



COUNCIL AGENDA & REPORTS

for the meeting

Tuesday, 30 January 2024

at 5.30 pm

in the Council Chamber, Adelaide Town Hall

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Members: The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith (Presiding)
Deputy Lord Mayor, Councillor Snape
Councillors Abrahamzadeh, Couros, Davis, Elliott, Giles, Hou, Li, Martin, Noon and
Dr Siebentritt

Agenda

Item	Pages
1. Acknowledgement of Country The Lord Mayor will state: ‘Council acknowledges that we are meeting on traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognize and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today. And we also extend that respect to other Aboriginal Language Groups and other First Nations who are present today.’	
2. Acknowledgement of Colonel William Light The Lord Mayor will state: ‘The Council acknowledges the vision of Colonel William Light in determining the site for Adelaide and the design of the City with its six squares and surrounding belt of continuous Park Lands which is recognised on the National Heritage List as one of the greatest examples of Australia’s planning heritage.’	
3. Prayer The Lord Mayor will state: ‘We pray for wisdom, courage, empathy, understanding and guidance in the decisions that we make, whilst seeking and respecting the opinions of others.’	
4. Pledge The Lord Mayor will state: ‘May we in this meeting speak honestly, listen attentively, think clearly and decide wisely for the good governance of the City of Adelaide and the wellbeing of those we serve.’	
5. Memorial Silence The Lord Mayor will ask all present to stand in silence in memory of those who gave their lives in defence of their Country, at sea, on land and in the air.	
6. Apologies and Leave of Absence On Leave - Councillor Martin	
7. Confirmation of Minutes That the Minutes of the meeting of the Council held on 12 December 2023, be taken as read and be confirmed as an accurate record of proceedings. View public 12 December 2023 Minutes here .	

8.	Declaration of Conflict of Interest	
9.	Deputations	
	Granted at time of Agenda Publication – 25 January 2024	
9.1	Deputation - Glenn Woodward - Volunteer Town Hall Tour Guides	
10.	Petitions	
	Recommendation/Advice from Committee/s	
	Nil	
11.	Reports for Council (Chief Executive Officer's Reports)	
11.1	Capital Projects Update - December 2023	4 - 17
11.2	Requests for Council Member Professional Development Training	18 - 26
11.3	National General Assembly of Local Government 2024	27 - 30
12.	Lord Mayor's Reports	
13.	Councillors' Reports	
13.1	Reports from Council Members	31 - 34
14.	Motions on Notice	
14.1	Councillor Elliott - MoN - E-bike and Cargo Bike Subsidy	35 - 36
14.2	Councillor Elliott - MoN - World Car-free Day	37 - 38
14.3	Councillor Snape - MoN - Franklin Street Wombat Crossing	39 - 40
15.	Motions without Notice	
16.	Questions on Notice	
17.	Questions without Notice	
18.	Exclusion of the Public	41 - 45
	In accordance with sections 90(2),(3) and (7) of the <i>Local Government Act 1999 (SA)</i> Council will consider whether to discuss in confidence the reports contained within section 19 of this Agenda.	
19.	Confidential Reports for Council (Chief Executive Officer's Reports)	
19.1	Delegation to Award Contract [S90(3) (b), (d)]	46 - 50
19.2	Chief Executive Officer - Selection Panel Appointment [S90(3) (a)]	51 - 58
19.3	Nomination of Council Appointed Member to Kadaltilla [S90(3) (a)]	59 - 64
19.4	Appointment of Independent Audit and Risk Committee Member [S90(3) (a)]	65 - 68
19.5	Appointment of Acting Chief Executive Officer [S90(3) (a)]	69 - 72
20.	Closure	

Strategic Alignment – Our Corporation

Program Contact:

Mark Goudge, Associate Director
Infrastructure

Public

Approving Officer:

Tom McCready, Director City
Services

EXECUTIVE SUMMARY

This report provides a summary view of the Capital Works Program delivery and financial performance as of 31 December 2023 including a snapshot of headline projects either complete or in progress, future procurement activities and upcoming community consultation and engagement activities.

RECOMMENDATION

THAT COUNCIL

1. Notes the Capital Works Program Update for December 2023 as contained within this report and Attachment A to Item 11.1 on the Agenda for the meeting of Council held on 30 January 2024.

IMPLICATIONS AND FINANCIALS

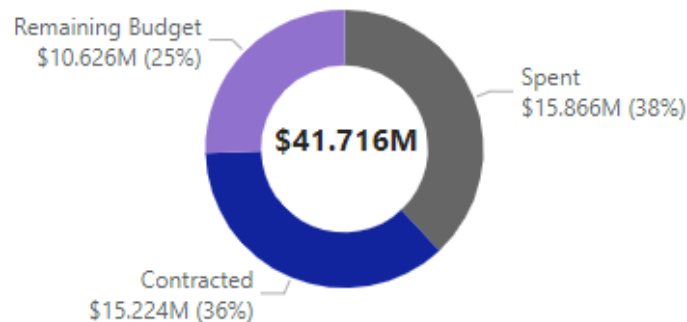
City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Corporation Strategy, Value and Efficiency - Strategic and Capital Projects are delivered on time and on budget (target 75%)
Policy	Not applicable
Consultation	Consultation to various levels as required for the delivery of each project has or will be undertaken.
Resource	Projects delivered through a combination of Council resources, contract staff and external contractors and suppliers.
Risk / Legal / Legislative	Not as a result of this report
Opportunities	Not as a result of this report
23/24 Budget Allocation	This report tracks capital works performance against the 2023/24 Capital Works budget of \$110.280m
Proposed 24/25 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Life expectancy of assets varies by asset class.
23/24 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Ongoing costs for the maintenance of new and/or renewed assets will be factored into future Asset Management and Maintenance Plans, Business Plans and Budgets.
Other Funding Sources	Projects reported on are primarily funded from Council's Capital Budget, however various State and Federal grant funding opportunities have been leveraged against a number of projects.

DISCUSSION

1. The total revised Capital Expenditure Budget for 2023/24 approved by Council at its meeting on 28 November 2023 is \$110.280m.
2. The Capital Works Program is itemised as follows.
 - 2.1. Major Projects are defined as complex projects identified through Council strategies and plans; the funding allocated within 2023/24 financial period total \$41.716m.
 - 2.2. New and Upgrade Projects are defined as installation of new infrastructure and upgrades to existing infrastructure, identified through Council strategies and plans, the funding allocated within 2023/24 financial period total \$14.411m.
 - 2.3. Renewal Projects are defined as renewals and maintenance works which are aligned to Asset Management Plans and current assets, the funding allocated within 2023/24 financial period total \$54.153m.
3. The monthly Capital Works Update will provide the status of these three capital programs as at the end of each calendar month.

Major Projects

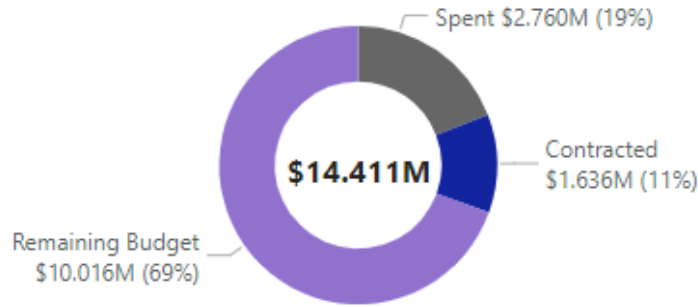
4. Major Projects as of 31 December 2023 reflects \$15.866m in spend and \$15.224m in contracted works.



5. Examples of Major Projects within this category are:
 - 5.1. City of Adelaide North-South Bikeway
 - 5.2. Rymill Park / Murlawirrapurka (Park 14) Lake Upgrade
 - 5.3. Central Market Arcade Redevelopment
 - 5.4. Hindley Street Main Street Revitalisation
6. Major Project Summary:
 - 6.1. The City of Adelaide North-South Bikeways is approaching contract award with expectation of construction starting in March 2024. Works will commence at Albert Bridge working southward across 3 sections to Rundle Street.
 - 6.2. Rymill Park Lake build continues 'at pace' to meet a demanding schedule of upcoming events and stakeholder expectations. Bulk excavation is now complete with final trimming of the sub-base underway before the new base is installed. Preparations are underway for construction of 2 rain gardens to filter the water supply. Contaminated soil was found beneath Rymill Park Lake and has been removed for public safety. The budget associated with this will be reflected in the Q2 Budget reconsideration which will be presented to Council.
 - 6.3. Hindley Street detailed design has commenced with external consultants engaged. Stakeholder engagement commenced this month.
 - 6.4. Central Market Redevelopment contractor, Multiplex will commence basement excavation and piling in early 2024. As per all steps of construction, consultation with the Adelaide Central Market Authority about work programming will ensure that Central Market business continuity is maintained.

New and Upgrade

7. New and Upgrade Projects as of 31 December 2023 reflects \$2.760m in spend and \$1.636m in contracted works.



8. Examples of New and Upgrade Projects within this category are:

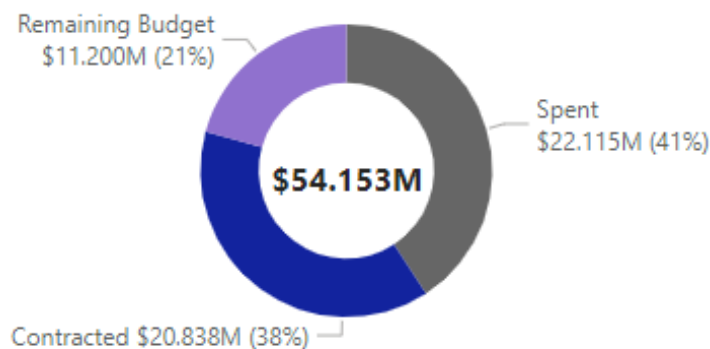
- 8.1. Pitt Street – Market to Riverbank
- 8.2. Field Street Improvements
- 8.3. Torrens retaining structure.
- 8.4. Greener City Streets program
- 8.5. Rymill Park Lake – Sustainable water supply.

9. New and Upgrade Summary:

- 9.1. The New and Upgrade program is delivered in conjunction with renewals and major projects.
- 9.2. Five New and Upgrade projects have reached practical completion over the previous month including traffic signal safety upgrades, re-use and greening initiatives, and an earthen retaining structure.
- 9.3. Pitt Street redevelopment is progressing to plan, on time and budget with civil works moving well along the west side out front of Care Park and Her Majesty’s Theatre. Stakeholder engagement is ongoing, including weekly internal progress reports and regular contractor updates.
- 9.4. The contract for Field Street upgrade has been awarded with works expected to commence early 2024. Community engagement has started and will continue throughout the project.
- 9.5. The Torrens retaining structure adjacent the university footbridge is now completed, stabilising the riverbank and pathway. The structure provides a safe and enhanced amenity for both pedestrian and water users.

Renewal Projects

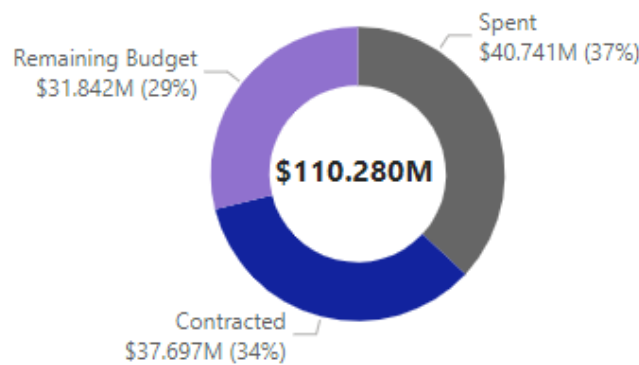
10. Renewal Projects as of 31 December 2023 reflects \$22.115m in spend and \$20.838m in contracted works.



11. Examples of Renewal Projects within this category:
 - 11.1. Adelaide Town Hall Conservation Works
 - 11.2. Jeffcott St South Renewal Project
 - 11.3. Roads Renewals
 - 11.4. Footpath and lighting Renewals.
12. Renewal Project Summary:
 - 12.1. A total of 14 Renewal projects achieved practical completion over the previous month including footpath and road resurfacing, lighting renewals and bridge handrail upgrades.
 - 12.2. Practical completion was also reached on public art projects including the Sun Dial – Pennington Gardens, Three Rivers fountain lighting and Days in the Diocese Park 21.
 - 12.3. Footpath and Kerb and Water table renewal on Franklin Street (North) and the GPO Marriott Hotel Development was completed with minimal traffic disruption in a high-profile location.
 - 12.4. Jeffcott Street South renewal works have been finalised, including historic bluestone kerbing upgrades, road resurface, water table and minor drainage works. These works have enhanced amenity significantly while reducing the flood ‘ponding’ risk in this location.
 - 12.5. The roads program continues to deliver, with close to 80% of road resurfacing outcomes achieved by the end of 2023. This has included delivery on its sustainability targets utilising recycled asphalt.

Capital Works Program

13. There are 406 projects within the approved 2023/24 financial year.
14. Within the 2023/24 Capital Works Program there are currently 115 projects within the Initiate, Concept and Design phase.
15. The total value of projects within the Initiate, Concept and Design Phase is \$7.603m.
16. There are 291 projects in the Delivery Phase with a total value of \$102.677m. Of these projects, 79 have reached practical completion.
17. The total expenditure against the Capital Works Program to the end of December 2023 is \$40.741m spent with a further \$37.697m contracted, totalling \$78.438m in the first six months.

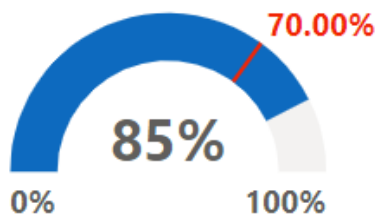


Summary of commitments and expenditure by asset class for December-2023.

Capital Works	No. of Projects	Approved Budget	Commitments	Expenditure	Remaining Budget
Asset Renewals	313	\$54.153M	\$20.838M	\$22.115M	\$11.200M
Corporate Overhead		\$5.500M	\$0.000M	\$2.986M	\$2.514M
Major Projects	10	\$6.110M	\$3.876M	\$1.173M	\$1.062M
New/Upgrade Projects	22	\$1.397M	\$0.067M	\$0.090M	\$1.240M
Bridges	4	\$0.360M	\$0.005M	\$0.119M	\$0.236M
Buildings	40	\$9.667M	\$6.017M	\$2.428M	\$1.221M
ICT Renewals	7	\$1.793M	\$0.604M	\$1.111M	\$0.078M
Light'g & Electrical	24	\$2.203M	\$0.501M	\$0.468M	\$1.234M
Park Lands Assets	17	\$1.060M	\$0.829M	\$1.632M	(\$1.401M)
Plant and Fleet	5	\$3.215M	\$2.119M	\$1.159M	(\$0.063M)
Traffic Signal	12	\$2.143M	\$1.550M	\$0.848M	(\$0.255M)
Transport	118	\$14.844M	\$3.933M	\$8.227M	\$2.684M
Urban Elements	46	\$4.013M	\$0.564M	\$0.688M	\$2.762M
Water Infrastructure	8	\$1.850M	\$0.774M	\$1.186M	(\$0.110M)
Major Projects	26	\$41.716M	\$15.224M	\$15.866M	\$10.626M
New/Upgrade Projects	97	\$14.411M	\$1.636M	\$2.760M	\$10.016M
Total	406	\$110.280M	\$37.697M	\$40.741M	\$31.842M

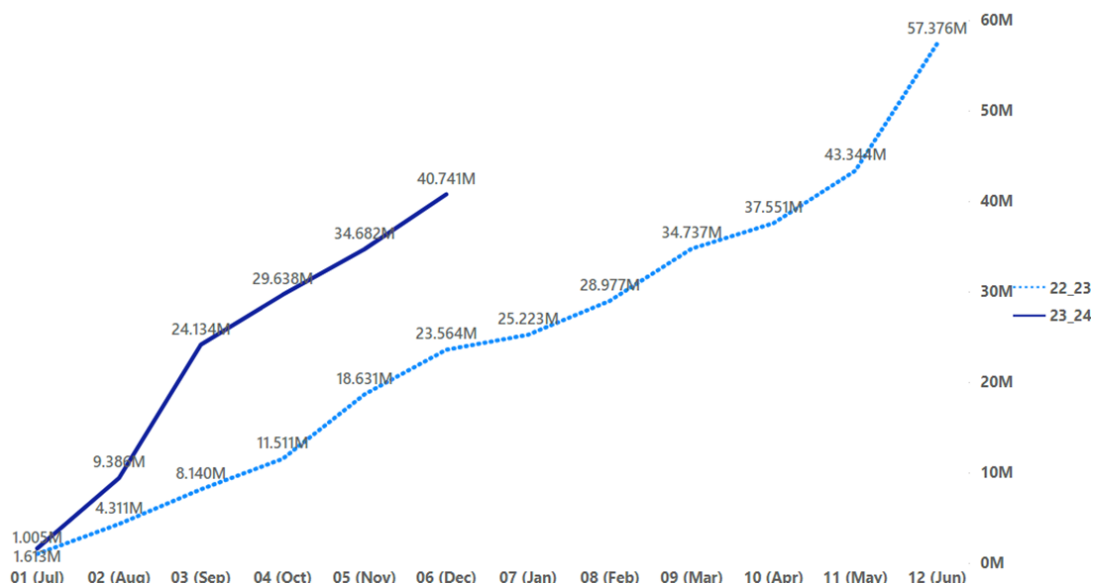
1. Transport is made up of Roads, Pathways and Kerb and Water Table
 2. Plant and Fleet includes Commercial Plant and Fleet
 3. Total Project Count: Mixed-Funded projects are only counted once in the total Project Count i.e. they are counted in the sub-totals but not in the Grand Total.

- 18. Examples of those works completed or in progress are reflected in Attachment A - Capital Works Project Update.
- 19. Works in Progress (WIP) is the capitalisation of projects within 10 weeks following Practical Completion. WIP currently sits at 85%. WIP KPI - 70%.



Capital Works Year on Year Spend Profile -

- 20. The spend profile for December 2023 reflects a capital spend of \$40.741m year to date, compared to \$23.564m in December 2022.



Future Procurement Activities

21. The following procurement activities are currently being undertaken or will commence shortly:
 - 21.1. City of Adelaide North-South Bikeway (Award of Contract)
 - 21.2. Hutt Street Entry Statement
 - 21.3. Field Street (Award of Contract)
 - 21.4. Hindley Street Revitalisation
 - 21.5. Melbourne Street improvements
 - 21.6. Gouger Street Revitalisation

Future Community Consultation and Engagement Activities

22. The following are some of the community consultation activities and engagements that are ongoing or planned:
 - 22.1. City of Adelaide North-South Bikeway (Frome Road stakeholders)
 - 22.2. Hindley Street Revitalisation – local traders
 - 22.3. Field Street – planned letter drops, information sessions
 - 22.4. Charles Street – engagement with traders
 - 22.5. Gouger Street Revitalisation – commercial and traders
23. The information provided reflects the first half of the 2023/24 financial year. For further details on the 2023/34 Capital Program, the Council Member Corporate Dashboard has a dedicated Capital Works section ([Link 1](#)).
24. Should Council Members wish to understand the progress of a specific project/s outside of those highlighted, the Director, City Services and Associate Director, Infrastructure can be contacted to discuss.

DATA AND SUPPORTING INFORMATION

Link 1 – Council Member Corporate Dashboard

ATTACHMENTS

Attachment A – Capital Works Projects in Focus – December 2023

- END OF REPORT -

Capital Works

December Update

Infrastructure & Public Works Committee

This report provides an overview of Capital Projects either complete or progressing for the month of December 2023.



Rymill Park Lake

\$5.6m lake + \$1m (water-source)

Major Project



Bulk excavation within the lake is now complete, with final trimming of the lake sub-base underway.

New lighting infrastructure is being installed around lake surrounds and adjusted external paths.

Final preparations are underway for construction of 2 Rain Gardens to filter the lakes water.

The contractor is preparing to start excavation and construction of underground water storage tanks.

The team has managed some significant challenges and delays, including managing contaminated soil (identified as a project risk) and unseasonal rain.

Contaminated soil was found beneath Rymill Park Lake which required removal for public safety.

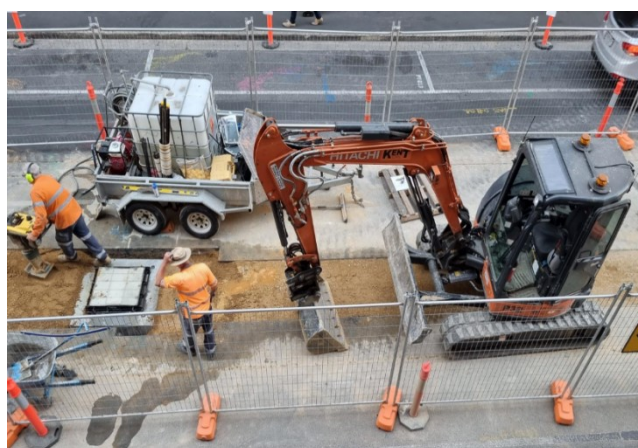
The contaminated soil has been removed by contractor and the budget associated with this will be reflected in the Q2 Budget reconsideration which will be presented to Council.

Due for completion in April 2024.

Pitt Street

\$2.65m

Major Project



Works are progressing well, both from a budget and schedule perspective. Civil works are completed along the Western side in front of Care Park.

Works are continuing on the Western side along Her Majesty's Theatre and will be completed in January 2024.

Works along the Eastern side of the road will commence in January 2024.

Ongoing stakeholder engagement with impacted stakeholders, along with weekly bulletin updates from contractor. The project is due for completion in mid-2024.

North-South Bikeways: Albert Bridge to Rundle Street

\$5.5m

Major Project



The Tender Period for the role of Contractor has closed.

Contract Award is anticipated in late January/early February 2024.

We will continue meetings and updates with Key Stakeholders.

Further stakeholder consultation to commence following selection of preferred Contractor.

We anticipate works will commence in March 2024.

Construction works anticipated to commence at Albert Bridge working towards Rundle Street.

The works are being scheduled around a busy events season.

Project completion is expected in August 2024.

Brougham Place Footpath Improvements & Greening

\$160,000

New & Upgrade



Works consist of improving the footpath by upgrading the asphalt with new flagstone pavers to match the existing street, replacing the existing damaged kerb and installing 3 new garden beds. The building owner will then plant and maintain their own plants.

New kerb has been installed.

Contractor installing quality 'flagstone' pavers consistent with the area.

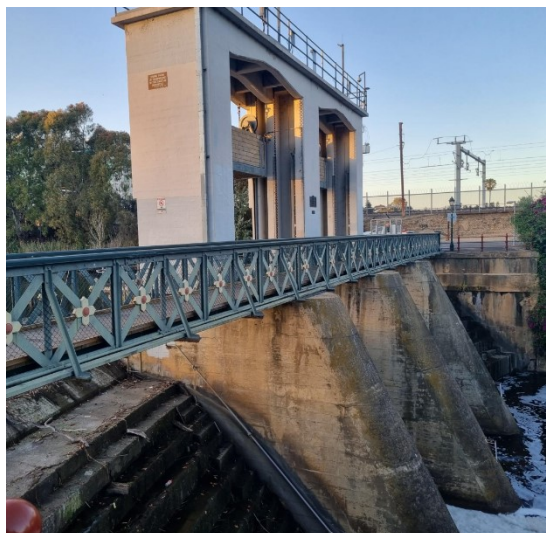
Mulch for garden beds to be installed in January 2024.

Project completion expected January 2024.

Torrens Lake Weir Rehabilitation

\$710,000

New & Upgrade – Investigation stage



Structural Investigation of Torrens Lake Weir and Preliminary Design of any recommended remedial works.

Consultant engineering firm with specialist dam engineering expertise was engaged in December 2023.

Investigations and analysis works are ongoing until mid-2024.

Works include detailed site investigations (geotech, concrete testing etc.) and structural assessment.

Inspection of upstream face of weir wall undertaken by divers.

Survey and services mapping conducted.

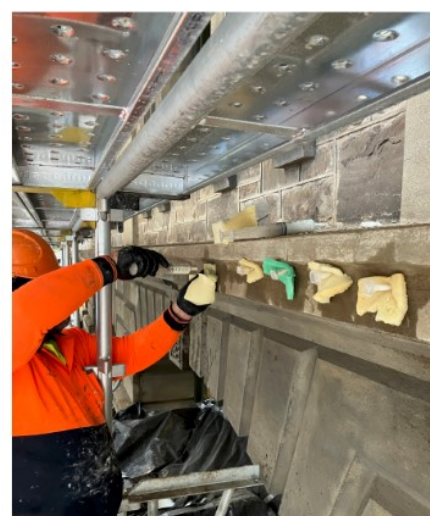
Coring of concrete commenced 4/12/23 and completed December 2023.

Core analysis to be undertaken to inform structural requirements.

Adelaide Town Hall Façade

\$4.96m

Renewal



Works are progressing well on the North facing façade.

Lead flashings have been completed. Painting of windows commenced.

Final inspection to be undertaken in January 2024 before North facing scaffold comes down.

Works on the King William façade side will commence in February 2024.

Practical completion is expected in December 2024.

Road Resurfacing Program

\$5.39m

Renewal



Our roads team has negotiated with our contractors and reorganised the usual delivery window resulting in a fast-tracked delivery over the first six months of 2023/24.

This approach has been highly successful, enabling a front ended delivery program.

The team has delivered \$4.3m of the \$5.39m (~80%) of the 2023/24 roads program.

An outstanding effort in such a short period that equates to an estimated 8,900 tonnes of asphalt, which has been laid across some 46,000m² of Council's road network.

The roads program has continued the use of recycled asphalt, in varying percentages.

Jeffcott Street South

\$2.7m

Renewal



The works to improve the kerb and water table drainage and street amenity on Jeffcott Street between Wellington Square and Montefiore Hill have now been completed.

Significant localised drainage improvements evidenced during recent heavy rain events.

Streetscape works along the northwest side of Jeffcott Street between Ward Street and Wellington Square being undertaken in January 2024.

Park 16 Stormwater

\$601,000

Renewal



Renewal of the existing open channel so that the channel is maintained and remains fit for purpose.

Project included demolition of the existing stone masonry and horse jump structure near Angas Street.

Landscaping around the new detention basin and open channel.

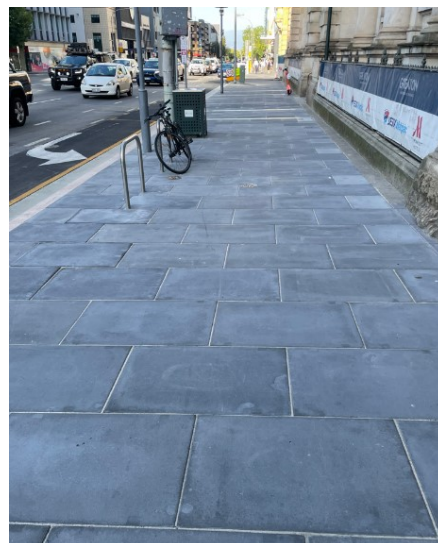
Temporary dog proof fence installed.

Project completed in mid-December 2023.

Franklin Street footpath and kerb and water table

\$332,000

Renewal



Footpath and Kerb & Water table renewal on Franklin Street (North) from King William Street to the first driveway (GPO Marriott Hotel Development).

Additional works were undertaken to update sub-surface traffic light sensors.

Minimal disruption to traffic and pedestrians through effective traffic management plans.

Project completed in mid-December 2023.

Boat Landing / Ramp, Park 12 South Bank

\$47,000

Renewal



Renewal of South Bank Boat Landing in Red Gum Park / Karrawirra (Park 12) adjacent to Jolleys Boathouse.

Project completed successfully, providing safe and improved public amenity.

Requests for Council Member Professional Development Training

Tuesday, 30 January 2024
Council

Strategic Alignment – Our Corporation

Program Contact:
Manager Governance

Public

Approving Officer:
Anthony Spartalis - Acting Chief
Operating Officer

EXECUTIVE SUMMARY

This report seeks a decision from the Council regarding professional development training for Council Members, which is to be considered in accordance with the Council Members Training and Development Policy.

RECOMMENDATION

THAT COUNCIL

1. Approves Council Member attendance at the Australian Institute of Company Director's Course (AICD) Governance Essentials for Local Government (as outlined in Attachment A to Item 11.2 on the Agenda for the meeting of the Council held on 30 January 2024) at a cost of \$35,112.
2. Notes, subject to Council approval above, that a budget increase of \$35,112 will be presented for consideration as part of the Quarter 3 Progress Report.
3. Approves the payment of the registration fee of \$4,500 for Councillor Davis to attend the 2024-25 Young Leadership Dialogue Program.
4. Notes that Councillor Davis will be attending to full payment of accommodation and flights to attend the 2024-25 Young Leadership Dialogue Program in the United States of America and/or Australia.
5. Notes the intention to consider increasing the budget allocation for Training and Development for Council Members as part of the 2024-25 annual business plan and budget process.

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Corporation Council Member Training and Development supports action: <i>Identify and develop the skills, capabilities, and leadership needed to support a high performing organisation</i>
Policy	Council Member Training and Development Policy
Consultation	Not Applicable
Resource	Not Applicable
Risk / Legal / Legislative	The <i>Local Government Act 1999 (SA)</i> , the <i>Local Government (General) Regulations 2013</i> and the Local Government Association Training Standards for Council Members.
Opportunities	The City of Adelaide recognises that the ongoing professional training and development of Council Members is vital to providing competency in community leadership. It is essential to ensure that Council is well governed and operates in the Corporation's and the community's best interests.
23/24 Budget Allocation	The Training and Development Budget for the 2023/24 Financial year is \$10k, and to date \$3,547 has been spent. This leaves \$6,453 available budget.
Proposed 24/25 Budget Allocation	The Training and Development Budget proposed for the upcoming financial year is \$30k.
Life of Project, Service, Initiative or (Expectancy of) Asset	Not Applicable
23/24 Budget Reconsideration (if applicable)	The remaining balance from the 2023/24 budget allocation is \$6,453. If Council approves any professional development beyond this amount, a budget increase will be required as part of the quarterly budget review process. For noting, pre-COVID-19 (2019/20), the budget allocation for training and development for Council Members was \$20k.
Ongoing Costs (eg maintenance cost)	Not Applicable
Other Funding Sources	Not Applicable

DISCUSSION

Background

1. The *Local Government Act 1999* (the Act) requires a Council to prepare and adopt a training and development policy for Council Members. Section 80A of the Act and Regulation 8AA of the *Local Government (General) Regulations 2013* (Regulations) sets out the legal requirements for the training and development of Council Members.
2. It is noted that all Council Members are up to date with their mandatory training.
3. Since the commencement of the 2022 Council term, the sum of \$40,308 has been invested in Council Member training.

Council Member Training & Development	
General councillor training & development in FY24	1,098.48
Jude Munro & Associates	2,448.86
Sub-Total	3,547.34

Council Member Induction	
Leaders Institute	7,600.00
Jude Munro & Associates	5,283.67
Mandatory Legal Training	18,320.50
Planning, Development & Infrastructure Act training	3,581.60
Conflict of Interest training	610.50
Ordinary Returns training	935.00
Meeting Procedure training for Acting Lord Mayor	429.00
Sub-Total	36,760.27

Total	40,307.61
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4. At the Council Meeting on 26 September 2023, Council adopted the Council Member Training and Development Policy (the Policy) [Link 1](#)
 5. The Policy aims to provide members with a substantial level of community leadership competency and critical capabilities required to perform the Council Member role in conjunction with the core modules and anticipated learning objectives in accordance with legislative requirements.
 6. Part 3 of the Policy provides for Council Members to have the opportunity to undertake professional development, which will enhance the skills and knowledge required to perform their official functions and duties and interactions with the community.
- Australian Institute of Company Directors (AICD)**
7. In late 2023, the Administration sought expressions of interest (EOI) from Council Members as to their interest in participating and attending training provided by AICD.
 8. Following the EOI, the Administration received interest from Council Members to participate in the Foundations of Directorship, and Company Directorship courses.
 9. The **Foundations of Directorship** program is an opportunity to learn the fundamentals of the boardroom and comprises three one-day courses. Topics include Governance for Directors, Risk and Strategy, and Finance for Directors.
 10. The Foundations of Directorship program needs to be completed within 12 months, and once participants have completed the three topics and an assessment, they receive a Foundations of Directorship certificate. The cost of this program starts at \$3,100 (members) or \$4,350 (non-members) for in-person training.

11. The **Company Directorship** course is recommended for those participants who have already completed the Foundations of Directorship course or have equivalent professional experience. The cost of this program starts at \$8,800 (members) or \$11,900 (non-members) for in-person training
 12. In addition to the above two professional development opportunities and following the Administration liaising directly with AICD, the administration has been advised there is a course choice tailored for Local Government. The **Governance Essentials for Local Government** program consists of four half-day courses generally completed as two full days.
 13. It is recommended that the Governance Essentials for Local Government program is an appropriate training and development option for Council members. The course outline is at Attachment A.
 14. The modules in the Governance Essentials for Local Government program are:
 - 14.1. The role of the Council and Councillor – examines the governance role of the council
 - 14.2. Leadership: The Councillor’s Role – provides an understanding of a councillor’s leadership style and that of others, leading to a more effective, high-performing council
 - 14.3. Risk: Issues for Councillors – introduces the councillor’s role in risk oversight and monitoring, including the impact on councillors at a personal and organisational level
 - 14.4. Introduction to Financial Information for Councillors – provides an introduction to understanding financial reports within the regulatory requirements of local government
 15. The cost to do the full two days of specialised Local Government content in-house for twelve participants would be \$35,112 (ie. \$2,926 per Council Member).
 16. Further information on the Governance Essentials for Local Government program can be found in **Link Two**.
- Individual Professional Development Request from Councillor Davis**
17. Councillor Davis advised the Administration late last year that he has been successful in being accepted into the Young Leadership Dialogue Program (the Program) and has requested that Council fund the registration fee of \$4,500.
 18. In making this request, Councillor Davis noted that this Program relates to his role as a Councillor as it has a “heavy emphasis on leadership development”.
 19. The Program is a two-year bilateral program that brings together young leaders from Australia and the United States to discuss areas of mutual interest and strategic importance, advancing understanding and cooperation between the two nations.
 20. The participants in the program are known to excel in their respective fields of academia, business, government, defence, space, media and civic society.
 21. The Program has been globally recognised as a tier-one leadership program, providing delegates with a unique opportunity to engage with a broad peer group to broaden and strengthen the Australian–American relationship. Participants have been selected into the Program through a merit-based selection process, and successful participants are:
 - 21.1. Expected to engage in debate and discussion on the Australian-American relationship at various events (virtually and in person) throughout the two-year program; and
 - 21.2. Participants are responsible for self-funding their participation and, where applicable, securing employer support.
 22. The Policy requires discussing professional development opportunities between the Councillor and the Lord Mayor.
 23. The Policy stipulates that any requests over \$5,000 require specific approval from the Council, with the Council Member required to:
 - 23.1. Provide how the request aligns with the performance and discharge of their official functions and duties; and;
 - 23.2. How the request contributes to good governance and Council’s strategic objectives.
 24. If Council approves the request from Councillor Davis, the Policy also requires the Council Member to provide a report to the Council at the completion of the Program detailing how they have applied the skills gained. If this is not actioned or Councillor Davis fails to complete the course, costs are to be refunded to Council.

25. While the cost of the Program is under the \$5,000 limit which requires specific Council approval and may be approved under delegation by the Chief Executive Officer, it is noted:
 - 25.1. That the aggregate requests for training and development support from Councillor Davis exceed \$5,000;
 - 25.2. That any requests for Councillors to attend Interstate Conferences require a Council decision (part four of the Policy);
 - 25.3. While the Policy is silent on overseas travel approval for Council Members, it is noted that the Lord Mayor requires Council approval before any international travel is arranged.
 - 25.4. Given this stipulation within the Policy for the Lord Mayor's international travel, it is also appropriate that Council approves any such requests for Council Members.
26. It is noted that Councillor Davis has indicated his commitment to pay in full any costs associated with travel (flights) and accommodation and is only requesting for Council to fund the registration fee for the Program.
27. Under the Policy when considering this request, the Council must consider the number of attendances the individual member has had in that year.
28. Since the beginning of this Council term, Councillor Davis has only undertaken mandatory training and development or training organised for all Council Members.
29. Councillor Davis has also indicated his willingness to attend and complete the Australian Institute of Company Directors (AICD) course.

Budget Implications

30. Any approvals of professional development for Council Members beyond the balance of the remaining budget allocation (\$6,543) will require Council to consider a budget adjustment at the next quarterly budget review.
31. Alternatively, Council could consider some of the professional development training proposed as part of the annual business plan and budget process. That is likely to require Council to consider an increase to the proposed 2024/25 budget allocation, from the current budget of \$10,000 to \$45,000
32. As per the Policy, any training and development courses undertaken by any members of Council will be recorded on the Council Allowances and Benefits Register the Training and Development Register and be included in the Annual Report.

DATA AND SUPPORTING INFORMATION

Link 1 – Council Member Training and Development Policy

Link 2 - [Young Leadership Dialogue Program Prospective](#)

ATTACHMENTS

Attachment A – Outline of Governance Essentials for Local Government course

- END OF REPORT -

Governance Essentials for Local Government

21/22 V1

PRODUCT BRIEF

LEARNING LEVEL	DELIVERY METHOD	DURATION	DPD UNITS
Starting	<ul style="list-style-type: none">in-house onlyface-to-face	2 days	20

Governance Essentials for Local Government is designed for Councillors, Mayors and executive management, and provides a basic overview of their duties and responsibilities. It consists of four sessions—***The Role of the Council and Councillor***, ***Leadership: The Councillors Role***, ***Introduction to Financial Statements for Councillors*** and ***Strategy and Risk: Issues for Councillors***.

Each session may be undertaken in conjunction with other sessions in the **Governance Essentials for Local Government** course or as a stand-alone education offering.

Value proposition

Designed for Councillors, Mayors and executive management, *Governance Essentials for Local Government* provides a basic overview of their duties and responsibilities through interactive working sessions and the use of relevant case studies.

Suitable for

Councillors, Mayors and executives who hold positions within Local Government organisations, and seek to learn more about:

- The duties and responsibilities of Councils and Councillors.
- Their governance responsibilities.

Learning objectives

Upon completion of the program, you will be able to:

- Identify the duties and responsibilities of a Councillor

- Examine leadership in action within a Council context
- Outline the Councillors' roles with regard to financial statements and financial reports
- Recognise the link between corporate strategy and financial performance
- Identify the Councillor's role in formulating and monitoring strategy, and identifying and assessing risk

Course delivery method

The **Governance Essentials for Local Government** course is an in-house only, face-to-face course.

This course has a length of 2 days, conducted over four sessions. Layout is generally cabaret, to enable small group work and table discussion. Input is provided by a facilitator and PowerPoint slides, with short activities and case studies included to guide discussion. Group size is customarily limited to a maximum of 25 people.

Our facilitators are experienced company directors. They are selected based on their knowledge of the board environment as well as their ability to engage and connect with participants.

Content outline

The Role of the Council and Councillor

This session provides an overview of how the Council uses systems and processes to control and monitor—or govern—Council activities. These are distinct from management's role, which is to ensure that the day-to-day operations of the Council are carried out within the framework of policies and strategic guidelines the Councillors have established. Participants also explore the duties and responsibilities of a Councillor; and the Council's key governance relationships, including those with Local, State and Federal levels of Government, Local Government staff, the local community and special interest groups.

Learning objectives

At the end of this session, participants will be able to:

- Identify the role and key functions of the Council.
- Explain the purpose and essential features of good governance within local government organisations.
- Outline the key duties and responsibilities of Councillors and explain the associated liabilities and their related protection.
- Know the rights of Councillors.
- Recognise the consequences of breaching Councillors' duties.
- Identify the regulatory frameworks and the roles of various regulators.
- Know the role of the state government and state minister responsible for the local government portfolio.

Leadership: The Councillor's Role

This session assists Councillors to increase their understanding of their own leadership style, others' styles and how leadership is used to build an effective, high-performing Council. It examines the leadership

roles of primary Council representatives and illustrates how good leadership contributes to the solving and preventing of problems, the building of trust, and the enrichment of the local community.

Learning objectives

At the end of this session, participants will be able to:

- Understand essential competencies of effective leadership.
- Examine leadership in action within a Council context.
- Identify the differences in leadership for elected Councillors and executive managers.
- Know how to use leadership competencies to strengthen decision making and Council performance.
- Evaluate oneself as a leader.
- Create an individual leadership development plan.

Introduction to Financial Statements for Councillors

This session introduces Councillors to financial concepts, the key financial statements, the duties imposed on them, and how to establish a basic understanding of assessing financial performance. Participants learn common ratios used by boards to monitor performance; and consider issues to be mindful of when questioning management on the preparation of financial statements and when reviewing financial reports.

Learning objectives

At the end of this session participants will be able to:

- Examine the major elements of financial statements.
- Appreciate the relationship between financial statements.
- Explore the areas where Councillors need to question financial statements.
- Identify Councillors' roles with regard to financial statements and financial reports.
- Review performance over time through using each of the three main financial statements.
- Identify the financial ratios that can be used to monitor Council performance and consider those that are required to be included the annual financial statements.
- Consider the questions to ask of management when reviewing the monthly and long-term financial reporting.

Strategy and Risk: Issues for Councillors

This session is designed as an introduction to the Councillor's role in relation to strategy and risk, and seeks to provide the basic tools to enable Councillors to take a more confident and active role in their strategic and risk governance roles, for the benefit of both the organisation and themselves.

Learning objectives

At the end of the session participants will be able to:

- Explain the Councillor's and Council's role in risk and strategy
- Identify a Councillor's personal risk appetite, and recognise how this relates to the risks they are exposed to in their role.
- Recognise the relationship between strategy, risk management, risk culture and effective leadership.
- Appreciate the importance of strategy and strategic thinking for Councillors and Council when achieving outcomes for their community.
- Explain the Councillor's and Council's role in the development of the general integrated planning and reporting framework for local government.
- Evaluate a Councillor's and Council's strategic thinking skills.

Assessment process

Not applicable.

What do participants achieve upon completion?

Participants gain 5 DPD units for confirmed attendance of each session or 20 DPD units for the full two days. Statements of Attendance are available upon request from the managing Australian Institute of Company Directors state office.

National General Assembly of Local Government 2024

Tuesday, 30 January 2024
Council

Strategic Alignment – Our Corporation

Program Contact:
Michael Sedgman, Acting Chief Executive Officer

Public

Approving Officer:
Michael Sedgman, Acting Chief Executive Officer

EXECUTIVE SUMMARY

The Australian Local Government Association (ALGA) has called for motions for consideration at its National General Assembly (NGA). Motions need to be submitted to ALGA via an online portal by Friday 29 March 2024.

Proposed motions will be provided to Council for consideration at the Council meeting 12 March 2024.

Consistent with previous practice to garner motions on notice for LGA and ALGA forums, the Administration is inviting input from Council Members in developing proposed motions.

Council approval is also sought to appoint a Council representative (and proxy) as a voting delegate for the NGA.

The NGA of the Australian Local Government Association (ALGA) will be held in Canberra from 2 - 4 July 2024. The theme is 'Building Community Trust'.

By participating in the NGA the Council can contribute to the national debate on matters that require Federal intervention or support that will directly advance Council's Strategic Plan objectives.

Voting on motions by Council's representative will be in-line with any endorsed position of Council. The voting delegate will be briefed on City of Adelaide policy and decision positions relevant to each voting item on the ALGA NGA Agenda.

RECOMMENDATION

THAT COUNCIL

1. Notes that input from Council Members is sought in developing proposed motions, with a report to come back to Council at its 12 March 2024 meeting outlining proposed motions for consideration.
 2. Appoints _____ to represent Council as a voting delegate at the 2024 National General Assembly of Local Government to be held in Canberra from 2 – 4 July 2024.
 3. Appoints _____ as proxy.
 4. Approves the delegate to attend as a virtual delegate.
- OR
- Approves the delegate to travel and attend in person.
-

IMPLICATIONS AND FINANCIALS

City of Adelaide 2024-2028 Strategic Plan	Strategic Alignment – Our Corporation High performing, customer-centric and bold Effective Leadership and Governance
Policy	The voting delegate will be briefed on City of Adelaide policy and decision positions relevant to each voting item on the ALGA NGA Agenda.
Consultation	This report invites Council Members to submit motions for inclusion in a subsequent report for Council at its meeting on 12 March 2024. Council Members are offered Administration support in preparing any proposed items.
Resource	Support briefing on Agenda items will be met within existing resources.
Risk / Legal / Legislative	If attending in person, the voting delegate will receive a benefit of travel to the ALGA NGA and the networking opportunities afforded by attendance. As such a Council Member who nominates as a delegate must declare a Material Conflict of Interest and leave the room.
Opportunities	Attendance at the NGA provides Council with the opportunity to shape the future of local government nationally and further the South Australian perspective
23/24 Budget Allocation	Costs associated with attending the 2024 ALGA NGA, including administrative support, can be met from within existing budget allocations. Estimated expenses of attending in person a maximum of approximately \$2,500 per voting delegate or representative comprising flights (from \$300 - \$600 each way), three nights' accommodation (from \$220 - \$320 per night), optional social dinner (\$175), and sundry expenses, meals, and taxi costs (\$300). Estimated in-person registration cost is \$1,045, and for attending as a virtual delegate is \$500.
Proposed 24/25 Budget Allocation	Not as a result of this report.
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report.
23/24 Budget Reconsideration (if applicable)	Not as a result of this report.
Ongoing Costs (eg maintenance cost)	Not as a result of this report.
Other Funding Sources	Not as a result of this report.

DISCUSSION

1. The 2024 National General Assembly of Local Government (NGA) will be held in Canberra from 2 - 4 July 2024.
2. The NGA represents an important opportunity for Council to influence the national policy agenda.
3. The NGA also provides opportunities for attendees to hear from leaders across government and to have one on one access to some of the country's most influential decision makers.
4. The theme for this year's NGA is 'Building Community Trust'.
5. The NGA discussion paper can be viewed here [[Link 1](#)], the program is yet to be announced.
6. Costs associated with attending the 2024 ALGA NGA, including administrative support, can be met from within existing budget allocations.

Appointment of Council's Voting Delegate & Cost of Attendance

7. Council's consideration of appointing a voting delegate is sought.
 - 7.1. In the past, nominated delegates have been:
 - 7.1.1. 2023 – Councillor Janet Giles (Councillor Carmel Noon as proxy).
 - 7.1.2. 2022 – Lord Mayor Sandy Verschoor.
 - 7.1.3. 2021 – Councillor Helen Donovan.
8. Registrations for NGA 2024 will open in late January, along with release of the full program.
9. Registration fees are approximately \$1,045 for in person attendance, or approximately \$500 for a virtual delegate. Please note these prices are approximate pending confirmation once the program is released.
10. There are no further costs for a virtual delegate, however the cost of attending in person is a maximum of approximately \$2,500 per voting delegate or representative which includes the following approximate additional costs:
 - 10.1. Economy flights range from \$300 - \$600 each way.
 - 10.2. Three nights' accommodation from \$220 - \$320 per night.
 - 10.3. There is typically a General Assembly Dinner available in addition to the registration cost. Ticket price is to be confirmed, last year the cost was \$175 per attendee.
 - 10.4. Sundry expenses including meals and taxi costs of \$300.

Motions

11. The Australian Local Government Association (ALGA) has called for motions to be submitted to the 2024 NGA.
12. Consistent with previous practice to garner motions on notice for LGA and ALGA forums, the Administration is inviting input from Council Members in developing proposed motions.
13. Council Members are encouraged to work with the Administration to develop any proposed motions for inclusion in a subsequent report to Council on 12 March 2024, outlining proposed motions for consideration.
14. The submission deadline for Motions to be included in the 2024 ALGA NGA is 29 March 2024. Motions will be submitted via an online portal.
15. Motions for this year's NGA should consider:
 - 15.1. How all levels of government in Australia can build trust in each other and earn greater trust from the community;
 - 15.2. Practical opportunities for the Australian Government to leverage the trust that local communities have in their local council;
 - 15.3. Focus on practical programs that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities; and
 - 15.4. New program ideas that that would help the local government sector to deliver the Australian Government's objectives.
 - 15.5. Motions should be concise, practical and implementable and meet the guidelines for motions set out in the discussion paper.

16. This year's call for motion focusses on twelve priority areas:
 - 16.1. Intergovernmental relations;
 - 16.2. Financial sustainability;
 - 16.3. Roads and infrastructure;
 - 16.4. Emergency management;
 - 16.5. Housing and homelessness;
 - 16.6. Jobs and skills;
 - 16.7. Community services;
 - 16.8. Closing the Gap and Aboriginal and Torres Strait Islander Reconciliation;
 - 16.9. Data, digital technology and cyber security;
 - 16.10. Climate change and renewable energy;
 - 16.11. Environment; and
 - 16.12. Circular economy.

Past Submissions

17. The City of Adelaide did not submit any motions in 2023, 2022, or 2021.
18. The City of Adelaide submitted three motions in 2020, and two motions in 2019.

DATA AND SUPPORTING INFORMATION

Link 1 – 2024 NGA Discussion Paper

ATTACHMENTS

Nil

- END OF REPORT

Reports from Council Members

Tuesday, 30 January 2024
Council

Strategic Alignment - Our Corporation

Program Contact:
Alana Martin, Manager
Governance

Public

Approving Officer:
Anthony Spartalis, Acting Chief
Operating Officer

EXECUTIVE SUMMARY

The purpose of this report is to:

1. Inform Council of Council Member activities and functions that Council Members have attended on behalf of the Lord Mayor.
2. Provide a summary of Council Members' attendance at meetings.

Council Members can also table reports on activities undertaken on Boards and Committees where they are representing Council and these reports will be included in the Minutes of the meeting.

RECOMMENDATION

THAT COUNCIL

1. Notes the Council Member activities and functions attended on behalf of the Lord Mayor (Attachment A to Item 13.1 on the Agenda for the meeting of the Council held on 30 January 2024).
2. Notes the summary of Council Members' meeting attendance (Attachment B to Item 13.1 on the Agenda for the meeting of the Council held on 30 January 2024).
3. Notes that reports from Council Members tabled at the meeting of the Council held on 30 January 2024 will be included in the Minutes of the meeting.

ATTACHMENTS

Attachment A – Council Member activities and functions attended on behalf of the Lord Mayor

Attachment B – Summary of Council Member meeting attendance

- END OF REPORT -

FUNCTIONS ATTENDED ON BEHALF OF THE LORD MAYOR: 1 November - 19 November 23

COUNCIL MEMBER	DATE	EVENT TITLE	EVENT DETAILS
Councillor Arman Abrahamzadeh	02/11/23	Built Australia's 10 year Celebration	Foyer 60 King William St, Adelaide
Councillor Mary Couros	09/11/23	Adelaide Italian Festival VIP Opening Night Street Party	Vardon Ave, Adelaide
Councillor Mary Couros	13/11/23	2024 Gear Up Girl ride event (SA largest Female Bike Ride)	Bonython Park
Councillor Mary Couros	16/11/23	White Ribbon Breakfast	Adelaide Convention Centre

COUNCIL MEMBER MEETINGS ATTENDED: 1 November - 19 November 23

COUNCIL MEMBER	DATE	EVENT TITLE	EVENT DETAILS
Councillor Phillip Martin (Deputy Lord Mayor)	09/11/23	Adelaide Airport Consultative Committee	Attended as Representative

FUNCTIONS ATTENDED ON BEHALF OF THE LORD MAYOR: 20 November - 19 December 23

COUNCIL MEMBER	DATE	EVENT TITLE	EVENT DETAILS
Councillor Dr Mark Siebentritt	24/11/23	State Dinner to Celebrate the VAILO Adelaide 500	Adelaide Convention Centre
Councillor Janet Giles	25/11/23	Australian Girls Choir Annual Concert	Adelaide Town Hall
Councillor Phillip Martin (Deputy Lord Mayor)	26/11/23	Adelaide Youth Orchestra - Breathtaking Celebration Concert	Adelaide Town Hall
Councillor Jing Li	01/12/23	China National Symphony Orchestra Concert	Adelaide Town Hall
Councillor Phillip Martin (Deputy Lord Mayor)	09/12/23	Dom Polski Golden Jubilee Gala Dinner	Dom Polski Centre
Councillor Carmel Noon	15/12/23	State Memorial for Mr Barry Humphries AC CBE	Sydney Opera House
Councillor Janet Giles	15/12/23	Adelaide Town Hall Christmas Concert Community Event	Adelaide Town Hall
Copuncillor Arman Abrahamzadeh	15/12/23	Adelady Christmas Village - Opening Night	Victoria Square/ Tarntanyangga

COUNCIL MEMBER MEETINGS ATTENDED: 1 November - 19 November 23

COUNCIL MEMBER	DATE	EVENT TITLE	EVENT DETAILS
Councillor Carmel Noon	29/11/23	Adelaide Central Market Authority Board Meeting	Attended as Representative
Councillor Mary Couros	07/12/23	Adelaide Festival Board Meeting	Attended as Representative
Councillor Carmel Noon	21/12/23	Adelaide Central Market Authority Board Meeting	Attended as Representative

Council Member Meeting Attendance

	Adelaide Economic Development Agency Board Meeting 27 October 2023	City Finance and Governance Committee 21 November 2023	Infrastructure and Public Works Committee 21 November 2023	Kadaltilla / Adelaide Park Lands Authority 23 November 2023	Council 28 November 2023	Reconciliation Committee 29 November 2023	Adelaide Central Market Authority Board Meeting 29 November 2023
Lord Mayor Dr Jane Lomax-Smith	✓	✓	✓	✓	✓	✓	
Councillor Phillip Martin (Deputy Lord Mayor)		✓	✓		✓		
Councillor Arman Abrahamzadeh					✓		
Councillor Mary Couros		✓	✓		✓		
Councillor Henry Davis		✓	✓		✓		
Councillor David Elliott		✓	✓		✓		
Councillor Janet Giles		✓	✓		✓	✓	
Councillor Simon Hou		✓	✓		✓		
Councillor Jing Li					✓		
Councillor Carmel Noon					✓		✓
Councillor Mark Siebentritt		✓	✓		✓	✓	
Councillor Keiran Snape		✓	✓	✓	✓		
Total number	1	9	9	2	12	3	1

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	City Finance and Governance Committee - Special 5 December 2023	Infrastructure and Public Works Committee - Special 5 December 2023	City Planning, Development and Business Affairs Committee - Special 5 December 2023	Council Assessment Panel 11 December 2023	Council 12 December 2023	Adelaide Central Market Authority Board Meeting 14 December 2023	Total meetings held	Total meetings attended
Lord Mayor Dr Jane Lomax-Smith	✓	✓	✓		✓		10	10
Councillor Phillip Martin (Deputy Lord Mayor)	✓	✓	✓		✓		7	7
Councillor Arman Abrahamzadeh	✓	✓	✓		✓		7	5
Councillor Mary Couros	✓	✓	✓		✓		7	7
Councillor Henry Davis	✓	✓			✓		7	6
Councillor David Elliott	✓	✓	✓		✓		8	7
Councillor Janet Giles	✓	✓	✓		✓		8	8
Councillor Simon Hou					✓		7	4
Councillor Jing Li					✓		7	2
Councillor Carmel Noon	✓	✓	✓		✓	✓	9	7
Councillor Mark Siebentritt	✓	✓	✓		✓		8	8
Councillor Keiran Snape	✓	✓	✓	✓	✓		9	9
Total number	10	10	9	1	12	1		

Key:

	Apology
	Apology - meeting commenced prior to 5pm
	Leave
	Absent
	Not a Member
	Proxy Member

Councillor Elliott – MoN – E-bike and Cargo Bike Subsidy

Tuesday, 30 January 2023
Council

Council Member
Councillor Elliott

Public

Contact Officer:
Michael Sedgman, Acting Chief
Executive Officer

MOTION ON NOTICE

Councillor Elliott will move a motion and seek a seconder for the matter shown below to facilitate consideration by the Council:

'That Council direct Administration to develop the parameters for new Sustainability Incentives Scheme subsidy categories, for implementation as part of the 2024/25 Budget, for residents and businesses to:

- i) purchase e-bikes and cargo bikes (electric-assist and non-electric);
- ii) install new, or replace broken or otherwise not-fit-for purpose bicycle parking racks on private property.'

ADMINISTRATION COMMENT

- 1. The draft Integrated Climate Strategy endorsed by Council on 12 December 2023, has a priority to 'Triple the number of city workers who cycle to work, and double the number of local residents who walk to work'.
- 2. City of Adelaide currently supports community engagement activities such as pop-up bike servicing offerings to support local businesses.
- 3. Council directed Administration to prepare a report on a review of the Sustainability Incentives Scheme on 13 June 2023 to assess its effectiveness in reducing community greenhouse gas emissions and identify opportunities for targeted further investment. The report is scheduled for the meeting of the City Planning, Development and Business Affairs Committee on 6 February 2024.
- 4. If this motion is carried, Administration will implement incentives for bicycles and bicycle parking racks through the Incentives for Sustainability Program.
- 5. This is proposed to include the following bike commuting accessories and bike repairs and services:
 - 5.1. Incentives for bike and e-bike purchases
 - 5.2. Incentives for bike repairs and services
 - 5.3. Incentives for bike commuting accessories (panniers and racks)
 - 5.4. Incentives for e-bike conversion kits.

Should the motion be carried, the following implications of this motion should be considered. Note any costs provided are estimates only – no quotes or prices have been obtained:

Public consultation	Not Applicable
External consultant advice	Not Applicable

Legal advice / litigation (eg contract breach)	Not Applicable
Impacts on existing projects	Changes would be required to the Sustainability Incentive Scheme offerings and would need to be considered as part of current review of the Scheme.
Budget reallocation	Not Applicable
Capital investment	Not Applicable
Staff time in preparing the workshop / report requested in the motion	Not Applicable
Other	Not Applicable
Staff time in receiving and preparing this administration comment	To prepare this administration comment in response to the motion on notice took approximately 4 hours.

- END OF REPORT -

Councillor Elliott – MoN – World Car-free Day

Tuesday, 30 January 2023
Council

Council Member
Councillor Elliott

Public

Contact Officer:
Michael Sedgman, Acting Chief
Executive Officer

MOTION ON NOTICE

Councillor Elliott will move a motion and seek a seconder for the matter shown below to facilitate consideration by the Council:

‘That Council request Administration to investigate the delivery of a coordinated event (or suite of events) involving Council, Council subsidiaries and community partners to participate in World Car-free Day on Sunday 22 September 2024, and to provide Council draft proposals and associated budget implications for consideration in the 2024/25 Budget.’

ADMINISTRATION COMMENT

1. Council endorsed the draft Integrated Climate Strategy on 12 December 2023 including engaging with community on action towards a resilient, protected, and sustainable city.
2. This will include public campaigns and consultations and nomination of key dates for events or social engagement.
3. World Car-Free Day (Sunday 22 September 2024) and Ride2Work Day (Wednesday 16 October 2024) are identified as key dates due to the draft Integrated Climate Strategy’s priority to ‘Triple the number of city workers who cycle to work and double the number of local residents who walk to work’.
4. As these dates are relatively close together, it is proposed that an event or campaign could link to both days.
5. It is proposed that funding for this purpose, would be allocated from the Climate Change Action Initiative Fund (CCAIF).
6. A draft budget proposal for the CCAIF to deliver the actions in the draft Integrated Climate Strategy, has been prepared. All budget proposals are subject to prioritisation by Council as part of the 2024/25 annual business plan and budget process.
7. If this motion is carried, Administration will progress draft proposals for coordinated events and associated budget implications for consideration as part of the 2024/25 budget process.

Should the motion be carried, the following implications of this motion should be considered. Note any costs provided are estimates only – no quotes or prices have been obtained:

Public consultation	Not Applicable
External consultant advice	Not Applicable

Legal advice / litigation (eg contract breach)	Not Applicable
Impacts on existing projects	Not Applicable
Budget reallocation	Not Applicable
Capital investment	Not Applicable
Staff time in preparing the workshop / report requested in the motion	Not Applicable
Other	Not Applicable
Staff time in receiving and preparing this administration comment	To prepare this administration comment in response to the motion on notice took approximately 4 hours.

- END OF REPORT -

Councillor Snape – MoN – Franklin Street Wombat Crossing

Tuesday, 30 January 2023
Council

Council Member
Councillor Snape

Public

Contact Officer:
Tom McCready, Director City Services

MOTION ON NOTICE

Councillor Snape will move a motion and seek a seconder for the matter shown below to facilitate consideration by the Council:

‘That Council request Administration to prepare a report on the creation of a raised wombat crossing for Franklin Street within the vicinity of the IGA.’

ADMINISTRATION COMMENT

1. Should the Motion be carried, the Administration will prepare a report that investigates the creation of a raised wombat crossing, and / or other crossing solutions on Franklin Street within the vicinity of the IGA.
2. The report will seek to understand the following:
 - 2.1. Current crossing arrangements within the vicinity.
 - 2.2. Any issues pertaining safety (pedestrian, cyclist and vehicle interactions at this location).
3. Engagement will be required with the Department for Infrastructure and Transport (DIT) to meet legislative requirements specified in DIT Operational Instruction.

Should the motion be carried, the following implications of this motion should be considered. Note any costs provided are estimates only – no quotes or prices have been obtained:	
Public consultation	Not applicable
External consultant advice	To be determined
Legal advice / litigation (eg contract breach)	Not applicable
Impacts on existing projects	Not applicable
Budget reallocation	Not applicable
Capital investment	To be determined

Staff time in preparing the workshop / report requested in the motion	2-3 weeks (subject to resource availability)
Other	Not applicable
Staff time in receiving and preparing this administration comment	To prepare this administration comment in response to the motion on notice took approximately 4.5 hour.

- END OF REPORT -

Exclusion of the Public

Tuesday, 30 January 2024

Council

Program Contact:

Alana Martin, Manager
Governance

Approving Officer:

Michael Sedgman, Acting
Chief Executive Officer

Public

EXECUTIVE SUMMARY

Section 90(2) of the *Local Government Act 1999 (SA)* (the Act), states that a Council may order that the public be excluded from attendance at a meeting if the Council considers it to be necessary and appropriate to act in a meeting closed to the public to receive, discuss or consider in confidence any information or matter listed in section 90(3) of the Act.

It is the recommendation of the Chief Executive Officer that the public be excluded from this Council meeting for the consideration of information and matters contained in the Agenda.

For the following Reports for Recommendation to Council seeking consideration in confidence

- 19.1** Delegation to Award Contract [section 90(3) (b) and (d) of the Act]
- 19.2** Chief Executive Officer – Selection Panel Appointment [section 90(3) (a) of the Act]
- 19.3** Nomination of Council Appointed Member to Kadaltilla [section 90(3) (a) of the Act]
- 19.4** Appointment of Independent Audit and Risk Committee Member [section 90(3) (a) of the Act]
- 19.5** Appointment of Acting Chief Executive Officer [section 90(3) (a) of the Act]

The Order to Exclude for Item 19.1, 19.2, 19.3, 19.4 and 19.5:

1. Identifies the information and matters (grounds) from section 90(3) of the Act utilised to request consideration in confidence.
2. Identifies the basis – how the information falls within the grounds identified and why it is necessary and appropriate to act in a meeting closed to the public.
3. In addition, identifies for the following grounds – section 90(3) (b), (d) or (j) of the Act - how information open to the public would be contrary to the public interest.

ORDER TO EXCLUDE FOR ITEM 19.1

THAT COUNCIL:

1. Having taken into account the relevant consideration contained in section 90(3) (b) and (d) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 30 January 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 19.1 [Delegation to Award Contract] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to identify the shortlisted tenderers and to confer a commercial advantage on a person with whom the Council is conducting business and prejudice the commercial position of the

Council, with the potential to confer a commercial advantage to a third party competitor of a person with whom the council is conducting business.

Public Interest

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because the disclosure of this information may result in release of information prior to the finalisation of 'commercial in confidence' negotiation with the proponent and because the disclosure of Council's commercial position may severely prejudice Council's ability to discuss/participate or influence a proposal for the benefit of the Council and the community in this matter and in relation to other contract negotiations.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the Council dated 30 January 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 19.1 [Delegation to Award Contract] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (b) and (d) of the Act.

ORDER TO EXCLUDE FOR ITEM 19.2

THAT COUNCIL:

1. Having taken into account the relevant consideration contained in section 90(3) (a) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 30 January 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 19.2 [Chief Executive Officer – Selection Panel Appointment] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item nominates an individual to fill the position of independent member on the Chief Executive Officer Selection Panel.

Public discussion and disclosure of information in this report prior to a resolution being determined by Council may potentially implicate the nominee's reputation.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the Council dated 30 January 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 19.2 [Chief Executive Officer – Selection Panel Appointment] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (a) of the Act.

ORDER TO EXCLUDE FOR ITEM 19.3

THAT COUNCIL:

1. Having taken into account the relevant consideration contained in section 90(3) (a) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 30 January 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 19.3 [Nomination of Council Appointed Member to Kadaltilla] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item contains confidential information that must be considered in confidence to protect the nominee's personal affairs.

Public discussion and disclosure of information in this report before a resolution being determined by Council may potentially implicate the nominee's reputation in the business community.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the Council dated 30 January 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 19.3 [Nomination of Council Appointed Member to Kadaltilla] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (a) of the Act.

ORDER TO EXCLUDE FOR ITEM 19.4

THAT COUNCIL:

1. Having taken into account the relevant consideration contained in section 90(3) (a) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 30 January 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 19.4 [Appointment of Independent Audit and Risk Committee Member] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item contains confidential information that must be considered in confidence to protect the nominee's personal affairs.

Public discussion and disclosure of information in this report prior to a resolution being determined by Council may potentially implicate the nominee's reputation in the business community.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the Council dated 30 January 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 19.4 [Appointment of Independent Audit and Risk Committee Member] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (a) of the Act.

ORDER TO EXCLUDE FOR ITEM 19.5

THAT COUNCIL:

1. Having taken into account the relevant consideration contained in section 90(3) (a) and section 90(2) & (7) of the *Local Government Act 1999 (SA)*, this meeting of the Council dated 30 January 2024 resolves that it is necessary and appropriate to act in a meeting closed to the public as the consideration of Item 19.5 [Appointment of Acting Chief Executive Officer] listed on the Agenda in a meeting open to the public would on balance be contrary to the public interest.

Grounds and Basis

This Item appoints an individual to fill the position of Acting Chief Executive Officer.

Public discussion and disclosure of information in this report prior to a resolution being determined by Council may potentially implicate the appointee's reputation.

2. Pursuant to section 90(2) of the *Local Government Act 1999 (SA)* (the Act), this meeting of the Council dated 30 January 2024 orders that the public (with the exception of members of Corporation staff and any person permitted to remain) be excluded from this meeting to enable this meeting to receive, discuss or consider in confidence Item 19.5 [Appointment of Acting Chief Executive Officer] listed in the Agenda, on the grounds that such item of business, contains information and matters of a kind referred to in section 90(3) (a) of the Act.

DISCUSSION

1. Section 90(1) of the *Local Government Act 1999 (SA)* (the Act) directs that a meeting of Council must be conducted in a place open to the public.
2. Section 90(2) of the Act, states that a Council may order that the public be excluded from attendance at a meeting if Council considers it to be necessary and appropriate to act in a meeting closed to the public to receive, discuss or consider in confidence any information or matter listed in section 90(3) of the Act.
3. Section 90(3) of the Act prescribes the information and matters that a Council may order that the public be excluded from.
4. Section 90(4) of the Act, advises that in considering whether an order should be made to exclude the public under section 90(2) of the Act, it is irrelevant that discussion of a matter in public may -
 - (a) *cause embarrassment to the council or council committee concerned, or to members or employees of the council; or*
 - (b) *cause a loss of confidence in the council or council committee; or*
 - (c) *involve discussion of a matter that is controversial within the council area; or*
 - (d) *make the council susceptible to adverse criticism.*
5. Section 90(7) of the Act requires that an order to exclude the public:
 - 5.1 Identify the information and matters (grounds) from section 90(3) of the Act utilised to request consideration in confidence.
 - 5.2 Identify the basis – how the information falls within the grounds identified and why it is necessary and appropriate to act in a meeting closed to the public.
 - 5.3 In addition identify for the following grounds – section 90(3) (b), (d) or (j) of the Act - how information open to the public would be contrary to the public interest.
6. Section 83(5) of the Act has been utilised to identify in the Agenda and on the Report for the meeting, that the following reports are submitted seeking consideration in confidence.
 - 6.1 Information contained in Item 19.1 – Delegation to Award Contract
 - 6.1.1 Is not subject to an Existing Confidentiality Order
 - 6.1.2 The grounds utilised to request consideration in confidence is section 90(3) (b) and (d) of the Act
 - (b) information the disclosure of which –
 - (i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or prejudice the commercial position of the council; and
 - (ii) would, on balance, be contrary to the public interest;
 - (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, or to confer a commercial advantage on a third party; and
 - (ii) would, on balance, be contrary to the public interest;
 - 6.2 Information contained in Item 19.2 – Chief Executive Officer – Selection Panel Appointment
 - 6.2.1 Is not subject to an Existing Confidentiality Order
 - 6.2.2 The grounds utilised to request consideration in confidence is section 90(3) (a) of the Act
 - (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
 - 6.3 Information contained in Item 19.3 – Nomination of Council Appointed Member to Kadaltilla
 - 6.3.1 Is not subject to an Existing Confidentiality Order
 - 6.3.2 The grounds utilised to request consideration in confidence is section 90(3) (a) of the Act
 - (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

- 6.4 Information contained in Item 19.4 – Appointment of Independent Audit and Risk Committee Member
 - 6.4.1 Is not subject to an Existing Confidentiality Order
 - 6.4.2 The grounds utilised to request consideration in confidence is section 90(3) (a) of the Act
 - (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
- 6.5 Information contained in Item 19.5 – Appointment of Acting Chief Executive Officer
 - 6.5.1 Is not subject to an Existing Confidentiality Order
 - 6.5.2 The grounds utilised to request consideration in confidence is section 90(3) (a) of the Act
 - (a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);

ATTACHMENTS

Nil

- END OF REPORT -

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