

Council Meeting Minutes

15 January 2018

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 Christel Mex
Cr Connie Granozio
Cr Kevin Shepherdson
Cr Mike Stock
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)
Eleanor Walters (Acting General Manager, Urban Planning & Environment)
Lisa Mara (General Manager, Governance & Community Affairs)
Sharon Perkins (General Manager, Corporate Services)
Scott Dearman (Project Manager, Assets)
Tina Zullo (Administration Officer, Governance & Community Affairs)

APOLOGIES Cr Lucy Marcuccitti

ABSENT Nil

1. KAURNA ACKNOWLEDGEMENT

2. OPENING PRAYER

The Opening Prayer was read by Cr Wormald.

3. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 11 DECEMBER 2017

Cr Minney moved that the minutes of the Special Council meeting held on 11 December 2017 be taken as read and confirmed. Seconded by Cr Knoblauch and carried.

4. MAYOR'S COMMUNICATION

Monday, 4 December	<ul style="list-style-type: none">Presided over a Council meeting, Council Chamber, Norwood Town Hall.
Wednesday, 6 December	<ul style="list-style-type: none">Attended the City-Wide Business Networking Function, Signature Wines, Norwood.
Friday, 8 December	<ul style="list-style-type: none">Attended a meeting with the Chief Executive Officer and Mr Angelo Fantasia (President), Co-ordinating Italian Committee, Mayor's Office, Norwood Town Hall.
Friday, 8 December	<ul style="list-style-type: none">Attended the Mayor's Christmas Dinner, Fine & Fettle, Magill Road, Stepney.
Monday, 11 December	<ul style="list-style-type: none">Attended the Trinity Gardens Primary School Year 7 Graduation, Trinity Gardens Primary School, Trinity Gardens.

Monday, 11 December	<ul style="list-style-type: none">• Presided over a Special Council Meeting, Council Chamber, Norwood Town Hall.
Monday, 11 December	<ul style="list-style-type: none">• Attended an Information Session: The Parade Masterplan, Mayor's Parlour, Norwood Town Hall.
Tuesday, 12 December	<ul style="list-style-type: none">• Attended a meeting of the Chief Executive Officer's Performance Review Committee, Mayor's Office, Norwood Town Hall.
Tuesday, 12 December	<ul style="list-style-type: none">• Attended the Graduation Dinner for Year 7 students from St Joseph's Memorial School (Kensington & Norwood), Payneham Library & Community Complex, Felixstow.
Thursday, 21 December	<ul style="list-style-type: none">• Radio interview with Ms Narelle Graham, ABC 891.
Friday, 12 January	<ul style="list-style-type: none">• Radio interview with ABC 891.
Saturday, 13 January	<ul style="list-style-type: none">• Attended the official opening of the Gilberton Swing Bridge, St Peters.
Saturday, 13 January	<ul style="list-style-type: none">• Television interview with Channel 7.
Monday, 15 January	<ul style="list-style-type: none">• Meeting with Patricia Coonan, Mayor's Office, Norwood Town Hall.

- Mayor Bria advised that the Council-Wide Business Networking Function held on Wednesday 6 December 2017, was well attended by property owners and traders.
- Mayor Bria thanked everyone who attended the opening of the Gilberton Swing Bridge, St Peters on Saturday 13 January 2018. He advised that the community was very appreciative of the final product.

5. DELEGATES COMMUNICATION

- Cr Knoblauch advised that on Thursday 7 December 2017, he attended on behalf of Mayor Bria, the 2017 Open Access College Awards Ceremony at Sfera's Function Centre, Modbury.

6. QUESTIONS WITHOUT NOTICE

Nil

7. QUESTIONS WITH NOTICE

Nil

8. DEPUTATIONS

Nil

9. PETITIONS

Nil

10. WRITTEN NOTICES OF MOTION

**10.1 CHRISTMAS DECORATIONS FOR NORWOOD TOWN HALL – SUBMITTED BY
MAYOR ROBERT BRIA**

NOTICE OF MOTION: Christmas Decorations for Norwood Town Hall
SUBMITTED BY: Mayor Robert Bria
FILE REFERENCE: S.00232
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 Mayor Robert Bria

NOTICE OF MOTION

1. That staff prepare a report for the Council's consideration regarding options (including information about cost, availability, life of the decorations and any relevant installation/engineering issues) for different Christmas decoration schemes suitable for the Norwood Town Hall.
2. That subject to the Council consideration of the staff report regarding Christmas decorations for the Norwood Town Hall, a Project submission be prepared as part of the 2018-2019 budget deliberations.

REASONS IN SUPPORT OF MOTION

As part of the 2017-2018 Budget, the Council approved a Project submission for new Christmas decorations for the Norwood Town Hall. Whilst the Project submission originally sought \$50,000 for the decorations, staff recommended \$25,000, which was subsequently approved by Council.

However, Council staff have advised that following discussions with a number of manufacturers and distributors of commercial grade Christmas decorations, it was clear that \$25,000 was not enough for the type of decorations required to create a scheme that would have the desired visual impact.

In addition, staff were advised that orders for large, high quality decorations have to be made early in the year to ensure there is enough time for them to be manufactured, delivered and installed for the Christmas Season. Upon receiving this advice, staff organised for the installation of large lit Christmas stars in the windows of the Norwood Town Hall (facing The Parade). As a result, there is a carry-forward of approximately \$24,000 for Christmas decorations as approximately \$1,000 was spent on the Christmas stars.

I am seeking the Council's support to authorise staff to investigate costs and other relevant information related to high quality Christmas decorations so that the Council can be better informed as to whether it wishes to proceed with a Project bid requesting an increased allocation of more funding.

In recent years, the Council has not installed Christmas decorations at the Town Hall. The Norwood Parade Precinct Committee has to some extent filled the void by funding decorations and street banners from the Precinct's separate levy. However, it is important that the Council lead by example by allocating appropriate funding to do what it has traditionally done in the past which is decorate the exterior of the Norwood Town Hall to celebrate the Christmas.

Christmas is the largest celebration in the Norwood Payneham & St Peters community, and indeed Australia, bringing together people of all ages and many different cultural backgrounds. By installing Christmas decorations on the exterior of the Norwood Town Hall, the Council will be providing a valuable and much appreciated 'community and cultural service' to its community in recognition of this important religious celebration for thousands of citizens who live in our city.

New decorations will enhance the current 'package' of Christmas activities and initiatives which include the Norwood Christmas Pageant, Twilight Carols & Christmas Market, Film Night and the Christmas Trees display on Osmond Terrace by schoolchildren.

The purchase and installation of new Christmas Decorations will result in:

- support for the Council's main precinct (The Parade) by complementing the NPPC's Christmas decorations with Council's Christmas decorations;
- reinforcing NPSP's identity and reputation as a vibrant city that recognises and celebrates important religious/cultural events observed by a majority of its citizens;
- contribute to the package of existing Christmas-related activities, attractions and initiatives; and
- making NPSP a visually interesting and engaging place to shop and visit during the festive season which contributes to its cosmopolitan lifestyle and main street appeal through activations in different seasons.

STAFF COMMENT

In order to purchase and install commercial grade Christmas decorations, staff have been advised that approximately nine (9) months is required for the design, purchase and installation of commercial grade Christmas decorations.

Planning therefore must commence early in the year to ensure the installation of decorations on the Norwood Town Hall for Christmas 2018.

It is important to note that any Budget allocation also needs to include funding for any engineering requirements, lighting, installation and the dismantling and storage of the decorations. In addition, maintenance of some decorations may be required – particularly those decorations which are exposed to the weather.

A report can be prepared as requested in the Notice of Motion which will provide further information regarding the various options for the Council's consideration.

Cr Stock moved:

1. *That staff prepare a report for the Council's consideration regarding options (including information about cost, availability, life of the decorations and any relevant installation/engineering issues) for different Christmas decoration schemes suitable for the Norwood Town Hall.*
2. *That subject to the Council consideration of the staff report regarding Christmas decorations for the Norwood Town Hall, a Project submission be prepared as part of the 2018-2019 budget deliberations.*

Seconded by Cr Minney and carried unanimously.

11. STAFF REPORTS

Section 1 – Strategy & Policy

Reports

[No Items listed under this Section]

Section 2 – Corporate & Finance
Reports

11.1 MONTHLY FINANCIAL REPORT – NOVEMBER 2017

REPORT AUTHOR: Financial Services Manager
GENERAL MANAGER: General Manager, Corporate Services
CONTACT NUMBER: 8366 4585
FILE REFERENCE: S/00697
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to provide the Council with information regarding its financial performance for the period ended November 2017.

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 reports detailing its financial performance compared to its Budget.

RELEVANT STRATEGIC DIRECTIONS AND POLICIES

Nil.

FINANCIAL AND BUDGET IMPLICATIONS

Financial sustainability is an ongoing high priority for the Council. The Council adopted a Budget which forecasts an Operating Surplus of \$3.081 million for the 2017-2018 Financial Year.

Year-to-date to 30 November 2017, the Council's Operating Surplus is \$1.756 million against a budgeted Operating Surplus of \$0.694 million, resulting a favourable variance of \$1.062 million. The main driver for this variance is budget expenditure timings in contracted services combined with favourable employee expenses.

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**
Responsible Officers and General Managers.
- **Other Agencies**
Not Applicable.

DISCUSSION

Year-to-date to 30 November 2017, the Council's Operating Surplus is \$1.756 million against a budgeted Operating Surplus of \$0.694 million, resulting a favourable variance of \$1.062 million. The major factors driving the favourable variance are:

- Employee expenses are favourable to Budget by \$0.597 million. This is due to:
 - Five (5) long term vacancies, which have been unfilled from 1 July 2017, pending a review of the method of service delivery and staffing required (\$0.208 million).
 - Five (5) temporary vacancies that have now been filled. These positions were backfilled by a combination existing staffing resources and temporary staff (\$0.100 million).
 - One (1) long term vacancy from 1 July 2017 due to illness. The position has been back filled via a Home and Community Care service provider (\$0.025 million).
 - Temporary Contract staff which have been used to back fill vacant Depot Field Staff positions have resulted in a favourable variance to budget due to reduced number of labour hours resulting from unplanned leave, planned leave and public holidays (\$0.040 million).
 - Timing variations of actual leave taken compared the planned budget for Annual Leave, Long Service Leave and Purchased Leave.
- Contracted Services are favourable compared to budget (\$0.188 million or 6%) primarily due to lower than average number of service requests for Domestic Assistance and Home Maintenance (\$0.025 million) and timing variations with respect to Street Sweeping Program (\$0.027 million), Building Maintenance works (\$0.035 million) and Line marking program (\$0.025 million).
- The residual quantum of variances are driven by timing differences in expenditure and contains no individual significant items.

The Monthly Financial report is contained in **Attachment A**.

OPTIONS

Not Applicable.

CONCLUSION

Nil.

COMMENTS

Nil.

RECOMMENDATION

That the Monthly Financial Report – November 2017, be received and noted.

Cr Wormald moved:

1. *That the Monthly Financial Report – November 2017, be received and noted.*
2. *That staff prepare a report regarding the five (5) long term vacant positions and the financial implications associated with the vacancies, for the Council's consideration.*

Seconded by Cr Minney and carried unanimously.

11.2 2018-2019 ANNUAL BUSINESS PLAN AND BUDGET PROCESS, PARAMETERS AND OBJECTIVES

REPORT AUTHOR: Accountant
GENERAL MANAGER: General Manager, Corporate Services
CONTACT NUMBER: 8366 4585
FILE REFERENCE: S/05042
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to seek endorsement of the annual planning and budget process, parameters and objectives, associated with the preparation of the 2018-2019 Annual Business Plan and Annual Budget.

BACKGROUND

Legislative Requirements

Pursuant to Section 123 of the Local Government Act 1999 (the Act), each financial year, the Council is required to prepare an Annual Business Plan and Annual Budget. The Annual Business Plan and Annual Budget are to be adopted by the Council after 31 May for the ensuing financial year and except in a case involving extraordinary administrative difficulty, before 31 August for the financial year.

Pursuant to Section 123(2) of the Act and in Regulation 6 of the Local Government (Financial Management) Regulations 2011 (the Regulations), each Annual Business Plan of a Council must—

- (a) *include a summary of the Council's long-term objectives (as set out in its strategic management plans); and*
- (b) *include an outline of—*
 - (i) *the Council's objectives for the financial year; and*
 - (ii) *the activities that the Council intends to undertake to achieve those objectives; and*
 - (iii) *the measures (financial and non-financial) that the Council intends to use to assess the performance of the Council against its objectives over the financial year; and*
- (c) *assess the financial requirements of the Council for the financial year and, taking those requirements into account, set out a summary of its proposed operating expenditure, capital expenditure and sources of revenue; and*
- (d) *set out the rates structure and policies for the financial year; and*
- (e) *assess the impact of the rates structure and policies on the community based on modelling that has been undertaken or obtained by the Council; and*
- (f) *take into account the Council's long-term financial plan and relevant issues relating to the management and development of infrastructure and major assets by the Council; and*
- (g) *address or include any other matter prescribed by the Regulations.*

Pursuant to Section 123 (3) of the Act, prior to the adoption of the Annual Business Plan, a twenty-one (21) day public consultation period is required. During the public consultation period, the Council must make available copies of the draft Annual Business Plan at its Principle place of business. At the conclusion of the public consultation period, a public meeting will be held where members of the community can ask questions and make written submissions regarding the draft Annual Business Plan.

Section 122 (4) of the Act requires that the Council to review its Strategic Management Plans as soon as practicable following the adoption of the Council's Annual Business Plan.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The Council's Strategic Management Plan, *CityPlan 2030*, the Long Term Financial Plan and Whole-of-Life Asset and Infrastructure Management Plans, provide the basis and framework upon which the Council's Annual Business Plan and Annual Budget is based.

FINANCIAL AND BUDGET IMPLICATIONS

The Council's Long Term Financial Plan (LTFP), sets out the Councils' financial goal as, "A City which delivers on our Strategic Outcomes by managing our financial resources in a sustainable and equitable manner", in short to be financially sustainable.

The Local Government Association of South Australia defines financial sustainability as:

- "A Council's long-term financial performance and position is sustainable where planned long-term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to services."
- The key elements to the definition are:
 - ensuring the maintenance of a Council's high priority expenditure programs, both operating and capital;
 - ensuring a reasonable degree of stability and predictability in the overall rate burden; and
 - promoting a fair sharing in the distribution of Council resources and the attendant taxation between current and future ratepayers.

In simple terms, financial sustainability means positioning the Council so that it can continue to provide quality services, programs and facilities and maintain the Council's infrastructure to a defined service standard, with stable rate increases (removal of sudden increases) and ensuring inter-generational equity.

The Council will need to ensure that its Annual Business Plan and Annual Budget, contains objectives and financial parameters which will deliver a responsible budget and meet the reasonable needs of the community on an equitable and "value for money" basis. For the 2018-2019 Financial year, the LTFP projects an Operating Surplus of \$1.326m, based on a Rate Revenue increase of 2.55%.

It should be noted that in order to ascertain the true cost of providing the various services, programs and facilities which are provided by the Council and the required increase in Rate Revenue, Grant Income of \$0.260m which is expected to be received in the 2018-2019 Financial Year under the Roads-to-Recovery Program, has been excluded from the Operating Surplus target of \$1.326m.

EXTERNAL ECONOMIC IMPLICATIONS

The Annual Business Plan and Budget will have an economic impact on property owners and suppliers of goods and services to the Council, the level of which will be dependent on the final decisions taken in respect to the level of income required to meet proposed expenditure.

SOCIAL ISSUES

Nil.

CULTURAL ISSUES

Nil.

ENVIRONMENTAL ISSUES

Nil.

RESOURCE ISSUES

Nil.

RISK MANAGEMENT

Financial Management issues and Annual Business Plan preparation processes are governed by the Local Government Act 1999 and Regulation 6 of the Local Government (Financial Management) Regulations 2011. All budget documentation will need to be prepared in accordance with the relevant statutory requirements.

CONSULTATION

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

DISCUSSION

2018-2019 Annual Business Plan

The Annual Business Plan is the Council's statement of the intended services, programs, facilities and objectives set by the Council for a financial year. It is based upon the objectives and strategies set out in the Council's Strategic Plan *CityPlan 2030*, the Long Term Financial Plan and the Whole-of-Life Infrastructure and Asset Management Plans.

CityPlan 2030, sets out the Council's Outcomes in respect to Social Equity, Cultural Vitality, Economic Prosperity and Environmental Sustainability, together with objectives and strategies for each Outcome.

The 2017-2018 Annual Business Plan contains a series of objectives (**Attachment A**) in-line with the outcomes contained in the *City Plan 2030*. It is proposed that these objectives be incorporated into the 2019-2018 Annual Business Plan.

The 2018-2019 Annual Budget

As stated in the Financial and Budget Implications Section of this report, the 2018-2019 Annual Budget should be developed with reference to and within the framework of the LTFP, which sets out an Operating Surplus of \$1.326m for the 2018-2019 Financial Year, excluding grant income of \$0.260m, which will be received under the Federal Governments Roads-to-Recovery Program.

To ensure the financial targets are achieved, the 2018-2019 Annual Budget must be set with reference to similar key influences and assumptions. The influences and assumptions relating to external economic conditions and internal policy decisions are set out below.

Key Influences

- Maintenance and renewal program for existing infrastructure assets, including roads, footpaths, Council owned properties and open spaces are consistent with the Whole-of Life Infrastructure and Asset Management Plans.
- Commitment to major projects which span more than one (1) financial year.
- Initiatives and major projects which are undertaken need to contribute to the Vision, strategic direction and the wellbeing of our City as set out in the *CityPlan 2030*.
- Previously recognised ongoing operational savings are to be maintained.
- To continue to implement the principles and practices of the Business Excellence Framework (i.e. Continuous Improvement).
- Prudent Financial Management to ensure ongoing financial sustainability.

Key Assumptions

Maintaining existing services at current service standards

The Draft 2018-2019 Annual Budget will be based on a “business as usual” assumption, which means that the Council will continue to provide the existing services, programs and facilities at the current service levels. This is not to say that the existing services, programs and facilities will be continued to be delivered in the same way. The various budget lines will be adjusted based on the 2017-2018 budget and actual performance.

The “business as usual” assumption does not take into account any change in direction or service level in response to community expectations, legislative requirements, changing economic conditions or any changes which the Council may wish to make, however the 2018-2019 Annual Budget will be adjusted for known changes.

Cost Escalation

Materials, Contracts and Other Expenses

The State Governments 2017-2018 Mid-Year Budget Review is forecasting CPI for 2018-2019 at 2.5%. An alternative measure for cost escalation is the Local Government Price Index (LGPI). As the nature of the price movement associated with goods and services consumed by Local Government is different to the goods and services consumed by the ‘average household’, the LGPI is a reliable and independent measure of the inflationary effect on price changes in the South Australian Local Government sector. The index is similar in nature to the CPI, however it represents the movements of prices associated with the goods and services used by Local Government in South Australia (to deliver services to its community) as opposed to the goods and services consumed by the ‘average metropolitan household’. The LGPI considers both recurrent and capital expenditure.

The recurrent component of the LGPI for South Australia to June 2017 is 1.90%. After considering both the LGPI and the CPI forecast, it is recommended that the maximum expenditure increase for 2018-2019 across the Materials, Contracts and Other Expenses budget be set at 2.2%.

It should be noted that in some circumstances, there will be cost increases in excess of the 2.2% target (i.e. electricity, gas, water and fuel charges), however the expectation is that across the organisation, the Materials, Contracts and Other Expenses budget will be limited to a maximum increase of 2.2%.

Wages and Salaries

Wages and Salaries and other associated employee on-costs will be indexed in line with the current Enterprise Agreements, which is set at 2.25%.

Fees and Charges

Fees and Charges not set by legislation are proposed to be increased by 2.3% or market levels as determined by the Fees and Charges review which will be considered at the Council meeting to be scheduled on 5 March 2018.

Capital Expenditure

Capital Expenditure relates to the purchasing, building, upgrading and renewing the Council's assets. Capital Expenditure is funded from depreciation, borrowings and grant funding (where available). For asset renewals the main funding source is depreciation. For new assets and upgrades, the main funding source is borrowings and grant funding. The Draft 2018-2019 Annual Budget will assume that the Council will borrow to fund new assets and the upgrading of existing assets.

Assuming that the Reserve Bank of Australia keep the cash rates at the current level of 2.00%, the interest rates on new borrowings are forecast to be between 4.25% per annum and 4.6% per annum, depending on the term of the borrowings. The interest rate on investment income is forecast at 2.00% per annum.

New Operating and Capital Projects

New projects, both Operating and Capital, which are put forward for consideration, will be based on the objectives contained in *CityPlan 2030*, the LTFP and the Infrastructure and Asset Management Plans.

All new Capital Projects are to be considered and approved within the constraints of the LTFP. New services and one-off projects in excess of the LTFP are to be funded through Rate Revenue increases or by expenditure savings. Capital and Operating Projects will be considered at a Special Meeting to be held on 16 April 2018.

Carry Forward Operating Projects

Where Operating Projects are not completed within budgeted timeframes, future deficits can eventuate. Table 1 illustrates the effect on the Council's operating position when projects are not completed within budgeted timeframes. Therefore, it is proposed that Operating Projects from the 2017-2018 Financial Year which are to be carried forward into the Draft 2018-2019 Budget, be estimated and incorporated into the draft Budget for rate modelling purposes. Estimates will be based on the 2017-2018 Third Quarter Budget Update, with the associated operational impacts being built into the determination of the 2018-2019 Operating Surplus.

TABLE 1: EXAMPLE OF IMPACT OF CARRIED FORWARD PROJECTS ON FUTURE YEARS SURPLUS/DEFICIT

	Year 1		Year 2		Year 1 & 2	
	Budget	Actual	Budget	Actual	Budget	Actual
Rate Revenue	900,000	900,000	200,000	200,000	1,100,000	1,100,000
Operating Project Expenditure	900,000	500,000	200,000	600,000*	1,100,000	1,100,000
Operating Surplus/(Deficit)	0	400,000	0	(400,000)	0	0

*Year 2 Actual comprises the \$400,000(\$900,000-\$500,000) carried forward and the \$200,000 proposed for Year 2.

Rate revenue increases

As in past years, for the initial review of the Recurrent Budget, no increase in rate revenue will be accounted for in the analysis. The LTFP which is based on a Rate Revenue increase of 2.55%, the 2018-2019 Operating Surplus is projected to be \$1.326m.

Budget Management Principles

As per previous years, the Council needs to exercise budget discipline if it is to achieve the proposed budget outcomes. To date the approach which has been taken by this Council includes:

- no new recurrent operating expenditure or projects approved without being matched by an increase in operating revenue (i.e Grants/ Fee for Service) or a reduction in expenditure, elsewhere within the Council's operations;
- expenditure over-runs are offset by deferral of discretionary spend or expenditure savings elsewhere within the Council's operations;
- income shortfalls to be matched by operating expenditure savings; and
- no new capital expenditure that requires additional borrowings.

Budget Timetable

Pursuant to Section 123 of the Act and in Regulation 6 of the Local Government (Financial Management) Regulations 2011, the Council is required to adopt the Annual Business Plan and Annual Budget after 31 May for the ensuing financial year and, except in a case involving extraordinary administrative difficulty, before 31 August for the financial year.

As set out in Table 2 below, a budget timetable has been developed to ensure that the Council is in a position to adopt the 2018-2019 Annual Business Plan and Annual Budget at the Council meeting to be held on 2 July 2018.

TABLE 2 – KEY BUDGET PROCESS ACTIVITIES 2018-2019

KEY STEPS	DATES
Budget process, parameters and objectives adopted	Monday 15 January 2018 (Council Meeting)
Fees and charges adopted by Council	Monday 5 March 2018 (Council Meeting)
Recurrent Budget Workshop with Elected Members	Monday 26 March 2018
Recurrent operating budget considered	Monday 9 April 2018 (Special Meeting)
Operating and Capital Projects	Tuesday 17 April 2018 (Special Meeting)
Draft Annual Business Plan, rating model and projects carried forward and Infrastructure Whole of Life endorsed	Monday 23 April 2018 (Special Meeting)
Draft Annual Business Plan available for viewing or purchase by the public	Wednesday 9 May 2018
Meeting to receive Public submissions on the Annual Business Plan	Wednesday 30 May 2018
Consideration of public submissions	Tuesday 12 June 2018 (Special Council Meeting)
Adoption of Annual Business Plan and Budget	Monday 2 July 2018 (Council Meeting)

With respect to the public consultation on the Annual Business Plan, a Public Meeting is proposed to be held on 30 May 2016, to allow members of the community to present their comments and feedback to the Council, on the content of the Annual Business Plan and Budget.

OPTIONS

The Council has the following options in respect to this issue:

1. adopt the Annual Business Plan objectives, Annual Budget parameters and assumptions and Annual Business Plan as recommended; or
2. amend any or all of the recommended Annual Business Plan objectives, Annual Budget parameters and assumptions.

Option 1 is recommended.

CONCLUSION

The development of the 2018-2019 Annual Business Plan and Budget should form the platform to position the Council to achieve future and ongoing Financial Sustainability. Financial Sustainability is not a number on the Income Statement, it is a strategy. Therefore, strategies need to be developed that integrate into the Councils planning and are supported by longer term planning, with any future decisions made being consistent with and supporting the strategy.

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 or email sperkins@npsp.sa.gov.au prior to the meeting.

RECOMMENDATION

1. That the following budget parameters and assumptions be adopted in principle for the purpose of preparing the 2018-2019 Annual Business Plan and Budget:
 - the Recurrent Operating Budget be prepared on a “business as usual” basis;
 - the continuation of previously recognised ongoing operational savings;
 - maximum Material, Contracts and Other Expenses cost escalation be set at 2.2%;
 - wages and salaries increases be set in line with the Council’s Enterprise Bargaining Agreements;
 - maximum combined increase in overall budget be based on salary increase and 2.3% non-salary increase;
 - fees and charges not set by Legislation be increased by 2.3% at a minimum;
 - new Capital Projects to be considered and approved within the context of the LTFP;
 - new services and one off projects to be funded through Rate Revenue increases or by expenditure savings; and
 - new capital projects being funded via long term borrowings.
 2. That the Annual Business Plan objectives contained in **Attachment A** be adopted in principle for the purpose of preparing the 2018-2019 Annual Business Plan and Budget.
-

Cr Duke moved:

1. *That the following budget parameters and assumptions be adopted in principle for the purpose of preparing the 2018-2019 Annual Business Plan and Budget:*
 - *the Recurrent Operating Budget be prepared on a “business as usual” basis;*
 - *the continuation of previously recognised ongoing operational savings;*
 - *maximum Material, Contracts and Other Expenses cost escalation be set at 2.2%;*
 - *wages and salaries increases be set in line with the Council’s Enterprise Bargaining Agreements;*
 - *maximum combined increase in overall budget be based on salary increase and 2.3% non-salary increase;*
 - *fees and charges not set by Legislation be increased by 2.3% at a minimum;*
 - *new Capital Projects to be considered and approved within the context of the LTFP;*
 - *new services and one off projects to be funded through Rate Revenue increases or by expenditure savings; and*
 - *new capital projects being funded via long term borrowings.*
2. *That the Annual Business Plan objectives contained in Attachment A be adopted in principle for the purpose of preparing the 2018-2019 Annual Business Plan and Budget.*
3. *That the Special Council meeting to consider Public Submissions proposed to be held on Tuesday 12 June 2018 will now be held on Wednesday 13 June 2018.*

Seconded by Cr Wormald and carried unanimously.

Section 3 – Governance & General Reports

11.3 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 Minney moved:

That the report be received and noted.

Seconded by Cr Whittington and carried.

11.4 LOCAL NUISANCE AND LITTER CONTROL ACT 2016

REPORT AUTHOR: Chief Executive Officer
GENERAL MANAGER: Not Applicable
CONTACT NUMBER: 8366 4539
FILE REFERENCE: S/04335
ATTACHMENTS: A - C

PURPOSE OF REPORT

The purpose of this report is to provide the Council with an update on its (and other Constituent Councils) request for the Eastern Health Authority to administer the 'nuisance' components of the Local Nuisance and Litter Control Act 2016.

BACKGROUND

As Elected Members are aware, the Local Nuisance and Litter Control Act 2016 (the Act), was implemented in a staged manner during 2017. From 1 February 2017, Local Government was charged with a new primary regulatory role in the monitoring and enforcement of littering in South Australia. In addition, from 1 July 2017, Local Government assumed a new primary role in regulating local nuisance matters. The transfer of the Environment Protection Authority's centralised role in the management of local nuisance complaints to Local Government, has and continues to raise concerns about the likely inconsistent administration of the new legislation, given the shift from one central body to sixty eight Local Government Authorities handling local nuisance matters and the complexities which arise from managing what are referred to as 'minor' nuisance matters, which often progress to be anything but 'minor'.

In order to address these concerns with a view to establishing a consistent and centralised approach for the administration of the legislation within the eastern region (ie. the Eastern Region Alliance), at a meeting held on 23 March 2017, the Eastern Region Alliance (ERA) Chief Executive Officers, discussed the possibility of the Eastern Health Authority (EHA) taking on the additional responsibilities which the legislation has imposed on Local Government in respect to responding to local nuisance complaints. There was general agreement amongst the Chief Executive Officers, that EHA was well placed to undertake administration of the local nuisance components of the legislation on a regional basis for its Constituent Councils (ie. Burnside, Campbelltown, Prospect, Walkerville and Norwood Payneham & St Peters and possibly the City of Unley), on a fee for service basis (ie. at cost).

A regional compliance approach would address the concerns associated with an inconsistent approach.

As Elected Members are aware, the EHA is a Regional Subsidiary established under Section 43 of the Local Government Act 1999.

As such, a report to this end was prepared and considered by the Council at its meeting held on 1 May 2017.

A copy of this report is contained in **Attachment A**.

Following consideration of the report, the Council resolved the following:

1. *The Council resolves that the Eastern Health Authority is required to administer and enforce the local nuisance related functions of the Local Nuisance and Litter Control Act 2016, on behalf of the City of Norwood Payneham & St Peters and the other Eastern Health Authority Constituent Councils, specifically in respect to the following "nuisance" aspects contained in the Act:*
 - noise;
 - odour (and other airborne "nuisance");
 - dust;
 - smoke; and
 - any other nuisance related provisions of the Act which the Council's Chief Executive Officer believes would be better managed by the Eastern Health Authority.

2. *That the Chief Executive Officer of the Eastern Health Authority provide the Council with an indication of the cost, resourcing and administrative implications of this additional service being provided by EHA.*
3. *That the Council notes that the additional compliance role for the Eastern Health Authority under the Local Nuisance and Litter Control Act 2016, would be subject to amendments to the Eastern Health Authority Charter 2016, being unanimously endorsed by all Constituent Councils of the Eastern Health Authority.*
4. *That the Council notes that any additional compliance role for the Eastern Health Authority under the Local Nuisance and Litter Control Act 2016, would be undertaken at an additional cost to the Council and if progressed, would require an adjustment to the Council's 2017-2018 Budget.*

All of the EHA Constituent Councils made similar resolutions and these were communicated to the EHA. A copy of this Council's letter dated 9 May 2017 to the EHA is contained in **Attachment B**.

Following receipt of the requests from the Constituent Councils, the EHA commissioned a report on the provisions of the Local Nuisance and Litter Control Act 2016, a copy of which is contained in **Attachment C**.

Following receipt of the report from the EHA, the ERA Chief Executive Officers considered the report and sought clarification from the EHA on both the model and costings.

Following consideration of the report from the EHA, including consideration of the proposed costings (both in terms of the cost per Council and the total aggregate cost), the Chief Executive Officers determined not to proceed with this initiative, but rather for each Council to undertake its own administration of the legislation.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Outcomes and Objectives of the Council's *City Plan 2030, Shaping Our Future* are set out below:

Outcome 4: Environmental Sustainability

A leader in environmental sustainability

Objective:

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

FINANCIAL AND BUDGET IMPLICATIONS

Based on the cost estimate which has been provided by the EHA, this Council would incur a cost of \$88,253 in Year 1 and an ongoing cost of \$79,451. In addition (irrespective of whether the EHA or the Council undertakes administration of the legislation), any enforcement which requires a prosecution, would be charged at cost. Based upon the current trends, all of the Constituent Councils' Chief Executive Officers have determined that it is most cost effective to administer the legislation through existing or re-structured staffing arrangements. This may change in the future, subject to increases in complaints. At the same time, if complaints across the Constituent Councils increase, then given that the EHA Model is based upon current trends, it can be assumed that the EHA costs will also increase.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable

SOCIAL ISSUES

The Act is intended to establish consistency in the management of local nuisance matters across the state and provide the community with more effective local management of nuisance complaints.

The EPA has argued that there are also significant community expectations that Local Government should manage minor environmental protection matters and cites results from community surveys undertaken in 2001, 2003 and 2006 by McGregor-Tan Research on behalf of the Local Government Association of South Australia, which indicated considerable community sentiment that Local Government is best placed to monitor/police pollution. The results indicated that up to 72% of respondents supported this role across the surveys.

It is also highly likely that community expectations that the Council will police and enforce the provisions of the Act, will be significant in the first year or two of implementation of the Act.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Local Government now has a substantially increased role to play in the detection and management of minor domestic level environmental issues.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

The nuisance provisions of the Act come into force on 1 July 2017. There is a risk, irrespective of the decision made, that the Council and/or EHA may not be ready to administer the compliance related provisions of the Act. The quantum of complaints that the Council will be required to manage under the new Act is untested.

There is a risk that either Council or EHA will be unable to effectively and quickly respond to a significant uptake from the community on the various aspects of “nuisance” related matters as detailed in the Act, leading to community dissatisfaction. There is also a risk that because of the untested nature of the legislation, the quantum of issues that need to be managed under the new Act, may either be underestimated or over-estimated.

CONSULTATION

- **Elected Members**
The Council previously considered this matter at its meeting held on 1 May 2017.
- **Community**
Not Applicable.
- **Staff**
General Manager, Urban Planning & Environment
- **Other Agencies**
Discussions have been held with the Chief Executive Officer of EHA and the Chief Executive Officers of the EHA Constituent Councils and the City of Unley.

DISCUSSION

Local nuisance is defined in Section 17 of the Local Nuisance and Litter Control Act 2016 (the Act) and relates to nuisances which impact on the amenity of an area such as noise, odour, fumes, aerosols, dust, animals (whether dead or alive), insanitary conditions and unsightly conditions. Contravention of an Environment Protection Policy under the Environment Protection Act 1993, is also captured under the definition of nuisance.

Some common examples of activities which may be considered a local nuisance include:

- noise emanating from fixed and non-fixed domestic machines such as air conditioner compressors, swimming pool pumps, lawn mowers and power tools;
- dust and activity noise from development and construction sites – building or maintenance and repair work;
- smokey wood heaters;
- excessive or unconstrained rubbish, waste or vegetation;
- stockpiled, excessive or unconstrained disused or derelict items;
- graffiti (other than authorised graffiti); and
- buildings on premises which are left partially demolished or in a state of disrepair, dilapidation or damage.

Since the introduction of the local nuisance components of the legislation in July 2017, at the time of writing this report, the Council has received and handled 41 complaints.

In this respect, notwithstanding the request which has been made to the EHA, administration of the legislation has been handled by each of the Constituent Councils.

The report which was commissioned by the EHA to investigate the request from the Constituent Councils, uses a model which ostensibly establishes a discrete service separate from the existing Environmental Health staff who are employed by the EHA, with little or no cross-over of duties, except in the area of administration.

As such, the model (and consequent costings) is based on employing a minimum of two (2) additional new staff, together with additional resources (ie. vehicles, computers, telecommunications, etc), to ensure adequate coverage, including during periods of leave.

The EHA report estimates the ongoing aggregate cost of this approach to be in the order of \$324,977 per annum. The initial allocation of costs to the City of Norwood Payneham & St Peters, based upon the number of rateable properties (24.71% of the total number of rateable properties within the Local Government Areas of the Constituent Councils), has been estimated at \$88,253 in Year 1 and \$79,451 each year thereafter (ie. ongoing costs). The report proposes that the allocation of costs, following the establishment of the service would be based upon the workload which is generated from each of the respective Councils, in a similar way to how the other services are provided to the Constituent Councils by the EHA.

In addition to the cost of undertaking the administration of the legislation, the unknown cost is the cost of enforcement (ie. legal prosecutions) of matters which cannot be resolved through the standard complaint handling processes.

Under the EHA proposal, this cost would be borne by the respective Councils.

On the basis of the cost estimates which have been provided, engaging the EHA to handle the administration of the new legislation is not a viable option as presented at this stage.

In this respect, based upon the current and anticipated workloads (at this stage) of both this Council and the other Constituent Councils, the cost which has been provided to undertake the administration of the legislation cannot be justified.

Based upon current trends, the cost estimate to provide the administration of the legislation through existing Councils' resources is in the order of \$40,000 per annum, comprising of the following:

TABLE 1: COST ESTIMATE – PROVISION OF ADMINISTRATION OF THE LEGISLATION THROUGH EXISTING COUNCILS' RESOURCES

	\$
Legal Costs	10,000
Consultants (technical expertise)	10,000
Staff over-time for after-hours inspections/callouts	3,000
Training	5,000
Operational Costs	2,000
Education and Promotion	5,000
Equipment (noise meter, etc.)	5,000
TOTAL	40,000

These cost estimates compare favourably to the \$88,253 Year 1 cost estimates which have been provided by the EHA.

At this stage, the Constituent Councils' Chief Executive Officers have agreed not to pursue the EHA Model, opting to recommend to their respective Councils that administration of the legislation continue to be undertaken by each Council. The City of Campbelltown and the Town of Walkerville have formally considered and resolved not to pursue the EHA Model.

Insofar as this Council is concerned, to date, administration of the new legislation has been relatively seamless and has been managed and absorbed through existing staff resources.

Whether the ability to do so will continue is unknown, suffice it to say that as the legislation is administered by Local Government, there is less opportunity to avoid following up complaints and therefore our responsibilities and accountabilities need to be taken seriously.

As such, it is recommended that the current approach to administration of the legislation continue.

At the same time, the Council is advised that changes to the organisation's complaint management system is in the process of being reviewed, including the staffing responsibilities.

OPTIONS

In respect to options, the Council can resolve to continue to pursue the decision for EHA to provide this service. However, given the cost estimates which have been provided by the EHA and the fact that the other Constituent Councils will not be pursuing this approach, this option is not a cost effective proposition at this stage.

CONCLUSION

The implementation of the *Local Nuisance and Litter Control Act 2016*, provides a new legal framework to undertake existing duties and in other cases, additional duties and workload, currently undertaken by the EPA, to be the responsibility of Local Government.

Implementation of the litter control component of the Act has to date brought minimal changes in workload for the organisation.

COMMENTS

Nil

RECOMMENDATION

1. That the Eastern Health Authority be thanked for undertaking an assessment of the administration of the provisions of the Local Nuisance and Litter Control Act 2016.
 2. That the Eastern Health Authority be advised that the Council will not be engaging the Authority to administer the Local Nuisance and Litter Control Act 2016 at this stage, as the proposal is not cost effective.
 3. The Council notes that staff will continue to monitor and report on the impact which administration of the Local Nuisance and Litter Control Act 2016 has on staff resources and operations.
-

Cr Minney left the meeting at 7.49pm.

Cr Minney returned to the meeting at 7.50pm.

Cr Wormald left the meeting at 7.52pm.

Cr Whittington moved:

1. *That the Eastern Health Authority be thanked for undertaking an assessment of the administration of the provisions of the Local Nuisance and Litter Control Act 2016.*
2. *That the Eastern Health Authority be advised that the Council will not be engaging the Authority to administer the Local Nuisance and Litter Control Act 2016 at this stage, as the proposal is not cost effective.*
3. *The Council notes that staff will continue to monitor and report on the impact which administration of the Local Nuisance and Litter Control Act 2016 has on staff resources and operations.*

Cr Wormald returned to the meeting at 7.54pm.

Seconded by Cr Dottore and carried unanimously.

11.5 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 meetings held on 30 August 2017 and 22 November 2017.

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, resilient and inclusive 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 ordinarily 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 unanimously.

11.6 ERA WATER

REPORT AUTHOR: Chief Executive Officer
GENERAL MANAGER: Not Applicable
CONTACT NUMBER: 8366 4539
FILE REFERENCE: S/02454
ATTACHMENTS: Nil

PURPOSE OF REPORT

The purpose of this report is to seek the Council's approval to adjust the borrowing limits which have been put in place for ERA Water.

BACKGROUND

ERA Water is a Regional Subsidiary which has been established under Section 43 of the Local Government Act 1999, by the City of Burnside, the Town of Walkerville and the City of Norwood Payneham & St Peters.

In establishing ERA Water, the Constituent Councils set a borrowing limit for the ERA Water Project of \$12 million.

The Prudential Report (as required to be prepared under Section 48 of the Local Government Act 1999) forecast that the peak debt for the Project would be \$12.624 million.

The Council has been advised that in drafting a set of common recommendations for the Constituent Councils to adopt when resolving to proceed with the Project and establish ERA Water as a Regional Subsidiary, the borrowing limit of \$12 million did not allow for the capitalisation of interest costs during construction.

Whilst ERA Water has undertaken construction of the Project based upon the \$12 million borrowing limit, there is a need to adjust the borrowing limit to cater for interest and operational costs until the Project is commissioned and water distribution on sales commence.

Given that the peak debt was forecast at \$12.624 million and not \$12 million, increasing the limit does not have any impact on the financial viability of the Project as set out in the Prudential Report.

As such, at its last meeting held on 29 November 2017, the ERA Water Board resolved to request the Constituent Councils to increase the borrowing limit from \$12 million to \$13 million.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Nil.

FINANCIAL AND BUDGET IMPLICATIONS

There are no budget implications associated with approving an increase to the borrowing limit.

EXTERNAL ECONOMIC IMPLICATIONS

Nil.

SOCIAL ISSUES

Nil.

CULTURAL ISSUES

Nil.

ENVIRONMENTAL ISSUES

Nil.

RESOURCE ISSUES

Nil.

RISK MANAGEMENT

Nil.

CONSULTATION

- **Elected Members**
Cr Minney is a Member of the ERA Water Board and is aware of this issue and the request from the Board.
- **Community**
Nil.
- **Staff**
Nil.
- **Other Agencies**
Nil.

DISCUSSION

The request to amend the borrowing limit was made following advice which the Board received from Mr Mark Booth of BRM Holdich (the author of the Section 48 Prudential Review).

In this respect, the Section 48 Prudential Review identified that debt would peak at \$12.624 million. Based upon advice from the ERA Water Acting General Manager, the additional cash will be required in the 2018 – 2019 financial year to cover interest repayments and operating costs, prior to commissioning of the system in winter 2018 and commencement of water use (and income) by the Constituent Councils and customers.

In this respect, the Project has three (3) components, comprising:

- Stage 1: Construction;
- Stage 2: Commissioning; and
- Stage 3: Operations.

Based upon advice which has been received from BRM Holdich, the following is a summary of the Stage 1 Construction component:

- The Construction Stage is reported to be 90% complete and it appears highly likely that the Project will be delivered for less than the Project budget of \$22.85 million (ie. within budget).
- All major construction funding milestones have been met.
- Construction risks are well understood and have been appropriately identified and managed through the Risk Management Framework.
- There are no significant risks relating to the Construction Stage which remain unmitigated or are likely to result in a detrimental impact to the Project.

An updated status report on the Project is currently being prepared and is scheduled to be presented at an Elected Members' Information Briefing shortly.

The Town of Walkerville and the City of Burnside have also considered this request and the resolution from both of the Councils is to give approval to increase the borrowing limit to \$13 million.

OPTIONS

The Council can choose not to approve an increase to the borrowing limit or it can approve the increase.

Given that the Project is based upon a peak debt of \$12.624 million, there is no issue in approving the increase.

Given the size of this Project and the estimated budget of \$22.85 million, containing construction costs to budget is a significant achievement.

CONCLUSION

Nil.

COMMENTS

Nil.

RECOMMENDATION

That the borrowing limit for ERA Water be increased from \$12 million up to \$13 million.

Cr Minney moved:

That the borrowing limit for ERA Water be increased from \$12 million up to \$13 million.

Seconded by Cr Frogley and carried unanimously.

12. ADOPTION OF COMMITTEE MINUTES
Nil

13. OTHER BUSINESS
Nil

14. CONFIDENTIAL REPORTS

14.1 TENDER SELECTION REPORT – EIGHTH AVENUE, ST PETERS STORMWATER DRAINAGE

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:

(k) tenders for the supply of goods, the provision of services or the carrying out of works;

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 12 months, after which time the order will be reviewed.

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.

Cr Minney 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, Acting General Manager, Urban Planning & Environment, General Manager, Governance & Community Affairs, General Manager, Urban Services, General Manager, Corporate Services, Project Manager, Assets and Administration Officer, Governance & Community Affairs], be excluded from the meeting on the basis that the Council will receive, discuss and consider:

(k) tenders for the supply of goods, the provision of services or the carrying out of works;

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 Dottore and carried.

Cr Stock left the meeting at 8.15pm.
Cr Duke left the meeting at 8.17pm.
Cr Stock returned to the meeting at 8.18pm.
Cr Duke returned to the meeting at 8.19pm.

Cr Minney 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 12 months, after which time the order will be reviewed.

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 Shepherdson and carried.

Adjournment of Council Meeting

At 8.20pm Cr Whittington moved:

That the Council meeting be adjourned for 3 minutes.

Seconded by Cr Minney and carried.

Resumption of Council Meeting

At 8.23pm the Council meeting resumed.

14.2 STAFF RELATED MATTER

RECOMMENDATION 1

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

- (a) Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).

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, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

Cr Knoblauch moved:

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

- (a) Information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead).*

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 Frogley and carried.

Cr Minney left the meeting at 8.54pm.
Cr Minney returned to the meeting at 8.55pm.

Cr Minney moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion and minutes be kept confidential for a period not exceeding 12 months, after which time the order will be reviewed.

Seconded by Cr Shepherdson and carried.

15. CLOSURE

There being no further business, the Mayor declared the meeting closed at 9.52pm.

Mayor Robert Bria

Minutes Confirmed on _____
(date)