



**MINUTES OF BUDGET AND FINANCE COMMITTEE MEETING HELD IN THE  
COUNCIL CHAMBER, 12 JAMES STREET, SALISBURY ON**

**15 MAY 2017**

**MEMBERS PRESENT**

Cr R Zahra (Chairman)  
Mayor G Aldridge  
Cr D Balaza  
Cr D Bryant  
Cr G Caruso  
Cr L Caruso  
Cr E Gill (Deputy Chairman)  
Cr D Pilkington  
Cr G Reynolds  
Cr S White  
Cr J Woodman

**STAFF**

Chief Executive Officer, Mr J Harry  
General Manager Business Excellence, Mr C Mansueto  
General Manager City Development, Mr T Sutcliffe  
General Manager City Infrastructure, Mr M van der Pennen  
General Manager Community Development, Ms P Webb  
Manager Governance, Ms T Norman  
Manager Communications and Customer Relations, Mr M Bennington  
Governance Coordinator, Ms J Rowett  
Governance Support Officer, Ms K Boyd

The meeting commenced at 7:01 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

**APOLOGIES**

Apologies were received from Cr S Bedford, Cr R Cook, Cr D Proleta and Cr S Reardon.

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**LEAVE OF ABSENCE**

Leave of absence for this meeting was previously granted to Cr C Buchanan.

**PRESENTATION OF MINUTES**

Moved Mayor G Aldridge  
Seconded Cr E Gill

The Minutes of the Budget and Finance Committee Meeting held on 18 April 2017, be taken and read as confirmed.

**CARRIED**

**REPORTS**

*Administration*

**6.0.1 Future Reports for the Budget and Finance Committee**

Moved Cr G Reynolds  
Seconded Mayor G Aldridge

1. The information be received.

**CARRIED**

**6.0.2 Minutes of the Program Review Sub Committee meeting held on Monday 8 May 2017**

**6.0.2-PRSC1 Strategic Development Projects Program Review Update**

Moved Cr L Caruso  
Seconded Mayor G Aldridge

1. That the update report be noted, and the matters arising from consideration of the report by the Sub-Committee be addressed in the final draft report to the Program Review Sub-Committee in July 2017 on the Strategic Development Projects Program Review.

**CARRIED**

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**6.0.2-PRSC2 Future Considerations of Program Review Sub Committee**

Moved Cr L Caruso  
Seconded Mayor G Aldridge

1. That the information be received.
2. That a further report be brought back prior to the conclusion of the current schedule of Program Reviews that incorporates the committee's feedback on options available to Council to assess ongoing program and service needs.

**CARRIED**

**6.0.2-PRSC3 CEO and Governance Program Review Brief and Background Paper**

Moved Cr L Caruso  
Seconded Mayor G Aldridge

1. Information be received.
2. The CEO and Governance Program Review Brief and Background Paper as set out in Attachments 1 and 2 to this report (Item No. PRSC3, Program Review Sub Committee, 8 May 2017) be endorsed.

**CARRIED**

*Finance***6.1.1 Council Finance Report - April 2017**

Moved Cr D Pilkington  
Seconded Mayor G Aldridge

1. The information be received.

**CARRIED**

**6.1.2 Loan Borrowings 2016/17**

Moved Cr D Pilkington  
Seconded Cr J Woodman

1. The information be received.

**CARRIED**

### 6.1.3 Draft Fees and Charges 2017/18

*Cr D Balaza declared a material conflict of interest on the basis of being a member of the NAWMA Board. Cr Balaza left the meeting at 7:02 pm.*

*Cr E Gill declared a perceived conflict of interest on the basis of being a deputy member of the NAWMA Board. Cr Gill managed the conflict by remaining in the meeting and voting in the best interest of the City of Salisbury.*

*Cr J Woodman declared a material conflict of interest on the basis of being a member of the NAWMA Board. Cr Woodman left the meeting at 7:03 pm.*

*Cr G Reynolds declared a perceived conflict of interest on the basis of being a deputy member of the NAWMA Board. Cr Reynolds managed the conflict by remaining in the meeting and voting in the best interests of the community.*

Moved Mayor G Aldridge

Seconded Cr G Caruso

1. The Fees and Charges as set out in Attachment 1 to this report (Item No. 6.1.3, Budget and Finance Committee, 15/05/2017) be endorsed. Where fees and charges are set by regulation, gazettal notice or other government agency those fees will be applied by Council, with staff authorised to update the 2017/2018 Fees and Charges Booklet accordingly.
2. The Fees and Charges booklet is to be updated for the outcomes of the ATO GST class ruling once finalised by the SA Local Government Financial Managers Group.
3. The Manager Community Health & Wellbeing be delegated authority to vary Positive Ageing Services room hire fees for not for profit organisations where they are working in partnership with Council or have demonstrated limited capacity to pay.
4. The Manager Community Capacity and Learning be delegated authority to vary fees for regular bookings at Twelve25 by existing permanent user groups in accordance with the Memorandum of Understanding with Council.
5. The Manager Community Capacity and Learning be delegated authority to vary Library fees or Twelve25 fees for the purpose of introducing new programs and / or allowing for increases in supply costs.
6. The General Manager City Infrastructure be delegated authority to vary fees by up to \$300 for Salisbury Memorial Park for customers who demonstrate financial hardship but do not qualify for the Centrelink Funeral Assistance Program, and to recover additional costs associated with providing a non-standard product or service.
7. The Manager Governance be delegated authority to waive fees for a single copy of any publicly available document as set out in the Access to Information section of the Fees and Charges document.

8. The Manager Property and Buildings be delegated authority to vary casual hire of park facilities fees and bonds for Council activities, Community events, for not for profit organisations providing benefit to the community, and for the purpose of recovering additional costs associated with event bookings.
9. The Chief Executive Officer be delegated authority to negotiate fees consistent with those endorsed in the Fees and Charges Booklet to facilitate access to services/facilities in circumstances not specified within the Fees and Charges Booklet (for example, extended booking of a Council facility) and to waive or vary the requirement for payment of a fee, charge or bond where Council is providing 'in kind' support to an event or activity or there is a community benefit to be achieved.
10. For ease of administration, staff are authorised to round fees to the nearest 5 cents, where applicable.

**CARRIED**

*The majority of members present voted IN FAVOUR of the MOTION.*

*Cr G Reynolds voted IN FAVOUR of the MOTION.*

*Cr E Gill voted IN FAVOUR of the MOTION.*

*Cr D Balaza returned to the meeting at 7:04 pm.*

*Cr J Woodman returned to the meeting at 7:04 pm.*

#### *Annual Plan and Budget*

##### **6.4.1 Council Solutions 2017/18 Budget**

Moved Mayor G Aldridge

Seconded Cr S White

1. The proposed Council Solutions Regional Subsidiary 2017/18 Annual Budget be considered and noted.

**CARRIED**

**6.4.2 Additional Information - New Initiative Bids 2017/18**

*Cr G Caruso sought leave of the meeting to speak for a second time and leave was granted.*

*Cr L Caruso left the meeting at 7:14 pm.*

*Cr L Caruso returned to the meeting at 7:16 pm.*

*Mayor G Aldridge left the meeting at 7:29 pm.*

*Mayor G Aldridge returned to the meeting at 7:32 pm.*

Moved Mayor G Aldridge

Seconded Cr J Woodman

1. The information be received.
2. That New Initiative Bid STN21461: Strategic Projects Program – Planning Program be reduced to \$120,000, and reference to the Food Park and Salt Fields developments be removed from the bid.
3. That a report on the LAN Esports Tournament evaluation be brought back to Council prior to consideration of future funding at the first quarter budget review.

**LOST**

Moved Cr D Pilkington

Seconded Cr G Caruso

1. The information be received.
2. That New Initiative Bid STN21461: Strategic Projects Program – Planning Program be reduced to \$120,000, and reference to the Food Park and Salt Fields developments be removed from the bid.
3. That a report on the LAN Esports Tournament evaluation be brought back to Council prior to consideration of future funding at the first quarter budget review.
4. That New Initiative Bid STN23922: Salisbury City Centre Renewal, Church Street extension and technical investigations, confirmation of future year expenditure and scale of project not be funded at this time.

**CARRIED**

### 6.4.3 NAWMA 2017/18 Budget, Service Agreement and Business Plan

*Cr D Balaza declared a material conflict of interest on the basis of being a member of the NAWMA Board. Cr Balaza left the meeting at 7:47 pm.*

*Cr E Gill declared a perceived conflict of interest on the basis of being a deputy member of the NAWMA Board. Cr Gill managed the conflict by remaining in the meeting and voting in the best interest of the City of Salisbury.*

*Cr J Woodman declared a material conflict of interest on the basis of being a member of the NAWMA Board. Cr Woodman left the meeting at 7:47 pm.*

*Cr G Reynolds declared a perceived conflict on the basis of being a deputy member of the NAWMA Board. Cr Reynolds managed the conflict by remaining in the meeting and voting in the best interests of the community.*

Moved Cr S White

Seconded Cr L Caruso

1. The information be received.
2. The Northern Adelaide Waste Management Authority Annual Budget 2017/18, as set out in Attachment 1 to this report (Item No. 6.4.3, Budget and Finance Committee, 15/05/2017) be endorsed.
3. The Service Agreement between the Northern Adelaide Waste Management Authority and the City of Salisbury (April 2017), as set out in Attachment 2 to this report (Item No. 6.4.3, Budget and Finance Committee, 15/05/2017) be endorsed.
4. The 2017/18 Northern Adelaide Waste Management Authority Business Plan, as set out in Attachment 3 to this report (Item No. 6.4.3, Budget and Finance Committee, 15/05/2017) be endorsed

**CARRIED**

*The majority of members present voted IN FAVOUR of the MOTION.*

*Cr G Reynolds voted IN FAVOUR of the MOTION.*

*Cr E Gill voted IN FAVOUR of the MOTION.*

*Cr D Balaza returned to the meeting at 07:48 pm.*

*Budget Review*

**6.5.1 Third Quarter Budget Review 2016/17**

*Cr J Woodman returned to the meeting at 07:49 pm.*

*Cr D Balaza declared a perceived conflict of interest on the basis of his employment. Cr Balaza managed the conflict by remaining in the meeting but not voting on the item.*

Moved Mayor G Aldridge  
Seconded Cr S White

1. The budget variances identified in this review and contained in the Budget Variation Summary (Appendix 1, Attachment 1, Item No. 6.5.1, Budget and Finance Committee, 15/05/2017) be endorsed and net operating \$1,087,650 debited to the Sundry Project Fund and net capital \$2,141,880 be credited to the Sundry Project Fund. This will bring the balance to **(\$1,054,230)**.
2. Funds be allocated for the following **non-discretionary** net bids:

**OPERATING**

- **Storm Damage – Tree Removal, Pruning, Streetscape** \$ 100,000
- **Supplementary Election – Levels Ward** \$ 35,000

**CAPITAL**

- **Land Acquisition - Confidential until settled** \$ 22,000
- **Acquisition Land Salisbury Bowling Club** \$ 50,000
- **Land Acquisition – Confidential until settled** \$ 145,000
- **Confidential Item** \$ 2,791,000

**TOTAL** \$ 3,143,000

*NB: If parts 1 & 2 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to (\$4,197,230).*

3. Funds be allocated for the following **discretionary** net bids:

**OPERATING**

- **Polaris Centre Facility Hire Outgoings Adjustment** \$ 25,700

**TOTAL** \$ 25,700

*NB: If parts 1,2 & 3 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to (\$4,222,930).*



4. Council approve the following transfers:
  - a. Transfer \$51,000 capital from Minor Land Acquisitions to fund the completion of an acquisition of land as per Council Resolution 0830/2015 (December 2015), which is to remain confidential until the finalisation of the acquisition process (Also refer to 2. New Bid Proposals - Capital).
  - b. Transfer \$1,140,000 capital expenditure from Diment Road Upgrade to the Road Reseal Program. As per 2016/17 New Initiative Bid TRN13948, Councils' contribution towards the project was contingent on receiving Grant funding towards the project. This funding request was unsuccessful (Resolution 1597/2017 February 2017).
  - c. Transfer \$50,000 contractual services from Civil Minor Capital Works to Footbridge/Culvert/Boardwalk Maintenance contractual services for repairs to Footbridges.
  - d. Transfer \$60,000 contractual services from Footpath Maintenance Pavers to Residential Road Verges for additional verge mowing activity to residential units as a result of unseasonal growth.
  - e. Transfer \$93,500 from Parks and Landscape City Growth to various Parks and Landscape contractual services to allow for parks growth in the 2016/17 financial year.
  - f. Transfer \$12,200 from Civil City Growth to Footbridge/Culvert/Boardwalk Maintenance contractual services to allow for growth in the 2016/17 financial year.
  - g. Transfer \$25,000 capital expenditure from PR22308 Walpole Road Upgrade PR21456 to Reserve Upgrade Program for the minor upgrade to Passmore Place Reserve
5. Council approve the following budget timing adjustments, that will result in a decrease in loan borrowings/increase in investments in the 2016/17 financial year and an increase in loan borrowings/decrease in investments in the 2017/18 financial year:
  - a. Mawson Lakes Interchange – Pedestrian and Cycle \$2,300,000
  - b. Salisbury Community Hub \$1,500,000
  - c. Para Hills Community Hub \$2,000,000
6. Investments / Borrowings be varied to reflect the bids and transfers endorsed by Council detailed in parts 1 to 6 of this resolution.

***NB: If parts 1 to 6 of this resolution are moved as recommended investments in 2016/17 will decrease by \$1,577,070.***

**CARRIED**

*The majority of members present voted IN FAVOUR of the MOTION.  
Cr D Balaza DID NOT VOTE on the MOTION.*

*Rating Matters*

**6.6.1 Adelaide and Mount Lofty Ranges Natural Resources Management Board (NRM) Separate Rate**

Moved Mayor G Aldridge  
 Seconded Cr G Caruso

1. The information be received and the resolution for the Natural Resources Management separate rate be prepared for the June 2017 meeting of Council.

**CARRIED**

**6.6.2 Public Awareness - Rate Notice Information**

*Cr D Bryant declared a perceived conflict of interest on the basis of being a member of the Liberal Party of South Australia which supports rate capping. Cr D Bryant left the meeting at 7:53 pm.*

*Cr S White declared a perceived conflict of interest on the basis of being a member of the Liberal Party of South Australia which supports rate capping. Cr White managed the conflict by remaining in the meeting and voting in the best interest of the community.*

*Cr G Reynolds declared a perceived conflict of interest on the basis of being a member of the Liberal Party of South Australia which supports rate capping. Cr Reynolds managed the conflict by remaining in the meeting and voting in the best interest of the community.*

*Cr D Pilkington declared a perceived conflict of interest on the basis of being a member of the Liberal Party of South Australia which supports rate capping. Cr Pilkington managed the conflict by remaining in the meeting but not voting on the item.*

*Cr D Balaza sought leave of the meeting to speak for a second time and leave was granted.*

Moved Cr E Gill  
 Seconded Cr G Caruso

1. That staff coordinate and display timely and relevant public awareness messages on rates notices and envelopes that are informative to our ratepayers, with rate capping being the focus for 2017/18.
2. That a report is presented to Council for consideration and approval where the proposed messaging is related to support or otherwise for a particular matter.

**CARRIED**

*The majority of members present voted IN FAVOUR of the MOTION.*

*Cr S White voted IN FAVOUR of the MOTION.*

*Cr G Reynolds voted IN FAVOUR of the MOTION.*

*Cr D Pilkington DID NOT VOTE on the MOTION.*

*Cr D Bryant returned to the meeting at 8:11 pm.*

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**OTHER BUSINESS**

Nil

**CONFIDENTIAL ITEMS**

**6.9.1 Minutes of the Confidential Program Review Sub Committee meeting held on Monday 8 May 2017**

Moved Cr G Reynolds  
Seconded Cr G Caruso

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*
  - *Non disclosure of this matter would enable information that may have implications for resourcing/service levels to be considered in detail prior to a Council position in relation to the matter being determined.*

*On that basis the public's interest is best served by not disclosing the **Minutes of the Confidential Program Review Sub Committee meeting held on Monday 8 May 2017** item 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, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

**CARRIED**

The meeting moved into confidence at 8:11 pm.

The meeting moved out of confidence and closed at 8:14 pm.

CHAIRMAN.....

DATE.....