$1,061	\$1,064	\$1,068
\$Difference from prior year	\$ -	\$31	\$36	\$38	\$41	\$45
No. of assessments	6,014	6,015	6,003	6,003	6,003	6,003
% of assessments on Minimum Rate	29.34%	29.99%	29.93%	29.93%	29.93%	29.93%

There has only been a modest increase in the property market in the lead up to the 2021-2022 Financial Year. Table 9 details the Capital Value, by land use, for all property classes as advised by the Valuer-General.

**TABLE 9: CAPITAL VALUES BY LAND USE**

Land Use	2021-2022 Capital Value \$000	\$ Increase/ (Decrease) \$000	% Increase/ (Decrease)	No of Assessments	Average Value \$000
Residential	11,959,783	209,875	1.79%	17,209	695
Commercial	2,158,240	32,479	1.53%	2,231	967
Industrial	124,837	1,975	1.61%	148	843
Vacant Land	215,347	22,219	11.50%	379	568
Other	354,919	- 8,953	-2.46%	91	3,900
Primary Production	644	- 46	-6.6	1	644
Non Rateable	325,119	31499	10.73%	290	1,121
Total	15,138,888	289,047	1.95%	20,349	744
<b>Total Rateable Value</b>	<b>14,813,769</b>	<b>257,548</b>	<b>1.77%</b>	<b>20,059</b>	<b>739</b>

### Rating Policy

A review of the Councils' Rating Policy has been undertaken, with particular focus on the eligibility criteria for Rate Capping Rebates. Pursuant to Section 166(1)(l)(ii) of the Act, the Council grants a rebate of General Rates, subject to certain eligibility criteria, to the principal ratepayer of a residential assessment, where that property is the principal place of residence and that the increase in the rates levied is a result of a rapid change in the property value.

For eligible residential ratepayers, the increase in general rates (excluding the Regional Landscape Levy) will be capped at two (2) times the rate revenue increase, subject to certain conditions.

The current eligibility criteria for the automatic rebate is any such increase in property value, in whole or part is not result of:

- (a) development greater than \$30,000 undertaken on the property, or
- (b) a change in land use for rating purposes on the date the Council declared its general rates; or
- (c) a change in the zoning of the land; or
- (d) a change in the ownership of the property since 1 January 2020.

### Draft Annual Business Plan

To fulfil the requirements of the Act and therefore provide citizens with the opportunity to review and comment on the Council's proposed activities for the 2021-2022 Financial Year and the proposed funding of those activities, the Draft Annual Business Plan has been prepared and is included in **Attachment B**.

The Draft Annual Business Plan incorporates all of the assumptions detailed within this report and for illustrative purposes only, has factored in an increase in rate revenue of 4.35%. Upon finalisation of the Draft Budget through its "endorsement in principle," the Draft Annual Business Plan will be made available for citizens from 11 May 2021. Submissions will be sought with interested citizens providing comments prior to or at the Public Meeting scheduled for 1 June 2021, with the scheduled for 2 June 2021.

Following consideration of the submissions by the Council on 16 June 2021, the final 2021-2022 Annual Business Plan will be presented to the Council for adoption, followed by the 2021-2022 Annual Budget at the Council Meeting to be held on 5 July 2021.

## OPTIONS

The Council can endorse the 2021-2022 Draft Annual Business Plan and Budget as presented in this report or can choose to amend 2021-2022 Draft Annual Business Plan and Budget by either:

- increasing or reducing Operating Projects; and/or
- increasing or decreasing rate revenue: and/or
- revisiting recurrent operating expenditure; or
- increasing or reducing the Capital Projects.

## CONCLUSION

Through the adoption of the Long Term Financial Plan, the Council has committed to the attainment of Financial Sustainability. The development of the Annual Budget with reference to the financial targets and outcomes outlined in the LTFP will ensure that the Council continues to move in the right direction to achieve its ultimate goal of Financial Sustainability.

The 'in-principle' adoption of the Draft 2021-2022 Annual Business Plan and Budget as presented in **Attachment B**, will deliver an Operating Surplus of \$452,000 based on a 4.35% increase in Rate Revenue, however, the underlying Operating Result, which excludes 2020-2021 Operating Project carry forwards and the share of Regional Subsidiaries, for the provision of the Council's continuing services and programs and new initiatives, is an Operating Surplus of \$829,369.

The Council's financial capacity and its ability to withstand ongoing low rate revenue increases has been reduced by the zero rate increase (excluding new development) in the 2020-2021 financial year and the proposed expanded capital works program in 2021-2022, decisions made by the Council to support the community and the wider economy as it recovers from the COVID-19 pandemic. Decisions regarding the rate increase will have future impacts on the Council's ability to deliver on the financial objectives and targets set out in its Long Term Financial Plan and while the Draft Budget as presented in this report is forecasting an Operating Surplus, the draft Budget, as presented is forecast to deliver a cash deficit of \$750,000.

Notwithstanding this, the 'in-principle' adoption of the Draft 2021-2022 Annual Business Plan and Budget will, contribute to the Council achieving its goals and objectives as set out in the suite of Strategic Planning documents.

## COMMENTS

If Elected Members have any questions or require clarification in relation to specific budget items, and/or any issues raised in this report, do not hesitate to contact the General Manager, Corporate Services, Sharon Perkins on 8366 4585, prior to the meeting.

## RECOMMENDATION

That subject to further consideration of the Draft 2021-2022 Budget by the Council following the receipt and consideration of any public submissions in respect to the 2021-2022 Annual Business Plan:

- a) That a Rate Revenue increase, of 4.35%, be endorsed "in principle", subject to further consideration of the Budget by the Council following receipt and consideration of any submissions in respect of to the Annual Business Plan.
- b) That an average residential rate increase of 3.96% be endorsed "in principle".
- c) That an average commercial rate increase of 2.33% be endorsed "in principle".
- d) That rate cap on residential properties of two (2) times the rate revenue increase of 4.35% be adopted 'in principle' for the 2021-2022 Financial Year and be applied to all eligible assessments without the requirement for an application to be made and approved by the Council for the rebate as per the Council resolution made at its meeting held on 10 October 2005.

- e) That the Council endorses “in principle” Loan Borrowings for the 2021-2022 Financial Year up to a maximum of \$ 6.1 million for the purposes of capital expenditure funding.
  - f) That the Draft 2021-2022 Annual Business Plan as contained within Attachment B be approved for release for public consultation subject to incorporation of any amendments which may be determined by the Council.
  - g) That the Chief Executive Officer be authorised to make editorial changes to the Draft 2021-2022 Annual Business Plan, as contained within Attachment B, prior to it being released for public consultation.
  - h) The Council notes that a report in respect to the adoption of the Draft 2021-2022 Annual Business Plan and Budget will be prepared for the Council’s consideration.
- 

*Cr Minney moved:*

*That subject to further consideration of the Draft 2021-2022 Budget by the Council following the receipt and consideration of any public submissions in respect to the 2021-2022 Annual Business Plan:*

- a) *That a Rate Revenue increase, of 4.35%, be endorsed “in principle”, subject to further consideration of the Budget by the Council following receipt and consideration of any submissions in respect of to the Annual Business Plan.*
- b) *That an average residential rate increase of 3.71% be endorsed “in principle”.*
- c) *That an average commercial rate increase of 2.24% be endorsed “in principle”.*
- d) *That rate cap on residential properties of two (2) times the rate revenue increase of 4.35% be adopted ‘in principle’ for the 2021-2022 Financial Year and be applied to all eligible assessments without the requirement for an application to be made and approved by the Council for the rebate as per the Council resolution made at its meeting held on 10 October 2005.*
- e) *That the Council endorses “in principle” Loan Borrowings for the 2021-2022 Financial Year up to a maximum of \$ 6.1 million for the purposes of capital expenditure funding.*
- f) *That the Draft 2021-2022 Annual Business Plan as contained within Attachment B be approved for release for public consultation subject to incorporation of any amendments which may be determined by the Council.*
- g) *That the Chief Executive Officer be authorised to make editorial changes to the Draft 2021-2022 Annual Business Plan, as contained within Attachment B, prior to it being released for public consultation.*
- h) *The Council notes that a report in respect to the adoption of the Draft 2021-2022 Annual Business Plan and Budget will be prepared for the Council’s consideration.*

*Seconded by Cr Sims carried unanimously.*

## 11.6 Highbury Landfill Authority Draft 2021-2022 Budget

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**REPORT AUTHOR:** General Manager, Corporate Services  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA69172/A152547  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of this report is to present to the Council the Draft 2021-2022 Highbury Landfill Authority Budget (Draft Budget) for endorsement.

### BACKGROUND

The Highbury Landfill Authority (the Authority) is a Regional Subsidiary established pursuant to Section 43 of the *Local Government Act 1999*, for the purpose of facilitating the closure and post closure management of the former Highbury Landfill site. The City of Norwood Payneham & St Peters, together with the City of Burnside and the Town of Walkerville make up the Constituent Councils of the Authority.

Pursuant to Clause 4.4 of the Authority's Charter (the Charter), the Authority must prepare an Annual Budget.

Upon completion of the Draft Budget, pursuant to Clause 4.4.2 of the Charter, the Authority must provide the Draft Budget to the Constituent Councils for the purposes of obtaining approval from the Constituent Council's on or before 30 June.

Pursuant to the Authority's Charter the Annual Budget can only be adopted by the Board of the Highbury Landfill Authority, following the approval of the draft Budget by an absolute majority of the Constituent Councils.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

### FINANCIAL AND BUDGET IMPLICATIONS

The financial implications for the Council associated with the Draft Budget essentially relate to the cash which is required to fund the required post closure works and management of the former landfill and the recognition of the Authority's Operating Result within the Council's Statement of Comprehensive Income.

The Authority will require a Capital Contribution of \$200,000 from the Constituent Councils to fund the Post-Closure Provision expenditure, which includes monitoring and site maintenance costs. This Council's share of the Capital Contribution is \$80,714.

The Council's Draft Budget will also incorporate the Councils Share (40.4%) of the Authority's projected Operating Deficit of \$8,264 with this Council's share of the deficit being \$3,305.

### EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

### SOCIAL ISSUES

Not Applicable.

### CULTURAL ISSUES

Not Applicable.

## ENVIRONMENTAL ISSUES

Not Applicable.

## RESOURCE ISSUES

Not Applicable.

## RISK MANAGEMENT

Not Applicable.

## CONSULTATION

- **Elected Members**  
Cr Minney is this Council's appointee on the Authorities Board and is aware of the contents of the Draft 2021-2022 Budget.
- **Community**  
Not Applicable.
- **Staff**  
Not Applicable.
- **Other Agencies**  
Not Applicable.

## DISCUSSION

The Draft Budget includes expenditure items associated with the post-closure requirements which include:

- monthly monitoring of landfill gas and annual monitoring of ground water across the landfill site;
- site maintenance, which includes ongoing maintenance for fire control, fencing and access track maintenance; and
- administration costs such as insurance, utilities, Council rates and general administration of the Authority.

The Authority is required to oversee the management of the site until a steady state of conditions in respect to the gas emissions is maintained, which could be more than 25 years.

The Post Closure Provision, relates to anticipated future liability to manage the post closure of the landfill.

A copy of the Draft Budget is contained in **Attachment A**.

## OPTIONS

The Council can choose to endorse or not to endorse the Authority's Draft 2021-2022 Budget. There are no specific issues or activities which present a financial or risk management issue for this Council, and as such it is recommended that the Council endorse the Authority's Draft 2021-2022 Budget.

## CONCLUSION

Nil

## COMMENTS

Nil

**RECOMMENDATION**

That the Highbury Landfill Authority be advised that pursuant to Clause 4.4 of the Charter, the Council has considered and hereby approves the Authority's Draft 2021-2022 Budget.

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*Cr Minney moved:*

*That the Highbury Landfill Authority be advised that pursuant to Clause 4.4 of the Charter, the Council has considered and hereby approves the Authority's Draft 2021-2022 Budget.*

*Seconded by Cr Stock and carried unanimously.*

## **Section 3 – Governance & General Reports**



**11.7 CHIEF EXECUTIVE OFFICER REPORT – AMENDMENT OF COUNCIL DECISION - SOUTH AUSTRALIAN HOME AND COMMUNITY CARE PROGRAM – CITIZENS AGED UNDER 65 LIVING WITH A DISABILITY**

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**REPORT AUTHOR:** Chief Executive Officer  
**GENERAL MANAGER:** Not Applicable  
**CONTACT NUMBER:** 8366 4539  
**FILE REFERENCE:** qA59733  
**ATTACHMENTS:** Nil

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Regulation 21(1) of the *Local Government (Procedures at Meetings) Regulations 2013* (the Regulations), provides for the Chief Executive Officer to submit a report to the Council recommending the revocation or amendment of a resolution passed since the last General Election of the Council. This is a procedural provision of an administrative nature which operates in the same manner as the Rescission Motion provisions of Regulation 12 of the Regulations, but without the requirement for a Notice of Motion 5 clear days' notice before the meeting at which it is to be considered. Accordingly, the Chief Executive Officer, by virtue of this report, may recommend to the Council a revocation or amendment of a previous Council decision.

The fact that the Agenda report and recommendation is received by Elected Members at least 3 clear days before the meeting at which it will be considered, means that Elected Members receive the same level of notification of the proposal as if an Elected Member had given written Notice of Motion.

At the Ordinary Meeting of Council held on 6 April 2021, the Council considered a report regarding the funding arrangements for future home support services for citizens aged under 65 living with a disability and resolved the following:

1. *That the Council resolves to allocate funding of up to \$40,000 per annum for the provision of Home Support Services (Domestic Assistance, Home Maintenance and Shopping Services) to clients aged under 65 years of age living with a disability.*
2. *That the following options be activated only if the State Government does not provide alternative Home Support Services for clients:*
  - a) *That the Council resolves to include new referrals for a two (2) year period;*
  - b) *That the services are initially funded for a period of two (2) years; and*
  - c) *That the Council notes a report will be presented to the Council regarding the progress of the program at the end of the two (2) year period.*
3. *That the Council forwards a letter to The Hon Steven Marshall MP, State Member for Dunstan and Mr James Stevens MP, Federal Member for Sturt, to bring the Council's concerns regarding this matter to their attention.*

On 7 April 2021, the State Department of Human Services advised the Council that clients **currently** in receipt of Council services through the South Australian Home and Community Care Program (HACC), will be offered services through the Royal District Nursing Society (RDNS). This transition process will commence in May 2021.

In addition, to ensure that there is continuity of services for clients until the new service commences, the State Department of Human Services has also advised that the funding of the Council's services for existing clients will be extended until May 2021.

This means that there is no need for the Council to fund existing client services.

The RDNS however, will not be providing services to any new clients.

The Council therefore needs to consider, based on the Council's resolution as set out above, and this new information, if it wishes to provide funding for services for new referrals as set out in Part 2 of the resolution.

In its present form the resolution determines that the Council will fund new referrals for a two (2) year period. However this decision was made in association with the decision to fund services for existing clients.

As advised previously, there may be a small number of new referrals who will not be eligible for either the *National Disability Insurance Scheme* or *My Aged Care* or the *Community Connections* program, as they have either not turned 65 years of age which is a requirement of *My Aged Care* or the functional limitation resulting from their disability is not sufficiently severe enough for them to be eligible for the *National Disability Insurance Scheme*.

This means that new referrals (ie citizens living with disability under the age of 65 years), will not be able to access the services they require to support them in their homes.

The Chief Executive Officer's Recommendation below, is to amend the wording of the resolution by the removal of the words which refer to the funding of services for existing clients, whilst making provision for the funding of services for new clients for a two (2) year period.

The Recommendation may be resolved by the Council by way of a motion being moved, seconded and passed by a simple majority vote at the meeting.

#### **RECOMMENDATION**

That the Council resolution made at its meeting held on 6 April 2021, in respect to the funding arrangements for future home support services for citizens aged under 65 living with a disability, be amended as follows:

1. *That the Council resolves to allocate funding of up to \$10,000 per annum for the provision of Home Support Services (Domestic Assistance, Home Maintenance and Shopping Services) to new clients aged under 65 years of age living with a disability, who do not qualify for either the National Disability Insurance Scheme or My Aged Care or the Community Connections program for an initial two (2) year period.*
2. *That the Council notes a report will be presented to the Council regarding the progress of the program at the end of the two (2) year period.*
3. *That the Council forwards a letter to The Hon Steven Marshall MP, State Member for Dunstan and Mr James Stevens MP, Federal Member for Sturt, to bring the Council's concerns regarding this matter to their attention.*

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Mayor Bria declared a conflict of interest in this matter, as he has a family member who is registered with the NDIS and left the meeting at 8.51pm.

#### Appointment of Acting Mayor

*Cr Duke moved:*

*That Cr John Minney be appointed Acting Mayor for the purpose of this item, in the absence of the Mayor.*

*Seconded by Cr Callisto and carried.*

*Cr Moorhouse moved:*

*That the Council resolution made at its meeting held on 6 April 2021, in respect to the funding arrangements for future home support services for citizens aged under 65 living with a disability, be amended as follows:*

- 1. That the Council resolves to allocate funding of up to \$10,000 per annum for the provision of Home Support Services (Domestic Assistance, Home Maintenance and Shopping Services) to new clients aged under 65 years of age living with a disability, who do not qualify for either the National Disability Insurance Scheme or My Aged Care or the Community Connections program for an initial two (2) year period.*
- 2. That the Council notes a report will be presented to the Council regarding the progress of the program at the end of the two (2) year period.*
- 3. That the Council forwards a letter to The Hon Steven Marshall MP, State Member for Dunstan and Mr James Stevens MP, Federal Member for Sturt, to bring the Council's concerns regarding this matter to their attention.*

*Seconded by Cr Patterson and carried unanimously.*

Mayor Bria returned to the meeting 8.54pm.  
Cr Sims left the meeting at 8.54pm.

## 11.8 NOMINATIONS TO EXTERNAL BODIES – ENVIRONMENT PROTECTION AUTHORITY BOARD & SOUTH AUSTRALIAN PUBLIC HEALTH COUNCIL

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**REPORT AUTHOR:** General Manager, Governance & Community Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA2219  
**ATTACHMENTS:** A - B

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### PURPOSE OF REPORT

The purpose of the report is to advise the Council of the call for nominations by the Local Government Association of South Australia (LGA) for appointments to the following bodies:

1. Environment Protection Authority Board; and
2. South Australian Public Health Council.

Details relating to these appointments are set out below.

### Environment Protection Authority Board

The Local Government Association of South Australia (LGA), is inviting nominations for appointment to the Environment Protection Authority Board (the Board).

The Environment Protection Authority (EPA), administers the *Environment Protection Act 1993*, *Radiation Protection and Control Act 1982* and the *Plastic Shopping Bags (Waste Avoidance) Act 2008*.

The role of the Board is to oversee the governance, strategic planning and primary objective of the EPA which is to protect human health and the environment by reducing the harmful effects of pollution and waste.

The LGA is seeking nominations from suitably qualified Council Members, or Council employees, to be appointed to the Board for a three (3) year term commencing in August 2021.

The current Local Government Members of the Board are:

- Dr Helen McDonald, Chief Executive Officer, Clare and Gilbert Valleys Council; and
- Mr Mark Withers, Chief Executive Officer, Port Adelaide Enfield Council.

Mr Withers' term expires on 7 August 2021, and he is eligible for re-appointment.

The Board meets eleven (11) times per year on the second Tuesday of the month, at the EPA offices in Victoria Square, Adelaide. Sitting fees of \$24,000 per annum are paid.

The *Environment Protection Regulations 2009* require the LGA to provide a panel of three (3) nominees from which the Minister will select the appointee.

A copy of the Selection Criteria and Nomination Form is contained within **Attachment A**.

Nominations for the Environment Protection Authority Board must be forwarded to the LGA by 24 May 2021, via the Nomination form contained in Attachment A, and must include an up-to-date Resume.

The Council's Chief Executive Officer has expressed an interest in being nominated for the appointment to the Environment Protection Authority Board.

## South Australian Public Health Council

The South Australian Public Health Council (SAPHC) is established pursuant to the *South Australian Public Health Act 2011*.

The role of the SAPHC is to:

- (a) assist and advise the Chief Public Health Officer in relation to:
- i. the protection and promotion of public health;
  - ii. the development and maintenance of a system of strategic planning for public health at the local, regional and State-wide levels;
  - iii. the development of health plans under this Act;
  - iv. strategies to ensure that a sufficiently trained and skilled workforce is in place for the purposes of this Act;
  - v. programs to promote public health research in the State;
  - vi. the preparation of the biennial report under Division 2; and the setting of standards and qualifications for authorised officers; and
- (b) any other functions assigned to the South Australian Public Health Council (SAPHC) by this or any other Act or by the Minister or the Chief Public Health Officer.

The LGA is currently represented by the following Members:

- Mayor Ann Ferguson, Mt Barker Council; and
- Mr Gary Mavrinac, Director, Development & Environmental Services, Barossa Council.

Mr Mavrinac's term of appointment expires on 15 August 2021 and the LGA is therefore inviting nominations for a Local Government Member to be appointed for a three (3) year term commencing on 16 August 2021. Mr Mavrinac is eligible for re-appointment.

A copy of the Selection Criteria and Nomination Form is contained within **Attachment B**.

## RELEVANT POLICIES & STRATEGIC DIRECTIONS

Not Applicable.

## RECOMMENDATION 1 - ENVIRONMENT PROTECTION AUTHORITY BOARD

1. The Council notes the report and declines the invitation to submit a nomination to the Local Government Association for the Environment Protection Authority Board.

**or**

2. The Council nominates \_\_\_\_\_ to the Local Government Association for the Environment Protection Authority Board.

## RECOMMENDATION 2 – SOUTH AUSTRALIAN PUBLIC HEALTH COUNCIL

1. The Council notes the report and declines the invitation to submit a nomination to the Local Government Association for the South Australian Public Health Council.

**or**

2. The Council nominates \_\_\_\_\_ to the Local Government Association for the South Australian Public Health Council.
-

Cr Sims returned to the meeting at 8.55pm.

*Cr Duke moved:*

*The Council nominates Mario Barone, Chief Executive Officer, to the Local Government Association for the Environment Protection Authority Board.*

*Seconded by Cr Stock carried unanimously.*

*Cr Mex moved:*

*The Council nominates Cr Sue Whittington to the Local Government Association for the South Australian Public Health Council.*

*Seconded by Cr Patterson and carried unanimously.*

## 11.9 DONATION OF MEMORIAL - ASSOCIAZIONE NAZIONALE ALPINI OF ADELAIDE

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**REPORT AUTHOR:** General Manager, Governance & Community Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** qA58784  
**ATTACHMENTS:** A - B

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### PURPOSE OF REPORT

The purpose of this report is to advise the Council of an invitation to accept a donation of a memorial from the Associazione Nazionale Alpini of Adelaide.

### BACKGROUND

The Associazione Nazionale Alpini of Adelaide (A.N.A Adelaide) has written to the Council, advising the Council that they would like to donate and erect a memorial at Drage Reserve.

A copy of the letter dated 2 March 2021 from the A.N.A Adelaide is contained within **Attachment A**.

The *Alpini*, an elite branch of the Italian Army, were established in 1827, and specialise in mountain operations. The Italian Government created the *Alpini* when it was determined that a special unit was required to be assigned to mountain defences. The *Alpini* served alongside British and American forces and withstood attacks from German and Austrian troops during WW1.

The Alpini Association in Adelaide commenced in the early 1960s and was one of the first Alpini associations in Australia. Today, there are only about 15 existing members of the A.N.A Adelaide remaining.

With the A.N.A Adelaide due to close as a result of a decline in membership, the A.N.A Adelaide Executive Committee has a surplus of funds and they have determined to allocate the funds to a memorial to honour the legacy of the *Alpini, Adelaide*.

This report provides further information regarding the memorial to assist the Council to consider its position in respect to the gift of the memorial.

### RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Goals contained within the *CityPlan 2030* are:

*Outcome 2: Cultural Vitality*

*Objective 2.2.2 Facilitate opportunities for cultural expression, celebration and interaction between different cultural and demographic groups.*

### FINANCIAL AND BUDGET IMPLICATIONS

Should the Council resolve to accept the memorial, the A.N.A Adelaide have advised that the association would meet all costs associated with the installation of the memorial.

### EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

### SOCIAL ISSUES

The placement of appropriate memorials in public spaces within the City is regarded as an important contribution to ensuring ongoing recognition of significant events and/or people.

## **CULTURAL ISSUES**

Not Applicable.

## **ENVIRONMENTAL ISSUES**

Not Applicable

## **RESOURCE ISSUES**

Should the Council resolve to accept the memorial, the Council's City Assets staff will coordinate the installation of the memorial in conjunction with the A.N.A Adelaide.

## **RISK MANAGEMENT**

Not Applicable

## **COVID-19 IMPLICATIONS**

Not Applicable

## **CONSULTATION**

- **Elected Members**  
Not Applicable
- **Community**  
Not Applicable
- **Staff**  
Not Applicable
- **Other Agencies**  
Not Applicable

## **DISCUSSION**

The A.N.A Adelaide originally erected a memorial in 2007 at the Veneto Club in Beverley. That memorial was then relocated to the Fogolar Furlan Club in 2014, when the Veneto Club premises were sold. The A.N.A Adelaide believes that the Fogolar Furlan Club may face an uncertain future.

The A.N.A Adelaide would therefore like to erect a memorial in a location where it will remain for many years to come and would like to erect the memorial prior to the dissolution of the association.

The A.N.A Adelaide have advised that the memorial would consist of a large rock, with two (2) plaques mounted on the rock and a concrete sculpture of an eagle on the top of the rock.

The eagle is significant as it represents the original emblem of the Alpini Corps.

The details of the memorial are set out in Attachment A.

The A.N.A Adelaide have also advised that the Association would meet all costs associated with the installation of the memorial.

Various locations have been considered, including locations outside the City of Norwood Payneham & St Peters, however, as the existing *Alpini, Adelaide* memorial has been located at Fogolar Furlan since 2014, the A.N.A Adelaide are seeking to erect the new memorial adjacent to the current location.



The A.N.A Adelaide have therefore requested that the memorial be erected adjacent to the River Torrens Linear Park path opposite the Fogular Furlan premises.

A photograph showing the proposed location is contained within **Attachment B**.

This location is suitable as it located between the car park and the path which will ensure the memorial is visible whilst at the same time unobtrusive to the surrounding area.

#### **OPTIONS**

The Council can determine to accept the gift of the *Alpini, Adelaide* memorial or decline the offer.

#### **CONCLUSION**

Nil

#### **COMMENTS**

Nil

#### **RECOMMENDATION**

1. That the *Associazione Nazionale Alpini of Adelaide* be thanked for their kind offer to gift the memorial to the *Alpini, Adelaide* to the City of Norwood Payneham & St Peters.
  2. That the Council advises the *Associazione Nazionale Alpini of Adelaide* that the Council accepts the gift of the memorial and notes that the *Associazione Nazionale Alpini of Adelaide* will meet all costs associated with the installation of the memorial.
  3. That the Chief Executive Officer (or delegate) be authorised to enter into a “Deed of Gift” agreement with the *Associazione Nazionale Alpini of Adelaide*, for the gift of the memorial.
- 

*Cr Whittington moved:*

1. *That the Associazione Nazionale Alpini of Adelaide be thanked for their kind offer to gift the memorial to the Alpini, Adelaide to the City of Norwood Payneham & St Peters.*
2. *That the Council advises the Associazione Nazionale Alpini of Adelaide that the Council accepts the gift of the memorial and notes that the Associazione Nazionale Alpini of Adelaide will meet all costs associated with the installation of the memorial.*
3. *That the Chief Executive Officer (or delegate) be authorised to enter into a “Deed of Gift” agreement with the Associazione Nazionale Alpini of Adelaide, for the gift of the memorial.*

*Seconded by Cr Dottore and carried unanimously.*

## 12. ADOPTION OF COMMITTEE MINUTES

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**REPORT AUTHOR:** General Manager, Governance & Community Affairs  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4549  
**FILE REFERENCE:** Not Applicable  
**ATTACHMENTS:** A

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### PURPOSE OF REPORT

The purpose of the report is to present to the Council the Minutes of the following Committee Meetings for the Council's consideration and adoption of the recommendations contained within the Minutes:

- Regional Capital Projects Committee – (21 April 2021)  
(A copy of the Minutes of the Regional Capital Projects Committee meeting is contained within **Attachment A**)

### ADOPTION OF COMMITTEE MINUTES

- **Regional Capital Projects Committee**

*Cr Minney moved that the minutes of the meeting of the Regional Capital Projects Committee held on 21 April 2021, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Patterson and carried unanimously.*

**13. OTHER BUSINESS**

Cr Sims left the meeting at 9.09pm.  
Cr Sims returned to the meeting at 9.10pm.

**13.1 Pedestrian/Cyclist Activated Crossings – Magill Road, Maylands and Nelson Street, Stepney**

*Cr Duke moved:*

*That a report be prepared for the Council's consideration on:*

- (a) the installation of a fully signalised or pedestrian activated crossing at the intersection of Magill Road and Frederick Street, Maylands, to allow safe passage for cyclists to Edward Street and then onto Beulah Road for access to the CBD; and*
- (b) the option of signalising the intersection of Henry Street and Nelson Street together with other options for providing safe access for cyclists to cross Nelson Street.*

*Seconded by Cr Dottore.*

Variation

*Cr Duke, as the mover of the motion, with the consent of Cr Dottore as the seconder, sought leave of the meeting to vary point (a) as follows:*

- (a) the installation of a fully signalised or pedestrian activated crossing at the intersection of Magill Road and Frederick Street, Maylands, to allow safe passage for cyclists to Edward Street and then onto Beulah Road; and*

*Mayor Bria put the request for leave to the meeting.  
The meeting granted leave and the motion was varied as set out above.*

*The motion (as varied) was put and carried.*

Division

*Cr Sims called for a division and the decision was set aside.*

*Those in favour:  
Cr Patterson, Cr Whittington, Cr Knoblauch, Cr Minney, Cr Duke, Cr Dottore, Cr Stock,  
Cr Granozio and Cr Moore.*

*Those against:  
Cr Sims, Cr Mex, Cr Callisto and Cr Moorhouse.*

*The Mayor declared the motion carried.*

**13.2 Chief Executive Officer's Performance Review - Personal Explanation – Cr Scott Sims**

Cr Scott Sims sought leave of the meeting to make a Personal Explanation in relation to the Chief Executive Officer's Performance Review.

The meeting granted leave for Cr Sims to make a Personal Explanation.

*Cr Sims moved:*

*That my Personal Explanation be recorded in the minutes in its entirety.*

*Seconded by Cr Minney and carried.*

Cr Sims' Personal Explanation

I wish to address a complaint made by Mayor Bria to the Ombudsman recently, alleging a breach of Council confidentiality stemming from contact I had with Mr Adam Kennedy in early September 2020. This contact was with regard to Mr Barone's performance review.

Elected Members might appreciate my puzzlement as to why it took Mayor Bria at least six months to make this complaint, and, if it was such an egregious breach, why it was not addressed long before this.

Regardless, I have been in communication with the Ombudsman on this matter.

In my communication I have made it clear that I have no wish to embroil Mr Kennedy in anything that might tarnish his professionalism, nor do I wish to take up any more time and resources than are necessary regarding this matter.

Accordingly, I have agreed to make the following apology to Council, the wording of which was included in my correspondence to the Ombudsman.

*"I contacted Mr Adam Kennedy on occasion to discuss aspects of the CEO's performance review and his process. These events happened over seven months ago and I do not recall breaching Council confidence.*

*However if, at any point during any conversation I had with Mr Kennedy, I inadvertently breached Council confidence, I apologise unreservedly to my fellow Elected Members."*

**14. CONFIDENTIAL REPORTS**

Nil

**15. CLOSURE**

There being no further business, the Mayor declared the meeting closed at 9.45pm.

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**Mayor Robert Bria**

**Minutes Confirmed on** \_\_\_\_\_  
(date)