



**MINUTES OF FINANCE AND CORPORATE SERVICES COMMITTEE MEETING
HELD IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY ON**

20 MAY 2024

MEMBERS PRESENT

Cr B Brug (Chairman)
Mayor G Aldridge
Cr L Brug (Deputy Chairman)
Deputy Mayor, Cr C Buchanan
Cr J Chewparsad
Cr A Graham
Cr K Grenfell
Cr D Hood
Cr P Jensen (*via MS Teams videoconferencing*)
Cr M Mazzeo
Cr S McKell
Cr S Ouk
Cr S Reardon

STAFF

Chief Executive Officer, Mr J Harry
Deputy Chief Executive Officer, Mr C Mansueto
General Manager City Infrastructure, Mr J Devine
General Manager Community Development, Mrs A Pokoney Cramey
General Manager City Development, Ms M English
Manager Governance, Mr R Deco
Team Leader Council Governance, Ms J O'Keefe-Craig
Governance Support Officer, Ms K Boyd
Manager Infrastructure Design and Delivery, Mr J Collins
Manager Community Health and Wellbeing, Ms V Haracic
Manager Urban, Recreation and Natural Assets, Mr J Foong
Manager Community Participation and Partnerships, Ms C Giles
Manager Strategic Development Projects, Ms S Klein
Manager Community Experience, Ms C Kroepsch
Manager People and Performance, Ms K Logan
Manager Engineering Assets and Systems, Mr M Purdie

The meeting commenced at 6.54pm.

The Chairman welcomed Elected Members, members of the public and staff to the meeting.

APOLOGIES

Nil.

LEAVE OF ABSENCE

NIL.

PRESENTATION OF MINUTES

Moved Cr L Brug
Seconded Cr D Hood

The Minutes of the Finance and Corporate Services Committee Meeting held on 15 April 2024, be taken as read and confirmed.

CARRIED

REPORTS

Administration

2.0.1 Future Reports for the Finance and Corporate Services Committee

Moved Cr P Jensen
Seconded Cr A Graham

That Council:

1. Notes the report.

CARRIED

For Decision

2.1.1 Globe Derby Community Club 2024/25 Separate Rate

Moved Mayor G Aldridge
Seconded Cr S McKell

That Council:

1. Approves in principle, the proposed separate rate of \$150 per share in common land, 63 shares in total, in the relevant area for the Globe Derby Community Club for 2024/25, noting that a formal recommendation for declaration of the separate rate will be brought forward to the June 2024 Council meeting.

CARRIED

2.1.2 Green Adelaide Board Regional Landscape Levy (Separate Rate)

Moved Cr A Graham
Seconded Cr J Chewparsad

That Council:

1. Notes the report and that the resolution for the Regional Landscape separate rate will be prepared for the June 2024 meeting of Council.

CARRIED

2.1.3 Salisbury Business Association Separate Rate

Pursuant to section 75(a) of the Local Government Act 1999, Cr M Mazzeo declared a material conflict of interest on the basis of being a Board member of the Salisbury Business Association. Cr Mazzeo stated that she would manage the conflict by leaving the meeting. Cr M Mazzeo left the meeting at 6:57 pm.

Pursuant to section 75(a) of the Local Government Act 1999, Cr D Hood declared a material conflict of interest on the basis of being a Board member of the Salisbury Business Association. Cr Hood stated that he would manage the conflict by leaving the meeting. Cr D Hood left the meeting at 6:57 pm.

Moved Cr C Buchanan
Seconded Mayor G Aldridge

That Council:

1. Approves the Salisbury Business Association separate rate totalling \$214,049.09 (excluding GST) and notes that the formal declaration of the Salisbury Business Association separate rate will be prepared for the June 2024 meeting of Council.
2. Approves that the Salisbury Business Association be supported to keep its member database up to date through the provision of assessment record details of those subject to the separate rate at the time of generating the first quarter rates notice at no charge to the Association, and periodically throughout the year as may be requested by the Association.
3. Notes the information pertaining to Salisbury Business Association separate rate boundary.

CARRIED

*Cr D Hood returned to the meeting at 7:01 pm.
Cr M Mazzeo returned to the meeting at 7:01 pm.*

2.1.4 Draft Fees and Charges 2024/25

Moved Mayor G Aldridge
Seconded Cr L Brug

That Council:

1. Adopts the Fees and Charges as set out in Attachment 1 of this report (Item No. 2.1.4, Budget and Finance Committee, 20 May 2024), and that it be updated to reflect delegations provided in other parts of this resolution.
2. Notes that 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 2024/25 Fees and Charges Booklet accordingly.
3. Delegates authority to the Manager Environmental Health and Community Compliance and Team Leader Community Compliance to refund 76% of the dog registration fee paid in the event of the registered dog passing away within 4 weeks of the payment due date and 50% in the event of the dog passing away within three months of the payment due date.
4. Delegates authority to the Manager Community Participation and Partnerships to vary Library fees for the purpose of introducing new programs and / or allowing for increases in supply costs.
5. Delegates authority to the Manager Community Health and Wellbeing to vary room hire fees for not for profit organisations where they are working in partnership with Council or have a demonstrated limited capacity to pay.
6. Delegates authority to the Manager Community Participation and Partnerships to:
 - assess events, activities and functions to determine whether the booking is low or high risk, and to vary hire fees and bond, as well as request additional services on this basis;
 - vary fees for regular bookings in accordance with a Memorandum of understanding with Council; and
 - vary fees to introduce new programs and allow for increase in supply costs, at Community Centres and Hubs.
7. Delegates authority to the General Manager Community Development to exercise discretion as to applying the Room Booking Policy at the Salisbury Community Hub in relation to:
 - The prioritisation parameters during application of the new framework to ensure it remains an effective model to activate the Hub and Civic Place/Inparrinthe Kurnangka
 - The application of the three categories (Community, Private and Business/Government) as to how they apply to requests for bookings received.

8. Delegates authority to the Manager Sports, Recreation and Community Planning to assess events and functions to be held at the Bridgestone Athletics Centre to determine whether the booking is low or high risk and vary hire fees on this basis and vary the bond for hiring the Bridgestone Athletics Centre depending on type of activity, the rate of subsidy and additional services as requested by the hirer.
9. Delegates authority to the General Manager Community Development to vary fees by up to \$300 (+ or -) for Salisbury Memorial Park on the approved Salisbury Memorial Park fee schedule for special circumstances at discretion and to recover additional costs associated with providing a non-standard product or service.
10. Delegates authority to the Manager Urban, Recreation and Natural Assets 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.
11. Delegates authority to the Manager Governance to waive fees for a single copy of any publicly available document.
12. Delegates authority to the Manager City Shaping to vary Room Hire fees to make it as attractive as possible for third party providers to deliver from the Polaris facility.
13. Delegates authority to the Chief Executive Officer to negotiate fees consistent with those adopted 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.
14. Authorises the Administration to round fees to the nearest 5 cents, where applicable, for ease of processing.

CARRIED

2.1.5 Third Quarter Budget Review 2023/24

Moved Cr C Buchanan
 Seconded Cr K Grenfell

That Council:

1. Notes the 2023/24 Third Quarter Budget Review report (Attachment 1, Item no 2.1.5, Finance and Corporate Services Committee, 20 May 2024).
2. Approves the budget variances identified in this report and contained in the Budget Variation Summary (Attachment 1, Item No. 2.1.5, Finance and Corporate Services Committee 20 May 2024), and approves that net capital and operating \$515,900 be credited to the Sundry Project Fund. This will bring the balance to \$515,900 prior to the allocation of approved net bids.
3. Approves the allocation of funding for the following **non-discretionary** net bids:

OPERATING

Climate Change Adaptation Action Plan	\$50,000
CONFIDENTIAL ITEM	\$240,000
CONFIDENTIAL ITEM	\$78,000
CONFIDENTIAL ITEM	\$150,000
Diversitours Salisbury Project	\$66,500
Salisbury After Dark	\$12,000
Temporary toilet amenities at Hausler Reserve Change Facility	\$20,000
Tree Removal Requests	\$150,000

CAPITAL

Additional access works at Carisbrooke Park/Harry Bowey Reserve	\$1,000,000
Burton Soccer Precinct Lighting Upgrade	\$250,000
CONFIDENTIAL ITEM	\$419,700
Entrance Upgrade Happy Homes Drive, Salisbury North	\$800,000
Ingle Farm Sport Club Renewal Works	\$600,000
Pump replacement at Globe Derby	\$35,700
Road Safety Project Plan	\$150,000
Salisbury Aquatic Centre - New Mower	\$45,000
Settlers Farm Primary School Traffic Improvement Plan	\$64,000

TOTAL **\$4,130,900**

NB: If parts 1, 2 & 3 of this recommendation are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$3,615,000).

4. Approves the allocation of funding for the following **discretionary** net bids:

OPERATING

CONFIDENTIAL ITEM	\$89,500
Dog Pound/Shared Use Agreement	\$99,500
Weekend Inspector / Call Outs	\$18,500

TOTAL **\$207,500**

NB: If parts 1, 2, 3 & 4 of this recommendation are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$3,822,500).

5. Approves the following budget timing adjustments which will result in a decrease in loan borrowings in the 2023/24 financial year and an increase in loan borrowings in the 2024/25 financial year:

Retime Hausler Reserve Change Facility project from 23/24 to 24/25	\$1,071,000
Retime Carisbrooke Park Carpark from 23/24 to 24/25	\$200,000

TOTAL **\$1,271,000**

NB: If parts 1, 2, 3, 4 & 5 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$2,551,500).

6. Approves the following transfers:

Transfer budget to deliver Dog Park for Small Dogs at Unity Park, Pooraka	\$31,000
Transfer CEO Contractual Services Provision to offset Contract Price increases	\$103,200
Transfer Employee Costs from Community Development Administration to Community Health & Wellbeing	\$30,000
Transfer from Baltimore Reserve Upgrade, Paralowie to Deuter Road Fencing, Paralowie	\$9,000
Transfer from Business Transformation Future Fund	\$435,000
Transfer from Business Transformation to Technology & Data Solutions for System Licensing Costs	\$200,000
Transfer from Community Bus Stop Program to Bus Shelter Program	\$100,000
Transfer from various Community Development Budgets to Diversitours Salisbury Project	\$15,000
Transfer Library Materials from Materials, Contracts & Other to Depreciation	\$29,700

NB: If parts 1, 2, 3, 4, 5 & 6 of this resolution are moved as recommended this will bring the balance of the Sundry Projects Fund to a balance of (\$2,551,500).

- 7. Approves the variation of Loan Borrowings to reflect the bids and transfers approved by Council detailed in parts 1 to 6 of this recommendation.

(NB: If parts 1 to 6 of this resolution are moved as recommended, loan borrowings in 2023/24 will increase by \$2,551,500).

CARRIED

For Information

2.2.1 Council Finance Report - April 2024

Moved Cr C Buchanan
Seconded Mayor G Aldridge

That Council:

- 1. Notes the report.

CARRIED

QUESTIONS ON NOTICE

There were no Questions on Notice.

MOTIONS ON NOTICE

There were no Motions on Notice.

OTHER BUSINESS

(Questions Without Notice, Motions Without Notice, CEO Update)

There were no Other Business items.

The meeting closed at 7.09 pm.

CHAIRMAN.....

DATE.....