

# Special Council Meeting Minutes

**17 June 2020**

## **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** Norwood Concert Hall, George Street, Norwood

**HOUR** 7.00pm

**PRESENT**

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

**Staff** Mario Barone (Chief Executive Officer)  
Peter Perilli (General Manager, Urban Services)  
Carlos Buzzetti (General Manager, Urban Planning & Environment)  
Lisa Mara (General Manager, Governance & Community Affairs)  
Sharon Perkins (General Manager, Corporate Services)  
Andrew Alderson (Financial Services Manager)  
Keke Michalos (Manager, Economic Development & Strategic Projects)  
Richard Wunderlich (Projects Manager)  
Marina Fischetti (Executive Assistant, Urban Services)  
Tina Zullo (Administration Officer, Governance & Community Affairs)

**APOLOGIES** Nil

**ABSENT** Cr Connie Granzio

**1. CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING HELD ON 1 JUNE 2020**

*Cr Sims moved that the minutes of the Council meeting held on 1 June 2020 be taken as read and confirmed. Seconded by Cr Whittington and carried.*

**2. DEPUTATIONS**

**2.1 DEPUTATION – DRAFT 2020-2021 ANNUAL BUSINESS PLAN**

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**REPORT AUTHOR:** General Manager, Corporate Services  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA1041  
**ATTACHMENTS:** Nil

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**SPEAKER/S**

Dr David Baker

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

Kent Town Residents Association

**COMMENTS**

Dr David Baker has written to the Council requesting that he be permitted to address the Council in relation to the Draft 2020-2021 Annual Business Plan.

In accordance with the Local Government (Procedures at Meetings) Regulations 2013, Dr David Baker has been given approval to address the Council.

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Dr David Baker addressed the Council in respect to this issue.

## 2.2 DEPUTATION – DRAFT 2020-2021 ANNUAL BUSINESS PLAN

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**REPORT AUTHOR:** General Manager, Corporate Services  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA1041  
**ATTACHMENTS:** Nil

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### **SPEAKER/S**

Ms Susan Raphael

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

Koolaman Street Residents

### **COMMENTS**

Ms Susan Raphael has written to the Council requesting that she be permitted to address the Council in relation to the Draft 2020-2021 Annual Business Plan.

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

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Ms Susan Raphael addressed the Council in respect to this issue.

## 2.3 DEPUTATION – THE PARADE MASTERPLAN AND SCRAMBLE CROSSING

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**REPORT AUTHOR:** Manager, Economic Development & Strategic Projects  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4509  
**FILE REFERENCE:** qA1041  
**ATTACHMENTS:** Nil

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### **SPEAKER/S**

Mr Mario Boscaini

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

Not Applicable.

### **COMMENTS**

Mr Mario Boscaini has written to the Council requesting that he be permitted to address the Council in relation to The Parade Masterplan and Scramble Crossing.

In accordance with the Local Government (Procedures at Meetings) Regulations 2013, Mr Mario Boscaini has been given approval to address the Council.

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Mr Mario Boscaini addressed the Council in respect to this issue.

**2.4 DEPUTATION – THE PARADE AND GEORGE STREET SCRAMBLE CROSSING AND ASSOCIATED GEORGE STREET WORKS**

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**REPORT AUTHOR:** Manager, Economic Development & Strategic Projects  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4509  
**FILE REFERENCE:** qA1041  
**ATTACHMENTS:** Nil

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**SPEAKER/S**

Mr Greg Crafter

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

Not Applicable.

**COMMENTS**

Mr Greg Crafter has written to the Council requesting that he be permitted to address the Council in relation to The Parade and George Street Scramble Crossing and associated George Street works.

In accordance with the Local Government (Procedures at Meetings) Regulations 2013, Mr Greg Crafter has been given approval to address the Council.

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Mr Greg Crafter addressed the Council in respect to this issue.

**3. STAFF REPORTS**

### 3.1 DRAFT 2020-2021 ANNUAL BUSINESS PLAN – CONSIDERATION OF PUBLIC SUBMISSIONS

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**REPORT AUTHOR:** General Manager, Corporate Services  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA60917/A25498  
**ATTACHMENTS:** A – C

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#### **PURPOSE OF REPORT**

The purpose of this report is to present for the Council's consideration, the submissions which have been received on the Draft 2020-2021 Annual Business Plan.

#### **BACKGROUND**

As required by Section 123 of the *Local Government Act 1999* (the Act), the Council must have an Annual Business Plan and Budget (the Plan) for each financial year and the community must be given an opportunity to comment on that Plan.

At the Council Meeting held on 4 May 2020, the Council endorsed the Draft 2020-2021 Annual Business Plan, as required by the Act, for release for community consultation.

#### **RELEVANT STRATEGIC DIRECTIONS & POLICIES**

The Council's Long-term Strategic directions are outlined in the *City Plan 2030 – Shaping our Future*. The Draft Plan and supporting Draft 2019-2020 Budget (Budget), set out the proposed services and programs and initiatives for the 2019-2020 Financial Year and explains how the Council intends to finance its continuing services, programs and initiatives which are to be undertaken during the year.

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

The adoption of the Draft 2020-2021 Plan will, assist with the Council achieving its goals and objectives as set out in the suite of Strategic Planning documents set out above.

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

If the Council chooses to amend the Draft Plan as a result of its consideration of the submissions, there may be financial implications on the Draft Budget. These will be determined following Council's consideration of the submissions.

#### **EXTERNAL ECONOMIC IMPLICATIONS**

Nil.

#### **SOCIAL ISSUES**

Nil.

## **CULTURAL ISSUES**

Nil.

## **ENVIRONMENTAL ISSUES**

Nil.

## **RESOURCE ISSUES**

Nil.

## **RISK MANAGEMENT**

Nil.

## **COVID-19 IMPLICATIONS**

Due to the social distancing and public gathering restrictions that were in place when the communication of the Annual Business Plan and Budget consultation was released on 13 May 2020, the Public Meeting scheduled for 3 June 2020, at which any verbal submission would be received, was cancelled.

## **CONSULTATION**

- **Elected Members**  
Elected Members have been involved throughout the preparation of the Draft Plan and Budget and have considered the various components of the Draft Plan and made decisions as appropriate.
- **Community**  
The community through the process of public consultation on the Draft Plan have input into the final form of the Draft Plan.
- **Staff**  
The review of the Operating Expenditure and Special Projects and the draft Annual Business Plan process has been completed with the involvement of the Chief Executive Officer, General Managers and the various responsible officers.
- **Other Agencies**  
Not Applicable.

## **DISCUSSION**

At the Council Meeting held on 4 May 2020, the Council approved the Draft Plan for release for community consultation, subject to any editorial changes as authorised by the Chief Executive Officer.

The Draft Budget, which has been released for consultation in conjunction with the Annual Business Plan, has been based on a zero percent (0%) rate revenue increase, excluding new development growth, which at the time translated, translated to an Average Residential Rate increase of 0.61% (\$9) and an Average Commercial Rate increase of 1.15% (\$28).

Key aspects of the Draft Budget are set out in Table 1 below:

**TABLE 1: DRAFT BUDGET**

	<b>Public Consultation</b>
<b>Rate Revenue Increase</b>	<b>0.64%</b>
Average Residential Rate Increase (based on Week 45 valuations)	0.61%
Operating Deficit (excluding Regional Subsidiaries)	\$0.584 million
Expenditure on continuing services and programs (excluding Regional Landscapes Levy)	\$43.629 million
Expenditure on new initiatives and strategic operating projects (including 2019-2020 Carry-forward projects)	\$1.590 million
Total Capital Works Program (including 2019-2020 Carry-forward projects)	\$20.011 million
Non- Rate Operating Revenue	\$8.138 million
Net General Rate Revenue (excluding Regional Landscapes Levy)	\$34.907 million
Regional Landscapes Levy **	\$1.365 million
Capital Grant Funding	\$1.872 million

\*\* The Council is acting as a revenue collector for the Green Adelaide Board in this regard and does not retain this revenue.

A copy of the draft Plan which was released for consultation is contained in **Attachment A**.

### Public Consultation

Pursuant to Section 123 (3) and (4) of the Act, a Public Notice was published in the Advertiser Press, advising citizens that:

- the Council's Draft Annual Business Plan was be available for comment; ; and
- written feedback was to be received by 5pm, Wednesday 3 June 2020.

Promotion of the Community Consultation also included:

- a News Item on the Council's website at [www.npsp.sa.gov.au](http://www.npsp.sa.gov.au);
- an article distributed via the Councils Electronic Direct Mail;
- an article distributed via the Councils Facebook Page; and
- A4 posters displayed at the Council Buildings.

The Draft Plan, was also available for viewing at the Norwood Town Hall and at each of the Council's Libraries. Interested citizens could also download a copy of the Draft Plan from the Council's website.

Interested citizens were provided with the opportunity to provide feedback and comments on the Draft 2020-2021 Plan via the following methods;

- completing an on-line form via the Council's website;
- completing a hard copy Feedback Form, which was available at the Reception Foyer at the Norwood Town Hall;
- email: [ABPConsultation@npsp.sa.gov.au](mailto:ABPConsultation@npsp.sa.gov.au); or
- write to the Council, attention to:

General Manager, Corporate Services  
City of Norwood Payneham & St Peters  
PO Box 204,  
KENT TOWN SA 5071

Five (5) written submissions were received by the closing date for written submission (5.00 pm on 3 June 2020). In addition, one (1) verbal enquiry, which was seeking additional detail on the proposed Stormwater Drainage Program was received during the consultation period.

A copy of the written submissions which have been received is contained in **Attachment C**.

Comments which have been prepared by staff in respect to the written submissions are provided below.

**1. Comments on the 2020-2021 Annual Business Plan  
Submitted by Mr Rizwan Latiff**

**Submission:**

Mr Latiff submission raised concerns relating to the condition of the Councils footpaths and the lack of street lighting

**Staff Comment:  
Prepared by Project Manager, Assets**

**Condition of Footpaths**

The Council has a long term Asset Management Plan (AMP) which covers the lifecycle of the City's civil infrastructure, which includes footpaths. The Council undertakes condition assessments of each of the major asset infrastructure classes including footpaths on a rolling five (5) year cycle. The Civil Infrastructure Condition Assessment, which includes the Council's footpaths, was undertaken during the 2018-2019 Financial year and includes a visual inspection of all footpaths throughout the City.

Based on the findings of the condition assessment and the asset management principles set out in the Infrastructure and Asset Management Plans, a Footpath Capital Works Program is developed, which has focus on the replacement of the concrete and bitumen footpaths with block paving. The Council has allocated \$874,726 in the draft 2020-2021 Budget to undertake footpath renewals.

Footpaths do require ongoing maintenance over their lifecycle, as outside factors such as tree roots and soil movement do cause localised deformations and tripping hazards. The visual inspections which were undertaken during 2018-2019, identified a number of defects. Based on a risk assessment of the defects and hazards which were identified, Elected Members may recall that as part of the 2019-2020 Budget, the Council endorsed a Footpath Defect Rectification Program, which will be delivered over two years. For the 2020-2021 Financial year, the Council has allocated \$200,000 to complete the Footpath Defect Rectification Program.

It is considered that the current funding allocation included within the Draft 2020-2021 Budget to undertake the maintenance and renewal of the Councils footpath network is appropriate.

Lack of Street Lighting

During 2018-2019, the Council undertook to replace all pedestrian category street lights to LED technologies. As part of this Project, an audit of street lights was undertaken and while the light spacing and luminaires of the Council's street lighting are generally compliant with the relevant standard, the audit identified a number of non-compliances. To address this, the Council has allocated \$80,000 within the 2020-2021 Annual Business Plan and Budget, to undertake the necessary lighting designs, to address the areas of non-compliance and to address areas of the City where the street lighting has been assessed as in-adequate. It should be noted that SA Power Networks (SAPN) owned and maintain majority of the pedestrian category street lights the timing works associated with the rectification the non –compliances are determined by SAPN.

It should also be noted that dense canopy tree foliage can prevent light reaching the footpath level. This is typically an issue during autumn months following the end of daylight saving when it gets dark earlier and trees are yet to drop their foliage. As trees drop their leaves in winter, more street light is evident at the footpath level.

It is considered that the current funding allocation included within the Draft 2020-2021 Budget to undertake the lighting designs to address non-compliance and areas of the City where the street lighting has been assessed as not providing enough illumination.

**2. Comments on the Draft 2020-2021 Annual Business Plan.  
Submitted by Ms Susan Raphael on behalf of the Koolaman Street Residents**

**Submission:**

The Koolaman Street Residents submission requests that the Council give consideration to increasing the Additional Street Tree Program budget to \$1.1 million to enable an additional 2,200, up from 100 additional street trees set out in the Draft Annual Business Plan.

**Staff Comment:  
Prepared by City Arborist**

Through the Council's current *Additional Street Tree Planting Program*, which commenced in 2018-2019, an additional 100 street trees will be planted each year over the next three years, with 2020-2021 being the final year of this current program. These plantings are additional to trees which are planted in reserves and are in addition to the 300 street trees currently planted annually as part of the Council's standard Street Tree Planting Program. New tree locations are selected following the consideration of relevant data, which includes iTree Canopy Cover Report, Urban Heat Island Mapping and locations which are identified to replace failed or removed trees as part of day-to-day processes, which includes requests from residents for the installation of new trees.

As Elected Members are aware, a *Street Tree Strategy* is currently being prepared and it would be logical to await the endorsement of this Strategy before embarking on any large scale tree planting scheme. To this end, a significant increase in the annual number of new tree plantings will have financial implications beyond the cost of planting the new trees, as the planting of additional trees also require an increase in resources allocated to their successful establishment, by way of maintenance, and in particular the watering required to ensure the trees remain viable. Street trees are watered for a minimum of three years equating to a watering list containing 1,200 trees requiring weekly watering as a minimum over this period.

It is recommended that the current funding allocation for street trees included within the Draft 2020-2021 Budget for Tree planting be maintained at the current level until the finalisation of the Councils *Street Tree Strategy*.

**3. Comments on the Draft 2020-2021 Annual Business Plan.  
Submitted by Mr Sharm Rowland**

**Submission:**

Mr. Rowland's submission requests that the Council gives consideration to the installation of a Pump Track within the one of the City's reserves or along Linear Park.

**Staff Comment:  
Prepared by Manager, Economic Development & Strategic Projects**

In 2019, the City of Burnside contacted the City of Norwood Payneham & St Peters, and the Cities of Campbelltown, Unley and Adelaide, about potential sites and co-investment in a new skate park in the eastern suburbs. Since that time the Councils have been working together to identify a suitable location for the skate park. In addition, earlier this year, the City of Burnside purchased a portable pump track and is conducting a 12 month rotating trial across four locations: Kensington Park Reserve, Newland Reserve, Miller Reserve and the Civic Centre. The City of Burnside will review its options at the end of the trial.

In respect to the City of Norwood Payneham & St Peters specifically, over the years there have been very few (if any) community requests for off-street skate or bike facilities. Based on this, it has been assumed that there is a low demand. However, given the comments provided in this submission, the Council could test the idea as part of future consultation processes on proposed reserve upgrades to see if there is community interest and demand.

#### 4. Comments on the Draft 2020-2021 Annual Business Plan Submitted by Mr Greg Crafter

##### Submission:

Mr Crafter's submission is requesting that the Council undertake no further work on The Parade and George Street Scramble Crossing and associated George Street works, until the traffic studies, to address the traffic and integrated transport issues across the City is undertaken and the findings made available to the residents and ratepayers for their consideration and comment.

Mr Crafter has also requested that a detailed traffic study be undertaken to consider the impact of reduced the amenity of the George Street and The Parade intersection for vehicles ( including delivery trucks and semitrailers) on traffic flows for residents living in the Council area bounded by Magill, Kensington, Portrush Roads and Osmond Terrace.

##### Staff Comment:

##### Prepared by Manager, Economic Development & Strategic Projects

The submission refers to and combines a number of issues and projects including the proposed budget allocation for the Traffic & Integrated Transport Investigations, parking in Norwood, the George Street Upgrade Project and the Scramble Crossing at the intersection of The Parade and George Street. It should be noted that not all of these form part of the Draft 2020-2021 Annual Business Plan and therefore, do not form part of the Council's deliberations in relation to the draft 2020-2021 Annual Business Plan. It should also be noted that each of these issues and projects are separate matters and therefore have separate budget allocations. The submission has made the assumption that all of these matters are related and one is reliant on the other or that one project impacts on the other. The submission has also assumed that all traffic and parking related budgets and projects are associated with the proposed Scramble Crossing and/or the proposed George Street Upgrade.

It should also be noted that Mr Crafter has previously raised a number of concerns regarding the proposed Scramble Crossing. For the Elected Members information a copy of the letter and all of the attachments, which have been sent to Mr Crafter responding to his concerns are contained in **Attachment B**.

Outlined below is a brief overview and response to each of the issues and/or projects that have been raised in the submission.

The submission makes reference to the proposed allocation of \$80,000 for the Traffic & Integrated Transport Investigations. This is an Operating Budget allocation to enable staff to undertake minor traffic and transport related investigations as required across the City. This budget allocation is not related specifically to The Parade nor has it been allocated to address issues associated with the Scramble Crossing, George Street or more generally, The Parade. For this reason, it should not be referenced to the George Street Upgrade or the proposed Scramble Crossing.

The City-Wide Carparking Study or the possible upgrading of the Webbe Street Carpark (ie increasing the capacity of the Webbe Street Carpark) will have no impact on either the Scramble Crossing or the George Street Upgrade Project.

The submission focusses on the proposed Scramble Crossing at the intersection of The Parade and George Street and the proposed upgrade of George Street. Whilst these two (2) projects form part of The Parade Masterplan, they are independent of each other and can be delivered separately. One is not reliant on the other and therefore they should be considered as two (2) separate projects. As Elected Members are aware, The Parade Masterplan was developed taking the whole of The Parade and its adjoining streets into consideration, to ensure that all aspects of the Masterplan complement each other and present as an integrated package. For this reason, the Scramble Crossing and the proposed upgrade to George Street, have been designed to complement each other, notwithstanding this they can be delivered independently and will function successfully if one is delivered without the other.

In respect to the Scramble Crossing, the Council endorsed the installation of a Scramble Crossing at the intersection of The Parade and George Street, as part of The Parade Masterplan in May 2019. Notwithstanding the Council's endorsement of the Masterplan and the general concept for the Scramble Crossing, the detail regarding its installation and operation, still required resolution and approval from the Department for Planning, Transport and Infrastructure (DPTI). As Elected Members will recall, significant investigations and traffic modelling have been undertaken to determine the best outcome in terms of traffic signalling changes and changes to infrastructure (ie traffic lights) to accommodate the crossing. This information together with DPTI's endorsement of the Scramble Crossing and the restrictions to the right hand turns were presented to the Council at its meeting held on 18 December 2019.

The Parade Masterplan, simply outlines the vision and proposed future improvements for The Parade at a concept level. The design details of the proposed physical and operational improvements, for elements such as the Scramble Crossing, are not typically determined during a master planning process. The detail design stage of a project is when these physical and operational details, as outlined in a masterplan, are generally further tested, developed and refined prior to construction. Given the technical nature of the detail design documentation, it is not common practice to consult on these documents once the concept is approved.

In order to undertake the detail design and construct the Scramble Crossing, a total budget of \$115,000 was included as part of the 2019-2020 budget. Given that the budget for the Scramble Crossing was approved in the previous annual budget, it is not part of the Draft 2020-2021 Annual Business Plan and therefore should not be considered as part of this process.

As Elected Members are aware, the proposal for the Scramble Crossing is to retain the status quo of the vehicular traffic movements at the intersection, albeit with some restrictions to right turn movements during both morning and afternoon peak periods. With the exception of a change in the traffic signals and line marking, the proposed Scramble Crossing does not introduce any significant changes to the existing infrastructure. Notwithstanding this, as part of the detail design for the Scramble Crossing, Tonkin Consulting undertook a turn path analysis for vehicles including delivery trucks, to ensure that they can safely be accommodated. The results of the analysis showed that they can continue to be easily accommodated in the proposed design.

Mr Crafter's submission requests that a "*detailed traffic study be undertaken to consider the impact of reducing the amenity of the George Street/Parade intersection for vehicles*". It should be noted that as part of their scope of works, Tonkin Consulting prepared a *Traffic Impact Statement* for the proposed changes to the intersection of The Parade and George Street. This *Traffic Impact Statement* has been submitted and approved by DPTI. It is not common practice to have documents of this nature released for public consultation.

Elected Members may recall that as part of *The Parade and George Street Scramble Crossing SIDRA Report*, prepared by Tonkin Consulting, the issue of traffic diverting to alternative routes was investigated. The conclusion was that the proposed Scramble Crossing will more than likely result in some traffic diverting to alternative routes. The traffic analysis indicated that up to 50 vehicles per hour may divert to alternative routes. The alternative routes being much broader than those which you have been identified in Mr Crafter's submission. Notwithstanding this, Tonkin Consulting advised that this proposed change would have minimal impact on the local road network due to the relatively low number of vehicles impacted by the changes. Notwithstanding the low number of vehicles which may divert to alternative routes, it is acknowledged that some drivers may find alternative routes during the peak times when right turns are prohibited. For this reason, the Council has undertaken to monitor the traffic numbers over the twelve (12) month trial period following the installation of the *Scramble Crossing*.

The intent of the George Street Upgrade Project is to upgrade George Street as outlined in The Parade Masterplan, which was endorsed by the Council at its meeting held on 15 May 2019. In order to commence implementation of the George Street Upgrade Project, the Council has allocated \$800,000 (Capital Item) in the draft 2020-2021 Annual Business Plan. As part of the George Street Upgrade Project, eighteen (18) on-street carparking spaces will be removed, nine (9) of which are Council dedicated carparking spaces. These nine (9) carparks can be easily accommodated on the first floor of the Webbe Street Carpark in the Council's dedicated car parking area. Therefore, the proposed upgrade to George Street will only result in a total loss of nine (9) car parking spaces.

On the basis that the Council intends to undertake investigations into the potential for additional levels on the Webbe Street Car Park and given that George Street is located adjacent to The Parade Central carpark and is in very close proximity to the Webbe Street carpark and the two (2) Norwood Place carparks, the loss of the nine (9) spaces should not have a detrimental impact on the businesses on The Parade or impact on the surrounding residents. In particular, it should also be noted that the owner and tenants of Parade Central have been consulted and have not raised any concerns with the loss of the on-street carparking spaces, even though it could be argued that they are likely to be the most affected by the proposed changes.

It should be noted that with the exception of removing the carparking spaces in order to widen the footpaths and to formalise the current traffic movements (ie line marking), there are no other changes proposed at this intersection. The width of road will remain the same and vehicles will still be able to continue to travel in both directions. On this basis it is not expected that the proposed works to upgrade George Street will have any impact on traffic movements. If anything, the removal of the carparking spaces will result in George Street becoming a safer environment for both vehicles and pedestrians. In response to Mr Crafter's request, additional traffic studies are not required.

Prior to endorsing The Parade Masterplan, the Council undertook significant consultation with the community and key stakeholders regarding the proposed vision for The Parade and in particular George Street. As part of Phase 2 of the community consultation and engagement on The Parade Masterplan, the Council presented two (2) options regarding the treatment of George Street. Option 1 was essentially maintaining the status quo, which was to retain the existing on-street car parking spaces and two-way flow of traffic. Option 2 included the removal of the existing on-street car parking spaces, widening the footpaths to plant trees and provide more seating, maintaining two-way traffic and providing better articulation of the road at the intersection to provide two (2) lanes for south-bound traffic and one (1) lane for north-bound traffic. In short, basically formalising the way that George Street currently functions and is used. The comments received by the Council during the consultation process, showed that 53.7 percent of respondents favoured Option 2, the widening of the footpaths and the removal of the carparking spaces, while 31.7 percent of respondents favoured Option 1.

The proposal set out in Option 2 was approved by the Council on 17 July 2018 as part of the Phase 2 of the community consultation. The community consultation results were consistent with the views expressed by the community during Phase 1 of the community consultation, where the respondents clearly articulated pedestrian safety and wider footpaths as key elements that they wanted incorporated into the redevelopment of The Parade. The Council again consulted on the proposed changes to George Street, when it released the draft Masterplan for community consultation and engagement as part Phase 3. As such, Mr Crafter's request to delay the project and undertake another round of consultation is not recommended as there is very little to be gained by undertaking a fourth round of consultation.

The support for this option reflects the community's strong desire for new public spaces through wider footpaths, more seating and an attractive and more accessible pedestrian environment - all of which have been consistent themes in the comments and submissions which the Council received through all three phases of the community consultation as part of The Parade Masterplan process.

The submission assumes that these projects are interrelated. The objective of the Scramble Crossing is to make the intersection safe by separating pedestrians and vehicles. It is also about recognising that The Parade is a pedestrian friendly environment. The George Street Upgrade is intended to improve the amenity of the street, while still retaining its functionality and its 'sense of place' as a mainstreet and not a major intersection.

The comments in respect to the potential impact during the redevelopment of the Coles property are noted however it is difficult to understand the relationship between the proposed development of the Coles property, which was approved by the State Commission Assessment Panel (SCAP) and The Parade and George Street intersection and more generally the proposed George Street Upgrade. As with any construction project, there will no doubt be short term impacts however, as a Council and a community, there is a need to look at the long-term benefits that an investment of this scale will bring to The Parade, as occurred when Norwood Place was developed. At the same time, Council staff will work with the developers to ensure that the impacts are managed and ameliorated where possible.

Whilst The Parade continues to be the premier mainstreet in South Australia, other Councils and private owners of shopping centres are investing significant amounts of money into upgrading their mainstreets and centres, in an attempt to capture market share. Increasing the amenity and improving the safety of The Parade and the adjacent streets, will only make The Parade more attractive and subsequently attract more visitors and most importantly maintain and improve its viability.

Throughout the development of The Parade Masterplan, the Norwood Parade Precinct Committee was provided with regular updates regarding progress of the project. It should be noted that the Committee is very supportive of the proposal and that there is a strong and understandable expectation and excitement about the proposed upgrades to the street and what this could mean for the Precinct's future. At the same time, there is growing frustration that there has been no action despite the Council having endorsed the original budget allocation for the development of a masterplan for The Parade in 2013.

#### **5. Comments on the Draft 2020-2021 Annual Business Plan. Submitted by Kent Town Residents Association**

##### **Submission:**

The Kent Town Residents Association submission asserts that Kent Town has been unfairly treated by the decisions of the Council regarding the allocation of funding in the draft 2020-2021 Annual Business Plan and Budget. In particular, the Association's submission relates to the maintenance budgets allocated for Council reserves, parks and street trees and the lack of Civil Infrastructure Renewal works programed for Kent Town during the 2020-2021 Financial year.

##### **Staff Comment: Prepared by Acting Manager, City Assets**

In developing the Annual Business Plan and Budget, the Council undertakes a 'whole-of-Council' approach rather than a 'suburb-by-suburb' approach. It is not a competitive process and the services, programs and activities delivered by the Council are for the benefit of the citizens of the entire City, not just those within the immediate vicinity of the service, program and activity location.

With respect to the specific issues raised in the submission, the following information is provided for the Council's consideration.

##### Street Trees

The current *Additional Street Tree Planting Program* which commenced in 2018-2019, will result in an additional 100 trees being planted each year over the next three years, with 2020-2021 being the final year of this program. These plantings are in addition to the new trees which are planted in reserves and in addition to the 300 trees currently planted annually as part of the Council's standard tree planting program. As part of the 2019-2020 *Additional Street Tree Planting Program*, 42 tree have been identified to be planted along King William Street, Kent Town. The planting of these tree has commenced and will be completed by 30 June 2020.

The 2020-2021 Street Tree Planting Program, which incorporates both the standard tree planting program and the Additional Street Tree Planting Program, is yet to be developed and therefore the number of trees, if any, to be planted within Kent Town cannot be provided at this stage. In developing the program and the subsequent location of the new plantings, the Council utilises a number of data sources, which includes iTree Canopy Cover Report, Urban Heat Island Mapping and locations identified internally to replace failed or removed trees an requests from the community for the installation of new trees. The proposed street tree locations requested by the "Kent Town Residents Association will be considered in the development of the 2020-2021 Planting Program.

##### TreeNet Inlets

A funding allocation of \$20,000 was incorporated within the *2019-2020 Kerb and Watertable Whole of Works Program* for the installation of TreeNet Inlets across the City. The Council has made an allocation of \$100,000 (net cost to the Council of \$50,000 if a grant is received) in the draft 2020-2021 Budget

### Civil Whole-of-Life Infrastructure Renewal Program

The Council has a long term Infrastructure and Asset Management Plan (IAMP) which covers the lifecycle of City's civil infrastructure, which includes roads, footpaths and kerbing. As part of this Plan and to ensure that it is kept up-to-date, the Council undertakes condition assessments of each of the major asset infrastructure classes on a rolling five (5) year cycle.

Based upon the findings of the condition assessment and the asset management principles set out in the IAMP, a Capital Works Program is developed, which focusses on civil infrastructure renewal on an asset needs basis as opposed funding allocations by suburb.

With respect to the upgrading of footpaths along Dequetteville Terrace (between Rundle Street and King William Street), the Council allocated \$72,000 to undertake these works. The design of the proposed works which have been undertaken conform with the *Kent Town Public Realm Framework*, have been completed and the business operators which are likely to be impacted by the proposed works, are being consulted. Construction works will commence following the completion of the consultation.

### Reserves, Parks and Gardens and Street Trees

The Annual Budget for Trees Parks, Sport & Recreation is for the maintenance of the Councils existing services, which includes street trees, which encompasses the planting, removal, pruning and watering of the Councils 23,000 (approximate) street trees, the maintenance of sporting & recreational facilities, such as Payneham Oval, Patterson reserve and playgrounds, the maintenance of the Councils parks, gardens and reserves plus the operation of the Councils two (2) Swimming Centres.

These services are located across the City and while a number of these facilities are not directly located within Kent Town, the facilities are available for all citizens and visitors to the City to utilise and enjoy.

### Open Space within Kent Town

The City of Norwood Payneham & St Peters is a well-established inner-city Council which shares its boundaries with six other well established Councils. Given the existing density and land uses with the City, the opportunities for the Council to provide more open space is limited.

The Council, however has recognised that Kent Town has limited open space. In recognition of this, the Council commissioned and endorsed the *Kent Town Urban Design Framework* and the *Kent Town Public Realm Manual*, for the purposes of delivering a better quality of urban environment as part of current redevelopment activity that is occurring within Kent Town. The elements of the *Public Realm Manual* includes plantings (ie greening of the suburb) along with paving and surfaces, furniture, wayfinding and signage, and public art.

In short, these documents represent the 'blue print' for Kent Town and is progressively being implemented by the Council. Some may argue that the implementation should be progressed faster, however, the implementation cannot be undertaken in one (1), two (2) or three (3) years, as funding and resources are scarce and there are many competitive priorities across the City.

In respect to the provision of open space, the Council will assess opportunities as they arise and includes improving opportunities for better connectivity and accessibility of Kent Town to the Adelaide Parklands.

The City's open space network is based on historical land uses and development patterns and is typical of many inner-suburban areas. Retrofitting open space in such situations is both difficult and costly. However, as opportunities arise, the Council has purchased land (often with the assistance of the State Government) to increase the quantum of open space within the City.

Recently, the Council purchased a property at St Peters (Hannaford Reserve) and prior to this, land was purchased at Norwood (Richards Park) and Felixstow (Felixstow Reserve).

## 6. Comments on the Draft 2020-2021 Annual Business Plan Verbal Submission by Mr Brenton Whittenbury

Mr Whittenbury contacted the General Manager, Corporate Services seeking further details on whether the Council's 2020-2021 Stormwater Drainage Program included works to address the flooding issue on Laura Street, Stepney.

### Staff Comments

#### Prepared by General Manager, Corporate Services

The General Manager, Corporate Services advised Mr Whittenbury that the 2020-2021 Stormwater Drainage Program includes an allocation of \$370,000 to undertake the design works associated with the Trinity Valley, which includes Laura Street. The design is scheduled to be completed by the end of the 2020-2021 Financial year, with construction works to be programmed following the completion of the design. As the Trinity Valley has been identified as a priority area, subject to the completion of the design works, the construction works will be presented to the Council for consideration as part of the 2021-2022 Budget.

A copy of all the submissions which have been received is contained in **Attachment C**.

### Draft Budget

Since releasing the 2020-2021 Annual Business Plan and Budget for consultation, there have been a number of decisions and a review of original submissions which have been undertaken which impact on the Draft Budget.

In addition to any changes that the Council determines to incorporate into the Draft Budget as a result of the submissions which have been received, the following amendments have been made to the Draft Budget.

- Commonwealth Home Support Agreement

At its meeting held on 6 April 2020, the Council endorsed the Australian Government Deed of Variation for services delivered by the Council under the Commonwealth Home Support Program.

The Deed of Variation set out the grant funding to be received for the provision of existing services for 2020-2021, which is \$43,000 greater than the initial budget estimate.

- Recyclable Waste Processing

Members may recall that following China Sword the Council, together with other East Waste Constituent Councils, entered into a contract with Northern Area Waste Management Authority (NAWMA) for the disposal of the Councils kerbside recyclable waste. The contract included a rise and fall with respect to the gate fee payable under the contract. The nature of the rise and fall clause is that any rise or fall in the commodity prices is shared equally between the Council and NAWMA. The gate fee is subject to a quarterly review, which is undertaken by Dean Newbery & Partners.

The Council has received notification from East Waste, that following the quarterly review, the Gate Fee for the disposal of the Councils recyclable waste has increased to \$109.43. This is an increase of \$11.40 on the \$98.03 per tonne price estimate used in the development of the draft 2020-2021 Budget. It should be noted that the Gate Fee is subject to quarterly reviews, and therefore could increase further increases or potential decrease during the financial year. Given the information available, the disposal budget has been amended to reflect a Gate Fee of \$110.00 per tonne. The financial impact is a \$60,000 increase in the estimated disposal cost for the 2020-2021.

- Regional Subsidiaries Budget

The Council has now received the Draft 2020-2021 Annual Business Plans and Budgets from the four (4) Regional Subsidiaries (i.e. East Waste, Highbury Landfill Authority, Eastern Health Authority and ERA Water). A summary of the consequent impacts on the Council's draft Budget is set out below:

- The Eastern Health Authority have budgeted for a breakeven position for the 2020-2021 Financial Year.
- East Waste is budgeting for an Operating Deficit of \$29,000. The Councils share of the budgeted Operating Deficit is \$4,147.
- ERA Water is budgeting for an Operating Deficit of \$587,000. The Councils share of the budgeted Operating Deficit is \$195,700.
- The Highbury Landfill Authority is budgeting for an Operating Surplus of \$19,032, resulting from the anticipated reduction in the post closure provision. The Councils share of the budgeted Operating Surplus is \$7,689. In addition, the Council will be required to make a Capital Contribution to Highbury Landfill Authority of \$80,714 as its contribution to the Post-Closure Provision.

As a result of the respective Regional Subsidiaries budgets, the Council will record within its Draft Budget a net loss in Joint Ventures of \$192,158. It should be noted, that other than the Capital Contribution to the Highbury Landfill Authority, the Council is not required to fund any of the Operating Deficits associated with the respective Regional Subsidiaries.

#### Christmas Movie on the Oval

At its Council Meeting held on 1 June 2020, the Council resolved to include within the 2020-2021 Operating Projects Budget, a funding allocation of \$7,000 to hold a Christmas Movie on Norwood Oval as part of the Christmas in NPSP celebrations.

As a result of the above, the Draft Operating Deficit (based on a zero rate revenue increase excluding new development growth) is \$804,000, a \$220,000 increase on the Operating Deficit of \$584,000, as presented in the draft Annual Business Plan and Budget which was released for community consultation.

#### **OPTIONS**

The Council can incorporate all, none or some of the proposals contained in the submissions which have been made in respect to the Draft 2020-2021 Annual Business Plan and Budget.

The recommended actions in respect to each of the submissions are contained within each of the staff comments within the Discussion Section of this report.

#### **CONCLUSION**

Given the economic impacts of the COVID-19 Pandemic, the Draft 2020-2021 Annual Business Plan and Budget is a financially responsible proposal that has been developed to ensure the Council can maintain the service standards for its existing services while at the same time ensuring new initiatives identified to support the delivery of the Strategic Objectives outlined in the Councils' *City Plan 2030*, receive appropriate funding.

While the on-going consequences of COVID-19 still remain largely unknown and unquantifiable, the financial support measures included within the Budget and the Council's response to the social distancing and gathering restrictions, are considered an appropriate and considered response for the Council to take into consideration given the information and understanding of the economic impacts at this point in time.

The Draft 2020-2021 Annual Business Plan and Budget contributes to the Council's broader strategic objectives but also considers the Council's long term financial objective of managing its financial resources in a sustainable and equitable manner is achieved.

## COMMENTS

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

## RECOMMENDATION

1. That the submissions which have been received in respect to the Draft 2020-2021 Annual Business Plan, be received and noted and where appropriate by the Council, the Draft 2020-2021 Annual Business Plan and Budget be amended for consideration and final adoption by the Council at the Council meeting scheduled to be held on 6 July 2020.
  2. That the citizens and organisations who have made written submissions in respect to the Draft 2020-2021 Annual Business Plan, be thanked and advised of the Council's decision in respect to their submissions.
  3. The Council notes that a further report in respect to the adoption of the Draft 2020-2021 Budget will be prepared for the Council's consideration at its meeting to be held on 6 July 2020.
- 

*Cr Minney moved:*

1. *That the submissions which have been received in respect to the Draft 2020-2021 Annual Business Plan, be received and noted and where appropriate by the Council, the Draft 2020-2021 Annual Business Plan and Budget be amended for consideration and final adoption by the Council at the Council meeting scheduled to be held on 6 July 2020.*
2. *That the citizens and organisations who have made written submissions in respect to the Draft 2020-2021 Annual Business Plan, be thanked and advised of the Council's decision in respect to their submissions.*
3. *The Council notes that a further report in respect to the adoption of the Draft 2020-2021 Budget will be prepared for the Council's consideration at its meeting to be held on 6 July 2020.*

*Seconded by Cr Patterson and carried unanimously.*

### 3.2 CASH ADVANCE DEBENTURE LOAN

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**REPORT AUTHOR:** General Manager, Corporate Services  
**GENERAL MANAGER:** Chief Executive Officer  
**CONTACT NUMBER:** 8366 4585  
**FILE REFERENCE:** qA1848/A27982  
**ATTACHMENTS:** Nil

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#### **PURPOSE OF REPORT**

The purpose of this report is to seek approval to apply for the Cash Advance Debenture Facility (CAD) with the Local Government Finance Authority (LGFA), to the value of \$4.5 million for a term of 3 years.

#### **BACKGROUND**

The Council has had a \$6 million CAD facility which has been in place since June 1998. This facility is an important component of the Council's overall Treasury Management strategy. A CAD facility provides access to funds with 24 hours-notice to meet short term cash deficits and also provides flexibility with long term financial planning, as this facility can be utilised to meet the funding requirements for Capital Projects or be used in combination with Fixed Term debenture loans.

In response to the COVID-19 Pandemic, the LGFA have resolved to offer Councils a discounted CAD facility for a period of three (3) years.

In addition, the LGFA Board resolved to increase the interest rate on the at call deposit holdings which are held by Councils and Prescribed bodies by 0.2% (currently from 0.25% to 0.45%)

#### **RELEVANT STRATEGIC DIRECTIONS & POLICIES**

##### Treasury Management Policy

The key objective of the Council's Treasury Management Policy is to ensure that:

- funds are available as required to support approved expenditure;
- interest rate and other risks (e.g. liquidity and investment, credit risk) are acknowledged and responsibly managed; and
- the net interest costs associated with borrowing and investing are reasonably likely to be minimised on average over the longer term.

The extension of the Cash Advance Debenture (CAD) facility is in line with the objective of this Policy.

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

The Local Government Finance Authority provides the CAD facility to Councils free of charge. Interest is charged only on the amount drawn down on the facility.

Unlike fixed term debenture loans, the outstanding balance can be re-paid at any time without any interest penalty.

#### **EXTERNAL ECONOMIC IMPLICATIONS**

Nil

#### **SOCIAL ISSUES**

Nil

## **CULTURAL ISSUES**

Nil

## **ENVIRONMENTAL ISSUES**

Nil

## **RESOURCE ISSUES**

Nil

## **RISK MANAGEMENT**

The Council's main source of funds is Rate Revenue. Due to the quarterly payment option available to ratepayers, the Council's cash flow is 'lumpy' with major cash inflows occurring at the end of August, November, February and May, however, the Council's outflows do not match these inflows thus creating a potential risk for the Council in not having sufficient cash to meet its financial obligations when they fall due. Having a CAD facility in place eliminates this liquidity risk.

## **CONSULTATION**

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

## **DISCUSSION**

In response to the COVID-19 Pandemic, the Local Government Finance Authority (LGFA) Board has resolved to offer councils a discounted Convertible Cash Advance Debenture (CAD) loan facility where the interest rate is 0.75% less than the current standard variable interest rate of 2.2% (i.e. lowering the rate to 1.45%). The conditions attached to the discounted facility are that:

- the discounted facility can be a completely new facility or annexed from the existing CAD facility;
- the maximum value of the facility is equal to 10% of the 2018-2019 total operating income (as per audited financial statements); and
- the facility must be applied for by 31 December 2020 and will be effective for 3 years from the date of drawdown.

While social distancing restrictions are being relaxed, the economic and financial impacts of the pandemic are still difficult to ascertain and quantify. As the Federal and State Governments financial support packages are scaled back, higher unemployment is likely and the anticipated economic recession becomes more apparent, there will be increasing pressure on the Council's cash flow, through delayed collection of rate instalments and the expectation of Local Government to support the economic recovery through infrastructure investment, the additional CAD facility will assist the Council in meeting the anticipated increasing pressures and access to cash to meet its financial obligations.

## OPTIONS

The Council has the following options:

1. approve the application for a Cash Advance Debenture loan for the term of three (3) years for a loan amount of \$4.5 million; or
2. approve the application for \$4.5million of the existing \$6 million Cash Advance Debenture facility to be annexed to the discounted facility; or
3. not approve the application for a CAD loan.

Given that there is no cost associated with applying for or holding a CAD facility, Option 1 is recommended for the reasons set out in this report.

## CONCLUSION

Access to funds on a short term notice (24 hours) and for a short term period, is critical to ensuring that the Council can meet its financial obligations when they fall due. Without such a facility, the Council may be faced with a situation where long term debenture loans will be required to be taken out to meet short term cash deficits adding to the Council's overall financing costs, and adding undue pressure on the Council's ability to meet the covenants set with regard to the Debt Servicing Ratio and the Net Liabilities Ratio. This scenario is similar to other private and public organisations.

A facility of this nature provides flexibility in managing, not only the Council's cash flow and associated liquidity credit risks, but also ensures that the financing costs are managed and minimised over the longer term.

## COMMENTS

If Elected Members have any questions or require clarification in relation to any issues raised in this report, please contact the General Manager, Corporate Services, Sharon Perkins on 8366 4585 prior to the meeting.

## RECOMMENDATION

1. That approval be granted for an application to be made for a Cash Advance Debenture loan to the value of \$4.5 million with the Local Government Finance Authority for the term of three (3) years.
2. That the Mayor and the Chief Executive Officer be authorised to sign and seal any documentation relating to the Cash Advance Debenture loan.
3. That the Chief Executive Officer, the General Manager, Corporate Services or those officers who are appointed from time to time in an acting capacity of the signatories, be authorised on behalf of the Council to make an application to draw down funds under the facility as required.

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*Cr Duke moved:*

1. *That approval be granted for an application to be made for a Cash Advance Debenture loan to the value of \$4.5 million with the Local Government Finance Authority for the term of three (3) years.*
2. *That the Mayor and the Chief Executive Officer be authorised to sign and seal any documentation relating to the Cash Advance Debenture loan.*
3. *That the Chief Executive Officer, the General Manager, Corporate Services or those officers who are appointed from time to time in an acting capacity of the signatories, be authorised on behalf of the Council to make an application to draw down funds under the facility as required.*

*Seconded by Cr Minney and carried unanimously.*

**4. CONFIDENTIAL REPORTS**

#### 4.1 COUNCIL RELATED MATTER

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##### RECOMMENDATION 1

That pursuant to Section 90(2) and (3) of the *Local Government Act 1999* the Council orders that the public, with the exception of the Council staff present, be excluded from the meeting on the basis that the Council will receive, discuss and consider:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which –
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information; and
  - (ii) would, on balance, be contrary to the public interest;

and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.

##### RECOMMENDATION 2

Under Section 91(7) and (9) of the *Local Government Act 1999*, the Council orders that the report and discussion be kept confidential for a period not exceeding five (5) years and that this order be reviewed every twelve (12 months).

Under Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that the minutes be kept confidential until the contract has been entered into by all parties to the contract.

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Cr Sims left the meeting at 8.04pm.

*Cr Whittington moved:*

*That pursuant to Section 90(2) and (3) of the Local Government Act 1999 the Council orders that the public, with the exception of the Council staff present [Chief Executive Officer, General Manager, Governance & Community Affairs, General Manager, Urban Planning & Environment, General Manager, Urban Services, General Manager, Corporate Services, Financial Services Manager, Manager, Economic Development & Strategic Projects, Projects Manager and Administration Officer, Governance & Community Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:*

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which –*
  - (i) could reasonably be expected to prejudice the commercial position of the person who supplied the information; and*
  - (ii) would, on balance, be contrary to the public interest;*

*and the Council is satisfied that, the principle that the meeting should be conducted in a place open to the public, has been outweighed by the need to keep the receipt/discussion/consideration of the information confidential.*

*Seconded by Cr Minney and carried unanimously.*

Cr Sims returned to the meeting at 8.10pm.

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*Cr Stock moved:*

*Under Section 91(7) and (9) of the Local Government Act 1999, the Council orders that the report and discussion be kept confidential for a period not exceeding five (5) years and that this order be reviewed every twelve (12 months).*

*Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the minutes be kept confidential until the contract has been entered into by all parties to the contract.*

*Seconded by Cr Patterson and carried unanimously.*

**5. CLOSURE**

There being no further business, the Mayor declared the meeting closed at 8.16pm.

\_\_\_\_\_  
**Mayor Robert Bria**

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