

Council Meeting Minutes

1 June 2015

Our Vision

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

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

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**City of
Norwood
Payneham
& St Peters**

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VENUE Council Chambers, Norwood Town Hall

HOUR 7.00pm

PRESENT

Council Members Mayor Robert Bria
Cr Lucy Marcuccitti
Cr Christel Mex
Cr Sophia MacRae
Cr Carlo Dottore
Cr Kevin Duke
Cr Evonne Moore
Cr John Frogley
Cr Garry Knoblauch
Cr John Minney
Cr Sue Whittington
Cr Paul Wormald

Staff Mario Barone (Chief Executive Officer)
Peter Perilli (General Manager, Urban Services)
Carlos Buzzetti (General Manager, Urban Planning & Environment)
Lisa Mara (General Manager, Governance & Community Affairs)
Sharon Perkins (Acting General Manager, Corporate Services)
Claude Malak (Manager, City Assets)
Suzanne Kennedy (Manager, Library Services & Lifelong Learning)
Keke Michalos (Senior Strategic Projects Officer)
Amber Nicholls (Strategic Projects Officer)
Marina Fischetti (Executive Assistant, Urban Services)
Terri Figueroa (Executive Assistant to Chief Executive Officer & Mayor)

APOLOGIES Cr Kevin Shepherdson, Cr Connie Granozio

ABSENT Nil

1. OPENING PRAYER

The Opening Prayer was read by Cr Carlo Dottore.

2. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 26 MAY 2015

Cr Knoblauch moved that the minutes of the Special Council meeting held on 26 May 2015 be taken as read and confirmed. Seconded by Cr Whittington and carried unanimously.

3. MAYOR'S COMMUNICATION

Monday, 4 May	• Presided over a Council Meeting, Council Chamber, Norwood Town Hall.
Tuesday, 5 May	• Attended a meeting with Councillor Christel Mex, Cibo, King William Street and Grenfell Street, Adelaide.
Thursday, 7 May	• Presided over the Official Launch of Brick + Mortar, Norwood Town Hall Complex.
Friday, 8 May	• Presided over a Citizenship Ceremony at Cooper's Stadium.
Friday, 8 May	• Attended the Norwood versus Adelaide SANFL football match, Cooper's Stadium.
Saturday, 9 May	• Attended the Elected Members Bus Tour.

Saturday, 9 May	<ul style="list-style-type: none"> • Attended the Payneham Cricket Club Trophy Presentation Night and presented the 'Mayor's Trophy, Hackney Hotel, Norwood.
Monday, 11 May	<ul style="list-style-type: none"> • Meeting with Councillor Kevin Duke, Mayor's Office, Norwood Town Hall.
Monday, 11 May	<ul style="list-style-type: none"> • Meeting with Mr John Cusano, Triple LLL Programs, Mayor's Office, Norwood Town Hall.
Monday, 11 May	<ul style="list-style-type: none"> • Presided over the Strategic Planning & Development Policy Committee meeting, Council Chamber, Norwood Town Hall.
Monday, 11 May	<ul style="list-style-type: none"> • Presided over a Special Council Meeting, Council Chamber, Norwood Town Hall.
Tuesday, 12 May	<ul style="list-style-type: none"> • Presided over the Norwood Parade Precinct Committee meeting, Mayor's Parlour, Norwood Town Hall.
Wednesday, 13 May	<ul style="list-style-type: none"> • Attended the Mayors and Chief Executive Officers briefing on the proposed re-zoning for Inner-Rim Councils, Local Government House, Adelaide.
Friday, 15 May	<ul style="list-style-type: none"> • Attended the pre-match dinner at the Norwood RSL Club followed by the Norwood versus South Adelaide football match, Cooper's Stadium, Norwood.
Sunday, 17 May	<ul style="list-style-type: none"> • Attended the Volunteers Week Barbecue, Linde Reserve / Dunstone Grove, Stepney.
Monday, 18 May	<ul style="list-style-type: none"> • Meeting with Manager, City Assets, Councillor Connie Granozio and resident, Margaret Street, Firlie.
Tuesday, 19 May	<ul style="list-style-type: none"> • Interview with Mr Angus Randall, Radio Adelaide.
Friday, 22 May	<ul style="list-style-type: none"> • Official Opening of the Nature Play Space, Trinity Gardens Primary School, Trinity Gardens.
Monday, 25 May	<ul style="list-style-type: none"> • Presided over a meeting of the St Peters Child Care Centre & Pre-School Committee, St Peters Child Care Centre and Pre-School, Stepney.
Monday, 25 May	<ul style="list-style-type: none"> • Attended a meeting of the Audit Committee, Mayor's Parlour, Norwood Town Hall.
Tuesday, 26 May	<ul style="list-style-type: none"> • Presided over a meeting of the Norwood Parade Precinct Committee, Mayor's Parlour, Norwood Town Hall.
Tuesday, 26 May	<ul style="list-style-type: none"> • Presided over a Special Council meeting, Council Chamber, Norwood Town Hall.
Wednesday, 27 May	<ul style="list-style-type: none"> • Presided over a Public Meeting to receive public submissions regarding the Draft Annual Business Plan, Mayor's Parlour, Norwood Town Hall.
Thursday, 28 May	<ul style="list-style-type: none"> • Officially opened the Norwood Primary School Year 7 Climate Change Summit, Norwood Primary School, Norwood.
Sunday, 31 May	<ul style="list-style-type: none"> • Attended the rededication of St Bartholomew's Church Honour Roll, St Bartholomew's Church, Norwood.

<ul style="list-style-type: none"> • Mayor Bria thanked all the Volunteers and Elected Members for attending the Volunteer Week Barbecue Picnic on Sunday 17 May 2015. Mayor Bria thanked all staff involved in the organisation of the event.

4. DELEGATES COMMUNICATION

- Cr Knoblauch advised that on Monday 25 May 2015, he attended the Marden Senior College Governing Council's monthly meeting.

5. QUESTIONS WITHOUT NOTICE

Nil

6. QUESTIONS WITH NOTICE
Nil

7. DEPUTATIONS
Nil

8. PETITIONS
Nil

9. WRITTEN NOTICES OF MOTION

**9.1 STATEMENT OF ACKNOWLEDGEMENT OF COUNTRY (KAURNA) AT COUNCIL MEETINGS -
SUBMITTED BY CR SOPHIA MACRAE**

NOTICE OF MOTION: Statement of Acknowledgement of Country (Kaurna) at Council Meetings
SUBMITTED BY: Cr Sophia MacRae
FILE REFERENCE: S.00232 S.01003
ATTACHMENTS: Nil

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

NOTICE OF MOTION

That the Council acknowledge the traditional lands of the Kaurna people at the opening of every Council meeting, using the standard Acknowledgement of Country as is currently done by Council at its public events.

REASONS IN SUPPORT OF MOTION

It is common practice among many South Australian Councils to include the Acknowledgement of Country at the opening of their Council meetings. For example, the Adelaide City Council has done this since 2002. To my knowledge, the Councils of Onkaparinga, Prospect, Burnside, Mitcham, Campbelltown and Salisbury include the Acknowledgement.

STAFF COMMENT

Nil

Cr MacRae moved:

That the Council acknowledge the traditional lands of the Kaurna people at the opening of every Council meeting, using the standard Acknowledgement of Country as is currently done by Council at its public events.

Seconded by Cr Mex and carried.

Division

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

Those in favour:

Cr Wormald, Cr Knoblauch, Cr Dottore, Cr Duke, Cr MacRae, Cr Mex and Cr Frogley.

Those against:

Cr Whittington, Cr Minney, Cr Marcuccitti and Cr Moore.

The Mayor declared the motion carried.

10. STAFF REPORTS

Section 1 – Strategy & Policy

Reports

10.1 COMMUNITY GRANT AND DONATION PROGRAMS REVIEW

REPORT AUTHOR: Strategic Projects Officer
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4524
FILE REFERENCE: S/02827 S/03749 S/02001 S/01585 S/01982
ATTACHMENTS: A - E

PURPOSE OF REPORT

The purpose of this report is to present to the Council the review of the current Community Project Grant Program and Community Support Donation Program, and to outline the new framework for the proposed new Community Funding Program.

BACKGROUND

The City of Norwood Payneham & St Peters, together with many other councils, has for many years offered different programs of funding to assist the community with various initiatives. Initially, many of the Local Government funding programs in South Australia, comprised of donations programs, with a gradual change made to other types of funding arrangements, such as grants and sponsorship.

Since the introduction of these funding initiatives, other funding sources have become more widely available to the community, including through the State and Federal Governments, corporate organisations, businesses, private trusts and foundations. Consequently, Local Government funding programs are generally used more strategically to benefit the wider community and to foster partnerships between stakeholders, who are striving to develop initiatives and activities which create sustainable community outcomes and contribute to the overall wellbeing of the community.

The Council adopted the current Community Funding Policy in June 2005. Based on this Policy, the Council provides funding to the community through two (2) distinct programs: the Community Support Donation Program and the Community Project Grant Program. A copy of the Community Funding Policy is contained in **Attachment A**.

These two (2) Programs offer funding assistance for various initiatives which aim to make a positive contribution to community life in the City or to assist community groups and individuals within the community, to develop capacity, skills, knowledge and awareness and therefore to build community capacity. Details of the two Programs are set out below.

- **Community Support Donation Program**

Specifically, the Community Support Donation Program currently offers a donation program which is available to eligible groups who can demonstrate ongoing service to the community over a number of years or who can demonstrate the need to establish a new or specific community group. In 2014-2015, the Budget allocated for the Community Support Donation Program is \$8,000.

- **Community Project Grant Program**

The Community Project Grant Program currently seeks to provide an opportunity for eligible organisations to apply for funding to establish projects which address an identified need, meet annually determined priority funding areas of the Council and assist the community to build skills, knowledge and ability and to develop greater strength and resilience. In the 2014-2015 Budget, the allocation for the Community Project Grant Program is \$18,000.

Some examples of organisations and activities that have previously been funded through the Community Project Grant Program and the Community Support Donation Program, include the Glynde Playgroup and DeLissa Playgroup for the purchase of various items including sports equipment and basic electrical items, Sustainable Communities for equipment hire, the Adelaide Central School of Art for its Graduation Booklet, the Kensington Residents Association for a Film Night at the Norwood Swimming Centre, the Probus Club of Payneham for a bus trip to Monarto Zoo, the Payneham Road Uniting Church for printing costs relating to a Harmony Day Living Together Inclusively event, Felixstow Neighbourhood Watch for the purchase of copy paper and printing of the Neighbourhood Watch Newsletter and the Kensington and Norwood Writers Group to hold two (2) workshops and a separate grant to cover printing and distribution of promotional material. The value of each of these grants has ranged from \$165 to \$1,000 per application.

- **Public Art Program**

The Council also provides funding related to public art and culture initiatives, through its Public Art Program. Examples of funding include artist fees for the May Gibbs Foundation, SALA registration reimbursements, support for Adelaide Fringe activities, equipment hire for events, 'Concert in the Park' advertising, window displays etc. In the 2014-2015 Budget, the allocation for the Public Art Program is \$26,000.

- **Young Achievers Program**

The Young Achievers Program, which was adopted by the Council in 2004 and last reviewed in 2012, was established to assist young people aged 12-25 who live in the City of Norwood Payneham & St Peters to represent South Australia in national or international competitions or events or to participate in an approved leadership development program. Currently, the Young Achievers Program has a budget of \$5,000 and is very well subscribed, with the majority of interest coming from students in club or school based sporting competitions based in South Australia or interstate. Applications for the Young Achievers Program are accepted throughout the year, with funding distributed on a first come first served basis, which doesn't necessarily allow for money to go to disadvantaged students, or those with less capacity to finance and participate in these types of activities. This also does not allow for the Program to equitably provide funding across a range of activities such as academia, art, culture or leadership, as most of the funding is approved for sport-related activities. Therefore, whilst the Program is considered to be successful, there are a number of improvements which could be made in order to make it a more fair and equitable program, which is accessible to a wider range of young people.

- **Other Funding Initiatives**

In addition to these specific funding programs, the Council has also established a number of other funding initiatives. For example, the Civic Bands and Orchestra Policy and the Cat Control Policy (which incorporates the C.A.T.S Sterilisation Program and has an associated budget of \$3,000 in 2014-2015).

The Civic Bands and Orchestra Policy was established to recognise the civic and cultural contributions which are made by the Payneham City Concert Band, the Kensington & Norwood City Band and the Norwood Symphony Orchestra. In 2014-2015, the Council allocated a budget of \$6,675 to assist these three (3) musical organisations.

Prior to the introduction of the Civic Bands and Orchestra Policy and the Cat Control Policy, the three (3) musical organisations and the Cats Assistance To Sterilise Inc. (C.A.T.S) Program, were required to apply for funding from the Council on an annual basis in competition with other applications. The introduction of these Policies has meant that funding of these groups is now automatic. This review does not propose to make any changes to these two (2) Policies or associated Programs at this stage, unless the Council deems it appropriate to do so.

In addition to these specific programs, the Council has resolved to award specific funding to certain organisations. This includes a grant to the May Gibbs Foundation of \$5,000 per year over three (3) financial years (from 2011-2012 to 2013-2014) and support Operation Flinders.

In respect to Operation Flinders, the following has occurred;

- in 2012, the Council provided a donation of \$1,500 to support one (1) student, who resided within the City, to participate in the Operations Flinders program;
- in 2013, the Council provided a donation of \$3,000 to support two (2) students, who resided within the City, to participate in the program; and
- in 2014, the Council once again supported two (2) students, who resided within the City, to participate in the program. However, the contribution to support two (2) students increased to \$3,300.

In reviewing the two (2) funding programs (i.e. the Community Support Donation Program and the Community Project Grant Program), it has become apparent that the Programs have been used interchangeably. For example, funding for the May Gibbs Foundation and Operation Flinders has come out of both the Community Project Grant Program and/or the Community Support Donation Program.

In undertaking the review, it has also been identified that the Community Project Grant Program and the Community Support Donation Program (in their current form), have not been attracting sufficient expressions of interest. This could be a direct result of inadequate marketing and promotion of the funding available or alternatively, it could be a result of poor program design, which has resulted in community groups being unable to relate to the priority areas established by the Council.

In particular, the Community Project Grant Program has a very narrow focus, in that it restricts funding to a very small number of Council determined priorities, rather than utilising a model focused on setting broad parameters for funding, which are linked to the Council's Strategic Objectives (contained in *CityPlan 2030*) and which would widen the opportunities for the different types of activities that could be funded. As a result of these concerns, it was considered timely to review the community funding programs currently being offered by the Council.

It should be noted that, no change to the current arrangements for the Civic Bands and Orchestra Policy (and associated funding), or the C.A.T.S. Sterilisation Program (and associated funding), is proposed as part of this review. There is also no change proposed to the Young Achievers Program. However, should the Council endorse the new framework and recommendations contained in this report, it is anticipated that all of these additional programs will be reviewed over the next twelve (12) months to determine whether these various policies and funding arrangements can be incorporated into the new Community Funding Program framework.

This report focuses on benchmarking a number of the different grants programs which are made available by other councils and examines 'best practice', in order to present to the Council, for its consideration and endorsement, a number of recommendations regarding the implementation of a new Community Funding Program framework and specifically the new Community Grants Scheme and the Public Art & Culture Grants Scheme, which would replace the existing Community Funding Policy, Community Project Grant Program, the Community Support Donation Program and the Public Art Program.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Outcomes, Objectives and Strategies of the Council's Strategic Plan *CityPlan2030: Shaping Our Future*, are provided below:

CityPlan2030: Shaping Our Future

Outcome 1 Social Equity

A connected, accessible and pedestrian-friendly community

Objective 1.3 - An engaged and participating community

Strategy: Strengthen community leadership and capacity

Strategy: Promote volunteering opportunities in the community and within Council

Strategy: Recognise and use the skills, knowledge and resources of the community

Objective 1.4 A strong, healthy and resilient community

Strategy: Encourage increased physical activity and healthier lifestyles

Strategy: Encourage lifelong learning

Strategy: Facilitate community support networks and partnerships for the sharing of resources and skills

Outcome 2 Cultural Vitality

A culturally rich and diverse City, with a strong identity, history and 'sense of place'

Objective 2.1 - A visually interesting, artistic and creative City

Strategy: Use public art to enliven the public realm

Strategy: Encourage and use local creativity to create a 'sense of place'

Strategy: Provide opportunities and facilities for creative expression, for all age-groups

Strategy: Attract and support cultural and creative organisations, businesses and individuals in our City

Objective 2.2 - A community embracing and celebrating its social and cultural diversity

Strategy: Facilitate opportunities for cultural expression and celebration and interaction between different cultural and demographic groups

Strategy: Promote understanding of and respect for our cultures and heritage

Objective 2.3 - A City which values and promotes its rich cultural and built heritage

Strategy: Reflect our City's history through cultural heritage programs and community art

Outcome 3 Economic Prosperity

A dynamic and thriving centre for business and services

Objective 3.5 - A local economy supporting and supported by its community

Strategy: Encourage businesses to sponsor local community activities

Strategy: Support opportunities for the community to access locally sourced food produce

Outcome 4 Environmental Sustainability

A leader in environmental sustainability

Objective 4.3 - Sustainable quality streetscapes and open spaces

Strategy: Support opportunities for community food production in appropriate public spaces

Objective 4.4 - Thriving habitats for native flora and fauna

Strategy: Facilitate participation in community revegetation programs

The proposed new Community Funding Program has been linked to the Council's Strategic Plan through the aforementioned Outcomes, Objectives and Strategies. In particular, the Program gives priority to applications which help to achieve the Council's Strategic Objectives.

Subject to the outcomes of this report, the new Community Funding Program Policy (contained in **Attachment B**) will replace the existing Community Funding Policy, and the Public Art Policy (as contained in **Attachment C**) will be amended to make reference to the new framework.

FINANCIAL AND BUDGET IMPLICATIONS

The allocation of funds for the proposed Community Funding Programs is determined through the Council's annual budget approval process.

It is proposed that for the 2015-2016 financial year, the new Community Grants Scheme, if endorsed by the Council, will have a budget of \$26,000, which is equivalent to the combined amount proposed for the current Community Support Donation Program and the Community Project Grant Program and is also equivalent to the Budget which was allocated in 2014-2015.

It is also proposed that the new Public Art & Culture Grants Scheme, if endorsed by the Council, will have a budget of \$25,000, which is equivalent to the current budget allocated to the Public Art Program.

Whilst these are the proposed amounts for the first year of the proposed new Program, it is recognised that these amounts will need to be reviewed annually in order to determine if the budgets are appropriate. For example, if the Schemes become oversubscribed, the Council could consider increasing the budget, or where undersubscribed, then a reduction on the funding offered the following financial year could be considered. This will ensure that the budgets continue to be set accordingly.

EXTERNAL ECONOMIC IMPLICATIONS

The proposed Community Funding Program framework will provide an opportunity for the Council to contribute to the development of new, community based activities, events and initiatives within the public realm, which could potentially have a flow-on effect with external economic implications. For example, a community event held on or near The Parade could draw residents and community members to the area, who then stay and spend money in the Precinct. Initiatives funded through the proposed Community Funding Program could also introduce people to 'new' areas within the City that they have not experienced or explored before, which could result in repeat visitation to the area. Place activation through the community grants scheme, whether that is through a public art program, community event, or environmental project could therefore provide a direct economic benefit to areas, such as the Business Precincts, within the City.

Grants make up a large and growing part of the Australian economy and there is the potential for some community projects to involve partnerships with business, organisations, schools or other grant funding providers. The proposed new Community Funding Program framework has been established to compliment these programs and activities, not replicate them, as well as reflecting the potential for these collaborations and supporting these unique opportunities.

It should also be recognised that some businesses within the City currently support or sponsor community events and activities, which is a Strategy and Indicator in the Council's Strategic Plan, *CityPlan 2030: Shaping Our Future*. In the last Community Survey (2013), 31%, or one (1) in three (3) businesses, sponsored and supported local community activities or organisations, with similar results for this type of support evident in the previous Surveys conducted in 2009 and 2011.

SOCIAL ISSUES

Community activities and programs provide opportunities for social connectedness, which enables people to achieve shared goals. Social connectedness is linked not only to the health of individuals but to the health of communities. By introducing a Community Funding Program framework that is open, transparent, equitable and accessible, the Council is able to provide a mechanism for the community to drive projects, activities, events and initiatives that will establish opportunities to strengthen the connections between people, build individual and community capacity and to foster a more resilient community.

CULTURAL ISSUES

The City's culture encompasses amongst other things, the cultural and social diversity of its citizens, their creative expression, the arts and the unique features of the environment. All of these combine to create a strong "sense of place". People from diverse cultures and backgrounds enrich the vitality and sense of place of the City. The proposed Schemes within the Community Funding Program framework will provide an opportunity for people to access funding to undertake activities and events which express customs and rituals relating to food, wine, music, art, recreation, the environment and culture. This will also provide opportunities to foster awareness and understanding of the wide range of cultures within the City.

ENVIRONMENTAL ISSUES

All programs and initiatives will need to comply with the appropriate environmental standards and policies.

RESOURCE ISSUES

The implementation and administration of the new Community Funding Program will be undertaken by Council staff. Should the Council resolve to endorse the new Community Funding Program framework and subsequent funding Schemes, this will include: advertising and promoting the program; providing advice and support to interested applicants; processing and assessing applications and awarding funding; overseeing the acquittal of funding; and, ensuring that all financial, reporting and administrative requirements are met by applicants who are awarded funding.

Whilst this may be resource intensive at certain times throughout the year (i.e. during the periods where the grants are open and can be applied for), it is anticipated that the comprehensive framework and associated documentation that will be implemented, if endorsed by the Council, will ensure that administration of the Program can be managed internally as part of current staffing levels.

RISK MANAGEMENT

There is a risk that as this is a new program, it could be undersubscribed in the first round or year. However, it is anticipated that as community awareness of the funding options available increases, that demand for the program will increase.

In addition, a well-executed promotional campaign rolled out by the Council will ensure that the community is fully informed of the Council's new funding opportunities and ensures that applications for funding are maximised.

Conversely, there is also a risk that a well-executed promotional campaign could result in an oversubscription to the Program, which could result in the funding being expended in the first round of the Program.

CONSULTATION

- **Elected Members**

At an Information Session held on Monday 30 March 2015, Elected Members were presented with a general overview of the Council's current Grants & Donations Programs and an overview of other grant programs, the fundamentals of a good grants model and the proposed framework as outlined in this report.

- **Community**

Not Applicable

- **Staff**

General Manager, Governance & Community Affairs
Senior Strategic Projects Officer
Community Arts Officer
Volunteer Services Coordinator

- **Other Agencies**

A review of a number of other council community funding programs (i.e. grants, sponsorship, donations, awards and scholarships) was undertaken as part of the preparation of this report. This included a review of the following councils:

Adelaide City Council, City of Burnside, City of Charles Sturt, City of Holdfast Bay, City of Marion, City of Mitcham, City of Onkaparinga, City of Prospect, City of Sailsbury, City of Tea Tree Gully, City of Unley, Corporation of the Town of Walkerville, City of West Torrens and the City of Yarra (Victoria).

In addition, some State Government grant programs were also reviewed to ensure that the proposed model for the City of Norwood Payneham & St Peters compliments these existing programs, rather than duplicates what they are already trying to achieve.

DISCUSSION

When reviewing the Council's existing funding programs, other Local Government community funding programs were also investigated. This investigation identified that there are a number of similarities in grant funding programs, particularly across councils of a similar size. These similarities include the types of programs available and the way that they are structured, the documents used to administer the programs and the amount that an applicant is eligible to apply for. Whilst there is a significant amount of consistency in terms of approach, there is also a significant amount of variation across Local Government regarding funding amounts and budgets, as well as the categories that applicants can apply under.

A common structure for many Local Government grant initiatives is an overarching framework or program, often linked to a Council's Strategic Plan. These programs then have specific grant schemes and categories that applicants can apply for. The individual funding programs often have different names, but are very similar in nature. For example, the City of Prospect, the City of Burnside and the City of Mitcham, have a '*Community Grants Program*', whilst the City of Unley has a '*Grants and Sponsorship Program*'. These programs include opportunities for funding under categories including Community Support/Development, Environment, Sports and Recreation, Equipment and Facilities, Events, and Youth.

Some council's also have arts and culture related grants programs. For example, Adelaide City Council has a *Public Art & Living Culture Grants Scheme*, whilst the City of Marion has previously offered an *Arts and Culture Grant*.

Grant program funding and budgets tend to vary across Local Government. For example, at the very high end of the scale the City of Marion awarded \$75,000 in 2011-2012, through its Community Grants Program, whilst the Adelaide City Council has a budget of \$1.8 million. However, most other councils have much smaller budgets. For example, the City of West Torrens allocated a budget of \$44,000 in 2012-13 for its Community and Environment Grants. The City of Burnside awarded grants to the value of \$35,266 in 2011-12 and the City of Prospect allocated a budget of \$23,000 in 2012-13 (which was an increase on the previous year's budget of \$18,222 as the Council received applications to the value of \$27,000).

Most funding programs are capped, with applicants being able to apply up to a certain amount of money in any one grant category and/or over a financial year. In most instances, this ranges from \$1,000 - \$5,000 per application, depending on the program, budget and category. However, in most instances, the amount is set at between \$2,000 and \$2,500. At the other end of the scale, the City of Marion and the Adelaide City Council, allow applications for much higher amounts (up to \$8,000). This is due to the fact that these councils have significantly larger budgets and well-established community funding programs.

In respect to resources and staffing, some larger councils' have a dedicated Community Grants Officer (City of Marion, Adelaide City Council). However, the majority of councils (and those of a similar size to this Council) have a number of staff managing and coordinating specific grants programs. For example, a Youth Development Officer who manages a Youth Sponsorship Scheme or Young Achievers Program, an Arts Officer who manages culture or arts related schemes, an Environmental Officer looking after grants in the environment category, or a Community Development Officer or Manager who oversees the administration of all community funding programs within their teams.

The Australian Institute of Grants Management (AIGM) has for the past decade, been at the forefront of innovation in grant making in Australia. AIGM have produced the country's only cross-sector best practice grant making toolkit and have developed a Grant Making Manifesto as well as a Code of Practice for grant making agencies and the individuals who administer grant programs. AIGM also recognises that, whilst many organisations (including State and Federal governments, philanthropic bodies and community foundations) offer a variety of grants to different welfare agencies, businesses, research and other miscellaneous grants, in reality, Local Government authorities provide the bulk of grassroots and community funding.

Therefore, these best practice guidelines for establishing and implementing innovative grant programs, ensure that the needs and requirements of Local Government are considered, whilst ensuring that the grants programs established have a clear and conspicuous intent, policy and aims.

Specifically, AIGM's Fundamentals of a Good Grants Model outlines the key components that should be included in every best practice grants program and these guidelines (listed below), together with the best practice examples from other councils, have been used to develop a new and innovative Community Funding Program framework for the City of Norwood Payneham & St Peters.

AIGM's Key Aspects of a Best Practice Grants Program:

- The program should arise from community needs and be based on continuing consultation with the target communities. It should fund innovative projects as well as continuing necessities, whilst considering the interests of all stakeholders. It also ensures that everyone who is eligible is given the opportunity to apply;
- The program should be properly resourced and adequately funded to achieve its objectives. It should also seek to employ standardised formats for grant submissions, monitoring, reporting, and acquittal;
- The program should be properly recorded, with all policies and processes covering the grant program documented and publicised;
- The program should be just. In particular, the awarding of grants should be fair and free from bias, conflict of interest, or any influence inconsistent with the program criteria. Recognised procedures should be in place to manage conflict of interest (including the appearance of any conflict of interest);

- The program should be a partnership. Not a master and servant relationship between the grant giver and the grant receiver. It should provide additional support to grantees. Also, where possible, the grant making agency should provide non-monetary assistance to the grantee, for example, in-kind support such as the use of Council buildings for free or at a discounted rate, or Council promotion of community events, including on the Council website;
- The program should generate knowledge. Specifically, the program should be monitored and evaluated appropriately and regularly and should cover the degree to which the program has achieved its stated objectives; and,
- Evaluations should be honest, direct, and free from bias and the outcomes should be made publicly available.

The intention of the proposed Community Funding Program framework is to provide an overarching Policy framework, which can incorporate a number of different Schemes and to establish a best practice program that allows for the granting of funds to support individuals, community groups and organisations contribute to meeting the Council's overall long term strategic goal of community wellbeing. This will result in a flexible Program that is easily adaptive to evaluation and change, as the need arises.

Specifically, this report proposes that the existing Community Support Donation Program and the Community Project Grant Program, be combined into one (1) new Community Grants Scheme, with one (1) combined budget line. In addition, the new Public Arts & Culture Grants Scheme will be introduced to replace the existing Public Art Program. These two (2) new Grant Schemes will form the basis of the Councils new Community Funding Program framework moving forward.

The draft Community Funding Program Policy contained in **Attachment B**, has been developed to guide the administration of the Council's Community Funding Program. In addition, the draft Community Grants Scheme Guidelines (contained in **Attachment D**) and the draft Public Art & Culture Grants Scheme Guidelines (contained in **Attachment E**) specify in detail the workings of the two (2) new Grants Schemes.

- **Community Grants Scheme**

The proposed Community Grants Scheme will incorporate the following categories, under which eligible applicants will be able to apply for funds:

- Community Development
- Events
- Environment
- Sport and Recreation

Applicants will be able to apply for grants of up to \$2,000 per financial year, across all grant categories.

- **Public Art & Culture Grants Scheme**

The proposed Public Art & Culture Grants Scheme will incorporate the following categories, under which eligible applicants will be able to apply for funds:

- Visual Public Art
- Artistic & Cultural Programs & Events
- Artistic Development

Applicants will be able to apply for up to \$2,000 per financial year, in the Artistic and Cultural Programs and Events and the Artistic Development categories, whilst a maximum of \$5,000 may be applied for under the Visual Public Art category.

In respect to the administration of the grants schemes, it is proposed that the grants will be offered through two (2) rounds, per financial year. The first round is anticipated to open at the beginning of August 2015 (after the Council endorses the budget for the 2015-2016 financial year) and will be open for six (6) weeks. Assessment of the applications will be undertaken within a six (6) week period, after which the successful grants will be awarded.

It is anticipated that a second round will open at the beginning of February 2016. This will ensure that the second round of funding closes in time for a review to be undertaken prior to the 2016-2017 budget process. In the event that the grant funding is completely expended in the first round, a second round would not be offered.

To be eligible to apply for the two (2) Grants Schemes, applicants must be from:

- non-government organisations;
- not-for-profit community organisations;
- voluntary associations;
- community groups and organisations;
- sporting clubs;
- schools (restricted to specific categories); and,
- individuals (under the auspice of a not-for-profit community group or organization, or those established or emerging artists within the City).

In addition, eligible groups, organisations, associations and clubs, must be an incorporated/legitimate body (i.e. legally constituted as an incorporated association). Or, if they are unincorporated, then they must be supported by an auspice organisation that will take legal and financial responsibility for the administration of any grant funding awarded.

Applicants must also be based in the City of Norwood Payneham & St Peters, and/or be proposing an activity that will take place within the City for the benefit of those who live, work, visit or conduct business within the City.

Applicants for the Community Grants Scheme or the Public Art & Culture Grants Scheme, will be assessed against the program criteria, priority areas and conditions (as stated in the Guidelines, contained in **Attachment D** and **E** respectively) and their ability to meet one or more of the Outcomes, Objectives and Strategies contained in the Council's Strategic Plan, *CityPlan 2030: Shaping Our Future*.

Applicants will have twelve (12) months to use the grant funds from the date funds are received.

To ensure that the Community is aware of the new Program it will be well promoted prior to the opening of the first funding round. In addition, The Council will hold an information session during the application rounds. This information session would focus primarily on the "nuts and bolts" of applying for the Community Grant Scheme and the Public Art & Culture Grants Scheme funding.

It is proposed that a report will be presented to the Council at the conclusion of each round for its information and will include: a summary of the grants expended, number of applicants for each program, number of grants and funding amounts awarded, grantee and nature of the grant (i.e. category, project), and whether the grants was successfully expended (or not) and the relevant project completed.

OPTIONS

The Council has three (3) options available to it, in respect to this matter.

The Council can resolve to either:

Option 1

Endorse the recommendations contained in this report.

This is the **recommended option**.

Option 2

Resolve not to endorse the recommendations contained in this report and not proceed any further with the implementation of a new Community Funding Program, which incorporates the new Community Grants Scheme and the Public Art & Culture Grants Scheme.

This is **not** the recommended option.

Option 3

Alternatively, the Council could choose to determine which recommendations contained in this report are to be endorsed and implemented.

This is **not** the recommended option.

CONCLUSION

Whilst the current Community Project Grant Program and the Community Support Donation Program, have not been implemented to their full potential (i.e. not well advertised, administration of the Program inconsistent and at times did not meet the requirements of the current policy), the provision of funding to community groups is critical for fostering a strong sense of community, whilst building community capacity and resilience.

The proposed new Community Funding Program framework will, if endorsed by the Council, implement clear Policy and Guidelines, improved program promotion and communication, ensure clear and transparent criteria and assessment and awarding of funding and include a review process built in to the program for continuous improvement. This will ensure that the Council is able to re-establish an effective Community Funding Program, as well as help to further achieve the Outcomes, Objectives and Strategies contained in the Council's long term Strategic Plan, *CityPlan 2030: Shaping Our Future*.

It is also proposed that, should the Council endorse the recommendations contained within this report and implement the proposed Community Funding Program framework, Council staff will review the Civic Bands and Orchestra Policy and associated funding and the Cats Assistance To Sterilise Inc. (C.A.T.S) Program, (as part of the Cat Control Policy), and associated funding, over the next twelve (12) months, in order to determine whether these funding initiatives can be incorporated into the Community Funding Program framework. A review of the Young Achievers Program will also be undertaken over the next six (6) months to determine whether a program, such as a new Youth Sponsorship Scheme, which provides opportunities for disadvantaged youth as well as high achievers and with less emphasis on sport and greater recognition of academic, art, cultural and leadership development and achievement opportunities, can also be incorporated into the Community Funding Program framework.

COMMENTS

Given that there is increasing documented evidence on the value that community grants programs offer a community, as well as the fact that strengthening community leadership and capacity; encouraging increased physical activity and healthier lifestyles; encouraging lifelong learning; using public art to enliven the public realm; facilitating opportunities for cultural expression, celebration and interaction between different cultural and demographic groups; supporting opportunities for community food production in appropriate public spaces; and facilitating participation in community revegetation programs; are all part of the Councils long term Strategic Plan, it is only timely that the Council consider opportunities to provide funding programs that will contribute to achieving the goals set out in *CityPlan 2030*, as well as contributing to overall community wellbeing.

As a democratically elected body, which is responsible for delivering the best outcomes for the community, the Council also has an obligation to support positive social, cultural, environmental and economic initiatives, which are intended to be for the benefit to the whole community. It is therefore recommended that the Council take a leadership role in regards to the administration of Community Funding and endorse the recommendations contained in this report.

RECOMMENDATION

1. That the Council endorses the new Community Funding Program framework, which incorporates the Community Grants Scheme and the Public Art & Culture Grants Scheme.
2. That the Council endorses the new Community Funding Program Policy (as contained in **Attachment B**) and notes that it will be used as the basis to administer the new Community Funding Program.
3. That the Council resolves to combine the current Community Support Donation Program and Community Project Grant Program into the Community Grants Scheme.
4. That the Council resolves to allocate \$26,000 towards the Community Grants Scheme in the 2015-2016 financial year.

5. That the Council endorses the new Public Art & Culture Grants Scheme, which will replace the Public Art Program.
 6. That the Council resolves to allocate \$25,000 towards the Public Art & Culture Grant Scheme in the 2015-2016 financial year.
 7. That the Council endorses the new Community Grants Scheme and Public Art & Culture Grants Scheme Guidelines (as contained in **Attachment D** and **E** respectively) and notes that they will be used as the basis to administer the Community Funding Program.
 8. The Community Funding Program be reviewed in twelve (12) months' time and the results of the review presented to the Council for its consideration.
 9. That the Chief Executive Officer be authorised to make any minor amendments to the Community Grants Scheme Guidelines and Public Art & Culture Grants Scheme Guidelines resulting from consideration of this report and as necessary, to finalise the document in a form suitable for release to the community.
-

Cr Moore sought and was granted leave of the meeting to make a personal explanation.

Cr Moore advised that she had assisted CATS Inc on a voluntary basis for a number of years in respect to cat management within the City.

Cr Wormald moved:

1. *That the Council endorses the new Community Funding Program framework, which incorporates the Community Grants Scheme and the Public Art & Culture Grants Scheme.*
2. *That the Council endorses the new Community Funding Program Policy (as contained in Attachment B) and notes that it will be used as the basis to administer the new Community Funding Program.*
3. *That the Council resolves to combine the current Community Support Donation Program and Community Project Grant Program into the Community Grants Scheme.*
4. *That the Council resolves to allocate \$30,000 towards the Community Grants Scheme in the 2015-2016 financial year.*
5. *That the Council endorses the new Public Art & Culture Grants Scheme, which will replace the Public Art Program.*
6. *That the Council resolves to allocate \$30,000 towards the Public Art & Culture Grant Scheme in the 2015-2016 financial year.*
7. *The Community Funding Program be reviewed in twelve (12) months' time and the results of the review presented to the Council for its consideration.*
8. *That the Chief Executive Officer be authorised to make any minor amendments to the Community Grants Scheme Guidelines and Public Art & Culture Grants Scheme Guidelines resulting from consideration of this report and as necessary, to finalise the document in a form suitable for release to the community.*

Seconded by Cr Whittington and carried unanimously.

Cr Wormald moved:

That the Council endorses the new Community Grants Scheme and Public Art & Culture Grants Scheme Guidelines, as amended to include that both programs provide for a maximum of \$5000 per application (as contained in Attachment D and E respectively) and notes that the Guidelines will be used as the basis to administer the Community Funding Program.

Seconded by Cr Frogley and carried unanimously.

Section 2 – Corporate & Finance

Reports

10.2 MONTHLY FINANCIAL REPORT – APRIL 2015

REPORT AUTHOR: Accountant
GENERAL MANAGER: Acting General Manager, Corporate Services
CONTACT NUMBER: 8366 4552
FILE REFERENCE: S/00697
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this monthly report is to provide the Council with information regarding its financial performance for the year-to-date. The period covered by this report is July 2014 – April 2015.

BACKGROUND

Section 59 of the Local Government Act 1999 (the Act), requires the Council to keep its resource allocation, expenditure and activities and the efficiency and effectiveness of its service delivery, under review.

To assist the Council in complying with these legislative requirements and the principles of good corporate financial governance, the Council is provided with monthly financial report detailing its financial performance compared to its Budget.

RELEVANT STRATEGIC DIRECTIONS AND POLICIES

Nil.

FINANCIAL AND BUDGET IMPLICATIONS

Financial sustainability has been highlighted as a high priority for the Council. The Council adopted a Budget which forecasts an Operating Surplus of \$1.510 million for the 2014-2015 Financial Year.

The First Budget Update increased the Budgeted Operating Surplus for the 2014-2015 Financial Year to \$1.781m, an increase of \$0.281m. The Mid-Year Budget Update further increased the Council's Operating Surplus to \$1.936m an additional increase of \$0.155m. The Third Budget review adopted on 5 May 2015 increased the Council's Operating Surplus to \$1.945m, an increase of \$0.009m. The increase to \$1.945m is due to the following major factors:

- funding from the Federal Government Financial Assistance Grants being greater than anticipated when developing the 2014-2015 Budget (\$0.150m);
- additional Local Government Association Risk Scheme distribution (\$0.073m) and reimbursement of Workers Compensation post year end wages declaration (\$0.046m); and,
- recognition of East Waste Common Fleet Cost Adjustment for 2013-2014 (\$0.085m).

Year-to-date to 30 April 2015, the Council's Operating Surplus is \$3.621 million against a Third Quarter Budget Review Operating Surplus of \$2.446 million, resulting a favourable variance of \$1.176 million. The reasons for this variance are explained in the Discussion Section of this report.

EXTERNAL ECONOMIC IMPLICATIONS

Nil.

SOCIAL ISSUES

Nil.

CULTURAL ISSUES

Nil.

ENVIRONMENTAL ISSUES

Nil.

RESOURCE ISSUES

Nil.

RISK MANAGEMENT

Nil.

CONSULTATION

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

DISCUSSION

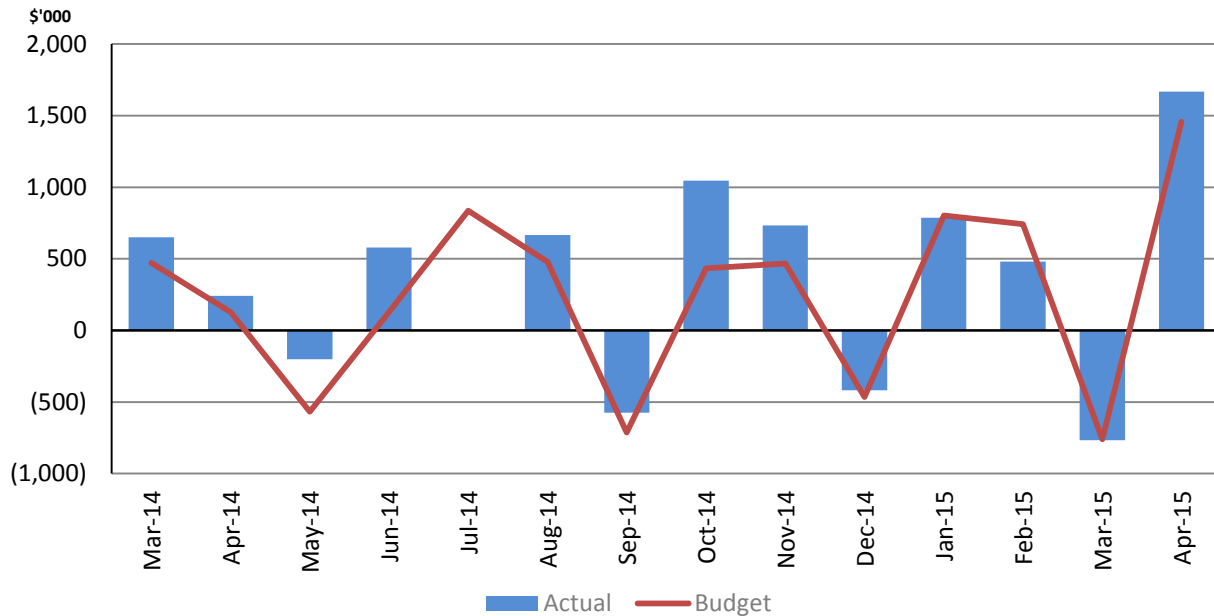
Year-to-date to 30 April 2015, the Council's Operating Surplus is \$3.621 million against a Third Quarter Budget Review Operating Surplus of \$2.446 million, resulting a favourable variance of \$1.176 million. Factors contributing to the favourable results are:

- a. Continued savings in employee expenses (\$0.610m) due the:
 - Positions currently vacant, not backfilled by temporary staff ; and,
 - timing variance against budget, with respect to Annual Leave payments.
- b. Total Revenue is \$0.105m higher than budget due to
 - an increased number and size of Development Applications (\$0.018m);
 - an increased number of Parking Infringements being issued compared to Budget (300 Infringements)
 - Higher than anticipated Late Payment Penalties on Quarterly Rate Payments and Rates searches being undertaken (\$0.016m); and ,
 - Receipt of a unbudgeted Profession Development Grant for St Peters Child Care Centre (\$0.019m).
- c. Contracted services has a favourable variance of \$0.155m largely due to the following:
 - Waste disposal charges being lower than budgeted and a reduction in disposal tonnage (\$0.075m)
 - A decrease in Depot Waste Disposal costs (0.019m).
 - Lower than expected charges from Department Planning Transport and Infrastructure for Street Lighting network charges (\$0.019m).
- d. Sundry expenses are \$0.123m favourable to budget largely due to expenditure on Corporate Training being \$0.056m less than planned due to focus being placed on to other Industrial matters.

A summary of the financial analysis for the favourable variances is contained in **Attachment A**.

Figure 1 below details the operating result on month-by-month basis.

FIGURE1: MONTHLY OPERATING SURPLUS/(DEFICIT)



The Monthly Financial reports are provided in **Attachment A**.

OPTIONS

Not Applicable.

CONCLUSION

Nil.

COMMENTS

Nil.

RECOMMENDATION

That the Monthly Financial Report – April 2015 be received and noted.

Cr Minney moved:

That the Monthly Financial Report – April 2015 be received and noted.

Seconded by Cr Duke and carried unanimously.

10.3 RATE CONCESSION – ST MORRIS & PAYNEHAM RSL CLUBS

REPORT AUTHOR:	Acting General Manager, Corporate Services
GENERAL MANAGER:	Chief Executive Officer
CONTACT NUMBER:	8366 4585
FILE REFERENCE:	S.00232 S.00981
ATTACHMENTS:	A

PURPOSE OF REPORT

The purpose of this report is to provide information as requested in respect to the implications of a full or partial rate relief being granted to the St Morris RSL and Payneham RSL Sub-Branches.

BACKGROUND

At the Council meeting held on 2 March 2015, following a written Notice of Motion submitted by Cr MacRae, the Council resolved the following:

“That staff prepare a report to Council, to investigate the implications of a full or partial rate relief to be granted to the St Morris and Payneham RSL Sub-Branches.”

This report set out the implications of a full or partial rate rebate to the Payneham RSL and the St Morris RSL.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The Local Government Act 1999 (the Act), sets out the circumstances where certain rate payers may be entitled to a rebate of rates.

The Council has in place a Rate Rebate Policy which sets out the land uses where pursuant to the Act, where the Council must grant a rebate of rates and the extent of the rebate and the land use where at the discretion of the Council, a rebate of rates may be granted. A copy of the Rate Rebate Policy is contained in **Attachment A**.

FINANCIAL AND BUDGET IMPLICATIONS

The current (2014-2015) rates payable by the St Morris RSL and Payneham RSL Sub-Branches are Payneham RSL \$2,369 and \$5,192 respectively. It should be noted that as the Norwood RSL Sub-branch currently occupies a Council owned RSL building, no rates are payable.

Should the Council resolve to grant both the St Morris and Payneham RSL Sub-Branches a 100% rebate, the financial impact on the Budget will be \$7,561.

It should be noted that the Council has thirty-seven (37) ratepayers which are classified with the same land use type as the both the St Morris RSL and Payneham RSL Sub-Branches. Based on the rates levied for the 2014-2015 financial year, the impact of granting a 100% rates rebate to these ratepayers would be \$128,165.

For the 2014-2015 Financial year, the Council granted Rate Rebates to the value of \$0.750m. In the Draft 2015-2016 Budget an allocation of \$0.770m has been made in respect to the payment of the Mandatory Rebates as provided for in Section 160 through to Section 165 of the Act.

It should be noted that in addition to the Mandatory Rebates which must be granted, pursuant to the Council's Rate Capping Policy, the Council also grants discretionary rebates under Section 166 (1) (I). The purpose of the Rate Capping Policy is to ensure that annual rate increases are capped at a level determined by the Council. The Draft 2015-2016 Budget includes a funding allocation to the value of \$0.020m.

EXTERNAL ECONOMIC IMPLICATIONS

Nil

SOCIAL ISSUES

Nil

CULTURAL ISSUES

Nil

ENVIRONMENTAL ISSUES

Nil

RESOURCE ISSUES

Nil

RISK MANAGEMENT

Nil

CONSULTATION

- **Elected Members**
Not Applicable
- **Community**
Not Applicable
- **Staff**
Senior Rates Officer
- **Other Agencies**
Not Applicable

DISCUSSION

Pursuant to Section 160, 161, 162, 163, 164 and 165 of the Act, the Council must apply a mandatory rebate of rates in specified cases. Details of the Mandatory rebates are provided below:

Rates on the following land will be rebated at **100%**:

- **Health Services (Section 160)**
Land being predominantly used for service delivery or administration by a hospital or health centre incorporated under the South Australia Health Commission Act 1976;
- **Religious Purposes (Section 162)**
Land containing a church or other building used for public worship (and any grounds), or land solely used for religious purposes;
- **Public Cemeteries (Section 163)**
Land being used for the purposes of a public cemetery; and
- **Royal Zoological Society of SA (Section 164)**
Land (other than land used as domestic premises) owned by, or under the care, control and management of, the Royal Zoological Society of South Australia Incorporated.

Rates on the following land will be rebated at **75%**.

- **Community Services (Section 161)**

Land being predominantly used for service delivery or administration (or both) by a community services organisation. A “community services organisation” is defined in the Act as a body that –

- a) is incorporated on a not for profit basis for the benefit of the public; and
- b) provides community services without charge or for a charge that is below the cost to the body of providing the services; and
- c) does not restrict its services to persons who are members of the body.

For a Community Services organisation to be eligible for the 75% Rebate, the Organisation must meet all the criteria as listed above.

Section 161 (1)(4)(c) of the Act also provides that eligibility for a rebate by a community services organisation, is subject to it providing one or more of the following community services at the property where the rebate is being sought–

- emergency accommodation;
- food or clothing for disadvantaged persons (i.e. persons who are disadvantaged by reason of poverty, illness, frailty, or mental, intellectual or physical disability);
- supported accommodation (i.e., residential care facilities in receipt of Commonwealth funding or accommodation for persons with mental health, intellectual, physical or other difficulties who require support in order to live an independent life);
- essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
- legal services for disadvantaged persons;
- drug or alcohol rehabilitation services; or
- the conduct of research into, or the provision of community education about, diseases or illnesses, or the provision of palliative care to persons who suffer from diseases or illnesses.
- accommodation for persons provided by housing associations registered under the South Australian Co-operative and Community Housing Act 1991.

- **Educational Purposes (Section 165)**

Land occupied by a government school under a lease or licence and being used for educational purposes; or

Land occupied by a non-government school registered under Part 5 of the Education Act 1972 and being used for educational purposes; or

Land being used by a University or University College to provide accommodation and other forms of support for students on a not for profit basis.

To be considered for a Mandatory Rebate, the activities of the St Morris RSL and Payneham RSL Sub-branches, would need to meet the criteria outlined in Section 161 of the Act and provide one or more community services outlined in Section 161 (1)(4)(c). The St Morris RSL and Payneham RSL Sub-branches do not meet the criteria set out in Section 161 and therefore would **not** be eligible for a Mandatory Rebate.

Section 166 of the Act allows the Council to grant rebates at its own discretion in certain circumstances. The cases when the Council may at its discretion grant a rebate include the following:

- a where it is desirable for the purpose of securing the proper development of the area (or a part of the area);
- b where it is desirable for the purpose of assisting or supporting a business in its area;
- c where it will be conducive to the preservation of buildings or places of historic significance;
- d where the land is being used for educational purposes;
- e where the land is being used for agricultural, horticultural or floricultural exhibitions;
- f where the land is being used for a hospital or health centre;
- g where the land is being used to provide facilities or services for children or young persons;
- h where the land is being used to provide accommodation for the aged or disabled;
- i where the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1987 (Commonwealth) or a day therapy centre;
- j where the land is being used by an organisation which, in the opinion of the Council, provides a benefit or service to the local community;
- k where the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment; and
- l where the rebate is considered by the Council to be appropriate to provide relief against what would otherwise amount to a substantial change in rates payable due to:
 - a redistribution of the rates burden within the community arising from a change to the basis or structure of the Council's rates; or
 - a change to the basis on which land is valued for the purpose of rating, rapid changes in valuations, or anomalies in valuations;
- m where the rebate is considered by the Council to be appropriate to provide relief in order to avoid what would otherwise constitute:
 - a liability to pay a rate or charge that is inconsistent with the liabilities that were anticipated by the Council in its annual business plan; or
 - a liability that is unfair or unreasonable.
- n where the rebate is to give effect to a review of a decision of the Council under Chapter 13 Part 2 of the Act (Internal Review of Council Actions);
- o where the rebate is contemplated under another provision of the Act.

Pursuant to Section 159 of the Act, persons or bodies who seek a rebate of rates (and/or service charges) **must** make a written application to the Council in the manner and form as determined by the Council and supply such information as the Council may reasonably require. At the same time, pursuant to Section 159(3), the Council may grant a rate rebate if it is satisfied that it is appropriate to do so (whether an application or on its own initiative).

Pursuant to the Council's Rate Rebate Policy, the Council has delegated its power, pursuant to Section 44 of the Act, to assess applications, with a view to granting a Discretionary Rebate of rates, to the Chief Executive Officer.

To date, since amalgamation, the Council has received ten (10) applications under Section 166, with only one (1) application for a Discretionary Rebate being approved. The recipient organisation was the Cancer Council of South Australia, in which a 75% rebate was applied to their property at 26-27 Dequetteville Terrace, Kent Town being the Comfort Inn Flinders Lodge. The initial rebate which was granted was approved pursuant to Section 166 (1)(b) of the Act, on the basis that the Cancer Council provided affordable accommodation to people with cancer and their families and Carers from rural areas, who require specialist treatment in Adelaide. At the same time, while the accommodation is primarily provided to cancer patients and their families, the general public could also stay at the motel complex and as such a 75% rebate was approved. The Annual Continual Rebate Entitlement was subsequently re-assessed pursuant to S 166 (1) (f),(g) and (h). For the 2014-2015 Financial Year, the value of the rebate was \$10,465.

The assessment of whether or not the St Morris RSL and Payneham RSL Sub-Branches would be eligible for a Discretionary Rebate, would fall under Section 166 (1) (j). That is, the Council must be of the opinion that the land is being used by an organisation which provides a benefit or service to the local community.

In forming this opinion, the Council must take into account, the following matters as required by Section 166 (1a) of the Act:

- the nature and extent of Council services provided in respect of the land for which the rebate is sought, in comparison to similar services provided elsewhere in the Council's area;
- the community need that is being met by activities carried out on the land for which the rebate is sought; and
- the extent to which activities carried out on the land for which the rebate is sought provides assistance or relief to disadvantaged persons.

In addition, the Council may take into account other matters considered relevant by the Council including, but not limited to, the following –

- why there is a need for financial assistance through a rebate;
- the level of rebate (percentage and dollar amount) being sought and why it is appropriate;
- the extent of financial assistance, if any, being provided to the applicant and/or in respect of the land by Commonwealth or State agencies;
- whether the applicant has made/intends to make applications to another Council;
- whether, and if so to what extent, the applicant is or will be providing a service within the Council area;
- whether the applicant is a public sector body, a private not for profit body or a private or profit body;
- whether there are any relevant historical considerations that may be relevant for all or any part of the current Council term;
- the desirability of granting a rebate for more than one year;
- consideration of the full financial consequences of the rebate for the Council;
- the time the application is received;
- the availability of any community grant to the person or body making the application;
- whether the applicant is in receipt of a community grant; and
- any other matters, and policies of the Council, which the Council considers relevant.

OPTIONS

The report which the Council has requested in respect to this issue, deals with the implications of a full (or partial) rebate of rates. The implications of providing either a full or partial rebate of rates are outlined in this report.

CONCLUSION

The Council has adopted a Rates Rebate Policy to assist in the assessment of Rate Rebate applications and to provide guidance to the community regarding the grounds upon which they may be entitled to a rebate of rates.

To ensure consistency in the assessment of applications and to achieve administrative efficiency in assessment process, the Council has delegated its power, pursuant to Section 44 of the Act, to assess applications, with a view to grant a discretionary rebate of rates to the Chief Executive Officer.

In determining the eligibility of a Rate Rebate, each application is assessed on its own merits taking into account the requirements of the Act and other matters, (which have been detailed in this report), that the Council considers relevant.

Given the location of the City of Norwood Payneham & St Peters, adjacent to the CBD, there are a large number of organisations which have chosen to locate within this City. Many of these organisations are not-for-profit organisation, schools, churches and so on. Many of these organisations are eligible for a 100% rate rebate, which must be granted by the Council. In fact, for the 2015-2016 financial year, an allocation of \$0.770m has been made in the Draft 2015-2016 Budget. As a result of the requirement to provide a Mandatory Report, the funding shortfall of \$.770m is made up by all of the organisations and property owners who are not eligible for a Mandatory Report.

In respect to the Discretionary Rebates, the Council's long-standing position has been to ensure that each application is assessed on its merits. In this respect, there are many organisations which may be eligible for a Discretionary Rebate and as such a transparent and consistent process has been applied.

To this end, if the Payneham RSL and the St Morris RSL sub-branches make applications requesting that consideration be given to providing a Discretionary Rebate (up to 100%) then the application would be assessed on merit against the provisions of the Act. Should however, the Council determine to provide a Discretionary Rebate (up to 100%) to the Payneham RSL and St Morris RSL sub branches, through its own (the Council's) initiative, then consideration should be given to what it will do with the other similar organisations who may also be eligible for a Discretionary Rebate on the same basis, but who have also not applied.

COMMENTS

Nil.

RECOMMENDATION

That the report be received and noted.

Cr Whittington moved:

That the report be received and noted.

Seconded by Cr Duke and carried.

10.4 2015-2016 NATURAL RESOURCES MANAGEMENT (NRM) LEVY

REPORT AUTHOR: Acting General Manager, Corporate Services
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4585
FILE REFERENCE: S/01424
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of the report is to advise the Council of the 2015-2016 Natural Resources Management (NRM) Levy.

BACKGROUND

The Adelaide and Mount Lofty Ranges National Resources Management Board (the Board), has sought the Council's comments in relation to the proposed regional NRM Levy contributions for the 2015-2016 Financial year. A copy of the letter from the Board is contained in **Attachment A**.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

City Plan 2030 does not contain an Outcome directly related to the collection of the NRM Levy.

FINANCIAL AND BUDGET IMPLICATIONS

In 2015-2016, the Council will be required to collect \$1.048m (a 3.3% increase on 2012-2013) on behalf of the Board for the payment of the State Government Natural Resources Management Levy. The Council is acting as the revenue collector for the Board in this regard and does not retain the revenue which is collected. The total amount of Levy proposed to be raised by the Board for the 2015-2016 financial year, is \$25.790 million, a 3.1% increase on the 2014-2015 Levy of \$25.015 million. The property owners within the City of Norwood Payneham & St Peters will contribute 4% (last year 4%) of the total of the Levy for 2015-2016 Financial year.

EXTERNAL ECONOMIC IMPLICATIONS

Nil

SOCIAL ISSUES

Nil

CULTURAL ISSUES

Nil

ENVIRONMENTAL ISSUES

Nil

RESOURCE ISSUES

Nil

RISK MANAGEMENT

Nil

CONSULTATION

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

DISCUSSION

Since the finalisation of the equalisation of the NRM Levy across the region in 2013, the Board has increased the total amount of the NRM Levy by CPI. For the 2015-2016 Financial year the Board has used the June 2014 Quarter Adelaide CPI index, which was 3.1%.

Whilst the use of CPI is a suitable indexation factor, considering the March 2015 Quarter Adelaide CPI index is 1.1% and the December 2014 Quarter and September 2014 Quarter index were 1.7% and 2.1% respectively, the use of the June 2014 CPI Index (3.1%) is considered inappropriate.

As a response to the Board's proposal was required to be provided by 22 May 2015, in accordance with the Council's previous views on this issue, the Board has been advised that the Council does not support the use of the June 2014 Quarter CPI Index to determine the increase for the 2015-2016 financial year.

A copy of the Council's response to the Adelaide & Mount Lofty Ranges Natural Resources Management Board dated 25 May 2015 is included as **Attachment B**.

The Board is proposing a continuation of previous arrangements, whereby the basis of the regional NRM Levy, will be the value of rateable land. This basis has been supported by this Council in the past and is considered to be fair and equitable.

OPTIONS

Nil

CONCLUSION

Nil

COMMENTS

Nil

RECOMMENDATION

That the Council notes and endorses the contents of the letter dated 25 May 2015 from the Chief Executive Officer to the Adelaide & Mount Lofty Ranges Natural Resources Management Board (Attachment B), confirming that:

- a) the Council supports the continuation of the value of rateable land as the basis for determining future levies; and
- b) whilst the Council accepts increases which are in line with CPI, the Council does not support the use of the June 2014 CPI Index to determine the increase in the annual levy for the 2015 – 2016 financial year.

Cr Duke moved:

That the Council notes and endorses the contents of the letter dated 25 May 2015 from the Chief Executive Officer to the Adelaide & Mount Lofty Ranges Natural Resources Management Board (Attachment B), confirming that:

- a) the Council supports the continuation of the value of rateable land as the basis for determining future levies; and*
- b) whilst the Council accepts increases which are in line with CPI, the Council does not support the use of the June 2014 CPI Index to determine the increase in the annual levy for the 2015 – 2016 financial year.*

Seconded by Cr Minney and carried unanimously.

10.5 2014-2015 SEASON REPORT NORWOOD AND PAYNEHAM SWIMMING CENTRES

REPORT AUTHOR: Acting Manager, Swimming Centres
GENERAL MANAGER: Acting General Manager, Corporate Services
CONTACT NUMBER: 8366 4552
FILE REFERENCE: S.03778 S.03779
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this document is to provide the Council with the end of season report for the Norwood and Payneham Swimming Centres for the 2014-2015 Swimming Season.

BACKGROUND

At the end of each Swimming Season, a report containing the statistics of the swimming season is prepared for the Council.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Nil

FINANCIAL AND BUDGET IMPLICATIONS

For the 2014-2015 Swimming Season, the Swimming Centres are reporting a combined Operating Deficit of \$0.379, against an Adopted Operating Deficit of \$0.405 m, a favourable variance of \$0.027m.

The Council's Swimming Season opened to the General Public on 11 October 2014, with the season concluding for the General Public on 29 March 2015.

Despite significantly lower than average temperatures during the summer school holidays, cumulative revenue for the 2014-2015 swimming season was up 2.6% on the 2013-2014 Swimming Season. These figures were driven by a 4.8% increase in attendances. The Norwood Swimming Centre, which benefited from the delay in the re-opening of the Burnside Swimming Centre, recorded a 19.4% increase.

Detailed explanations of variances are contained in **Attachment A**.

EXTERNAL ECONOMIC IMPLICATIONS

Nil

SOCIAL ISSUES

Nil

CULTURAL ISSUES

Nil

ENVIRONMENTAL ISSUES

Nil

RESOURCE ISSUES

Due to other facilities, such as Norwood Swim (formally State Swim) and the Aquatics Centre, being able to provide year round employment compared to the five (5) month offering by the Council's Swimming Centres, securing Swimming Instructors for the Swim School has been challenging.

The current upgrade of the Burnside Swimming Centre, combined with the restructuring of the Burnside Swim School from service provider operated to Centre run lessons, is expected to compound the challenge of sourcing Life Guards and Swim Instructors for the 2015-2016 Swimming Season.

RISK MANAGEMENT

CCTV was installed in March 2015 at the Payneham Swimming Centre. The aim of installing the cameras is to provide video records ensuring safety of staff and patrons. Installation of CCTV at the Norwood Swimming Centre will occur prior to the 2015-2016 season.

CONSULTATION

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

DISCUSSION

1. Attendances

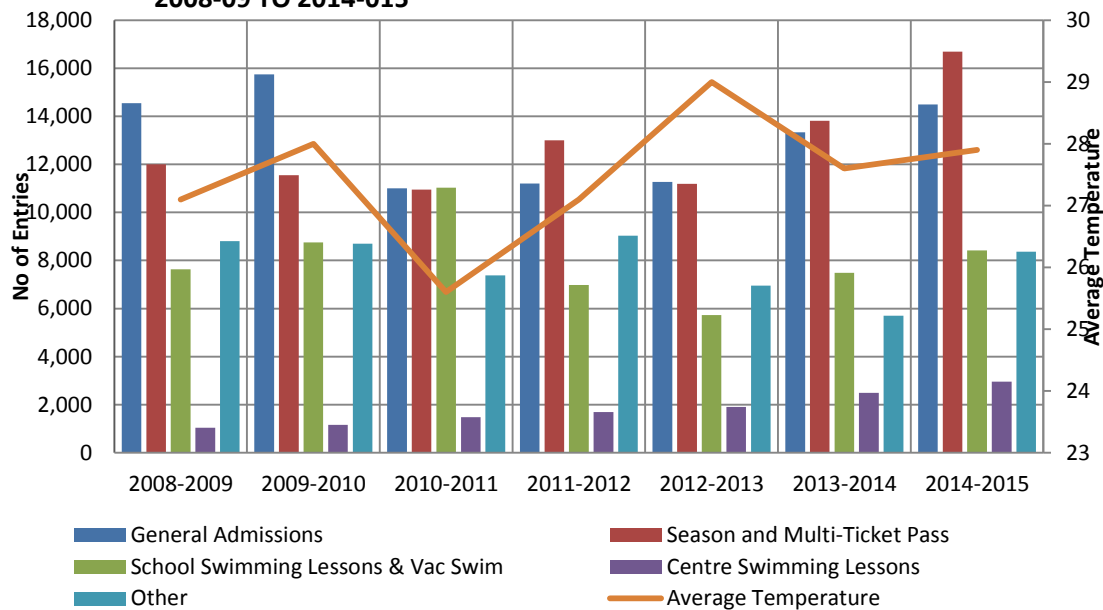
(a) Norwood Swimming Centre

The 2014-2015 Swimming Season opened on Saturday 11 October 2014 and concluded on Sunday 29 March 2015. The later than planned opening of the Burnside Swimming Centre in February 2014, provided increased exposure of the Norwood Swimming Centre. The closure of the Burnside Swimming Centre is considered to have resulted in an increase in Swimming Lesson enrolments at the Norwood Swimming Centre, as parents sought alternative arrangements. Participation in the Swimming Lessons was 36.2% year on year.

A total of 50,922 patrons attended the Norwood Swimming Centre, an increase of 8,362 patrons on the 2013-2014 Season. The average daily attendance increased by 19.4%, to 301 patrons per day, compared to 252 patrons per day for the 2013-2014 Swimming Season.

Figure 1 below provides details of the attendances at Norwood Swimming Centres by Attendance Type over that past seven (7) seasons.

**FIGURE 1: NORWOOD SWIMMING CENTRE ATTENDANCES BY TYPE
2008-09 TO 2014-015**



(b) Payneham Swimming Centre

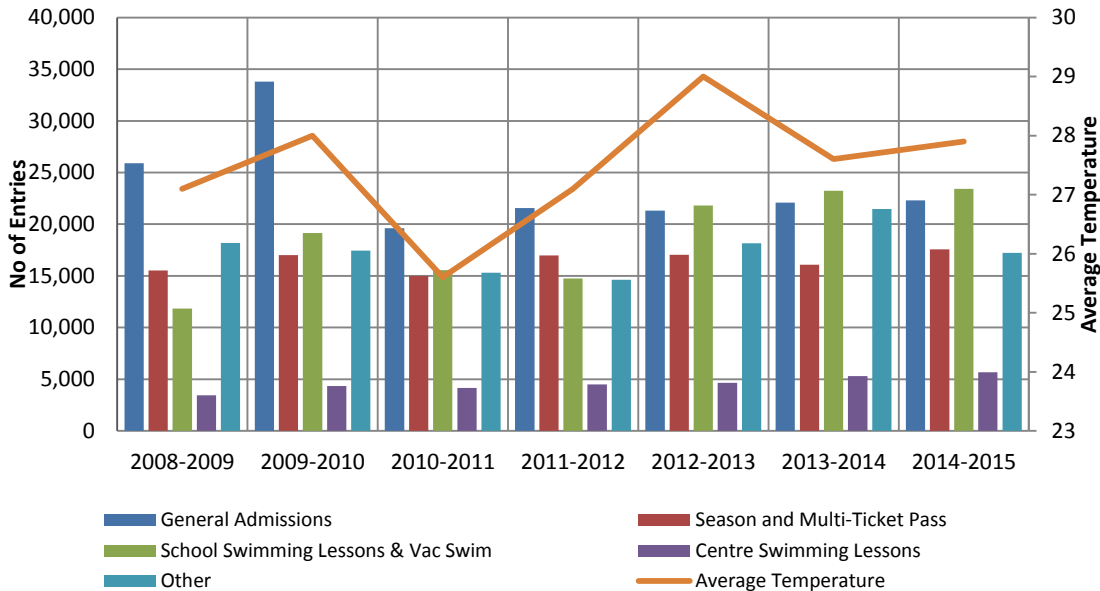
The Payneham Swimming Centre opened to the General Public on 11 October 2014 and concluded on 29 March 2015.

The overall attendances at the Payneham Swimming Centre were 86,181, a decrease of 2,008 entries (-2.3%) from the 2013-2014 season. The decrease in attendances is largely due to a decrease in Spectator attendances (4,242) associated with the Burnside, Linden Park and Norwood Primary Schools, carnivals (which were held during the 2013-2014 Swimming season) returning to the Burnside Swimming Centre.

The average daily attendances at Payneham Swimming Centre for the 2014-2015 season, was 509 (169 days) compared to the average daily attendance of 506 (174 days) for the 2013-2014 Swimming Season.

Figure 2 below provides details of the Payneham Swimming Centres attendances from Season 2008-2009 through to Season 2014-2015 by attendance type.

**FIGURE 2: PAYNEHAM SWIMMING CENTRE ATTENDANCES BY TYPE
2008-09 to 2014-015**



2. Swimming Lessons

In addition to the School and Vac Swim Programs, private swimming lessons are conducted at both centres. Over recent years, the emphasis has been on building a successful Swim School at both centres. The commitment to growing the respective Swim Schools has resulted in a significant increase in the participation rates since 2008-09, with a 182.6%(1,909) increase in the participation rate at the Norwood Swimming Centre and a 64.75% (2,232) increase in the participation rate at the Payneham Swimming Centre for the same period.

For the 2014-2015 Swimming Season, the revenue from Swimming Lessons was \$46,043 at Norwood Swimming Centre, an increase of 21.8% on 2013-2014. Revenue from Swimming Lessons at Payneham Swimming Centre was \$88,642, an increase of 7.8% on 2013-2014. It should be noted that the Swimming Lessons conducted at the Payneham Swimming Centre are effectively running at capacity therefore, future growth in income is limited.

There was an average of 270 people attending lessons during the 21 week program at the Payneham Swimming Centre. An average of 140 attended lessons during the 21 week program at the Norwood Swimming Centre.

The growth of the Swim Schools is illustrated in Figure 3, 4 & 5 below.

FIGURE 3
PAYNEHAM SWIMMING CENTRE
SWIMMING LESSONS
2008-09 to 2014-15

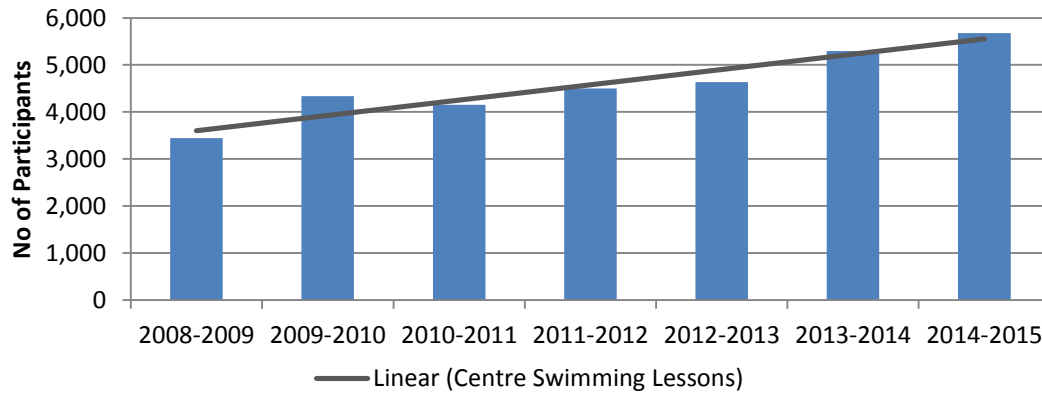


FIGURE 4
Norwood Swimming Centre
Swimming Lessons
2008-09 to 2014-2015

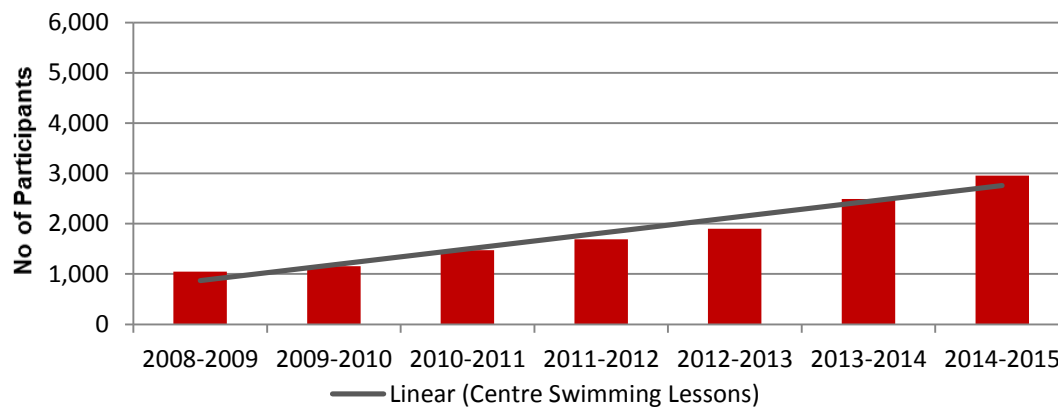
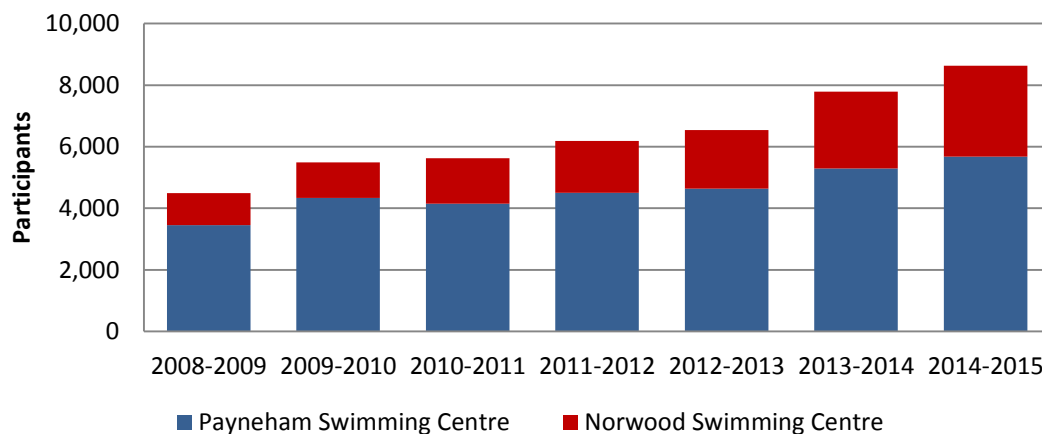


FIGURE 5: SWIMMING LESSONS 2008-09 to 2014-2015



3. 2015-2016 Swimming Season

2015-2016 Swimming Season is planned to be open on Saturday 10 October 2015 and close on Sunday 27 March 2016.

OPTIONS

The Council has the following options in respect to the 2015-2016 Swimming Season:

Option 1

The Norwood Swimming Centre 24 week season could commence on 24 October and end on 10 April 2015 and the Payneham Swimming Centre 24 week season could commence on 10 October 2015 and end on 27 March 2016. The two (2) week delay in the opening of the Norwood Swimming Centre is due to no confirmed bookings for this period.

While each Swimming Centre will still only have a 24 week season, the season length for pool users would be 26 weeks across both facilities. The operational costs across both Centres would not increase due to the increases in season length. The additional two (2) weeks, would provide an opportunity for the Norwood Swimming Centre to pick up additional school group bookings and increased patronage from the Payneham Swimming Centre.

Option 2

There be no change to the Swimming Season dates with both 2015-2016 Swimming Centres opening from 10 October 2015 and ending on 27 March 2016.

CONCLUSION

For the 2014-2015 Swimming Season, the Swimming Centres are reporting at a combined Operating Deficit of \$0.379, against an Adopted Operating Deficit of \$0.405 m, a favourable variance of \$0.027m.

Over recent years, the emphasis has been on building a successful Swim School at both centres. The commitment to growing the respective Swim Schools has resulted in an increase in Swimming Lesson Income. Combined income across both Centres grossing \$134,685 compared to the 2013-2014 Swimming Season which grossed \$120,074, an increase of 12.1%.

The increase in public awareness for children to undertake swimming lessons and lifesaving skills at an early age provides an opportunity for both Swimming Centres to expand. School Swimming Lessons, Vac Swim, as well as the Council operated Swim School, are areas which could be enhanced and expanded in the future. The extent of the growth in this area will be subject to the available water space at each Centre and how the Council responds to the emerging trends occurring within the Aquatic Industry.

COMMENTS

Nil

RECOMMENDATION

1. The 2015-2016 Payneham Swimming Centre Season commence on 10 October 2015 and close on 27 March 2016.
 2. The 2015-2016 Norwood Swimming Centre Season commence on Saturday 24 October 2015 and close on 10 April 2016.
-

Cr Duke moved:

- 1. The 2015-2016 Payneham Swimming Centre Season commence on 10 October 2015 and close on 27 March 2016.*
- 2. The 2015-2016 Norwood Swimming Centre Season commence on Saturday 24 October 2015 and close on 10 April 2016.*

Seconded by Cr Dottore and carried unanimously.

10.6 ST PETERS CHILD CARE CENTRE & PRE-SCHOOL QUARTERLY REPORT – MARCH 2015

REPORT AUTHOR: Director, St Peters Child Care Centre & Preschool
GENERAL MANAGER: Acting General Manager, Corporate Services
CONTACT NUMBER: 8366 4552
FILE REFERENCE: S/00913
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of the report is to provide the Council with a status report on the activities of the St Peters Child Care Centre & Preschool for the for the period ending 31 March 2015.

BACKGROUND

The Centre has been in operation since 1976. The Centre is licenced to accommodate eighty (80) children per day. The Centre provides places for babies from six (6) weeks old through to children aged up to five (5) years of age.

The Centre is an Approved Provider under the Education and Early Childhood Services (Registration and Standards) Act 2011 and the Education and Care Services National Regulations and Education and Early Childhood Services (Registration and Standards) Regulations 2011. The Centre was issued its Approved Provider Certificate on 25 June 2012, effective from 1 January 2012.

The Council has established a Committee comprising Elected Members and parents, which meets quarterly and acts under the Terms of Reference established for the Committee.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

This report informs the Council on the St Peters Child Care Centre & Preschool activities and supports Council attaining:

Outcome 1: Social Equity

Objective 1: Convenient and accessible services and facilities.
Strategy: Maximise access to services, facilities, information and activities

Objective 5: Healthy and active community.
Strategy: Encourage lifelong learning.

The Centre's Five (5) Year Strategic Plan (2011-2016) was approved by the Committee and the Council.

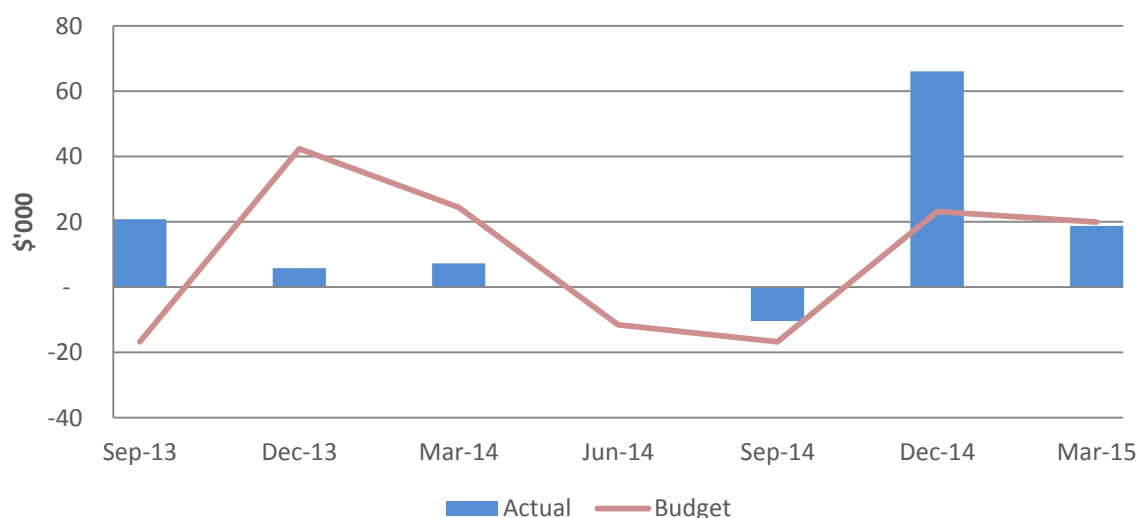
The Centre's Five (5) Year Business Plan (2011-2016) was approved by the Council at its meeting on Monday 2 July 2012.

The St Peters Child Care Centre & Preschool Committee monitors the progress against the Key Result Areas and Targets set out in the Centres Business Plan.

FINANCIAL AND BUDGET IMPLICATIONS

For the period ended March 2015, the Centre is reporting an Operating Surplus of \$18,715, compared to an Adopted Budget Operating Surplus of \$26,268, an unfavourable variance of \$7,553. This variance equates to 0.5% of budgeted year-to-date revenue.

FIGURE 1: OPERATING SURPLUS



The detailed financial report for 2014-2015 is contained in **Attachment A**.

EXTERNAL ECONOMIC IMPLICATIONS

While the information provided in this report has no direct external economic impact, it should be noted that the fees charged by the Centre at 1 July 2014, are within the middle range of nearby competitors.

Table 2 below, sets out the comparison of fees with other nearby Centres for the 2014-2015 financial year. Fees for the nearby Centres below are set for the period July to June each year.

TABLE 2 – COMPARISON OF FEES EFFECTIVE AS AT 1 JULY 2014

Child Care Centre	Daily	am	pm
Precious Cargo (private centre)	\$96.00 (0-12mths) \$96.00 (13-24mths) \$94.00 (25-35mths) \$94.00(36mths5year)	N/A	N/A
Tree Tops Early Learning (private centre)	\$94.00(U2) \$91.00 (O2)	N/A	N/A
St Morris Child Care Centre (community)	\$91.50	\$47.75	\$46.25
St Peters Child Care Centre & Preschool	\$91.00	N/A	N/A
Magill Child Care Centre (community) (will be reviewing in Jan 2015)	\$88.00	\$55.00	\$50.00
Good-start Early Learning Payneham (community)	\$86.40 (O-12mths) \$86.40 (13-24mths) \$82.90 (25-35mths) \$82.90(36mths5year)	N/A	N/A
Adelaide Eastern Child Care Centre (community)	\$86.00	\$51.00	\$46.50
Margaret Ives (community)	\$84.00	\$37.00	\$41.50

SOCIAL ISSUES

The Centre actively promotes a policy of inclusion for all children and their families. Its location in a mixed use area, results in a potential client base of working parents who live and work in close proximity to the Centre.

The information provided in the report has no direct social issues.

CULTURAL ISSUES

Nil.

ENVIRONMENTAL ISSUES

Nil.

RESOURCE ISSUES

Nil

RISK MANAGEMENT

Nil.

CONSULTATION

- **Elected Members**
Not applicable
- **Community**
Not applicable
- **Staff**
Nil
- **Other Agencies**
Nil

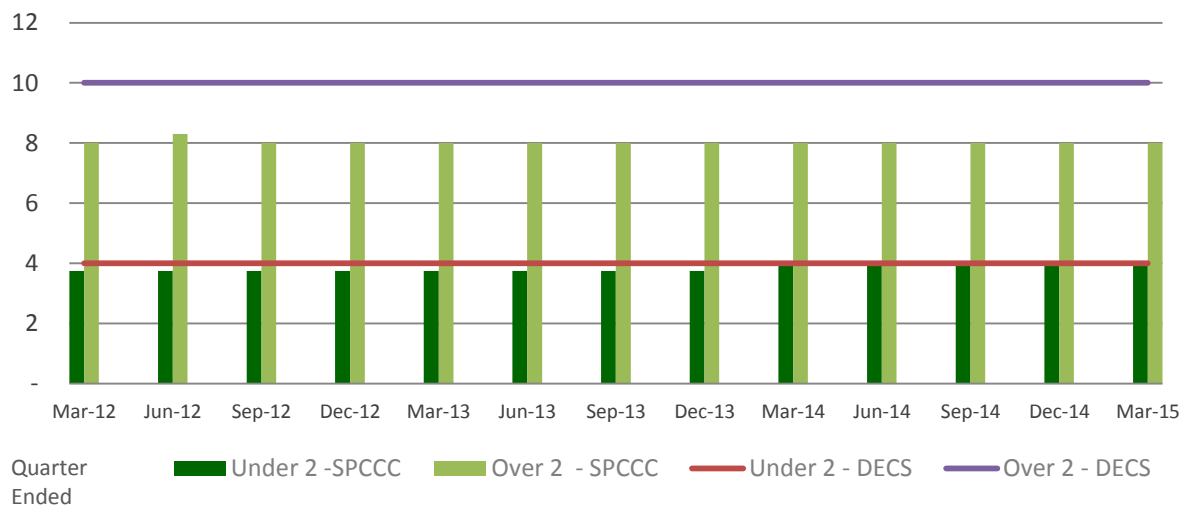
DISCUSSION

Staff Numbers

The Centre is required by the National Quality Standards to maintain a minimum Staff to Child Ratio on at all times. The minimum standard required for Under Two's (2) is one (1) staff member to four (4) children and for Over Two's (2), the minimum standard is one (1) staff member to ten (10) children.

As illustrated in Figure 2, the Centre continues to exceed this standard in the Over Two's (2) only.

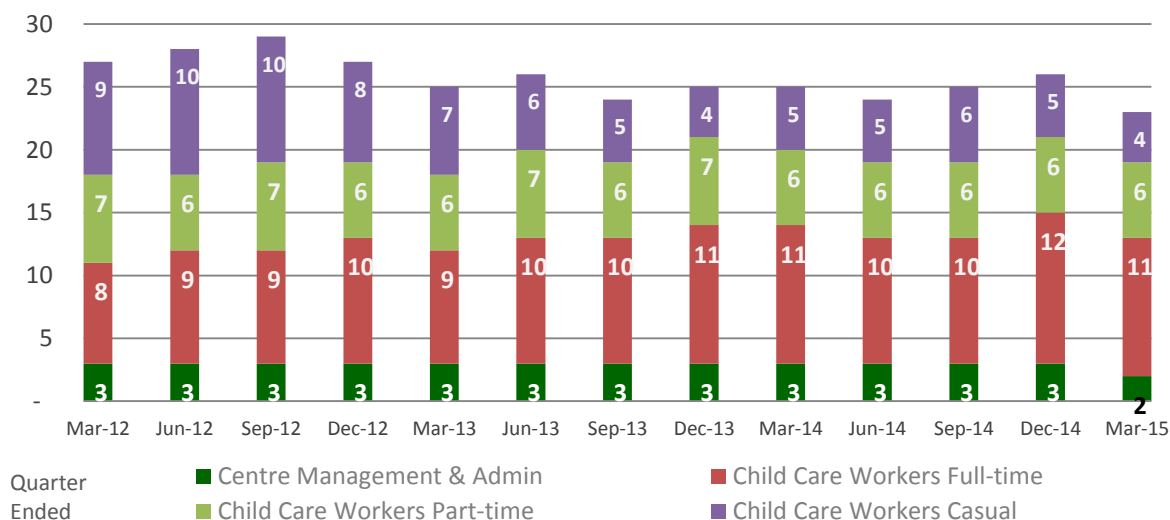
FIGURE 2: STAFF TO CHILD RATIO



As a result of the recent move to single intakes for Reception, in line with External Pre-schools, Kindergartens and Public Schools, it has been necessary to make changes to the age groupings within the Centre. The demand for Under two (2) spaces continues to grow, however demand for Pre-school places has declined slightly as a result of the change in demand and to maintain occupancy levels, the Centre now has two (2) 0-2 age groups that are at maximum capacity with Staff to Child ratios of 1:4.

Due to the increase in the Under Two's (2) age group, the Centre has been required to engage two additional Educators on Monday's and Friday's to support the increase and maintain staff to child ratios. The Centres staffing numbers is illustrated in Figure 3 below.

FIGURE3: STAFF NUMBERS BY EMPLOYMENT CATEGORY



To ensure that the required staff to child ratios are met, the full-time equivalent Child Care positions are:

- Under 2's – eight (8) FTE
- Over 2's – seven (7) FTE

The Centre operates with a pool of four (4) Relief Workers, with any shortfalls being met through the engagement of contract staff. All Educators remain on the same shift in order to provide continuity of care.

Staffing

The Centre has one vacant permanent full-time Qualified Team Leader role which is currently being backfilled with contract staff until a suitable replacement is appointed.

The Centre also has a vacant permanent part-time Administration role. Recruitment has commenced to replace this position.

Due to recent appointments from the Centre's Casual Educator pool, the Centre has appointed three (3) new Casual Educators.

Universal Access Funding

The Centre can claim funding for every four (4) year old child who remains at the Centre in the twelve (12) months prior to full-time schooling and has access to fifteen (15) hours of preschool services, providing they are not accessing a preschool service from another external service, such as a Department of Education Pre-school or Kindergarten.

Long Day Care Professional Development Grant

Educators have been actively involved in attending professional development opportunities which have been supported through the funds received from the long day care professional development grant.

Educators have also received individual mentoring, attended leadership workshops and training to gain practitioner certificates through TAFESA in Marte Meo.

OPTIONS

Not Applicable

CONCLUSION

The St Peters Child Care Centre & Pre-school is recognised as a leader in the provision of high quality child care. It is expected that this will continue. The Centre maintains an extensive waiting list and a significant proportion of these referrals are from word of mouth.

COMMENTS

Nil

RECOMMENDATION

That the report be received and noted.

Cr Duke left the meeting at 8.18pm.

Cr MacRae moved:

That the report be received and noted.

Seconded by Cr Minney and carried.

10.7 NORWOOD CONCERT HALL – QUARTERLY PERFORMANCE REPORT MARCH 2015

REPORT AUTHOR: Manager, Norwood Concert Hall
GENERAL MANAGER: General Manager, Corporate Services
CONTACT NUMBER: 8366 4585
FILE REFERENCE: S/00416
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to provide the Council with a status report on the activities of the Norwood Concert Hall for the year-to-date period ending 31 March 2015, including some detailed information where pertinent on activities for the third quarter of the financial year.

BACKGROUND

This is the third report for the 2014-2015 Financial year. Where appropriate, this reporting period is compared with the corresponding period of the previous financial year (2013-2014).

RELEVANT STRATEGIC DIRECTIONS & POLICIES

This report informs the Council on the Norwood Concert Hall activities and supports Council attaining:

Outcome 1: Social Equity

Objective 1: Convenient and accessible services and facilities.

Strategy: Maximise access to services, facilities, information and activities

Design and provide safe, high quality facilities and spaces which encourage use by people of all backgrounds, ages and level of ability

Outcome 2: Cultural Vitality

Objective 1: A visually interesting, artistic and creative City.

Strategy: Provide opportunities and facilities for creative expression for all age groups

Objective 5: Dynamic community life in public spaces and precincts.

Strategy: Host and facilitate community events & activities

The new Business Plan will take on a more strategic approach directed at increasing overall revenue.

FINANCIAL AND BUDGET IMPLICATIONS

Financial Performance

For the nine (9) months ended 31 March 2015, the Norwood Concert Hall is reporting an Operating Surplus of \$33,251. This result is better than the Adopted Budget Surplus of \$14,922 (a favourable variance of \$18,329). Details of the main reasons behind the result are provided in the Discussion section of this report.

Detailed financial information is contained in **Attachment A**

Bookings for the Quarter Ended 31 March 2015

Overall, bookings have been consistent compared to the previous year. Six (6) Adelaide Fringe performances were held over four (4) days which attracted strong audience numbers. These included two (2) concerts performed by the Norwood Symphony and Fusion Pops orchestras and the return of a 60's and 70's dance event.

Paul Kelly held two (2) concerts in January which were very successful in terms of audience numbers and bar takings and the Dance Moms reality television show hired the venue for three (3) days.

Future Bookings

Future bookings are good for the last Quarter of the 2014–2015 Financial year and comparable to the same period last year. The Concert Hall is booked for twenty five (25) days of hire which should amount to approximately \$50,000 in income. This is despite eighteen (18) days of closure during May for maintenance works.

In the next three (3) months, Pembroke School, Australian Company of Performing Arts, Norwood Symphony Orchestra, Love Cherish Adore Bridal Fair and the INBA Bodybuilding Competitions, are retuning for their annual events. Gravity Dance who hired the venue for their end of year concert will also be holding their mid-year concert and School Aerobics have hired for two (2) days. The Wiggles will also be returning and likely to sell out all three (3) shows on the one (1) day.

EXTERNAL ECONOMIC IMPLICATIONS

There are no direct external economic implications, however it is acknowledge that the activities, concerts and functions conducted at the Norwood Concert Hall attract visitors to The Parade, which in turn results in increased activity within the surrounding area and should result in increased revenue for traders, especially cafes and restaurants. Local traders may contact the Concert Hall to request list of events containing dates and times.

SOCIAL ISSUES

Nil

CULTURAL ISSUES

Nil

ENVIRONMENTAL ISSUES

The Norwood Concert Hall is operated in accordance with in the Council's Waste Management System and Environmental Management System.

RESOURCE ISSUES

Nil

RISK MANAGEMENT

Nil

CONSULTATION

- **Elected Members**
Not applicable
- **Community**
Not applicable
- **Staff**
Nil
- **Other Agencies**
Not applicable

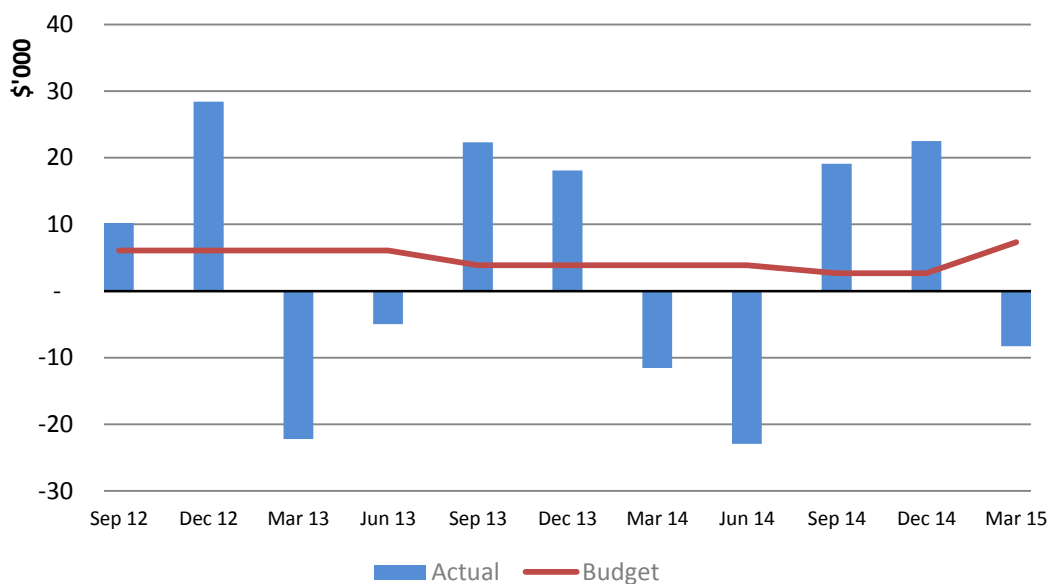
DISCUSSION

The March Quarter traditionally is the time of year when the least number of bookings occur, not only as is it summer school holidays when many families are on vacation but it is also immediately after the Christmas and New Year's festivities. It is considered a risk by event promoters to hold an event during these times, especially during January and early February leading up to Adelaide's 'Mad March'. This is also the time of year when planned maintenance is scheduled, this year however, maintenance is schedule for May.

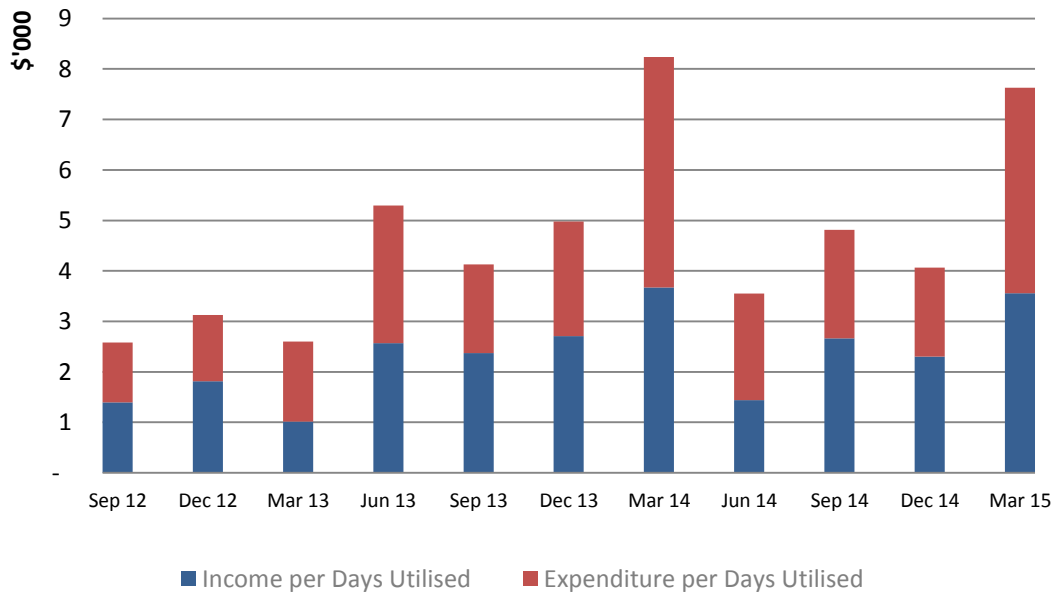
Staffing costs are lower than the budget (a favourable variance of \$5,558) as there have been fewer events which have required a complete room setup, lighting rig and audio equipment changes.

Due to the nature of the Commercial Hires and Adelaide Fringe events which have been held income from Bar Sales has exceeded expectation, with a favourable variance to budget of \$12,399 being reported.

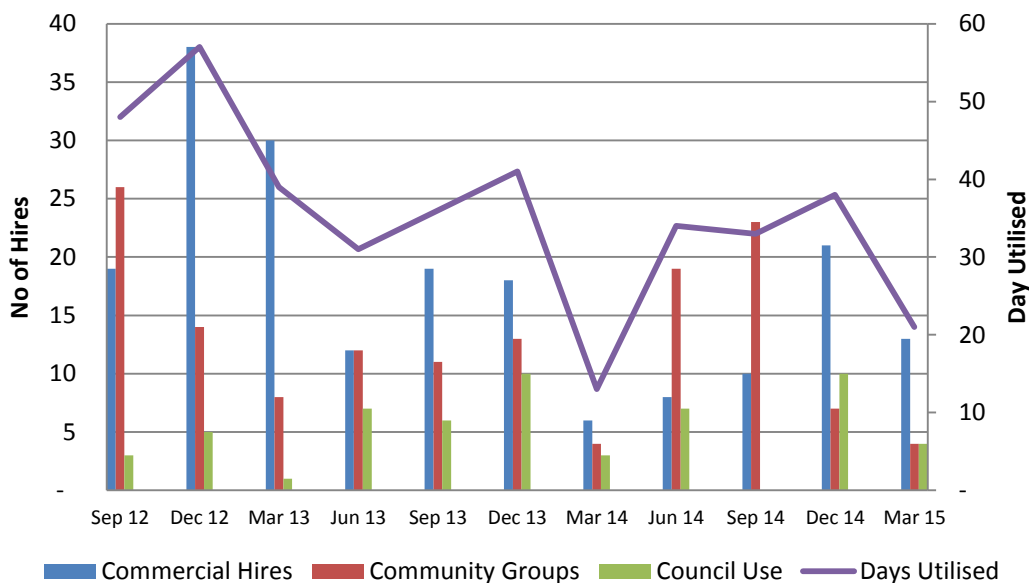
Operating Surplus/(Deficit)



Income/Expenditure per Days Utilised



Occupancy



Occupancy is higher this Quarter compared to the same Quarter last year which is a result of the change in maintenance scheduling allowing for increase in commercial hires.

The nature of hires of the Norwood Concert Hall is consistent with prior periods. During the Quarter ended 31 March, 2015, there were two (2) weddings, with both conducted over two (2) days.

Use of the Concert Hall for Council events and activities are consistent with the same period last year and have included Citizenship Ceremonies, a Norwood Redlegs Football Club function and Australia Day celebrations.

Maintenance

The annual servicing of all equipment has been conducted and repairs to the Thrust Stage Hydraulics will be undertaken in May. Work to improve safety within the roof space will also occur at this time.

OPTIONS

Not Applicable.

CONCLUSION

Nil.

COMMENTS

Nil.

RECOMMENDATION

That the report be received and noted.

Cr Minney moved:

That the report be received and noted.

Seconded by Cr Mex and carried.

10.8 LIBRARY SERVICES QUARTERLY REPORT

REPORT AUTHOR:	Manager, Library Services & Lifelong Learning
GENERAL MANAGER:	Chief Executive Officer
CONTACT NUMBER:	8334 0228
FILE REFERENCE:	S/00612
ATTACHMENTS:	Nil

PURPOSE OF REPORT

The purpose of this report is to provide the Council with information regarding the use, services and programs associated with the Council's Libraries for the Third Quarter of the 2014 - 2015 financial year.

BACKGROUND

Through the delivery of Library Services to the community, the Council's Libraries aims to contribute to the development and enrichment of the community by:

- facilitating free access to ideas and information;
- linking customers with services and products through the provision of lifelong learning and literacy programs;
- providing collections, facilities and technology for education, communication, recreation and pleasure; and
- providing accessible library services in both the physical and digital realms tailored to the needs of the local community.

Analysis of the Council's Library Service's use, programs and services, assists in facilitating the continuous improvement of the Libraries to reflect the changing needs of the community and maximise the Council's contribution towards the delivery of library services across the City. This is particularly relevant in times of change, to monitor the impact of changes to service delivery.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

This report informs the Council on Library Services and supports Council attaining:

Outcome 1: Social Equity

Objective 4: More Community life in public spaces.
Strategy: Host and facilitate community events and activities.

Objective 5: Healthy and active community.
Strategy: Encourage lifelong learning.

The Council's three (3) Libraries are shared spaces and places in the community, which facilitate the pursuit of recreation and leisure, connect people through shared experiences and as a result, assist in building social capital and lifelong learning. Community participation in recreation programs in libraries encourages the exchange of ideas and information, and facilitates the celebration and promotion of the culturally diverse nature and identity of our community by providing access to a wide range of services, collections and programs to suit the needs and expectations of people who live and work in the City.

The Council's Libraries provide equal access to resources, programs and facilities for people from all ages and backgrounds to learn and develop at their own pace across all stages within their life. The Libraries foster self-development by providing information, technology and study facilities for individuals who engage in both formal and informal learning in a community setting. The Libraries also provide resources that support individuals seeking employment, and provide resources utilised in the development of literacy and community language skills.

This report also assists the Library Service to align its service provision to the Council's Social Development Framework 2007, including:

- Direction I: Supporting the development of a healthy, integrated community with equitable access to services and other supports; and
- Direction III: Supporting the development of a 'learning community' and a vibrant local economy.

FINANCIAL AND BUDGET IMPLICATIONS

In 2014 - 2015, the Council committed \$1,509,699 to the provision of Library Services. The Council's financial contribution is maximised through participation in the One Library Management System and is also offset by a State Government Grant in the order of \$257,021 for both materials and operating costs.

EXTERNAL ECONOMIC IMPLICATIONS

The provision of Library Services not only provides services to individuals and families within the City, but also local businesses and traders. The Library Service provides small business traders with a variety of information, access to business oriented collections, online reference services and access to statistics which can be of benefit to their future business planning, sales, marketing, and operations. This information is vital to business growth, ongoing professional development of employees and traders and can facilitate sustainable business practices.

SOCIAL ISSUES

Nil

CULTURAL ISSUES

This is a report for information purposes. As such, there are no cultural issues arising from this information. However, the Council's Library Service supports cultural diversity through the provision of community language collections and services that are tailored to the languages spoken or prevalent within the City. Through the provision of resources reflective of social and community life, the Library Service helps individuals to understand other experiences and points of view, developing a culture of understanding based on shared life experiences.

ENVIRONMENTAL ISSUES

There are no environmental issues to be considered as a part of this report. The Library Service operates in accordance with the Council's Environmental Management System to reduce its impact on the environment. The Council's Library Service also provides programs and collections which serve to highlight community awareness of environmental issues, and empower individuals with information to change community perception and encourage participation in environmental initiatives.

RESOURCE ISSUES

Nil

RISK MANAGEMENT

This report is for information purposes and as such there are no identified risks arising from this report.

CONSULTATION

- **Elected Members**
Not Applicable
- **Community**
Consultation with the community occurs on a continual basis regarding customer satisfaction with programs and services.

- **Staff**

This report was prepared in consultation with information from the Customer & Information Services Coordinator.

- **Other Agencies**

This report was prepared with information supplied by Public Library Services.

DISCUSSION

The statistics included in this report, reflect the utilisation of the Council's Libraries during the Third Quarter, January to March, 2014-2015. Contrasting data from the previous Quarters in the past year have also been provided, together with long term data for the past three (3) years to provide long term comparisons where possible.

Information has been separated between the key aspects of the Library Service, including library use, collections, electronic accessibility and lifelong learning, recreation and literacy programs.

TABLE 1 – LIBRARY USE*

Library Use	Third Quarter 2014-2015	Second Quarter 2014-2015	First Quarter 2014-2015	Fourth Quarter 2013-2014
Total visits	44,109	41,949	51,174	42,799
Total members	15,194	17,541	17,942	18,172
Adult members	12,839	14,880	15,223	15,561
Child / Youth members	2,355	2,661	2,719	2,611

*Nb – Library use statistics do not reflect Library program attendance, as Library programs are held in non door counted areas. These statistics are reflected in Table 5 and Figure 3.

Total visitation in this Quarter has increased (5%) from the Second Quarter, 2014 – 2015, in alignment with long term seasonal trends as per Figure 1 below.

FIGURE 1 - LIBRARY SERVICE VISITATION 2012 – 2015

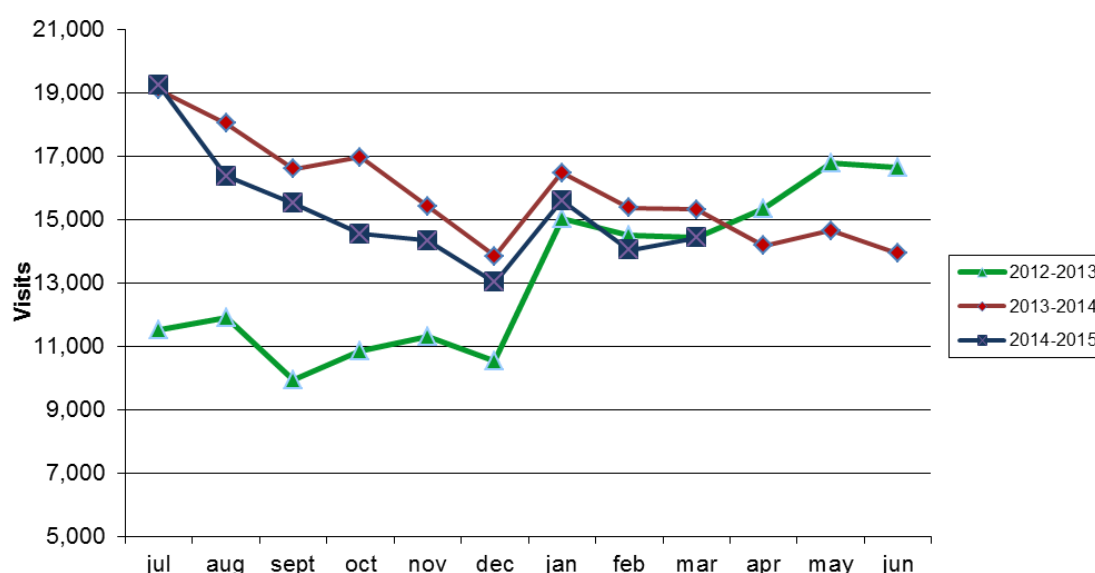


TABLE 2 – USAGE FOR EACH SITE

Site Library Use:	Norwood	Payneham	St Peters
Library Visits Third Quarter 2014 - 2015	8,593	19,298	16,218
Library Visits Second Quarter 2014 - 2015	8,719	17,006	16,224
Library Visits First Quarter 2014 - 2015	9,825	20,483	20,866
Library Visits Fourth Quarter 2013 - 2014	9,183	17,751	15,865

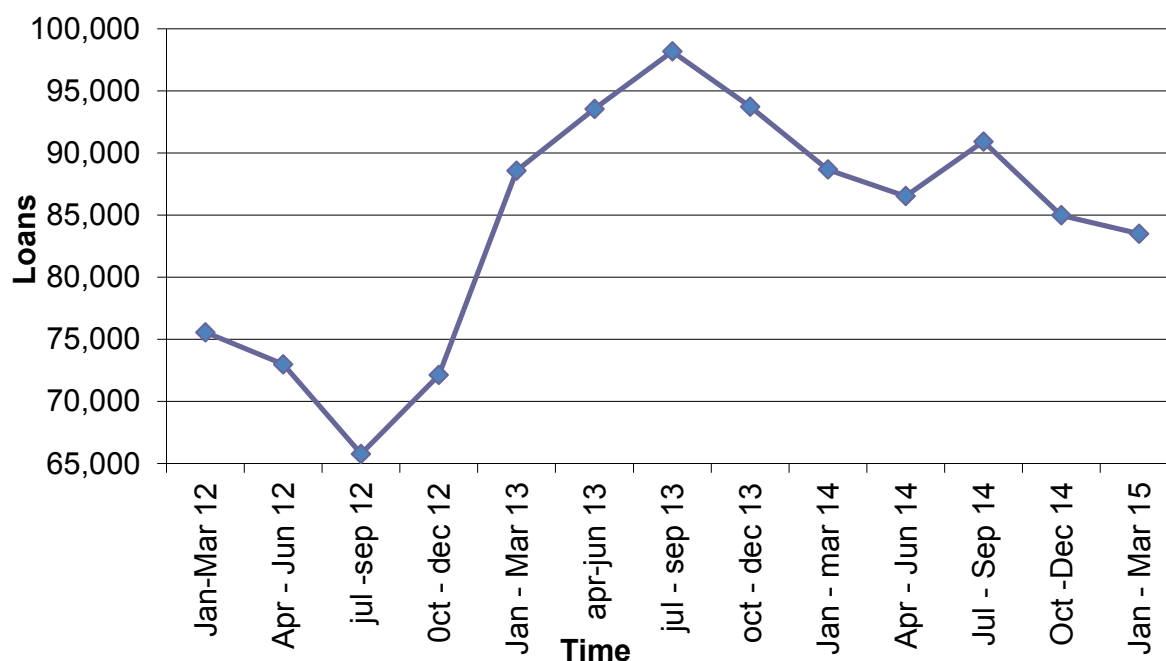
In the past twelve months' visitation as outlined in Table 2 above, overall average monthly visitation to the (3) Libraries equates to (15,002).

TABLE 3 – LIBRARY COLLECTIONS

The Library Collection	Third Quarter 2014-2015	Second Quarter 2014-2015	First Quarter 2014-2015	Fourth Quarter 2013-2014
Total items held	56,802	59,135	59,509	60,966
Total loans for quarter	83,492	84,980	90,911	86,523
Total holds filled	26,984	29,615	25,609	25,336
Holds filled by NPS stock	10,288	10,138	9,689	9,925
Holds filled by other Council libraries	12,896	13,924	12,267	11,915
NPS items sent to fill holds at other Council libraries	3,800	5,553	3,496	3,776
Items added to the collection	3,336	3,018	3,982	3,744

Loans for the Quarter decreased by (1.75%) from the previous Quarter, as evidenced in Figure 2 below.

FIGURE 2 - LIBRARY SERVICE LOANS FOR LAST 3 YEARS: 2011-2015



As the Statewide de-duplication of customers from the One Card Network occurs, citizens are being asked to nominate their one 'home' library in the Network, and to forsake all other Library cards to fulfil the initial outcome of having all Library users utilising just one Library card for the Network. For those citizens who did hold multiple cards across the State, this process encourages them to also retain their home location as the one whereby they are most likely to pickup reservations from. This will also reduce the number of items transiting across the State, and subsequently decrease the hold times for items as they are being transiting. Random sampling of transits has identified that in peak times, item transit times can exceed 14 days, however can also be as little as three business days as they are routed through the Statewide courier system.

TABLE 4 – ELECTRONIC ACCESSIBILITY

Electronic Services	Third Quarter 2014-2015	Second Quarter 2014-2015	First Quarter 2014-2015	Fourth Quarter 2013-2014
Internet / word processing sessions	4,456	4,702	5,041	4,827
Catalogue access	12,709	12,862	12,574	11,036
SMS notification	4,008	4,444	4,679	4,585

Remote access to the Library Catalogue online remains strong, with Google Analytics recording (12,709) sessions being activated by (3,889) different users, with (87,651) page views this Quarter.

TABLE 5 – LIFELONG LEARNING, RECREATION AND LITERACY PROGRAMS

Library Programs	Third Quarter 2014-2015	Second Quarter 2014-2015	First Quarter 2014-2015	Fourth Quarter 2013-2014
Adult lifelong learning sessions	62	55	65	24
Adult lifelong learning attendance	411	305	438	332
Children's story-time participation	457 children 292 adults	483 children 367 adults	671 children 371 adults	554 children 312 adults
Children's story-time events	18	21	26	21
School holiday program participation	748 children	2,018 children	415 children	223 children
School holiday program events	10	12	15	10
Bouncing Babies participation	203 children 186 adults	197 children 194 adults	304 children 297 adults	344 children 331 adults
Bouncing Babies events	8	6	11	12

The Council's Library Service undertakes to provide a range of informal and formal lifelong learning and recreation opportunities for the community, across numerous age groups.

In the Third Quarter, a total of (2,297) people participated in lifelong learning sessions provided by the Library Service, as evidenced in Figure 3 – Lifelong learning program attendance.

Adult Lifelong Learning events, workshops or information sessions for this Quarter, included (but are not limited to):

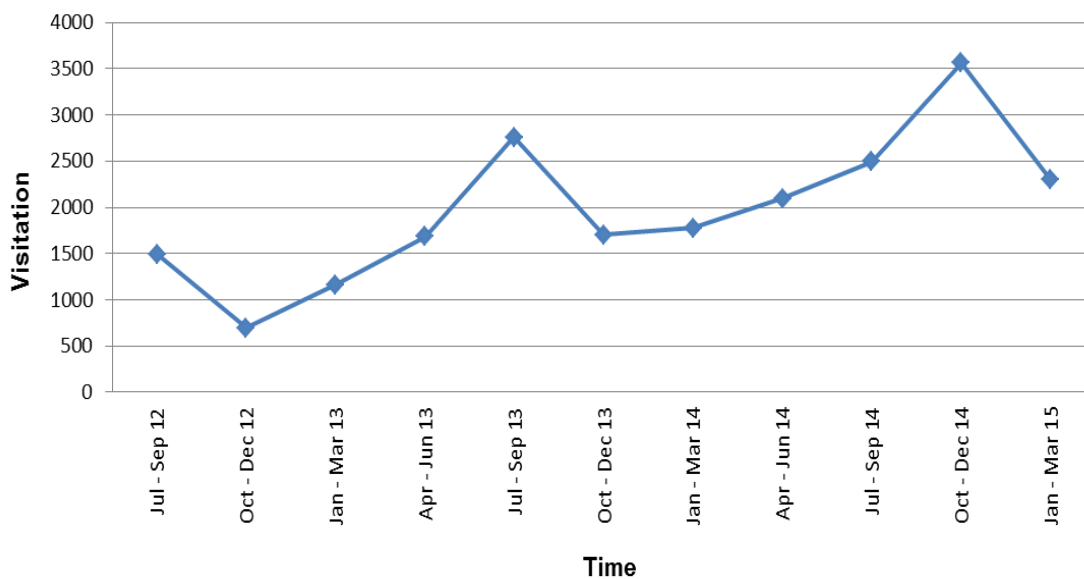
- Basic computing , Picasa, Email and choosing a tablet training sessions.
- Gifted and Talented Children information session.
- Book discussion group celebration with author Sharon Kernot.
- One to one technology device support sessions.
- The meeting of (7) Library based regular book discussion groups.

Family oriented programs for the Second Quarter included:

- The School Holiday Program in January.
- The summer reading program.
- Weekly Storytime sessions during term time.
- Baby Bounce and Rhyme sessions in term time.
- Local Childcare Centre and Preschool visits.

In January, 150 children participated in the Library's Summer Reading Program reading a total of 1,720 books across the School holidays.

FIGURE 3 – LIFELONG LEARNING PROGRAM ATTENDANCE



OPTIONS

There are no proposals in this report which present any options for consideration.

CONCLUSION

Through its Library Service the Council is committed to providing innovative and responsive services to the community. Ongoing analysis of usage, collection data and programs is required to position the Council to maximise the net community benefit of the service.

COMMENTS

Nil

RECOMMENDATION

That the report be received and noted.

Cr Duke returned to the meeting at 8.20pm.

Cr Whittington moved:

That the report be received and noted.

Seconded by Cr Knoblauch and carried unanimously.

10.9 Highbury Landfill Authority – Financial Projections for the Year Ending 30 June 2015 and 30 June 2016

REPORT AUTHOR: General Manager, Urban Services
GENERAL MANAGER: Not Applicable
CONTACT NUMBER: 8366 4523
FILE REFERENCE: S.01914
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to advise the Council of the 2015-2016 Highbury Landfill Authority Budget and the financial contributions required to be made by the Constituent Councils.

BACKGROUND

As Elected Members are aware, the Highbury Landfill site has been closed for some years and recent activities at the site have focussed on compliance with the post-closure Management Plan, which has been approved by the Environment Protection Authority (EPA). Significant activities have included capping the landfill and landfill gas extraction.

Part of capping the landfill site also requires the re-vegetation of the site.

The Constituent Councils (the City of Burnside, the Town of Walkerville and the City of Norwood Payneham & St Peters) are required to fund the post-closure activities. Given the scope which the EPA has in respect to dictating measures required to mitigate environmental risks at the site, the future funding requirements have been somewhat difficult to predict. The Ministerial Development Plan Amendment Report (DPA) associated with the land adjoining the landfill property, has also given rise to uncertainty. At this stage, the Minister for Planning has yet to make a decision regarding the DPA.

The Council has now received a letter from the Executive Officer of the Highbury Landfill Authority (HLA) regarding the sixth year post closure activities and the financial contributions required from Constituent Councils for the 2015-2016 financial year. These are included in the accounts of the HLA and also provided with the Draft Budget.

A copy of the Memorandum dated 15 May 2015 is contained in **Attachment A**.

The Draft Budget, as attached, has been unanimously endorsed by the Board of the HLA (the Board).

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant goals contained in the *CityPlan 2030* are:

Outcome 4 Environmental Sustainability

A leader in environmental sustainability

Objective 4.1 Sustainable and efficient management of water, waste, energy and other resources.

FINANCIAL AND BUDGET IMPLICATIONS

In 2009, the HLA made provision for the estimated cost of the post-closure management of the landfill for the next 25 year period. A total of \$3,696,308 was divided between the Constituent Councils, according to the respective Equity Share for each Council. This Council has an Equity Share of 40.357% in the HLA and the provision has been made in the Council's Budget for its proportion of the total. The provision contained no contingency and covered only the estimated cost of known or reasonably predictable activities associated with the site.

The 2015-2016 Draft Budget (a copy of which is contained in Attachment A) shows that the total contribution required from Constituent Councils is \$139,999 and that this Council's contribution will be \$56,499.80. This amount has been allowed for in the Council's 2015-2016 Budget Estimates.

The Authority has also advised that the original projection included a lump sum of \$500,000 for the purchase of an environmental gas flare and other gas extraction equipment that would be required, when the commercial extraction of the landfill gas to produce electricity is no longer an economical solution. Energy Developments Limited (EDL), who are engaged by the Authority to extract gas for the production of electricity, have advised that these activities are currently under review and may no longer be economical over the next twelve (12) months. EDL are required to give six (6) months' notice of their intention to cease operating and if this happens in the next financial year, then HLA will need to purchase its own extraction equipment which will trigger a call on the Constituent Councils for a collective sum of \$500,000. This Council's equity share of the total amount will be \$201,785.

It should be noted that the HLA has the ability to borrow this amount on behalf of the Constituent Councils, subject to the unanimous approval of the Constituent Councils.

No provision for the possible purchase of extraction equipment has been made in the Council's draft 2015-2016 Budget Estimates.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

The focus for the post-closure activities of the Highbury Landfill site is the mitigation of environmental risks. These have been discussed at length in previous reports regarding the Highbury Landfill.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

The risks associated with owning the Highbury Landfill site largely centres on the potential subterranean gas migration. The Authority continues to monitor landfill gases through sampling wells which are strategically placed throughout the Landfill site and adjacent residential streets.

The Board has authorised a review of the Risk Management Plan for the Landfill. This Plan was originally formalised when the Landfill was capped in accordance with the approved Closure Plan in 2009. The Plan was designed to ensure that the site remained with an acceptable risk profile consistent with the requirements of the EPA licence. The site has now been closed for over five (5) years and monitoring results show the site to be reasonably stable. The Board is currently undertaking a review of the Plan in the hope of being able to reduce the frequency of environmental monitoring across the Landfill and thereby reduce ongoing costs to the Constituent Councils.

It is also important to note that the proposed review of the Risk Management Plan, models the effect and the risk profile of the Landfill, in the event that there is residential development adjacent to the landfill.

CONSULTATION

- **Elected Members**
As the Council's appointee to the HLA Board, Cr John Minney is aware of this matter.
- **Community**
Nil
- **Staff**
The General Manager, Corporate Services and the Manager, Urban Planning & Sustainability, have been made aware of this matter.
- **Other Agencies**
The EPA and the Local Government Association Mutual Liability Scheme's Risk Services are both appraised of any changes to the Closure Plan by the Executive Officer of the HLA.

DISCUSSION

The Council has received a Memorandum from the Executive Officer of the HLA, regarding the sixth year post-closure activities and the financial contributions required from the Constituent Councils for the 2015-2016 financial year. The financial implications for this Council have been discussed in the Financial and Budget Implications section of this report.

In his Memorandum, the Executive Officer has provided information on the Ministerial DPA for the property adjacent to the Highbury Landfill site and on the Business Plan and Administration for the HLA. His comments on these issues are summarised below:

- **Ministerial DPA**

The process for the re-zoning of the land around the Highbury Landfill has been stalled whilst the potential developers have engaged an environmental auditor to assess the safety and suitability of residential development. An interim report has been forwarded by the Department of Planning, Transport & Infrastructure and the EPA, advising that development could proceed with conditions.

The HLA Board is keen to ensure that the risk profile of the Landfill is not increased as a result of any approval to change the land use around the Landfill. It has authorised the development of a communication strategy and website to fully inform the public of the closure requirements for the landfill. The HLA is required to oversee the site until steady state conditions are maintained, which could take in excess of twenty five (25) years.

The Board has also requested that Constituent Councils be briefed on all aspects of the Highbury Landfill closure and the position which the Board will take in the event of further public consultation as part of the DPA approval process. The Executive Officer has advised that these briefings will take place in the first quarter of the new financial year.

- **Business Plan and Administration**

The revised Charter requires a three (3) year Business Plan which is to be developed in conjunction with the EPA. The work on the Business Plan will be progressed in the 2015-2016 financial year and will incorporate the outcomes of the Risk Management Plan review which has been commissioned.

OPTIONS

The Council can either approve or not approve the draft 2015-2016 Financial Year Budget for the HLA. It is recommended that the Council approves the draft Budget.

CONCLUSION

The Constituent Councils have been provided with a report from the HLA's Executive Officer, which includes an update on the post-closure activities, the Risk Management Review for the landfill site, the Ministerial DPA and the three (3) Year Business Plan, as required by the revised Charter.

The Constituent Councils are required to fund the costs of the post-closure management of the site in accordance with the respective equity shares. Unfortunately, due to the nature of the site and a regulatory environment in which the HLA and in turn the Constituent Councils operate, it is difficult to predict with any certainty, what the future costs may be.

In respect to landfill gas management of the site and the potential land re-zoning, the Executive Officer's report is intended to provide an update only. At this stage, it is difficult to provide commentary or predictions in relation to future activities, however, HLA intends to report further to the Constituent Councils once the risk review is complete.

COMMENTS

Nil

RECOMMENDATION

That the Council endorse the draft 2015-2016 Budget (as contained in Attachment A) for the Highbury Landfill Authority.

Cr Minney moved:

That the Council endorse the draft 2015-2016 Budget (as contained in Attachment A) for the Highbury Landfill Authority.

Seconded by Cr Frogley and carried unanimously.

Section 3 – Governance & General Reports

10.10 REPORTS OUTSTANDING

REPORT AUTHOR: Chief Executive Officer
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 83664520
FILE REFERENCE: Nil
ATTACHMENTS: A

PURPOSE OF REPORT

As part of the Organisation's management system, a Reports Outstanding List will be prepared on a monthly basis. The purpose of the List is to keep track of any reports that have been requested and the status of those reports.

A copy of the List is contained in **Attachment A**.

BACKGROUND

Nil

DISCUSSION

Nil

RECOMMENDATION

That the report be received and noted.

Cr Whittington moved:

That the report be received and noted.

Seconded by Cr Marcuccitti and carried.

10.11 EASTERN HEALTH AUTHORITY – DELEGATES REPORT

REPORT AUTHOR: General Manager, Urban Planning & Environment
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4501
FILE REFERENCE: S/0047
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to present to the Council, the Delegates Report for the Eastern Health Authority (EHA), following the Authority's Board of Management meeting held on 29 April 2015.

BACKGROUND

The Eastern Health Authority's Chief Executive Officer provides, typically on a quarterly basis, a copy of the Authority's Delegates Report to each constituent council.

For the purpose of fitting into the Council's agenda structure, this Delegates Report is included in the Agenda as an information report.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The information in this report relates to the activities of the Eastern Health Authority, which administers health related programs and activities on behalf of the Council. The report is relevant to *Outcome 1 Social Equity* in **CityPlan 2030** and specifically *Objective 4* which promotes a strong, healthy and resilient community.

FINANCIAL AND BUDGET IMPLICATIONS

Not applicable.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

Not Applicable.

CONSULTATION

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

DISCUSSION

The Delegates Report for the Eastern Health Authority, summarises the items discussed at the Board of Management meetings and includes statistics regarding the Authority's activities and an analysis of those statistics.

A copy of the report and the associated attachments is contained in **Attachment A**.

OPTIONS

Not applicable.

CONCLUSION

The communication strategies adopted by the Authority's Board of Management, enhances the Authority's ability to discharge its responsibilities and activities in an open and accountable manner.

COMMENTS

Nil.

RECOMMENDATION

That the Delegates Report for the Eastern Health Authority (EHA), be received and noted.

Cr Whittington moved:

That the Delegates Report for the Eastern Health Authority (EHA), be received and noted.

Seconded by Cr Knoblauch and carried.

10.12 ERA STORMWATER PROJECT – SECTION 48 PRUDENTIAL REPORT AND REGIONAL SUBSIDIARY CHARTER

REPORT AUTHOR:	Chief Executive Officer
GENERAL MANAGER:	Not Applicable
CONTACT NUMBER:	83664539
FILE REFERENCE:	S.02454
ATTACHMENTS:	A - C

PURPOSE OF REPORT

The purpose of this report is to present the new Prudential Report for the re-scoped Waterproofing the East Project for the Council's consideration.

BACKGROUND

At a Special Council meeting held on 31 March 2015, the Council considered the Prudential Report for the Waterproofing the East Project which included the City of Burnside, Campbelltown City Council, the Town of Walkerville and the City of Norwood Payneham & St Peters.

In this respect, the City of Tea Tree Gully was also involved in the original Project, but subsequently withdrew just prior to the Council considering the Prudential Report at the Special Meeting held on 31 March 2015.

Following consideration of the Prudential Report, the Council unanimously resolved the following:

1. *That the Prudential Report for the Waterproofing Eastern Adelaide Project, prepared by Mr Mark Booth of BRM Holdich, dated March 2015, be received and noted.*
2. *That pursuant to Section 48(4b) of the Local Government Act 1999, the Council has given reasonable consideration of the Prudential Report (referred to in Part 1 above) and has determined to proceed with the Eastern Region Stormwater Harvesting and Re-Use Project (in its re-scoped form, including the withdrawal of the City of Tea Tree Gully and the amended Project Model).*
3. *That pursuant to Section 48(5) of the Local Government Act 1999, the Council notes that a copy of the Prudential Report will be made available for public inspection at the Council's Principal Office.*
4. *That subject to the Town of Walkerville, the City of Burnside and the Campbelltown City Council all resolving in similar terms, the Council endorses the establishment of a Regional Subsidiary (as provided for in Section 43 of the Local Government Act 1999) to be titled ERA Water and endorses the ERA Water Regional Subsidiary Charter (2015).*
5. *The Council notes that the Campbelltown City Council and the City of Burnside have determined to withdraw and/or not endorse the Project and that on this basis, the Project will not proceed on the basis as set out in the Prudential Report referred to in Point 1 above and the Council also notes that in light of this, the Chief Executive Officer will have discussions with the Town of Walkerville, to determine whether a revised Project can be progressed setting out the outcome of these discussions and that a report will be provided to the Council.*

Subsequent to this decision, the City of Burnside re-considered the matter on the basis of a re-scoped Project and a new Prudential Report involving the City of Burnside, the Town of Walkerville and the City of Norwood Payneham & St Peters.

In this respect, the Campbelltown City Council also formally withdrew from the Project.

At a meeting held on 12 May 2015 the City of Burnside considered a Prudential Report and a re-scoped Project and resolved the following:

1. *That the Report be received.*
2. *That Council receive and note the Prudential Review Report prepared by BRM Holdich dated May 2015 for the Waterproofing the East project (the Project), which is a joint project of the City of Burnside, the City of Norwood Payneham and St Peters and the Corporation of the Town of Walkerville (the Constituent Councils), that highlights financial impacts and the risks for the successful delivery of the Project and notes that the Project is financially viable in the medium to long term.*
3. *That subject to all the other Constituent Councils resolving in similar terms, Council:*
 - 3.1 *establishes the ERA Water Regional Subsidiary (ERA Water) with the other Constituent Councils pursuant to section 43 of the Local Government Act 1999 (the Act);*
 - 3.2 *Adopts the charter set out in Attachment D to this Report as the Charter for ERA Water if the following changes are made*
 - (a) *Reference to Campbelltown City Council is deleted*
 - (b) *Membership of the Board on 3.4.1 to be an Independent Chairperson and one person appointed by each member Council, that person may or may not be the Chief Executive Officer of the member Council.*
 - (c) *Clause 3.7.1 is deleted*
 - (d) *Chairperson of the Board under 3.10.1 to be a suitably qualified person who is not an employee or an Elected Member of a Member Council*
 - (e) *A quorum of Board members under 3.11.16 shall be three Board members in office*
 - 3.3 *applies together with the other Constituent Councils to the Minister for Local Government to establish ERA Water as a Regional Subsidiary.*
4. *That Council notes in accordance with clause 31 of Schedule 2 of the Act the liabilities incurred or assumed by ERA Water as a Regional Subsidiary.*
5. *That Council authorise ERA Water once it comes into existence, to borrow a maximum \$12M for the project from the Local Government Finance Authority on the condition that the Federal grant of \$9.5M and the Adelaide Mount Lofty Natural Resources Management Board have been confirmed.*
6. *That, noting that although some adjustments may be required between each component of work, Council authorises ERA Water, once it comes in to existence as set out in the Act, to incur up to approximately \$23M expenditure consisting of:*
 - 6.1. *approximately \$10m for pipe construction;*
 - 6.2. *approximately \$3.5m on Electrical and Mechanical infrastructure;*
 - 6.3. *approximately \$3.4m on wetland and civil engineering infrastructure; and*
 - 6.4. *approximately \$6m for design, preliminary studies and other non-specific costs.*
7. *That Council notes that ERA Water must, in accordance with its Charter, prepare and submit a draft budget to the Constituent Councils for the ensuing financial year (or part) before March of each year*
8. *That following the commencement of the Regional Subsidiary consider any actions required to address:*
 - 8.1 *securing a long term commitment from Member Councils to purchase water from ERA Water;*
 - 8.2 *appropriateness of exit arrangements from the subsidiary;*
 - 8.3 *confirmation of parties contracting to purchase water.*

As a result of the Project being re-scoped to now comprise the City of Norwood Payneham & St Peters, the City of Burnside and the Town of Walkerville, new Prudential Reports have also been prepared for this Council and the Town of Walkerville.

Given the re-scoping of the Project and the preparation of a new Prudential Report, it is necessary for the Council to now consider this matter.

The Eastern Region Stormwater Harvesting and Re-use Project (also referred to as Waterproofing Eastern Adelaide) is a stormwater harvesting and re-use scheme which was originally designed and developed by the Cities of Burnside, Campbelltown, Tea Tree Gully, Norwood Payneham & St Peters and the Town of Walkerville.

In summary, the objectives of the Project are to:

- provide a re-cycled stormwater to each of the participating Councils in quantities specified by each of the Councils;
- ensure that the Project is environmentally and economically viable and sustainable; and
- ensure Project certainty in respect to the economic and environmental outcomes.

As previously advised, the Campbelltown City Council and the City of Tea Tree Gully have recently decided to withdraw from the Project.

In agreeing to participate in the Project, the participating Councils were (and continue to be) concerned that the water restrictions imposed by the State Government in respect to the irrigation of reserves and landscaped areas during periods of drought, did not take into account the expectations of the community. In short, water management decisions at the local level were taken out of the control of Local Government.

There are also ongoing concerns about increases in the cost of potable water and its use for irrigation. To this end, the cost of potable water has been increasing at a rate which exceeds inflation and as a result, this has and will continue to impact upon the ability of Local Government to service these costs as well as fund all of the other utility charges which continue to increase.

In addition and perhaps more importantly, the participating Council's expressed a desire to better manage water use and consumption by using recycled stormwater rather than using potable water (either from the River Murray catchments or desalinated water) for the watering of parks, reserves and landscaped areas.

Given the withdrawal by the City of Tea Tree Gully and the Campbelltown City Council, the Project has now been re-scoped by reducing the capital expenditure through a reduction in the length of the pipe network and changes to the treatment facilities. To this end, the capital cost of the Project is now estimated at \$22.850 million, reduced from the original Project which included the City of Tea Tree Gully and the Campbelltown City Council of \$26 million.

The reductions in capital expenditure have subsequently resulted in a harvesting capacity of 660 MI and a yield re-use of 540 MI.

The annual demand for the Project and the Prudential Report, has been modelled on supplying 458 MI of re-cycled stormwater, of which 214.67MI is for the purchase and consumption by the participating Councils, with the balance of 243.33 MI being available for supply to other customers.

In this respect, a significant change to the previous Project considered by the Council at its meeting held on 31 March 2015, is the bulk sale of 100MI of water to a company which supplies recycled stormwater to areas within the City of Port Adelaide Enfield.

As a result of changes to the pipe network, in addition to the wetlands and bio-filters proposed at Felixstow Reserve (which formed part of the previous Project), a bio-filter system will now also be installed adjacent to Drage Reserve and the proposed tanks and pumping station near Lower Portrush Road. A copy of a Plan showing the location of the proposed bio-filtration system is contained in **Attachment A**.

As the Project has been re-scoped, a new Prudential Report has been prepared and is now required to be considered by the Council.

- **Establishment of a Regional Subsidiary**

In addition, following consideration of the Project by the City of Burnside at a meeting held on 12 May 2015, the City of Burnside have also requested various amendments to the draft Charter of the proposed Regional Subsidiary. These amendments are set out in the Discussion Section of this report.

The draft Charter has taken into account the issues contained in the Council's resolution made at its meeting held on 4 February 2013. In addition, the amendments put forward by the City of Burnside have now also been incorporated into the draft Charter.

A copy of the draft Charter (with highlighted amendments to the draft Charter which was considered by the Council at the Special Meeting held on 31 March 2015) for the Regional Subsidiary is contained in **Attachment B**.

- **Section 48 Prudential Report**

Section 48 of the Local Government Act 1999, requires the Council to obtain and consider a report that addresses the prudential issues which are set out in the Act, before the Council:

- engages in any project (whether commercial or otherwise and including through a subsidiary or participation in a joint venture, trust, partnership or other similar body);
- where the expected expenditure of the Council over the ensuing five (5) years is likely to exceed 20% of the Council's average annual operating expenses over the previous five (5) financial years (as shown in the Council's financial statements);
- when the expected capital cost of the project over the ensuing five (5) years is likely to exceed \$4,000,000 (indexed); or
- where the Council considers that it is necessary and appropriate.

Section 48(2) sets out the following prudential issues which must be considered as part of the Prudential Report:

- (a) the relationship between the project and relevant strategic management plans;
- (b) the objectives of the Development Plan in the area where the project is to occur;
- (c) the expected contribution of the project to the economic development of the local area, the impact that the project may have on businesses carried on in the proximity and, if appropriate, how the project should be established in a way that ensures fair competition in the market place;
- (d) the level of consultation with the local community, including contact with persons who may be affected by the project and the representations that have been made by them and the means by which the community can influence or contribute to the project or its outcomes;
- (e) if the project is intended to produce revenue, revenue projections and potential financial risks;
- (f) the recurrent and whole-of-life costs associated with the project including any costs arising out of proposed financial arrangements;
- (g) the financial viability of the project and the short and longer term estimated net effect of the project on the financial position of the Council;
- (h) any risks associated with the project and the steps that can be taken to manage, reduce or eliminate those risks (including by the provision of periodic reports to the Chief Executive Officer and to the Council);
- (i) the most appropriate mechanisms or arrangements for carrying out the project.

Pursuant to Section 48(4), the Prudential Report must be prepared by a person whom the Council reasonably believes to be qualified to address the prudential issues (as set out above).

In this respect, Mr Mark Booth of BRM Holdich has been engaged to prepare the Prudential Report for this Council as well as for the City of Burnside and the Town of Walkerville.

To this end, as there are three (3) Councils involved in this Project (and based on legal advice), three (3) separate Prudential Reports have been commissioned and prepared which deals with the re-scoped Project.

Pursuant to Section 48(4b) of the Act, the Council must give reasonable consideration to the Prudential Report and pursuant to Section 48(5) of the Act, must make the Prudential Report available for public inspection once it has made a decision on the Project.

A copy of the Prudential Report prepared by Mr Booth has previously been distributed to Elected Members.

A copy of the Prudential Report (May 2015) for the re-scoped Project comprising the Cities of Norwood Payneham & St Peters, Burnside and the Town of Walkerville is contained in **Attachment C**.

The Council has considered this Project on a number of occasions. The various meeting dates (in addition to the Special Meeting held on 31 March 2015) at which this Project has been considered and the relevant decisions which have been made by the Council, are set out below:

- **7 September 2009**

Cr Minney moved:

1. *That the Council receives and notes the outcome of Stage 1 of the Eastern Region Urban Stormwater Management Plan (ERUSMP), as summarised in the Stage 2 Project Brief and endorses the approach to proceed, through the continuation of involvement on the Project Steering Committee, to Stage 2 of the project.*
2. *That the Chief Executive Officer be authorised to act on behalf of the Council in respect to the appointment of a suitable consultant(s) to undertake Stage 2 Eastern Region Urban Stormwater Management Plan and sign all necessary contract documentation associated with this.*
3. *That the Council supports, in principle, the Eastern Region Alliance's participation in a regional funding bid under the Federal Government's "Water for the Future - National Urban Water and Desalination Plan", and endorses further investigations and negotiations required on this initiative.*
4. *That a further report be presented to the Council for its consideration once the results of the Stormwater Harvesting Opportunity Study have been delivered and the feasibility of the Eastern Regional Alliance "Waterproofing Eastern Adelaide" has been determined.*
5. *That consideration be given to having a workshop upon receipt of the results of the Stormwater Harvesting Opportunity Study and prior to its consideration by the Council.*

Seconded by Cr Whittington and carried.

- **18 January 2010**

Cr Minney moved:

1. *That this Council's participation in the Eastern Region Alliance's regional funding submission under the Federal Government's "Water for the Future - National Urban Water and Desalination Plan", be endorsed including the provision of;*
 - i. *Funding a 1.5 hectare master planned stormwater harvesting wetland including aquifer storage and recovery and recreational facilities at Felixstow Reserve.*
 - ii. *Funding two (2) local distribution pipelines that commence at Felixstow and Linde Reserves respectively.*
 - iii. *Funding the integration of the two (2) local distribution pipelines into the eighteen (18) nominated Council reserve's irrigation systems to reduce potable water use.*
 - iv. *Contributing funding towards an Eastern Regional Alliance main distribution pipeline across Tea Tree Gully, Campbelltown, Norwood Payneham St Peters and Walkerville Councils.*

2. *That the Mayor and Chief Executive Officer be and are hereby authorised to sign and seal any documentation associated with the funding submission.*
3. *That the Chief Executive Officer be delegated and is hereby authorised to amend the funding arrangements based on the approved scope of works if required prior to the submission being forwarded.*

Seconded by Cr Dottore and carried unanimously.

• **5 December 2011**

Cr Minney moved:

1. *That the Mayor and Chief Executive Officer be and are hereby authorised to sign and seal any documentation associated with the Feasibility Study and any revision required to the funding submission.*
2. *That the Chief Executive Officer be delegated and is hereby authorised to amend the funding arrangements based on the contents of this report.*
3. *That a report be prepared for the Council's consideration outlining the legislative and procedural requirements associated with this project, following the decision by the Federal Government on the Feasibility Study.*

Seconded by Cr Dottore and carried unanimously.

• **2 October 2012**

Cr Minney moved:

1. *That the Council endorse the revised "Waterproofing the East" Scheme (Scheme 3), as outlined in this report.*
2. *That the Mayor and Chief Executive Officer be and are hereby authorised to sign and seal any documentation associated with the revised Feasibility Study and any revision required to the funding submission.*
3. *That the Council confirm its commitment to jointly co-funding the revised "Waterproofing the East" Scheme 3 with ERA Participating Councils, namely the City of Burnside, the Campbelltown City Council, the City of Tea Tree Gully and the Town of Walkerville and the Federal Government's Department of Sustainability, Environment, Water, Population and Communities.*
4. *That the Chief Executive Officer be delegated and is hereby authorised to amend the funding arrangements based on the information contained in this report.*
5. *That subject to the "Waterproofing the East" Scheme 3 proceeding, a report be prepared for the Council's consideration outlining the legislative and procedural requirements associated with the implementation of this Scheme.*
6. *That the governance model associated with the "Waterproofing the East" Scheme 3 be agreed by all participating Councils, by way of Council resolutions, prior to any works commencing on the design or construction of the Scheme and that the Chief Executive Officer be, and is hereby authorised, to represent the Council in the negotiations regarding this matter.*

Seconded by Cr Dottore and carried unanimously.

• **4 February 2013**

Cr Minney moved:

1. *That as provided for in Section 43 of the Local Government Act 1999, the establishment of a Regional Subsidiary with Campbelltown City Council, City of Burnside, City of Tea Tree Gully and the Town of Walkerville, to provide a collaborative long-term joint undertaking to oversee, fund and to provide physical and administrative infrastructure to viably capture and treat stormwater within the combined Local Government Area of the aforementioned councils in order to reduce the long-term reliance on SA Water mains water supply; be endorsed in principle.*
2. *That the Council notes and endorses that the Chief Executive Officer of the Town of Walkerville (Project Sponsor) on behalf of the Eastern Region Alliance 'Waterproofing the East' Project, will negotiate and sign the funding agreement with the Commonwealth for \$9.5 million and if necessary apply the seal of the Town of Walkerville and that the signing of the agreement is not reliant on the final Charter being endorsed by the participating Project Councils.*
3. *That a draft Charter for the proposed Regional Subsidiary be prepared for the consideration and unanimous agreement of the participating Councils.*
4. *That the draft Charter of the Regional Subsidiary which is prepared for the consideration of the participating Councils include but not be limited to, the following key objectives and purposes:*
 - a. *To consider and where appropriate adopt recommendations from preliminary work undertaken by the Eastern Region Alliance Stormwater Advisory Group;*
 - b. *To establish an administrative and project management infrastructure for the Regional Subsidiary;*
 - c. *To fund and own all physical infrastructure required to undertake the project;*
 - d. *To undertake the required engineering works in accordance with the recommendations and work schedule of the appointed consulting engineers to the Regional Subsidiary;*
 - e. *To meet all legislative requirements for the Regional Subsidiary;*
 - f. *To provide recycled stormwater for the long-term use specifically but not exclusively for Member Councils, on a market competitive basis, cognisant of capital and funding requirements;*
 - g. *To be responsible for the ongoing maintenance, replacement and other capital requirements of all physical infrastructure owned by the Regional Subsidiary*
5. *That the draft Charter of the Regional Subsidiary prepared for the consideration of the participating Councils (Member Councils) include but not be limited to, the following powers and functions:*
 - a. *All powers and functions provided to the Regional Subsidiary be subject to appropriate delegations provided by the Member Councils;*
 - b. *To prepare an Annual Budget, Infrastructure & Asset Management Plan and Long Term Financial Plan in accordance with legislative requirements, to be consulted with and authorised by all Member Councils;*
 - c. *To borrow money from the Local Government Finance Authority or from a registered bank or financial institution within Australia;*
 - d. *Any loan borrowing can only be for the purposes of providing physical infrastructure to be owned by the Regional Subsidiary;*

- e. To accumulate surplus funds for investment purposes. Investments are to be restricted to the types of investments deemed appropriate by the Local Government Act 1999 and applicable Regulations;*
 - f. To distribute any surplus funds to Member Councils;*
 - g. To set aside funds for the purposes of upkeep, maintenance and / or replacement of physical infrastructure assets;*
 - h. To employ an Executive Officer for the Regional Subsidiary;*
 - i. To engage expert consultants for the Regional Subsidiary;*
 - j. To recover on a timely basis all annual operating costs from the Member Councils;*
 - k. To incur expenditure and / or borrow money in accordance with the adopted Annual Budget and Long Term Financial Plan of the Regional Subsidiary;*
 - l. That the Regional Subsidiary will not undertake any commercial activities which constitute a significant business activity to which the principles of competitive neutrality must be applied;*
 - m. Membership of the Board be comprised of one independent member and the Chief Executive Officer of each Member Council;*
 - n. The independent member of the Board be appointed by a majority of the Member Councils (majority being three Member Councils);*
6. *That the draft Charter of the Regional Subsidiary prepared for the consideration of the participating Councils (Member Councils) include a formulae that determines a fair and reasonable share in equitable interest of the Regional Subsidiary and its assets, in addition to:*
- a. Member Councils not being able to withdraw from the Regional Subsidiary unless the Regional Subsidiary is free from debt; and*
 - b. in the event of a Member Council withdrawing from the Regional Subsidiary, the remaining Member Councils must be indemnified for any undisclosed liability at the date of withdrawing, to the extent of its Equitable Interest at the time of withdrawing from the Regional Subsidiary.*
7. *That the Council notes that the Chief Executive Officer will now commission the preparation of a Prudential Report as required by Section 48 of the Local Government Act 1999.*

Seconded by Cr Dottore and carried unanimously.

• **1 December 2014**

Cr Minney moved:

- 1. That the Council endorses the placement of the proposed Marden pumping station, associated with the Waterproofing the East Stormwater Harvesting and Reuse Scheme Project, within the River Torrens Linear Park, as outlined in this report and as contained in Attachment A.*
- 2. That the Council notes that community consultation will be undertaken by the Eastern Regional Alliance (ERA) Project Team, on the proposed five (5) pumping station sites, including the Marden site, as outlined in this report.*
- 3. That in the event that issues are raised regarding the Marden pumping station site as a result of the community consultation process which is to be undertaken which cannot be resolved administratively, a further report will be presented to the Council for its consideration.*

4. *That the Chief Executive Officer be authorised to approve the final design of the Marden pumping station and the placement of the necessary and required infrastructure, following the conclusion of the community consultation process to be undertaken as detailed in this report and subject to Part (3) above.*
5. *That the Council notes that statutory approvals, will be sought as outlined in this report, including the lodgement of a Development Application to the appropriate planning authority.*
6. *The Council notes that the necessary and required amendments to the Council's Community Land Management Plan for the subject land, referred to as "River Torrens Linear Park – Section 9" will be required and that a further report be presented to the Council on this matter.*

Seconded by Cr Whittington and carried unanimously.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The following Outcomes and Objectives of the City of Norwood Payneham & St Peters' *City Plan 2030 Shaping our Future*, are considered relevant:

Outcome 4: *A leader in environmental sustainability.*

Objective 4.1 *Sustainable and efficient management of water, energy and other resources.*

Strategies: *Implement mechanisms to make better use of water resources.*

Substantially reduce our City's Ecological Footprint.

The provision of a non-potable water network across the eastern region is clearly aligned with this Outcome. This Project will reduce the demand for potable water from the River Murray (and the Desalination Plant) by capturing and treating stormwater which would normally have flowed into the River Torrens and out to sea.

Objective 4.2. *Healthy watercourses.*

Strategies: *Improve water quality.*

Protect and enhance public open space

The installation of stormwater harvesting and reuse scheme across the eastern region, will capture and treat stormwater in terms of the removal of pollutants. This will have an impact in reducing the quantity of pollutants arriving into both the River Torrens and ultimately the sea.

The use of non-potable water for irrigation purposes will allow the participating Councils to irrigate their reserves (and other open spaces and landscaped areas), to a greater level than would be possible under existing potable water controls. It also drought proof's ERA public open space from future water restrictions.

FINANCIAL AND BUDGET IMPLICATIONS

The financial and budget implications of this Project are set out in detail in the Prudential Report.

EXTERNAL ECONOMIC IMPLICATIONS

The external and economic implications arising from this Project are set out in Section 4 of the Prudential Report.

SOCIAL ISSUES

There is an increasing expectation for governments at all levels to deal with the current water issue facing Australia.

Given the funding scenario and the expectation that Local Government addresses stormwater capture and re-use, there is strong support by the community for the Council to take up this opportunity. To do otherwise will result in the Council needing to look elsewhere for alternatives in terms of supplying water for irrigation and funding the ever increasing cost of potable mains water. This of course is based on the notion that the Council would want to continue providing fit for purpose green open spaces for the community over the long term.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

There are significant environmental benefits which arise from the project, namely:

- a significant reduction in the use of potable water supplies for the Council's irrigation needs;
- reduction in energy consumption through the use of renewable resources and using "fit for purpose" non-potable water for irrigation rather than potable chlorinated water;
- reduction of pollutants into receiving waters; and
- creation of natural habitat for flora and fauna with local biodiversity planting as part of the stormwater harvesting sites.

RESOURCE ISSUES

Should the Project proceed, staff from the participating Councils will need to be involved. This involvement will be serviced through existing resources.

In respect to implementation of the Project and the ongoing management of the assets which would be created by this Project these will be managed by the Regional Subsidiary.

RISK MANAGEMENT

A comprehensive risk review has been conducted by the Project Steering Group. Representatives from the Adelaide Mount Lofty Natural Resource Management Board, the Environment Protection Authority, Department of Health and the Department of Environment, Water & Natural Resources, have provided input into the assessment process for this Project. The known risks have been identified and mitigation controls put in place to manage and/or minimise these risks. In addition, the Federal Government has performed their own risk review and have made recommendations to the ERA Steering Group which will be considered in preparation of the revised Feasibility Study.

Given the size and complexity of this project, a Prudential Report in accordance with Section 48 of the Local Government Act 1999, has been prepared and will be considered by each of the participating Councils.

CONSULTATION

• Elected Members

The Council has previously considered this Project at its meetings held on 7 September 2009, 18 January 2010, 5 December 2011, 2 October 2012, 4 February 2013, 1 December 2014 and 31 March 2015. In addition, there have been a number of Information Briefings for Elected Members which have been conducted over a number of years.

• Community

The community has been advised and consulted on this Project through articles in Look East, the Messenger Newspaper and the Council's website. The website contains considerable information and consultation opportunities and events.

- **Staff**

All relevant staff have been involved in this Project.

- **Other Agencies**

The Adelaide & Mount Lofty Ranges Natural Resources Management Board are aware of and have been involved in this Project and have committed \$2m towards the Project (subject to certain conditions).

DISCUSSION

1. Draft Charter for Proposed Regional Subsidiary (ERA Water)

For the purposes of overseeing the implementation of the Project and management of the Scheme following completion of the Project, it is proposed to establish a Regional Subsidiary as provided for in Section 43 of the Local Government Act 1999.

In this respect, this Council agreed “in-principle” to the establishment of a Regional Subsidiary at its meeting held on 4 February 2013 (refer to the Background Section of this report for details of the Council’s decision).

Set out below is a summary of the provisions contained in the draft Charter:

- The Regional Subsidiary will be known as ERA Water.
- As a result of the City of Tea Tree Gully and the Campbelltown City Council resolving to withdraw from the Project, the Constituent Councils of the Regional Subsidiary will now be the City of Burnside, the City of Norwood Payneham & St Peters and the Town of Walkerville.
- The Objectives and Purposes of the Subsidiary are:
 - to implement, oversee and manage the Project;
 - to develop, implement, oversee and manage practical solutions to provide water supply diversity within and outside the Region;
 - to supply water to the Constituent Councils and other persons for irrigation purposes within and outside the Region except that priority shall be given to the supply of water for irrigation within the Region;
 - to manage and oversee the distribution of water captured as part of the Project;
 - to provide strategic direction for the Project;
 - to fund, lease or own physical infrastructure required to undertake the Project;
 - to meet all legislative requirements for the Subsidiary;
 - to be responsible for the ongoing maintenance, replacement and other capital requirements of all physical infrastructure owned by the Subsidiary;
 - to utilise proven water management planning principles and technologies;
 - to manage, operate and control the necessary infrastructure for the Project;
 - to maximise economic, environmental and social benefits to the community by developing and implementing innovative water management principles and techniques;
 - to identify, develop and implement water recycling and supply opportunities for the Constituent Councils;
 - to provide technical and other expert services and advice to the Constituent Councils in the area of water management and recycling including identifying emerging issues and opportunities;
 - to represent the Constituent Councils and liaise with State Government regarding the implementation or alteration of legislation in relation to water and licensing; and
 - to be financially self-sufficient as far as possible.
- The Board of the Regional Subsidiary will comprise the Chief Executive Officers of the Constituent Councils and an Independent Chairperson.
- The Regional Subsidiary may employ staff, including a General Manager.

- The Regional Subsidiary must prepare a Long Term Financial Plan and an Annual Business Plan.
- The Constituent Councils will have an equal equitable interest in the Subsidiary.

The key amendment to the draft Charter which was previously considered by the Council at the Special Meeting held on 31 March 2015, is the request from the City of Burnside to appoint an Independent Chairperson. When the draft Charter was prepared, the need to appoint an Independent Chairperson was considered and deemed unnecessary as the role of the Regional Subsidiary is purely operational. In addition, it was considered to be an unnecessary expense. However, the request from the City of Burnside to appoint an Independent Chairperson is not considered to be onerous and should be agreed to.

2. Prudential Report

The Prudential Report has addressed all of the issues required to be addressed under Section 48 of the Local Government Act 1999.

The conclusions which have been reached by Mr Booth are contained in Section 9 of the Prudential Report and will not be repeated in this report.

The new Prudential Report for the re-scoped Project now takes into account the following:

- the participating Councils will be the City of Burnside, the City of Norwood Payneham & St Peters and the Town of Walkerville;
- the new Project Model which provides that Constituent Councils will be charged at SA Water prices for the water which it sources from the ERA Scheme;
- updated project construction costs;
- updated depreciation rates; and
- updated financial modelling.

Financial modelling for the Project is based upon Equivalent Annual Value (EAV) which calculates a break-even price for water which on average over the life of the Project should be lower than the SA Water price for the Project in order to be considered financially viable.

The key assumptions in the Project Financial Model are the volume of water sold, Capital Expenditure, Fixed Operating Costs, Operational Costs and the Discount Rate. Based upon this Model, the Prudential Report prepared by Mr Booth has made the following conclusions:

- *The total volume of water sold is 458 MI (84% of the estimated yield). 214.67 MI (46.9%) is for the ERA Water Councils on a 'take or pay' basis and an additional 243.3 MI of water is sold to other customers.*
- *Approximately 90% of the \$22.850 million in capital costs have been subjected to a competitive process and fixed prices have been received.*
- *Fixed Operating Costs are estimated at \$150,000. These are considered to be materially understated if ERA Water is attempting to sell significant volumes of water to multiple customers however, they appear adequate for the early years of operation. The financial model is highly sensitive to increases in Fixed Operating Costs and these have been increased to a more realistic level in our analysis.*
- *Operational Costs are estimated at \$300,970 and appear reasonable provided maintenance is undertaken by the ERA Water Councils within their own area, otherwise these costs may rise and negatively impact financial viability.*

- *The discount rate of 4% applied in the Project financial model is higher than the average real interest rate of 3.19% reported by the Local Government Finance Authority for FY2006 to FY2014. However, according to World Bank data, over the past 39 years the average real interest rate in Australia has been above 4% in 28 of the 39 years, and over that time it has averaged 5.41%.*
- *Based on these assumptions the Project financial model produces an EAV of \$2.26 which is considerably lower than the current SA Water price of \$3.32. The sensitivity of the EAV to changes in the key assumptions in the Project financial model can be seen as follows. For an increase of:*
 - *20% in Operational Cost the EAV would rise to \$2.39;*
 - *\$50,000 in Fixed Operating Cost would see the EAV rise to \$2.37;*
 - *\$150,000 in Fixed Operating Cost would see the EAV rise to \$2.59; and*
 - *The EAV is \$2.55 if the World Bank real interest rate is used as the discount rate.*

The findings and recommendations contained in the Prudential Report will not be repeated within this report, suffice it to say that on Page iv of the Prudential Report, Mr Booth makes the following statement:

Conclusions

We acknowledge there are sound strategic reasons for undertaking the Project and that based on the Project financial model and our own financial modelling the Project is not expected to materially adversely affect Council's ability to remain within the financial parameters it has established within its Long Term Financial Plan, in fact it ought to lower the cost of water used by Council.

Notwithstanding this, there are a number of significant risk issues which will require active management and mitigation throughout the life of the Project, and these must be weighed against any benefits that are to be derived from the forecast lower price of water.

OPTIONS

The Council can choose to accept the Prudential Report and proceed with the Project or it can choose not to proceed. If the Council does not proceed, then there is a very real likelihood that the Project itself will not proceed.

In respect to the establishment of a Regional Subsidiary, the Council can choose not to agree to its establishment. As the implementation of the Project requires the Councils to work together, the establishment of a Regional Subsidiary is the recommended model. This approach has been previously agreed to by the Council.

CONCLUSION

Nil

COMMENTS

The Council's approach to stormwater management is based on an holistic and multi-objective approach, including flood protection, improvements to water quality, stormwater harvesting and re-use, Water Sensitive Urban Design (WSUD) and the integration of stormwater management with land-use planning.

Notwithstanding the issues contained in the Prudential Review, whilst there is clearly a need to be satisfied with the financial aspects of this Project, there are significant environmental benefits which accrue from undertaking this Project and which are not required to be specifically taken into account by Section 48 of the Act. The environmental benefits are summarised below:

- Reduced reliance on potable water supplies for irrigation purposes.
- Reduced energy and resource consumption through the use of renewable resources (stormwater) and using fit for purpose irrigation water rather than potable treated water.

- Improved water quality through “at source” removal of contaminants for both public and private stormwater drains.
- Integration of Water Sensitive Urban Design into public landscapes.
- Adding higher quality water to the aquifer. In this respect, for every kilolitre of water added to the aquifer, it is estimated that 20% will remain in the aquifer.

In addition to the environmental benefits, the Project allows the Constituent Councils to secure water supply and not remain dependent upon or subject to SA Water and State Government water restrictions. In the context of increasing water prices, climate change and pressure to decrease the watering of parks and reserves during drought periods, the ERA Scheme will ensure that water is available to the participating Councils.

RECOMMENDATION

1. That the Prudential Report Waterproofing Eastern Adelaide Project, prepared by Mr Mark Booth of BRM Holdich, dated May 2015, be received and noted.
2. That pursuant to Section 48(4b) of the Local Government Act 1999, the Council has given reasonable consideration of the Prudential Report (referred to in Part 1 above) and has determined to proceed with the Eastern Region Stormwater Harvesting and Re-Use Project (in its re-scoped form, which involves the City of Burnside and the Town of Walkerville and the amended Project Model).
3. That pursuant to Section 48(5) of the Local Government Act 1999, the Council notes that a copy of the Prudential Report will be made available for public inspection at the Council’s Principal Office.
4. That subject to the Town of Walkerville and the City of Burnside resolving in similar terms, the Council endorses the establishment of a Regional Subsidiary (as provided for in Section 43 of the Local Government Act 1999) to be titled ERA Water and endorses the ERA Water Regional Subsidiary Charter (2015) as contained in Attachment B.
5. That the Council notes that an application will now be made to the relevant Minister to establish the Regional Subsidiary referred to in Part 4 above.
6. That the Council authorises the Regional Subsidiary (ERA Water), once established, to borrow a (revised) maximum of \$12m for the Project from the Local Government Finance Authority to implement the Eastern Region Stormwater Harvesting and Re-Use Project, on the condition that the Federal Government Grant of \$9.5m and the Adelaide Mount Lofty Natural Resources Management Board of \$2m, being confirmed.
7. That notwithstanding adjustments which are required to be made to the various components of the Project as a result of design and construction refinement, the Council authorises ERA Water, once it is established to incur up to approximately \$23m in expenditure comprising of:
 - approximately \$10m for construction of the pipe network;
 - approximately \$3.5m for electrical and mechanical infrastructure;
 - approximately \$3.4m on wetland and civil engineering infrastructure; and
 - approximately \$6m for design and other non-specific costs.

Adjournment of Meeting

At 8.36pm Cr Dottore moved:

That the meeting be adjourned for a five (5) minute period to enable the set up for a presentation by Mr Mark Booth of BRM Holdich.

Seconded by Cr Knoblauch and carried.

Resumption of Council Meeting

At 8.42pm the Council meeting resumed.

Presentation

Mr Mark Booth of BRM Holdich made a presentation to Council on the Prudential Report Waterproofing Eastern Adelaide Project.

Cr Minney left the meeting at 9.44pm.
Cr Minney returned to the meeting at 9.45pm.

Cr Duke moved:

- 1. That the Prudential Report Waterproofing Eastern Adelaide Project, prepared by Mr Mark Booth of BRM Holdich, dated May 2015, be received and noted.*
- 2. That pursuant to Section 48(4b) of the Local Government Act 1999, the Council has given reasonable consideration of the Prudential Report (referred to in Part 1 above) and has determined not to proceed with the Eastern Region Stormwater Harvesting and Re-Use Project (in its re-scoped form, which involves the City of Burnside and the Town of Walkerville and the amended Project Model).*
- 3. That Council investigates whether alternative schemes to capture and reuse stormwater for Council reserves and playing fields are viable.*

Seconded by Cr Minney and lost.

Division

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

Those in favour:
Cr Knoblauch, Cr Minney, Cr Duke, Cr MacRae and Cr Mex.

Those against:
Cr Wormald, Cr Whittington, Cr Dottore, Cr Marcuccitti, Cr Frogley and Cr Moore.

The Mayor declared the motion lost.

Extension of Council Meeting

At 10.55pm Cr Knoblauch moved:

That the Council meeting be extended for a further 15 minutes beyond the 11.00pm curfew.

Seconded by Cr Minney and carried.

Cr Moore moved:

1. *That the Prudential Report Waterproofing Eastern Adelaide Project, prepared by Mr Mark Booth of BRM Holdich, dated May 2015, be received and noted.*
2. *That pursuant to Section 48(4b) of the Local Government Act 1999, the Council has given reasonable consideration of the Prudential Report (referred to in Part 1 above) and has determined to proceed with the Eastern Region Stormwater Harvesting and Re-Use Project (in its re-scoped form, which involves the City of Burnside and the Town of Walkerville and the amended Project Model).*
3. *That pursuant to Section 48(5) of the Local Government Act 1999, the Council notes that a copy of the Prudential Report will be made available for public inspection at the Council's Principal Office.*
4. *That subject to the Town of Walkerville and the City of Burnside resolving in similar terms, the Council endorses the establishment of a Regional Subsidiary (as provided for in Section 43 of the Local Government Act 1999) to be titled ERA Water and endorses the ERA Water Regional Subsidiary Charter (2015) as contained in Attachment B.*
5. *That the Council notes that an application will now be made to the relevant Minister to establish the Regional Subsidiary referred to in Part 4 above.*
6. *That the Council authorises the Regional Subsidiary (ERA Water), once established, to borrow a (revised) maximum of \$12m for the Project from the Local Government Finance Authority to implement the Eastern Region Stormwater Harvesting and Re-Use Project, on the condition that the Federal Government Grant of \$9.5m and the Adelaide Mount Lofty Natural Resources Management Board of \$2m, being confirmed.*
7. *That notwithstanding adjustments which are required to be made to the various components of the Project as a result of design and construction refinement, the Council authorises ERA Water, once it is established to incur up to approximately \$23m in expenditure comprising of:*
 - *approximately \$10m for construction of the pipe network;*
 - *approximately \$3.5m for electrical and mechanical infrastructure;*
 - *approximately \$3.4m on wetland and civil engineering infrastructure; and*
 - *approximately \$6m for design and other non-specific costs.*

Seconded by Cr Whittington.

Amendment

Cr Frogley moved:

1. *That the Prudential Report Waterproofing Eastern Adelaide Project, prepared by Mr Mark Booth of BRM Holdich, dated May 2015, be received and noted.*
2. *That pursuant to Section 48(4b) of the Local Government Act 1999, the Council has given reasonable consideration of the Prudential Report (referred to in Part 1 above) and has determined to proceed with the Eastern Region Stormwater Harvesting and Re-Use Project (in its re-scoped form, which involves the City of Burnside and the Town of Walkerville and the amended Project Model).*
3. *That pursuant to Section 48(5) of the Local Government Act 1999, the Council notes that a copy of the Prudential Report will be made available for public inspection at the Council's Principal Office.*
4. *That subject to the Town of Walkerville and the City of Burnside resolving in similar terms, and the three (3) Councils committing to taking a combined minimum 214ML per annum on a take or pay basis, the Council endorses the establishment of a Regional Subsidiary (as provided for in Section 43 of the Local Government Act 1999) to be titled ERA Water and endorses the ERA Water Regional Subsidiary Charter (2015) as contained in Attachment B and as amended to read as follows:*

7.2 Withdrawal of a Constituent Council

- 7.2.1 *A Constituent Council may with the Minister's consent withdraw from the Subsidiary by giving not less than 2 years (24 months) written notice of its intention to do so, subject to Clause 7.2.2, to the Board and to the other Constituent Councils.*
- 7.2.2 *In any event, a withdrawal will not become effective until 30 June following the expiry of the 2 years (24 months) written notice period referred to in Clause 7.2.1. Until a withdrawal becomes effective the Constituent Council proposing withdrawal from the Subsidiary will remain liable for all financial contributions up to the Date of Withdrawal, and through its Board members retains responsibility for ensuring the continued proper conduct of the affairs of the Subsidiary during that time.*
5. *That the Council notes that an application will now be made to the relevant Minister to establish the Regional Subsidiary referred to in Part 4 above.*
6. *That the Council authorises the Regional Subsidiary (ERA Water), once established, to borrow a (revised) maximum of \$12m for the Project from the Local Government Finance Authority to implement the Eastern Region Stormwater Harvesting and Re-Use Project, on the condition that the Federal Government Grant of \$9.5m and the Adelaide Mount Lofty Natural Resources Management Board of \$2m, being confirmed.*
7. *That notwithstanding adjustments which are required to be made to the various components of the Project as a result of design and construction refinement, the Council authorises ERA Water, once it is established to incur up to approximately \$23m in expenditure comprising of:*
 - *approximately \$10m for construction of the pipe network;*
 - *approximately \$3.5m for electrical and mechanical infrastructure;*
 - *approximately \$3.4m on wetland and civil engineering infrastructure; and*
 - *approximately \$6m for design and other non-specific costs.*

Cr MacRae left the meeting at 10.52pm.

Cr MacRae returned to the meeting at 10.53pm.

Seconded by Cr Wormald.

The amendment was put and carried and on becoming the motion was again put and carried.

Division

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

Those in favour:

Cr Wormald, Cr Whittington, Cr Knoblauch, Cr Dottore, Cr Marcuccitti, Cr Frogley and Cr Moore.

Those against:

Cr Minney, Cr Duke, Cr MacRae and Cr Mex.

The Mayor declared the motion carried.

Extension of Council Meeting

At 11.10pm Cr Minney moved:

That the Council meeting be further extended for another 15 minutes until 11.30pm.

Seconded by Cr Dottore and carried.

11. COMMITTEE MINUTES

- **Norwood Parade Precinct Committee**

Cr Minney moved that the minutes of the meetings of the Norwood Parade Precinct Committee held on 12 May 2015 and 26 May 2015, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Marcuccitti and carried.

- **St Peters Child Care Centre & Pre-School Committee**

Cr MacRae moved that the minutes of the meeting of the St Peters Child Care Centre & Pre-School Committee held on 25 May 2015, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Minney and carried.

- **Audit Committee**

Cr Frogley moved that the minutes of the meeting of the Audit Committee held on 25 May 2015, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Minney and carried.

12. OTHER BUSINESS

Nil

13. CONFIDENTIAL REPORTS

Nil

14. CLOSURE

There being no further business, the Mayor declared the meeting closed at 11.20pm.

Mayor Robert Bria

Minutes Confirmed on _____
(date)