

Council Meeting

Notice is hereby given pursuant to the provisions of the *Local Government Act, 1999*, that the next Meeting of City of Unley will be held in the Council Chambers, 181 Unley Road Unley on

Tuesday

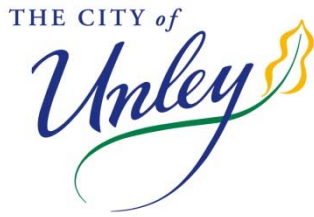
29 January 2019

7.00pm

for the purpose of considering the items included on the Agenda.



Peter Tsokas
Chief Executive Officer



OUR VISION 2033

Our City is recognised for its vibrant community spirit, quality lifestyle choices, diversity, business strength and innovative leadership.

COUNCIL IS COMMITTED TO

- Ethical, open honest behaviours
- Efficient and effective practices
- Building partnerships
- Fostering an empowered, productive culture – “A Culture of Delivery”
- Encouraging innovation – “A Willingness to Experiment and Learn”

ACKNOWLEDGEMENT

We would like to acknowledge that this land that we meet on today is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their country.

We also acknowledge the Kaurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kaurna people today.

PRAYER AND SERVICE ACKNOWLEDGEMENT

Almighty God, we humbly beseech Thee to bestow Thy blessing upon this Council. Direct and prosper our deliberations for the advancement of Thy Kingdom and true welfare of the people of this city.

Members will stand in silence in memory of those who have made the Supreme Sacrifice in the service of their country, at sea, on land and in the air.

Lest We Forget.

WELCOME

ORDER OF BUSINESS

ITEM NO

PAGE NO

APOLOGIES

- Councillor M Rabbitt

LEAVE OF ABSENCE

Nil

1367 **CONFLICT OF INTEREST**

Members to advise if they have any material, actual or perceived conflict of interest in any Items in this Agenda and a Conflict of Interest Disclosure Form (attached) is to be submitted

1368 **MINUTES**

Minutes of the Council meeting held on
Monday 10 December 2018

Minutes issued separately

DEFERRED / ADJOURNED ITEMS

Nil

1369 **PETITION**

Petition re Parking Restrictions on Charles Street
Forestville

7-14

DEPUTATIONS

Nil

REPORTS OF COMMITTEES

Nil

REPORTS OF OFFICERS

1370 Nominations – Casual Vacancies – Members of the
Greater Adelaide Region Organisation of Councils
(GAROC)

15-25

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FUTURE ITEMS – February-April (subject to change)

Centennial Park Board Member Appointment
Fund My Neighbourhood Parkside Primary School crossing –
Unley Road Revitalisation
Canopy cover – 2nd report
Reduction of Plastic Bottled Drinks Dispensed at Council Venues
Draft LATM 3 – Clarence Park
Leah Street
Waste Management Plan
Shared Streets
King William Road – contract tender price

NEXT MEETING

Monday 25 February 2019 – 7.00pm

RECEIPT OF PETITION

REPORT TITLE: PETITION RE PARKING RESTRICTIONS ON CHARLES STREET FORESTVILLE
ITEM NUMBER: 1369
DATE OF MEETING: 29 JANUARY 2019
ATTACHMENTS: 1. PETITION

1. RECOMMENDATION

That:

1. The petition be received.
 2. The principal petitioner be advised that the parking controls in Charles Street, Forestville (between Nichols and Leader Streets) will be revised to part time parking restrictions, namely three hour parking from 9am to 5pm, Monday to Friday.
 3. The residents of Charles Street, Forestville be notified of the change to be made to parking restrictions between Nichols and Leader Streets (three hour parking from 9am to 5pm, Monday to Friday).
-

2. OFFICER'S COMMENTS

A petition has been received from residents in Charles Street regarding the parking controls that were installed in late December 2017 in Forestville.

Attachment 1

Following concerns from the local community (largely in relation to commuter and business parking), the City of Unley proposed the implementation of time limited parking controls within the Forestville area, which included Charles Street, Forestville. Feedback was sought from residents via a community consultation letter dated 9 October 2017 (Attachment 2). The community consultation process gave residents the opportunity to provide feedback on a number of matters, including whether they were in support of, or opposed to, the proposed parking controls. The letter also included information regarding proposed parking permit fees.

Attachment 2

The community consultation process showed an even mix of support and non-support from local residents for parking changes. The consultation identified 20 respondents supporting the parking changes and 24 respondents objecting to the parking changes. In terms of Charles Street, a total of 19 circulars were mailed out to residents, with 11 responses received.

From the responses received, the views of Charles Street residents were as follows:

- Number supporting parking restrictions: 7
- Number not supporting parking restrictions: 4

In December 2017 Council again wrote to the residents and property owners of the local community (Attachment 3) to provide the results of the community consultation that had been undertaken, and to advise of Council's decision to proceed with the parking controls. Information regarding the proposed parking permits and potential for fees was included in the communication.

Attachment 3

The petition received by Council indicates that Charles Street residents are opposed to the full time 3P parking controls. Council's decision to implement parking controls was based on the consultation results, which received majority support, however, it has become evident that some residents interpreted the consultation documents to only mean that parking controls would be applied to business hours, and their support for controls was indicated on that basis.

Separately, there has been further feedback that the full time 3P parking controls delivered an unexpected benefit as it helped to reduce the all-day parking from surrounding businesses on the Saturday and also during the markets on Sunday.

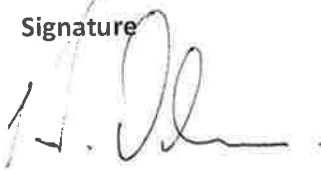








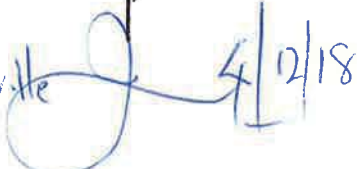
In light of Charles Street being a residential street with lower parking demands outside of business hours, the administration has no objections to revising the parking controls between Nichols and Leader Streets to be part time parking restrictions in business hours, namely 3P (three hour parking), 9am to 5pm Monday to Friday.

It should be noted that Charles Street will continue to be subject to the Royal Adelaide Show Parking restrictions during the Royal Show. These restrictions will apply from 10am to 10pm as part of Council's Show Parking arrangements.

Petition for Change of Parking Limits to Charles Street Forestville

We the undersigned Residents of Charles Street Forestville request that the parking controls recently introduced in Charles Street between Nichols and Leader Streets be changed to apply to Business hours and Special Events only. With respect to the community consultation letter and the Feedback form which the vote to introduce Parking restrictions was based on, the questions were all linked to Business Hours there is no suggestion of the 3 hour limit applying for 24 hour duration 7 days a week. If the council had been considering this 24hr constraint it should have been promulgated on the voting forming. Without this information on the voting form we would regard the vote as inconclusive to the Residents intentions.

This restriction does not appear to apply anywhere else in the Council District and is an encumbrance on our social and day to day activities, it may also impact on property values.

Name	Address	Signature	Date
Harry & Rena OLSEN	15 Charles Street		23/11/18
Rob & Anne Marie SQUIRE	12 Charles Street		25-11-18
Leon Faulkner	10 Charles Street		4/12/2018.
Michael Warrell-Davies	16 Charles Street		27/11/18
Jace & Natalie BODE	4 Charles Street		
John Diamandopoulos	9 Charles Street		25.11.2018
RON HUISMAN	11 Charles Street		26.11.18.
TIM COLLING	17 Charles Street		26/11/18
GRANT MAXWELL	19 Charles Street		25-11-18
Peter Diamandopoulos	7 Charles St. Forestville.		25.11.18
John Baranoff	5 Charles, St Forestville		4/12/18

FEEDBACK FORM



CHARLES, ETHEL, NICHOLS STREETS AND NORMAN TERRACE, FORESTVILLE ON-STREET PARKING

We are seeking your comments on CURRENT PARKING CONDITIONS ON CHARLES, ETHEL, NICHOLS STREETS AND NORMAN TERRACE, FORESTVILLE and the proposal for installing timed parking restrictions in these streets. Feedback will be received until **27 October 2017**, and will be considered by COUNCIL'S TRANSPORTATION AND TRAFFIC DEPARTMENT.

Please provide your contact details

Name

Address

Email

Phone number

Return this form by Friday **27 October 2017** either by using the reply paid envelope provided or posting to: CHARLES STREET, FORESTVILLE PARKING REVIEW City of Unley, PO Box 1, Unley SA 5061

1. DO YOU CONSIDER PARKING AN ISSUE IN YOUR STREET?

2. DO YOU MAINLY PARK YOUR VEHICLES OFF-STREET OR UTILISE ON-STREET PARKING DURING BUSINESS HOURS?

ON-STREET OFF-STREET

3. IF YOU USE ON-STREET PARKING, HOW LONG DO YOU USUALLY LEAVE YOUR CAR PARKED ON-STREET DURING BUSINESS HOURS?

Hours

2. ARE YOU IN FAVOUR OF PARKING RESTRICTIONS IN YOUR STREET?

YES NO

3. IF YES, ARE YOU SUPPORTIVE OF A 3P ZONE (3 HOUR TIME LIMIT)

YES NO

4. COMMENTS ON THE PROPOSAL?



9 October 2017

ON STREET PARKING
CHARLES, ETHEL, NICHOLS STREETS AND NORMAN TERRACE, FORESTVILLE

As part of the Council's ongoing monitoring of on-street parking, as well as concerns raised by residents, the City of Unley seeks your views on parking in Charles, Ethel, Nichols Streets and Norman Terrace in Forestville. As you are aware, some of the streets are relatively narrow and concerns have been raised about the available parking and the issues of commuter and business parking for extended periods resulting in difficulty in finding an on-street car park.

It is recognised that although difficulty may arise on occasion, access to on-street parking is important for residents. It must be considered that the streets present significant constraints and it is not possible to eliminate all difficulties. The goal is to achieve the best balance between access and parking needs of residents and the local community. We are seeking your feedback on the parking situation that you are currently experiencing in your street, whether you consider parking to be an issue and if so, would a 3 hour parking limit address the concerns raised. Based on community feedback, there could be different locations that could have different treatments such as the near the Unley Swimming Centre on Ethel Street. Council is aware that Swimming Centre users value the current level of parking access. Our aim is to improve the parking accessibility for residents and swimming Centre users but restrict the parking for all day parking.

If parking restrictions are supported by the majority of residents and implemented, residents are able to apply for a parking permit which will allow you to park in the street beyond the timed parking restrictions. The form and the relevant applicable fees (typical permit - \$30 for 2 year period) can be found on the Council's website under Forms and Applications > Parking Forms.

I have enclosed a feedback form to seek your views on the proposal for which a majority of residents must agree. The consultation is open till Friday, 27 October 2017 and enclosed is a pre-paid envelope for you to return the feedback form.

If you require any further information please contact me on telephone 8372 5111, or via email at pobox1@unley.sa.gov.au.

Yours sincerely

Bill Zissopoulos
Traffic and Parking Advisor



8 December 2017

ON STREET PARKING
CHARLES, ETHEL, NICHOLS STREETS AND NORMAN TERRACE, FORESTVILLE

Following the recent consultation that was undertaken regarding the on-street parking in Charles, Ethel, Nichols Street and Norman Terrace, Forestville, the following is a summary of the community responses to the survey for the potential introduction of parking restrictions:

- Total number of circulars delivered: 230
- Total responses received: 44
- Number of respondents supporting installation of parking controls: 24
- Number of respondents objecting to parking controls: 20

There was a fairly even mix of responses for the possibility of the introduction of parking controls throughout the consultation area. The one section that indicated a majority support for the parking controls was on Charles Street, between Leader Street and Nicholls Street. There was a 7 to 4 majority of the introduction of parking controls in this section of the street. The rest of the consultation area was then evenly split in responses.

As a result, the Council is proposing is to introduce 3 hour parking controls on Charles Street only between Leader and Nicholls Street. These controls will be installed on both sides. Council will periodically monitor the parking situation in the surrounding streets post the introduction of parking controls in Charles Street.

The residents of Charles Street, between Leader Street and Nicholls Street are able to apply for a time limit parking exemption permit to allow a motor vehicle to overstay time limits in time restricted parking areas indicated by the parking control signs. The form and the relevant applicable fees (typical permit - \$30 for 2 year period) can be found on the Council's website under Forms and Applications > Parking Forms. I have also attached a summary of your responses to questionnaire survey and a map of extent of new parking controls for further information.

If you require any further information please contact me on telephone 8372 5111, or via email at pobox1@unley.sa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Bill Zissopoulos'.

Bill Zissopoulos

Traffic and Parking Advisor

Summary of the Survey

Question 1 – Do you consider parking an issue in your street?

Yes	No
22	22

Question 2 – Do you mainly park your vehicles off-street, or utilize on-street parking during business hours?

On Street	Off Street
24	27

(there were a few residents that utilize both on street and off-street parking)

Question 3 – If you use on-street parking, how long do you usually leave your car parked on-street during business hours?

1 hour	2 hours	3 hours	4 hours	5 hours	8 hours	10 hours	12 hours	24 hours
1	4	3	1	2	12	2	1	3

Question 4 - Are you in favour of parking restrictions in your street?

Breakdown by Streets

- **Charles Street - TOTAL**
 - 13 – In favour of the introduction of parking restrictions
 - 10 – not in favour of the introduction of parking restrictions
- *Charles Street – Leader Street to Nichols Street*
 - 7 – in favour of the introduction of parking restrictions
 - 4 – not favour of the introduction of parking restrictions
- *Charles Street – Nichols Street to Norman Terrace*
 - 6 – in favour of the introduction of parking restrictions
 - 6 – not favour of the introduction of parking restrictions
- **Ethel Street**
 - 9 – in favour of the introduction of parking restrictions
 - 7 – not in favour of the introduction of parking restrictions
- **Nicholls Street**
 - 2 – in favour of the introduction of parking restrictions
 - 3 – not in favour of the introduction of parking restrictions

Question 5 – Are you supportive of a 3P Zone (3 hour time limit)

Yes	No
20	24

Proposed 3P Parking Restrictions



Proposed Extent of the 3P Parking Restrictions on Charles Street – Leader to Nichols Streets

DECISION REPORT

REPORT TITLE: NOMINATIONS – CASUAL VACANCIES – MEMBERS OF THE GREATER ADELAIDE REGION ORGANISATION OF COUNCILS (GAROC)

ITEM NUMBER: 1370

DATE OF MEETING: 29 JANUARY 2019

AUTHOR: DALLIS VON WALD

JOB TITLE: PRINCIPAL GOVERNANCE OFFICER

1. **EXECUTIVE SUMMARY**

This report advises Council of the call for nominations by the Local Government Association of South Australia (LGA) for two casual vacancies on the Greater Adelaide Region Organisation of Councils (GAROC) following the 2018 Local Government Elections; and seeks a decision from Council as to whether a nomination is to be made.

2. **RECOMMENDATION**

That:

1. The report be received and noted.
2. _____ *be nominated as a member of the Greater Adelaide Region Organisation of Councils (GAROC), subject to the acceptance and signing of the nomination form by the nominee prior to submission to the Local Government Association.*

- or -

No nomination to the Local Government Association for a member of the Greater Adelaide Region Organisation of Councils (GAROC) be made.

3. **RELEVANT CORE STRATEGIES/POLICIES**

- 3.1 We have strong leadership and governance.

4. **BACKGROUND**

The role of GAROC is regional advocacy, policy initiation and review, leadership, engagement and capacity building in the region(s). Membership comprises eight (8) representatives from the Members of GAROC Regional Grouping as set out in Attachment 1. In addition, the Lord Mayor of the City of Adelaide or his/her nominee (also being a Member of the City of Adelaide) will be a standing member of GAROC.

Attachment 1

The GAROC Terms of Reference provide that the GAROC Regional Grouping of Members (as set out in Attachment 1) will elect on a biennial basis eight (8) Council Members of Members in the GAROC Regional Grouping, provided that each person elected is from a different member. The last election to GAROC was held in October 2018, prior to the local government elections in November 2018.

As two Members who were elected to GAROC in October lost office in the general election of November, the LGA is now calling for nominations to fill those casual vacancies.

Current members of GAROC are:

- Mayor Karen Redman, City of Gawler
- Mayor Gillian Aldridge OAM, City of Salisbury
- Mayor Kevin Knight, City of Tea Tree Gully
- Cr Christel Mex, City of Norwood Payneham & St Peters
- Mayor David O'Loughlin, City of Prospect
- Mayor Jan-Claire Wisdom, Adelaide Hills Council
- Lord Mayor Sandy Verschoor, City of Adelaide

Nominations from eligible member councils for the two casual vacancies close at 5pm on Friday, 22 February 2019.

Nominations made for GAROC Members must be signed by the candidate indicating his or her willingness to stand for election.

5. DISCUSSION

Clause 4.7.2 of the GAROC Terms of Reference provides that a casual vacancy will occur if a member:

- (a) *dies;*
- (b) *resigns from GAROC;*
- (c) *is dismissed by resolution of the Board of Directors from GAROC for Misconduct; or*
- (d) *ceases to be a Council Member,*
- (e) *the Member for which the member of GAROC is a Council Member is no longer a member of the Local Government Association; or*
- (f) *an administrator is appointed to administer the affairs of the Member for which the member of GAROC is a Council Member*

Attachment 2

Following the conclusion of the 2018 Local Government elections, two members appointed to GAROC ceased to be a Council Member, therefore are ineligible to remain a member. Consequently, nominations for appointment to the two casual vacancies that have arisen are being sought by the Local Government Association of SA.

In August 2018, at the time nominations were sought for appointment of members to GAROC, Council resolved:

That:

1. *The report be received and noted.*
2. *The invitation to submit a nomination to the Local Government Association for the position of President of the Local Government Association of South Australia be declined.*
3. *Councillor D Palmer be nominated as a member of the Greater Adelaide Regional Organisation of Councils (GAROC), subject to the acceptance and signing of the nomination form by the nominee prior to submission to the Local Government Association.*

Item 1257/2018

Council is now requested to consider if it would like to nominate a council member to fill a casual vacancy. If so, once a resolution is passed to support the nomination, the Nomination Form must be completed and returned by 5pm on Friday, 22 February 2019. A copy of the 2019 Nomination Form GAROC is provided as Attachment 3.

Attachment 3

6. ANALYSIS OF OPTIONS

The options available to Council in relation to responding to the call for nominations to the two casual vacancies are as follows:

1. The report be received and noted.
2. _____ be nominated as a member of the Greater Adelaide Regional Organisation of Councils (GAROC), subject to the acceptance and signing of the nomination form by the nominee prior to submission to the Local Government Association.
- or -
3. No nomination to the Local Government Association for a member of the Greater Adelaide Regional Organisation of Councils (GAROC) be made.

As with any call for nominations it is Council's decision as to whether a name should be put forward. Council is under no obligation to make a nomination.

7. RECOMMENDED OPTION

No option is recommended.

8. ATTACHMENTS

- Attachment 1 – List of GAROC Eligible Councils
- Attachment 2 – Extract GAROC Terms of Reference
- Attachment 3 – GAROC Nomination Form

9. **REPORT AUTHORISERS**

<u>Name</u>	<u>Title</u>
Peter Tsokas	Chief Executive Officer
Tami Norman	Executive Manager Office of the CEO

Greater Adelaide Regional Organisation of Councils – eligible Councils

Adelaide Hills Council
City of Burnside
Campbelltown City Council
City of Charles Sturt
Town of Gawler
City of Holdfast Bay
City of Marion
City of Mitcham
City of Norwood, Payneham & St Peters
City of Onkaparinga
City of Playford
City of Port Adelaide Enfield
City of Prospect
City of Salisbury
City of Tea Tree Gully
City of Unley
Town of Walkerville; and
City of West Torrens

Local Government Association of South Australia

GAROC Terms of Reference

Adopted by the LGA Board on 13 September 2018 and Members at the AGM held
26 October 2018

1. Establishment

In accordance with clause 19 of the Local Government Association of South Australia Constitution and Rules (adopted April 13, 2018) (Constitution) there are 2 regional organisations of Members: the South Australian Region Organisation of Councils (SAROC) and the Greater Adelaide Region Organisation of Councils (GAROC).

2. Terms of Reference

2.1. These Terms of Reference set out the functions to be discharged by GAROC.

2.2. The operation of the Terms of Reference may be altered by the Board of Directors either generally or in respect of specific circumstances by resolution with the exception of Clauses 4.2, 4.3 and 4.4. A resolution for the purposes of this clause 2.2 will be reported to the chairperson of GAROC within 24 hours of the meeting of the Board of Directors at which the resolution was passed.

2.3. These Terms of Reference will be presented to the Members at a General Meeting for ratification annually (or more frequently as determined by the Board).

2.4. Clauses 4.2, 4.3 or 4.4 of this Terms of Reference may be altered only:

2.4.1. By resolution passed at a General Meeting of which at least 30 days' notice has been given to Members; and

2.4.2. With approval of the Minister.

2.5. A capitalised term not defined in this document has the meaning provided for the term in the Constitution.

3. Status

GAROC is a committee of the LGA and is responsible to the Board of Directors for the discharge of its functions.

4. GAROC

4.1. Role

The role of GAROC is regional advocacy, policy initiation and review, leadership, engagement and capacity building in the region(s).

4.2. Membership

4.2.1. The GAROC Regional Grouping of Members listed in the schedule to these Terms of Reference will elect in accordance with clause 4.3 and 4.4 from the Members of the GAROC Regional Grouping eight (8) Council Members of Members in the GAROC Regional Grouping to GAROC provided that each person elected is from a different Member.



- 4.2.2. In addition to the members of GAROC elected in accordance with clause 4.2.1, the Lord Mayor of the City of Adelaide will be a standing member of GAROC.

4.3. Nominations for election to GAROC

- 4.3.1. The members of GAROC will be elected biennially.
- 4.3.2. In the year in which GAROC members will be elected, and at least 3 months before the Annual General Meeting, the Chief Executive shall write to all Members of GAROC as listed in the schedule calling for nominations for the membership of GAROC.
- 4.3.3. Only a Council Member can be nominated to GAROC.
- 4.3.4. A nomination of a person as a member of GAROC must be by resolution of the Member received by the Chief Executive not later than 5 pm on the day specified for the closure of nominations (**Close of Nominations**). A nomination must be signed by the candidate indicating his or her willingness to stand for election and be in the form determined by the Chief Executive.

4.4. Election to GAROC

- 4.4.1. The Chief Executive shall be the returning officer for any election of members to GAROC.
- 4.4.2. After the Close of Nominations, the Chief Executive will notify Members of the GAROC Regional Grouping of the candidates for membership of GAROC nominated in the Regional Grouping of Members.
- 4.4.3. If the only nominations received from a Regional Grouping of Members by the Close of Nominations match the membership positions described in clause 4.2.1 then the Chief Executive will declare those persons duly elected to those membership positions.
- 4.4.4. If the number of persons nominated by the Close of Nominations by the Regional Grouping of Members exceeds the number of membership positions described 4.2.1 then an election for the purpose of clause 4.2.1 must be held in accordance with this clause.
- 4.4.5. In the event of an election being required, the Chief Executive shall conduct the election as follows:
- (a) at least six weeks before the Annual General Meeting, the Chief Executive shall deliver ballot papers to each Member of the Regional Grouping of Members;
 - (b) the ballot papers shall:
 - (i) list the candidate or candidates for election;
 - (ii) specify the day of closure of the election;
 - (iii) be accompanied by an envelope marked "Ballot Paper" and a second envelope marked "Returning Officer";



- (c) each Member shall determine by resolution the candidate or candidates (as relevant) it wishes to elect;
- (d) the chair of the meeting for that Member shall mark the ballot paper with an "X" next to the candidate or candidates (as relevant) that the Member wishes elected and seal the ballot paper in the envelope marked "Ballot Paper" inside the envelope marked "Returning Officer". Before sealing the second envelope the chair must indicate the Member's name on the inside flap of the envelope. The envelope may then be sealed and delivered to the Returning Officer;
- (e) on receipt of the envelopes the Chief Executive must:
 - (i) open the outer envelope addressed to the "Returning Officer" and record the name of the Member which appears on the inside flap of the envelope on the roll of Member's eligible to vote; and
 - (ii) place the envelope marked "Ballot Paper" unopened into the ballot box;
- (f) the Chief Executive shall nominate the date, time and place for the counting of votes and shall invite each candidate and a person nominated as the candidate's scrutineer to be present;
- (g) at the counting of the votes the Chief Executive shall produce unopened envelopes marked "Ballot Paper" and if satisfied that all votes are valid, count the number of votes received by each candidate;
- (h) in respect of an election for the purposes of clause 4.2.1, the 8 candidates with the most votes shall be deemed elected and the Chief Executive shall declare the candidates elected at the Annual General Meeting; and
- (i) in the case of candidates for membership positions described in clause 4.2.1 receiving the same number of votes, the Chief Executive shall draw lots at the counting of the votes to determine which candidate is elected.

4.4.6. The Chief Executive may, in his or her discretion, appoint a deputy returning officer and delegate any of his or her powers, functions or duties to that person who shall act accordingly.

4.5. Term of office

The term of office for members of GAROC shall commence after the Annual General Meeting of the year in which the member is elected. Each member of GAROC will serve for a period of 2 years or until a circumstance causing a casual vacancy as described in clause 4.7.2 occurs.

4.6. Duties

4.6.1. Each member of GAROC must:



- (a) undertake his or her role as a GAROC member honestly and act with reasonable care and diligence in the performance and discharge of functions and duties;
- (b) not make improper use of information acquired by virtue of his or her position as a GAROC member to gain, directly or indirectly, an advantage for himself or herself or for another person or to cause detriment to the LGA;
- (c) not make improper use of his or her position as a GAROC member to gain, directly or indirectly, an advantage for himself or herself or for another person or to cause detriment to the LGA; and
- (d) not act in any matter where the GAROC member has a conflict of interest (provided that an interest shared in common with all or a substantial proportion of the members of GAROC will not be an interest giving rise to a conflict of interest).

4.7. Absences and casual vacancies

- 4.7.1. A leave of absence may be granted to a member of GAROC by resolution of GAROC. A replacement member of GAROC will be appointed for the period of the leave of absence by resolution of the majority of Members comprising the GAROC Regional Grouping relevant to the person the subject of the leave of absence.
- 4.7.2. A casual vacancy will occur in the office of a member of GAROC if the member of GAROC:
 - (a) dies;
 - (b) resigns from GAROC;
 - (c) is dismissed by resolution of the Board of Directors from GAROC for Misconduct;
 - (d) ceases to be a Council Member;
 - (e) the Member for which the member of GAROC is a Council Member is no longer a member of the Local Government Association; or
 - (f) an administrator is appointed to administer the affairs of the Member for which the member of GAROC is a Council Member.
- 4.7.3. If there is a casual vacancy in the membership of GAROC then the GAROC Regional Grouping relevant to the GAROC member the subject of the casual vacancy will appoint by resolution of the majority of Members comprising the GAROC Regional Grouping another Council Member to serve as a member of GAROC for the balance of the membership term.

5. Responsibilities

5.1. Board of Directors

- 5.1.1. The role of the Board of Directors is to oversee corporate governance of the LGA and provide strategic direction and leadership.

2019 Nomination Form

GAROC

Nominee's Council	<i>(insert name of council)</i>
Nominee's Name (full name)	<i>(insert title, first name and surname)</i>
Declaration and signature of nominee	<p>I hereby accept such nomination and consent to act as President if so elected.</p> <p>Signature:</p> <p>.....</p>
Signature and name of Nominating Council's CEO	<p>Signature:</p> <p>.....</p> <p><i>(insert name)</i></p>
Dated	<i>(insert date)</i>

This form is to be sent to the LGA Returning Officer

Close of nominations 5:00pm Friday 22 February 2019

Candidate Information Sheet

GAROC

(word limit is strictly 1,000 words)

Name:	<i>(insert title, first name and surname)</i>
Council:	<i>(insert council name)</i>
Local Government Experience & Knowledge	<ul style="list-style-type: none">• <i>(insert)</i>
Local Government Policy Views & Interests	<ul style="list-style-type: none">• <i>(insert)</i>
Other information	<ul style="list-style-type: none">• <i>(insert details of leadership, board, corporate governance experience etc)</i>

This form must accompany the Nomination Form

DECISION REPORT

REPORT TITLE: AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION
NATIONAL GENERAL ASSEMBLY 16-19 JUNE 2019
– CALL FOR NOTICES OF MOTION

ITEM NUMBER: 1371

DATE OF MEETING: 29 JANUARY 2019

AUTHOR: DALLIS VON WALD

JOB TITLE: PRINCIPAL GOVERNANCE OFFICER

1. **EXECUTIVE SUMMARY**

This report presents information with respect to the Australian Local Government Association's 25th National General Assembly, to be held 16-19 June 2019.

2. **RECOMMENDATION**

That:

1. The report be received.
-

3. **RELEVANT CORE STRATEGIES/POLICIES**

- 3.1 (4.1) We have strong leadership and governance.

4. **DISCUSSION**

4.1 Notices of Motion

The Australian Local Government Association (ALGA) National General Assembly (NGA) is to be held 16-19 June 2019. Motions are due electronically by no later than 11:59pm on Friday 29 March 2019.

This will be the 25th NGA, focusing on the future of local government and local communities. It will consider what Councils can do today to get ready for the challenges, opportunities and changes that lie ahead. The attached discussion paper provides guidance to councils developing Motions for Debate.

Attachment 1

As the theme of this year's NGA is *Future Focused*, the key questions to be addressed via motions are:

1. *What can local governments do differently now, and in the future, to deliver more for less?*
 - *Are there new business models and new partnerships, new technologies and the willingness to reduce, phase out or change existing practices, opportunities for more sophisticated service planning and more efficient procurement?*
2. *How can local governments collaborate, be entrepreneurial and embrace disruption and innovation?*
3. *How can the Commonwealth Government help local governments prepare for the future and why should they care?*
 - *What are the opportunities for leveraging regional, state and national partnerships?*

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally;
2. be consistent with the themes of the NGA;
3. complement or build on the policy objectives of your state and territory local government association;
4. be submitted by a council which is a financial member of their state or territory local government association;
5. propose a clear action and outcome; and
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Motions are to be lodged electronically using the online form available on the NGA website at: www.alga.asn.au. All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of council.

At the time of writing this report the Chief Executive Officer was not aware of any current matters relating to City of Unley business that warrant a Notice of Motion being submitted, nor are there any previously endorsed Notices of Motion to be submitted to the ALGA NGA.

Given the timeframes for submission of motions to the ALGA NGA, Members may wish to consider whether there are any matters they believe need to be brought to the attention of the ALGA. If such a matter is identified, this could be brought forward at the 25 February 2019 Council meeting for consideration and endorsement. If supported, staff will then submit the motion as per the process set out above.

Alternatively, Members may wish to put forward a matter in response to this item. The following text is provided to assist with inclusion of an appropriate motion at the Council meeting if Council determines to do so at this time:

1. *That the City of Unley submit a Notice of Motion to the Australian Local Government Association National General Assembly (16-19 June 2019) whereby it requests the ALGA to ...[insert details of motion]*
2. *Staff be authorised to liaise with the ALGA in relation to the wording of the motion, and if required, modify the wording to facilitate acceptance of the motion for consideration at the National General Assembly and to ensure legislative compliance.*

5. ANALYSIS OF OPTIONS

Option 1 – That:

1. The report be received.

Council is not obligated to submit a Notice of Motion. Given that there are no previously endorsed Motions to be submitted, and administration are not aware of any matters currently identified as warranting submission, Option 1 acknowledges the call for motions from ALGA and confirms receipt of the report.

Given the timeframe for submission of motions (29 March 2019) there is time for members to consider whether they wish to bring forward a motion to the February Council meeting for consideration and endorsement by Council. This option enables further consideration to be given to whether any motion should be submitted, but does not obligate Council to do so.

Option 2 – That the City of Unley submit a Notice of Motion to the Australian Local Government Association Annual General Meeting (16-19 June 2019) whereby it requests the ALGA to ...[insert details of motion]

Staff be authorised to liaise with the ALGA in relation to the wording of the motion, and if required, modify the wording to facilitate acceptance of the motion for consideration at the National General Assembly and to ensure legislative compliance.

Option 2 provides the opportunity to make a submission of a Notice of Motion for the ALGA NGA.

Should Council determine that a Notice of Motion is to be submitted, the initial wording is included as part 2 and 3 to the above motion (based on the sample text provided in section 4.1 of this report), with the specific wording relating to the identified motion to be determined at the meeting. It is at Council's discretion to submit a Notice of Motion.

6. RECOMMENDED OPTION

Option 1 is the recommended option on the basis that there are currently no endorsed Notices of Motion to be submitted, nor is the Administration aware of any matters that warrant consideration at the ALGA and there is still sufficient time to enable matters to be identified prior to the submission cut off date.

7. POLICY IMPLICATIONS

7.1 Financial/Budget

- There are no financial/budget implications associated with the recommended options.

7.2 Legislative/Risk Management

- Should Council determine to submit a Notice of Motion, staff will need to ensure it complies with both the ALGA NGA meeting requirements and any relevant legislative requirements. This may require slight modification to the wording of the motion prior to submission to the ALGA. The draft text provided in section 4.1 of this report provides the capacity for staff to vary the wording of the motion (without compromising the purpose/intent of the motion) if required to facilitate submission to the ALGA NGA.

8. REPORT CONSULTATION

Nil

9. ATTACHMENTS

- Attachment 1 – Future Focused- Call for Motions Discussion Paper 2019- National General Assembly of Local Government - 16-19 June 2019

10. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Tami Norman	Executive Manager Office of the CEO
Peter Tsokas	Chief Executive Officer



Future Focused

Call for Motions
Discussion Paper 2019

National General Assembly
of Local Government **2019**

16—19 June 2019



KEY DATES

End of November 2018
Opening of Call for Motions

29 March 2019
Acceptance of motions close

16 - 19 June 2019
National General Assembly

SUBMITTING MOTIONS

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda.

To assist you to identify motions that address the theme of the NGA, the Australian Local Government Association (ALGA) Secretariat has prepared this short discussion paper. You are encouraged to read all of the sections of the paper, but are not expected to respond to every question. Your motion/s can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. be consistent with the themes of the NGA
3. complement or build on the policy objectives of your state and territory local government association
4. be submitted by a council which is a financial member of their state or territory local government association
5. propose a clear action and outcome
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. For example: That this National General Assembly call on the Federal Government to restore funding for local government financial assistance grants to a level equal to at least 1% of Commonwealth taxation revenue.

Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au. All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received no later than 11:59pm on Friday 29 March 2019.

Please note that for every motion it is important to complete the background section on the form. Submitters of motions should not assume knowledge. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee as well as by state and territory local government associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Sub-Committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. With the agreement of the relevant council, motions may be edited before inclusion in the NGA Business Papers to ensure consistency. If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association, and will not be included in the NGA Business Papers.

INTRODUCTION

The purpose of this discussion paper is to provide guidance to councils developing Motions for Debate at the 2019 National General Assembly. This will be the 25th National General Assembly and will focus on the future of local government and local communities. It will consider what Councils can do today to get ready for the challenges, opportunities and changes that lie ahead.

Local governments across Australia already face a host of challenges including financial constraints, adapting to rapidly evolving technologies and community expectations of access to 24/7 services via websites, mobiles and call centres, changes in demographics and population size and preferred means of community engagement. It is unlikely that these challenges will disappear. In some cases, they will be compounded by climate change, the ageing population and further advances in disruptive technologies including artificial intelligences.

The challenges may also be exacerbated by increasing community expectations about the level and types of services and infrastructure provided by councils and the community's willingness to pay. The community, as council's customers, are increasingly growing accustomed to steadily falling prices for better products and services such as cars, computers, overseas travels. Exceptions to this are housing and in many cases government services such as health care and tertiary education. Another exception is council rates. While a number of states have capped rates, rates across the nation typically continue to rise.

In the case of rates, local communities can perceive that they are being asked to pay more money for the same product. The community may feel that they are paying enough and are therefore unlikely to be supportive of rate rises or swing behind the call for increased federal funding for local government ($\geq 1\%$ FAGs).

KEY QUESTIONS

This therefore raises the questions of:

1. What can local governments do differently now, and in the future, to deliver more for less?
 - o Are there new business models and new partnerships, new technologies and the willingness to reduce, phase out or change existing practices, opportunities for more sophisticated service planning and more efficient procurement?
2. How can local governments collaborate, be entrepreneurial and embrace disruption and innovation?
3. How can the Commonwealth Government help local governments prepare for the future and why should they care?
 - o What are the opportunities for leveraging regional, state and national partnerships?

THE PRESENT

Demographics

In 2018 the Australian population reached the 25 million mark.

73% of the population lives in stand-alone houses, while 27% of the population live in homes such as flats, apartments, semi-detached, row houses and town houses. 38% of occupied apartments are in high rise blocks with four or more storeys. That's up from 18% in 2006.

67% of Austlians live in capital cities, 23% in other urban areas and 10% live in rural Australia. In total more than 90% of our population lives within 100km of the coast making us one of the world's most urbanised coastal dwelling populations. 86% of all Aussie households have internet access at home.

Australia has an aging population and we're also living longer with almost 4,000 people over the age of 100. In 2017, 308,000 babies were born. As a population, we're made up of more than six million families and they come in all shapes and sizes¹.

Diversity and culture

Australia has one of the most multicultural populations in the world with more than 300 different ancestries and 28% of our resident population born overseas — nearly 7 million people. Across the country more than 300 languages are spoken.

At the 2016 Census 50.7% of the population was female. However, gender equality advances have stalled across the local government sector. The rates of women in senior positions are far lower than any other tier of government. At the last round of local government elections, women accounted for just 32 per cent of all candidates and were elected to 30 per cent of positions. Even fewer (24 per cent) mayoral candidates were women but almost all were elected. Women account for 46 per cent of staff positions but this falls as the management level rises. Only 11 per cent of council chief executives are women².

At the 2016 Census Aboriginal and Torres Strait Islander people made up 2.8 per cent of the Australian population (approximately 649,000 out of 23.4 million people). Only eight politicians who identify as Indigenous have served in the Federal Parliament with six of those having been elected since 2010³. With the exception of a small number of local governments it is expected that there are very few Aboriginal and Torres Strait Islanders holding elected or senior executive positions in local government (data is not available for this issue).

According to the 2016 Census, almost 50 per cent of Australians were born overseas or had a parent born overseas. Census data also indicates that almost one quarter of Australians speak languages other than English in their homes. State and federal parliaments and local governments should reflect contemporary Australia but fail to do so.

A 2016 report by the Australian Human Rights Commission revealed that 1.61 per cent of federal and state public service heads of department, and 0 per cent of federal Ministers and Assistant Ministers come from a non-European background. In the federal parliament 79 per cent of the 226 elected members in the Australian Parliament have an Anglo-Celtic background, 16 per cent have a European background and those from a non-European background make up less than four per cent of the total⁴. There are no statistics available about cultural diversity in local government.

Fair Work Australia statistics indicate that workers compensation claims involving alleged bullying in local government were among the second highest of all sectors in 2017, with 42.2 claims per 100 million hours worked in 2017, up from being the third highest in 2016⁵.

Roles and funding

The scale and functional scope of local government spending has been subject to significant change over the last two decades. According to a report by the McKell Institute there has been a fourfold increase in spending by local governments in nominal terms (7.3% p.a. compound growth rate) from total outlays of A\$8.2 billion in 1994-95 to A\$33.6 billion in 2014-15 and \$35.9 billion in 2016-17 despite the fact that in some jurisdictions significant public service responsibilities (such as water and sewerage) have been stripped out from local government.

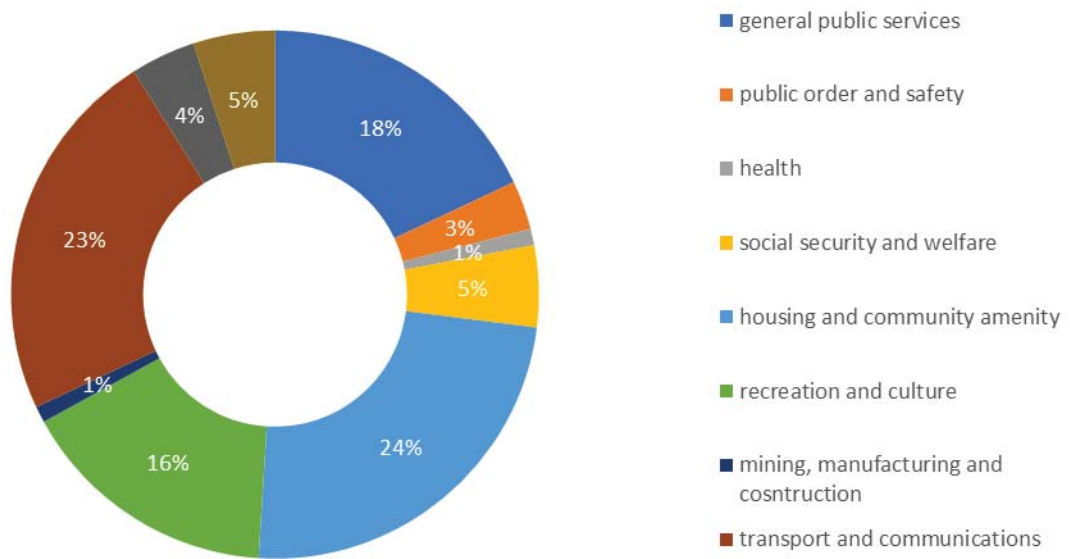
Causes for the increase in functions undertaken by local government⁶ include cost shifting, the need to address market failure (particularly in rural areas where it is commonly not financially viable for the private sector to provide essential goods and services such as aged care or childcare) and increasing community demand which has been rising steeply over the past two decades.

A gap has emerged between the community's propensity to pay for various amenities and the cost to council in providing those services. This has resulted in local governments under-charging and failing to effectively demonstrate the cost to consumers.

KEY QUESTION

What can local governments do differently?

AUSTRALIAN LOCAL GOVERNMENT SPENDING BY CATEGORY
2014-15 (total outlays \$33.6billion)

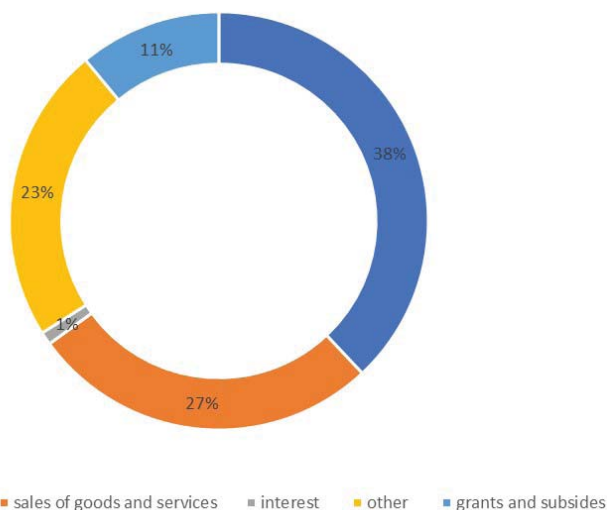


The following table demonstrates some of the key changes in local government expenditure between 2011-12 to 2016-17

Expense by purpose	Proportion of total expenditure	
	2011-12	2016-17
Transport and communications	23.7%	21.5%
Housing and community services	22.3%	24.2%
General public service	18.3%	17.6%
Recreation and culture	15%	16.6%
Social security and welfare	5.3%	4.8%
Other purpose	3.9%	4.2%
Other economic affairs	3.6%	3.6%
Public order and safety	2.6%	2.5%
Public debt transaction	2.1%	1.8%
Health	1.3%	1.2%
Mining, manufacturing and construction	1.2%	1.0%
Education	0.5%	0.6%
Fuel and energy	0.1%	0%
Agriculture, forestry and fishing	0.1%	0.1%
Total in \$\$	\$30.6b	\$35.9b

Between 2011-12 and 2016-17 local government revenue increased from \$36 billion to \$45.5 billion. Of this 88% (in 2011-12) and 89% (in 2016-17) was own source revenue⁷. Funding from the Commonwealth Government in the form of Financial Assistance Grants (FAGs) was \$2.14 billion in 2011-12 and \$2.29 billion (following the end on the freeze to indexation).

LOCAL GOVERNMENT REVENUE BY SOURCE 2016-17



KEY QUESTIONS

How can the Commonwealth Government help local governments?

Why should they care?

Total assets increased from \$350 billion in 2011-12 to \$467 billion in 2017-18. It has been estimated that the gross replacement value of local government infrastructure for all Australian councils was \$438 billion in 2014. 11% or \$47 billion of assets are in poor or very poor condition and require renewal or upgrade. Seven per cent or \$31 billion of the asset stock has poor function requiring upgrading to meet current or emerging local and regional service level targets for safety, compliance, social, environmental and economic performance. A further seven per cent or \$31 billion of assets have poor capacity and require augmenting to support growth and meet service needs⁸.

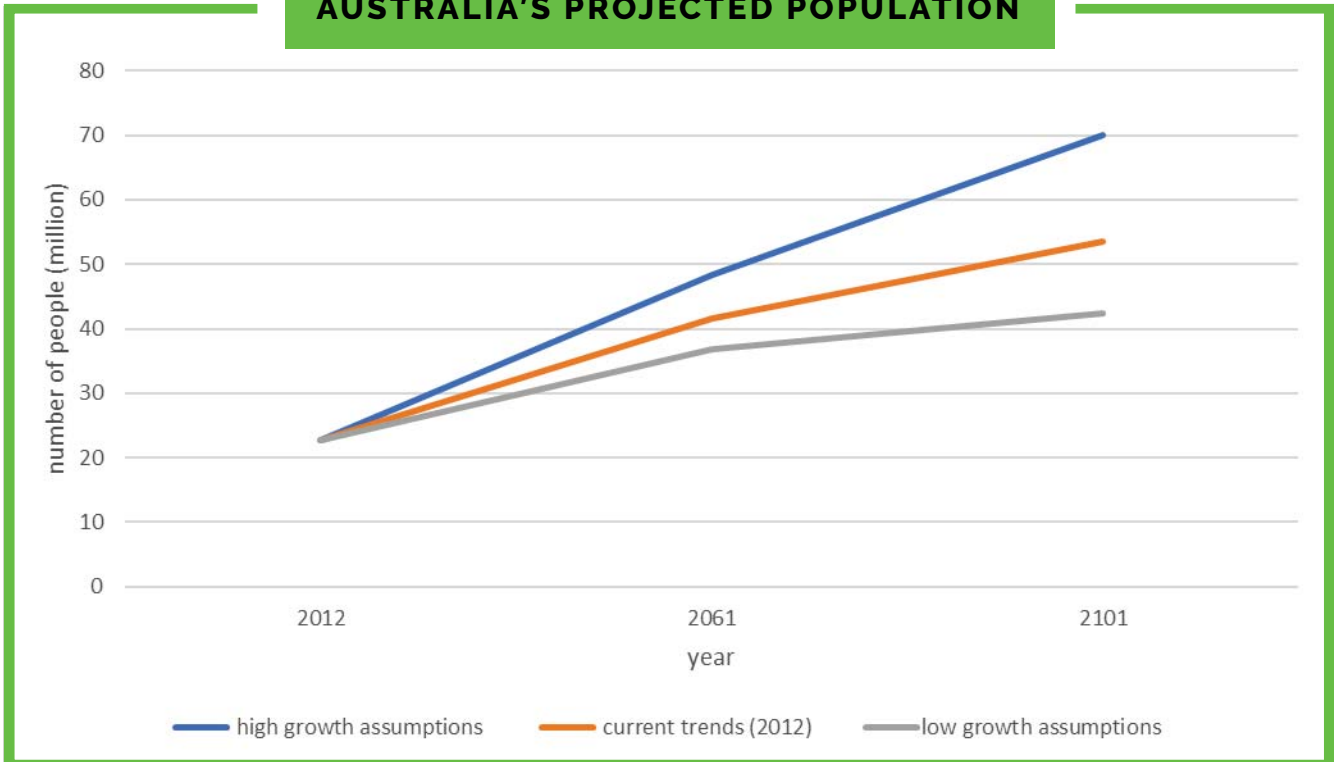
THE FUTURE

Demographics

Population projections by the Australian Bureau of Statistics illustrate the growth and change in population which would occur if certain assumptions about the future level of fertility, mortality, internal and overseas migration were to prevail over a projection period. Based on an estimated resident population of 22.7 million people at 30 June 2012 the population has been projected to increase to between 36.8 and 48.3 million people by 2061 and to between 42.4 and 70.1 million by 2101.

The median age of Australia's population (37.3 years at 30 June 2012) is projected to increase to between 38.6 years and 40.5 years in 2031 (high growth and low growth respectively) and to between 41.0 years and 44.5 years in 2061.

AUSTRALIA'S PROJECTED POPULATION



Source: ABS Population projections, Australia 2012 3222.0

Assuming the current (2012) trends continuing, the population will grow in all states and territories except Tasmania. All capital cities except Darwin are projected to experience higher percentage growth than their respective state or territory balances, resulting in a further concentration of Australia's population within the capital cities. In 2012, 66% of Australians lived in a capital city. By 2061 this proportion is projected to increase to 74%.

KEY QUESTIONS

*What partnerships, business models
can help local Government
deliver more with less?*

		2061		
State	2012	Low growth scenarios (C)	Current trend (B)	High growth scenario
NSW total	7.3 million	10.8 million	11.5 million	12.6 million
Sydney	4.7 million	8.0 million	8.5 million	8.9 million
Balance	2.6 million	2.9 million	3 million	3.7 million
Victoria Total	5.6 million	9.0 million	10.3 million	12.1 million
Melbourne	4.2 million	7.6 million	8.6 million	9.8 million
Balance	1.4 Million	1.4 million	1.7 million	2.3 million
Queensland total	4.6 million	7.9 million	9.3 million	11.1 million
Brisbane	2.2 million	3.8 million	4.8 million	5.6 million
Balance	2.4 million	4.1 million	4.5 million	5.5 million
Western Australia total	2.4 million	5.4 million	6.4 million	7.7 million
Perth	1.9 million	4.4 million	5.4 million	6.6 million
Balance	500,000	975,000	950,800	1.1 million
South Australia total	1.7 million	2.1 million	2.3 million	2.6 million
Adelaide	1.3 million	1.7 million	1.9 million	2.2 million
Balance	377,900	373,700 *	387,400	451,200
Tasmania Total	512,200	460,900 #	565,700 #	714,000
Hobart	217,000	228,700	270,600	339,300
Balance	295,400	232,200	295,100	374,700
Northern Territory total	235,200	455,700	453,000	457,800
Darwin	131,900	254,800	225,900	182,000
Balance	103,200	203,000	227,100	273,700
ACT Total	375,100	612,400	740,900	904,100

* In the low growth scenario, the population for the balance of South Australia is projected to increase marginally over the next twenty years, peaking at 398,100 in 2033, before declining to 373,700 in 2061.

In the current trend scenario (2012) Tasmania's population increases slowly before levelling out by around 2046 and then decreasing marginally from 2047 onwards. In the low growth scenario Tasmania's population increases only slightly over the first 15 years and begins to decline from 2028 onwards⁹.

In the high growth scenario, Australia's growth rate initially increases to 1.9% per year and remains above the 20-year average (1.3%) until the middle of the century. Over the second half of the century, growth rates gradually decline, reaching 1.0% in 2071 and 0.8% in 2101. In the current (2012) trend scenario Australia's annual growth rate decreases from 1.7% in 2012 to 1.0% in 2045, and to 0.5% in 2101. In the low growth scenario Australia's annual growth rate decreases at a faster rate, reaching 1.0% in 2031 and 0.2% in 2101.

Climate Change

The CSIRO and Bureau of Meteorology have compiled different models for predicting the outcome of climate change in Australia. According to this work, droughts are predicted to increase in a large portion of southern Australia, ("medium" level of confidence). It is predicted that in the main the southern half of Australia will experience less rainfall in winter, spring or both (high or medium confidence). Every part of Australia will continue to experience increases in average temperature, and will have a higher frequency of hot days. This will also result in higher evaporation across Australia, which will continue to make drought conditions worse in the future.

People living in large cities can be more susceptible than non-urban dwellers to the effects of heatwaves as a result of the urban heat island effect. This is caused by the prevalence in cities of heat absorbing materials such as dark coloured pavements and roofs, concrete, urban canyons trapping hot air, and a lack of shade and green space in dense urban environments. It can result in substantially higher temperatures (particularly overnight) than surrounding non-urban areas.



<https://www.climatechangeinaustralia.gov.au/en/climate-projections/future-climate/regional-climate-change-explorer/super-clusters/>

Northern Australia

- Average temperatures will continue to increase in all seasons (very high confidence).
- More hot days and warm spells are projected with very high confidence.
- Changes to rainfall are possible but unclear.
- Increased intensity of extreme rainfall events is projected, with high confidence.
- Mean sea level will continue to rise and height of extreme sea-level events will also increase (very high confidence).
- With medium confidence, fewer but more intense tropical cyclones are projected.

The Rangelands

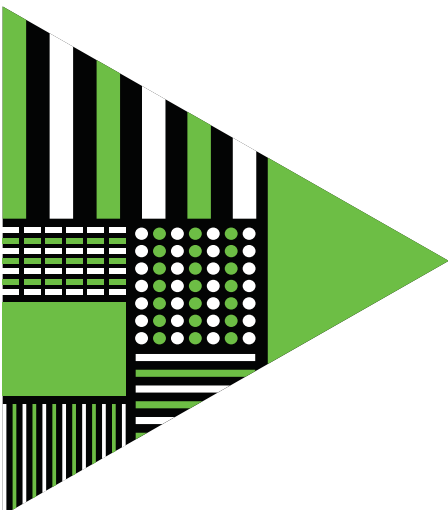
- Average temperatures will continue to increase in all seasons (very high confidence).
- More hot days and warm spells are projected with very high confidence. Fewer frosts are projected with high confidence.
- Changes to summer rainfall are possible but unclear. Winter rainfall is projected to decrease in the south with high confidence.
- Increased intensity of extreme rainfall events is projected, with high confidence.
- Mean sea levels will continue to rise and height of extreme sea-level events will also increase (very high confidence).

Eastern Australia

- Average temperatures will continue to increase in all seasons (very high confidence).
- More hot days and warm spells are projected with very high confidence. Fewer frosts are projected with high confidence.
- Average winter and spring rainfall is projected to decrease with medium confidence. Changes in summer and autumn are possible but unclear.
- Increased intensity of extreme rainfall events is projected, with high confidence.
- Mean sea level will continue to rise and height of extreme sea-level events will also increase (very high confidence).
- A harsher fire-weather climate in the future (high confidence).

Southern Australia

- Average temperatures will continue to increase in all seasons (very high confidence).
- More hot days and warm spells are projected with very high confidence. Fewer frosts are projected with high confidence.
- A continuation of the trend of decreasing winter rainfall is projected with high confidence. Spring rainfall decreases are also projected with high confidence. Changes to summer and autumn rainfall are possible but less clear.
- Increased intensity of extreme rainfall events is projected, with high confidence.
- Mean sea level will continue to rise and height of extreme sea-level events will also increase (very high confidence).
- A harsher fire-weather climate in the future (high confidence).



KEY QUESTIONS

How can local governments collaborate, build partnerships to address climate change?

Table 1 Climate Change Projections for selected Australian Cities

Variable	2030 (intermediate emission scenario)	2090 (intermediate emission scenario)	2090 (high emission scenario)
Adelaide			
Temperate	0.7	1.5	2.9
Rainfall (%)	-4	-7	-9
Days over 35°C (currently 20)	26	32	47
Alice Springs			
Temperate	1	2.1	4.4
Rainfall (%)	-2	-5	-4
Days over 35°C (currently 94)	113	133	168
Brisbane			
Temperate	0.9	1.8	3.7
Rainfall (%)	-4	-9	-16
Days over 35°C (currently 12)	18	27	55
Cairns			
Temperate	0.7	1.4	2.9
Rainfall (%)	0	-2	-2
Days over 35°C (currently 3)	5.5	11	48
Canberra			
Temperate	0.8	1.8	3.8
Rainfall (%)	-2	-6	-5
Days over 35°C (currently 20)	7.1	12	29
Darwin			
Temperate	0.9	1.8	3.7
Rainfall (%)	0	-1	+4
Days over 35°C (currently 11)	43	111	265
Dubbo			
Temperate	1	2.1	4.2
Rainfall (%)	-2	-4	-6
Days over 35°C (currently 22)	31	44	65
Hobart			
Temperate	0.6	1.4	2.9
Rainfall (%)	1	-1	-2
Days over 35°C (currently 1.6)	2	2.6	4.2
Melbourne			
Temperate	0.6	1.5	3
Rainfall (%)	-2	-7	-9
Days over 35°C (currently 11)	13	16	24
Perth			
Temperate	0.8	1.7	3.5
Rainfall (%)	-6	-12	-18
Days over 35°C (currently 28)	36	43	63
Sydney			
Temperate	0.9	1.8	3.7
Rainfall (%)	-3	-2	-3
Days over 35°C (currently 3.1)	4.3	6	11

Source: Webb, L.B. and Hennessy, K. 2015, Projections for selected Australian cities, CSIRO and Bureau of Meteorology, Australia.

Employment

Into the future, some of the most significant factors influencing employment will include change in industry structure, technological advances and globalisation. The trend towards employment requiring skills and training is also set to continue. The CSIRO estimates that while 44 per cent of Australian jobs are potentially at high risk of automation, this technology will also be responsible for the creation of new jobs. A projected growth area for regional economies is in the human services-related industries, particularly health care and social assistance for an ageing population. This will have significant implications for regional populations as service industries are more likely to cluster in regional centres than in smaller towns and rural areas. Tourism and related industries such as accommodation, food services and retail trade are also expected to continue to deliver economic growth in regional areas with help from the low Australian dollar. The knowledge economy, science, technology and finance will drive employment growth in urban areas.

Technology

The pace of technological change at present is increasing and almost daily we hear of new technologies that will disrupt existing markets and change the way our communities live, work, play and travel. It is difficult to predict which of these new technologies will come to fruition, let alone the full impact that they will have. It is also difficult to predict what is likely to occur in the future in terms of the type of technological changes and the speed of change. Forward planning is therefore problematic but it is reasonably safe to assume that drones and electric vehicles and semi-or fully autonomous vehicles (self-driving cars) will be part of our future. These will have dramatic impact on the look and feel of our communities and the services and infrastructure needed to support them.

Local government services that utilise Artificial Intelligence (AI) are already emerging. AI has the ability to tap into social media to learn about problems in real time. When people post or tweet about issues in the local area AI powered systems can improve council response times and reduce costs. Predictive elements in AI help councils analyse infrastructure issues and fix small problems before they grow larger. Modern systems can track water pressure and alert workers to fix pipes before they burst. The application of blockchain should allow local councils to reduce a great amount of transaction costs in the delivery of local services, while also providing greater transparency and participation for citizens.

Contact centre chat bots (virtual customer service assistants) can help the public to pay parking fines and rates, or apply for a permit at any time Customer service AI can help community members find the information they need. Website AI can help individuals navigate online services. Some AI can even help residents with applications, guiding them through the process and suggesting additional services.

KEY QUESTIONS

How can local government embrace disruption and innovation?

AI technology is an opportunity to reimagine how future services can be delivered as well as gain value in:

- Reducing demand on services
- Improving efficiencies
- Enhancing the customer experience
- Driving better decision making from data insights

AI technology will not displace a team or service but complement it to truly be user-centric. It can reduce the burden of administrative tasks enabling staff to put their skills to more strategic and creative tasks and gain faster access to valuable insights. In doing so, the council is empowered to make better decisions for citizens.

AI has benefits for the workplace and citizens alike helping solve a problem and improving the lives of citizens. AI can have an enabling role in achieving this for local government today and for the 'council of the future.'

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² Evans, M and Haussegger, V (2017) why are women so poorly represented in local government administrative leadership and what can be done about it? <http://www.5050foundation.edu.au/assets/reports/documents/online-gender-diversity-co-design-workshop-1-.pdf>

³ Joint select committee on constitutional recognition relating to the Aboriginal and Torres Strait Islander Peoples (2018) Interim report. The Parliament of the Commonwealth of Australia.

⁴ Australian Human Rights Commission (2016) The 'Leading for Change' blueprint

⁵ Clark, G (2018) Bullying endemic in councils, Fair Work turns staff away. Government News https://www.governmentnews.com.au/bullying-endemic-in-councils-fair-work-turns-staff-away/?utm_medium=email&utm_campaign=Newsletter%20-%2011th%20September%202018&utm_content=Newsletter%20-%2011th%20September%202018+Version+B+CID_250d36654e64011424c76af2e32234e8&utm_source=Campaign%20Monitor&utm_term=Bullying%20endemic%20in%20councils%20Fair%20Work%20turns%20staff%20away

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⁷ Australian Bureau of Statistics (2018) Government Finance Statistics, Australia, 2016-17 Catalogue No: 55120 <http://www.abs.gov.au/ausstats/abs@.nsf/mf/5512.0>

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⁹ Source: ABS Catalogue 3222.0 - Population Projections, Australia, 2012 (base) to 2101 (LATEST ISSUE Released at 11:30 AM (CANBERRA TIME) 26/11/2013) [http://www.abs.gov.au/ausstats/abs@.nsf/Products/3222.0Main%20Features52012%20\(base\)%20to%202101?opendocument&tabname=Summary&prodno=3222.0&issue=2012%20\(base\)%20to%202101&num=&view=](http://www.abs.gov.au/ausstats/abs@.nsf/Products/3222.0Main%20Features52012%20(base)%20to%202101?opendocument&tabname=Summary&prodno=3222.0&issue=2012%20(base)%20to%202101&num=&view=) (downloaded 4 September 2018)



**AUSTRALIAN
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ASSOCIATION**

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DECISION REPORT

REPORT TITLE: CITY STRATEGY AND DEVELOPMENT POLICY COMMITTEE – TERMS OF REFERENCE AND MEMBERSHIP
ITEM NUMBER: 1372
DATE OF MEETING: 29 JANUARY 2019
AUTHOR: TAMI NORMAN
JOB TITLE: EXECUTIVE MANAGER OFFICE OF THE CEO

1. EXECUTIVE SUMMARY

Section 101A of the *Development Act 1993* provides that Council must establish a strategic planning and development policy committee. Following initial consideration of a report to establish the City Strategy and Development Policy Committee at the November 2018 Council Meeting, and a workshop with Elected Members in December 2018, this report is now seeking a decision from Council on the establishment of the City Strategy and Development Policy Committee for the current term of Council.

2. RECOMMENDATION

That:

1. The report be received.
 2. The City Strategy and Development Policy Committee Terms of Reference as set out in Attachment 1 to this report (Item 1372, Council Meeting 29/01/2019) be endorsed.
 3. The City Strategy and Development Policy Committee be established, with membership comprising all members of Council, commencing from the date of this resolution and concluding
 4. Councillor be appointed Presiding Member of the City Strategy and Development Policy Committee for the period commencing from the date of this resolution and concluding
-

3. **RELEVANT CORE STRATEGIES/POLICIES**

Civic Leadership

4.1 We have strong leadership and governance.

4. **BACKGROUND**

The establishment of Committees enables Council to more effectively manage the performance of its functions and the conduct of business. It ensures that appropriate consideration is given to all matters presented to Council for decision. The scope of work of Committees is determined by a Terms of Reference. These documents set out the purpose of the Committee and include all relevant information regarding the operation of the Committee. Unless specifically required under an Act, Council has the capacity to establish committees in accordance with section 41 of the *Local Government Act 1999* (the Act).

Section 41(1) of the Act provides that:

- (a) *A council may establish committees.*
- (b) *A committee may, according to a determination of the council (and subject to the operation of this Act), be established-*
 - (a) *to assist the council in the performance of its functions;*
Examples—
 - 1 *To carry out a project on behalf of the council.*
 - 2 *To manage or administer property, facilities or activities on behalf of the council.*
 - 3 *To oversee works on behalf of the council.*
 - (b) *to inquire into and report to the council on matters within the ambit of the council's responsibilities;*
 - (c) *to provide advice to the council;*
 - (d) *to exercise, perform or discharge delegated powers, functions or duties*

City Strategy and Development Policy Committee

Section 101A of the *Development Act 1993* (the Development Act) requires Council to establish a strategic planning and development policy committee.

The functions of the committee are set out in section 101A(2) as follows:

- (a) *to provide advice to the council in relation to the extent to which the council's strategic planning and development policies accord with the Planning Strategy; and*
- (b) *to assist the council in undertaking strategic planning and monitoring directed at achieving—*
 - (i) *orderly and efficient development within the area of the council; and*
 - (ii) *high levels of integration of transport and land-use planning; and*
 - (iii) *relevant targets set out in the Planning Strategy within the area of the council; and*
 - (iiia) *the implementation of affordable housing policies set out in the Planning Strategy within the area of the council; and*
 - (iv) *other outcomes of a prescribed kind (if any); and*

- (c) *to provide advice to the council (or to act as its delegate) in relation to strategic planning and development policy issues when the council is preparing—*
 - (i) *a Strategic Directions Report; or*
 - (ii) *a Development Plan Amendment proposal; and*
- (d) *other functions (other than functions relating to development assessment or compliance) assigned to the committee by the council.*

Pursuant to s101A(3) of the Development Act, the provisions relating to the establishment of committees under s.41 of the Act apply to this committee.

5. DISCUSSION

Following the conduct of a Local Government Election Council must consider its governance structure and determine which Committees, if any, it wishes to form to assist with decision making processes.

Whilst Council largely has discretion in relation to the formation of Committees, legislation prescribes that Council must have a strategic planning and development policy committee (s101A of the Development Act).

The Terms of Reference for the City Strategy and Development Policy Committee have been reviewed and are provided as Attachment 1.

Attachment 1

The City Strategy and Development Policy is defined by the Remuneration Tribunal SA *Determination of Allowances for Members of Local Government Councils, 30 August 2018* as Prescribed Committees. Remuneration for the Presiding Member (if an Elected Member) is 1.25 times the standard Elected Member Allowance (\$21,587.50; standard allowance is \$17,270.00). The Presiding Member may choose to decline the additional allowance associated with the role.

Committee Membership

Section 41 of the Act includes detail regarding the requirements for establishing membership of a committee as follows:

- (3) *The membership of a committee will be determined by the council and may consist of, or include, persons who are not members of the council*
- (4) *The council must appoint a person as the presiding member of a committee, or make provision for the appointment of a presiding member.*
- (5) *A member of a committee holds office at the pleasure of the council.*
- (6) *The council may appoint the principal member of the council as an ex officio member of a committee (but in such a case the principal member will not be taken to be included in the membership of the committee unless actually present at a meeting of the committee).*

In accordance with Section 41(4), Council must appoint a person as the presiding member of a committee, or make provision for the appointment of a presiding member.

Council's practice has been to appoint a Presiding Member for the term of Council, and to make provision in the Terms of Reference for the appointment of a Deputy Presiding Member by each committee at the first meeting of the Committee.

Section 41(6) allows the Council to appoint the principal member of Council (the Mayor) as an ex officio member of a Committee. An ex officio appointment provides the capacity for the Mayor to be considered as a full member of the Committee when in attendance at meetings, including voting rights applicable to committee members. For the purpose of determining a quorum for a meeting, an ex officio member is only considered a member of the committee when they are in attendance.

The term for which a member is appointed is at the discretion of Council, therefore a decision is required to determine both the members to be appointed and the period of appointment.

City Strategy and Development Policy Committee Membership

Membership of the City Strategy and Development Policy Committee expired at the conclusion of the previous term of Council. Composition of the committee previously comprised four (4) elected members and three (3) independent members. Sitting fees were paid to independent members for each meeting attended (\$300). As an Elected Member, the Presiding Member received an additional allowance payment, consistent with the Remuneration Tribunal Determination (1.25 times the standard Elected Member allowance).

Membership of the City Strategy and Development Policy Committee prior to the conclusion of the last term of Council was:

- Cr Michael Rabbitt (Presiding Member)
- Cr Jennie Boisvert
- Cr Michael Hewitson
- Cr Don Palmer
- Mr Doug Wallace (independent member)
- Mr Lloyd Roberts (independent member)
- Dr Iris Iwanicki (independent member)

Council is free to determine the composition of the City Strategy and Development Policy Committee: there is no requirement to appoint independent members.

The State Government is currently implementing a series of planning reforms. As part of these, the obligation to establish a strategic planning and development policy committee will cease from 30 June 2020. Other elements of the reforms have changed the role of Council in relation to planning, which resulted in a significant reduction of the work transacted by the City Strategy and Development Policy Committee in the last term of Council. It is expected that the planning reforms will continue to impact the role of Council, and subsequently the Committee, into the future until such time as the Committee is no longer required. However, at this time, the legal obligation to establish the Committee remains.

In light of the above, Council may consider it prudent not to appoint independent members to the Committee. A clause has been included in the Terms of Reference which allows Council to appoint independent members to the Committee should it consider this necessary in response to projects or work undertaken by the State Government. This clause allows Council to be responsive to planning reforms and ensure that the Committee has access to a membership composition to support the work of the Committee and ultimately Council's decision making.

Should Council wish to retain independent members on the Committee, a process is required to advertise for suitable persons to appoint. Council may prefer the committee membership to comprise only Elected Members at this time.

A decision is sought from Council as to the composition of the City Strategy and Development Policy Committee and membership appointments to the Committee. In addition, a decision regarding the Presiding Member of the Committee is sought.

6. ANALYSIS OF OPTIONS

Option 1

1. The report be received.
2. The City Strategy and Development Policy Committee Terms of Reference as set out in Attachment 1 to this report (Item 1372, Council Meeting 29/01/2019) be endorsed.
3. The City Strategy and Development Policy Committee be established, with membership comprising all members of Council, commencing from the date of this resolution and concluding
4. Councillor be appointed Presiding Member of the City Strategy and Development Policy Committee for the period commencing from the date of this resolution and concluding

Council is obligated to have a strategic planning and development policy committee (howsoever named). This option provides for the endorsement of revised terms of reference for the committee and appoints members which will enable meetings of the committees to be convened in accordance with the terms of reference.

Membership composition for the strategic planning and development policy committee is at the discretion of Council. In recognition of reforms in the planning sector, this option proposes that membership of the committee comprise Elected Members only, and proposes that all members of Council be appointed to the Committee. The Terms of Reference have been drafted to provide the capacity to appoint independent members on a case by case basis, should Council deem this to be necessary in response to further planning reform work of the State Government.

Option 2

1. The report be received.
2. The City Strategy and Development Policy Committee Terms of Reference as set out in Attachment 1 to this report (Item 1372, Council Meeting 29/01/2019) be endorsed, with the following amendments:

3. Membership

3.1 The Committee will comprise members as follows:

- (a) Elected Members
- (b) Independent Members
- (c) The Mayor *ex officio*

...

3.6 Council will determine the sitting fees for independent members. Sitting fees are payable based on attendance at meetings.

3.7 Independent Members of the City Strategy and Development Policy Committee are required to complete and submit Primary and Ordinary Returns, and comply with Conflict of Interest provisions as set out in the *Local Government Act 1999*.

3. Councillors [*the number of Elected Members determined in Part 3 to be named here*] be appointed to the City Strategy and Development Policy Committee for the period commencing from the date of this resolution and concluding
4. Councillors [*insert names of Elected Members to be appointed*] be appointed to a Selection Committee, in conjunction with the CEO or nominee, to shortlist and interview suitable persons as independent members for appointment to the City Strategy and Development Policy Committee.
5. Councillor be appointed Presiding Member of the City Strategy and Development Policy Committee for the period commencing from the date of this resolution and concluding

This option provides for the endorsement of Terms of Reference for the City Strategy and Development Policy Committee, and appointment of members, which include independent members. It also provides for a variation to the Terms of Reference for the Committee to reflect the inclusion of independent members within the membership composition. Finally, this option establishes a selection panel to undertake a process of shortlisting and interviewing suitable persons to appoint as independent members to the City Strategy and Development Policy Committee. The recommendations of the Selection Committee would be presented to Council for decision, along with a recommendation for sitting fees to apply to independent members.

Option 3

1. The report be received.
2. The City Strategy and Development Policy Committee Terms of Reference as set out in Attachment 1 to this report (Item 1372, Council Meeting 29/01/2019) be endorsed, with the following amendments:

3. Membership

- 3.1 The Committee will comprise Elected Members and the Mayor *ex officio*.

...

3. Councillors [*the number of Elected Members determined in Part 3 to be named here*] be appointed to the City Strategy and Development Policy Committee for the period commencing from the date of this resolution and concluding
4. Councillor be appointed Presiding Member of the City Strategy and Development Policy Committee for the period commencing from the date of this resolution and concluding

This option provides for the endorsement of Terms of Reference for the City Strategy and Development Policy Committee, and appointment of a specified number of Elected Members (rather than all members of Council as provided for in Option 1). It also provides for a variation to the Terms of Reference for the Committee to reflect the number of members appointed within the membership composition.

7. RECOMMENDED OPTION

It is at Council discretion as to which Option is preferred.

8. POLICY IMPLICATIONS

Please consider the following issues when discussing the policy implications of the recommended option:

8.1 Financial/Budget

- The costs to pay the Presiding and independent members of the Committee are included in the current year budget. If the Committee is established without independent members there will be no need to factor the fees into the 2019/20 budget process. The costs required for a process to recruit and appoint independent members would also not be incurred.

8.2 Legislative/Risk Management

- It is a statutory requirement that Council establishes a strategy and development policy committee (howsoever named). Failure to do so would be a breach of the *Development Act 1993*.
- There are no legislative requirements regarding composition of the City Strategy and Development Policy Committee.

9. REPORT CONSULTATION

Nil

10. ATTACHMENTS

- Attachment 1 – Terms of Reference City Strategy and Development Policy Committee

11. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Peter Tsokas	Chief Executive Officer



**CITY STRATEGY AND DEVELOPMENT POLICY COMMITTEE
- TERMS OF REFERENCE -**

1. ESTABLISHMENT

- 1.1. The Council has established the City Strategy and Development Policy Committee (referred to in these Terms of Reference as "the Committee") pursuant to Section 41 of the *Local Government Act 1999* ("the Act") and Section 101A of the *Development Act 1993*.
- 1.2. The Committee is defined as a "prescribed committee" in the Remuneration Tribunal SA *Determination No. 6 of 2018, Allowances for Members of Local Government Councils*, dated 30 August 2018.

2. OBJECTIVES

- 2.1. The Committee is established in accordance with the requirements of section 101A(2) of the *Development Act 1993* to:
 - 2.1.1. provide advice to the council in relation to the extent to which the council's strategic planning and development policies accord with the State Planning Strategy; and
 - 2.1.2. assist the council in undertaking strategic planning and monitoring directed at achieving—
 - (a) orderly and efficient development within the area of the council; and
 - (b) high levels of integration of transport and land-use planning; and
 - (c) relevant targets set out in the State Planning Strategy within the area of the council; and
 - (d) the implementation of affordable housing policies set out in the State Planning Strategy within the area of the council; and
 - (e) other outcomes of a prescribed kind (if any); and
 - 2.1.3. provide advice to the council (or to act as its delegate) in relation to strategic planning and development policy issues when the council is preparing—
 - (a) a Strategic Directions Report; or
 - (b) a Development Plan Amendment proposal; and

- 2.1.4. undertake other functions (other than functions relating to development assessment or compliance) assigned to the committee by the council.
- 2.1.5. review and consider specific changes to the Development Plan as initiated by the State Government
- 2.1.6. review relevant State legislative, strategy and policy changes affecting Local Government activity and responsibilities in relation to development, and recommending appropriate course(s) of action.
- 2.1.7. receive reports, at least six monthly, from the City of Unley Council Assessment Panel (CAP) regarding trends, issues and other relevant matters.
- 2.1.8. provide advice to Council regarding strategies and policies to deal with major changes in urban form, increased population or changing population age profiles in the council area related to the State 30 Year Plan for Greater Adelaide, or other factors.

3. MEMBERSHIP

- 3.1. The Committee will comprise the whole of Council.
- 3.2. Council may appoint independent members to the Committee in response to projects or work undertaken by the State Government. Any such appointment will be determined by Council on a case by case basis.
- 3.3. Committee member appointments are for a term determined by Council.
- 3.4. Membership of the Committee continues for the term of appointment *unless* a member resigns, is otherwise incapable of continuing as a member, or is removed from office by the Council.
- 3.5. The Committee may, by a vote supported by at least half plus one of the members of the Committee, make a recommendation to the Council to remove a member of the Committee from office where a member has failed (without the leave of the Committee) to attend three consecutive meetings of the Committee.
- 3.6. Members of the Committee are eligible for re-appointment at the expiration of their term of office.

4. PRESIDING MEMBER

- 4.1. The Council will appoint the Presiding Member of the Committee.
- 4.2. The Council authorises the Committee to determine if there will be a Deputy Presiding Member of the Committee and, if so, authorises, the Committee to make the appointment to that position for a term determined by the Committee.
- 4.3. If the Presiding Member of the Committee is absent from a meeting the Deputy Presiding Member (if such position exists) will preside at that meeting. If there is no position of Deputy Presiding Member, or both the Presiding Member and the Deputy Presiding Member of the Committee are absent from a meeting of the Committee, then a member of the Committee chosen from those present will preside at the meeting until the Presiding Member (or Deputy Presiding Member, if relevant) is present.
- 4.4. The role of the Presiding Member includes:

- 4.4.1. overseeing and facilitating the conduct of meetings in accordance with the *Local Government Act 1999*, and the *Local Government (Procedures at Meetings) Regulations 2013*.
- 4.4.2. ensuring all Committee members have an opportunity to participate in discussions in an open and encouraging manner.

5. OPERATIONAL MATTERS

5.1. Frequency of Meetings

- 5.1.1. The Committee shall meet, at a minimum, once per year and then on an as needed basis.
- 5.1.2. The CEO is authorised to determine the time and date of each meeting of the Committee and to ensure appropriate notifications regarding each meeting are made.

5.2. Delegation

- 5.2.1. The Council authorises the Committee to conduct public hearings in regard to Plan Amendment Reports and Section 30 reviews under the *Development Act 1993* and report to Council accordingly.
- 5.2.2. The Committee is not delegated any of the decision making powers, functions or duties of the Council. All decisions of the Committee will therefore constitute recommendations to the Council to consider and determine.

5.3. Notice of Meetings

- 5.3.1. Notice of the meetings of the Committee will be given in accordance with sections 87 and 88 of the Act. Accordingly, notice will be given:-
 - (a) to members of the Committee by email, or in a form as otherwise agreed by Committee members, at least 3 clear days before the date of the meeting; and
 - (b) to the public as soon as practicable after the time that notice of the meeting is given to members by causing a copy of the notice and agenda to be displayed at the Council's offices and on the Council's website.
- 5.3.2. The agenda and reports for all meetings of the Committee must be delivered to members of the Committee at least 3 clear days before the meeting.

5.4. Reporting

- 5.4.1. The Committee may establish working parties to expedite the current business of the Committee. These working parties may only be established for a specific matter and/or purpose with a defined and limited term.
- 5.4.2. For the purposes of section 41(8) of the Act, the Council determines that the City Strategy and Development Policy Committee will satisfy reporting and other accountability requirements through the presentation of the minutes of each meeting of the Committee at the next ordinary meeting of the Council following each Committee meeting.

5.5. Public Access to Meetings

- 5.5.1. The Committee shall meet at the Offices of the Council located at 181 Unley Road, Unley SA 5061.
- 5.5.2. Members of the public are able to attend all meetings of the Committee, unless prohibited by resolution of the Committee under the confidentiality provisions of Section 90 of the Act.

6. MEETING PROCEDURE

- 6.1. The Council has resolved to apply Part 2 of the *Local Government (Procedures at Meetings) Regulations 2013* to this Committee.
- 6.2. Insofar as the Act, the Regulations, the Code of Practice - Meeting Procedures or these Terms of Reference do not prescribe the procedure to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own procedure.
- 6.3. Subject to clause 6.4 of these Terms of Reference, all decisions of the Committee shall be made on the basis of a majority of the members present.
- 6.4. A quorum is ascertained by dividing the total number of Committee members by two, ignoring any fraction resulting from the division, and adding one.
- 6.5. If the Mayor attends a meeting of the Committee as *ex-officio*, the Mayor's attendance will be included in the calculation of quorum.
- 6.6. All members of the Committee must (subject to a provision of the Act or Regulations to the contrary) vote on any matter arising for decision at a meeting of the Committee.
- 6.7. Every member of the Committee has a deliberative vote only. In the event of a tied vote the person presiding at the meeting does not have a second or casting vote and the matter will be referred to Council for decision.
- 6.8. Any decision of the Committee which does not arise from a recommendation of a Council officer must be supported in the minutes of the meeting by clear reasons for the decision.

Responsible Department:	Office of the CEO
Responsible Officer:	Chief Executive Officer
Date Adopted	
Reference/Version Number	
ECM Doc set I.D.	

DECISION REPORT

REPORT TITLE: AUDIT COMMITTEE ESTABLISHMENT AND INDEPENDENT MEMBER RECRUITMENT
ITEM NUMBER: 1373
DATE OF MEETING: 29 JANUARY 2019
AUTHOR: TAMI NORMAN
JOB TITLE: EXECUTIVE MANAGER OFFICE OF THE CEO

1. EXECUTIVE SUMMARY

Section 126 of the *Local Government Act 1999* provides that Council must have an audit committee. Following initial consideration of a report to establish the Audit Committee at the November 2018 Council Meeting, and a workshop with Elected Members in December 2018, this report is now seeking a decision from Council on the establishment of the Audit Committee for the current term of Council, and approval of a process to recruit Independent Members (to commence in March 2019) to be appointed at the conclusion of the current Independent Member terms (May 2019).

2. RECOMMENDATION

That:

1. The report be received.
2. The Audit Committee Terms of Reference as set out in Attachment 1 to this report (Item 1373, Council Meeting 29/01/2019) be endorsed.
3. Councillors, and be appointed to the Audit Committee for the period commencing from the date of this resolution and concluding
4. Councillors, and, in conjunction with the General Manager Business Support & Improvement and the Executive Manager Office of the CEO, form an Audit Committee Independent Member Selection Committee to shortlist and interview suitable persons as Independent Members for appointment to the Audit Committee commencing at the conclusion of current Independent Member appointments.

3. RELEVANT CORE STRATEGIES/POLICIES

- Civic Leadership
- 4.1 We have strong leadership and governance.

4. **BACKGROUND**

The establishment of Committees enables Council to more effectively manage the performance of its functions and the conduct of business. It ensures that appropriate consideration is given to all matters presented to Council for decision. The scope of work of Committees is determined by a Terms of Reference. These documents set out the purpose of the Committee and include all relevant information regarding the operation of the Committee. Unless specifically required under an Act, Council has the capacity to establish committees in accordance with section 41 of the *Local Government Act 1999* (the Act).

Section 41(1) of the Act provides that:

- (a) *A council may establish committees.*
- (b) *A committee may, according to a determination of the council (and subject to the operation of this Act), be established-*
 - (a) *to assist the council in the performance of its functions;*
Examples—
 - 1 *To carry out a project on behalf of the council.*
 - 2 *To manage or administer property, facilities or activities on behalf of the council.*
 - 3 *To oversee works on behalf of the council.*
 - (b) *to inquire into and report to the council on matters within the ambit of the council's responsibilities;*
 - (c) *to provide advice to the council;*
 - (d) *to exercise, perform or discharge delegated powers, functions or duties*

Audit Committee

Section 126(1) of the Act specifically requires Council to establish an audit committee. The functions of an audit committee set out within section 126(4) of the Act include:

- (a) *reviewing annual financial statements to ensure that they present fairly the state of affairs of the council; and*
- (ab) *proposing, and providing information relevant to, a review of the council's strategic management plans or annual business plan; and*
- (ac) *proposing, and reviewing, the exercise of powers under section 130A; and*
- (b) *liaising with the council's auditor; and*
- (c) *reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular basis.*

5. **DISCUSSION**

Following the conduct of a Local Government Election Council must consider its governance structure and determine which Committees, if any, it wishes to form to assist with decision making processes.

Whilst Council largely has discretion in relation to the formation of Committees, legislation prescribes that Council must have an audit committee (s126(1) of the Act). Despite this obligation, the Council must formally resolve to establish the Audit Committee, endorse a Terms of Reference and appoint members (subject to the requirements of the Terms of Reference and status of current Independent Member appointment terms).

The Terms of Reference for the Audit Committee have been reviewed and are provided as Attachment 1 to this report.

Attachment 1

Committee Membership

Section 41 of the Act includes detail regarding the requirements for establishing membership of a committee as follows:

- (3) *The membership of a committee will be determined by the council and may consist of, or include, persons who are not members of the council*
- (4) *The council must appoint a person as the presiding member of a committee, or make provision for the appointment of a presiding member.*
- (5) *A member of a committee holds office at the pleasure of the council.*
- (6) *The council may appoint the principal member of the council as an ex officio member of a committee (but in such a case the principal member will not be taken to be included in the membership of the committee unless actually present at a meeting of the committee).*

In accordance with Section 41(4), Council must appoint a person as the presiding member of a committee, or make provision for the appointment of a presiding member. Council's practice has been to appoint a Presiding Member for the term of Council, and to make provision in the Terms of Reference for the appointment of a Deputy Presiding Member by each committee at the first meeting of the Committee.

Section 41(6) allows the Council to appoint the principal member of Council (the Mayor) as an ex officio member of a Committee.

An ex officio appointment provides the capacity for the Mayor to be considered as a full member of the Committee when in attendance at meetings, including voting rights applicable to committee members. For the purpose of determining a quorum for a meeting, an ex officio member is only considered a member of the committee when they are in attendance. Historically, this option has not been exercised in relation to the Audit Committee.

The term of appointment for a member to a committee is at the discretion of Council, therefore a decision is required to determine both the Elected Members to be appointed and the period of appointment.

Audit Committee Membership

There are also specific requirements for membership of the Audit Committee set out s.17 of the *Local Government (Financial Management) Regulations 1999* which state:

- (1) The audit committee of a council-
 - (a) *must have between 3 and 5 members (inclusive); and*
 - (b) *must include at least 1 person who is not a member of the council and who is determined by the council to have financial experience relevant to the functions of an audit committee; and*
 - (c) *must not include, as a member, the council's auditor under section 128 of the Act.*

Historically Council has determined that the Audit Committee membership will include three members that are independent of Council and its administration, with the necessary skills, knowledge and experience to ensure the effective discharge of the responsibilities of the Committee, with the Committee Chairman appointed from the independent members (there is no obligation on Council that the Chairman also be an Independent Member). In addition, two Elected Members have been appointed to the Committee.

It is proposed to retain the same membership composition, i.e. three independent members and two Elected Members for the Audit Committee.

The Audit Committee is defined by the Remuneration Tribunal SA *Determination of Allowances for Members of Local Government Councils, 30 August 2018* as a Prescribed Committee. Remuneration for the Presiding Member (if an Elected Member) is 1.25 times the standard Elected Member Allowance (\$21,587.50). The Presiding Member may choose to decline the additional allowance associated with the role. There is no additional payment to Elected Members as a member of the Audit Committee.

Council may determine sitting fees payable for Independent Members appointed to the Committee and has previously endorsed a sitting fee of \$300 per meeting (\$450 for the Presiding Member) and \$150 when required to attend a workshop.

It is proposed that sitting fees per meeting attended of:

- \$450 Presiding Member
- \$300 Independent Member
- \$150 workshop attendance

be retained.

Current independent members of the Audit Committee (with a current term expiring in May 2019) are:

- Mr J Rawson(Presiding Member)
- Mr Ed Parker
- Mr Sean Tu

Elected Members appointed to the Audit Committee during the last term of Council were:

- Cr Michael Rabbitt
- Cr Rob Sangster

Council must determine which Elected Members are now to be appointed to the Audit Committee and the duration of that appointment.

Independent Member recruitment process

In relation to a process for recruitment of Independent Members for the period commencing from the conclusion of current appointments it is proposed that:

- an advertisement seeking expressions of interest for appointment as an Independent Member to the Audit Committee be placed on the City of Unley Website and Seek.com.
- an Audit Committee Selection Panel comprising the two Elected Members appointed by Council to the Audit Committee, the General Manager Business Support & Improvement and the Executive Manager Office of the CEO, be established, with the Selection Panel tasked with the responsibility of reviewing applications received, conducting interviews and making a recommendation to Council for appointment of independent members.

The intention is that this process will commence in March, to allow for appointments to be finalised ahead of the conclusion of current Independent Members in May.

6. ANALYSIS OF OPTIONS

Option 1

1. The report be received.
2. The Audit Committee Terms of Reference as set out in Attachment 1 to this report (Item 1373, Council Meeting 29/01/2019) be endorsed.
3. Councillors, and be appointed to the Audit Committee for the period commencing from the date of this resolution and concluding
4. Councillors, and, in conjunction with the General Manager Business Support & Improvement and the Executive Manager Office of the CEO, form an Audit Committee Independent Member Selection Committee to shortlist and interview suitable persons as Independent Members for appointment to the Audit Committee commencing at the conclusion of current Independent Member appointments.

Council is obligated to have an audit committee. This option provides for the re-establishment of the committee, endorsement of revised terms of reference and appoints Elected Members to that Committee.

Given existing Independent Member appointments are current until May 2019, and some elements of the membership composition for the audit committee are prescribed within legislation, this option also meets those requirements, proposing a total of five (5) committee members: three (3) independent and two (2) Elected Members.

Option 2

1. The report be received.
2. The Audit Committee Terms of Reference as set out in Attachment 1 to this report (Item 1373, Council Meeting 29/01/2019), be endorsed.
3. Membership of the Audit Committee comprise
4. Staff be authorised to update the Audit Committee Terms of Reference to reflect the Membership structure of the Committee as determined by Council (Item No 1373, Resolution Part 3, Council Meeting 29/01/2019).

Option 2 provides Council with the opportunity to specify an alternative committee structure, noting that any decision will need to comply with the requirements for Audit Committee Membership.

7. RECOMMENDED OPTION

Option 1 is the preferred option.

8. POLICY IMPLICATIONS

Please consider the following issues when discussing the policy implications of the recommended option:

8.1 Financial/Budget

- The costs to pay the independent members of the Audit committee is factored into the current budget. Independent Member sitting fees will be incorporated into the 2019/20 budget process.

8.2 Legislative/Risk Management

- It is a statutory requirement that Council establishes the Audit Committee. Failure to do so would be a breach of the *Local Government Act 1999*.
- Composition of the Audit Committee is prescribed in legislation. Any decision of Council regarding membership must comply with the legislative requirements.

9. REPORT CONSULTATION

Nil

10. ATTACHMENTS

- Attachment 1 – Terms of Reference Audit Committee

11. **REPORT AUTHORISERS**

<u>Name</u>	<u>Title</u>
Peter Tsokas	Chief Executive Officer



AUDIT COMMITTEE - TERMS OF REFERENCE -

1. ESTABLISHMENT

- 1.1. The Audit Committee is established pursuant to Sections 41 and 126 of the *Local Government Act 1999* ("the Act").
- 1.2. The Committee is defined as a "prescribed committee" in the Remuneration Tribunal *SA Determination No. 6 of 2018, Allowances for Members of Local Government Councils*, dated 30 August 2018.

2. OBJECTIVES

- 2.1. Section 126(4) of the Act describes the functions of the audit committee to include:
 - 2.1.1. Reviewing annual financial statements to ensure that they present fairly the state of affairs of the council; and
 - 2.1.2. Proposing, and providing information relevant to, a review of the council's strategic management plans or annual business plan; and
 - 2.1.3. Proposing, and reviewing, the exercise of powers under section 130A of the Act; and
 - 2.1.4. Liaising with the council's auditor; and
 - 2.1.5. Reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular basis.
- 2.2. Specifically, the Audit Committee will:

Financial Reporting and Sustainability

 - 2.2.1. Review the annual financial statements of the Council to ensure that they present fairly the state of affairs of the Council, reviewing significant financial reporting issues and judgements which they contain.
 - 2.2.2. Review and make recommendations to the Council regarding the assumptions, financial indicators and targets in the Long Term Financial Plan, including financial sustainability of the Council and any risks in relation to the adoption of the Long Term Financial Plan and Annual Budget.
 - 2.2.3. Review, make recommendations and observations to Council on the financial outcomes of the Asset Management Plans.

- 2.2.4. Propose and provide information relevant to a review of the Council's strategic management plans or annual business plans.
- 2.2.5. Review and make recommendations to the Council regarding any other significant financial, accounting and reporting issues as deemed necessary by the Committee, Council or Management.

Risk Management and Internal Control

- 2.2.6. Monitor and review the performance and adequacy of Council's risk management framework for identifying, monitoring and managing significant business risks, including Work Health and Safety and Business Continuity Planning.
- 2.2.7. Review and comment on the adequacy of internal controls, internal audit, financial management systems and practices.
- 2.2.8. Ensure an appropriate compliance framework exists to identify risks and controls for compliance with applicable legislation and regulations.

Internal Audit and Compliance

- 2.2.9. Monitor and review the effectiveness of the Council's internal audit function and program in the context of the Council's overall risk management framework.
- 2.2.10. Contribute to the development of the Internal Audit Plan, review internal audit reports and meet with Internal Auditors as required.
- 2.2.11. Obtain regular updates from Management and/or Internal Auditors regarding compliance matters in relation to Council's statutory requirements, and provide comment to Council where necessary as part of the Committees reporting responsibilities.

External Audit

- 2.2.12. Liaise with, and meet with Council's External Auditor at least once per year.
- 2.2.13. Consider and make recommendations to the Council in relation to the selection, appointment and removal of the External Auditor.
- 2.2.14. Review and make recommendations to Council on the scope of work, reports and activities of the External Audit, including interaction with any internal audit capability.
- 2.2.15. Review the findings of the annual and interim audits with the External Auditor.
- 2.2.16. Review the response by Management to reviews, recommendations and audit letters provided by the External Auditor.

Governance

- 2.2.17. Review and comment on the overall adequacy of Council's Policy Framework.
- 2.2.18. Propose and review the exercise of powers under section 130A of the *Local Government Act 1999* "Other Investigations" if required by Council and/or deemed necessary by the Committee.
- 2.2.19. Consider, monitor and review the operation of Council's subsidiaries in relation to the minutes and recommendations from their respective

Committees and any other matter which is within the powers of the Council and is appropriate to be referred to the Committee by the Council.

2.2.20. Anything necessary, expedient or incidental to performing or discharging the functions of the Committee as listed herein or to achieving its objectives.

3. MEMBERSHIP

- 3.1. The Committee will comprise 5 members appointed by Council as follows:
 - 3.1.1. Three (3) independent members; and
 - 3.1.2. Two (2) Elected Members.
- 3.2. Independent members of the Committee must have recent and relevant experience in professions such as, but not limited to, accounting, audit, financial management, legal, risk management and governance.
- 3.3. Criteria used to select independent members will have regard to gender balance, youth and cultural representation.
- 3.4. It is desirable for Elected Members appointed to the Committee to have a sound understanding of financial management principles, and skills/knowledge in areas such as, but not limited to, risk management and governance.
- 3.5. Committee member appointments are for a term determined by Council.
- 3.6. Membership of the Committee continues for the term of appointment *unless* a member resigns, is otherwise incapable of continuing as a member, or is removed from office by the Council.
- 3.7. The Committee may, by a vote supported by at least half plus one of the members of the Committee, make a recommendation to the Council to remove a member of the Committee from office where a member has failed (without the leave of the Committee) to attend three consecutive meetings of the Committee.
- 3.8. Members of the Committee are eligible for re-appointment at the expiration of their term of office.
- 3.9. Council will determine the sitting fees for independent members. Sitting fees are payable based on attendance at meetings.
- 3.10. Independent members of the Committee are required to complete and submit Primary and Ordinary Returns and comply with Conflict of Interest provisions set out in the Act.

4. PRESIDING MEMBER

- 4.1. The Council will appoint the Presiding Member of the Committee.
- 4.2. The Council authorises the Committee to determine if there will be a Deputy Presiding Member of the Committee and, if so, authorises, the Committee to make the appointment to that position for a term determined by the Committee.
- 4.3. If the Presiding Member of the Committee is absent from a meeting the Deputy Presiding Member (if such position exists) will preside at that meeting. If there is no position of Deputy Presiding Member, or both the Presiding Member and the Deputy Presiding Member of the Committee are absent from a meeting of the Committee, then a member of the Committee chosen from those present will preside at the meeting until the Presiding Member (or Deputy Presiding Member, if relevant) is present.

- 4.4. The Presiding Member, with the CEO, has responsibility for execution of the Independence of External Auditor declaration as part of the end of financial year audit process.
- 4.5. The role of the Presiding Member includes:
 - 4.5.1. overseeing and facilitating the conduct of meetings in accordance with the *Local Government Act 1999*, and the *Local Government (Procedures at Meetings) Regulations 2013*.
 - 4.5.2. ensuring all Committee members have an opportunity to participate in discussions in an open and encouraging manner.

5. OPERATIONAL MATTERS

5.1. Frequency of Meetings

- 5.1.1. The Committee shall meet, at least four (4) times per year at appropriate times in the financial reporting cycle, and when the Committee may otherwise deem necessary. The CEO is authorised to determine the time and date of each meeting of the Committee.
- 5.1.2. The CEO is authorised, after consulting with the Presiding Member of the Committee, to cancel the respective Committee meeting, if it is clear that there is no business to transact for that designated meeting. Members are to be advised at least 3 clear days before the scheduled meeting. Advice of the same will also be posted on Council's website.

5.2. Delegation

- 5.2.1. The Committee is not delegated any of the decision making powers, functions or duties of the Council. All decisions of the Committee will therefore constitute recommendations to the Council to consider and determine.

5.3. Notice of Meetings

- 5.3.1. Notice of the meetings of the Committee will be given in accordance with sections 87 and 88 of the Act. Accordingly, notice will be given:-
 - (a) to members of the Committee by email, or in a form as otherwise agreed by Committee members, at least 3 clear days before the date of the meeting; and
 - (b) to the public as soon as practicable after the time that notice of the meeting is given to members by causing a copy of the notice and agenda to be displayed at the Council's offices and on the Council's website.
- 5.3.2. The agenda and reports for all meetings of the Committee must be delivered to members of the Committee at least 3 clear days before the meeting.

5.4. Reporting

- 5.4.1. For the purposes of section 41(8) of the Act, the Council determines that the Audit Committee will satisfy reporting and other accountability requirements through the presentation of the minutes of each meeting of the Committee at the next ordinary meeting of the Council following each Committee meeting.

5.4.2. At the request of the CEO, the Presiding Member (and other Independent Members as required) shall provide a report and/or presentation to the Council relating to Strategic Financial, Risk or Governance matters.

5.5. Public Access to Meetings

5.5.1. The Committee shall meet at the Offices of the Council located at 181 Unley Road, Unley SA 5061.

5.5.2. Members of the public are able to attend all meetings of the Committee, unless prohibited by resolution of the Committee under the confidentiality provisions of Section 90 of the Act.

6. MEETING PROCEDURE

6.1. The Council has resolved to apply Part 2 of the *Local Government (Procedures at Meetings) Regulations 2013* to this Committee.

6.2. Insofar as the Act, the Regulations, the Code of Practice - Meeting Procedures or these Terms of Reference do not prescribe the procedure to be observed in relation to the conduct of a meeting of the Committee, the Committee may determine its own procedure.

6.3. Subject to clause 6.4 of these Terms of Reference, all decisions of the Committee shall be made on the basis of a majority of the members present.

6.4. A quorum is ascertained by dividing the total number of Committee members by two, ignoring any fraction resulting from the division, and adding one.

6.5. If the Mayor attends a meeting of the Committee as *ex-officio*, the Mayor's attendance will be included in the calculation of quorum.

6.6. All members of the Committee must (subject to a provision of the Act or Regulations to the contrary) vote on any matter arising for decision at a meeting of the Committee.

6.7. Every member of the Committee has a deliberative vote only. In the event of a tied vote the person presiding at the meeting does not have a second or casting vote and the matter will be referred to Council for decision.

6.8. Any decision of the Committee which does not arise from a recommendation of a Council officer must be supported in the minutes of the meeting by clear reasons for the decision.

Responsible Department:	Business Support and Improvement
Responsible Officer:	General Manager Business Support and Improvement
Date Adopted	
Reference/Version Number	
ECM Doc set I.D.	

DECISION REPORT

REPORT TITLE: LOCAL GOVERNMENT ASSOCIATION ORDINARY GENERAL MEETING 12 APRIL 2019 – CALL FOR NOTICES OF MOTION AND APPOINTMENT OF DELEGATES

ITEM NUMBER: 1374

DATE OF MEETING: 29 JANUARY 2019

AUTHOR: DALLIS VON WALD

JOB TITLE: PRINCIPAL GOVERNANCE OFFICER

1. **EXECUTIVE SUMMARY**

This report presents information with respect to the Ordinary General Meeting (OGM) of the Local Government Association (LGA) to be held on Friday 12 April 2019, seeks confirmation on voting delegates for that meeting and information concerning any Notices of Motion that Council wishes to submit.

2. **RECOMMENDATION**

That:

1. That the City of Unley submit a Notice of Motion to the Local Government Association Ordinary General Meeting (Friday 12 April 2019) concerning a revision of the conflict of interest provisions under the *Local Government Act 1999*, with staff authorised to prepare the final wording of the motion and supporting documentation for submission to the LGA by close of business 22 February 2019.
2. The proposed notice of motion in relation to a revision of the conflict of interest provisions under the *Local Government Act 1999* and supporting documentation be circulated to all members, and endorsed by the Mayor and Deputy Mayor prior to submission to the LGA.
3. Advice be provided to the Local Government Association that voting delegates for the City of Unley at the Ordinary General Meeting to be held on Friday 12 April 2019 are:
Delegate: Mayor Michael Hewitson
Deputy Delegate: Deputy Mayor Peter Hughes

3. **RELEVANT CORE STRATEGIES/POLICIES**

- 3.1 (4.1) We have strong leadership and governance.

4. DISCUSSION

The LGA's 2019 Ordinary General Meeting (OGM) will be held on Friday 12 April at the Adelaide Entertainment Centre, 98 Port Road, Hindmarsh.

The purpose of the OGM is to consider items of strategic importance to local government and the LGA, as recommended by SAROC, GAROC or the Board of Directors.

Member councils are invited to propose an item of business for the OGM for consideration by SAROC, GAROC or the Board of Directors.

Proposals must be received by COB on Friday 22 February 2018 in order to be considered for inclusion on the OGM agenda, which will be provided to councils at least 30 days prior to the meeting.

4.1 *Notices of Motion*

The 2019 LGA OGM will be held on the morning of Friday, 12 April 2019. In order to provide the required 30 days' notice pursuant to clause 10.1 of the LGA Constitution members are requested to submit all Notices of Motion by COB Friday 22 February 2019. Council will not meet again prior to the closing date, therefore any decision as to whether a motion will be submitted is required at the 29 January 2019 Council meeting.

At the time of writing this report the Chief Executive Officer was aware of early discussions regarding legislative review of the current conflict of interest provisions within the *Local Government Act 1999*. Whilst specific investigation of any current consideration of change to the provisions by the State Government has not been undertaken, there is some support amongst members for review. Given timing, it is suggested that staff prepare a motion and the required supporting papers in liaison with elected members, to submit to the April LGA OGM. The motion and supporting documents would be circulated to all members and endorsed by the Mayor and Deputy Mayor prior to submission.

Council should also consider whether there are any other matters they believe need to be brought to the attention of the LGA OGM, and if there are, an appropriate motion should be drafted for submission.

The *Council Notice of Motion – 2019 LGA Ordinary General Meeting* form must be submitted for each Notice of Motion. A copy of the form is provided as Attachment 1 to this report.

Attachment 1

The Recommendations have been drafted to enable the submission of a motion in support of a review of the Conflict of Interest provisions. Should Council identify other Motions to be submitted, these will need to be reflected in the Recommendations.

The following text is provided to assist with inclusion of a further motion for submission to the LGA OGM at the Council meeting if required:

1. *That the City of Unley submit a Notice of Motion to the Local Government Association Ordinary General Meeting (Friday 12 April 2019) whereby it requests the LGA to ...[insert details of motion]*
2. *Staff be authorised to liaise with the LGA in relation to the wording of the [insert description of motion] motion, and if required, modify the wording to facilitate acceptance of the motion for consideration at the Ordinary General Meeting and to ensure legislative compliance.*

4.2 Voting Delegates

As per Clause 12 of the LGA Constitution member councils may appoint voting delegates to General Meetings by submitting a *LGA General Meetings – Appointment of Council Delegate form*. The Constitution provides that the appointment of a delegate may be a standing appointment unless contrary advice is provided. This means that the nominated voting delegate for a member council is the same as the person who was their voting delegate for the most recent LGA meeting of members (ie. the Annual General Meeting of 26 October 2018) unless a new form is submitted. For the City of Unley, voting delegates notified for the October LGA AGM were:

- *Delegate:* Acting Mayor Peter Hughes
- *Deputy Delegate:* Deputy Mayor Michael Hewitson.

Following the November 2018 elections, the positions of Mayor and Deputy Mayor are now filled by different members. As such, Council will need to advise the LGA of the appointment of new voting delegates for the April meeting to reflect the change of office holders as follows:

- *Delegate:* Mayor Michael Hewitson
- *Deputy Delegate:* Deputy Mayor Peter Hughes

5. ANALYSIS OF OPTIONS

Option 1

1. That the City of Unley submit a Notice of Motion to the Local Government Association Ordinary General Meeting (Friday 12 April 2019) concerning a revision of the conflict of interest provisions under the *Local Government Act 1999*, with staff authorised to prepare the final wording of the motion and supporting documentation for submission to the LGA by close of business 22 February 2019.
2. The proposed notice of motion in relation to a revision of the conflict of interest provisions under the *Local Government Act 1999* and supporting documentation be circulated to all members, and endorsed by the Mayor and Deputy Mayor prior to submission to the LGA.

3. Advice be provided to the Local Government Association that voting delegates for the City of Unley at the Ordinary General Meeting to be held on Friday 12 April 2019 are:

- *Delegate:* Mayor Michael Hewitson
- *Deputy Delegate:* Deputy Mayor Peter Hughes

Option 1 enables a motion to be submitted to the LGA OGM in relation to the conflict of interest provisions within the Local Government Act. Whilst there is still some work to be done to determine the precise wording of the motion, and the information to be included in the supporting documentation, the timing of both the release of the request for submission of motions, and the cut-off date for submissions, means that a resolution is required from the 29 January 2019 Council meeting if the matter is to be able to be considered at the April LGA OGM.

This option allows for staff to work with elected members to prepare the motion and supporting documentation, with the Mayor and Deputy Mayor authorised to approve prior to submission. Option 1 also provides for the necessary update to voting delegates for the LGA OGM.

Option 2

That:

1. *The report be received.*
2. *Advice be provided to the Local Government Association that voting delegates for the City of Unley at the Ordinary General Meeting to be held on Friday 12 April 2019 are:*

Delegate: Mayor Michael Hewitson

Deputy Delegate: Deputy Mayor Peter Hughes

Option 2 receives the report, and provides for an update to the appointment of voting delegates for the LGA OGM, which is necessary following the election in November 2018.

Council is not obligated to submit a motion to the LGA OGM, and this option would result in no motion being submitted. Council does need to update details of the voting delegates, and this option enables that to occur.

Option 3

That:

1. *The report be received.*
2. *That the City of Unley submit a Notice of Motion to the Local Government Association Ordinary General Meeting (Friday 12 April 2019) whereby it requests the LGA to ...[insert details of motion]*
3. *Staff be authorised to liaise with the LGA in relation to the wording of the [insert description of motion] motion, and if required, modify the wording to facilitate acceptance of the motion for consideration at the Ordinary General Meeting and to ensure legislative compliance.*

4. *Advice be provided to the Local Government Association that voting delegates for the City of Unley at the Ordinary General Meeting to be held on Friday 12 April 2019 are:*

Delegate: Mayor Michael Hewitson

Deputy Delegate: Deputy Mayor Peter Hughes

Option 3 receives the report, provides for a motion on a topic other than the conflict of interest provisions to be submitted by Council and updates the appointment of voting delegates for the LGA OGM, which is necessary following the election in November 2018.

It is open to Council to submit more than one motion. If Council identifies a number of matters to be submitted, it would be appropriate for the final resolution to incorporate Parts 1 and 2 from Option 1 to address the review of conflict of interest provisions and then Parts 2 and 3 from Option 3 for any other matters identified.

6. **RECOMMENDED OPTION**

It is at Council's discretion to determine the preferred option.

7. **POLICY IMPLICATIONS**

7.1 **Financial/Budget**

- There are no financial/budget implications associated with the options.

7.2 **Legislative/Risk Management**

- Any notice of motion submitted to the LGA meetings needs to comply with the motion submission guidelines and any relevant legislative requirements. The recommendations are drafted to enable staff to liaise with the LGA to ensure acceptance of motions submitted, which may require slight modification to the wording (without changing the purpose or intent) of any motion prior to submission.

8. **REPORT CONSULTATION**

Nil

9. **ATTACHMENTS**

- Attachment 1 – Council Notice of Motion – 2019 LGA Ordinary General Meeting

10. **REPORT AUTHORISERS**

Name	Title
Tami Norman	Executive Manager Office of the CEO
Peter Tsokas	Chief Executive Officer

LGA General Meeting – Proposed Item of Business

The purpose of this form is to request consideration by SAROC, GAROC or the Board of Directors of an item of business to be included on the agenda of an LGA General Meeting.

Council Name	
The body the item is being referred to <i>Proposals may only be submitted to the ROC of which council is a member, or the Board of Directors.</i>	Board of Directors SAROC GAROC
Subject of the proposed item of business	
Proposed motion for the General Meeting	That the Ordinary General Meeting...
Supporting information <i>Provide a summary of the issue(s), relevant background information, description of the impact on the sector and evidence that this is an item of strategic importance to local government.</i>	
LGA Policy Manual <i>Does this item require a change to the LGA Policy Manual (new policy or amendment to existing policy)?</i>	(please click here to view the LGA Policy Manual)
LGA Strategic Plan reference	(please click here to view the plan and identify the Key Initiative and Strategy reference)
Council Contact Officer submitting form	Name: Date submitted:
Council Meeting minute reference and date of meeting	

To be considered for inclusion on the agenda for the 2019 Ordinary General Meeting, please return Word version of completed form to lgasa@lga.sa.gov.au by **COB Friday 22 February 2019**

Notification of Appointment of Council Delegate

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

The purpose of this form is to notify the LGA of a council's appointed members as voting delegates for LGA General Meetings.

Council Name	(insert Council name)
Council Delegate	Mayor / Chairperson / Councillor (insert full name)
Deputy Council Delegate (appointed in event that delegate is unable to attend)	Mayor / Chairperson / Councillor (insert full name)
Name and Signature of Chief Executive Officer	(insert name) (signature here)
Date	(insert date)

Please return completed form to lgasa@lga.sa.gov.au for update of the LGA's Register of Delegates.

INFORMATION REPORT

REPORT TITLE: CEO QUARTERLY REPORT – CENTENNIAL PARK CEMETERY AUTHORITY
ITEM NUMBER: 1375
DATE OF MEETING: 29 JANUARY 2019
AUTHOR: PETER TSOKAS
JOB TITLE: CHIEF EXECUTIVE OFFICER

1. **PURPOSE**

To provide Council with an update on the performance of Centennial Park Cemetery Authority, for the quarter ending December 2018.

2. **RECOMMENDATION**

That:

1. The report be received.
-

3. **RELEVANT CORE STRATEGIES/POLICIES**

Civic Leadership

Goal 4: Council will listen to the community and make transparent decisions for the long term benefit of the City

- 4.1 We have strong leadership and governance.
- 4.2 Council provides best value services to the community.

4. **BACKGROUND**

Centennial Park Cemetery Authority is jointly owned by the Cities of Mitcham and Unley. The Chief Executive Officer of the Authority has provided a progress report on the activities and performance of the Authority to December 2018.

Attachment 1

5. **DISCUSSION**

The attached report reflects the content agreed by the Board and Owners, and is now attached for Members' information.

6. ATTACHMENTS

- Attachment 1 – Centennial Park Cemetery Authority Progress Report to Councils September 2018

**CENTENNIAL PARK CEMETERY AUTHORITY
CEO PROGRESS REPORT
10 JANUARY 2019**

This progress report provides an update to our owner councils in relation to the financial performance of Centennial Park for the period to 31 December 2018, as well as insights into recent activities that may be of interest.

Business Performance

Revenue for the financial year-to-date to 31 December 2018 remains marginally ahead of budget. There have been fewer burials and cremations across the state this year compared to last year. Our reduced income in these areas has been offset for the year to date by income from interment right extensions, which is well ahead of budget.

Overall, we are showing a surplus for the year-to-date of approximately \$270k, which is significantly better than forecast.

Café, Catering & Retail Space

We have secured the services of architects Studio S2 to undertake the design, project management and builder procurement stages of the café project. Work has already started on the high level concept design, and we anticipate it will be completed within the next month.

Once agreed by the Board, these designs will be incorporated in the RFP for the café and catering operator. The balance of the operator RFP is currently being drafted in readiness for release in mid-February.

New Accounting Standards

As previously reported, The Australian Accounting Standards Board has released two new revenue standards; AASB15 Revenue from Contracts with Customers and AASB16 Leases. The Authority is required to adopt one or both of these Standards in the year ending 30 June 2020.

Revenue recognition for burials, cremations, and chapel services won't change under either of the Standards; neither will income from perpetual interment rights (IRs). The characterisation of income from the sale of limited tenure IRs is impacted, however, and with differing legislation in the various states there has been little guidance available from within (or outside) the industry.

Following discussions with many industry participants and relevant consultants, we have finalised a clear position in relation to the appropriate application of the standards; one that would satisfy our auditors and would result in financial statements that accurately reflect the activities and performance of Centennial Park. A copy of our position paper was provided to the outgoing

auditors, who indicated broad support for the intended approach. That position has now been approved by our Audit & Risk Management Committee, as well as the Board of Management.

We are currently finalising the evaluation of submissions for a new auditor and will raise the proposed approach to ensure it also has their support. We will then discuss the proposed approach, and implications for the Authority's financial statements with the Owners Executive Committee.

Remembrance Day

Our Remembrance Day Service, held on Sunday 11 November at the Cross of Remembrance, was attended by around 550 people. This year we also recognised the war effort of animals and invited Australian War Animal Memorial Organisation (AWAMO) to participate with an ex-military dog guard and a release of pigeons. A fly over of a vintage Boeing Stearman was also a feature. The service was followed by lunch in the Jubilee Complex foyer.

Main Entrance Sculpture

The long-awaited unveiling of our sculpture took place on the evening of Monday 10 December with a small number of invited guests attending, and joining us for drinks & nibbles afterwards.

The sculpture itself is a beautifully emotive representation of all that Centennial Park stands for. The piece has received a lot of public attention – more than we could have hoped for. The teaser video campaign was released on our FB page and on SA with Cosi's FB page ahead of the unveiling and received over 20,000 views. After the unveiling we received coverage in The Advertiser, Messenger and online. The article was again shared on social media and received around 5,000 views and a large number of shares by a range of people and organisations, including SALA.

Comments have been overwhelmingly positive with a very small number of negative comments which are to be expected. It's Art!

Christmas Carols

Around 250 people joined us for our Christmas Carols event on Tuesday 11 December. It was a beautiful warm evening, with many families bringing picnic rugs or sitting on the lawns. The free coffee, tea and Italian donuts were much appreciated and, again, a lot of positive feedback was received.

Achievements for 2018

The 2018 calendar year was another busy year at Centennial Park. With a team of 55 needing to cover the vast range of positions needed in an organisation such as ours, staff numbers in each discrete area are small. I am therefore especially proud of our achievements for the year. We:

- Hosted over 2500 visitors at events ranging from a Jazz Concert in the Jubilee Complex as part of the Fringe Festival, to a moving Remembrance Day Service.

- Finalised comprehensive research on a number of key projects that resulted in capital budget approval. These included the café, a new cremator, and a replacement air conditioning system in the Jubilee Complex Foyer.
- Finalised a position on the new Accounting Standards.
- Automated all vehicle and pedestrian gates.
- Redeveloped the Hibiscus Court Memorial Garden.
- Implemented a new Performance & Development Review process.
- Upgraded a number of our roads.
- Implemented a traffic management plan involving line marking and signage.
- Renewed over 14,000 interment rights.
- Completed the landscaping in premium areas, Olive Terrace & Martinique.
- Achieved considerable media exposure across the year on a range of topics.
- Conducted around 3500 cremations, 700 burials and 1400 funeral services.
- Created paved walking trails throughout the memorial gardens and into the cemetery.
- Upgraded the AV in our chapels.
- Replaced 1900 lineal metres of kerbing.
- Commissioned and unveiled the significant sculpture at the Park's main entrance.
- Finalised investigations into alternative methods and materials for the construction of cemetery beams.
- Conducted around 1600 memorial appointments with our families
- Installed road counters to monitor visitation
- Released a tender for our new Cemetery Management System.
- Increased subscribers to our electronic newsletter *ParkLife* by 23%.
- Hosted a new range of community events including yoga and walking meditation

I'd like to acknowledge the work of my very united team in achieving this list (and more), and in the compassion they demonstrate every day, whilst being mindful of the commercial imperative.

Janet Miller

Chief Executive Officer

DECISION REPORT

REPORT TITLE: 2018/19 CONSERVATION GRANTS
ITEM NUMBER: 1376
DATE OF MEETING: 29 JANUARY 2019
AUTHOR: PAUL WEYMOUTH
JOB TITLE: MANAGER DEVELOPMENT AND REGULATORY

1. **EXECUTIVE SUMMARY**

The purpose of this report is to consider and determine applications to the City of Unley Conservation Fund, in line with Council's Conservation Grants Policy.

These Funds have been established to encourage and assist with the appropriate maintenance of the City's private heritage places (and historic contributory items) and significant trees. The Conservation Funds complement other initiatives operated by the Unley Council for many years including the free Heritage Advisory service.

For 2018/19, a total of 17 applications were received relating to works with a total eligible value of \$53,424. Of the 17 applications received, all have been recommended for support.

The annual budget for this fund is \$50,000. As the grant applications exceed the \$50,000 contained within the 2018/19 budget, the eligible grants have been allocated pro rata funding equivalent to \$50,000.

2. **RECOMMENDATION**

That:

1. The report be received.
2. The 2018/19 Conservation Grants for 2018/2019 be funded as follows (pro rata allocation \$50k):
 - \$3,743 to 49 Cambridge Terrace Malvern, for tessellated tiles on the front verandah, and side and front fencing,
 - \$4,679 to 4 Eton Street Malvern for the replacement of iron roof,
 - \$761 to 17 Leah Street Forestville for significant tree pruning,
 - \$772 to 54A Maud Street Unley for significant tree pruning,
 - \$2,069 to 22 Oxford Terrace Unley for front picket fence,
 - \$4,679 to 55 Winchester Street Malvern for stonework restoration and verandah re-instatement,
 - \$3,824 to 190 Wattle Street Malvern for verandah replacement,
 - \$4,679 to 55 Winchester St Malvern to re-align and stabilise the foundations/front façade,

- \$334 to 9 Rossilyn Avenue Clarence Park for significant tree pruning,
- \$4,144 to 9 Alfred Street Parkside to re-roof,
- \$1,049 to 23 Marion Street Unley for chimney restoration,
- \$2,178 to 11 Musgrave Street Goodwood for a new picket fence,
- \$4,117 to 29 Wood Street Millswood for re-painting roof and verandah,
- \$4,226 to 188 Fisher Street Malvern for recast balustrade panels and valance to verandah,
- \$4,679 to 59 Marlborough Street Malvern for restoration of stonework,
- \$971 to 82 Millswood Crescent Millswood for restoration of stonework,
- \$3,088 to 13 Frew Street Fullarton for repair/repoint stonework.

3. RELEVANT CORE STRATEGIES/POLICIES

Community Living

1.4 Our community is proud to be part of our City.

The City of Unley Conservation Grants Policy is the relevant policy. A copy of the policy is attached for Members' reference.

Attachment 1

4. DISCUSSION

The City of Unley's Conservation Fund (the Fund) encourages and assists residents with the appropriate maintenance of the City's heritage places, historic contributory items and significant trees. The budget for the Fund is \$50,000 per financial year. Grant applications are open to all residents, there is no income or property value assessment undertaken as part of the grant application process.

The Fund provides funding of up to 50% of the total cost of works with a maximum amount of \$1,000 for significant trees (advice, retention and maintenance pruning) and \$5,000 for state/local heritage places/contributory items restoration and maintenance.

It should be noted that all Council policies must be reviewed within 12 months of a general election, which means Council will have an opportunity to review the approach currently in place including eligibility criteria.

The Fund was advertised for three weeks during September 2018 and a total of 17 applications were received. Of the 17 applications, three related to trees, and the remaining 14 related to local heritage places or contributory items.

The Council's Heritage Adviser and Arborist have reviewed the applications and their recommendations, together with a summary of details for all submissions, is attached for the information of Members.

All applications are consistent with Council Policy and are recommended for support.

Attachment 2

5. ANALYSIS OF OPTIONS

Option 1 – That 2018/19 Conservation Grants be funded as detailed in Attachment 2 (pro rata allocation \$50,000).

There is \$50,000 available in the 2018/19 budget for Conservation Grants. In this round, Council has received eligible grant applications that total \$53,424. If Council endorses Option 1, the eligible grants will be allocated pro rata funding equivalent to \$50,000. The applications recommended for support are consistent with Council's Conservation Grants Policy.

This option provides a pro rata allocation to all applications within the Council endorsed budget. Whilst Council has the discretion to allocate further funding, it is appropriate for staff to recommend an option that works within currently available funding. Having said that, it is worth noting that in previous Grant rounds, not all funded projects have proceeded, which resulted in an overall under-spend of funds against the allocation for the conservation of Unley's heritage, there is a small risk that this may occur again this year.

Option 2 – That Conservation Grants be funded as detailed in Attachment 2 (allocation based on \$53,424).

There is \$50,000 in the 2018/19 budget for conservation grants. If Council endorses this option, the applicants will receive payments for the full amount for which they are eligible.

The advantage of this option is that applicants receive a greater allocation than Option 1. This option also recognises Council's discretion to allocate additional funds for the grants should it wish to do so.

The disadvantage is that the approved budget allocation may be exceeded, although noting that in past years, the \$50,000 has typically not been fully expended, as there is generally a proportion of applications that do not proceed with the proposed works.

Option 3 – Council may wish to make changes to the recommendations for funding.

Council may wish to change the funding allocations to reflect alternate funding priorities. However, in making any changes, Council should consider the budget, the guidelines, existing policy and probity of decision-making.

6. RECOMMENDED OPTION

Option 1 is the recommended option.

7. POLICY IMPLICATIONS

There are no significant policy implications with this decision and the recommendations are consistent with the Conservation Grants Policy.

7.1 *Financial/Budget*

- There is a \$50,000 allocation in the current budget for Conservation Grants to implement the recommendation.

8. REPORT CONSULTATION

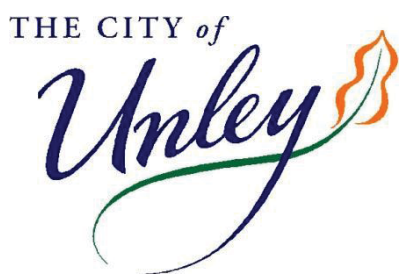
Consultation occurred with Council's Heritage Adviser and Aborist.

9. ATTACHMENTS

- Attachment 1 – Conservation Grants Policy
- Attachment 2 – Summary of Submissions

10. REPORT AUTHORISERS

<u>Name</u>	<u>Title</u>
Peter Tsokas	Chief Executive Officer
Megan Berghuis	General Manager City Services



CONSERVATION GRANTS

Policy Type:	Council Policy
Responsible Department:	City Services
Responsible Officer:	Manager Development Services
Related Policies and Procedures	N/A
Date Adopted:	C397, 23 August 2004
Last Council review:	C633/16, 24 October 2016
Next review date:	October 2019
ECM Doc Set ID:	2830313

1. POLICY STATEMENT

The purpose of this policy is to provide a framework for the application and operation of two Conservation Funds established to encourage and assist with the appropriate maintenance of the City's private heritage places (and historic contributory items) and significant trees.

The Conservation Funds complement other initiatives operated by Unley Council for many years including the free Heritage Advisory service.

2. COMMUNITY GOAL

Goal 1.3; Develop a framework that maintains desired heritage and character areas and focuses required growth in transport corridors and other strategic locations.

3. POLICY OBJECTIVES

The policy aims to:

- support Council's vision, strategic plans and policies for preservation of the City's heritage places (and historic area contributory items) and significant trees;
- encourage and assist private owners to manage recognised valued buildings and trees by subsidising the conservation of the long term heritage value of the place and its contribution to historic streetscape character;
- encourage and assist private owners to manage significant trees by subsidising their management or maintenance in a safe sound and aesthetically pleasing condition;

- complement other support initiatives;
- provide a clear framework for the operation of the Conservation Funds in an equitable, transparent and accountable manner.

4. PRINCIPLES

Unley's vision is to become the 'City of Villages'; proud of its history, built character, landscaped environment and community well-being while ensuring sustainability into the future by responding to the need and expectations for change. The important valued features need to be retained and conserved to provide the context and foundation to build upon.

Unley's history, built and natural character are reflected in the extensive presence of early buildings and mature landscaping. The most notable examples have been specifically recognised by designation as heritage places, contributory items within historic areas and significant trees to ensure their protection.

Retention, care and pride are generally evident in these features by owners but they are also often appreciated by the wider community for their contribution to Unley's unique character. Appropriate maintenance can sometimes involve greater or ongoing costs. Council acknowledges their special recognition and value to the community by offering additional support, including the Conservation Funds to subsidise conservation advice and work, together with other initiatives.

The Council operates an annual budget and review of allocations for the Local Heritage Places (and Historic Contributory Items) and Significant Trees Conservation Funds. The provision of subsidies in accord with the procedures detailed in this policy are dependent upon the Council's budget at any given time, and the availability of funds.

A clear and comprehensive framework and set of procedures is required to manage the Conservation Funds, guide eligibility for assistance and manage associated resources fairly, responsibly and effectively.

5. POLICY

5.1 Eligibility

- (a) Conservation grants may be considered in relation to significant trees, state and local heritage places and contributory items as defined in this policy.
- (b) A significant tree, heritage place or contributory item which is the subject of an application for conservation funding must be privately owned and must be situated within the City of Unley.
- (c) Applications will be accepted only from the owner(s) of a significant tree/place/item.
- (d) Properties that have previously received the maximum available funding will not be eligible to apply for funds for a period of five (5) years from the date that the maximum amount of funds has been received.

- (e) Work that has already commenced will not be eligible for funding assistance unless the work has been undertaken for urgent structural reasons and advice has been sought from a Council officer prior to undertaking the work.

5.2 What types of projects will be considered?

The following types of projects will be considered, provided that as much of the original building fabric as possible is retained:

- external structural repairs;
- conservation works to the exterior of the building, including those that restore, conserve, enhance or reinstate heritage features to the front facade, walls, verandah, windows and/or roof of the building including:
 - re-pointing or repair of stonework;
 - removal of non-original paint and/or plaster;
 - painting external timber elements;
 - salt damp treatment; and
- repairs to or reinstatement of original front fencing based on historic or archival records (or side and/or rear fencing if such fencing is specifically listed as part of a Local Heritage Place).

Please note: Internal works will only be considered where deemed essential to the structural stability of the building.

5.3 What doesn't the Grant Scheme cover?

Applications for the following works will not be considered:

- buildings owned or leased by a Council or Government Agency;
- conservation work with a value of less than \$1,000;
- work already commenced or previously completed, except in instances where emergency repair work is required, at the discretion of Council;
- routine maintenance such as termite treatment, pest control;
- electrical or plumbing work (unless it relates directly to improving the building's structural soundness or public appearance);
- internal works (unless required for structural stability of the building);
- side or rear boundary fencing (unless such fencing is specifically listed as part of a State/Local Heritage Place);
- the purchase of a building or site;
- construction of additions or outbuildings;
- relocation of a heritage building.

5.4 Information to be provided

Heritage Place or Contributory Item

- Detailed description of the work
- Site plan identifying the location of the work
- Detailed drawings or photos as necessary to clearly define the scope of work
- Relevant plans and specifications prepared by suitable person or company
- Photos of relevant part of building
- Methodology or specification notes to detail the materials and techniques to undertake the works

- Two written quotes from suitable persons or companies based on the agreed scope of works

Significant Tree

- Expert or technical report from a qualified arborist on the maintenance pruning proposed
- Two quotes from tree pruners
- Recent photos of the proposed maintenance pruning required

Applications that are submitted and not accompanied by the appropriate level of documentation (as detailed above) will be considered ineligible and will be returned to the applicant.

5.5 Grant Conditions

- a) Grants are available only for the costs of expert advice, conservation and restoration of heritage places or contributory items to conserve original elements or reinstate the original appearance and the maintenance and management of eligible trees. All conservation work funded by a Council grant must be undertaken by suitably qualified and licensed contractors. Funding is not available for the removal of trees or for inappropriate lopping, pruning or “tree damaging activity” as defined by the Development Act 1993.
- b) When a conservation grant is made the applicant must accept the Council’s right to photograph the subject trees, property and/or items, before and after conservation work. The applicant must also provide Council with photographic documentation of building work prior to and after completion.
- c) Any liabilities arising from conservation work that is financially supported by the Council shall attach to the grant recipient and not to the Council.
- d) All trees/places/items which are the subject of applications for conservation funds must be assessed by suitably qualified specialists in the relevant field, that is;
 - (i) an arboriculturalist for a tree; or
 - (ii) an architect/contractor specialising in building conservation for a building.

The reports of such assessments must be made available to the Council and its delegates to assist in allocating grants.

- e) Conservation grants are available for up to 50% of the total cost of a single grant application:
 - (i) of a significant tree up to a maximum amount of \$1,000 per application; and
 - (ii) of a heritage place and/or contributory item(s) up to a maximum of \$5,000.

Where the scope of the conservation work or the circumstances of the applicant warrant further consideration outside this framework, the request may be presented to the Council for determination of any special merit for additional funding.

- f) A successful applicant must sign an agreement setting out the terms of a conservation grant which must include a time limit (maximum of 12 months) for the completion of any works funded with Council's assistance.
- g) Grants will be provided only while conservation funds remain in the budget allocated by Council for the relevant financial year.
- h) Payment of grants is to be made only following inspection of the satisfactorily completed conservation work, by a Council officer. Grant recipients are to provide receipts and detailed invoices before payment is made. Where residents have particular cash flow difficulties, some provision may be made with the approval of the relevant senior manager. The Council preserves the right to withhold payment of allocated grants if conservation work does not meet appropriate standards and/or differs from the work that was proposed in the application.

5.6 Administration

- (a) The Council Administration will receive and assess applications in accordance with this Policy, and make recommendations for the Council's consideration on the allocation of grants. The Administration will oversee the inspection of conservation work which is assisted by the Council through this funding scheme.
- (b) The availability of conservation funds (when allocated in the Council's budget) is to be advertised to the community within three months of the declaration of the budget and again, later in the financial year, if funds remain unallocated.

6. DEFINITIONS

For the purposes of this policy the following definitions are to be applied:

“Significant Tree” has the same meaning and criteria as are currently applicable under the Development Act 1993 and associated Regulations, as amended.

As at February 2012, this means having a trunk circumference of three (3) metres or more – or, in the case of trees with multiple trunks, a total circumference of three (3) metres or more and an average circumference of 625mm or more – measured one metre above natural ground level.

Significant Trees as identified in Table Un9 of the Unley (City) Development Plan are eligible for priority consideration under this policy.

State Heritage Place means State Heritage Places as identified in Table Un/3 of the Unley (City) Development Plan.

“Local Heritage Place” means Local Heritage Places as identified in Table Un/4 of the Unley (City) Development Plan.

“Contributory Heritage Items” means Contributory Items as identified in Fig Un/(RHC)/1to 7 in the Unley (City) Development Plan.

“Privately owned” means not in government ownership i.e. residents, businesses, incorporated bodies etc. are all considered to be “private owners” for the purposes of this policy.

7. LEGISLATION/REFERENCES

Development Act, 1993, and associated Regulations.

8. POLICY DELEGATIONS

Nil Applicable

9. ROLES/RESPONSIBILITIES

- General Manager City Services
- Manager Development Services

10. AVAILABILITY

The policy is available for public inspection during normal office hours from;

Civic Centre
181 Unley Road
Unley SA 5061

A copy may be purchased for a fee as determined annually by Council.

It is also available for viewing, download and printing free of charge from the Council's website, www.unley.sa.gov.au

11. DOCUMENT HISTORY

Date:	Council/Committee/Internal	Comment:
23 Aug 2004	Council, C397	
22 Nov 2004	Council, C476	
17 May 2010	CS&P Committee, CSP 319/10	
24 May 2010	Council, C665/10	
14 May 2012	CS&P Committee, CSP108/12	
28 May 2012	Council, C420/12	
24 Oct 2016	Council, C633/16	

Number	Address	Suburb	Applicant Name	Description	Reason	Quoted Amount	Eligible Amount	Pro Rata Allocation approved Council	Notes	Heritage Advisers & Arborist Comments
1	49 Cambridge Terrace	Malvern	Johanna McInerney	Tessalated tiles on front verandah and side and front fencing	RHC-SH6 Cont.	\$ 8,000.00	\$4,000	\$3,743.00		Recommendation - Support. The proposed tiling is consistent with the style and appearance of the dwelling. The proposed fencing has been discussed with the applicant and is consistent with the style and appearance of the dwelling. Supported subject to clarification of extent of tiling to be replaced.
2	4 Eton Street	Malvern	Will Snow	Replacement of iron roof	RHC-SH6 Cont.	\$15,727.27	\$5,000	\$4,679.00		Recommendation – Support. Development approval has been given. Although the work has already been done this was discussed with Council prior to implementation on the basis that the works were urgent. The grant application is therefore supported.
3	17 Leah Street	Forestville	Brent Allen	Significant tree pruning	Tree	\$1,628.00	\$814	\$761.00		Recommendation – Support. I support the recently completed arboricultural management, in the form of pruning, of the Spotted Gum. The works has been completed to an appropriate standard and undertaken with the sole intent of retaining the tree within its urban environment.
4	54A Maud Street	Unley	P & C Conor	Significant tree pruning	Tree	\$1,650.00	\$825	\$772.00		Recommendation – Support. I support the proposed arboricultural management, in the form of pruning, of the River Red Gum. The subject tree has attributes that are worthy of preservation and the proposed pruning will not detract from these attributes.
5	22 Oxford Terrace	Unley	Bob Nedelkovski	Front picket fence	RHC-SH6 Cont.	\$8,150.00	\$2,210.71	\$2,069.00	Remaining amount after \$2789.29 from last FY grants	Recommendation – Support. The proposed fencing is consistent with the style and appearance of the dwelling and relevant policy except that the fence should return on the western side to the front of the dwelling. Supported in principle subject to recommendation that fence return on western side to the front of the dwelling. Applicant was successful last year for window replacement.
6	19 Cambridge Terrace	Unley	James & Louise Sellers	Stonework restoration and verandah re-instatement	RHC-SH6 Cont.	\$11,550.00	\$5,000	\$4,679.00		Recommendation – Support. The proposed masonry works will reveal and conserve the historic masonry of the dwelling. The works are part of a comprehensive conservation project which has received Development Approval. Supported.

7	190 Wattle Street	Malvern	Beth Kelly	Verandah replacement	RHC-SH6 Cont.	\$8,173.00	\$4,086.50	\$3,824.00		Recommendation – Support. Supported in principle subject to submission of a development application and development approval being obtained. The existing iron lacework appears to be original and, if it is, should be retained. In accordance with relevant policy, it is recommended that original detailing be replicated rather than non-original elements added. The colour and finish of new roof sheeting should be nominated (zincalume is inappropriate but traditional galv. or an appropriate colorbond colour are acceptable).
8	55 Winchester Street	Malvern	Brendan Evans	Re-align & stabilise the foundations/front facade	RHC-SH6 Cont.	\$12,486.32	\$5,000	\$4,679.00		Recommendation – Support. Supported in principle. The proposed works are intended to support and stabilise historic masonry that has been subjected to movement. Either system, (resin injection or concrete pier undersetting), is acceptable as they will not impact on the appearance of the dwelling. The applicant should however nominate which system is being used and obtain development approval if necessary.
9	9 Rosslyn Avenue	Clarence Park	Dr Catherine Howell	Prune significant tree	Tree	\$715.00	\$357.50	\$334.00		Recommendation – Support. I support the proposed arboricultural management, in the form of pruning, of the Willow Myrtle. However, the subject tree lacks attributes worthy of preservation when considering the relevant legislative criteria related to significant trees.
10	9 Alfred Street	Parkside	Valerie Kostoglou	Re-roof	RHC-SH2 Cont.	\$19,928.00	\$4,428.20	\$4,144.00		Recommendation – Support. The proposed re-roofing will remove non-original, invasive roof sheeting, improve the appearance of the dwelling and return it to something like its original appearance with appropriate details. The Old Port Roofing quotation mentions zincalume; The applicant should be aware that zincalume is not appropriate.
11	23 Marion Street	Unley	Penelope Gilbert	Chimney Restoration	RHC-SH6 Cont.	\$4,840.00	\$1,120.90	\$1,049.00	Remaining amount after \$3879.10 from 2015/2016 FY grants	Recommendation – Support. The proposed works will conserve the chimney.

12	11 Musgrave Street	Goodwood	Craig Kirkwood	New picket fence	RHC-CH1 Cont.	\$5,930.00	\$2,329	\$2,178.00	Remaining amount after \$2671.00 from last FY	Recommendation – Support. The proposed fencing is consistent with the style and appearance of the dwelling. Although slightly higher than what is sought by relevant policy, it is consistent with other fencing in the streetscape and will not obscure the historic dwelling. Applicant was successful last year for masonry conservation works.
13	29 Wood Street	Millswood	Despina Kristoris	Re-painting roof & verandah	LHP	\$8,800.00	\$4,400	\$4,117.00		Recommendation – Support subject to nomination of an appropriate colour. This was discussed with the applicant some time ago. My recollection is that we spoke about a mid-grey colour. The repainting of the roof will prolong its life.
14	188 Fisher Street	Malvern	Andrew & Claudia Perrone	Recast balustrade panels and valance to verandah	LHP	\$9,031.00	\$4,515.50	\$4,226		Recommendation – Support. The proposed works reinstate cast iron elements to original details. Development approval for extensive conservation works including the ironwork was obtained some time ago.
15	59 Marlborough Street	Malvern	Felicity Jane Lines	Restoration of stonework	RHC-SH6 Cont.	\$10,155.00	\$5,000	\$4,679		Recommendation – Support subject to development approval. The proposed masonry conservation works will reinstate the early appearance of the dwelling and conserve historic fabric. The proposed works have been discussed with me. I also reviewed preliminary documentation for alterations and additions .
16	82 Millswood Crescent	Millswood	John Nicholson	Restoration of stonework	RHC-SH4 Cont.	\$2,076.00	\$1,038	\$971		Recommendation – Supported in principle as the works will conserve historic masonry. Not sure what the situation is but perhaps the original dampcourse has been breached by the verandah floor and paving. In any event, the proposed dampcourse will need to extend the full depth of the wall to be effective and care should be taken to ensure that rising damp is not directed elsewhere as a result of the works. Recommend applicant be made aware of this.
17	13 Frew Street	Fullarton	Charles Savage	Repair/repoint stonework	LHP	\$6,600.00	\$3,300	\$3,088		Recommendation – Support. The proposed masonry works will undo previous inappropriate work where mortar was too hard and improve the appearance of the building. Roof drainage works will protect historic fabric. Work already has development approval as part of a larger scope of works.
TOTAL							\$53,424.00	\$50,000		

DECISION REPORT

REPORT TITLE: EXPRESSION OF INTEREST TO HOST A 2020 SANTOS *TOUR DOWN UNDER* STAGE START/FINISH

ITEM NUMBER: 1377

DATE OF MEETING: 29 JANUARY 2019

AUTHOR: MARCIA MUDGE

JOB TITLE: EVENT MANAGEMENT SPECIALIST

1. EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement for the City of Unley to lodge an Expression of Interest to become an Official Host Council for the 2020 Santos *Tour Down Under*.

The City of Unley has hosted 18 Tour Down Under Stage Starts since 2000, and each event has attracted thousands of attendees.

Association with a world-class sporting event such as the *Tour Down Under* enhances the City of Unley's reputation, the theme of which resonates strongly with the City's strategies of establishing alternative forms of transport and encouraging an active and healthy community. Each year this event further showcases King William Road as a vibrant retail and cultural precinct; provides the precinct with long term benefits from significant exposure; and celebrates the enviable lifestyle offered by our City.

It should be noted that this endorsement relates to the *Tour Down Under* Stage Start/Finish only and not to the associated Unley Gourmet Gala event. Further information on the results of the 2019 Unley Gourmet Gala, and the opportunity to discuss the future direction of that event, will be provided in a separate report to Council mid-2019.

Please note, Council is not obligated to proceed with the Stage start or finish if successful in the Expression of Interest process.

2. RECOMMENDATION

That:

1. The report be received.
 2. An Expression of Interest for the City of Unley to be considered as an Official Host Council for the 2020 Tour Down Under Stage Start or Finish be lodged with Events SA.
-

3. **RELEVANT CORE STRATEGIES/POLICIES**

Community Plan and 4 Year Delivery Plan 2017 – 2021

Community Living

Goal 1: People value our City with its enviable lifestyle, activities, facilities and services.

Goal 1.2a: Provide an exciting range of arts, cultural experiences and events.

4. **DISCUSSION**

Background

Events SA has expressed its appreciation for the professionalism with which both the *Tour Down Under Stage Start* on Unley and the Unley Gourmet Gala have been delivered since January 2000. 2020 would represent 20 years that Unley has been involved with the Tour Down Under.

According to figures provided by Events SA, the 2018 Santos *Tour Down Under* had its most successful year to date with:

- 810,000 spectators along the race route
- 46,000 of those visitors travelled from around Australia and the world to attend the event; and
- An estimated economic impact of \$63.7 million injected in to the local South Australian economy.

The City of Unley's Stage 2 Start in 2018 was well received by traders on King William Road, who welcome this prestigious, international event to the location. Whilst an official attendance figure is unknown for the Unley Stage Start, according to market research conducted by Events SA, the entire 2018 Stage 2 attracted approximately 122,000 people.

In 2019, the City of Unley hosted the Tour Down Under Stage 4 start on Friday 18 January, preceded by the Unley Gourmet Gala event on the evening of Thursday 17 January.

2020 Stage Start/Finish Expression of Interest

A call for Expressions of Interest, closing 4 February 2019, has been made by Events SA to councils wishing to host either a Stage Start or Finish in 2020.

It is possible to apply for both a Stage Start and Finish, with the understanding that Council would proceed with only one of these options, if successful.

The benefits of hosting a Stage Finish would be increased attendance and would provide a new element to this event. This could also be an ideal opportunity to celebrate the 20th anniversary of Council's association with the Santos Tour Down Under. It should be noted that the decision to award a Stage Start or Finish rests with Events SA, however Council would indicate our preference to host a Stage Finish through the Expression of Interest process.

If Council were unsuccessful with the Expression of Interest to host a Stage Finish, the application for a Stage Start would still be considered.

If successful in the Expression of Interest, Council is not obligated to proceed with hosting the Stage Start or Finish and Council has the opportunity to reconsider Unley's participation in the 2020 Tour Down Under through the Annual Budget and Business Plan process.

It should be noted that Council will have the opportunity to consider the future direction of the Unley Gourmet Gala event (which is usually held on the evening prior to Council's Stage Start) in the coming months.

5. **ANALYSIS OF OPTIONS**

Option 1

1. The report be received.
2. An Expression of Interest for the City of Unley to be considered as an Official Host Council for the 2020 Tour Down Under Stage Start or Finish be lodged with Events SA.

This option provides Council with the opportunity to express our desire to host either a Stage Start or Finish for the 2020 event.

Council can also nominate a preference for a Stage Finish, noting that should the Expression of Interest in the Stage Finish be unsuccessful, the City of Unley will still be considered for a Stage Start. It is important to note that there is no guarantee of success of any application.

Expressing interest in both a Start and Finish indicates Council's ongoing commitment to support the Santos *Tour Down Under* and also the desire to play a larger role in the activity.

If successful at the Expression of Interest stage, Council is not obligated to proceed. The required budget will be considered as part of the 2019/20 budget process.

Option 2

1. The undertaking of an Expression of Interest to become an Official Host Council for a 2020 *Tour Down Under* Stage Start only be endorsed.

This option provides Council the opportunity to express interest in hosting the Stage Start only, which would entirely preclude Council from the opportunity of hosting a Stage Finish in 2020.

Should we be successful with the Expression of Interest, the required budget will be considered as part of the 2019/20 budget process.

Option 3

1. The undertaking of an Expression of Interest to become an Official Host Council for a 2020 *Tour Down Under* Stage Start and Finish is not endorsed.

This option would result in savings of \$15,000 in fees to Events SA and approximately \$58,000 budgeted for associated costs.

A decision not to host the *Tour Down Under* Stage Start or Finish in 2020 would result in failure to capitalise on the opportunity to promote the City of Unley on an international scale and result in an economic impact loss for the local economy. This option would also cease Council's 19 year commitment to this prestigious major event.

1. **RECOMMENDED OPTION**

Option 1 is the recommended option.

2. **POLICY IMPLICATIONS**

There are no significant policy implications with this decision.

7.1 *Financial/Budget*

- There are no financial implications in submitting an Expression of Interest.
- If successful in our bid, funding for the 2020 Santos Tour Down Under Stage Start/Finish will be considered as part of the 2019/20 Operating Projects budget.
- For the 2019 event, a fee of \$15,000 was payable to EventsSA to host the Stage Start. It is anticipated that a similar fee will be applied in 2020. While the cost of a Stage Finish has not been confirmed for 2020, the cost in 2019 was \$20,000.
- In addition to the Events SA fee, in 2018/19 Council budgeted \$58,000 for the associated Stage Start expenses, which included the cost of traffic management, marketing and communications and event management.

7.2 *Legislative/Risk Management*

- There is no risk with submitting an Expression of Interest. If successful, a risk management plan will be developed as in previous years.

7.3 *Environmental/Social/Economic*

- Option 1 has the potential to positively contribute to Council's key strategic directions.

3. **REPORT CONSULTATION**

Consultation on this report has been undertaken with the following staff:

- Executive Manager, Office of the Chief Executive Officer
- Manager Finance and Procurement
- Team Leader Community and Cultural Development

4. **REPORT AUTHORISERS**

<u>Name</u>	<u>Title</u>
Mandy Smith	Manager Community Development & Wellbeing
Megan Berghuis	General Manager City Services

INFORMATION REPORT

REPORT TITLE: COUNCIL ACTION RECORDS
ITEM NUMBER: 1378
DATE OF MEETING: 29 JANUARY 2019
AUTHOR: LARA JONES
JOB TITLE: EXECUTIVE ASSISTANT OFFICE OF THE CEO
ATTACHMENT: 1. COUNCIL ACTION RECORDS

1. EXECUTIVE SUMMARY

To provide an update to Members on information and actions arising from resolutions of Council.

2. RECOMMENDATION

That:

1. The report be noted.
-

COUNCIL ACTION REPORTS - ACTIONS TO JANUARY 2019					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
23/01/17	744	<p>Notice of Motion Councillor Rabbitt re Vacant Land at 251 Goodwood Road</p> <p>1. Administration investigates ownership of the vacant land at 251 Goodwood Road, Kings Park (believed to be owned by the Department of Planning Transport and Infrastructure).</p> <p>2. On the basis of 1. above being confirmed, Administration requests the transfer of ownership of this land to the City of Unley 'gratis', on the basis that council will maintain the land in a tidy state.</p> <p>3. Administration prepares a concept plan and costing for a low maintenance, dry garden area that would provide an additional 'green space', enhance the western approach to the Millswood Train Station and hopefully discourage the regular dumping of rubbish at the site.</p> <p>4. Administration identifies funding sources as part of the 2017/18 budget process</p>	GM City Development	DPTI advises that the site has now been cleared of vehicles and generally cleaned up. Alternative options for the site are currently being explored by DPTI and on that basis does not intend to grant a licence to Council for use of the land. DPTI have indicated that the site may be suitable for use as public open space. DPTI may be in touch with Council in the future to discuss if use as open space is deemed appropriate.	Completed
27/02/17	773	<p>Proposed Road Closure of Pieces of Rugby Street (Haslop Reserve) and Cremorne Street Malvern</p> <p>1. The report be received. 2. In accordance with the process under the Roads Opening and Closing Act 1991 that sections of the public roads known as Rugby Street (currently known as Haslop Reserve) and Cremorne Street, Malvern be closed as a public road and a Certificate of Title be issued in the ownership of Council. 3. Subject to the response to the Community Consultation process to close portions of Rugby Street and Cremorne Street, Malvern (currently known as Haslop Reserve), the CEO and Mayor be approved to sign and Seal where necessary, any documents to complete the roads closing process. 4. The sections of the public road proposed to be closed be excluded from the classification of community land. 5. Notice of this resolution, be published in the Government Gazette in accordance with S193 (6) (a) of the Local Government Act. 6. Administration discuss with the Department of Education and Child Development their interest in purchasing this portion land or contributing towards the cost of the land transfer.</p>	GM City Development	The Lands Title Office has approved the Deposited Plan. We are now awaiting the Certificate of Titles to be issued.	Early 2019
27/03/17	799	<p>42 Ferguson Avenue and Ferguson Avenue Reserve Myrtle Bank - Proposed Land Swap and Road Closure</p>	GM City Development	The Lands Title Office has approved the Deposited Plan. We are now awaiting the Certificate of Title to be issued.	Early 2019
27/11/17	1021	<p>Priority Projects at Goodwood Oval and Millswood Sporting Complex</p> <p>1. The State Government offer of a grant of up to \$2.5m towards the construction of a new facility for the Goodwood Football and Cricket Clubs on Goodwood Oval be accepted, supported by financial contributions from the sporting clubs/SANFL of up to \$150,000 and a Council contribution of \$950,000 with the Chief Executive Officer authorised to enter into the necessary funding agreement with the State Government and any other agreement with funding contributors in order to deliver the project.</p> <p>2. The two-storey option proposed as the preferred option for the new facility on Goodwood Oval be endorsed, subject to discussions with the Office of Recreation and Sport and the sporting clubs, not proposing any major variations to the options.</p> <p>3. Community engagement on the proposed new facility on Goodwood Oval occur from January to March 2018, and a report be brought back to Council upon the completion of the engagement process.</p> <p>4. \$40,000 be allocated towards the sports lighting upgrade at the Millswood Tennis Complex, and discussions continue with external funding partners to achieve this project. Subject to confirmation of a funding contribution from Tennis SA:</p> <p>a. a development application for the project is to be submitted by the Administration; and</p> <p>b. at the appropriate time in 2018, a grant funding application is to be submitted to the Office for Recreation & Sport for additional funds to enable delivery of this project.</p> <p>5. \$260,000 be allocated towards the development of a new club building and surrounds at the Millswood Croquet Club and discussions continue with possible external funding partners before a commitment to proceed with this project is made.</p>	GM City Development	<p>Goodwood Oval Grandstand Refer to Item 1136.</p> <p>Tennis SA Lighting - With Tennis SA approval and funding contributions, State Government funding applications have been lodged for lighting upgrades, court resurfacing and interior building upgrades. There is currently no budget for this work in 2018/19. - According to the Office for Recreation and Sport website, the outcome of the funding application will be advised in 2019. - No further action at this stage.</p> <p>Croquet Club Building - Work will be undertaken to progress this project once the Goodwood Oval grandstand project has been completed. - No further action at this stage.</p>	TBA
26/02/18	1102	<p>MOTION OF WHICH NOTICE HAS BEEN GIVEN</p> <p>1. The Administration commence investigations into the possible future uses of the hockey playing field and building at the Goodwood Oval complex in order to ensure that this site is used appropriately, at such a time that Forestville Hockey Club should vacate the site. To enable the proposed review of alternative uses of the Forestville hockey playing field and building to be completed, Council is to consider a budget bid of \$30K during its 2018/19 budget deliberations.</p> <p>2. The Administration liaise with the State Government to obtain further information on the redevelopment of the Women's Memorial Playing Fields, including timelines and possible funding contributions, and that further updates be provided to Council once this information is obtained.</p>	GM City Development	The Hockey Club has an ongoing lease at the Goodwood Oval Complex for a further three years. Following the advancement of the Goodwood Oval Grandstand Project, investigations will be undertaken into possible future uses of the Hockey facilities. The Hockey Club have confirmed their seasonal use for 2019 are not expected to vacate in the short / medium term. A budget amount was not allocated to the investigations, and will be undertaken by the Administration when appropriate.	Ongoing

COUNCIL ACTION REPORTS - ACTIONS TO JANUARY 2019

Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
26/03/18	1116	<p>SHARED Street Opportunities</p> <p>1. The report be received.</p> <p>2. The criteria in Attachment 1 to Item 1116/18 (Council Meeting, 26/03/2018) be endorsed for use to assist with identification and prioritisation of streets that are suitable candidates for conversion to shared streets.</p> <p>3. Following the prioritisation of shared street opportunities, residents in prioritised streets be consulted. The results will then be used as a further criterion for determining which streets proceed to concept design and community engagement.</p> <p>4. Concept design and community engagement be undertaken in 2018/19 for one or more of the streets listed as 'priority' shared street conversion opportunities, with implementation to be considered as part of the 2019/20 budget process.</p>	GM City Development	Consultation material has been prepared regarding Shared Streets Program for issue in late January to the identified streets. Following feedback from consultation, the Administration will then work with interested residents to develop design solutions for further consideration by Council, including integration in the 2019/20 budget process.	June 2019
26/03/18	1117	<p>POCKET PARKS</p> <p>1. The report be received.</p> <p>2. Designs be prepared for up to two pocket parks in 2018/19 from the options contained within Attachment 1 "Potential Pocket Park Locations", (Item 1117/18, Council, 26/03/2018).</p>	GM City Development	Consultation material has been prepared for strategic pocket park locations in parallel with the Shared Streets Program and will be issued in late January. Following feedback from consultation, the Administration will then work with interested residents to develop design solutions for further consideration by Council, including integration in the 2019/20 budget process.	June 2019
23/04/18	1136	<p>GOODWOOD OVAL GRANDSTAND REDEVELOPMENT – RESULTS OF COMMUNITY CONSULTATION</p> <p>1. The report be received and the results of the community engagement be noted.</p> <p>2. Council endorse the concept designs for the new two-storey grandstand facility at Goodwood Oval, incorporating the recommended amendments to be included as part of detailed design development and proceed to detail design development and tender. The recommended amendments, in response to community and stakeholder feedback include:</p> <p>1. External Appearance and Streetscape Interface:</p> <p>a. Material and colour selection of the building, in particular the Curzon Avenue frontage will be selected appropriate to the local neighbourhood character.</p> <p>b. Detail design will include the development of landscape plans that address the streetscape interface and the external spaces associated with the new Grandstand Facility.</p> <p>c. Where practical, all existing trees will be retained in the detail design.</p> <p>2. Footprint of the Grandstand:</p> <p>a. The final footprint of the grandstand structure is to remain, where practical, within the footprint of the existing building.</p> <p>3. Leasing and License arrangements of the Facility.</p> <p>a. Council staff to develop new agreements with both clubs, to meet the requirements of the new facility, as well as to explore</p> <p>4. Provision of external storage:</p> <p>a. The proposed storage facility on Fairfax Avenue not proceed.</p> <p>b. The detail design process further engage with the Goodwood Saints Football Club and the Goodwood Cricket Club to identify their storage needs, with a view to providing the required storage capacity within the Grandstand and/or adjacent ancillary buildings (including potential extension of an ancillary building).</p> <p>5. Provision of public toilets:</p> <p>a. Public toilet provisions are to remain incorporated in the footprint of the ground floor of the new facility, with way finding signage incorporated across the park to direct public to the new facilities.</p> <p>3. Residents be notified of Council's decision by letter, to the same catchment area as that of the community consultation, and a notice be placed at the existing grandstand as well as Council's web site.</p> <p>4. Following the completion of detailed design development and in the event of no major variation to the project scope or total cost, the project proceed to tender for construction.</p>	GM City Development	<p>To assist with the Development Application, the Council provided a community newsletter to residents and hosted an Open Day at the Goodwood Grandstand on 24 November 2018.</p> <p>The Development Application (Category 3) consultation phase closed, with 100 representations received.</p> <p>A briefing was held with the Elected Members to provide an overview of the project on 17 December 2018.</p> <p>The Council Assessment Panel (CAP) is scheduled for 19 February 2019.</p> <p>Subject to outcomes of the CAP, documentation works will advance to tender, and construction is anticipated to commence prior to 30 June 2019.</p>	June 2019

COUNCIL ACTION REPORTS - ACTIONS TO JANUARY 2019					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
23/04/18	1138	USE OF LAND – 41 OXFORD TERRACE 1. The report be received. 2. A Development Application be prepared for 41 Oxford Terrace to change the use to a car park, as shown in Attachment 1, and if approval is obtained, proceed with design and construction of a car park. 3. Funding for the works be identified during the 2018/19 budget quarterly review process.	Executive Manager, OCEO	- As per the comments for Item 1256, 18 Trimmer Terrace has been leased to Montessori SA and as part of that arrangement, 41 Oxford Terrace is required as open space for the school. - A report will therefore be submitted to Council to vary the previous decision.	February 2019
28/05/18	1174	INCREASED USE OF SPORT AND RECREATION FACILITIES 1. The report and attachments be received. 2. A master plan for Ridge Park be developed in 2018/19 to establish a long-term vision for the park, considering: a. Football and cricket to suit female and junior participation, integrated into the existing amenity of the park. b. Informal recreation opportunities, trees and vegetation, biodiversity and the management of Glen Osmond Creek. c. Further consultation with selected City of Unley clubs as potential users of future upgraded facilities, including Goodwood Saints Football Club, Goodwood Cricket Club and Glen Osmond scouts, as well as consideration of the Open Space Survey findings. 3. Continue to work with City of Unley based clubs, particularly those based at Goodwood Oval, to facilitate the increased use of Orphanage Park in order to reduce the overuse of Goodwood Oval and do not undertake any improvements to sports infrastructure at Orphanage Park until designs for Brownhill Keswick Creek in this park are finalised. 4. Review lease and licence documents to investigate opportunities to increase facility use after club hours. 5. Develop individual four year management plans for each surveyed park to integrate the findings of the Open Space Survey with asset renewal and maintenance programs. These plans will identify possible actions for consideration as part of the 2019/20 budget process. 6. Repeat the Open Space Survey in four years to enable an evaluation of Council's initiatives.	GM City Development	Works associated with the Ridge Park Master Plan is unfunded and will advance subject to available resources. The Administration will continue to liaise with all local sporting clubs to ensure the availability and condition of sports facilities to suit their needs.	Ongoing
28/05/18	1176	MOTION ON NOTICE – UNLEY ROAD REVITALISATION 1. A report be prepared that documents initiatives/projects currently underway (or approved) to inform future consideration of revitalisation activities for Unley Road.	CEO	Discussion held with local member (David Pisoni MP) who is to arrange a meeting with relevant DPTI staff to discuss potential initiatives for Unley Road. Still awaiting meeting with DPTI	February 2019
23/07/18	1224	MOTION ON NOTICE: GREER STREET, HYDE PARK / UNLEY PARK 1. Staff prepares a report outlining possible options and associated costs to facilitate pedestrian and vehicle access and provide safety improvements for residents and visitors to Greer Street, Hyde Park/Unley Park.	GM City Development	Greer Street to be considered as part of the Shared Streets Program, and included in the consultation scope (refer Shared Streets above).	March 2019
27/08/18	1256	18 TRIMMER TERRACE – LEASE OF PROPERTY PROCESS 2. Staff conduct an Expressions of Interest process, seeking interest from prospective tenants for the lease of the property at 18 Trimmer Terrace, Unley on a commercial basis.	Director Strategic Projects	Expressions of Interest process underway - launched on 04/09/18 and closing 05/10/18. - Proposals are currently being assessed. - Following the EOI process, a lease has now been executed with SA Montessori 18 Trimmer Terrace.	Completed
27/08/18	1260	UNLEY GOURMET GALA AND TOUR DOWN UNDER ROAD CLOSURES 2019 2. In order to stage the 2019 Unley Gourmet Gala and Tour Down Under Stage Start, the temporary closure of King William Road from Arthur Street to approximately 50 metres south of the intersection with Park and Mitchell Streets (and associated side streets) from 6am on Thursday 17 January 2019 until 1.30pm Friday 18 January 2019 be endorsed. 3. Businesses and residents impacted by the event be notified of road closures and changes to public transport and waste management services.	GM City Services	Traffic management plan developed and resident/business notifications are scheduled for December 2018 and January 2019.	Completed

COUNCIL ACTION REPORTS - ACTIONS TO JANUARY 2019					
Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
27/08/18	1265	<p>LED STREET LIGHTING BULK REPLACEMENT</p> <p>2. The street lighting on key strategic routes/roads as depicted in Attachment 1 (Item 1265, Council Meeting 27/08/2018) be upgraded during 2018/19 to an appropriate level.</p> <p>3. Subject to available funding within the endorsed \$1.5M budget, and in addition to the P-Category lighting changeover, the existing V-Category street lights (Council-owned only) along Council's collector roads be upgraded to an appropriate standard.</p> <p>4. Communication of the LED Street Lighting Bulk Replacement be undertaken, using a range of communication strategies, including direct mail out, council publications, website and social media.</p> <p>5. A new fee be created for inclusion in the Fees and Charges Schedule relating to the conduct of a review of, and/or modification to, luminaires at the request of a customer, with the value of the fee to be determined by Council once the contract negotiations with SA Power Networks have been finalised.</p>	GM City Development	<p>- Council have now signed a contract with SAPN for the installation of the LED street lighting. Council will supply SAPN with the LED lighting. A contract has been signed with Gerard Lighting to supply the upgrade project.</p> <p>- Ironbark Sustainability and Council are currently putting together a communications plan to inform residents of the upcoming LED rollout.</p> <p>- Currently finalising installation dates with SAPN for the bulk replacement and at this point it is anticipated to be late March 2019 (to be confirmed).</p> <p>- The project will be completed by 30 June 2019.</p> <p>- Discussions continuing with SAPN to introduce a pilot project for Smart Street Lighting along the CoU's bicycle routes.</p>	June 2019
10/09/18	1291	<p>MOTION ON NOTICE:</p> <p>1. Council Administration research options to reduce the use of plastic bottled drinks dispensed at Council venues.</p> <p>2. A report be presented to Council in 2019</p>	Executive Manager OCEO	Report will be prepared for Council in early 2019.	March 2019
10/09/18	1292	<p>MOTION ON NOTICE – CHANGE TO COUNCIL RESOLUTION 1195/18: MILLSWOOD AREA – ON-STREET PARKING REVIEW</p> <p>That Council Resolution 1195 of the Council meeting of 25 June 2018 be varied as follows (<i>bold text to be inserted, strikethrough text to be deleted</i>):</p> <p>1. The report be received.</p> <p>2. The implementation of Parking Controls (Stage 1) in Millswood and adjacent areas, as shown in Attachment 1 to this report (Item 1195/18, Council Meeting, 25/06/2018), and modified to include the area bounded by Allenby Avenue, Meredyth Avenue and Graham Avenue, be endorsed.</p> <p>3. At the conclusion of six months following the implementation of Stage 1 Parking Controls in Millswood and adjacent areas, a review of parking practices in the area be undertaken to inform a decision regarding the need for implementation of further parking controls, that is, Stage 2.</p> <p>4. The community originally consulted in relation to the implementation of Parking Controls in Millswood and adjacent areas be notified of the Council decision.</p> <p>5. That residents in Meredyth Avenue and Graham Avenue be advised of the introduction of parking controls prior to implementation.</p> <p>6. Further correspondence be provided to residents in Meredyth Avenue and Graham Avenue, to advise of Councils decision to not introduce parking controls in those streets as part of the Millswood Stage 1 implementation.</p>	GM City Development	The community was informed regarding change of Council decision. Parking signage installation has been implemented and will be under review for six months as agreed. Report will be presented to Council on need for further parking controls in 2019.	Mid 2019

COUNCIL ACTION REPORTS - ACTIONS TO JANUARY 2019

Meeting Date	Item #	Subject and Council Resolution	Responsible Exec.	Status/Progress	Expected Completion Date
24/09/18	1300	<p>TREE CANOPY COVER ASSESSMENT</p> <p>1. Opportunities to advocate for changes to planning policy mechanisms and better design in relation to green cover in the private realm be pursued, including writing to relevant Ministers and Members of Parliament highlighting the importance of matters such as:</p> <ul style="list-style-type: none"> a. Seeking more space around buildings to allow for larger plantings, including deep soil zones and medium/large trees; b. Regulated and significant trees and their retention; c. Green canopy criteria for more landscaping and trees, eg in and around buildings and car parks; d. Ensuring a strategic approach to maintain more lower density areas and limit increased densities in selected areas; e. Re-balancing the value and priority in development for retention of trees; f. Recognising the financial value of retaining existing trees as part of development or seeking commensurate offset payment (eg amenity/ market value); and g. Reviewing State Government Open Space funding models, including strengthening partnerships with developers and local governments to increase green cover, including streetscape enhancements and offset schemes; <p>on the achievement of Tree Canopy Cover targets within the City of Unley.</p> <p>2. A subsequent report be provided to Council with a recommended Tree Canopy Priority Action Plan, including detailed initiatives and supporting costings, to inform the development of the 2019/20 Business Plan and associated update of the long term financial plan</p>	GM City Development	A briefing will be held with Elected Members on 11 February 2019, and a report will be provided to Council with a recommended Tree Canopy Priority Action Plan, including detailed initiatives and supporting costings, and will be included in the February Council agenda.	March 2019
24/09/18	1301	<p>UNDERGROUNDING OF POWER LINES</p> <p>2. A briefing be presented to the new Council, providing details of potential power line undergrounding projects that may be suitable for submission to the Power Line Environment Committee, to enable consideration of such projects for inclusion in the Long Term Financial Plan/future years budgets.</p>	GM City Development	<p>PLEC options are currently being considered.</p> <p>Following agreement and consultation with the PLEC Committee, the Long Term Financial Plan will be amended to incorporate the PLEC project.</p>	April 2019
22/10/18	1319	<p>ANNUAL REPORT 2017-18</p> <p>2. The City of Unley Annual Report 2017-18 (including Appendices) (as set out in Attachment 1 to this Report, Item 1319, Council Meeting 22/10/2018) be adopted and a copy prepared for submission to both Houses of Parliament prior to 31 December 2018, noting that Financial Statements will be incorporated into the document following their separate adoption by Council.</p> <p>3. The Chief Executive Officer be authorised to correct errors of fact or make minor editorial amendments to the Annual Report 2017-18, if required.</p>	Executive Manager	Completed Final (plain text) version of Annual Report has been submitted to Houses of Parliament as per legislative requirements. Final graphic designed version of the document is being printed and will be available for distribution and publication to the website by 07/12/2018.	Completed
10/12/18	1360	<p>MOTION ON NOTICE: MANAGEMENT OF WEEDS ON COUNCIL PROPERTY</p> <p>1. A report be prepared that identifies the use of glyphosate as a means of weed control in the City of Unley.</p> <p>2. The report is to identify alternative methods of weed control and management.</p>	GM City Development	A report will be prepared for the April 2019 Council meeting.	April 2019
10/12/18	1361	<p>MOTION ON NOTICE: FUTURE TREE STRATEGY</p> <p>1. The development of a new tree strategy to supersede the current 2016-19 tree strategy be prioritised.</p> <p>2. The new tree strategy expands on the current tree strategy to include (but not be limited to) such considerations as:</p> <ul style="list-style-type: none"> a) identifying all the objectives, such as canopy cover, shade, amenity, temperature moderation, habitat, and also risk and safety, property values. b) identifying the attributes of various tree species considered appropriate for street and park planting, including their mature canopy cover and time to reach maturity, along with cost of maintenance. c) ways of promoting increased tree canopy cover on private property. <p>3. The new tree strategy considers any issues arising from Council owned non-regulated trees, similar to the assessment of trees under the Development Act, when removal of a Council owned tree is requested.</p> <p>5. A report outlining the process for developing a new tree strategy, including budget and resourcing considerations, be provide to Council no later than March 2019.</p>	GM City Development	The report outlining the process to develop the new tree strategy will commence following the February 2019 Council meeting, where the Canopy Improvement Plan report will be presented to Council. This report will help guide the review of the existing strategy.	March 2019

MOTION OF WHICH NOTICE HAS BEEN GIVEN

TITLE: SUPPORT FOR DISCLOSURE OF CANDIDATE
POLITICAL AFFILIATIONS AND FINANCIAL
CONTRIBUTIONS

ITEM NUMBER: 1379

DATE OF MEETING: 29 JANUARY 2019

ATTACHMENTS: NIL

Councillor J Dodd has given notice of intention to move the following motion at the Council meeting to be held on 29 January 2019:

MOTION

1. A letter be sent to the Honorable Stephan Knoll MP, Minister for Transport, Infrastructure and Local Government, expressing the City of Unley's support for Local Government reforms requiring disclosure of candidate political affiliations and financial contributions at the time of nomination for a Local Government election.
-

Background

Both major parties in the State Government campaigned with some reference to Local Government reforms. Since the sitting of the new Government, each party has tabled a Bill which has only made it through one house of Government, leading to the potential for a bi-partisan reform bill.

Part of this suggested reform (being considered by the Minister) is to move the disclosure requirements for Council Members to the time of nomination. These disclosures would relate to party affiliations, memberships and contributions to the campaign.

This change would be a simple and effective way to increase Local Government transparency and ensure that the public is as well informed as possible when it comes to voting.

Council should write to the Minister and show our support for these disclosure proposals. We have a duty to be honest and upfront with our community. This disclosure is required for all successful candidates at the conclusion of the elections (with financial disclosure being compulsory for all unsuccessful nominees as well).

Moving it forward to nominations does not create an increased disclosure burden on candidates, but merely a change in timing. A change which benefits the community, and can help to increase trust in Local Government elections and members.

This motion may not seem hugely relevant for our current Council, but it is important that we show the community that we are ready and willing to be transparent in our interactions with them. Although this particular issue has not been of concern within the Unley Council, it certainly has been for other Adelaide Metropolitan councils.

This is an opportunity for Unley to be a leader in transparency, and will help reflect our dedication to our community.

MOTION OF WHICH NOTICE HAS BEEN GIVEN

TITLE:	125 TH ANNIVERSARY OF WOMEN'S SUFFRAGE IN SOUTH AUSTRALIA – STATE GOVERNMENT COMMUNITY CELEBRATION GRANT
ITEM NUMBER:	1380
DATE OF MEETING:	29 JANUARY 2019
ATTACHMENTS:	125 TH ANNIVERSARY OF WOMEN'S SUFFRAGE COMMUNITY GRANTS GUIDELINES

Councillor J Russo has given notice of intention to move the following motion at the Council meeting to be held on 29 January 2019:

MOTION

1. An application for grant funding be made to the South Australian Government's Office for Women to enable the celebration of the 125th Anniversary of Women's Suffrage in South Australia via a public event, or relevant activities, within the City of Unley prior to 31 December 2019.
 2. In the event that the grant application to the Office for Women is unsuccessful, a proposal to be brought back to Council for the conduct of an event to celebrate the 125th Anniversary of Women's Suffrage in South Australia, with costs to be considered as part of the 2019/20 budget process.
-

Background

In December 2019, the South Australian Government's Office for Women is celebrating the 125th anniversary of landmark legislation that enabled women in South Australia – for the first time anywhere in Australia – to vote in general elections, and to stand as members of Parliament.

This incredible achievement was the end result of years of campaigning, letter writing, signature gathering and lobbying by men and women in the South Australian community that put their passion into action. Gaining the vote was a huge step towards gender equality in South Australia, and meant that women could participate in public life by having their say at general elections.

The State Government is offering grants of up to \$5,000 to local councils and not-for-profit organisations, to help groups across the state publicly celebrate the anniversary and recognise the importance of this achievement throughout 2019. A total of \$125,000 will be available. Celebration activities need to be delivered to the community by 31 December 2019.

There are groups of people in our communities who often don't have the chance to tell their stories. Recognising that it is important for everyone to see a reflection of their lives in history and in future opportunity, initiatives that reflect and/or engage the stories of women from groups such as Aboriginal and Torres Strait Islander women; women with disability; and women from diverse backgrounds such as refugee or migrant women will be assessed as a priority group.

Applications are open from 10 December 2018 and close on 15 February 2019 at 2:00pm Adelaide time. The outcome of grant applications will be known on 8 March 2019. More information is provided in the attachment or at:

<https://premier.sa.gov.au/news/state-government-announces-grants-to-host-events-to-celebrate-the-125th-anniversary-of-women%E2%80%99s>

The following provides a summary of the suffrage movement with the Unley community:

- Mary Lee (14 February 1821 – 18 September 1909) was an Irish-Australian suffragist and social reformer in South Australia and was instrumental in establishing the Women's Suffrage League (WSL).
- Author Denise George is a South Australian who has written on Mary Lee's "life and times of a 'turbulent anarchist' and her battle for women's rights" and highlights involvement of those engaged in the movement within the Unley community.
- In George's book - *"And now the colony is the first in Australia to rest the government of the people upon an adult suffrage. Memorable in the history of the southern continent must be the general election in South Australia of 1896 as the first in which women took part. Amongst the ladies who had the honour of being the first to vote for members of Parliament in Australia are; West Adelaide, Mrs Kingston, wife of the Premier; Glenelg, Mrs Charles Birks; Rose Park, Mrs Winifred Woods; North Adelaide, Miss Elsie Claxton; Port Adelaide, Mrs J.C. Kirby; Norwood, Mrs Thomas Gully; St Peters, Mrs Violet Gandlish Simon; Hindmarsh, Mrs T. Saunders; Goodwood, Mrs J.F. Cook; Unley, Misses A. and S. Winwood; Parkside, Mrs J.G. Jenkins. And the women have polled remarkably well as to both numbers and the intelligence displayed in fulfilling the requirements of the Act."*
- Unley's Women's Suffrage League was formed at a meeting held 21 August 1889 at Dorset House (aka Heywood House 1870-1966), Grove St, Unley Park.
- From the SA register 23 August 1889, p5 - *"A drawing room meeting of ladies in sympathy with this movement was held on Wednesday afternoon, August 21, at Dorset House, Unley Park, the residence of Mr. Simon Harvey, to organize a branch of the above League. The meeting was well attended. Mrs. Lee, Hon. Secretary, attended on behalf of the Central Committee. the Unley Branch of the S.A.W.S. League was formed, and the following officers elected: — Mrs. Wylie, President; Mrs. C.H. Matters, Hon. Vice President; Mrs. Haslam, Hon. Treasurer; Mrs. S. Harvey and Mrs. T.J. Matters, joint Hon. Secretaries. Resolved (1) that it is the unanimous opinion of this meeting that every citizen of a free State should be fairly and equally represented in the Councils of the State without regard to sex.; (2) that this branch of the W.S. League pledges itself to agitate for and insist upon the recognition of the above principle till the present unsound democracy is replaced by a true democracy — a government of the people — for the people — by the people. It was arranged that drawing room meetings should be held monthly."*

The 2019 City of Unley Budget does not include funding to hold an event to publically celebrate the 125th Anniversary of Women's Suffrage in South Australia and recognise the importance of this achievement. The support of Elected Members is sought to:

- a) Apply for the state government community celebration grant;
- b) Celebrate this anniversary by planning and holding an event / or activities within our community before 31 December 2019; and
- c) If unsuccessful with the grant, for Council to consider funding a special event project and for a proposal to be brought back to Council to deliver this following the announcement of the grant application outcome.

Officer Comments

The 125th Anniversary of Women's Suffrage in South Australia is a fantastic opportunity to celebrate and commemorate an important anniversary in the state's history, particularly given the significant connection for the City of Unley.

Although it is not within the current approved budget or work plan, if successful with the application, the delivery of an event will be incorporated into the 2019/20 budget and work plan.

The grant application can be prepared within existing resources and if successful, Council will be updated via a memo detailing funded activities.

If unsuccessful, Council will need to give some guidance as to the scale of event envisaged so that the Administration can include it in the 2019/20 budget considerations.

125th Anniversary of Women's Suffrage Community Grants



Funding Guidelines



About the grants

18th December 2019 marks the 125th anniversary of the passing of the *Adult Suffrage Bill*, giving women the right to vote in South Australia and to stand for Parliament.

The state government is offering grants of up to \$5,000 to local councils and not-for profit organisations, to help groups across the state publically celebrate the anniversary and recognise the importance of this achievement throughout 2019. A total of \$125,000 will be available.

Applications are to be submitted through the SA Tenders and Contracts website.

A voluntary, information session will be held on the 17th of December 2018 at 2:00PM in the CBD. The venue will be confirmed upon registering. To register for the information session please email Leah.Puletama2@sa.gov.au before 9:00AM and 17 December 2018.

To register your interest in attending an information session at an alternate time, in 2019, please email Leah.Puletama2@sa.gov.au.

Women's suffrage in South Australia

In December 1894, after decades of activism, women in South Australia were awarded the right to vote and stand for parliament. The passing of the *Adult Suffrage Bill* not only granted South Australian women in the right to vote, but allowed them to stand for parliament.

This meant that South Australia was the first electorate in Australia to give equal political rights to both men and women. Gaining the vote was a huge step towards gender equality in South Australia, and meant that women could participate in public life by having their say at general elections.

In the 19th century, Australian women had very few legal rights. Once married, these rights were further limited as they were transferred to her husband. With the right to vote, women were able to elect the candidates they felt would legislate to improve society, particularly for women and children.

Fact sheets on the history of women's suffrage in our State are available on the Office for Women website at <https://www.officeforwomen.sa.gov.au/womens-policy/125th-anniversary-of-suffrage>



Critical dates for the grant

The grant round will open on **10 December 2018**

The grant round will close on **15 February 2019 at 2:00PM Adelaide time.**

Please note the online submission box closes at exactly 2:00PM. Your submission must be completed by this time or you will be locked out of the online system. You are encouraged to submit your application at least two hours before the closing date and time.

Late applications may be considered in extenuating circumstances, at the discretion of the Department.

If you have difficulty submitting or accessing the online form, please contact (08) 8462 1401 or email satendersandcontracts@sa.gov.au.

For all other queries please contact Leah.Puletama2@sa.gov.au.

Successful organisations will be notified in March 2019.

Funded events, initiatives or programs must be completed by 31 December 2019.

What can be funded

The Office for Women, Department of Human Services (DHS) will fund organisations for events, initiatives or programs that:

- publicly promote the commemoration of the 125th anniversary of women's suffrage in South Australia OR
- invites the public to engage with the 125th anniversary of women's suffrage in South Australia OR
- increase public awareness of and understanding about the 125th anniversary of women's suffrage in South Australia OR
- increase women's access to or understanding of the importance of voting and citizenship.

Only one application per organisation will be considered.



Eligibility

To be eligible to receive a grant, applications must be:

- for a one-off event or initiative i.e. not for seed funding
- for events/initiatives that will be held, created and/or finalised in 2019
- made by an organisation or entity based in South Australia

Who can apply for funding?

To be eligible, organisations must deliver services or support to the SA community. They must also be:

- registered and operating within South Australia, not for profit, with a registered ABN.
- or
- a council under the Local Government Act 1999; to sponsor an unincorporated community organisation, or engage a registered training organisation to deliver training for volunteers working in community organisations.

Organisations that are not incorporated or do not have an ABN can apply if they secure an eligible organisation to act as their sponsor (auspice) for the project. The sponsor organisation:

- is responsible for submitting the application online
- is responsible for the legal and financial accountability of the project
- will be required to enter into the grant agreement
- will receive the funding and be responsible for acquitting the funding.

Who can't apply for funding?

Applications will not be accepted from organisations or sponsored organisations that:

- have outstanding acquittal reports for previously funded DHS projects
- have licensed gaming machines in their facilities
- are trusts (excluding fixed trusts), individuals, or organisations applying on behalf of an individual
- are for-profit organisations or private companies
- are Commonwealth or state government departments and agencies (except as a sponsor).



Apply for a community celebration grant

125th
anniversary of
women's suffrage in
South Australia

Funding amounts

Funds sought by organisations generally exceed those available. As a result, your application may not be successful, or you may be offered less money than you requested.

Under the current scheme, grants offered will be no greater than \$5,000.

How to apply

Read the funding guidelines to determine whether your organisation meets the eligibility criteria for funding. If you are unsure, please contact Leah.Puletama2@sa.gov.au.

Complete the online application in full. Incomplete applications are ineligible and will not be considered for grant funding.

Submit the completed application, before the closing time on the SA Tenders and Contracts website, additional information on the website is provided at the end of this document.

Your Proposal

The following will need to be addressed in your application.

Description

Specific information about your initiative /event / program.

- Who
 - Indicate if one or more of the following population groups is supported:
 - Rural/regional
 - Culturally and linguistically diverse
 - Aboriginal and Torres Strait Islander
 - Older women
 - Younger women
 - Women with disability
 - LGBTIQ women
- What
- Where
- When
- How
- Why

Contribution to the commemoration of the 125th anniversary of women's suffrage in South Australia

Description about how your initiative:

- will publicly promote the commemoration of the 125th anniversary of women's suffrage



<p>in South Australia OR</p> <ul style="list-style-type: none"> • invites the public to engage with the 125th anniversary of women’s suffrage in South Australia OR • increases public awareness of and understanding about the 125th anniversary of women’s suffrage in South Australia OR • increases women’s access to or understanding of the importance of voting and citizenship.
<p>Partnerships and collaborations Information about any partnerships or collaborations your initiative /event / program may include.</p>
<p>Organisational Capacity Description of how you will be able to carry out the proposed project.</p>
<p>Evaluation Description of how you will evaluate your activity.</p>
<p>Total amount being applied for Including a breakdown of how the funding will be spent using the budget template</p>

Insurance

The applying organisation is responsible for all insurance coverage for their initiative / event / program.

Supporting documentation

If your application involves purchasing items or services that cost \$1,000 or more, you will need to include a relevant quote.

A budget template will need to be submitted with your application.

Declaration

You will need to complete a declaration confirming that you are authorised to submit an application on behalf of your organisation.



Apply for a community celebration grant

125th
anniversary of
women's suffrage in
South Australia

How applications are assessed

Once applications have closed, submissions will be screened to check the:

- applicant organisation is eligible to apply
- application has been completed in full and all essential information has been provided
- applicant organisation does not have any outstanding obligations for projects funded by DHS.

Priority will be given to applications that meet the below criteria:

Population groups

Does the project/initiative support one of the following population groups?

- Rural/regional
- Culturally and linguistically diverse
- Aboriginal and Torres Strait Islander
- Older women
- Younger women
- Women with disability
- LGBTIQ women

Value for money

- Extent of value for money given the number of people who will directly benefit
- Costs proposed are reasonable and realistic
- Level of complementary funding/in-kind support
- Cost of comparable programs

Organisational capacity

- The organisation has capacity to carry out the proposed project, including enough staff and/or has secured the support of a partner organisation
- The program/initiative aligns with the role and activities of the organisation

Desired outcome of the event, initiative or program

- Publicly promotes the commemoration of the 125th anniversary of women's suffrage in South Australia
- Invites the public to engage with, or educates the public about, the 125th anniversary of women's suffrage in South Australia
- Increases public awareness of and understanding about the 125th anniversary of women's suffrage in South Australia
- Increases women's access to or understanding of the importance of voting and citizenship



Grants and the GST

It is strongly recommended that applicants seek independent legal and financial advice to determine all taxation obligations before submitting an application. If your organisation's annual turnover is greater than \$150,000 (non-profit organisations), the Australian Tax Office requires the organisation to be registered for the GST (www.ato.gov.au).

- Successful applicants that are registered for GST will have their grant grossed up by 10% to offset the GST payable on the grant.
- Organisations not registered for the GST will not have their grant grossed up, and must include GST amounts in their application.
- Due to GST registrations, successful organisations cannot transfer their grant agreement to another body.

Registering on SA Tenders.

Applications must be submitted through the SA Tenders and Contracts website.

<https://www.tenders.sa.gov.au/tenders/index.do>

If you are not a registered user, you can find assistance in the How do I become a registered member? FAQ <https://www.tenders.sa.gov.au/tenders/faqs/browse.do#62>

To register as a new User, you will need to have the following details handy:

- Name (The full trading name of your business/organisation)
- ABN (The Australian Business Number)
- Address including City, State / Province, Country and Zip/Postal Code.
- Name and Position details of the person you are registering as the primary contact for your business and provide a Username.
- An Email Address. Your email address is used by the site to dispatch automated notifications and used to send your registration confirmation, and details of how to login to the site.
- At least one Phone Number

If you have any problems with the SA Tenders and Contracts website you will need to can contact the helpdesk on (08) 8462 1401 or Email: satendersandcontracts@sa.gov.au.

QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

TITLE:	TRAFFIC MANAGEMENT AT RUGBY STREET AND OXFORD TERRACE INTERSECTION
ITEM NUMBER:	1382
DATE OF MEETING:	29 JANUARY 2019
ATTACHMENTS:	NIL

The following Question on Notice has been received from Councillor D Palmer and a response is provided:

Question

1. What, if any action has been undertaken to implement the decision of February 2018 Council meeting motion to re-assess the traffic prioritisation at the Rugby Street/Oxford Terrace intersection.
-

Preamble to Questions

(Ex) Councillor R Salaman at the February 2018 Council meeting moved a motion on notice to alter the infrastructure at the Young Street/Porter Street intersection and to reassess the traffic flow (vehicle/cycling) prioritisation at the Rugby Street/Oxford Terrace intersection.

Administration supported the motion given the prior decision not to make Oxford Terrace a one-way street.

The motion was seconded by Councillor J Boisvert and was subsequently endorsed by Council at that meeting 8 votes to 2.

I am unaware what re-assessment, if any, has yet been made.

Officer's Comments

In relation to this intersection, Council, at its 26 February 2018 meeting, endorsed that:

Rugby Street/Oxford Terrace intersection, a re-assessment of traffic prioritisation be undertaken to enable the best design to be developed to accommodate all car, cyclist and pedestrian movements.

Administration undertook further assessment following the direction from the Council. As part of the assessment, WGA were engaged to undertake feasibility and impact of the traffic changes. WGA undertook SIDRA traffic modelling to assess the impact of the traffic changes. The assessment also included traffic observations and data collection during school drop off (8am to 9 am), pick up (3pm to 3.45pm) times, and peak traffic flow (5pm to 6pm) period.

The traffic count data is shown in map below:



The WGA investigation provided three key findings:

- The change of traffic priority at this intersection should not have any operational issues. However, given the Oxford Terrace (3029 vehicles per day) traffic volume is much higher than Rugby Street (1327 vehicles per day and 267 vehicles per day at 'dead end' section of road); the change of priorities would not be intuitive to drivers along Oxford Terrace. Therefore, visual cues such as 'kerb build outs' and other intersection modifications will be required to change the traffic priority.
- The change of the traffic priority would not result in substantial traffic delays at the intersection.
- Oxford Terrace would remain an attractive route for drivers and continue to have higher traffic flow as it is one of the few roads which have signalised intersection with Unley Road.

These findings will be included in the final design of the intersection to be implemented as part of Stage 2 of Rugby-Porter Streets Bike Route improvements project. The project, as endorsed by Council as part of its budget process, is subject to co-funding from DPTI. An application has been made to DPTI for the co-funding and outcome is currently awaited.

CORRESPONDENCE

TITLE: CORRESPONDENCE
ITEM NUMBER: 1384
DATE OF MEETING: 29 JANUARY 2019
ATTACHMENTS: 1. CORRESPONDENCE

The correspondence from:

- DPTI – appreciation for support of Way2Go Bike Ed program
- The Hon Stephan Knoll MP – allocation of funding from Roads to Recovery program

be noted.



Government of South Australia
 Department of Planning,
 Transport and Infrastructure

In reply please quote 2015/01608/01
Enquiries to Michelle Postill
Telephone 08 8343 2208

**SAFETY AND SERVICE
 DIVISION**

77 Grenfell Street
 Adelaide SA 5000

GPO Box 1533
 Adelaide SA 5001

Telephone: 08 8343 2222
 Facsimile: 08 8343 2768

ABN 92 366 288 135

Mayor Michael Hewitson
 City of Unley
 PO Box 1
 UNLEY SA 5061

Dear Mayor Hewitson,

WAY2GO AND WAY2GO BIKE ED

During 2018 A/Mayor Peter Hughes took time out of his busy schedule to present class certificates at Black Forest, Glen Osmond and Unley Primary Schools.

We would like to thank you for your Council's active commitment to our **Way2Go** partnership and the support of the **Way2Go Bike Ed** program.

During **Way2Go Bike Ed** students from Highgate, Black Forest, Glen Osmond and Unley Primary Schools participated in practical sessions led by expert instructors to learn bike handling and maintenance skills, road rules and responsible road use and safe riding behaviours.

As part of the broader **Way2Go** partnership this year City of Unley and the School Community Partnerships Team from the Department of Planning Transport and Infrastructure's Living Neighbourhoods Section collaborated on projects at Black Forest and Highgate Primary Schools that continue to develop school precincts to support safe and active travel for primary school students and their families.

We would like to express our appreciation of the work of Satyen Gandhi, Hayden Schanberg and Bill Zissopoulos and look forward to continuing this strong and effective partnership into the future.

Yours sincerely,

Margaret Howard
 Manager, Living Neighbourhoods and Travel Behaviour
 26 November 2018

Subject: APPRECIATION		(7)
Property/Street:		
Application No.		
Doc. No.	29 NOV 2018	Class. <i>AM</i>
For info/action: <i>L JONES</i>		



Government
of South Australia

The Hon Stephan Knoll MP
Member for Schubert

18MTIL2120

Mayor Michael Hewitson
Corporation of the City of Unley
PO Box 1
UNLEY SA 5061.

Dear Mayor *Michael* Hewitson

Subject <i>Fin Man - Unley Funding</i>		
Property/Street <i>Local Road.</i>		
Application No.		
Doc. No.	<i>07 DEC 2018</i>	Class.
Property/Street <i>J. Jones.</i>		

I am pleased to advise that the South Australian Local Government Grants Commission's (the Commission's) recommendations for the distribution of the special projects component of the Roads to Recovery Program to Councils for 2018-2019 have been approved by the Hon Dr John McVeigh MP, then Federal Minister for Regional Development, Territories and Local Government.

The recommendations were made to the Commission on the advice of the Local Government Transport Advisory Panel.

Unlike the Financial Assistance Grants, these grants are tied. They are made available under the *National Land Transport Act 2014* (the Act) and the terms and conditions that apply to other monies provided directly to you under the Act also apply to these grants.

The allocation to your Council for the 2018-2019 year is \$700,000 for work on the following project:

- King William Road, Unley

The grants are tied for the specific project mentioned above. The Federal Government's intention is for the funding to be available as soon as required. Funding will be provided following successful completion of the works program in accordance with the Act. Monies will be deposited into your account with the Local Government Finance Authority.

The Federal Government has requested that the Commission process all reports on behalf of Councils. The Commission has agreed to be responsible for this task in order to ensure that there are no delays in providing funding to Councils.

Minister for Transport, Infrastructure and Local Government
Minister for Planning

Rt Hon Dr John McVeigh MP, SA 5000, 100 Pitt Street, Adelaide SA 5000, Australia
Tel: 08 8419 8427 | Fax: 08 8419 8428 | Email: john.mcveigh@sa.gov.au



In order to comply with the Act, the grant is conditional on the Council providing the Commission with quarterly reports and an annual report in a format that is consistent with those provided to the Federal Government for other monies received directly by Councils under the Roads to Recovery Program and providing evidence of having met the signage requirements, as set out in the funding conditions.

Quarterly and annual reports can be sent to:

Mr Peter Ilee
Executive Officer
Local Government Grants Commission
GPO Box 2329
ADELAIDE SA 5001

or by email to:

grants.commission@sa.gov.au

Should you have any queries, please contact Mr Ilee on telephone 7109 7148 or via email at grants.commission@sa.gov.au

Yours sincerely



HON STEPHAN KNOLL MP
MINISTER FOR TRANSPORT, INFRASTRUCTURE AND LOCAL GOVERNMENT

30 November 2018

Mr Peter Tsokas, Chief Executive Officer

MAYOR'S REPORT


REPORT TITLE: MAYOR'S REPORT FOR MONTH OF JANUARY
ITEM NUMBER: 1385
DATE OF MEETING: 29 JANUARY 2019
ATTACHMENTS: 1. REPORT INCLUDING FUNCTIONS ATTENDED

1. RECOMMENDATION

That:

1. The report be received.
-

Functions attended (up to the time of writing this report)

Date	Function/Event Description
12/12/2018	Italian Mensa Christmas Lunch
12/12/2018	UBUG meeting future planning
13/12/2018	Lord Mayor Adelaide Reception
13/12/2018	Patrick Ho and staff - Cycle around Unley on designated cycle routes
14/12/2018	Thank you speech at City of Unley Staff Christmas Lunch
16/12/2018	Attended the Carols at the Rotunda event run by the Unley Rotary Club, supported by the Unley Concert Band, with approximately 3,000 attendees 
16/12/2018	Gave a short speech to recognise the importance of "Bijoy Dibosh" day, celebrating the birth of Bangladesh and at an event celebrating the graduates from the Bengali language classes
18/12/2018	Meeting with President and CEO Royal Agricultural society
20/12/2018	Cancer Care discussion Calandra
24/12/2018	LiFi discussion with Minister and University of Adelaide staff
01/2019	Radio 5AA interview on Gourmet Gala
07/01/2019	City Switch Green Program and World Tennis Challenge
08/01/2019	President of Tennis SA, Kent Thiele Legends' Lunch. Accepted the role of Vice Patron, Tennis SA.

Date	Function/Event Description
12-13/01/2019	Alliance Francaise – met with the board, France’s Australian Ambassador and Michael Abbott, Chair of the Festival Centre at afternoon drinks, followed by Les Plaisirs Music (Baroque music on Baroque instruments). City of Unley was acknowledged for their support.
14/01/2019	Deputy Mayor travel on Council to bicycle to Press Club Adelaide
23/01/2019	Official Opening Ceremony – redeveloped Mitcham Memorial Library

DEPUTY MAYOR'S REPORT

REPORT TITLE: DEPUTY MAYOR'S REPORT FOR MONTH OF JANUARY
ITEM NUMBER: 1386
DATE OF MEETING: 29 JANUARY 2019
ATTACHMENTS: 1. REPORT

1. RECOMMENDATION

That:

1. The report be received.
-

Functions attended (up to the time of writing this report)

Date	Function/Event Description
23 rd & 24 th Nov	Attended the French Markets on several occasions. Another very successful event that we must ensure stays in Unley.
26 th Nov	Attended the Australia Day Council's function. Professor Michelle Simmons 2018 Australian of the Year gave the keynote speech and the South Australians of the Year 2019 were introduced.
27 th Nov	Attended Centennial Park's Christmas thank you event for their industry contacts.
30 th Nov	Attended the opening of the relocated Rosefield Community Shed at the Showgrounds.
30 th Nov	Attended the Fullarton Park Community Centre's Christmas celebration and thank you event for volunteers.
4 th Dec	Attended the Unley Business Breakfast.
4 th Dec	Attended the Unley Road Traders' Christmas Event in the new Bank SA premises.
6 th Dec	Attended Council's Christmas Event for our Volunteers held at The Arkaba. A very well organised event thoroughly enjoyed by our willing volunteers.
9 th Dec	Attended the Fern Avenue Community Garden's AGM
10 th Dec	Attended the unveiling of Centennial Park's entrance sculpture which has been very well received.
14 th Dec	Attended the Fullarton Road (South) Traders' Christmas event. It was very well attended. For the first time in many years there are no vacancies in the Highgate Village shopping precinct.

14 th Jan	With our Mayor I attended the Press Club Lunch featuring Phil Liggett. We both cycled in the 39 degree heat.
17 th Jan	Attended the Gourmet Gala which continues to innovate and impress. I particularly enjoyed the Teen Takeover and the Flash Mob performance by the Unley Concert Band.I had cryptically referred to this possibility in my October 2018 Mayor's Report by advising that I had 'Met with officials of the Unley Concert Band to explore opportunities for greater promotional opportunities within the City'.
18 th Jan	Attended the TDU start on King William Road. An extremely impressive event.

REPORTS OF MEMBERS

REPORT TITLE: REPORTS OF MEMBERS
ITEM NUMBER: 1387
DATE OF MEETING: 29 JANUARY 2019
ATTACHMENTS: 1. REPORTS

Council to note the attached reports from Members:

- 1. Councillor M Broniecki
-

REPORTS OF MEMBERS

REPORT TITLE: REPORT FROM COUNCILLOR MONICA BRONIECKI

Functions attended (up to the time of writing this report)

Date	Function/Event Description
4/11/2018 (Sunday)	Double shot Coffee Fiesta
11/11/2018 (Sunday)	Remembrance Day Service
23/11/18	French market
24/11/18	French market
24/11/18	ETSY Made Local market
30/11/18	Two Sisters Celebrate Summer
30/11/18	Fullarton Park Community Centre Christmas function
12/06/2018	Unley Council Volunteers Christmas drinks
18/12/18	Unley Community Centre Christmas Lunch
18/12/18	Goodwood Road Traders Christmas function

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 1389 –
COUNCIL ASSESSMENT PANEL – APPOINTMENT
OF MEMBERS FOR THE PERIOD 1 MARCH 2019 –
28 FEBRUARY 2021

ITEM NUMBER: 1388

DATE OF MEETING: 29 JANUARY 2019

AUTHOR: TAMI NORMAN

JOB TITLE: EXECUTIVE MANAGER OFFICE OF THE CEO

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on that grounds set out below.

1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which:
 - Would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
2. In weighing up the factors related to disclosure:
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
 - non-disclosure of this item at this time will enable Council to appropriately consider the appointment of members to the Council Assessment Panel.

On that basis, the public's interest is best served by not disclosing Item 1389 – Council Assessment Panel – Appointment of Members for the Period 1 March 2019 – 28 February 2021 and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.
-

ITEM 1389

Confidential – removed from the public agenda – pages 131-143

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN
CONFIDENCE ITEM 1389 – COUNCIL ASSESSMENT
PANEL – APPOINTMENT OF MEMBERS FOR THE
PERIOD 1 MARCH 2019 – 28 FEBRUARY 2021

ITEM NUMBER: 1390

DATE OF MEETING: 29 JANUARY 2019

AUTHOR: TAMI NORMAN

JOB TITLE: EXECUTIVE MANAGER OFFICE OF THE CEO

1. RECOMMENDATION

That:

- 1.1 Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 1389 – Council Assessment Panel – Appointment of Members for the period 1 March 2019 – 28 February 2021, considered at the Council Meeting on 29 January 2019:

Report

remain confidential and not available for public inspection until the appointment process for Council Assessment Panel Members has been finalised.

- 1.2 Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.
-

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION FOR ITEM 1392 –
CHIEF EXECUTIVE OFFICER REVIEW PANEL –
TERMS OF REFERENCE AND MEMBERSHIP

ITEM NUMBER: 1391

DATE OF MEETING: 29 JANUARY 2019

AUTHOR: TAMI NORMAN

JOB TITLE: EXECUTIVE MANAGER OFFICE OF THE CEO

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on that grounds set out below.

1. **RECOMMENDATION**

That:

1. Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which:
 - Would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead); and
 - Would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure:
 - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
 - non-disclosure of this item at this time will enable Council to appropriately consider a matter relating to the CEO Review Panel and Employment Agreement.

On that basis, the public's interest is best served by not disclosing Item 1392 – Chief Executive Officer Review Panel – Terms of Reference and Membership report and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.
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ITEM 1392

Confidential – removed from the public agenda – pages 146-151

DECISION REPORT

REPORT TITLE: CONFIDENTIALITY MOTION TO REMAIN IN
CONFIDENCE ITEM 1392 – CHIEF EXECUTIVE
OFFICER REVIEW PANEL – TERMS OF
REFERENCE AND MEMBERSHIP

ITEM NUMBER: 1393

DATE OF MEETING: 29 JANUARY 2019

AUTHOR: TAMI NORMAN

JOB TITLE: EXECUTIVE MANAGER OFFICE OF THE CEO

1. RECOMMENDATION

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 1392– Chief Executive Officer Review Panel – Terms of Reference and Membership, considered at the Council Meeting on 29 January 2019:

Report

remain confidential until 18 February 2022 and not available for public inspection until the cessation of that period.

2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.
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