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15 February 2018

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN in accordance with Section 83 of the *Local Government Act 1999* that an **Ordinary Meeting of Council** of the City of Onkaparinga will be held on **Tuesday 20 February 2018 at 7pm** at the Council Chamber at the Civic Centre, Ramsay Place, Noarlunga Centre for the purpose of considering the items included on the attached agenda.

We recognise that the land on which we meet has considerable natural and cultural heritage, including thousands of years of traditional ownership by Kurna.

A handwritten signature in black ink, appearing to read "Mark Dowd".

Mark Dowd
Chief Executive Officer

Disclaimer: Please note that the contents of the Council Agendas have yet to be considered by Council and recommendations contained herein may be altered or changed by the Council in the process of formally making decisions of Council.



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City of Onkaparinga
Agenda for the Council meeting
to be held on 20 February 2018

Venue: Council Chamber, Civic Centre
Ramsay Place, Noarlunga Centre

Meeting commenced:

Present:

Apologies: Cr W Olsen
Cr H Wainwright

Leave of absence:

Absent:

Pledge:

We recognise this City's considerable natural and cultural heritage, including thousands of years of traditional ownership by Kurna, and the more recent contribution from people either born here or who have migrated here. As we meet together, we build on this heritage by respecting and listening to each other, thinking clearly, being receptive to new ideas, speaking honestly, and deciding wisely for the current and future well-being of those we serve.

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1. Opening of meeting

2. Confirmation of minutes of the Council meeting held on 30 January 2018.

3. Adjourned business

In accordance with regulation 19(3) of the *Local Government (Procedures at Meetings) Regulations 2013* item 9.1 "Information report to Council on Hub Gymnastics Inc. accommodation review" adjourned from the Council meeting of 30 January 2018 is to be considered.

3.1 Adjourned business – Information report to Council on Hub Gymnastics Inc. accommodation review

Motion from Council meeting 30 January 2018

MOVED Cr Themeliotis.

- 1. That Council receives and notes the agenda report.*
- 2. That Council note that having comprehensively considered the requirements of the Hub Gymnastics Club Inc. council will continue to have open communication and meaningful discussions with the Hub Gymnastics Club Inc. in an effort to achieve the Club's aspirations of securing a suitable facility to occupy within the City of Onkaparinga which includes exploring other new viable opportunities that may arise as council's facilities become vacant through lease expiry or other vacancy.*
- 3. That an urgent meeting be held with Paul Murray from Hub Gymnastics Club, ward councillors and council staff regarding questions received from the Hub Gymnastics Club.*

Seconded by Cr Kilby.

MOVED Cr Deakin.

That the matter be adjourned until questions submitted by Hub Gymnastics have been answered.

Seconded by Cr Gunn.

CARRIED

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Report from Council meeting agenda 30 January 2018

Information report to Council on Hub Gymnastics Inc. accommodation review

This is a new proposal, concept or issue.

Manager: Anthony Spartalis, Chief Financial Officer

Report Author: Jock Berry, Manager Property and Commercial

Contact Number: 8384 0582

Attachments: 1. Site Assessment table (Pros and Cons) (1 page)

1. Purpose

At its meeting on 12 December 2017 at Item 12.1 Council resolved:

"That Council approve that:

- 1. Council Staff, in consideration of the current facilities review, undertake an assessment of potential sites, north of Seaford, for the Hub Gymnastics Club to return to the Onkaparinga council region.*
- 2. The assessment of potential sites, (item 1) to be presented to the council and to the Hub Gymnastics Club and should include the benefits to both the Onkaparinga community and the Hub Gymnastics Club.*
- 3. The assessment should include the pros and cons (to the council, community and Hub Gymnastics Club) associated with each site, taking into consideration the requirement of Hub Gymnastics Club:
 - a. Specifically 20 hours a week over 5 days and storage space for the equipment at a comparable hourly rate,*
 - b. or provide a venue similar to what the club was previously operating and with the ability to leave the equipment set up to provide a service to the Onkaparinga community 7 days a week.**
- 4. Items 1, 2 & 3 are to be presented in a detailed report to the Council at its first Council meeting of 2018, (the report to be available to the public)."*

This report responds to the above resolution.

2. Recommendations

- 1. That Council receives and notes the agenda report.**
- 2. That Council note that having comprehensively considered the requirements of the Hub Gymnastics Club Inc. council will continue to have open communication and meaningful discussions with the Hub Gymnastics Club Inc. in an effort to achieve the Club's aspirations of securing a suitable facility to occupy within the City of Onkaparinga which includes exploring other new viable opportunities that may arise as council's facilities become vacant through lease expiry or other vacancy.**

3. **Background**

The Hub Gymnastics Club Inc. (the Club) occupied an area of space at the Hub Recreation Centre, Aberfoyle Park from 1985 to 2013.

In 2013, Council appointed new commercial recreation manager, Wellness SPA Clubs to manage users at the Hub Recreation Centre replacing CASA Leisure from this role. It was at this time that the Club decided to relocate to a new premise outside of the City of Onkaparinga.

The Club advises us that they have a broad membership based in our region prompting them to seek to return to a facility within the City of Onkaparinga. This decision has led to many open discussions with the Mayor, Councillors and the CEO and administration for approximately the past four (4) years in an attempt to secure a suitable location from which to occupy a more permanent set up for the Club and its future.

Elected Members have received regular updates on this matter from the CEO and from staff responses via the Elected Member Enquiry system (our records indicate 14 EM responses on this matter have been provided since 2014).

Several MP requests on behalf of the Club have been received and responded to regarding **the Club's aspirations to occupy a facility back** in the City of Onkaparinga.

On 1 November 2017, the Mayor and Manager Property and Commercial met with **the Club's representative Paul Murray for further discussion. The option of sharing a** facility with another gymnastics club was put forward but was not considered desirable by Hub Gymnastics at this time.

Deputation to Council

The Club provided a deputation to Council at its meeting held on 21 November 2017 where it confirmed verbally its minimum requirements which included:

- Six hundred square metres (600m²) of floor area
- Six metre (6m) ceiling height (current use)
- Twelve metre (12m) ceiling height required for trampolining (a future use to be explored at some stage)
- 1 toilet per 15 to 20 people (currently the Club has approx. 60 to 80 junior members)
- Four hundred to six hundred (400 to 600) lux lighting
- Permanent set-up for equipment
- Location North of Seaford and within the City of Onkaparinga

Petition

Most recently, the Club has provided to Council a petition containing 516 signatures requesting a permanent facility within the City of Onkaparinga. It is anticipated that the Petition will be received by Council as a separate agenda item at its meeting held 30 January 2018.

Council Facilities and Land Options

Hill Recreation Centre – Request for Proposal

Council sought a new tenant for the Hill Rec Centre in 2016 via an open, public 'Request for Proposal (16071)' process which was advertised in November 2016 via the SA Tenders website and Hub Gymnastics submitted their interest but were an unsuccessful applicant on this occasion.

Other sites explored with the Club

Staff met with the Club in March 2017 at the Hub Recreation Centre, Aberfoyle Park (where the Club was formerly located prior to their move to Cosgrove Hall, Marion in 2013) to inspect the facility for suitability however the Club deemed it unsuitable due to internal layout modifications that had taken place since the Club departed the facility in 2013.

Vacant Land

In April, May and June 2017 a range of discussions were held with the CEO and forwarded to Property Transactions and Planning teams to explore broader thinking options which included vacant land suitable for the Club to build a purpose built gymnastics facility to meet their needs.

The vacant land opportunities provided to and discussed with the Club for consideration included:

- Land south of Byards Hall, Happy Valley; and
- Land owned privately by Tarac Technologies (Accolade winery), Reynella.

On looking closely at the feasibility of each site above and their challenges identified through flood mapping and construction costs, the Club has not pursued further discussion regarding the building of a purpose built facility on vacant land in the short term.

However the Club remains aspirational about securing an existing facility in the Onkaparinga region that meets their minimum requirements.

Community Facilities Review

Prompted by the CEO's strong drive to assist the Club achieve its goal to relocate back into the Onkaparinga region as per their request, in September 2017, the Community Assets team again reviewed council's community facilities against scheduled hire information and the Clubs minimum requirements.

Unfortunately, facilities that have the required sizable floor area and minimum ceiling height, had constraints which included (in no particular order) heritage listing, existing tenants, minimal vacancies (hours of use) and are listed below for reference:

Community Facilities located north of Seaford (per the Club's minimum requirements) which were considered potential opportunities included:

Morphett Vale Hall – (William Street, Morphett Vale) - frequently hired hall, high roof however may have some restrictions with building roof beams, heritage listed building possibly increasing costs of modifications etc. No permanent set-up would be possible without displacing a range of other users.

Reynella Neighbourhood Centre – (cnr Old South Road & Reynell Road, Old Reynella) - has the required high ceilings however is currently tenanted by a Management Committee who provide a range of community programs

that would require alternate locations to operate from to facilitate the Club's permanent set-up.

The Hill Recreation Centre – (Candy's Road, O'Halloran Hill) – whilst not strictly part of the scope of the Community Facilities review (due to the commercial nature of its past and current tenancy agreements), the building **potentially meets the Club's requirements in terms of adequate** floor area and ceiling height, however there are existing tenants occupying areas thereby preventing the Club from having a permanent set-up which is an integral component of their requirement.

Other Community Facilities considered (located further South)

McLaren Flat Hall (Main Road, McLaren Flat) and **Clarendon Historic Hall** (Grant Gully Road, Clarendon) – Both Halls were considered during the review due to their reasonably high ceilings, however building size and floor dimensions were inadequate to **meet the Club's needs**. Additionally, both Halls are currently leased by a Management Committee responsible for the daily management and hiring of the facility, and Clarendon Hall is heritage listed which adds complexities and costs to undertake building works if required.

McLaren Vale Hall, (Main Road, McLaren Vale) – it was recognised that there are two buildings onsite that could be investigated further by splitting into 1 gym and 1 community facility. However this site is currently leased by a Management Committee responsible for the daily management and hiring of the facility which includes formal hiring of the Piazza Della vale.

Facilities Summarised (Pros & Cons also tabled in Attachment 1)

Hub Recreation Centre, Aberfoyle Park

- Pros – right location, adequate building dimensions, good ceiling height,
- Cons - requires internal building alterations to supply minimum floor area, requires displacement of other users to accommodate permanent set-up, JUA for the use of court space with the adjacent school currently prevents usage of the larger court areas in the building, commercial rent.

Hill Recreation Centre, O'Halloran Hill

- Pros - right location, adequate building dimensions, good ceiling height, available to Licence Monday, Tuesday, Wednesday and Thursdays (excluding school holidays and public holidays)
- Cons – two (2) existing tenancy arrangements in place until 2019 and 2020, requires displacement of other users to accommodate permanent set-up, commercial rent.

Council Facilities Licenced to Existing Gymnastics Clubs

O'Sullivan Beach Sports Complex, O'Sullivan Beach

- Pros - right location, adequate building dimensions, good ceiling height
- Cons – requires commitment to a shared use arrangement with another gymnastics/kinder gym club, and further shared use of floor area with other clubs at the sports complex, existing tenancy arrangement in place until

December 2018, requires displacement of other users to accommodate permanent set-up, commercial rent.

Seaford Recreation Centre, Seaford

- Pros - adequate building dimensions, good ceiling height
- Cons - may be located too far South, requires commitment to a shared use arrangement with another gymnastics club, existing tenancy arrangement in place until September 2018, requires displacement of other users to accommodate permanent set-up, commercial rent.

Other Council Facility (Commercial option)

Noarlunga Recreational Centre

The Noarlunga Recreation Centre forms part of the Noarlunga Regional Centre (NRC) which is currently going through a Market Sounding process to determine its long term future within the broader context of the matter.

Additionally the Noarlunga Recreation Centre is in need of substantial upgrades due to the age and nature of the facility which is dependent on the outcomes of the NRC Market Sounding outcomes.

The Noarlunga Recreation Centre is also bound by the terms of a commercial lease to Belgravia and rental costs may be a challenge for the Club. Belgravia hires the facility to a range of mixed sports

- Pros – centrally located, adequate building dimensions, good ceiling height, possible permanent set-up (**depending on Belgravia's existing user data**).
- Cons – Forms part of NRC and its future is yet to be determined, facility upgrades (if pursued) will require the building to be vacated for a period of time, commercial rent.

Comparable Rent

The City of Onkaparinga has two (2) existing, community focussed, comparable gymnastics clubs currently tenanted in council owned facilities.

It would be reasonable for Council to charge a comparable rent to a further gymnastics club based on and consistent with the charges described in the table below.

Therefore, dependent on the nature of the facility and the usage of the Club, a reasonable annual fee based on \$25 per hour for 20 hours per week over 48 weeks could calculate in the order of \$24,000.00 per annum (plus GST).

Gymnastics Club located at O'Sullivan Beach - Licence Details	
Term	Expires 31 December 2018
Times of Use (shared use arrangement)	20 Hours per week @ \$25 per hour (Mon, Wed, Thur, Sat)
Licensed Areas (shared areas)	2 License areas (within a former basketball court) Area 1. Fixed equipment 272m2 Area 2. Shared floor matted area 240m2) shared alternative days and times with Judo Club
Rent (calculated at the following rates for actual time used)	\$25 per hour (20 hours per week) \$500per week (plus GST) \$2000 per month (plus GST) \$24,000 per annum (plus GST) *Plus 15 volunteer hours per school term to contribute to the O'Sullivan Beach Sports and Community Association Inc.
Additional Usage	Additional usage charged at **\$25 per hour (**discounted market rate to recognise community benefit derived from gymnastics and kinder gym services provided within community sports complex).
Gymnastics Club located at Seaford - Licence Details	
Term	Expires 21 September 2018
Licensed Area (sub-licence)	1 Basketball Court (sub-licence under Joint Use Agreement with DECD for Seaford Secondary School)
Times of Use	Business hours
Charges	\$560.00 per week (plus GST) \$29,120.00 plus GST per annum

Additional Usage	Additional usage of spaces other than those specified in the sub-licence are subject to availability and incur added fees charged at *\$55 per hour (*recognising this is a commercial leasable area).
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Further Discussion – Existing Licence Arrangements

It's important to note that both gymnastics clubs above were desirous of securing a permanent area to set-up when they first approached council some years ago.

Due to the lack of purpose built gymnastics facilities available for rent, abandoned or underutilised basketball courts have been repurposed by the Clubs for gymnastics activities and both Clubs have compromised their minimum requirements in the short term (in the hope that eventually further space within each facility becomes vacant and available to rent).

The gymnastics club at O'Sullivan Beach is patiently waiting for an opportunity to secure additional space and days of use onsite, however there is currently no vacant capacity in the facility to extend their services and programs.

The gymnastics club at Seaford has negotiated, over time, a slightly more 'ideal' arrangement with the set-up of its equipment, however is required to work with Council and the Department of Education and Children's Services (DECD) on the renewal of a Joint Use Agreement that ensures optimal shared use of the four (4) basketball courts within the Seaford Recreation Centre.

As previously noted in this report, in a recent meeting, the Mayor and Manager Property and Commercial met with the Club for further discussion and the option of sharing a facility with another gymnastics club was put forward but was not considered desirable by Hub Gymnastics at this time.

4. Financial Implications

There are no direct costs to Council to continue to explore accommodation options with the Club.

5. Service Alignment Results

The Community Facilities review has identified a supply of council owned building stock that may not be fully utilised in all cases. However, the buildings that have available space to accommodate another user, do not meet the requirements of a gymnastics club who are seeking very specific requirements including an area to set-up their equipment permanently.

6. Risk and Opportunity Management

Risk	
Identify	Mitigation
The Club is not satisfied with Council's efforts to locate a site suitable to meet their minimum requirements.	Council has demonstrated that it has undertaken a comprehensive review of its available community facilities, however at this point in time, availability of a site adequate to meet the Clubs minimum requirements has not been identified for vacant possession.

Opportunity	
Identify	Maximising the opportunity
Harness the positive energy that continues to charge from the Clubs desires to move back to the City of Onkaparinga.	Continue to consider accommodation options as sites become vacated through lease expiry.

Site	Owner	Permanent setup available	Pros	Cons	Compromise	Average Score out of 70
Morphett Vale Hall	Council	No	Location, Ceiling Height, toilets	Frequently Hired, Heritage Listed	The site meets the usage requirements but not the permanent setup requirements	30
Reynella Neighbourhood Centre	Council	No	Location, Ceiling Height, toilets	Existing tenants, Floor area		30
McLaren Flat Hall	Council	No	Ceiling Height, toilets	Location, Existing tenants		20
Clarendon Historic Hall	Council	No	Ceiling Height, toilets (detached)	Location, Existing tenants		15
McLaren Vale Hall	Council	No	Ceiling Height,	Location, Existing tenants		10
Hub Recreation Centre	Council	No	Location, Building Dimensions, High Ceiling, toilets	Existing tenants, internal fitout, JUA	The site meets the usage requirements but not the permanent setup requirements	40
The Hill Recreation Centre	Council	No	Location, Building Dimensions, High Ceiling, toilets	Existing tenants Friday, Sat, Sun and all School Holidays	The site meets the usage requirements and could be Licenced Monday, Tuesday, Wednesday and Thursday (excluding school holidays and public holidays) but not the permanent setup requirements.	45
O'Sullivan Beach Sports Complex	Council	No	Location, Building Dimensions, High Ceiling, toilets	Existing tenants - no current capacity		30
Seaford Recreation Centre	Council	No	Building Dimensions, High Ceiling, toilets	Location, Existing tenants	The site meets the usage requirements but not the permanent setup requirements or location	20
Noarlunga Recreational Centre (NRC)	Council	No	Location, Building Dimensions, High Ceiling, toilets	NRC outcomes, Facility works, commercial rent, existing hirers	The site meets the usage requirements but the existing hirers usage is unknown and facilities future is to be determined.	40
TARAC Winery, Reynella	Private	Yes	Location, Building Dimensions, High Ceiling, toilets	DA Approval Development Timeframes, HG's rental budget - commercial rent	The site meets the usage requirements but the existing hirers usage is unknown and facilities future is to be determined.	45

Minimum Requirements	Score for Pros
600m2 Floor Area	10
6 metre Ceiling Height	10
12 metre Ceiling Height	10
Toilets	10
400 to 600 Lux Lighting	10
Permanent Set-up for equipment	10
Location north of Seaford and within COO	10
	Total 70

Best Scores highlighted in Blue

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4. Leave of absence

4.1 Leave of absence – Cr Wainwright

Cr Wainwright has requested leave of absence from 2/2/18 to 19/3/18 inclusive.

5. Mayor’s Communication

5.1 Mayor’s Report 20 February 2018

Australia Day Citizenship

On Australia Day we welcomed 73 new Australian citizens to our city.

Our 2018 Citizen of the Year is shared by Brian Dempsey and Bill Threadgold.

Lauren Jew received the Young Citizen of the Year and our 2018 Community Event of the Year is shared by the Onka Stompa Compa and the McLaren Vale Vintage and Classic.

Civic Awards Committee

Thank you to the Civic Awards Committee for their time in reviewing the nominations for the Australia Day Awards. The Committee consisted of Cr Holtham, Cr Themeliotis and Cr Parslow with community representatives, Neville Gibbs (OAM), Jordan Corfield and Jessica Perry.

Karna Indigenous Land Use Agreement Negotiations

I have received advice regarding the conclusion of negotiations relating to the Indigenous Land Use Agreement between the Karna people and South Australian councils within the area to be represented by the Agreement, refer Attachment 1.

Grant received for installation of butt bins

I am pleased to have received a letter from the Treasurer advising that we will receive a grant for the installation of butt bins along the Mid Coast Surfing Reserve. This will make a real difference to the area and I will be thanking the Member for Reynell for making this happen, refer Attachment 2.

Mayors Christmas Tree Gifts

It was great to hear about the well received gifts collected at four of our sites during the week before Christmas. Our community and staff collectively donated many many gifts to children in our region, through Anglicare, the Salvation Army, Southern Adelaide Domestic Violence Service and Christian Care and Support and I thank everyone who contributed, refer to letter Attachment 3.

Mayor’s half-yearly expense report

My half-yearly expense report is Attachment 4.

Mayor’s calendar

My activities from 26 January to 16 February 2018 are reflected in Attachment 5.

Thank you to the following Elected Members who represented me during this period:

26 January	Australia Day Breakfasts and Flag Raising	
	- Symonds Reserve, Aldinga Beach	Cr Kilby
	- The Old Court House, Willunga	Cr Greaves

	- Ramsay Place, Noarlunga Centre	Deputy Mayor
12 February	Chinese New Year Dinner	Deputy Mayor
16 February	State Election Luncheon	Deputy Mayor
16 February	Sauerbier House Cultural Exchange	Deputy Mayor



Lorraine Rosenberg
Mayor

Recommendation

That Council note the 20 February 2018 Mayor's report.



Local Government Association
of South Australia

The voice of local government.

In reply please quote our reference: ECM 657782 LB/AH

29 January 2018

Mayor Lorraine Rosenberg
City of Onkaparinga
PO Box 1
NOARLUNGA CENTRE SA 5168

Dear Mayor Rosenberg *Lorraine*

Conclusion of Kurna Indigenous Land Use Agreement Negotiations

I am writing to formally advise you of the conclusion of negotiations relating to the Indigenous Land Use Agreement (ILUA) between the Kurna people and those South Australian councils within the area to be represented by the Agreement.

As you are aware, over the past 10 years, the Local Government Leadership Group (comprising eight councils) has been negotiating with the Kurna people on behalf of the councils involved. During this period Mr Tony Lawson was engaged to provide management and administrative services for this process and Finlaysons have provided legal advice. The Local Government Association (LGA) has acted as host for routine administration processes, such as financial receipts and payments.

Mr Lawson's final advisory note to participating councils (attached) provides further details and an outline of the circumstances that have led to the conclusion of the negotiations. The remaining project funds that have been contributed by participating councils will be returned to each council, calculated as a proportion of the amounts originally paid to the LGA.

The amount now payable to City of Onkaparinga is \$19,221.17 inclusive of GST. Please provide a tax invoice to the LGA at the below address to facilitate repayment of these funds.

I have attached a draft report that can be provided to your Council, which includes a discretionary recommendation that the returned funds be directed towards other council activities that support Aboriginal South Australians.

I appreciate that there will be a sense of disappointment among councils and I would like to thank you for your time and commitment to these efforts during the past 10 years.

Yours sincerely

Matt Pinnegar
Chief Executive Officer

Telephone: (08) 8224 2022

Email: matt.pinnegar@lga.sa.gov.au

Attach: ECM 657784 – Kurna LGA Newsletter, June 2017
ECM 652453 – Draft Council Report: Kurna ILUA / Local Government Association Update

LOCAL GOVERNMENT LEADERSHIP/NEGOTIATION GROUP
KAURNA CLAIM NEGOTIATIONS

ADVISORY TO PARTICIPATING COUNCILS

June 2017

The purpose of this Advisory is to bring Councils up to date with the latest developments in relation to the Kurna Native Title Indigenous Land Use Agreement (ILUA) negotiations.

Following protracted negotiations over approximately 10 years I regrettably inform you that negotiations with the Kurna community on the establishment of an Indigenous Land Use Agreement (ILUA) between the Kurna community and Local Government have been unsuccessful. This is most disappointing as we held a high level meeting with the Kurna in December 2016 (just prior to Christmas) and there was quite a positive feeling from the meeting that we may be able to finally reach agreement.

However, on 21 February 2017 our ILUA legal adviser (George McKenzie of Finlaysons) received a letter from Kurna's lawyer (Tim Campbell of Campbell Law) advising that they had been advised not to carry out any further work on the ILUA and that the matter is now closed. Campbell indicated that each party had received instructions which are at odds to negotiation of a final ILUA document. To this date we have not been advised of the matters and advice which are at odds. However, we did advise that given that all parties agreed to the agreement in 2013 we did not believe it was necessary or practical to amend the agreement and that given the passage of time we would have extreme difficulty in achieving full agreement from 25 Councils for any changes plus the logistical exercise of briefing all Councils on the changes would be very challenging. We also stated that Councils had been acting in good faith that agreement would be reached by contributing to the capacity building fund already.

The Local Government Leadership Group members who have been negotiating on your behalf with Kurna have considered this latest advice and have regrettably come to the conclusion that there does not appear to be any further point in trying to progress negotiations for the execution of the ILUA with the Kurna or Campbell Law.

Our legal adviser has sought advice from South Australian Native Title Services, the native title representative body for South Australia, who are the umbrella organisation acting for all Indigenous native title claimants, to ascertain whether there was anything they could do to support the negotiations. The advice has been in the negative.

Accordingly, a final decision will need to be made by the appropriate decision making bodies of the LGA and when this occurs, arrangements will need to be made to repay the funds Councils have deposited with the LGA to build the capacity building fund under the ILUA to undertake projects of mutual benefit. It is respectfully suggested that Councils apply these funds to assist in delivering their own Reconciliation Action Plans.

We would like to thank all Councils for their support and patience in seeking a satisfactory outcome for the positive negotiation of an LG/Kurna ILUA; a great opportunity which has been lost.

Tony Lawson
Native Title Adviser

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Doc:4274565

Draft

Draft Council Report: Kurna ILUA / Local Government Association Update

Recommendation

That the Council:

1. notes the conclusion of local government's negotiations on an Indigenous Land Use Agreement (ILUA) with the Kurna people; and
2. requests that any relevant funds to be returned by the LGA are directed towards other Council activities that support Aboriginal South Australians.

Discussion

Background

An Indigenous Land Use Agreement (ILUA) is a voluntary agreement between a native title group and others about the use of land and waters. These agreements allow people to negotiate flexible, pragmatic agreements to suit their particular circumstances. When registered with the National Native Title Tribunal, ILUAs bind all parties and all native title holders to the terms of the agreement. In 2005, an ILUA began to be initiated between the Kurna Yerta Aboriginal Corporation and the Kurna Nation Cultural Heritage Association Incorporated and relevant councils. The Local Government Association (LGA) assisted by helping to facilitate the development of a group to coordinate consideration of the ILUA.

The negotiation of the Kurna ILUA has been an extremely large and complex operation involving 28 of the 68 councils in South Australia, covering 83 per cent of the population of the state. These 28 councils are all the councils within the boundaries of the Kurna native title claim.

Local Government Leadership Group

Given the large number of participating councils it was necessary to streamline the negotiation process, with the LGA assisting by facilitating the development of a group to coordinate consideration of the ILUA. The Local Government Leadership Group (LGLG) was established in late 2006, with LGA Board endorsement.

ILUA Negotiations

Following protracted negotiations over approximately 10 years, regrettably the negotiations with the Kurna community on the establishment of an ILUA have ultimately been unsuccessful.

The *LGLG Advisory to Participating Councils, June 2017* (attached) provides further details and an outline of the circumstances that have led to the conclusion of the negotiations.

The LGLG members who have been negotiating on councils' behalf with Kurna have considered this latest advice and have come to the conclusion that there does not appear to be an immediate resolution in negotiating this ILUA. The LGLG has respectfully suggested that councils apply these funds to assist in delivering their own reconciliation outcomes within their communities.

The LGA is now seeking to repay the remaining funds councils have deposited with the LGA to build the capacity building fund. This will be done by way of Council invoicing the LGA for the amount of \$19,221.17.

The Hon Tom Koutsantonis MP
Member for West Torrens

TRS18D0082

Mayor Lorraine Rosenberg
City of Onkaparinga
PO Box 1
NOARLUNGA CENTRE SA 5168

Dear Mayor Rosenberg *Lorraine,*

The Hon Katrine Hilyard MP, the Member for Reynell, has written to me seeking financial support for the unsuccessful Fund My Neighbourhood project "Butt Bins for the Mid Coast Surfing Reserve".

I am pleased to advise that following the advocacy of the Member for Reynell I have approved, on behalf of the Government of South Australia, a grant of \$16,200 in 2017-18 to the City of Onkaparinga for the installation of butt bins along the Mid Coast Surfing Reserve.

Please contact Mr Terry Crowe of the Department of Treasury and Finance on 8226 2773 to arrange the payment of the grant.

Yours sincerely

Tom Koutsantonis
Hon Tom Koutsantonis MP
Treasurer

12 February 2018

cc Hon Katrine Hilyard MP, Member for Reynell

Attachment 2



**Government
of South Australia**

Treasurer
Minister for Finance
**Minister for State
Development**
**Minister for Mineral
Resources and Energy**
Level 8
State Administration Centre
200 Victoria Square
Adelaide SA 5000
GPO Box 2264
Adelaide SA 5001
DX 56203 Victoria Square
Tel 08 8226 1866
Fax 08 8226 1896
minister.koutsantonis@sa.gov.au



Doc:4292847

Emergency Assistance Program

Outer Southern Hub

Dear Mayor Lorraine Rosenberg,

I am writing to thank you for your support of our Emergency Assistance Program during our Christmas Hamper Week.

Your assistance was greatly appreciated, as donations from community members and businesses are our only source of food and toys for the 200+ Hampers we provide.

The Christmas season can be a time of stress & hardship for many of our clients. All assistance we receive at this time of year enables us to keep the Christmas spirit alive and bring some happiness to many families who would otherwise go without items that the rest of us take for granted.

On behalf of the staff, the Volunteers & the Clients of Anglicare Outer Southern Hub, we thank you once again for your compassion and your generosity and we hope to be able to partner with you once again in the future.

May you know Gods richest Blessings!

Yours sincerely,

Louise Smith
Coordinator Emergency Assistance
Anglicare Outer Southern Hub
111 Beach Road
CHRISTIES BEACH SA 5165

Transaction Provider	Transaction date	Transaction description	Transaction Amount
U-Park Topham	30/06/2017	Carparking business meeting - Stormwater Management	10.50
Coles Express	07/07/2017	Petrol	71.39
Adelaide Entertainment Centre	07/07/2017	Car parking Mayors chairs and CEO's joint forum	12.21
SQ *Marigold Art Gallery	30/07/2017	Purchase of clock displayed in Council foyer	30.00
Coles Express	25/08/2017	Petrol	55.99
Board of the Botanic	07/09/2017	carparking TREENET symposium	7.70
Adelaide Central Market	07/09/2017	carparking welcome event with City of Jinan / water delegation	7.00
Liberty Service	13/10/2017	Petrol	55.99
Liberty Service	02/11/2017	Petrol	60.63
OTR Glen Osmond	09/11/2017	Petrol	79.42
Liberty Service	13/11/2017	Petrol	62.90
Secure Parking	14/11/2017	Carparking business meeting	24.60
Liberty Service	17/11/2017	Petrol	69.16
Liberty Service	25/11/2017	Petrol	75.33
Liberty Service	29/11/2017	Petrol	70.71
Liberty Service	06/12/2017	Petrol	74.40
Liberty Service	16/12/2017	Petrol	83.17

Attachment 5

Mayor Lorraine Rosenberg
Meetings and events 26 January to 16 February 2018

January	
26	Australia Day citizenship and events
27	Main South Road Action Group
February	
6	Meeting with election candidate
	Meeting of Strategic Directions Committee
7	Mayor's quarterly luncheon
	Meeting with Southern Times Messenger
	Meeting with Marion Council
	Resilient South Sector Agreement Signing Ceremony
8	Coast FM radio segment
	McLaren Vale Bell Ringing Ceremony
	Opening of Fleurieu Film Festival
12	Meeting of Audit, Risk, Value and Efficiency Committee
	Meeting with election candidate
	CEO Performance Management Committee informal discussion
	Mayor's Environment Forum
13	Stormwater Management Authority Board meeting
	Meeting with election candidate
	Elected Member Session
14	Meeting with business owner
17	Opening of Red Poles Gallery fringe event
	40 th Anniversary Aldinga Bay Surf Life Saving Club
18	Main South Road Action Group community forum

Elected Member Sessions held during this period:

13 February Tourism Destination Identity

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6. Presentations

Nil.

7. Deputations

7.1 Spirit of Woman – Heather Oxenham and Katrine Hildyard MP

7.2 Seaford to Sellicks Main South Road Action Group update – Craig Curtis

7.3 Shared School Community Sporting Facilities – Caroline Green, Reynella East College

8. Presentation by Committee Chairpersons and reports to Council by Council Committees.

8.1 Strategic Directions Committee meeting minutes of 6 February 2018

This is a regular or standard report.

Manager: Desma Morris, Manager Governance

Report Author: Sue Hammond, Governance Officer

Contact Number: 8384 0747

Attachments: 1. Minutes of the Strategic Directions Committee meeting held 6 February 2018 (4 pages)

A meeting of the Strategic Directions Committee was held on 6 February 2018.

The following items require a resolution of Council.

Recommendation

1. That Council note the minutes of the Strategic Directions Committee meeting held on 16 January 2018 as attached to the agenda report.

2. Re item 7.2 Racism. It stops with me

That Council register as a supporter of the Australian Human Rights Commission campaign 'Racism. It stops with me'.

City of Onkaparinga
Minutes of the Strategic Directions Committee meeting
held on 6 February 2018

Venue: Council Chamber, Civic Centre
Ramsay Place, Noarlunga Centre

Meeting commenced: 7pm

Present: Mayor L F Rosenberg
Cr M Bray
Cr S Brown
Cr J Deakin
Cr H Greaves
Cr J Gunn
Cr G Hennessy
Cr R Holtham
Cr W Jamieson
Cr H Merritt
Cr B Nankivell
Cr W Olsen
Cr D Parslow (Chair)
Cr P Schulze
Cr M Themeliotis

Apologies: Cr D Chapman
Cr G Kilby
Cr L Nicholls
Cr G Olbrich
Cr N Swann
Cr Wainwright

Leave of absence: Nil

Absent: Nil

1. Opening of meeting

Cr Parslow officially declared the meeting open at 7pm.

2. Confirmation of minutes

Cr Deakin MOVED that the minutes of the proceedings of the Strategic Directions Committee meeting held on 16 January 2018 be received and confirmed as an accurate record of those proceedings.

Seconded by Cr Themeliotis.

Cr Olsen entered the meeting at 7pm.

CARRIED

3. Adjourned business

Nil.

4. Chairperson's report

Nil.

5. Presentation

Nil.

6. Deputation

Nil.

7. Reports of officers

7.1 Elected member involvement in District Advisory Groups

MOVED Cr Greaves.

That the Strategic Directions Committee notes:

- the Community Engagement Summary (attachment 1 to the agenda report)*
- the role of elected members in District Reference Groups will align with the Council Appointed Elected Member Liaisons Policy (attachment 2 to the agenda report).*

Seconded by Cr Holtham.

CARRIED

7.2 Racism It Stops With Me

MOVED Cr Hennessy.

That the Strategic Directions Committee recommend to Council that Council register as a supporter of the Australian Human Rights Commission campaign 'Racism. It stops with me'.

Seconded by Cr Merritt.

CARRIED

7.3 Council flag management procedure

MOVED Cr Greaves.

1. *That Council's flag management procedure as provided in attachment 1 to the agenda report be adopted.*

2. *Amendment to page 4 of the policy, last paragraph, to read:*

The organisation's flag will be flown at the entrance to the Noarlunga Council office, Ramsay Place, herein named the Onkaparinga Community Flagpole.

Seconded by Cr Themeliotis.

CARRIED

7.4 Council and Committee Reporting Schedule

MOVED Cr Greaves.

That the Strategic Directions Committee notes the agenda report and Reporting Schedule (attachment 1 to the agenda report).

Seconded by Cr Gunn.

CARRIED

8. Questions on notice

Nil.

9. Motions

Nil.

10. Petitions

Nil.

11. Urgent business

Nil.

City of Onkaparinga
Minutes of the Strategic Directions Committee meeting held on 6 February 2018

12. Confidential items

Nil.

13. Closure

Cr Parslow officially declared the meeting closed at 7.52pm.

Certified CorrectChair

/ /2018

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8.2 Audit, Risk, Value and Efficiency Committee meeting minutes of 12 February 2018

This is a regular or standard report.

Manager: Desma Morris, Manager Governance

Report Author: Sue Hammond, Governance Officer

Contact Number: 8384 0747

Attachments: 1. Minutes of the Audit, Risk, Value and Efficiency Committee meeting held 12 February 2018 (4 pages)

A meeting of the Audit, Risk, Value and Efficiency Committee was held on 12 February 2018. The following items require a resolution of Council.

Recommendations

- 1. That Council note the minutes of the Audit, Risk, Value and Efficiency Committee meeting held on 12 February 2018 as attached to the agenda report.**
- 2. Re item 7.1 Onkaparinga Magazine Service Review outcomes and recommendations**

That Council approve:

- 1. That the existing printed magazine service (currently at a cost of approximately \$195,000) be altered to a digital publication as recommended to capitalise on the savings of \$125,000 per annum. The residual expenditure of approx. \$70,000 being allocated to:**
 - a. a new digital publication at a cost of approximately \$67,000**
 - b. promotion of a digital subscription service**
 - c. promotion of the new service offer through established media channels**
 - d. new format printed A4 copies only available at community centres, libraries, council offices and visitor information centres (approx. 600 copies) at a cost of approximately \$3,000.**
- 2. That a further review is undertaken in the 2019-20 financial year that evaluates the success of the new digital publication.**

City of Onkaparinga
Minutes of the Audit, Risk, Value and Efficiency Committee meeting
held on 12 February 2018

Venue: Meeting Room 1, Civic Centre
Ramsay Place, Noarlunga Centre

Meeting commenced: 10.01am

Present: Mr David Powell (Chair)
Mayor L Rosenberg
Cr J Gunn
Cr G Kilby
Madeleine Vezis

Apologies: Nil

Leave of absence: Nil

Absent: Ni

1. Opening of meeting

Mr Powell officially declared the meeting open at 10.01am.

2. Confirmation of minutes

Mayor Rosenberg MOVED that the minutes of the proceedings of the Audit, Risk, Value and Efficiency Committee meeting held on 4 December 2017 be received and confirmed as an accurate record of those proceedings.

Seconded by Madeleine Vezis.

CARRIED

3. Adjourned business

Nil.

4. Chairperson's report

Nil.

5. Presentation

Nil.

6. Deputation

Nil.

7. Reports of officers

7.1 Onkaparinga Magazine Service Review outcomes and recommendations

MOVED Mayor Rosenberg.

That the Audit, Risk, Value and Efficiency Committee:

- 1. Note the Onkaparinga Magazine Service Review Report as per attachment 1 to the agenda report.*
- 2. Recommend to Council that the existing printed magazine service (currently at a cost of approximately \$195,000) be altered to a digital publication as recommended to capitalise on the savings of \$125,000 per annum. The residual expenditure of approx. \$70,000 being allocated to:
 - a. a new digital publication at a cost of approximately \$67,000*
 - b. promotion of a digital subscription service*
 - c. promotion of the new service offer through established media channels*
 - d. new format printed A4 copies only available at community centres, libraries, council offices and visitor information centres (approx. 600 copies) at a cost of approximately \$3,000.**
- 3. Recommend to Council that a further review is undertaken in the 2019-20 financial year that evaluates the success of the new digital publication.*

Seconded by Cr Kilby.

CARRIED

7.2 Internal audit quarterly report

MOVED Cr Gunn.

That the Audit, Risk, Value and Efficiency Committee notes the report, including:

- the status of the internal audit plan, including progress on current internal audits*
- progress on implementing actions arising from completed internal audits.*

Seconded by Madeleine Vezis.

CARRIED

7.3 Internal audit report - 2017 Internal financial control self-assessment review

Cr Kilby left the meeting at 11.08am.

Cr Kilby returned to the meeting at 11.10am.

MOVED Mayor Rosenberg.

That the Audit, Risk, Value and Efficiency Committee:

- 1. Note the findings of the 2017 Internal financial control self-assessment review and actions proposed in response to the recommendations.*
- 2. Is provided with an update on the progress of implementation of proposed actions through the quarterly internal audit actions update report.*

Seconded by Cr Gunn.

CARRIED

7.4 2018 Audit Risk Value and Efficiency Committee work plan

MOVED Cr Kilby.

That the Audit, Risk, Value and Efficiency Committee approve the amended 2018 work plan attached to the agenda report.

Seconded by Mayor Rosenberg.

CARRIED

8. Questions on notice

Nil.

9. Motions

Nil.

10. Petitions

Nil.

11. Urgent business

Nil.

12. Confidential items

Nil.

13. Closure

Mr Powell officially declared the meeting closed at 11.15am.

Certified CorrectChair

/ /2018

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9. Reports of officers

9.1 Athletics at Knox Park Business Case

This is a new proposal, concept or issue.

Manager: Matthew Morrissey, Manager Assets & Technical Services

Report Author: Larissa Jennings, Asset Planner Recreation

Contact Number: 8384 0013

Attachments:

1. Southern Athletics Club Business Case (33 pages)
2. Funding Strategy (2 pages)
3. Issues to be resolved (2 pages)
4. Proposed facilities (2 pages)
5. Financial statement 2016-17 (1 page)
6. Southern Athletic Club financial statements (4 pages)
7. Minutes of Athletics SA meeting (2 pages)
8. Letter of support from Athletics SA (1 page)

1. Purpose

To report on a business case developed by the Southern Athletic Club for the development of an athletics facility at Knox Park as requested by Council at the 21 November 2017 meeting.

2. Recommendations

- 1. That Council note that the development of an Athletics Facility at Knox Park, Morphett Vale is not a viable option for the Southern Athletic Club or Council.**
- 2. That Council continue to work with the Southern Athletic Club to find a home to accommodate the club by facilitating access to an existing oval or sportsground.**
- 3. That Council work with Athletics SA and other southern councils to develop a Regional Facilities Plan for athletics in the south.**

3. Background

At the 21 November 2017 Council meeting a motion was carried 'that council officers develop, in conjunction with Southern Athletic Club, a business case for athletics facility on Knox Park and report back to Council in February 2018'.

The Southern Athletic Club gave a deputation and answered questions from elected members at the 17 October 2017 Council meeting about developing Knox Park, Morphett Vale for use as an athletics training facility.

The Southern Athletics Club have developed the attached business case and funding strategy (attachments 1 and 2)

Council has had regular communication with the club and provided feedback to a draft business case which was received in January 2017. Attachment 3 provides an overview of items communicated to the Southern Athletic Club that were outstanding, The business case suggested considerable initial and ongoing financial support as being required.

The Southern Athletic Club first approached council staff in October 2016 seeking a standalone track and field athletics facility for their 60 members (includes recreational runners, track and field athletes and officials). Staff provided advice that the request is outside of current state and council planning, reliant on council funding, low expressed demand (ie. number of track and field members) and exclusive nature of the request that our position would be to support the club to share an existing facility as a more supported and viable option.

4. Financial Implications

The total cost for the Southern Athletic Club staged development of Knox Park is estimated at \$1,641,000.00 ex GST in addition to design and approvals of \$150,000.

Our Sport and Active Recreation Strategic Management Plan 2014-19 identifies that council will fund up to a third for extensions, improvements or new infrastructure where the cost benefit analysis is subject to a supporting business case.

The Southern Athletic Club would therefore be seeking \$150,000 ex GST for design and approvals followed by an additional \$474,000 ex GST from the City of Onkaparinga and \$795,000 ex GST from the Office for Recreation and Sport grants to provide the essential facilities, with further contributions required to support long term costs should the club attract sufficient members. It should be noted that the Club has no initial funds to contribute.

A list of proposed facilities that are required is identified in attachment 4 and the club has supplied a copy of their financial statement for 2016-17 (attachment 5) and current financial statement for the period April 2017 – December 2017 (attachment 6).

A budget bid submitted in 2014-15 into our Project and Capital Works program to undertake the feasibility study, that once developed, will provide future direction for Knox Park. The budget bid is currently scheduled to be funded in the next two to four years.

5. Service Alignment Results

Our Sport and Active Recreation Strategic Management Plan 2014-19 (SARSMP) guides how we support sport and active recreation in our city and provides the following direction:

Guiding principles including:

- Guiding Principle 4: Sport and active recreation facilities, services and programs should be viable and sustainable.

Sports infrastructure aim around planning for and development of sports grounds and sporting facility infrastructure has the following actions:

- Action 3.5: Plan for upgrades to existing sports grounds to allow for increased usage include upgrades to Knox Park, Weymouth Precinct, Serpentine Reserve and Frank Smith Reserve.
- Action 3.8: Consolidate buildings and infrastructure and increase multi-function and shared use assets.
- Action 3.14: In accordance with state planning, consider opportunities to improve the quality and profile of other individual sports with the aim to provide quality regional and district facilities, such as athletics, hockey and archery.

The Facility Development Direction (section 9) for Knox Park is:

- Develop a feasibility study to determine the future of this site including accessibility and the potential sport and active recreation opportunities of the area.

6. Risk and Opportunity Management

Risk	
Identify	Mitigation
Office for Recreation and Sport do not provide the required \$795,000	Capital funding is largely reliant on successful Office for Recreation and Sport (ORS) grant applications. Grants for sporting facilities are competitive and historically oversubscribed where only a small portion of applicants are generally funded. Additionally funding is being sought from ORS to fund 50% of the toilet cost (part of essential facility cost) that will not directly improve participation in sport and active recreation that is a key grant assessment criteria.
Unknown broader sporting demand for Knox Park	We are aware of increasing anecdotal demand for turf playing grounds for several sports including soccer, football and cricket. Current works to determine the demand includes a Soccer Facility Plan and working with the state sporting bodies.
Organised sport is not currently permitted on Knox Park because of its 'Reserve's' Community Land Management Plan classification.	Implementation of a successful community engagement strategy would be required to change the Community Land Management Plan (a requirement of the <i>Local Government Act 1999</i>) classification to support organised sport on Knox Park. A period of approximately 5 months would be required to successfully change the classification of community land including public consultation with the community and reporting to council.
Club focused rather than athletics focused	Develop a Regional Facilities Plan for athletics in the south to strategically plan for the sport with Athletics SA and other southern councils.

<p>Not financially feasible</p>	<p>The Southern Athletic Club's business case requires significant external funding for both capital and ongoing expenses.</p> <p>The expenditure and income is expected to be more than triple for the Southern Athletic Club between 2016-17 and the first year of operation at Knox Park placing immediate financial pressure on the club from day one.</p>
<p>Limited vehicle access and car parking</p>	<p>Road access to Knox Park is via local roads designed to access residential properties rather than a higher volume District sports ground.</p> <p>The capacity of existing off street car parking is approximately 50 car parks.</p> <p>The Southern Athletic Club are proposing between 300 and 500 members with programming ensuring only 150 members are accessing Knox Park at any one time.</p>
<p>A turf running track at Knox Park has not been identified as a strategic priority.</p>	<p>A turf athletics track at Knox Park has not been identified in the Athletics SA state plan or as a priority in any state government, council planning or budgeting processes.</p> <p>The needs of the Southern Athletic Club can likely be accommodated at an existing council or school owned facility.</p>
<p>Duplication of facilities from ad hoc planning</p>	<p>Some local schools (such as Reynella East College, Christies Beach High School and Tatachilla Lutheran College) have turf athletics tracks and multiple other oval sites (council and school owned) which could potentially be utilised for athletics preventing the need to duplicate facilities. Additionally regionally planning for athletics facilities will ensure a strategic approach.</p>
<p>An inaccurate demand assessment for a senior athletic facility.</p>	<p>An Australian Sports Commission Exercise, Recreation and Sport Survey (ERASS) 2010 was referenced that shows state participation for track and field as 0.7% indicating 600 potential members from our city. The state participation level is for persons aged 15 years and over, which includes school participation and little athletics catering for up to 17 year olds.</p> <p>The demand assessment also assumes that existing little athletics participants will join the senior athletics club. Historically athletics has had a low transition from little to senior athletics.</p> <p>As at December 2017 the Southern Athletic Club had a total of 29 track and field athletes.</p>
<p>A larger clubroom is being sort than has</p>	<p>The Southern Athletic Club is seeking a clubroom, the same footprint as the existing Aldinga Football</p>

been cost estimated.	Club (more than 300m ²). The cost estimates include a cost estimate for around 100m ² .
Governance sustainability	The existing and current successful Southern Athletic Club committee has a short history having been formed in 2016.

Opportunity	
Identify	Maximising the opportunity
Provision of a home base for the Southern Athletic Club	A home location will allow the club the ability to become better established and likely increase an opportunity to grow participation in the sport. In addition to Knox Park numerous council, community and school owned, and already developed turf spaces, exist throughout the city. Athletics SA support finding a home for the Southern Athletic Club and has advised that a shared oval with additional space for field activities could accommodate.
Partnership with Reynella East College	The Reynella East College are developing a Master Plan that includes retaining the existing turf athletic track and maintaining/developing supporting infrastructure. The College is also keen to maintain and develop community partnerships.
Plan to meet the regional needs of athletics	Partner with Athletics SA, other southern councils and potentially the Office for Recreation and Sport to develop a regional plan that understands the broader needs and issues and strategically plan facilities to meet gaps in provision.

7. Additional information

Athletics SA

Athletics SA developed a South Australian Track and Field Facilities Master Plan in 2011 that provides direction for athletics in the state including the southern area. The plan identified the southern area as having sufficient turf track facilities (ie. local and district level facilities) and a need for a synthetic track facility (regional level facility).

At a meeting with Athletics SA and Little Athletics SA, representative support was provided by the governing bodies to find a permanent home with access to storage facilities for the Southern Athletic Club (attachment 7). The governing bodies advised it is feasible for a senior athletic club to share an oval with other sports creating a multi-use facility. A key requirement is additional space for field facilities.

The governing bodies for athletics are also keen to be involved in regional planning for athletics to identify the needs and issues and strategically plan for the greater need of the sport. A letter from Athletics SA confirms their support (attachment 8).

Existing provision

A significant network of turf playing fields exists throughout the city that are owned by council, community, schools and state government for consideration of their suitability as a home for the Southern Athletic Club.

The City of Onkaparinga currently has 15 sporting ovals with varying carrying capacities. All of these ovals have existing supporting infrastructure (such as irrigation, sports lighting, change rooms, clubrooms, toilets and carparks) and three of the oval sites (Aldinga, Hackham and Happy Valley) have multiple turf playing fields providing flexibility with programming of usage. Many of these facilities are currently successfully shared by different sporting codes and activities including athletics.

Multiple local schools have existing turf athletics tracks including Tatachilla Lutheran College, Christies Beach High School and Reynella East College with other schools, such as Woodcroft College, Wirreanda Secondary School and Morphett Vale Primary School having large turf playing field areas. The availability and capacity of school provision would need to be further investigated.

During the consideration of the report Morton Road Reserve Upgrade and Potential Partnership Opportunity on the 16 January 2018 Strategic Direction Committee meeting it was questioned whether the upgrade could provide an opportunity to accommodate the athletics Club.

Current concept planning is based around unstructured recreational based activities and the turf spaces being provided are junior sized spaces and is unlikely to meet the needs of a sporting based athletics club.

Reynella East College

Following an invitation in late December 2017 council staff were invited to a January 2018 presentation of the Reynella East College Master Plan. The Master Plan includes maintaining the existing turf athletics track and supporting infrastructure (new and proposed) which includes a fitness centre, car parking, change rooms, function space, shelters and long jump facilities.

The College is from preschool to year 12 with approximately 1,800 students. A sports academy **is one of three academies developed to facilitate students' belief** and ability to achieve high levels in their chosen pursuit. The college is keen to support public and club utilisation of their facilities.

A further meeting was held 1 February 2018 to discuss opportunities for athletics at the college. The college has been home to the Reynella East and Districts Little Athletics Centre for almost 30 years and the college remain open to further community utilisation. Key considerations include ensuring:

- pathways are created for students
- the user group/s fit longer term plans for the college
- the user group/s become a part of the extended college community (rather than a 'hire' group).

Their preference would be to consider utilisation opportunities during implementation of the Master Plan. The College are planning on requesting a deputation to Council in March 2018 for presentation of the Master Plan.

Other feedback

Staff have received contact from two adjacent Knox Park residences concerned about the proposed development or components of the development following earlier media.

Should Council approve the use of Knox Park as an athletics facility we will be required to undertake community engagement to amend the Community Land classification which would provide residents with a further opportunity to confirm their support or non-support for the proposed use.



February 2018

Business Case

To establish a permanent athletic
training facility in the City of
Onkaparinga



Background

Southern Athletic Club is looking for a permanent home and training facility for our track & field athletes and recreational running group.

Southern Athletic Club currently has two training squads located within the City of Onkaparinga - one at Reynella East College, another at Aldinga/Sellicks Beach and a recreational running group that meets around the Aldinga/Seaford/McLaren Vale area. Five years ago, the club was down to just 6 members. Participation has been steadily growing since and, as at February 2018, we have 87 financial members and around 35 more athletes training regularly with the club. Southern Athletic Club has a number of state team representatives and national junior medallists in our squads.

Our current membership spans most of the City of Onkaparinga and both of the current locations are on the fringes of our catchment. We are looking for a single, centrally located training facility where we can bring together our training groups and make better use of our coaching resources to support a larger number of athletes over a wider range of events.

Neither of our current training sites are particularly prominent, nor recognised as a permanent home of Southern Athletic Club. This limits our profile in the southern community and our ability to attract new members and sponsors.

Aldinga Oval is a sub-optimal facility for athletics training. As there is not a marked track, intervals have to be measured and marked out with cones before every session. As with other football/cricket ovals, Aldinga Oval would not be suitable as an athletics training facility as there is not sufficient space for a 400m track to be marked. Being primarily used for football, cricket and soccer the oval is not always available when we would like to hold training sessions. There are no field event training facilities (long jump pits & run-ups or throwing circles/cages). The turf surface is uneven in places, making it less than ideal for running, especially sprinting at high speeds. The ideal grass length for running is much shorter than football and, as we have no formal tenancy of Aldinga Oval, we have no control over the frequency of mowing or length that the grass is cut.

With Reynella East College being a school facility, we do not have long term tenure. If they decided that they no longer wished to have athletics on the grounds then we would be out of a home. Hire costs have increased exponentially over the past 3 years for limited facilities. The school has numerous other users which precludes us from using the ovals more extensively. Being on school grounds there is no scope for the club to develop facilities such as change rooms, weights rooms, etc.

Southern Athletic Club formed a new management committee early in 2016 and our vision is to build a sustainable, community based athletics and recreational running club that promotes healthy and active lifestyles, and improves the fitness and performance of its members; for Southern Athletic Club to become the club of choice for coaches and athletes residing within the southern region; and for athletics to become the summer sport of choice in our region alongside year-round recreational running.



In order to achieve our vision, Southern Athletic Club is working strategically to strengthen our foundations, continue to increase participation and club membership, and improve the environment where our athletes can maximise their performance potential and achieve their sporting goals. Securing a permanent home for the club where we can establish and develop good quality athletics training facilities is key to supporting these three pillars.

Examples of the work being undertaken in these areas are as follows:

1. Strengthening Foundations:
 - Established a management committee and appointed a number of experienced and dedicated people to key positions;
 - Working toward gaining STARCLUB accreditation;
 - In 2017 held AGM & end of season presentations for the first time in 11 years; and
 - Undertaking regular fundraising activities to ensure the financial stability of the club.
2. Growing membership:
 - Established a junior development academy to promote the transition of athletes from Little Athletics into the club and senior athletics, to attract school-based athletes into the club system where they can train under accredited specialist coaches and also to provide running and fitness training to participants from other sports (football, soccer, rugby, surf lifesaving, etc.);
 - Promoting recreational running within the southern community bringing together runners to participate in a group training environment under experienced coaches;
 - Building relationships with other southern based running groups with a view to their affiliation with Southern Athletic Club; and
 - Establishing events, such as the Great Southern Half Marathon, to raise the profile of the sport and club within our community.
3. Improving performance
 - Developing new coaches from our current pool of athletes – 5 new coaches have become accredited with us in the past 12 months;
 - Established a coaches' mentoring program for new & younger coaches; and
 - Established a coaching panel to manage all "on-field" matters

Southern Athletic Club has a great potential for growth within our immediate catchment area that stretches from O'Halloran Hill in the north to Victor Harbor in the south. It is our aim to increase our coaching capacity and participant numbers. The South Australian Track & Field Facilities Master Plan (published in December 2011) identified an optimum demographic profile of the population in the City of Onkaparinga and concluded that demand from athletics clubs, schools and other sporting groups would

be sufficient to support the development of a synthetic track at Noarlunga Centre. Whilst this business case is not seeking support or funding to develop a synthetic track and stadium facilities, the demographics and local demand for an athletic facility are still valid. With a population of 85,000 aged between 15 and 55 years¹ and with a 0.7% adult participation rate in track and field athletics² there is a potential usage of this facility by some 600 adults who reside in the City of Onkaparinga. This figure is in addition to juniors (under 15), residents of the Fleurieu Peninsula (total population circa 45,000) and participants of associated sports, such as recreational running and triathlon.

Southern Athletic Club is proposing to develop a district level facility to be the sole high-quality athletics training facility in the City of Onkaparinga that would attract and benefit participants from across the City and beyond. A district level training facility will be sufficient to meet the club's training requirements and is consistent with the facilities enjoyed by athletics clubs across Adelaide. Whilst Athletic SA's 2011 facilities master plan recommended construction of a regional level facility in Noarlunga, there has been no significant progress made towards realising this recommendation and estimated costs in the millions of dollars would be prohibitive. Establishment of a district level athletics training facility would allow the sport to grow in the south and this demonstrated demand might lead to development of regional level facilities in the future.

Athletics SA are supportive of Southern Athletics Club's proposal to develop an athletics training facility at Knox Park. In a letter from Adam Bishop, CEO of Athletics SA, to Mayor Rosenberg in January 2017, it was noted that Southern Athletic Club establishing a permanent home base at Knox Park would:

- Provide an opportunity for the club to conduct regular training activities at a dedicated location with a marked grass track and equipment storage facility;
- Allow the Club to increase its profile in the community and grow its membership;
- Provide opportunities for the southern community to participate in a sport that develops fundamental movement skills. In particular, athletics provides a range of opportunities to engage youths;
- Provide the infrastructure to potentially establish a centre of excellence in the south to support the development of high performance athletes; and
- Provide an opportunity for the Club, with the support of Athletics SA, to establish a regular community athletics competition for all ages and abilities and to host a range of events conducted by schools and other athletics organisations such as local Little Athletics Centres.

In addition to the athletes and runners who train with Southern Athletic Club, there are a number of other senior running and athletics training groups operating in the City of Onkaparinga. Noarlunga Little Athletics Centre (83 members in 2016/17) currently meet at Christies Beach High School, in close proximity to Knox Park. The Southern Running Group (recreational runners), Team GT (pro runners) and Fast Lane (triathlon) have all expressed an interest in utilising a new athletic training facility, either independently or by joining Southern Athletic Club.

¹ Source: <http://profile.id.com.au/onkaparinga/five-year-age-groups> (2011)

² Source: The South Australian Track & Field Facilities Master Plan (2011)

Southern Athletic Club has engaged with the local community, politicians and sporting groups with regards to its proposal to develop an athletic training facility on Knox Park and has received universal support from across the board.

Club members conducted a door knocking exercise in the streets immediately surrounding Knox Park in August 2017 and were extremely encouraged by the positive conversations we had with local residents who indicated that they would like to see the space put to good use and for sporting facilities to be provided, particularly for local youths.

A public meeting was held on Knox Park in October 2017, attended by over 100 local residents, club members, state MPs, elected councillors and council staff whilst a training session was held on the track with around 30 athletes. Again, overwhelming support was shown towards the proposals by all in attendance.

Southern Athletic Club has briefed our Federal Minister and elected Members of the SA Government whose electorates fall within City of Onkaparinga on the proposal to develop athletics training facilities on Knox Park. Letters of support have been received and copies provided to City of Onkaparinga from Amanda Rishworth, Leon Bignell (Minister for Sport), Katrine Hildyard (assistant Minister for Sport), Corey Wingard, Chris Picton and David Spiers. Additionally, a majority of elected Onkaparinga Councillors have expressed their support for bringing athletics to Knox Park.

As previously stated, Athletics SA is fully supportive of the proposal to develop athletics training facilities at Knox Park. Discussions have also been held with the City-Bay Trust, whose prime objective is to raise funds for athletics in South Australia, and they have indicated that they will be able to support the project financially.

The Southern Football League have provided a letter of support and indicated that they would have potential use of Knox Park facilities for training activities at various times through the year, such as their pre-season when cricket has priority use of their ovals or during wet periods in winter when use of football ovals for mid-week training is discouraged.

The 5 local Little Athletics Centres have been engaged and all have shown support – recognising the benefit of having quality athletic facilities in the south that can be used for regional interclub competitions, and recognising that a strong senior athletics club would be able to provide expert coaching capabilities and a pathway for their athletes to remain in the sport as they grow older.

Southern Athletic Club is an open and inclusive club that welcomes participants from all socio-economic backgrounds, all ethnic groups, all ages, males and females, athletes of all levels of performance and athletes with disabilities. Establishing a permanent home ground that is both central to the club's catchment area and in a prominent location will allow us to raise the profile of athletics across the south, increase participation and grow our membership.

Southern Athletic Club promotes and enables healthy, active lifestyles for all. Older participants may be returning to athletics and recreational running or taking up the sport for the first time. Southern Athletic Club supports them to achieve their fitness,

health, weight loss and performance goals. We also provide worthwhile activities for the younger members of our community, giving them the environment, education and encouragement to work hard, be their best and follow healthy, active pursuits.

Southern Athletic Club has been approached by Athletics SA to start up an indigenous athletics academy, similar to a program run successfully at Port Adelaide Athletics Club for the past two seasons. Having a central, easily accessible training facility is essential for this valuable program to be set up in the south.

Having a strong, established senior athletics club is essential for the health of athletics in the south. An important aspect of this is providing for the transition of athletes from Little Athletics to senior athletic competition, a process that will occur between the ages of 11 and 18 depending on the individual athlete. As with many sports, a proportion of athletes will drop out during their teenage years as they specialise in a single sport or stop participating in sports altogether. Southern Athletic Club has 5 "feeder" Little Athletic centres based in McLaren Vale, Christies Downs, Reynella East, Flagstaff Hill and Hallett Cove. Knox Park is centrally located so would serve them all well and having a good quality training facility in a prominent location would provide a clear pathway that athletes can more easily follow to stay in the sport.

Athletics and recreational running are year-round sports, so the health and social benefits of participation on the southern community are continuous.

Project description/scope

This business case seeks to provide justification for the allocation of a district level recreation ground (as per the City of Onkaparinga's hierarchy of recreation spaces) to allow the development of an athletics training facility for the use of Southern Athletic Club.

Southern Athletic Club's initial requirements are quite simple, but we are also looking beyond these so it is important that we find a ground that will become a long-term home where we can develop facilities as we grow and are able to raise funds for additional infrastructure and equipment. Our minimum requirements to operate are:

- A flat grass reserve with irrigation where we can mark an 8 lane 400 metre running track;
- A shed (or space and permission to build one) for storing equipment;
- Area to construct throwing circles and long jump pits/run ups;
- A low perimeter fence around the track for sponsor boards; and
- Onsite toilet facilities.

In terms of location, we are looking for a site that is central to our main catchment for current and prospective members (from O' Halloran Hill in the north, to Sellicks Beach in the south). We would also prefer our new facility to be in a prominent location to maximise profile within the community and to passing traffic.

Southern Athletic Club has undertaken an assessment of a number locations within the City of Onkaparinga against a set of criteria – see Appendix 1. From this assessment,

Southern Athletic Club's preferred location for developing an athletics facility is Knox Park, South Road, Morphett Vale. Are there other potential sites/options for meeting the needs of the SAC? What would be the result if this proposal doesn't happen? As per the Location Assessment Matrix in Appendix 1, Southern Athletic Club has not been able to identify a site that has the potential to serve athletics as well as Knox Park. If the project does not go ahead Southern Athletic Club would have to continue training at existing locations so would not be able to realise all of the benefits discussed throughout this paper.

During our assessments, we discovered that Knox Park was a dedicated athletics facility constructed in 1988, which, to our knowledge, has never been used for this purpose. The ground itself has a levelled 400m track with space for 8 lanes and a concrete kerb marking the inside of lane 1. On the western side of Knox Park there is an existing car park with space for an estimated 60-70 cars and a children's play park. It is believed that the carpark is sufficient to support the immediate needs for an athletic training facility that will be used by a club of a few hundred athletes. Knox Park is on a bus route and can be accessed easily from athletes making their way to training from nearby high schools (Wirreanda, Christies Beach, Cardijn) by bike or on foot. Many other junior athletes are dropped at training and then picked up at the end, so extensive car parking is not required. Further, athletes will be training at different times and on different days, so a club of 500 members might only expect a maximum of 150 to be on the track at any one time. As use of Knox Park grows into the future (as Southern Athletic Club grows and use of the ground by other sporting groups increases) options for increasing car parking can be explored.

The track area is already set and established at Knox Park. Throwing circles, javelin run ups and high jump areas will be located on the infield, so no further space would be required. Long jump pits and run ups would require a strip approximately 10 metres wide running parallel with the track straight on the Main South Road side of the current 400m track.

It is also important that we are able to find a site where there is the potential to develop changing rooms, a gym/weights room and a kitchen/canteen in the future as the club expands. Actual space requirements would need to be determined through the detailed design process. It is anticipated that a building footprint approximately equal to the clubrooms at Aldinga Oval would be sufficient and there appears to be ample space between the 400m track and the Main South Road to accommodate this.

There are no toilet or changing facilities at Knox Park and the infield area would require some earthworks to level it sufficiently for use.

Southern Athletic Club considers Knox Park to be a viable long-term option for the provision of an athletics facility. It is central to the City of Onkaparinga and Southern Athletic Club's catchment area, and, being adjacent to Main South Road, it is easily accessible by car and bus and is in a prominent location which will increase the club's profile within the community to more readily recruit new members and sponsorship from local business.

Knox park is not currently used for any organised sporting activities so there would be no issues relating to conflict of use. It is owned by the City of Onkaparinga, and

requires relatively little works before Southern Athletic Club could begin to use it as a track and field training facility.

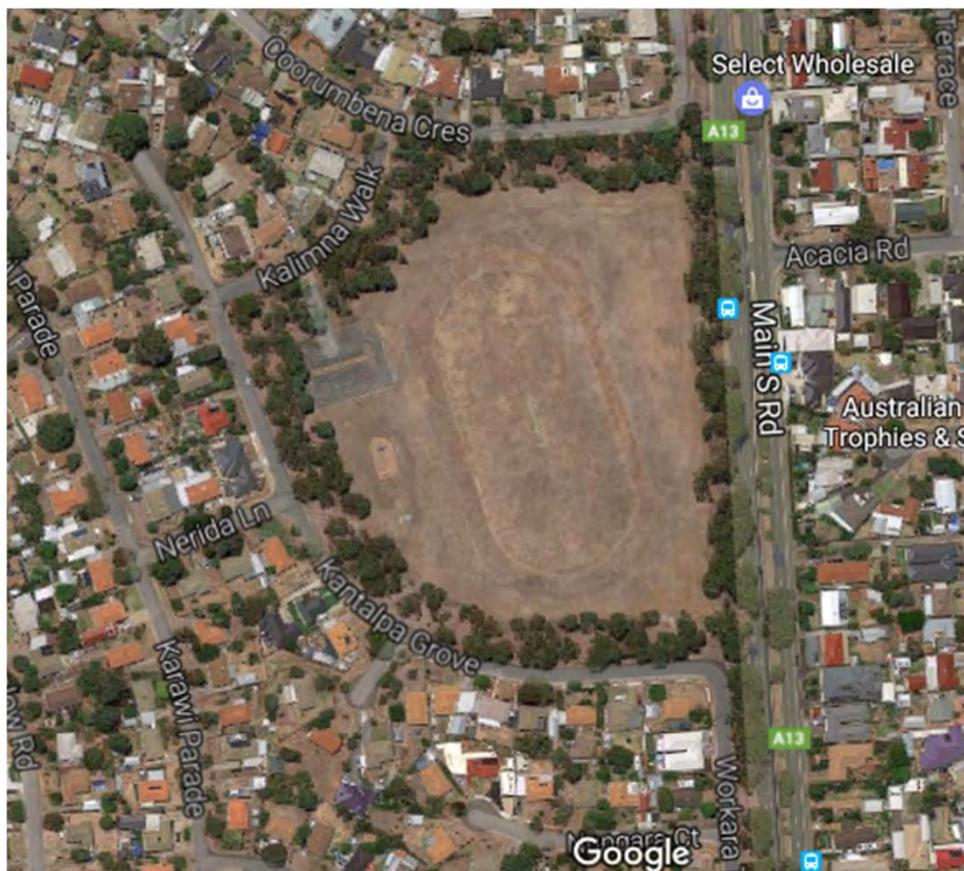


Figure 1: Aerial view of Knox Park showing the 400m running track



Figure 2: Aerial view of Knox Park, Morphet Vale showing location in relation to Main South Road and Beach Road



Figure 3: Photograph of Knox Park track, northern bend



Figure 4: Photograph of Knox Park track, western straight



Figure 4: Photograph of Knox Park track, illustrating concrete kerb marking inside of lane 1.

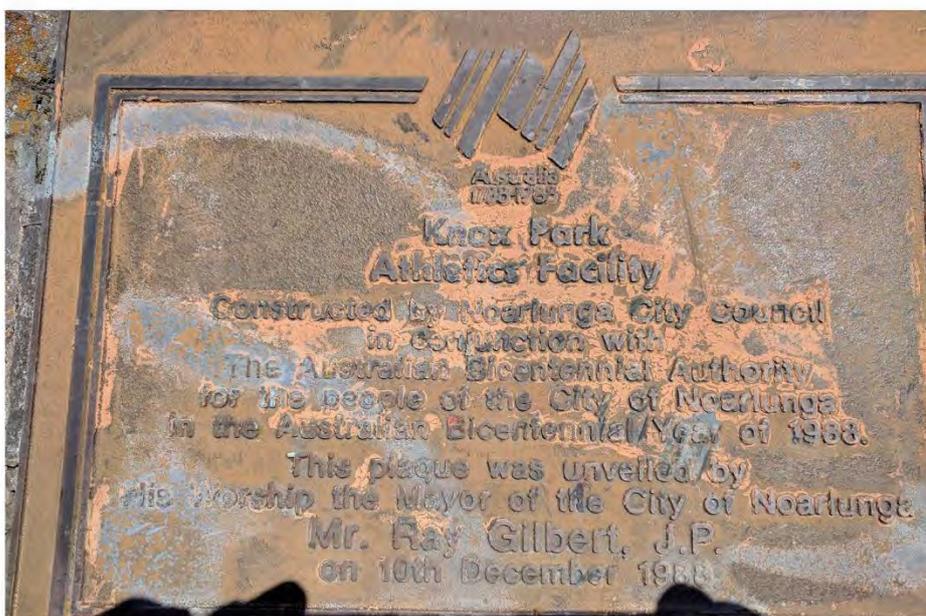


Figure 4: Photograph of plaque commemorating the opening of Knox Park athletic facility in December 1988

Southern Athletic Club was not previously aware that an athletic facility was purpose built at Knox Park in 1988 and has never been used for its intended purpose in the last 28 years. Southern Athletic Club would love the opportunity to bring the park to life and further develop it to be a good quality athletics training facility for the utilisation and benefit of the local community.

Southern Athletic Club would like to reach an agreement to use and further develop Knox Park as soon as possible so that we can begin to plan works and secure required funding from public and private sources.

Southern Athletic Club is open to exploring options where it could share Knox Park with other sports. A ground share with a soccer or rugby club would be feasible as their rectangular pitches typically fit on the infield of a 400m running track.

A facility located on school grounds is not considered to be desirable by Southern Athletic Club, even though a number of schools in the City of Onkaparinga have 400m running tracks marked and other reasonable facilities. Southern Athletic Club is looking for a long-term home and a school may not allow the development of facilities required by the club as it grows in the future. We have also found from past and current experience with using school grounds that the tenancy relationship can easily change depending on the school management.

Issues

The following issues were raised by City of Onkaparinga in May 2017 in response to Southern Athletic Club's original submission of this business case.

1. Feasibility study

Southern Athletic Club appreciates the need for a feasibility study to determine the optimum use of Knox Park to be completed, but in the short term, Knox Park remains underutilised, Southern Athletic Club remains without a home and athletes continue to struggle with no local quality training facilities in the south. We urge the council to give us a short-term lease to use Knox Park and permission to make some low impact improvements in the intervening period whilst the feasibility study is completed. If athletics does not feature in council's long-term plans for Knox Park then we leave the facility having had the benefit of its use for 3-5 years.

2. The regional demand for athletics facilities needs to be determined.

Based on population and participation rates and as the only senior Athletics SA affiliated club south of Flinders University, Southern Athletic Club should be the largest club in South Australia. This is backed up by a state facilities plan developed in 2011 by Athletics SA which recognised the favourable demographics of the City of Onkaparinga for participation in athletics and concluded with a recommendation to build a second synthetic track for Adelaide in the Noarlunga area. This claim can also be corroborated by looking at the concentration of thriving athletics clubs in the central and northern areas of Adelaide where they have ample facilities with which to promote the sport and grow participation.

There are 4 Little Athletics Centres in the City of Onkaparinga plus a fifth at Hallett Cove, all catering for young track & field athletes aged from 3 to 17. These centres had

a combined membership of over 700 athletes in 2016-17 who would naturally feed in to Southern Athletic Club when their time comes to transition to senior athletics (some time from age 12 onwards).

Southern Athletic Club has grown from having only 6 active members in 2011-12 to a current level of 87, which is expected to increase to over 100 by the end of our 2017-18 membership year. Our future growth is constrained by having no dedicated athletics training facilities. Knox Park is a purpose-built athletics facility, centrally located to the club's catchment area in a prominent position. With Knox Park as its new home ground, Southern Athletic Club would grow exponentially.

There is undoubtedly demand for participation in athletics in Adelaide & South Australia and one of the primary reasons why Southern Athletic Club does not already have hundreds of members is the lack of facilities and presence in the southern community - both of which will be resolved by the development of Knox Park as a training facility. See also details above regarding potential use based on local demographics and participation rates contained in Athletics SA's facilities master plan.

3. Knox Park is not currently zoned for sporting use.

This can be changed, as would be required if there was any change to use recommended following the feasibility study noted in point 1, above. The potential sporting use of Knox Park is identified in action 3.5 of the City of Onkaparinga's 2014 Sport and Active Recreation Strategic Management Plan – "Plan for upgrades to existing sports grounds to allow for increased usage including upgrades to Knox Park, Weymouth Precinct, Serpentine Reserve and Frank Smith Reserve". The process to change the LMP could start sooner rather than later.

4. That our proposal requires support from the local community.

As detailed above, Southern Athletic Club has engaged and received almost unanimous support from the local community and other sporting groups to develop an athletics training facility on Knox Park.

5. There are concerns that it may generate too much traffic - it is next to the Main South Road that sees some 20,000 vehicles pass it every day! There is already a car park on the site to hold an estimated 60-70 cars and there are ample traffic calming measures in the residential streets around Knox Park. This "issue" also seems to directly contradict point 2, above - either there are not enough people who will want to use an athletic facility on Knox Park or there are too many who will want to drive there! Again, this would apply to any increased use of Knox Park resulting from recommendations from a feasibility study so is not specific to the use for athletics.

6. Financial Feasibility.

Southern Athletic Club does not believe that financial feasibility of the proposed development will be an issue and has developed the attached funding strategy in conjunction with City of Onkaparinga Council officers.

There is currently a significant amount of funding available for sport in South Australia from state and federal government sources. As a couple of examples, in 2016 Northern Districts Athletics Club \$180,000 grants to upgrade the lighting around their existing 400m track at Rundle Reserve, Salisbury; Western District Athletics Club (in association with the Adelaide Comets Football Club) have secured \$3.5 million to upgrade their existing facilities at Ellis Park in the Adelaide Parklands; Port Adelaide has just announced that it has secured funding to install a 130m 10 lane synthetic sprint track at

their existing training facility at Alan Iverson Reserve, Port Adelaide. Additionally, plans have been unveiled to construct South Australia's second synthetic track at Salisbury in the next couple of years.

Additionally, on 3 February 2018 Leon Bignell announced an investment of \$6.75m from the SA government to redevelop the SA Athletics Stadium at Mile End (\$5.75m) and build a new synthetic track in Salisbury (\$1m), whilst the City of Salisbury Council will be financing the construction of change rooms, storage and club house facilities to accompany the new track.

Southern Athletic Club is currently unable to apply for many of the sporting infrastructure grants that are available where the pre-requisite is to have landowner consent. Without having permission to develop Knox Park the southern area is missing out on the opportunity of securing available funding and developing quality sporting facilities to benefit the entire southern community at minimal cost to the City of Onkaparinga.

In terms of the ongoing running costs of Knox Park, Southern Athletic Club is confident that it will attract sufficient sponsors from the local business community who would be keen to capitalise on the prominent positioning of Knox Park to promote their involvement in an inclusive, community-based organisation that is promoting & facilitating healthy & active lifestyles particularly for the youth of the area in this tragic age of obesity and sedentary lifestyles. Additional revenues will also be generated from increased membership and coaching fees as the club grows.

Southern Athletic Club does not perceive any issues with developing an athletics training facility at Knox Park. The site was previously designated as an athletics facility and ground works undertaken to prepare a 400m grass running track. Plans to utilise and further develop Knox Park for community sports use are in line with City of Onkaparinga and SA state government strategies.

Constraints

- Government planning, priorities and processes (Local and State)
- Financial resources of Southern Athletic Club
- Limited off street parking (depending on demand)

Risks

As stated above, if the project does not go ahead Southern Athletic Club would have to continue training at existing locations so would not be able to realise all of the benefits discussed throughout this paper. Minimum requirements have been outlined and costs estimated to make athletics training viable at Knox Park.

The impact on the community would be minimal and local residents have been incredibly supportive of the proposal. A greater risk will be to do nothing and not provide healthy, worthwhile activities for our community, particularly the teenage population, to participate in. Add up the costs of obesity, mental health and social issues that this project would help to avoid.

Potential safety concerns and conflicts with members of the public or children straying across the track/field whilst training is in progress will be mitigated by having fencing and adequate signage around the track to keep general public off the track whilst it is in use and adequate safety measures/levels of supervision of training activities.

The risk of conflict with competing demands for Knox Park would be mitigated by Southern Athletic Club welcoming a shared tenancy with a sport that is compatible with athletics and, as previously stated, if the feasibility study shows determines that athletics does not have a future at Knox Park then the club would have had 3-5 years benefit from being able to use it and the amenity of the park would have been improved, benefiting the community and any other future users.

Given the growth of Southern Athletic Club with sub-optimal facilities over the past 6 years and the huge potential increase to participation provided by having a training facility in a central, prominent location we believe there is a very low probability that a risk that projected increases in participation and membership not being realised would occur.

The risk that City of Onkaparinga may not support development of an athletic training facility at Knox Park has been mitigated by Southern Athletic Club working with decision makers and stakeholders.

The risk that Southern Athletic Club may be unable to secure funding for one-off development costs has been mitigated with the appointment of a dedicated Grants Officer to the Southern Athletic Club committee who will work closely with the City of Onkaparinga and SA government to maximise opportunity to secure funding. The Club has also engaged with City-Bay Trust and has been conducting a number of fundraising activities.

The probability that Southern Athletic Club may be unable to secure funding for ongoing maintenance costs is low. Estimated annual costs are reasonable and will be met by Southern Athletic Club having available budget from no longer paying ground rent at Reynella Easy College, increased revenue from memberships, conducting ongoing fundraising activities and recruiting new sponsors.

There may be security risks with the site.

Assumptions

- Facilities & prominent location (along with associated marketing activities) will sufficiently raise profile of the club to attract new athletes, coaches and sponsors.
- Existing members will be happy to travel to the new training facility – existing members reside throughout the City of Onkaparinga, and some from further afield, such as City of Marion and Victor Harbor
- Funding can be secured from public and private sources for one-off & future development costs and ongoing maintenance costs.

Financial costs

See the attached Funding Strategy for details of one-off costs, ongoing maintenance costs and future development costs.

Non-Financial Costs

There would be no temporary reduction in the provision of training and coaching by Southern Athletic Club as these activities would continue at existing locations whilst facilities are developed at Knox Park.

The only non-financial costs associated with this project would be the time, effort and labour required from the Southern Athletic Club committee and current members to plan the requirements, secure funding and complete the work to develop the facility.

Financial Benefits

Having a permanent facility in such a prominent location as Knox Park will assist Southern Athletic Club to develop commercial relationships. Local businesses will be more willing to provide sponsorship in an environment where their association with an athletics club improving the health and fitness of the community and providing facilities and activities for youths to participate in is visible to some 20,000 passing vehicles each day³.

Having our own home ground will also assist in the club's ability to secure funding from government and private sources for projects that will develop the club's facilities and infrastructure to better serve the community.

Increased memberships will improve the financial stability of the club. Many of Southern Athletic Club's fixed costs currently absorb all of our revenue from individual membership fees. Higher numbers of members would increase revenue from membership fees which could then be invested in club facilities and equipment or be used for subsidising local competition fees, uniform costs or travel to interstate competitions. There would also be an opportunity to reduce membership fees to make athletics more affordable, in turn removing a barrier to participation that could help to attract more new members.

A further opportunity from having a quality athletic facility would be for Southern Athletic Club to host revenue generating events such as SA Athletic League meets, school sports days, long distance track races or throws competitions.

Non-Financial Benefits

The development of an athletics training facility on Knox Park contributes towards achieving the City of Onkaparinga's healthy, active lifestyles objective and works towards achieving actions set in the Sport and Active Recreation Strategic Management Plan, listed below.

³ Source: https://www.dpti.sa.gov.au/traffic_volumes

The following table summarises some of the key challenges currently faced by Southern Athletic Club.

Current Challenges	Cause
Retaining existing members - athletes have joined Southern Athletic Club and trained with us but have then moved to other clubs that have better facilities.	<ul style="list-style-type: none"> • Lack of facilities • Limited coaches
Attracting new athletes – athletes either join a different club or do not participate in the sport	<ul style="list-style-type: none"> • Limited profile in community • Limited facilities • Limited coaches
Attracting new coaches - examples of coaches who live and train their athletes within our natural catchment area but are affiliated to other athletics clubs	<ul style="list-style-type: none"> • Limited profile in community • Limited facilities
Attracting sponsors	<ul style="list-style-type: none"> • Limited profile in community • Not having a permanent facility to display sponsor boards

Table 1: Key issues currently facing Southern Athletic Club

It is acknowledged that Southern Athletic Club's current membership numbers are well below those expected for an athletics club which serves a catchment area of its size. By comparison, athletics clubs in the northern suburbs of Adelaide are thriving, despite their location in less populous catchment areas, having rival clubs in close proximity to each other and having less favourable demographic profiles for participation in athletics than the City of Onkaparinga⁴. Table 2 outlines current numbers of members registered to compete with Athletics SA for clubs in the northern suburbs⁵ in comparison to Southern Athletic Club.

Club	Membership	Home Ground
Northern Districts AC	46	Rundle Reserve, Salisbury
Enfield Harriers AC	33	St Albans Reserve, Clearview
Port Adelaide AC	96	Alan Iverson Reserve, Port Adelaide
Tea Tree Gully AC	25	Bulkana Oval, Banksia Park
Northern Club Total	200	
Southern Athletic Club	29*	-

Table 2: Number of Athletics SA club members as at 13 December 2017.

* Southern Athletic Club's members noted in table 2 are the active participants at ASA track & field competition. The numbers for other clubs are similar taken from an Athletics SA member listing issued on 13 December 2017.

A major factor contributing to the success of the clubs based in the northern suburbs is the standard of their current facilities and the support that they receive from their local

⁴ Source: The South Australian Track & Field Facilities Master Plan (2011)

⁵ Source: Athletics South Australia club membership data 2016/17

councils. All have dedicated training grounds. Port Adelaide & Enfield Council has recently committed to funding the installation of 130m 10 lane synthetic sprint tracks at Alan Iverson Reserve (Port Adelaide Athletic Club's ground) and St Alban's Reserve (Enfield Harriers AC's ground). Northern Districts AC already had the best training facilities in the state outside of the main SA Athletics stadium, but have recently announced plans and support to build a new synthetic track and training facility in Salisbury.

Knox Park is located in an extremely prominent site with a high volume of traffic passing on Main South Road every day. Having a permanent home ground and athletics facility for Southern Athletic Club at Knox Park would raise the club's profile in the community as training activities will be clearly seen along with the improved facilities that we intend to develop, and through the use of signage on site to publicise the club to prospective members.

Development of a home ground at Knox Park will attract new members to join Southern Athletic Club (including people who are new to athletics and existing athletes and coaches who live in the area but train and compete for other clubs) and improve athlete retention due to the improved facilities for athletic training and increased profile within the community.

Having a permanent training facility will enable the club to bring our currently geographically disparate training groups together into a single location to make more effective use of current coaches which will allow us to support more athletes over a wider number of events.

. Additional new members will be brought into the academy following the development of relationships with local Little Athletics centres; school PE departments, particularly in the run up to school and district sports days; and other sporting clubs (such as football, netball, and soccer) in their off-seasons. Coaching in track and field events will be provided to new members in a less intimidating environment than if they were thrown in to train with more experienced athletes straightaway.

There is currently a total membership of 703 in Little Athletics centres within the City of Onkaparinga⁶ that would naturally transition into senior athletics with Southern Athletic Club. Whilst only a proportion of these athletes would make this transition, these numbers demonstrate the potential for growth of senior athletics in our area.

Southern Athletics Club has established a development academy based at Reynella East College to attract junior athletes into our club, by providing specialist coaching to Little Athletes where it may not be available at the centre they attend, help school based athletes to prepare for their schools', district or state carnivals, give kids from winter sports (footie, netball, soccer) an environment where they can improve fitness and running technique through the summer months and to give youngsters who have never been involved in athletics an introduction to the sport. Having all of Southern Athletic Club coaches operating from a single, prominent home ground will provide a base with good training facilities for the club to further expand our athletics development academy. With limited publicity since the development academy was set up have had around 40 new athletes come out and try out at the Development Academy, of which

⁶ Source: Little Athletics South Australia centre membership data 2016/17

25 are still with us - a pretty good attrition rate. The academy is also being used to help us develop new coaches from our existing athletes. Athletes progress from the development academy to senior training squads once they reach a certain level of proficiency and are ready for that advancement.

Southern Athletic Club has good relationships with its local Little Athletics centres. This is demonstrated by the children of Reynella East LAC's previous president, Noarlunga LAC's secretary & event coordinator and Hallett Cove LAC's club coach all being regular participants at Southern Athletic Club's development academy and starting their transitions to senior athletic competition with us.

Club	Membership	Location
Southern Hills LAC	193	Flagstaff Hill
Hallett Cove LAC	147	Hallett Cove
Reynella East LAC	137	Reynella East
Noarlunga LAC	83	Christie Downs
Mid Coast LAC	143	McLaren Vale
Total	703	

Table 3: member registrations at Little Athletics centres in the southern region.

Southern Athletic Club has also recently been approached to set up an indigenous athletics academy in the next 2 years, sponsored by the Indigenous Marathon Foundation. A similar program conducted this year at Port Adelaide Athletic Club resulted in participation in regular training activities by members of the local indigenous community and an increase of 20 new club members. In order to deliver a similar program, Southern Athletic Club requires adequate facilities and coaching resources that will be realised from the development of Knox Park, as described above.

The assignment and development of Knox Park as an athletics training facility will support the City of Onkaparinga's Sport and Active Recreation Strategic Management Plan 2014-2019, specifically:

- Action 3.1 – Increase the quality, function and multi-use value of sports facilities across the City of Onkaparinga;
- Action 3.2 – Establish regional and district community and sports hubs strategically located across the City of Onkaparinga to cater for key sports and higher level competitions; and
- Action 3.5 – Plan for upgrades to existing sports grounds, including Knox Park, to allow for increased usage;
- Action 3.14 - In accordance with state planning, consider opportunities to improve the quality and profile of other individual sports with the aim to provide quality regional and district facilities, such as athletics, hockey and archery; and
- Action 4.4 - Enhance and broaden active recreation activity opportunities linked to beaches, foreshore areas and recreation park destinations including opportunities for ball games, beach volleyball, exercise stations, running tracks, and scooter and cycle activities.

Southern Athletic Club's proposal also supports the achievement of Objective 2.1 – Healthy, active lifestyles of the City of Onkaparinga's Community Plan 2035.

Summary

Establishment of an athletics facility at Knox Park will contribute to the improved health and wellbeing of individuals and our community through increased participation in track and field and recreational running by juniors and adults across the region.

Having built solid foundation in recent years, Southern Athletic Club is excited by the opportunity to secure a home ground in a location that is central to our catchment area and on prominent site where it can develop training facilities of a high standard. This will then enable further growth as the club is better able to attract and retain athletes and coaches. It will also allow funding to be secured from private and government sources to develop high quality facilities, improve performance standards of its athletes and support the future of athletics in the South.

Appendix 1 – Location Assessment Matrix

Option	Owner	Managed by	Availability	Shared with	Central	Prominent location	Already has 400m track	Running surface	400m track would fit	Space to add LJ pits & throws circles/cages	Existing irrigation	Existing storage/shed	Existing toilets	Existing change rooms	Long term option
McLaren Flat Oval	City of Onkaparinga	Local committee			x	x	x	?	x	?	x	?	✓	✓	x
Reynella East College	DECD	School			x	x	✓	good	already there	already there	✓	✓	✓	x	x
Seaford Meadows	City of Onkaparinga	-	3-5 years		✓	x	x	to be graded	✓	✓	x	x	x	x	✓
Aldinga Oval	City of Onkaparinga	Aldinga FC		Football Cricket Soccer	x	✓	x	poor	x	x	✓	?	✓	✓	x
Aldinga - new development	City of Onkaparinga	?	1-2 years	Soccer Junior football	x	✓	x	?	x	x	x	x	x	x	x
Port Noarlunga Oval	City of Onkaparinga	PNFC		Football Cricket Rugby?	✓	x	x	poor	x	x	✓	?	✓	✓	x
Noarlunga Centre	State Government	?	?	?	✓	✓	x	to be graded	✓	✓	x	x	x	x	✓
Christies Beach High School	DECD	School		School Little Aths Rugby Cricket	✓	✓	✓	good	already there	already there	✓	if share with NLAC	✓	x	x
Knox Park, Morphet Vale	City of Onkaparinga	-		Not shared	✓	✓	✓	OK	already there	✓	✓	x	x	x	✓



COREY WINGARD MP

Member for Mitchell



20 January 2017

To whom it may concern,

I am writing in support of the efforts of Matt Evans as the secretary of the Southern Athletics Club to grow his club in the southern region of Adelaide.

We know the benefits of having a fit and healthy community and as such promoting athletics to people and families of all ages is a positive for all those in our area.

Having read the initial business case for this venture there appears to be a valid proposal that is worthy of further exploration. It is also worth noting that the catchment area for this club is anticipated to reach across the Onkaparinga council area and beyond.

I wish Matt and the rest of his committee every success and would be more than happy to be involved in ongoing discussions to make this project come to life.

Yours sincerely,

A handwritten signature in blue ink that reads 'Corey Wingard'.

COREY WINGARD MP

Member for Mitchell

Shadow Minister for Employment
Shadow Minister for Small Business
Shadow Minister for Manufacturing and Innovation
Shadow Minister for Cost of Living
Shadow Minister for Automotive Transformation

Tel (08) 8377 3500 **Fax** (08) 8377 3522

Add Lv 2, 1 Milham Street, Oaklands Park SA 5046

Post PO Box 650, Oaklands Park SA 5046

Email wingard.mitchell@parliament.sa.gov.au

Web www.coreywingard.com.au  



David Speirs MP

Member for Bright



City of Onkaparinga
PO Box 1
NOARLUNGA CENTRE SA 5168

21 December 2016

To whom it may concern

Letter of support for Southern Athletics Club

I am writing to indicate my full support for Southern Athletics Club in their application to secure Knox Park as their new home athletics ground.

Southern Athletics Club is a diverse club catering for amateur track and field athletes, pro runners and recreational runners. They currently have a number of training squads located around the South and with participation steadily growing they are looking to find a permanent home where they can establish and develop good quality facilities for athletics. This is a great initiative building a sustainable, community based athletics and recreational running club that promotes healthy and active lifestyles within the community.

I am delighted to offer my wholehearted support to the Southern Athletics clubs application for this very worthwhile initiative.

Should any further information be required, please do not hesitate to contact me.

Kind regards,


DAVID SPEIRS MP
Member for Bright

 7 Sturt Road, Brighton SA 5048

 (08) 8296 9833

 facebook.com/David4Bright

 bright@parliament.sa.gov.au

 www.davidspeirs.com.au

 PO Box 121, Brighton SA 5048



Katrine Hildyard MP

Member for Reynell

23 December 2016

Mayor Lorraine Rosenberg
PO BOX 1
NOARLUNGA CENTRE SA 5168

Dear Mayor Rosenberg

I write to provide my wholehearted support for the Southern Athletic Club's proposal to secure, establish and develop a permanent training facility for their operations at Knox Park in Morphett Vale.

Knox Park was originally conceived as an athletics facility in 1988; a role that has never been fully realised. The Southern Athletic Club proposal creates a genuine and much need opportunity to develop this excellent space for its intended use by a growing club, whilst also creating and updating a wonderful resource for our community and for potential visitors to our area.

As well as being able to train both their professional and amateur athletes and train and develop community members' skills and abilities in all facets of athletics, the Club, through the use of the space, will be able to offer training to athletes from other sporting codes, to partner with schools and other community organisations around athletics and will potentially be able to host athletics meets here in our southern community.

The Southern Athletic Club is managed and maintained by incredibly hardworking and generous volunteers who bring professionalism and a focus on inclusivity and the building of community spirit to every aspect of the work they do with and for the Club and our broader community. With its dedicated, creative and forward looking management committee, the Club is seeking to expand and strengthen its already strong links within our community through this excellent proposal. I have no doubt whatsoever that this club will be able to bring this space to life in a way that creates a great sporting hub for the south.

Again, I wholeheartedly support the Southern Athletic Club's proposal to establish training facilities and a home for their Club in Knox Park. I would be very happy to elaborate on the content of this letter; please do not hesitate to contact me at any time should you wish me to do so.

Kind regards

A handwritten signature in blue ink, appearing to read 'Katrine Hildyard', written over a white background.

KATRINE HILDYARD MP
Member for Reynell

cc Adam Bishop, CEO Athletics SA
Management Committee, Southern Athletic Club

198 - 200 Main South Road
Morphett Vale SA 5162
PO Box 127
Lonsdale DC SA 5160

T 8382 0409 F 8384 3470
E reynell@parliament.sa.gov.au
f /katrinehildyardforreynell
t @KatrineHildyard



Working for our Community



Amanda RISHWORTH MP

FEDERAL MEMBER FOR KINGSTON

City of Onkaparinga
Ref. AR/JS

13/ January 2017

To whom it may concern

I write in support of the Southern Athletic Club's application for the use of Knox Park in Morphett Vale.

Through Secretary Matt Evans, the Southern Athletic Club has expressed to me enthusiasm and passion for growing their club in Southern Adelaide. I understand they have grown significantly in recent years, increasing from around 7 members to over 60 active members – including a number of state and national medalists.

The club has formed a management committee and has agreed upon goals and plans for growing their club. They have articulated to me a strong vision to build a thriving athletics and running club in Southern Adelaide that will promote physical activity and healthy living within our community.

A permanent home for the Southern Athletic Club will benefit the club in a number of ways. It will allow the club to become a permanent sporting fixture in our community, and to form partnerships with other associations in our area such as Little Athletics and schools. It will enable the club to grow and fundraise, by forming partnerships with businesses and securing Government funding.

It will also allow the Southern Athletic Club to maintain and grow its membership. Without a permanent home the club informed me they often lose members to more established clubs.

As the Federal Member in the Southern Area I understand the importance of sport and physical activity in our community. The South is a hub for successful sporting clubs and I believe the addition of a permanent athletics club would be valuable to our local area.

I am pleased to support a project that will promote sport and fitness in the South and I ask that you consider the Southern Athletic Club's application.

Yours sincerely

Amanda Rishworth MP
Federal Member for Kingston
Fighting for Us

232 Main South Road, Morphett Vale, South Australia 5162

T (08) 8186 2588 F (08) 8186 2688 W www.rishworth.com.au E Amanda.Rishworth.MP@aph.gov.au



Chris Picton MP

Member for Kaurna



23 December 2016

Sport Facilities for the Southern Athletic Club

To Whom it May Concern

I am writing in relation to the Southern Athletic Club's proposal for a permanent athletic facility and the development and expansion of the Club at Knox Park, Morphett Vale.

I have been advised that as a result of their new management committee the Southern Athletic Club has a vision to build a sustainable, community based athletics and recreational running club.

I have also been advised that they currently have a number of training squads which are located and train in various locations throughout the south. The Club feels this proposal for a permanent facility would be a great opportunity for them to continue to grow and develop. The Club also feels that through having a permanent home at a site such as Knox Park will boost their community profile and enable them to offer better facilities.

The business case put forward by the Southern Athletic Club details a variety of locations, the costs associated and the benefits of this proposal to the Club. It also outlines the challenges faced by the Club including membership numbers which they feel would increase if this proposal was successful.

The Southern Athletic Club promotes healthy and active lifestyles and improves the fitness and performance of its members with many competing and achieving at a state and national level.

I think the southern community including many young people would benefit from the growth and development of this Club. I therefore offer my in principle support for their proposal.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Chris Picton'.

Chris Picton MP
Member for Kaurna

Chris Picton MP, Seaford Meadows Shopping Centre, 760 Grand Boulevard, Seaford Meadows SA 5169
Phone (08) 8327 0900 | Email kaurna@parliament.sa.gov.au
Web chrispicton.com.au | Facebook.com/PictonLabor | Twitter @PictonChris



Leon Bignell MP

State Member for MAWSON

Working hard for our area



PO Box 158, Woodcroft SA 5162
Telephone 8384 6344 Fax 8384 6155
Email mawson@parliament.sa.gov.au

Mayor Lorraine Rosenberg
City of Onkaparinga
PO Box 1
NOARLUNGA CENTRE SA 5168

Dear Mayor 

I write in support of the application by Southern Athletic Club for Council to assign Knox Park a dedicated athletics ground for the club.

Southern Athletic Club caters to a diverse and growing membership of amateur track and field athletes, pro runners and recreational runners. With over 60 active members the club currently has a number of state team representatives and national junior medallists in its squads.

The management committee has set as a priority finding a permanent home ground in which to develop a high quality athletics facility serving the South and drawing members from O'Halloran Hill to Victor Harbor.

The club has identified an unused athletics track constructed in 1988 at Knox Park, Main South Road, Morphett Vale. As a prominent site in the heart of the southern community, Knox Park is ideal for a dedicated southern athletics facility.

I have no hesitation in adding my support to this application by Southern Athletic Club for Knox Park to be assigned for the use of the club.

Yours sincerely

Leon Bignell MP
MEMBER FOR MAWSON

January 31 2017

Electorate Office: Shop 12, Hackham Plaza, 154 Main South Road, Hackham SA 5163



To Whom It May Concern,

I would like to introduce myself as the only triathlon training squad operating in the Onkaparinga Council area. My name is Chloe Lane and I am the head coach of Fast Lane Coaching. I myself have been a triathlete for 8 years, competing internationally at an elite level on several occasions. Over the last 12 months I have established Fast Lane Coaching offering a triathlon training squad and coaching program for triathletes of all abilities (including single sport swimmers/ cyclists and runners). Our group has grown rapidly over this short time with 50+ members- demonstrating the demand for a triathlon group such as ours in the southern suburbs.

I am contacting you in relation to the disused Knox Park athletics ground. It has been brought to my attention that the Southern Athletics Club are currently campaigning for upgrades and permission to turn the Knox Park athletics ground into SA's best grass track facility and make it the centre of community fitness in the Southern Metro and Southern Vales region- a campaign myself and all Fast Lane Coaching members are in full support of.

Within Fast Lane Coaching I have athletes competing at age group level in Ironman distance through to beginner triathletes and even a number of children coming into the sport for the first time. We currently run 6 group training sessions per week with a mixture of swim, run and strength sessions incorporated into our weekly schedule.

Our run training sessions are currently held on Wednesday evenings at Port Noarlunga Football oval. On a weekly basis we have 20+ athletes at run training and currently share the oval with 3 junior football training groups and an adult's gridiron team. At any one time there are 100+ users on the oval-making training for all parties difficult.

Having access to Knox Park athletic track would enable our athletes to train in a safe, purpose built environment-ultimately benefiting each athletes' progress and in turn the whole community.

Fast Lane Coaching has developed from a grass roots level that has enabled our squad to create a family friendly, supportive training environment that is actively promoting an active, healthy lifestyle in the local community. Our members range from children entering triathlon for the first time after being inspired by watching their parents train and race to junior state champions, multiple ironman/ ultra marathon finishers and seasoned mature athletes who have been competing for 26+ years.

As Fast Lane Coaching moves from strength to strength our numbers and demand for more sessions are also increasing. I am currently in the process of adding an additional run training session to our timetable as well as hiring another coach to deal with rising athlete numbers. The demand in the local area for running, triathlon and athletics groups is high and ever increasing, demonstrating the popularity of engaging in local sport and athletics. It is imperative the council acknowledges the demand from its members and then support and provide facilities to meet demand. Developing Knox Park is a perfect opportunity to demonstrate Onkaparinga Councils commitment to its Healthy Active Lifestyle Strategy.

As part of the Healthy Active Lifestyle Strategy, Onkaparinga council is developing more recreational and sporting opportunities and put people first by providing services and facilities based on needs of users and participants. Developing Knox Park is the perfect opportunity to deliver on these strategies- in an area that has already been established, therefore requiring minimal financial input.

Without a doubt, having access to a purpose built Athletics facility at Knox Park would positively contribute to the numbers participating in triathlon and athletics in the southern suburbs and local community. It would be great to see Knox Park grow into SA's best grass track facility with the help and permission and funding from the Onkaparinga Council- providing further opportunity to showcase our beautiful backyard and sporting opportunities further afield.

Please feel free to contact me directly to discuss the impact a purpose built Athletics Track has in our local community.

Kind Regards

Chloe Lane
Head Coach
Fast Lane Coaching
0424 972 918
chloe@fastlanecoaching.com.au



DREAMS START HERE

18th January 2017

Mayor Lorraine Rosenberg
PO Box 1
Noarlunga Centre, SA 5168

Dear Mayor Rosenberg,

I write in support of an approach from Southern Athletic Club to the City of Onkaparinga to establish a permanent home base at Knox Park in Morphett Vale.

Southern Athletic Club is one of seventeen athletics clubs in South Australia that are affiliated with Athletics SA. The Club currently operates its training sessions from a number of sites within the southern area, but we know from the experience of other clubs that this has an impact on club identity, continuity of venue access and overall membership.

The Southern Athletic Club is in a rebuilding phase and has done an excellent job in re-establishing the Club and steadily growing its membership base. Given the population size and ongoing growth within the southern suburbs, there is an opportunity for the club to substantially grow its membership base. I commend the work of the current Club committee as they seek to grow the club's membership base and services.

Crucial to kick starting this growth and harnessing the opportunity that exists is the establishment of a permanent home base. The Club has undertaken an exercise to identify potential sites and has been working closely with Council staff in this regard. Knox Park in Morphett Vale has been identified as an ideal site. Unbeknownst to most, Knox Park was established as an athletics facility in the late 1980's, but appears to have never been used for this purpose. Further, the park currently appears to see very little activity.

From Athletics SA's perspective, there are substantial benefits to Southern Athletic Club establishing an athletics facility in Knox Park. These include:

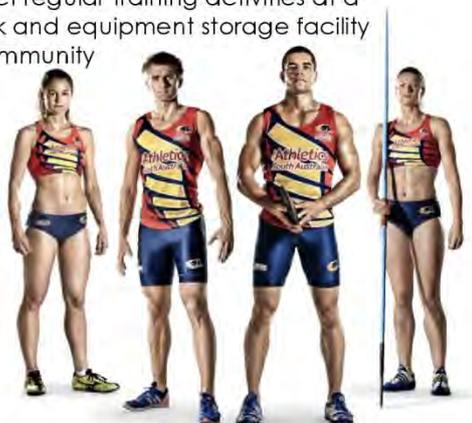
- Provide an opportunity for the club to conduct regular training activities at a dedicated location with a marked grass track and equipment storage facility
- Allow the Club to increase its profile in the community and grow its membership

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Torrensville Plaza, SA 5031

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Become a fan
twitter.com/Athleticssa
facebook.com/Athleticssa



- Provide opportunities for the southern community to participate in a sport that develops fundamental movement skills. In particular, athletics provides a range of opportunities to engage youths. Currently, just under 60% of Athletics SA's members are under the age of twenty
- Provide the infrastructure to potentially establish a centre of excellence in the south to support the development of high performance athletes
- Provide an opportunity for the Club, with the support of Athletics SA, to establish a regular community athletics competition for all ages and abilities and to host a range of events conducted by schools and other athletics organisations such as local Little Athletics Centres
- Assist in providing greater participation opportunities for Athletics SA members. This season, we've seen a 33% increase in participation in Athletics SA events conducted at SA Athletics Stadium. Due to limitations on the number of participants that competitions conducted at this venue can handle, Knox Park could provide an ideal opportunity for Athletics SA and the Southern Athletic Club to expand competition opportunities for local athletes

Athletics SA endorses and supports the endeavours by the Southern Athletic Club to establish an athletics base at Knox Park. Establishing a home base in Adelaide's southern suburbs is critically important for the growth and long term development of the Club. Southern Athletic Club provides an important service to those in the south and the establishment of a permanent base will allow the Club to provide additional services and opportunities for southern residents to participate in athletics.

Sincerely,



Adam Bishop
Chief Executive Officer
Athletics SA

DREAMS START HERE



3 September 2017

City of Onkaparinga Council

Noarlunga Centre

To whom it may concern

RE: KNOX PARK – Morphett Vale (Athletics Training Facility)

The Southern Football League fully supports Southern Athletic Club's proposal to develop a training facility at Knox Park, which would provide an additional training option for our local clubs and opportunities for football and athletics to operate harmoniously together on the site for the benefit of the sporting and wider southern community.

The open nature of athletics training facilities is such that they are compatible with many other sports and activities. We believe that Southern Athletic Club's proposed development of Knox Park would provide an additional multi-use facility that could be shared and utilised across various sports within the southern area.

- SFL supports Southern Athletic Club's proposal to develop an athletic facility at Knox Park;
- SFL is not considering moving a club or building a football oval for its sole use on Knox Park; and
- The shared use between football and athletics would be compatible with the ability for football to use an athletic facility for training activities, particularly beneficial during pre-season periods when there may be competing demands on ovals that are shared with cricket clubs still in season and during heavier winter months to alleviate the excessive wear and tear on ovals.

The SFL board are willing and ready to help in demonstrating how different sports can communicate and work together to plan & develop a Training Facility at Knox Park a win-win solution for the wider sporting community within the Onkaparinga Council.

Kind regards

Belinda Howden

Southern Football League Director

0418895830

HALLETT COVE LITTLE ATHLETICS INCORPORATED

January 12, 2017

RE: Sport Facilities for the Southern Athletics Club

To Whom it may concern.

I am writing in relation to the Southern Athletic Club's proposal for a permanent athletic facility and the development expansion of the Club at Knox Park, Morphett Vale SA.

We have been working with the Southern Athletic Club with a vision to build a sustainable, community based athletics and recreational club in the Southern area.

As a Little Athletics club we are crying out for a Neutral location where athletes from various clubs can come for training and to compete to build on the community spirit of these participants. To be able to have quality coaching at a quality venue would be outstanding for the local athletes.

Currently to access a quality venue resident of this area need to travel 30 to 50 minutes outside of peak travel time to access a quality venue. This makes it very hard to get 13 and 14 year olds to the training they require to do well in their chosen sport which generally leads to a lot of these people leave the sport and the healthy lifestyle that will come with it.

Other benefits of the neutral venue is that when our athletes go to the Southern Sharks for training is that we will be able to better develop our coaches at sub junior level as well as the athletes being comfortable to transfer to the Southern Sharks for senior level athletics.

I see this as a real opportunity to build a venue for people down south who really need somewhere they can go to get a positive influence on their own lifestyles.

If you wish to discuss this further with me feel free to call me.

Yours Faithfully



Phillip Kretschmer
Hallett Cove Little Athletics
0439991167

FUNDING STRATEGY

FACILITIES	ESSENTIAL	PRIORITY 1	PRIORITY 2	PRIORITY 3	LONG TERM	TOTAL
Total Cost	404,360	6,000	347,000	647,155	236,500	1,641,000
Athletic Club						
Cash contribution	10,000	7,500	12,500	40,000	45,000	115,000
Sponsorship (ASF Project)	5,000		20,000	20,000		45,000
Other (City-Bay Trust)	65,000		32,500	65,000		162,500
State Government						
Office for Recreation and Sport Grant	200,000		165,000	310,000	120,000	795,000
City of Onkaparinga						
Endorsement of 1/3 of project cost	120,000		98,000	185,000	71,000	474,000

DESIGN	ESSENTIAL	PRIORITY 1	PRIORITY 2	PRIORITY 3	LONG TERM	TOTAL
Total Cost	40,000	600	30,000	60,000	19,400	150,000

Note: all figures are GST Exclusive

OPERATING BUDGET

EXPENDITURE	2016-17*	Year 1	Year 2	Year 3	Year 4	Year 5
Rent	-	660	660	660	660	660
Grounds Maintenance	-	16,335	16,335	16,335	16,335	16,335
Insurance	-	241	241	241	241	241
Utilities	-					
Advertising/Sponsorship	149	2,000	2,000	2,000	2,000	2,000
Membership/Affiliation	1,425	825	850	875	900	925
Coaching Payments	1,000	2,000	2,500	3,000	3,500	4,000
Event Costs	519	5,000	6,000	7,000	7,000	7,000
Coach Education	-	1,000	1,000	1,000	1,000	1,000
Uniform	4,503					
Fundraising	540					
Other	300					
TOTAL	10,847	27,820	29,345	30,870	31,395	31,920

INCOME	2016-17*	2018-19	2019-20	2020-21	2021-22	2022-23
Membership	1,883	4,500	5,625	7,000	8,800	11,000
Sponsorship	425	5,000	10,000	12,500	15,000	17,500
Fundraising	1,080	4,000	4,000	4,000	4,000	4,000
Coaching	990	5,000	5,750	6,600	7,600	8,750
Event Income	-	9,000	10,500	12,000	12,000	12,000
Uniform	2,842					
Grants	3500					
Other	127					
TOTAL	10,847	28,500	35,875	42,100	47,400	53,250

PROFIT	2,411*	680	7,680	12,565	17,530	23,074
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*2016-17 Expenditure, Income and Profit taken from SAC 1/4/16 to 31/3/17 actual financial statement

Issues to be resolved

For consideration of an athletics facility at Knox Park

Issues to be resolved	Rationale	Key tasks
1. Determine sporting demand for Knox Park	<ul style="list-style-type: none"> • Anecdotally we are aware of increasing local demand for turf playing field from sports such as football, cricket and soccer • We have an obligation to ensure we are planning for the sporting needs of all of our community • In line with State Government and council policy identify sharing, colocation and consolidation opportunities. 	<ul style="list-style-type: none"> • Confirm catchment for area of study (5 to 10 kilometres for local sports (such as football, cricket and soccer) and across southern council boundaries for regional sports (such as hockey, archery and athletics)) • Review existing facility provision • Review current and future sporting trends (including actual participation over a five year period) • Demographic analysis and implications for sport • Engage with key stakeholders • Review State Sporting Associations Strategic Facility Plans • Review relevant council plans • Analysis and synthesis of the information gathered • Determine duplications and gaps in provision.
2. Determine regional demand for athletics facilities	<ul style="list-style-type: none"> • Avoid under supply, duplication or oversupply of athletics facilities • Ensure the needs of athletics are sustainably met • In line with State Government and council policy identify sharing, colocation and consolidation opportunities. 	<ul style="list-style-type: none"> • The Key Steps are the same as above, just with a focus on athletics • Engage with key local councils (such as Marion, Mitcham and Holdfast).
3. Change the Community Land Management Plan (CLMP) for Knox Park	<ul style="list-style-type: none"> • CLMPs determine the approved use for community owned land. • CLMP are a requirement of the Local Government Act 1999. • Knox Park is currently in the CLMP for 'Reserve's' (Developed) that does not support organised sport as a use. 	<ul style="list-style-type: none"> • Determine Local Government Act 1999 and City of Onkaparinga requirements for changing the CLMP for Knox Park. • Develop a Community Engagement Strategy • Implement the Community Engagement Strategy • Analysis and synthesis of feedback received • Report findings and recommendations for a decision of Council.

<p>4. Seek support from the local community</p>	<ul style="list-style-type: none"> • Determine and manage potential impacts on local residents • Council has an obligation to minimise the impacts of any proposals on the local community. 	<ul style="list-style-type: none"> • Determine the scope of a proposal • Develop a Community Engagement Strategy • Implement the Community Engagement Strategy • Analysis and synthesis of feedback received • Determine and implement feasible actions. <p><i>Note: Key tasks within sections 3 and 4 can be combined.</i></p>
<p>5. Traffic analysis</p>	<ul style="list-style-type: none"> • Knox Park access is currently limited to local residential streets • Traffic provision (roads and car parks) need to meet demand. 	<ul style="list-style-type: none"> • Based on the project scope determine the demand for local roads and car parks • Under take a traffic engineering assessment • Review the feasibility of recommendations.
<p>6. Financial feasibility</p>	<ul style="list-style-type: none"> • Ensure the financial sustainability of the facility and key stakeholders • We note that the Southern Athletic club has identified access to funding as an issue in the business case. • State and Local Government funding is finite and is allocated to maximise ongoing community participation/benefit. 	<ul style="list-style-type: none"> • Develop concept plans and management plans including identification of capital and ongoing costs • Determine the financial viability of key stakeholders • Determine available funding • Undertake a financial risk assessment • Implement, change, stage or abandon the proposal. <p><i>We understand from the business case provided that the Southern Athletic Club's minimum facility requirements include a flat turfed surface, irrigation, storage, perimeter fencing and onsite toilet facilities. Depending on site requirements early capital cost estimates for these minimum requirements could be around \$500,000. Ongoing costs include water (up to \$25,000 per annum), rent, grounds maintenance (\$3,288), building maintenance, irrigation maintenance, power and insurance.</i></p>

PROPOSED FACILITIES

Total estimated design and approvals fees \$150,000

Essential facilities (Year 1)

#	Facility	Cost estimate (excl GST)	Comment
1.	Ground remediation	\$16,500	Track and infield
2.	New irrigation	\$157,300	Track and infield
3.	Shipping container for storage		Not generally funded by council
4.	Toilet/s	\$220,000	Depending on level of provision
5.	Fence between track and Main South Road	\$10,560	Provision for a post and rail fence

Priority 1 facilities (Year 2)

#	Facility	Cost estimate (excl GST)	Comment
6.	Long jump with run up	\$5,000	Generally a club responsibility
7.	Throwing circles	\$1,000	Generally a club responsibility
8.	Remove cricket wicket		Retaining cricket wicket would increase multi-use of the site.
9.	Install coach grass turf		Above our service standard for a club level facility Cost estimate does not include removal of existing Kikuyu grass Club considering omitting

Priority 2 facilities (Years 3 to 4)

#	Facility	Cost estimate (excl GST)	Comment
10.	Fence perimeter of track	\$77,000	Allowance of approximately 440 metres.
11.	Discus/hammer cage	\$5,000	Cost estimate provided by SAC.
12.	Sports lighting	Up to \$250,000	Athletics requires 75 to 200 lux depending on the activity. We support to a training standard. Cost estimate excludes transformers.
13.	Sun shades	\$15,000	Allowance of one 3 x 3m steel shade with a concrete base

Priority 3 facilities (Years 5 to 8)

#	Facility	Cost estimate (excl GST)	Comment
14.	Pole vault facilities		Generally a club responsibility Club considering omitting
15.	Change Rooms	\$617,155	Includes 2 change rooms, DDA toilet, storage and umpires room. Excludes connection to water, sewer and power.
16.	Weights room/gym		Generally a club responsibility Allowed for a basic steel structure with concrete floor.
17.	Permanent storage sheds	-	Storage included in item 15 and 22.
18.	Outdoor fitness/gym equipment		Outdoor fitness equipment not recommended at this location as utilisation is generally maximised when located on high use trails (club considering omitting). Cost estimate is for club gym equipment
19.	Spectator seating and shelter	\$30,000	Spectator seating is generally a club responsibility Allowance of two 3 x 3m steel shade with concrete base Club considering omitting.

Potential long term facilities (Years 8+)

#	Facility	Cost estimate (excl GST)	Comment
20.	Synthetic 'D's	-	Included in item 21 Club considering omitting.
21.	Synthetic track		Geotechnical analysis would be required to inform design and costing. Club considering omitting.
22.	Clubrooms with canteen	\$236,500	Includes storage and DDA toilet Club considering omitting.



Southern Athletic Club

Financial Statement 1 April 2016 – 31 March 2017

	Credits	Debits
Opening Balance	\$3,033.81	
Credits	10,846.88	
Membership	1,883.32	
Uniform	2,842.00	
Grants	3,500.00	
Sponsorship	425.00	
Fundraising	1,080.00	
Events	-	
Coaching	990.00	
Interest	1.56	
Other	125.00	
Debits		8,436.26
Affiliations		815.00
Membership		610.40
Uniform		4,502.86
Sponsorship		18.00
Fundraising		540.00
Events		519.00
Coaching		1,000.00
Website		131.00
Other		300.00
Closing Balance		\$5,444.43

SOUTHERN ATHLETIC CLUB
TRADING, PROFIT AND LOSS STATEMENT
FOR THE PERIOD 1 APRIL 2017 TO 11 DECEMBER 2017

	Apr 17	May 17	Jun 17	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
SALES										
Membership	143.40	47.80	-	47.80	-	147.73	607.97	499.86	-	1,494.56
Grants Received	-	-	-	-	-	500.00	-	-	-	500.00
Uniform Sales	1,060.00	1,210.00	260.00	95.00	349.06	841.74	202.00	578.00	23.00	4,618.80
Sponsorship & Fundraising Received	-	245.00	360.00	80.00	140.00	1,183.00	-	250.00	400.00	2,658.00
Coaching Income	50.00	275.00	145.00	170.00	235.00	160.00	335.00	380.00	150.00	1,900.00
Event Income	-	-	-	5,034.64	-	-	-	-	-	5,034.64
	1,253.40	1,777.80	765.00	5,427.44	724.06	2,832.47	1,144.97	1,707.86	573.00	16,206.00
LESS COST OF GOODS SOLD										
Coaching Fees	-	-	-	-	-	-	6,000.00	6,000.00	6,000.00	-
Uniform Purchases	213.00	-	250.00	350.00	275.00	-	375.00	50.00	150.00	1,663.00
	1,533.99	-	-	1,310.10	1,514.02	2,225.45	-	-	-	6,583.56
	1,746.99	-	250.00	1,660.10	1,789.02	2,225.45	6,375.00	6,050.00	6,150.00	8,246.56
Closing stock	-	-	-	-	-	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
	1,746.99	-	250.00	1,660.10	1,789.02	(3,774.55)	375.00	50.00	150.00	2,246.56
GROSS PROFIT (LOSS)	(493.59)	1,777.80	515.00	3,767.34	(1,064.96)	6,607.02	769.97	1,657.86	423.00	13,959.44
LESS EXPENDITURE										
Advertising	925.10	953.62	88.00	-	-	-	-	-	-	1,966.72
Events	-	1,086.10	182.59	3,316.78	-	-	-	-	-	4,585.47
Equipment Purchases	240.00	-	-	-	-	-	-	374.00	-	614.00
Membership & Affiliations	-	-	-	-	-	825.00	59.00	-	-	884.00
Printing and stationery	-	-	-	261.82	-	-	-	-	-	261.82
Training & Development	-	-	-	-	-	780.00	88.00	-	-	868.00

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

SOUTHERN ATHLETIC CLUB
TRADING, PROFIT AND LOSS STATEMENT
FOR THE PERIOD 1 APRIL 2017 TO 11 DECEMBER 2017

	Apr 17	May 17	Jun 17	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Website Expenses	-	-	-	182.45	109.99	-	-	-	-	292.44
	1,165.10	2,039.72	270.59	3,761.05	109.99	1,605.00	147.00	374.00	-	9,472.45
	(1,658.69)	(261.92)	244.41	6.29	(1,174.95)	5,002.02	622.97	1,283.86	423.00	4,486.99
OTHER INCOME										
Interest received	-	-	0.78	-	0.29	0.18	0.09	0.26	-	1.60
	-	-	0.78	-	0.29	0.18	0.09	0.26	-	1.60
NET OPERATING PROFIT (LOSS)	(1,658.69)	(261.92)	245.19	6.29	(1,174.66)	5,002.20	623.06	1,284.12	423.00	4,488.59

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

SOUTHERN ATHLETIC CLUB
TRADING, PROFIT AND LOSS STATEMENT
FOR THE PERIOD 1 APRIL 2017 TO 11 DECEMBER 2017

	Note	Dec 17 \$	Mar 17 \$
SALES			
Membership		1,494.56	1,272.92
Grants Received		500.00	3,500.00
Uniform Sales		4,618.80	2,842.00
Sponsorship & Fundraising Received		2,658.00	965.00
Coaching Income		1,900.00	990.00
Event Income		5,034.64	-
		16,206.00	9,569.92
LESS COST OF GOODS SOLD			
Coaching Fees		1,663.00	1,000.00
Uniform Purchases		6,583.56	4,502.86
		8,246.56	5,502.86
Closing stock		6,000.00	-
		2,246.56	5,502.86
GROSS PROFIT		13,959.44	4,067.06
LESS EXPENDITURE			
Advertising		1,966.72	-
Donations & Sponsorships		-	18.00
Events		4,585.47	519.00
Equipment Purchases		614.00	-
Membership & Affiliations		884.00	815.00
Printing and stationery		261.82	-
Training & Development		868.00	-
Travelling expenses		-	300.00
Website Expenses		292.44	131.00
		9,472.45	1,783.00
		4,486.99	2,284.06
OTHER INCOME			
Interest received		1.60	1.56
Other Income		-	125.00
		1.60	126.56
NET OPERATING PROFIT		4,488.59	2,410.62

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

SOUTHERN ATHLETIC CLUB

**BALANCE SHEET
AS AT 11 DECEMBER 2017**

	Note	Dec 17 \$	Mar 17 \$
CURRENT ASSETS			
Westpac Cheque Account		3,933.02	5,279.43
Cash on Hand		-	165.00
Stock on hand		6,000.00	-
		<u>9,933.02</u>	<u>5,444.43</u>
TOTAL ASSETS		<u>9,933.02</u>	<u>5,444.43</u>
NET ASSETS		<u>9,933.02</u>	<u>5,444.43</u>
PROPRIETOR'S FUNDS			
Opening balance		5,444.43	3,033.81
Add:			
Profit for the period		4,488.59	2,410.62
TOTAL PROPRIETOR'S FUNDS		<u>9,933.02</u>	<u>5,444.43</u>

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

MINUTES



Meeting with Athletics SA 4pm, 16 January 2018 SA Athletics Stadium

Present : Bridget Senyszyn, Acting Chief Executive Officer (Athletics SA)
Peter Gayen, Board Member (Little Athletics SA and Athletics SA)
Geoff Norris, Team Leader – Community Assets (City of Onkaparinga)
Larissa Jennings, Asset Planner – Recreation (City of Onkaparinga)

Apologies :

1 Welcome & Introduction

Larissa thanked Athletics SA for meeting and confirmed that the purpose of the meeting was for the CoO staff to understand the state sporting body's plans for athletics in the south including consideration of a current proposal from the Southern Athletic Club to establish a turf training facility at Knox Park, Morphett Vale.

2 Athletics in SA

- There is a current under supply of synthetic tracks in SA
- The SA Track and Field Facilities Master Plan recommends new synthetic tracks for both the South and North of Adelaide.
- There is a high demand from schools for synthetic tracks.
- School based clubs tend to have limited growth mainly because of programming limitations.

3 Athletics in the South

- There are multiple known facility issues in the south including Flagstaff Hill Little Athletics reaching capacity at their existing site (Flagstaff Oval), Southern Athletic Club not having a home base or storage facilities and a Victor Harbor club has insufficient facilities (too small).
- Little and senior athletics need to be looked at as a whole.
- Athletics SA support a regional across council study in the south to determine broader needs, gaps and opportunities.

4 Southern Athletic Club – facility needs

- Athletics SA are keen to support the SAC obtaining a home base.

- SAC need access to storage and none is available at their existing sites (Reynella East or Aldinga).
- Sharing an oval with other sports is a feasible and an ideal solution to meet the SAC's current needs. A key consideration is sufficient space to accommodate 'field' activities. Athletics SA provided examples of existing athletics clubs sharing with other sports including at Glenunga, Mile End and Camden Park.
- Facilities for the SAC and Knox Park as an athletic facility both need to be considered as part of broader planning for athletics (i.e. a regional study).
- Mile End is the only IAAF standard track in SA, turf tracks do not meet this international standard and can therefore be varied in their size and shape.

5 Closure

5pm



DREAMS START HERE

24th January 2018

Larissa Jennings
Community Assets, City of Onkaparinga

Letter of Support for Athletics Facilities in the South

Dear Larissa,

I'm writing to confirm Athletics South Australia's commitment to the future planning of Athletics facilities in the south of Adelaide.

Facilities are a strategic priority for Athletics SA. Athletics facilities in SA are well behind those in other states/territories in both quality and quantity. There is only one full synthetic track and field facility, and by contrast, there are more than 35 facilities in Victoria, 3 facilities in Tasmania, and 2 in the Australian Capital Territory.

The SA Athletics Stadium at Mile End is home to the only synthetic track and field facility in South Australia and experiences high volumes of patronage, particularly by schools. This not only increases wear and tear on the track, but also limits opportunities for access to the venue.

Athletics SA has seen strong growth in membership and participation, particularly over the last 3 years. Our membership is at a 29-year high and off the back of a 26% increase in participation during the 2016/17 track and field season, our participation has increased by 46% over the past 3 seasons. If current trends continue, which we expect they will, Athletics SA will need to have access additional facilities to be able to cater for our weekly events and competition within the next couple of years.

Athletics SA's strategic plan also includes the desire to provide opportunities for recreational and social athletics at local club facilities to increase reach and participation. A key location that has been identified to address club level facilities, including local club infrastructure (e.g. discus and hammer cages, synthetic runways) is the south of Adelaide. Many of the existing facilities would require some upgrades to allow this to occur and to address any safety concerns.

To support our vision and plans for growth, we are committed to find a permanent home for the Southern Athletics Club, where the club can establish and develop good quality facilities for athletics athletes in the south.

Athletics SA are fully committed to providing in kind support through the provision of advice and any other requested technical expertise and sport knowledge as required.

Sincerely,

A handwritten signature in black ink, appearing to read "Bridget Senyszyn".

Bridget Senyszyn
Acting Chief Executive Officer, Athletics South Australia
E: ceo@athleticsa.com.au
P: 08 8352 1871 (direct)

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Torrensville Plaza, SA 5031

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9.2 Resource Prioritisation documents 2018-19

This is a regular or standard report.

Manager:	Darren Styler, Manager Finance
Report Author:	Julie Scoggins, Acting Team Leader Financial Planning and Analysis
Contact Number:	8384 0121
Attachments:	1. Draft Resource Prioritisation documents 2018-19 (151 pages) – Provided under separate cover

1. Purpose

This report seeks approval of draft Resource Prioritisation documents (formerly known as Resource Allocation **Strategies**) that will be utilised to prioritise 'Value Added' and 'New Assets and Significant Upgrade' projects, programmes and services for 2018-19.

2. Recommendation

That Council approve the draft Resource Prioritisation documents as summarised in attachment 1 to the agenda report.

3. Background

This report presents the draft Resource Prioritisation documents (formerly known as **Resource Allocation Strategies**) that will be used to prioritise 'Value Added' and 'New Assets and Significant Upgrade' projects, programmes and services for 2018-19.

Through application of the criteria outlined in the draft Resource Prioritisation documents we are able to **identify those 'Value Added' and 'New Assets and Significant Upgrade' projects, programmes and services that provide the greatest economic, environmental and community outcomes.**

Draft Resource Prioritisation documents are provided for various categories of projects, programmes and services with the criteria applied for prioritisation generally being made up of the following:

- alignment with a relevant strategy or plan
- risk management
- volume/number of users
- relative need
- locational importance
- stakeholder/community expectations
- service levels/ standards
- other providers in the market
- cost/benefit ratio.

The highest priority 'Value Added' and 'New Assets and Significant Upgrade' activities will be allocated funding as part of the budget process.

4. Financial Implications

There are no direct financial implications of this report.

That said, application of the criteria outlined in draft Resource Prioritisation documents ensures our finite financial resources approved through the budget process are allocated to projects, programmes and services that provide the greatest economic, environmental and community outcomes.

5. Risk and Opportunity Management

Risk	
Identify	Mitigation
Failure to set appropriate prioritisation criteria leads to projects, programmes and services being allocated funding that do not provide the greatest economic, environmental and community outcomes.	Resource Prioritisation documents have been reviewed and updated by Administration to ensure they reflect our current strategies and priorities. This includes updating each document to reflect Onkaparinga 2035.

Attachment 1

Provided under separate cover

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9.3 Quarterly Financial Update including Budget Review 2

This report will be provided under separate cover

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9.4 Appointment of a member to the Audit, Risk, Value and Efficiency and Chief Executive Officer Performance Management Committee

This is an update on a previously reported subject, concept or issue.

Manager:	Desma Morris, Manager Governance
Report Author:	Therese Brunotte, Senior Governance Officer
Contact Number:	8301 7228
Attachments:	1. Audit, Risk, Value and Efficiency Committee Terms of Reference (9 pages) 2. Chief Executive Officer Performance Management Committee Terms of Reference (6 pages)

1. Purpose

This report seeks a decision from Council on appointing a proxy member to the Audit, Risk, Value and Efficiency Committee and member to the Chief Executive Officer Performance Management Committee.

2. Recommendations

- 1. That Council appoint Cr...(to be inserted at the meeting) as a proxy member of the Audit, Risk, Value and Efficiency Committee from 22 February 2018 until the conclusion of the November 2018 local government general election.**
- 2. That Council appoint Cr...(to be inserted at the meeting) as a member of the Chief Executive Officer Performance Management Committee from 22 February 2018 until the conclusion of the November 2018 local government general election.**

3. Background

Cr Nankivell is the current proxy member of the Audit, Risk, Value and Efficiency Committee (ARVEC) and a member of the Chief Executive Officer Performance Management Committee (CEOPMC). Cr Nankivell, has resigned, effective 21 February 2018, from his position as an elected member of the City of Onkaparinga. As of this date a vacancy will exist on both of the above committees.

Audit, Risk, Value and Efficiency Committee

Council must appoint an Audit Committee in accordance with Section 126 of the *Local Government Act 1999*, and under the terms of Section 41 of the *Local Government Act 1999*. The Terms of Reference (attachment 1) outlines the specific purpose of the Audit, Risk, Value and Efficiency Committee (Committee).

As per the Terms of Reference the Committee 'will have a proxy member for the elected members. In the event that an elected member is unavailable, they may request the proxy member to attend a specific meeting on their behalf.'

Chief Executive Officer Performance Management Committee

The Chief Executive Officer's contract of employment requires this Committee to be established. The Terms of Reference (attachment 2) outline the specific purpose of this Committee.

As per the Terms of Reference 'the membership of the Committee is comprised of a maximum of four members; being the Mayor as Chairperson and three elected members.'

4. Financial Implications

There are no financial implications in appointing new members to the Audit, Risk, Value and Efficiency Committee and Chief Executive Officer Performance Management Committee.

5. Risk and Opportunity Management

Risk	
Identify	Mitigation
Lack of a quorum for ARVEC meeting.	In the event that an elected member is unavailable, they may request the proxy member to attend a specific meeting on their behalf.

Opportunity	
Identify	Maximising the opportunity
Elected member participation	Nominating a new member provides continuity and elected members with the opportunity to participate on the Audit, Risk, Value and Efficiency Committee or Chief Executive Officer Performance Management Committee.

6. Additional information

Nomination process.

- The Mayor will call for nominations to appoint a member to the relevant committee.
- If there is more than one nomination a ballot is conducted to determine the outcome.
- All elected members (including the Mayor) indicate which member(s) they wish to vote for on the ballot paper.
- **The method of counting will be 'first pass the post' majority vote.**
- The Mayor will then announce the membership positions which will be included in the resolution.

The Terms of Reference will be updated with the correct membership accordingly.



Audit, Risk, Value and Efficiency Committee

Terms of Reference

Preamble

A Committee of Council may be established by resolution of the Council.

A Committee is established for the purpose of assisting Council in the performance of its functions, inquiring into and reporting to Council on matters within the ambit of Council's responsibilities, providing advice to Council and to exercise, perform or discharge delegated powers, functions or duties of the Council.

Section 126 of the *Local Government Act 1999* requires Council to appoint an audit committee, with specific functions and responsibilities. Council has established the Audit, Risk, Value and Efficiency Committee to fulfil this role.

The establishment of a Committee does not derogate from the power of the Council to act in a matter.

1. Specific purpose of the Committee

The Audit, Risk, Value and Efficiency Committee aims to provide advice to Council on its financial reporting and sustainability, internal controls and risk management systems, whistle blowing, internal and external audit by:

Financial Reporting and Sustainability

- Reviewing Council's annual financial statements to ensure that they present fairly the state of affairs of the Council.
- Reviewing the format of budgets and actual financial performance information reported to Council to ensure they comply with accounting regulations and include key financial sustainability information.
- Reviewing the annual business plan of the Council.
- Reviewing the appropriateness of Council's strategic financial decision making models and processes to ensuring consistency between strategic management plans and their impact on Council's ongoing financial sustainability.
- Reviewing Council's key financial policies.
- Reviewing procedures and policy methodologies regarding asset values and depreciation rates.

Internal Controls and Risk Management Systems

- Reviewing the risk profile of the City of Onkaparinga and monitoring risk exposures.
- Reviewing risk management processes and management information systems using best practice and industry models.
- Reviewing the adequacy of systems of control in relation to conflicts of interest and related work standards and practices.

Whistle Blowing

- Reviewing Council's Whistleblower Protection policy, procedures and processes to ensure they are effective.
- Providing recommendations to Council regarding the Whistleblowers Protection policy and procedures, ensuring that:
 - options are available for its employees to raise concerns in confidence about possible wrongdoing in financial reporting and other matters
 - it allows independent investigation of such matters and appropriate follow up action.

Internal Audit

- Reviewing the provision of internal audit services, including the independence of the function from internal operations of the council, along with the adequacy of resource levels and the scope of its services and authority.
- Reviewing the adequacy and appropriateness of the internal audit charter and work plan and contribute directly to its development considering the following matters:
 - the organisation's risk profile
 - internal controls over significant risks, including non-financial management control systems
 - internal controls over revenue, expenditure, assets and liabilities
 - the efficiency, effectiveness and economy of significant Council programs and activities
 - compliance with regulations, policies, procedures, executive standards, instructions and contractual arrangements
 - Council's strategic management plans and the annual business plan.
- Reviewing internal audit reports and monitoring the implementation by management of recommendations made.
- Where appropriate and at least annually, meeting the internal auditor without management being present to discuss any issues arising from the internal audits carried out.

External Audit

- Liaising with Council's external auditor with respect to any audit qualifications, comments or recommendations made with respect to the annual audit process and assessing the appropriateness of council's response to those matters. Meeting formally, in camera, with the external auditor, at least annually.
- Reviewing external audit findings and monitoring the implementation by management of recommendations made.
- Overseeing council's relationship with the external auditor, including but not limited to:
 - reviewing and recommending for endorsement by Council the appointment, reappointment and removal of the external auditor ensuring that the arrangements comply with legislation
 - recommending the approval of the external auditor's remuneration, whether fees for audit or non-audit services and recommending whether the level of fees is appropriate to enable an adequate audit to be conducted
 - recommending the approval of the external auditor's terms of engagement, including any engagement letter issued at the commencement of each audit and the scope of the audit
 - assessing the external auditor's independence and objectivity taking into account relevant professional and regulatory requirements and the extent of Council's relationship with the auditor, including the provision of any non-audit services
 - satisfying itself that there are no relationships (such as family, employment, investment, financial or business) between the external auditor and Council (other than in the ordinary course of business)
 - monitoring the external auditor's compliance with legislative requirements on the rotation of audit partners
 - assessing the external auditor's qualifications, expertise and resources and the effectiveness of the audit process.

Value and Efficiency

- Reviewing assessments of council's services/programs/processes targeting the efficiency and effectiveness with which Council manages its resources to achieve its objectives and any subsequent re-engineering recommendations.
- Reviewing benchmarking of council's service delivery against other councils and other industries.
- Reviewing the appropriateness of identified corporate performance targets and measures to assist in the delivery of the objectives detailed in the Community Plan.

Miscellaneous

- Reviewing any internal or external audit report that raises significant issues on risk management, internal control, financial reporting and other accountability or governance issues, and any other matters relevant to these terms of reference. Review management's response to, and actions taken as a result of issues raised.

- Addressing issues brought to the attention of the Committee, including responding to requests from Council and the Chief Executive Officer for advice that are within the parameters of these Terms of Reference.
- The Audit, Risk, Value and Efficiency Committee will prepare and keep under review an annual work plan and consider business as per the functions of the Committee.
- The Committee will prepare an annual report to Council on its activities.
- The Committee will review its performance against these Terms of Reference annually and the results of these reviews will be included in the Committee's Annual Report.
- The Committee may at any time make recommendations to the Council to amend these Terms of Reference when the Committee forms the opinion that such amendments are necessary for the better operation of the Committee in the performance of its role.
- Matters related to the functions of the Committee may be referred to the Committee by Council.
- Providing feedback to Council on the effects of proposed legislative change affecting the Audit, Risk, Value and Efficiency Committee.

Other Local Government Act responsibilities

The Committee may propose investigations and reviews in accordance with section 130A 'Other Investigations' of the *Local Government Act 1999*.

2. Delegations

The Committee has delegated authority to:

- seek any information it requires from the Chief Executive Officer in order to perform its duties
- form sub-committees of the Committee, as it deems necessary
- determine if an item should be considered in confidence
- approve minutes as a true and accurate record of proceedings
- approve the work plan and annual report of the Committee
- provide advice to Council.

3. Establishment of the Committee

Pursuant to sections 126 and 41 of the *Local Government Act 1999* the Council establishes a committee to be known as the Audit, Risk, Value and Efficiency Committee (referred to in these Terms of Reference as 'the Committee').

4. Membership

The *Local Government (Financial Management) Regulations 2011* requires that Council's Audit Committee must:

- have between 3 and 5 members (inclusive)
- include at least 1 person who is not a member of Council and who is determined by the Council to have financial experience relevant to the functions of an audit committee

- not include the Council's auditor as a member (section 128 of the *Local Government Act 1999*).

Membership of the Committee comprises three (3) elected members and two (2) independent representatives of which one is appointed by Council as the Chairperson. The independent members of the Committee will have, in the opinion of Council, relevant experience and knowledge.

The Committee will have a proxy member for the elected members. In the event that an elected member is unavailable, they may request the proxy member to attend a specific meeting on their behalf.

Members must notify the Chairperson and meeting secretary of non-attendance of a meeting.

The proxy member may attend meetings of the Committee but has no voting entitlement unless representing an absent elected member.

The Chairperson may approve participation by an independent member in a committee meeting via electronic means under extraordinary circumstance. A quorum must be present prior to approval.

All elected members may participate in occasional Committee meetings and workshops at the invitation of the Chairperson. Elected members who are not members of the Committee have no voting entitlements.

Elected members of the Audit, Risk, Value and Efficiency Committee will hold office for the period of 13 December 2017 until the conclusion of the November 2018 local government election.

The independent members will each be appointed for four (4) years, such that:

- the presiding member's term of office commences at the mid-point of the Council term
- the second independent member's term of office commences on 1 July in the year following the Council election

The Independent Members of the Committee will be paid an allowance in the form of a sitting fee for each meeting attended as set by Council resolution.

Absence, without leave of Council or the committee, for three or more consecutive meetings may result in removal from office by Council resolution.

Members of the Committee may be removed from office by Council resolution at any time.

Membership of Audit, Risk Value and Efficiency Committee

Elected Members	Independent Members
Mayor Rosenberg	Mr David Powell, Chairperson (appointed until 31 December 2020)
Councillor Gunn	Madeleine Vezis appointed until 30 June 2019
Councillor Kilby	

Councillor Nankivell (proxy)	
------------------------------	--

5. Chairperson

The Chairperson is appointed by Council, being:

Chairperson	Mr David Powell
-------------	-----------------

The role of the Chairperson is to:

- Oversee the orderly conduct of meetings in accordance with the *Local Government Act 1999*, the *Local Government (Procedures at Meetings) Regulations 2013* and the Council 'Code of Practice - Proceedings of Meetings'.
- Ensure that the Guiding Principles at Regulation 4 are observed and that all Committee members have an opportunity to participate in discussions in an open and responsible manner.
- Ensure when a matter has been debated significantly and no new information is being discussed to call the meeting to order and move the debate towards finalisation.
- Meet with Council on an annual basis to present the Committee's annual report and answer any questions relating to the function and activities of the Committee.

The Chairperson of a Committee is not excluded from debate and may add to the debate nearing its end (so as not to 'lead from the Chair'). The Chairperson of a Committee has a deliberative vote and does not have a casting vote.

If the Chairperson of the Committee is absent from a meeting, an interim Chairperson will be appointed from amongst the members present, with preference given to this being another independent member and will preside at that meeting.

The Committee minutes shall be presented to the next available meeting of Council, including recommendations that require a decision of Council, in the form resolved by the Committee, for consideration of the Council. The Chairperson of a Committee may move the motion of the Committee.

6. Meeting details

The Audit, Risk, Value and Efficiency Committee will meet every six weeks on a Monday at 10am in the principal office of Council. The venue, time and date may be altered at the discretion of the chairperson to suit a large public gallery, a specific issue or other extenuating circumstances.

7. Meeting Procedures

Meetings of the Audit, Risk, Value and Efficiency Committee will be held in accordance with:

1. *Local Government Act 1999*
2. *Local Government (Procedures at Meetings) Regulations 2013*
3. Council's Code of Practice: Proceedings of Meetings
4. Council's Code of Practice: Access to Meetings and Documents 2015

Where these guiding documents are silent, the Committee will consider and determine its own meeting practice, processes and procedures within the parameters of the *Local Government Act 1999*.

8. Access and Documents

A minimum of three clear days' notice of the meeting, accompanied by the agenda, will be provided to members of the Committee and the public, in accordance with section 87 of the *Local Government Act 1999*.

Minutes will be available within five days after a meeting in accordance with section 91 of the *Local Government Act 1999* and will be provided to all members of the Audit, Risk, Value and Efficiency Committee.

Agendas and minutes will be made available, within the above timelines, at www.onkaparingacity.com.

Members of the public are able to attend all meetings of the Committee, unless excluded from the meeting by the confidentiality provisions of section 90 of the *Local Government Act 1999*.

9. Deputations

The Committee Chairperson may allow deputations to appear if they align with the business of the Committee or are referred by the Council.

A deputation must not exceed ten minutes except with the consent of the Committee.

10. Petitions

All petitions must be received by Council. However, Council may refer a matter arising from a petition to the Audit, Risk, Value and Efficiency Committee for consideration.

11. Conduct and Interests of Committee Members

All members of the Committee must comply with the Code of Conduct for Council Members and chapter 5 part 4 of the *Local Government Act 1999* relating to Conduct and Disclosure of Interests.

12. Role of Administration

The Responsible Officer for the Audit, Risk, Value and Efficiency Committee will be the Director Corporate and City Services (with Chief Financial Officer as proxy officer).

Staff will attend meetings as required and are responsible to provide advice and recommendations to the Committee.

The Committee shall establish and maintain a close working relationship with the Responsible Officer to ensure that management has implemented operational internal controls and risk management systems.

13. Liability and Insurance

Council is required to adequately insure all elected members in accordance with section 80 of the *Local Government Act 1999*.

Committee members are covered under the following Council insurance policies on a 24 hour basis, while performing and discharging the functions and duties of their office.

Personal Accident Insurance

Committee members (and accompanying spouses) are provided with benefits to cover out of pocket expenses should they sustain bodily injury whilst engaged in any activity directly connected with, or on behalf of the Committee.

Public Liability / Professional Indemnity

Public liability and professional indemnity insurance covers Committee members against negligence claims in relation to professional advice and service-providing individuals. Committee members are covered only in connection with their role as Committee members. Coverage does not include criminal prosecution, nor a wide range of potential liabilities under civil law.

Personal Effects

Council provides coverage for damage to committee members personal effects whilst engaged in any activity directly or indirectly connected with, or on behalf of the Committee.

14. Terms of Reference approval

Responsible officers/departments:	Director Corporate and City Services Manager Governance
Adopted by:	Council
Adoption date:	Adopted by Council 21 November 2017
Next review:	By December 2018
Dates of previous reviews:	Adopted by Council – 20 March 2012 Altered by Committee – 18 June 2012 Adopted Council – 10 July 2012 Adopted by Council – 9 December 2014

Adopted by Council - 1 December 2015
Adopted by Council - 13 December 2016
Amended by Committee – 13 February 2017

ECM DSID:

2131177 – 20 March 2012
2380775 – 18 June 2012
2380766 – 10 July 2012
2398727 – 30 April 2013
3787238 – 13 December 2016
3923674 – 13 February 2017
4207944 – 21 November 2017



Chief Executive Officer Performance Management Committee

Terms of Reference

Preamble

A Committee of Council may be established by resolution of the Council.

A Committee is established for the purpose of assisting the Council in the performance of its functions, inquiring into and reporting to the Council on matters within the ambit of the Council's responsibilities, providing advice to the Council and to exercise, perform or discharge delegated powers, functions or duties of the Council.

The establishment of a Committee does not derogate from the power of the Council to act in a matter.

1. Specific purpose of the Committee

The Chief Executive Officer Performance Management Committee (in accordance with the Chief Executive Officer's contract of employment) aims to ensure a high standard of leadership is provided by the Council's Chief Executive Officer (CEO) by conducting effective performance management and recruitment processes and providing advice to Council on related matters.

The Committee is also charged with the responsibility to provide guidance and support to the Chief Executive Officer for the performance of his duties and to provide formal and informal feedback.

Performance

- Appointing an independent advisor to assist in the CEO performance appraisal process as provided for within the CEO Contract of Employment.
- Developing performance management measurements in conjunction with the CEO Goals for the following performance (financial) year, which will be agreed between the CEO and the Committee.
- Reviewing the performance of the Chief Executive Officer.
- Developing a Learning and Development (*'My Development'*) Plan to facilitate the CEO's continued professional growth and performance development.
- Utilising all reasonable endeavours to gather stakeholder feedback to inform the performance management process, including feedback from elected members.
- Reviewing the remuneration level of the Chief Executive Officer.

- Considering, investigating and making recommendations to Council on any matter arising from the review or as from time to time may be required in accordance with the Chief Executive Officer's employment contract.
- Receiving six monthly updates on the performance of the CEO against the strategic performance indicator (SPO).

Recruitment (in the event of a current or impending CEO vacancy)

- Identifying and recommending to Council a suitable candidate to act as an interim Chief Executive Officer until a permanent replacement is found to fill the position, pursuant to section 98(2) of the *Local Government Act 1999*.
- Engaging an appropriate consultancy to manage the recruitment process for the position of Chief Executive Officer in accordance with Council's Procurement Policy.
- Ensuring invitations for "applications by advertising in a newspaper circulating throughout the State" are issued in accordance with section 98 (3) of the *Local Government Act 1999*.
- The Committee (or a sub-committee) acting as the "selection panel to assess applications for the position of Chief Executive Officer (to recommend re-advertisement or other additional steps (if necessary), and to make recommendations to the Council on an appointment", regarding the position of CEO in accordance with section 98 (4) of the *Local Government Act 1999*.

The Committee may at any time make recommendations to the Council to amend these Terms of Reference when the Committee forms the opinion that such amendments are necessary for the better operation of the Committee in the performance of its role.

Matters related to the functions of the Committee may be referred to the Committee by Council.

2. Delegations

The Committee has delegated authority to:

- Approve changes to the CEO's position description
- Approve an annual increase in expense and allowance payments stipulated in the CEO's employment contract
- Determine and conduct CEO performance management which includes the performance review and the remuneration review processes
- Determine and conduct any required CEO recruitment processes
- Engage (with the Chairperson being responsible for communicating any instructions/requests to the lawyers) Council's legal counsel to liaise and provide advice on matters pertaining to the CEO Performance Review
- Engage an Independent Advisor skilled in the area of performance management for comparable CEO roles to assist the Committee in its duties of the performance management and remuneration review processes
- Engage any other suitable consultants or advisors to the Committee to assist it in its duties
- Seek any information it requires from the CEO in order to perform its duties.
- Form sub-committees of the Committee, as it deems necessary.

- Determine if an item should be considered in confidence.
- Approve minutes as a true and accurate record of proceedings.
- Approve the work plan of the Committee.
- Provide advice to the Council.

3. Establishment of the Committee

Pursuant to section 41 of the *Local Government Act 1999* the Council establishes a Committee to be known as the Chief Executive Officer Performance Management Committee (referred to in these Terms of Reference as "the Committee").

4. Membership

The membership of the Committee is comprised of a maximum of four (4) members; being the Mayor as Chairperson and three elected members.

Membership eligibility requires completion of a training course in CEO performance management.

All elected members may participate in occasional Committee meetings and workshops at the invitation of the Chairperson. Elected members who are not members of the Committee have no voting entitlements.

All members of the Chief Executive Officer Performance Management Committee will hold office from 15 August 2017 until the conclusion of the 2018 Local Government elections.

Members must notify the Chairperson or meeting secretary, as advised on the Notice of Meeting, of non-attendance of a meeting.

Absence, without leave of the Council or committee, for three or more consecutive meetings may result in removal from office by Council resolution.

Members of the Committee may be removed from office by Council resolution at any time.

Section 41 Committees are dissolved at the end of each council term.

Membership of Chief Executive Officer Performance Management Committee 15 August 2017 until the conclusion of the 2018 Local Government Elections:

Mayor Rosenberg
Cr Gary Hennessy
Cr Brian Nankivell
Cr Darryl Parslow

5. Chairperson

The Chairperson being:

Chairperson	Mayor Rosenberg
-------------	-----------------

The role of the Chairperson is to:

- Oversee the orderly conduct of meetings in accordance with the *Local Government Act 1999*, the *Local Government (Procedures at Meetings) Regulations 2013* and Council's 'Code of Practice - Proceedings of Meetings'.
- Ensure, in particular, that the Guiding Principles at Regulation 4 are observed and that all Committee members have an opportunity to participate in discussions in an open and responsible manner.
- Ensure when a matter has been debated significantly and no new information is being discussed to call the meeting to order and move the debate towards finalisation.

The Chairperson of a Committee is not excluded from debate and may add to the debate nearing its end (so as not to 'lead from the Chair'). The Chairperson of a Committee has a deliberative vote and does not have a casting vote.

If the Chairperson of the Committee is absent from a meeting the Committee may elect a Chairperson from those present at the meeting only in the circumstances that a quorum is able to be achieved.

A quorum for the Committee is three members.

The Committee minutes shall be presented to the next available meeting of Council, including recommendations that require a decision of Council, in the form resolved by the Committee, for consideration of the Council. The Chairperson of a Committee may move the motion of the Committee.

6. Meeting details

The Chief Executive Officer Performance Management Committee will meet no less than quarterly, at a time to be determined by the Committee, in a meeting area of the principal office of Council.

7. Meeting Procedures

Meetings of the Chief Executive Officer Performance Management Committee will be held in accordance with:

- *Local Government Act 1999*
- *Local Government (Procedures at Meetings) Regulations 2013*
- Council's Code of Practice: Proceedings of Meetings
- Council's Code of Practice: Access to Meetings and Documents 2015.

Where these guiding documents are silent, the Committee will consider and determine its own meeting practice, processes and procedures within the parameters of the *Local Government Act 1999*.

8. Access and Documents

A minimum of three clear days' notice of the meeting, accompanied by the agenda, will be provided to members of the Committee and the public, in accordance with section 87 of the *Local Government Act 1999*.

Minutes will be available within five days after a meeting in accordance with section 91 of the *Local Government Act 1999* and will be provided to all members of the Committee.

Agendas and minutes will be made available, within the above timelines, at www.onkaparingacity.com.

Members of the public are able to attend all meetings of the Committee, unless excluded from the meeting by the confidentiality provisions of section 90 of the *Local Government Act 1999*.

9. Deputations

The Committee Chairperson may allow deputations to appear if they align with the business of the Committee or are referred by the Council.

A deputation must not exceed ten minutes except with the consent of the Committee.

10. Petitions

All petitions must be received by Council. However, the Council may refer a matter arising from a petition to the Chief Executive Officer Performance Management Committee for consideration.

11. Conduct and Interests of Committee Members

All members of the Committee must comply with the Code of Conduct for Council Members and chapter 5 part 4 of the *Local Government Act 1999* relating to Conduct and Disclosure of Interests.

12. Role of Administration

The Responsible Officer for the Chief Executive Officer Performance Management Committee will be the Director Corporate and City Services (with Manager Culture and People as proxy officer). Staff will attend meetings as required and are responsible to provide advice and recommendations to the Committee.

13. Liability and Insurance

Council is required to adequately insure all elected members in accordance with section 80 of the *Local Government Act 1999*.

Elected members are covered under the following Council insurance policies on a 24 hour basis, while performing and discharging the functions and duties of their office.

Personal Accident Insurance

Elected members (and accompanying spouses) are provided with benefits to cover out of pocket expenses should they sustain bodily injury whilst engaged in any activity directly or indirectly connected with, or on behalf of Council.

Public Liability / Professional Indemnity

Public liability and professional indemnity insurance covers elected members against **negligence** claims in relation to professional advice and service providing individuals. Elected members are covered only in connection with their role as elected members. Coverage does not include **criminal** prosecution nor a wide range of potential liabilities under **civil law**

Personal Effects

Council provides coverage for damage to elected members personal effects whilst engaged in any activity directly connected with, or on behalf of Council.

14. Terms of Reference approval

Responsible officers/departments:	Director Corporate and City Services Manager Governance
Adopted by:	Council
Adoption date:	Adopted by Council 15 August 2017
Next review:	By December 2018
Dates of previous reviews:	Altered by Committee - 11 April 2012. Adopted by Council - 30 April 2012. Adopted by Council – 30 April 2013. Adopted by Council – 9 December 2014. Adopted by Council – 1 December 2015. Adopted by Council – 13 December 2016 Adopted by Council – 15 August 2017
ECM DSID:	2131178 – 20 March 2012 2381555 – 11 April 2012 2381557 – 30 April 2012 2398731 – 30 April 2013 4085200 – 15 August 2017

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9.5 Elected member allowances and benefits

This is a regular or standard report.

Manager: Desma Morris, Manager Governance

Report Author: Karen Ingram, Civic Governance Officer

Contact Number: 8384 0678

Attachments: 1. Extract Elected Members Allowances and Benefits Register and training (8 pages)

1. Purpose

To provide a monthly report to Council containing an extract of the Elected Members Allowance and Benefits Register.

2. Recommendation

That Council note the agenda report and the Elected Members Allowances and Benefits Register extract as attached to the agenda report.

3. Background

Elected members are entitled to receive an allowance, reimbursement of expenses (both entitled and discretionary), facilities and support in accordance with the *Local Government Act 1999* (the Act) and Regulations.

The Elected Members Allowance and Benefits Register is required to be kept by legislation under Section 79 of the Act and is available for public inspection upon request.

Council resolved at its meeting of 18 July 2017 the following:

'That a monthly report be provided to Council containing an extract of the Elected Members Allowance and Benefits Register which outlines the previous month's details and a year to date total which should include elected member allowances (both allowable and claimed) as well as outlining reimbursement of expenses made for all other items including mileage, dependant care, telephone, internet, benefits paid for attendance at courses/conferences, sitting fees for local government committees, equipment and all other sundry benefits paid on behalf of individual elected members by the City of Onkaparinga.'

4. Financial Implications

The extract of the Register provides a summary of allowances, reimbursements, equipment and consumables.

The time required to produce a monthly report in this manner is in the order of approximately two hours.

5. Risk and Opportunity Management

Risk	
Identify	Mitigation
Limited accountability to the community	Making the Register publicly available on a monthly basis via a report to Council enables transparency and accountability of the Council to its community regarding the use of public funds.

Opportunity	
Identify	Maximising the opportunity
Inspecting the Register	Section 70 of the Act sets out that members of the public may request to inspect the Register. By proactively providing the details of the Register via a monthly report, Council is demonstrating transparency.
Transparency and accountability.	Reimbursements under section 77(1)(a) of the Act (prescribed expenses) are not required to be shown in the register, however, to ensure transparency and best practice the City of Onkaparinga's Policy sets out the Register of Allowances and Benefits records all allowances, benefits and support provided to elected members.

6. Additional information

Attachment 1 to this report provides an extract of the Elected Member Allowances and Benefits Register from July 2017 to February 2018. The extract contains a summary of allowances, reimbursements, equipment and consumables.

At the beginning of this Council term in November 2014, all elected members were offered the use of a Toshiba tablet and printer/scanner with the appropriate software and peripheral devices. The extract contains details of equipment provided to individual members and ongoing associated costs and consumables.

The Elected Member Allowances, Benefits and Support Procedure ([Council policies & procedures](#)) sets out the reimbursement entitlement amounts for travel, telephone and internet connectivity.

Explanatory notes

Payment – Elected Members claims for reimbursement are paid on the first business day of the following month, ie claims for August are paid on the first business day of September.

Periodic Adjustment of Council Member Allowances – Section 76(9) of the *Local Government Act 1999* provides for council member allowances to be adjusted on the first, second and third anniversaries of periodic elections to reflect changes in the Adelaide consumer Price Index (CPI) published by the Australian Bureau of Statistics. The third anniversary of the last periodic election was 7 November 2017.

CPI of 1.8 per cent has been included in the allowance paid to members from 1 December 2017 detailed in the Elected Members Allowances and Benefits Register (attachment 1).

Claims – Members at times will submit one claim form for several months' worth of reimbursements. The total amount claimed for the overall period will appear in the Register in the month that it is paid. This explains the differing amounts for phone and internet expenses reflected in the Register.

Mobile phone - in lieu of the \$40 telephone reimbursement elected members were provided with the opportunity at the beginning of the term to take up the option of a Council supplied corporate mobile telephone - iPhone 6 or Nokia. The cost of the iPhone 6 is \$60 per month an additional \$20 above the \$40 reimbursement entitlement. Members supplied with an iPhone are required to pay this additional monthly cost. The cost of the Nokia falls within the \$40 reimbursement. Where an elected member has requested the inclusion of personal use of the phone, an additional \$10 is deducted monthly. These amounts are reflected in the Register as negative amounts.

Courses/conferences – expenditure for elected member attendance at courses/conferences for September to November is also detailed in the Elected Members Allowances and Benefits Register (attachment 1).

Mayoral benefits and support

As per the Elected Member Allowances, Benefits and Support Policy (the Policy) in addition to the support and benefits provided to elected members the Mayor is provided with:

- designated operational office space supported by a designated executive assistant
- exclusive use of a council vehicle for council business only. This equates to an approximate cost of \$360 per month.
- a council provided and supported mobile phone and internet connection.
- Use of a corporate purchase card as per the conditions outlined in the Policy with **expenditure reported to Council in the Mayor's report at six monthly intervals.**

Elected Member allowances and reimbursements

Name	Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Year to date total
M Bray	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses									0
	Phone									0
	Internet									0
<i>Council provided equipment:</i>	<i>Printer</i>									0
		1834	1834	1834	1834	1834	1868	1868	1868	14774
S Brown	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel		292.38			142.03	155.76			590.17
	Parking/travel costs						67.57			67.57
	Phone					120	71.98			191.98
	Internet		180			180	60			420
	Paper (ream)		one							0
	AA batteries for mouse					two				0
	2018 Diary							6.55		6.55
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse</i>									
		1834	2306.38	1834	1834	2276.03	2223.31	1868	1868	16050.27
D Chapman	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel			25.74			25.74			51.48
	Misc training expenses									0
	Phone		120	35			105			260
	Internet		179.7	59.9			179.7			419.3
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor keyboard and mouse</i>									
		1834	2133.7	1954.64	1834	1834	2178.44	1868	1868	15504.78
J Deakin	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses			79.1						79.10
	Phone			120				120		240
	Internet			210				210		420
<i>Council provided equipment:</i>	<i>Nil</i>									
		1834	1834	2243.1	1834	1834	1868	2198	1868	15513.10

Elected Member allowances and reimbursements

Name	Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Year to date total
H Greaves	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses									0
	Mobile Phone contribution	-30	-30	-30	-30	-30	-30	-30	-30	-240
	Mobile charge	35.63	35.63	36.54	35.63	36.09				179.52
	Internet				840					840
Member 13 Dec 2016-14 Sept 2017	Development Assessment Panel				2450					2450
Member 26 Oct 2017 until conclusion of the 2018 election	Council Assessment Panel									0
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse.iPhone</i>									
		1839.63	1839.63	1840.54	5129.63	1840.09	1838	1838	1838	18003.5
J Gunn	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses									0
	Mobile Phone contribution	-10	-10	-10	-10	-10	-10	-10	-10	-80
	Mobile charge	35.63	35.63	35.63	35.63	35.63				178.15
	Internet									0
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse Nokia phone</i>									
		1859.63	1859.63	1859.63	1859.63	1859.63	1858	1858	1858	14872.2
G Hennessy	Allowance	1834	1834	1834	1834	1834	1868	2335	2335	15708
Deputy Mayor 12 Dec 2017- Nov 2018	Travel									0
	Misc training expenses									0
	Phone									0
	Internet									0
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse.</i>									
		1834	1834	1834	1834	1834	1868	2335	2335	15708

Elected Member allowances and reimbursements

Name	Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Year to date total
		R Holtham	Allowance	2292.50	2292.50	2292.50	2292.50	2292.50	2335	1868
Deputy Mayor + Strategic Directions Chairperson 13 Dec 2016- 11 Dec 2017	Travel	193.38	132.4	165.26	100.98	269.81	93.59	152.86	72.07	1180.35
	Misc training expenses	63.22								63.22
	Parking/travel costs	92.4			97	23.22		19.21		231.83
	Phone	40	40	40	40	40	40	40	40	320
	Internet	70	70	70	70	70	70	70	70	560
	Paper (ream)		two							
	<i>Council provided equipment: Printer, tablet, monitor, keyboard and mouse.</i>									
		2751.5	2534.9	2567.764	2600.48	2695.53	2538.59	2150.07	2050.07	19888.90
W Jamieson	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel							182.16	52.80	234.96
	Misc training expenses									0
	Phone	40	40	40	40		80	40	40	320
	Internet	70	70	70	70		139	70	70	559
	Paper (ream)			one						0
	Stationery						4.23			4.23
<i>Council provided equipment: Printer, tablet, monitor, keyboard and mouse.</i>										
		1944	1944	1944	1944	1834	2091.23	2160.16	2030.80	15892.19
G Kilby	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses									0
	Phone									0
	Internet									0
<i>Council provided equipment: Printer, tablet, keyboard and mouse.</i>										
		1834	1834	1834	1834	1834	1868	1868	1868	14774

Elected Member allowances and reimbursements

Name	Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Year to date total
H Merritt	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses									0
	Mobile Phone contribution	-30	-30	-30	-30	-30	-30	-30	-30	-240
	Mobile charge	35.63	35.63	35.63	35.63	35.63				178.15
	Internet	59.95	59.95	59.95	59.95	59.95	59.95	59.95	59.95	479.60
Member 13 Dec 2016-14 Sept 2017	Development Assessment Panel		700		700					1400
	Paper (ream)			one						
	Toner					145				145
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse. iPhone</i>									
		1899.58	2599.58	1899.58	2599.58	1899.58	1897.95	1897.95	1897.95	16736.75
B Nankivell	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel		89.76		190.08			157.08		436.92
	Misc training expenses									0
	Phone									0
	Internet		128		64			96		288
<i>Council provided equipment:</i>	<i>Tablet</i>									
		1834	2051.76	1834	2088.08	1834	1868	2121.08	1868	15498.92
L Nicholls	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses									0
	Phone									0
	Internet									0
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse.</i>									
		1834	1834	1834	1834	1834	1868	1868	1868	14774

Elected Member allowances and reimbursements

Name	Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Year to date total
		G Olbrich	Allowance	1834	1834	1834	1834	1834	1868	1868
	Travel									0
	Misc training expenses						143.3			143.30
	Mobile Phone contribution	-30	-30	-30	-30	-30	-30	-30	-30	-240
	Mobile charge	35.63	35.63	35.63	35.63	35.63				178.15
	Internet									0
	Toner						145			145
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse. iPhone</i>									
		1839.63	1839.63	1839.63	1839.63	1839.63	2126.3	1838	1838	15000.45
W Olsen	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel	198				167.64		59.40		425.04
	Misc training expenses									0
	Phone	120				160		80		360
	Internet	210				280		140		630
	Black toner		169							169
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse.</i>									0
		2362	2003	1834	1834	2441.64	1868	2147.40	1868	16358.04

Elected Member allowances and reimbursements

Name	Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Year to date total
D Parslow	Allowance	1834	1834	1834	1834	1834	1868	2335	2335	25048
Chairperson Strategic Directions Committee 13 Dec 2017- Nov 2018	Travel									0
	Misc training expenses <i>*Repayment to council for training meal expenses not required.</i>		-131.10							-131.10
	Parking/travel costs							36.22		36.22
	Phone		80	40	40	40	40			240
	Internet		140	70	70	70	70			420
Member 13 Dec 16-14 Sept 2017	Development Assessment Panel									0
Member 26 Oct 2017 until conclusion of the 2018 election	Council Assessment Panel									
	Miscellaneous		15							15
	<i>Business cards with photo</i>	185.72								185.72
	4 colour toners		652							652
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse.</i>									
		2019.72	1937.9	1944	1944	1944	1978	2335	2371.22	26465.84
Mayor L Rosenberg	Allowance	7336	7336	7336	7336	7336	7472	7472	7472	59096
	Mobile Phone contribution	-10	-10	-10	-10	-10	-10	-10	-10	-80
	Mobile charge	35.63	35.63	35.63	35.63	35.63				
	Data card	18.18	18.18	18.18	18.18	18.18				90.9
	Travel									0
	Misc training expenses									0
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse, iPhone Internet connection.</i>									0
		7379.81	7379.81	7379.81	7379.81	7379.81	7462	7462	7462	59106.9

Elected Member allowances and reimbursements

Name	Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Year to date total
P Schulze	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel	189.42								189.42
	Misc training expenses									0
	Phone	40		80	80		40	40	40	320
	Internet	70		140	140		70	70	70	560
	Stationery					6.55				6.55
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse.</i>									
		2133.42	1834	2054	2054	1840.55	1978	1978	1978	15849.97
N Swann	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses									0
	Phone									0
	Internet									0
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse.</i>									
		1834	1834	1834	1834	1834	1868	1868	1868	14774
M Themeliotis	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									
	Misc training expenses									
	Phone									
	Internet									
<i>Council provided equipment:</i>	<i>Printer</i>									
		1834	1834	1834	1834	1834	1868	1868	1868	14774
H Wainwright	Allowance	1834	1834	1834	1834	1834	1868	1868	1868	14774
	Travel									0
	Misc training expenses									0
	Phone	200								200
	Internet	350								350
	Paper (ream)				one					0
	Toner							169		169
<i>Council provided equipment:</i>	<i>Printer, tablet, monitor, keyboard and mouse.</i>									
		2384	1834	1834	1834	1834	1868	2037	1868	15493

Elected Member allowances and reimbursements
 courses/conferences

Month	Provider	Course Title	Course Date	No cost	In house	Business object	Cost type	M Bray	S Brown	D Chapman	I Deakin	H Greaves	I Gunn	G Hennessy	R Holtham	B Jamieson	G Kibby	H Merritt	B Nankivell	L Nichols	C O'Riich	W O'Brien	D Parlow	L Rosenber	F Schutze	N Swann	M Themeliotis	H Wainwright	Sub Totals
Sep-17	LGA	CEO Performance Review Training	14/09/2017			901104.9395	Training							\$333.33					\$333.33										\$1,000.00
Oct-17	LGA	Warranup Local Government Group Think Tank Luncheon	4/10/2017			901104.9394	Conference							No cost															\$0.00
Oct-17	LGA	Sustainable Resources Training	9-11/10/17			901104.9394	Conference		\$1,536.36																				\$1,536.36
		Conference cancelled, cost refunded.				901104.9394	Conference		\$1,536.36																				\$1,536.36
		City April 2017	16-17/10/17			901104.9392																							\$1,359.09
		Australian Coastal Society	9-10/11/17			901104.9395																							\$972.72
Nov-17	LGA	2017 LGA Conference and AGM	15-16/11/17			901104.9394	Conference																						\$0.00
		Creating Accessibility History Festival Events	24/11/2017			901104.9394	Conference																						\$0.00
																													\$2,440.00
																													\$0.00

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9.6 Legal Services Summary October December 2017.docx

This is a regular or standard report.

Report Author: Desma Morris, Manager Governance

Contact Number: 8384 0734

Attachments: 1. Legal services summary October - December 2017
(3 pages)

1. Purpose

To provide a report to Council of quarterly expenditure legal services sought by the City of Onkaparinga, Freedom of Information requests and formal requests for information by external agencies.

2. Recommendation

That Council note the agenda report and the summary of legal services received, as attached to the agenda report.

3. Background

At the Council meeting of 18 July 2017, Cr Deakin moved that a previous motion requesting legal reports monthly be revoked and successfully put forward the following motion:

1. That the Chief Executive Officer present a quarterly "Legal Issues" report to Council, that (subject to confidentiality restraints) provides the costs and details of all new or continuing, legal issues, legal advice sought, including Freedom of Information requests and any formal requests for information from external agencies or persons.

2. That a historic report of Council's expenditure on legal advice and the subject of that advice be maintained on the Elected Member web site.

4. Financial Implications

The City of Onkaparinga's legal costs are provided through the existing budget process. Legal costs for financial year totals are reported in Council's Annual Report, provided below:

Year	Legal expenses (\$)
1 July – 31 Dec 2017*	381,000
2016-17	615,000
2015-16	633,000
2014-15	754,000
2013-14	526,000

*Current year financial data is drawn from supplier invoices.

Costs incurred via the Freedom of Information (FOI) process are also provided through the existing operational budget.

Year	Waived (Concession/MP)	Monies received
1 July – 31 Dec 2017	\$3,160	\$728.97
2016-17	\$9,700	\$2,821
2015–16	\$7,631	\$1,150
2014-15	\$4,938	\$1,536

Concession card holders and Members of Parliament are exempt from payment (MP's exempt to a value of \$1000 per application) under the *Freedom of Information Act 1991*.

Applications	Number
Dog/Community Safety	1
Facilities	1
Development	4
Other	1
Total	7

Previous quarter FOI applications totalled 11.

During this reporting period, the City of Onkaparinga received one FOI External Review determination from the **Ombudsman's office**.

5. Risk and Opportunity Management

Risk	
Identify	Mitigation
Complex regulatory matters	Legal advice allows officers with delegated powers to proceed in a matter with surety and confidence in council's position.
Opportunity	
Identify	Maximising the opportunity
Monitoring of legal expenses	Monitoring of legal expenses provides Council assurance about the nature of legal advice being sought for complex matters.

6. Additional information

The City of Onkaparinga, through its procurement subsidiary Council Solutions, entered into a contract with six legal firms for the provision of legal advice. The vast wealth of knowledge on offer through these firms provides council officers authorised to seek legal advice the confidence to pursue a course of action as necessary/required in their role.

A procedure governing the procurement of legal advice authorises senior levels of management (CEO, Directors and Managers) to seek advice. Components of the procedure require officers to:

- review past advice
- select appropriate firm/lawyer
- retain a record of advice received.

Attachment 1 to this report provides a summary of invoices received in October – December 2017, with the data for this attachment relying on invoicing statements from each of the six legal firms.

Please note that amounts shown do not include GST, but do include contract discounts, as negotiated by the Council Solutions contract.

Attachment 1

Legal Provider	Requestor	Summary of Advice	Invoice Date	Individual transaction amount
Kelley Jones Lawyers	Manager Development Services	Compliance matter	4/10/2017	1630.92
Kelley Jones Lawyers	Manager Development Services	Planning matter	4/10/2017	158.03
Kelley Jones Lawyers	Manager Development Services	Compliance matter	4/10/2017	1058.59
Kelley Jones Lawyers	Manager Development Services	Compliance matter	4/10/2017	2550.71
Kelley Jones Lawyers	Manager Development Services	Planning matter	4/10/2017	355.56
Kelley Jones Lawyers	Manager Development Services	Compliance matter	4/10/2017	1534.67
Kelley Jones Lawyers	Manager Development Services	Compliance matter	4/10/2017	1295.09
Kelley Jones Lawyers	Manager Governance	Facilities access advice	4/10/2017	3005.55
Kelley Jones Lawyers	Manager Governance	Governance advice	4/10/2017	774.96
Norman Waterhouse	Manager Development Services	Compliance matter	5/10/2017	741.6
Norman Waterhouse	Manager Development Services	Planning matter	5/10/2017	81.2
Norman Waterhouse	Manager Development Services	Planning matter	5/10/2017	812
Norman Waterhouse	Manager Development Services	Planning matter	5/10/2017	282
Norman Waterhouse	Manager Development Services	Planning matter	5/10/2017	1043.2
Norman Waterhouse	Manager Development Services	Compliance matter	5/10/2017	324.8
Minter Ellison	Manager Culture and People	Employment advice	26/10/2017	172.8
Minter Ellison	Manager Property & Commercial	Indemnity advice	27/10/2017	800
Norman Waterhouse	Manager Community Safety	Dog related matter	30/10/2017	2720.2
Norman Waterhouse	Manager Community Safety	Australian Road Rules	30/10/2017	1339.8
Norman Waterhouse	Manager Development Services	Compliance matter	30/10/2017	717.6
Norman Waterhouse	Manager Development Services	Compliance matter	30/10/2017	933.8
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	30/10/2017	1302.5
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	30/10/2017	3516
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	30/10/2017	486.8
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	30/10/2017	527.8
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	30/10/2017	85.5
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	30/10/2017	720
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	30/10/2017	5415.2
Minter Ellison	Manager Property & Commercial	Property matter	30/10/2017	452.6
Norman Waterhouse	Manager Property & Commercial	Easement matter	30/10/2017	281.2
Norman Waterhouse	Manager Property & Commercial	Easement matter	30/10/2017	246.5
Norman Waterhouse	Manager Property & Commercial	Water Business matter	30/10/2017	487.2
Norman Waterhouse	Manager Property & Commercial	Property matter	30/10/2017	338.4
Norman Waterhouse	Manager Property & Commercial	Water Business matter	30/10/2017	1421
Norman Waterhouse	Manager Culture and People	Employment advice	30/10/2017	1003.6
Norman Waterhouse	Manager Culture and People	Employment advice	30/10/2017	2000
Norman Waterhouse	Manager Construction and Projects	Native title advice	31/10/2017	1477.2
Norman Waterhouse	Manager Construction and Projects	Heritage advice	31/10/2017	1802.2

Legal Provider	Requestor	Summary of Advice	Invoice Date	Individual transaction amount
Kelley Jones Lawyers	Manager Community Capacity	National Competition policy advice	3/11/2017	1144.23
Kelley Jones Lawyers	Manager Community Capacity	Community Centre advice	3/11/2017	2013.49
Kelley Jones Lawyers	Manager Development Services	Compliance matter - enforcement	3/11/2017	1752.2
Kelley Jones Lawyers	Manager Development Services	Compliance matter	3/11/2017	3964.35
Kelley Jones Lawyers	Manager Development Services	Compliance matter	3/11/2017	347.41
Kelley Jones Lawyers	Manager Governance	Governance advice	3/11/2017	3334.55
Kelley Jones Lawyers	Manager Property & Commercial	Infrastructure advice	3/11/2017	327.2
Norman Waterhouse	Manager Assets	Infrastructure advice	3/11/2017	690.2
Kelley Jones Lawyers	Manager Culture and People	Employment advice	3/11/2017	2019.69
Norman Waterhouse	Manager Development Services	Planning matter	8/11/2017	284.2
Norman Waterhouse	Manager Development Services	Planning matter	8/11/2017	672.6
Norman Waterhouse	Manager Development Services	Planning matter	8/11/2017	212.4
Norman Waterhouse	Manager Development Services	Planning matter	8/11/2017	1096.2
Norman Waterhouse	Manager Governance	FOI advice	8/11/2017	1096.2
Norman Waterhouse	Manager Construction and Projects	EOI advice	8/11/2017	2096.8
Norman Waterhouse	Manager Property & Commercial	Contract advice	28/11/2017	194.88
Norman Waterhouse	Manager Property & Commercial	Native title advice	29/11/2017	1800
Norman Waterhouse	Manager Property & Commercial	Commercial lease arrangements	29/11/2017	1134
Norman Waterhouse	Manager Property & Commercial	Commercial lease arrangements	29/11/2017	4719.2
Norman Waterhouse	Manager Community Safety	Dog related matter	29/11/2017	324.8
Norman Waterhouse	Manager Community Safety	Dog related matter	29/11/2017	1801.8
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	29/11/2017	3358.4
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	29/11/2017	1448.4
Norman Waterhouse	Manager Development Services	Planning matter	29/11/2017	72
Norman Waterhouse	Manager Development Services	Planning matter	29/11/2017	85
Norman Waterhouse	Manager Development Services	Planning matter	29/11/2017	5263.6
Norman Waterhouse	Manager Development Services	Planning matter	29/11/2017	4772.8
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	29/11/2017	409
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	29/11/2017	306
Norman Waterhouse	Manager Property & Commercial	Easement matter	29/11/2017	141
Norman Waterhouse	Manager Property & Commercial	Easement matter	29/11/2017	85.5
Norman Waterhouse	Manager Property & Commercial	Water Business matter	29/11/2017	3273.98
Norman Waterhouse	Manager Property & Commercial	Commercial lease arrangements	29/11/2017	824.6
Norman Waterhouse	Manager Culture and People	Employment advice	29/11/2017	1968
Minter Ellison	Manager Property & Commercial	Commercial lease arrangements	30/11/2017	1241.25
Kelley Jones Lawyers	Manager Community Safety	Easement advice	4/12/2017	1624.61
Kelley Jones Lawyers	Manager Development Services	General advice	4/12/2017	2763.86
Kelley Jones Lawyers	Manager Development Services	Compliance matter	4/12/2017	4109.71

Legal Provider	Requestor	Summary of Advice	Invoice Date	Individual transaction amount
Kelley Jones Lawyers	Manager Development Services	Compliance matter - enforcement	4/12/2017	675.55
Kelley Jones Lawyers	Manager Development Services	Compliance matter	4/12/2017	164.19
Kelley Jones Lawyers	Manager Development Services	Planning matter	4/12/2017	3004.18
Kelley Jones Lawyers	Manager Culture and People	Employment advice	4/12/2017	3782.02
Norman Waterhouse	Manager Assets	Infrastructure advice	7/12/2017	496.13
Norman Waterhouse	Dir People, Gov & Reg Services	FOI advice	8/12/2017	121.8
Norman Waterhouse	Manager Development Services	Planning matter	8/12/2017	365.4
Norman Waterhouse	Manager Development Services	Legislative advice	8/12/2017	406
Norman Waterhouse	Manager Development Services	Planning matter	8/12/2017	406
Norman Waterhouse	Manager Development Services	Planning matter	8/12/2017	1136.8
Norman Waterhouse	Manager Development Services	Planning matter	8/12/2017	218.4
Norman Waterhouse	Manager Property & Commercial	Commercial lease arrangements	8/12/2017	283.2
Norman Waterhouse	Dir People, Gov & Reg Services	Governance advice	20/12/2017	2348.4
Norman Waterhouse	Manager Community Safety	Australian Road Rules	20/12/2017	1521.68
Norman Waterhouse	Manager Development Services	Planning matter	20/12/2017	4928.04
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	20/12/2017	1450.23
Norman Waterhouse	Manager Culture and People	Employment advice	20/12/2017	214.14
Norman Waterhouse	Manager Property & Commercial	Commercial lease arrangements	21/12/2017	424.8
Norman Waterhouse	Manager Community Safety	Illegal dumping advice	21/12/2017	1200.57
Norman Waterhouse	Manager Community Safety	Dog related matter	21/12/2017	1635.6
Norman Waterhouse	Manager Development Services	Planning matter	21/12/2017	1311.3
Minter Ellison	Manager Development Services	Planning matter	21/12/2017	6100
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	21/12/2017	314.5
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	21/12/2017	342.5
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	21/12/2017	3405.8
Norman Waterhouse	Manager Development Services	Compliance matter - enforcement	21/12/2017	398.94
Norman Waterhouse	Manager Development Services	Planning matter	21/12/2017	70
Norman Waterhouse	Manager Development Services	Planning matter	21/12/2017	2660.2
Norman Waterhouse	Manager Development Services	Planning matter	21/12/2017	330.8
Norman Waterhouse	Manager Property & Commercial	Water Business matter	21/12/2017	329
Minter Ellison	Manager Property & Commercial	Property matter	21/12/2017	3856.6
Norman Waterhouse	Manager Property & Commercial	Commercial lease arrangements	21/12/2017	503.6
Norman Waterhouse	Manager Community Capacity	Federal Court ordered discovery	21/12/2017	807.8
Norman Waterhouse	Manager Property & Commercial	Water Business matter	21/12/2017	649.6
Norman Waterhouse	Manager Property & Commercial	Commercial lease arrangements	21/12/2017	3603.4
Norman Waterhouse	Manager Community Safety	Legislative audit	22/12/2017	1781.2

9.7 Council and Committee Reporting Schedule

This is a regular or standard report.

Manager: Desma Morris, Manager Governance

Report Author: Sue Hammond, Governance Officer

Contact Number: 8384 0747

Attachments: 1. Reporting Schedule (2 pages)

1. Purpose

This report provides an update on the reporting for upcoming Council and Committee meetings.

2. Recommendations

That Council note the agenda report and Reporting Schedule (attachment 1 to the agenda report).

3. Background

This report is provided as per the following resolution of Council at its meeting of 21 March 2017:

That the item "Updated Work Program" from the agenda of the Strategic Directions Committee be duplicated as a monthly agenda item for Council meetings.

As the Reporting Schedule is a guide only and subject to change, members are encouraged to utilise the Elected Member website for an up to date version of the Reporting Schedule.

Attachment 1

**City of Onkaparinga – Reporting Schedule
 as at 14 February 2018**

CEO Performance Management Committee meeting - 06/03/2018				
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DWSTATUS
Strategic Directions Committee meeting - 06/03/2018				
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DWSTATUS
Aldinga Urban Lands Draft DPA for approval to commence Consultation	Jones, Craig	GO		3
Council and Committee Reporting Schedule	Hocking, Marianne	GO		0
Emergency Evacuation exercise approx 6.30pm	Hammond, Susan	GO		0
Heritage Grant Application for Works at 62 Victor Harbor Road, Old Noarlunga	Bali Dogra, Divya	GO		3
Strategic Directions Committee Annual Report	Lacis, Heidi	GO		3
Council meeting - 20/03/2018				
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DWSTATUS
Response to petition re traffic calming measures Riviera Road Sellicks Beach	Cirocco, Biagio	CS		0
2017-18 Investment Attraction and Trade Program Half-Year Update	Mrotek, Adam	GO		0
Council and Committee Reporting Schedule	Hammond, Susan	GO		0
Council appointed elected member liaison vacancy	Brunotte, Therese	GO		0
Delegations Update	Lawrence, Matthew	GO		0
SDC meeting minutes	Hammond, Susan	GO		0
CWMS	James, Julian	FA		0
New lease for Star of Greece at Port Willunga	Galliford, Stewart	FA	✓	0
Strategic Land and Asset Review	Berry, Alexander	FA		0
ARVEC meeting - 26/03/2018				
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DWSTATUS
Risk Management - update	Brown, Kathryn	GO		0
External audit plan	Carter, Kevin	FA		0
Financial Management Report	Eckermann, Diane	FA		0
Review of Council Reserves	Eckermann, Diane	FA		0
Strategic Directions Committee meeting - 03/04/2018				
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DWSTATUS
Council and Committee Reporting Schedule	Hocking, Marianne	GO		0
Council meeting - 17/04/2018				
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DWSTATUS
Council and Committee Reporting Schedule	Hammond, Susan	GO		0
SDC meeting minutes	Hammond, Susan	GO		0
Strategic Directions Committee meeting - 01/05/2018				
REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DWSTATUS
Council and Committee Reporting Schedule	Hocking, Marianne	GO		0

ARVEC meeting - 07/05/2018

REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DW	STATUS
Internal audit quarterly update	Gostlow, Michael	GO			0
Quarterly performance improvement report	King, Cameron	GO			0
Work Health and Safety activities update	Ewbank, Andrew	GO			0
End of financial year reporting timetable	Carter, Kevin	FA			0
Review of financial planning assumptions 2018-19	Eckermann, Diane	FA			0

Council meeting - 15/05/2018

REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DW	STATUS
Caretaker Policy 2018	Brunotte, Therese	GO			0
Council and Committee Reporting Schedule	Hammond, Susan	GO			0
SDC meeting minutes	Hammond, Susan	GO			0
Budget Review 3	Eckermann, Diane	FA			0
Draft Budget 2018-19	Eckermann, Diane	FA			0
Review of Rating Policies 2018-19 including initial rate modelling	Murrell, Joan	FA			0

Special Council Meeting - 22/05/2018

REPORT SCHEDULED	RESPONSIBLE OFFICER	DEPT	CF	DW	STATUS
draft Annual Business Plan 2018-19	Eckermann, Diane	FA			0

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10. Nominations to external bodies

Nil.

11. Questions on notice

11.1 Questions on notice – Cr Jamieson re Mayor’s Leadership Group

Can the Mayor form a Leadership Group and discuss issues that will be or become Agenda items in the near future?

Yes the Mayor may form a leadership advisory group. As it appears, the Mayor’s leadership advisory group is not an event organised and conducted by or on behalf of the Council or Chief Executive Officer, and consequently may not be considered a designated informal gathering. However, any event organised or conducted on behalf of the council or Chief Executive Officer for example, ward briefings and elected member sessions, are considered designated informal gatherings, and when discussing agenda items notification must be made of the place, topic, date and time.

Could the Mayor or Leadership Group collude legally on tactics for upcoming Council or Strategic Directions Meetings?

No.

Are there any Council meeting procedures that cover what is the effect the formation of an Executive Group of Council?

No. This is not a Section 41 committee and as such is not governed by Local Government (Procedures at Meetings) Regulations 2013.

Would the members of the executive group be subject to declarations of conflict of interest requirements for leadership group meetings, Council or Strategic Directions Meetings?

A conflict of interest arises at the time a matter is to be discussed at a Council or Council Committee meeting. Only an individual member can decide if they have a conflict of interest either perceived or actual in relation to any particular matter.

Will there be minutes of the meetings available to Council?

This is not a Section 41 committee and as such is not governed by *Local Government (Procedures at Meetings) Regulations 2013*, therefore there is no requirement for the group to produce agendas and minutes, however the group may produce agendas and minutes.

This response has been provided by the Manager, Governance.

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12. Motions

12.1 Notice of Motion – Cr Kilby – Spirit of Woman Project

Background

Spirit of Woman, Place of Courage Project is an initiative to create a public space to recognise family and domestic violence and its terrible impact on our society. Public art can be a powerful medium for social well being, such a space in our city would be an inspiring area for people to meet, to reflect, and to belong. It would also purvey the message that our City stands against violence and oppressive behaviour.

Spirit of Woman are committed to applying for grants and looking at other fund raising methods to acquire seed funding for the project.

Motion

- **Staff work with Spirit of Woman to submit a bid in the arts and culture sub category for a feasibility study regarding the Spirit of Woman commemorative project. The feasibility study will identify an appropriate location, project costs, potential funding sources and time frames for implementation.**
- **A letter of endorsement outlining the Council commitment and potential contribution with approval for use of Onkaparinga logo on the Spirit of Woman website.**

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12.2 Notice of Motion – Cr Bray re credit card expenditure

Motion

That the CEO provides an urgent public report to Council with draft policy changes to credit card use to ensure that all future transactions align with community standards and expectations for frugal use of ratepayer funds.

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12.3 Notice of Motion – Cr Jamieson re council expenditure

Background

Members of the Community who have contacted me or I have run into as I go about my business have been concerned about the Council's expenditure and whether it is appropriate for a Local Government.

There also appears to be a loss of trust within the community with Council

Unfortunately any attempts by Council to justify the expenditure will further exasperate the problem.

For this reason I have moved that an independent led enquiry into the allegations of "Today Tonight" and the press should be examined through the prism of local Government to check the appropriateness of Council's actions

Motion

That Council set up an independent enquiry into allegations by this Today Tonight and the Messenger Press of inappropriate expenditure by Council management

In particular were the expenditure items aired by the two agencies are appropriate in a Local Government environment

Changes if any, that need to be set in place to make sure Council's expenditure is appropriate for a local government?

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13. Petitions

Nil.

14. Urgent business

15. Confidential items

Confidential Clause

If Council so determines items 15.1 and 15.2 may be considered in confidence under Section 90(2) of the *Local Government Act 1999* on grounds contained in the Recommendations below.



Mark Dowd
Chief Executive Officer

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15.1 Libraries Review

1. That:
 - a. Under the provisions of Section 90(2) of the *Local Government Act 1999* an order be made that the public, with the exception of staff on duty, be excluded from attendance at the meeting in order to consider this item in confidence.
 - b. The Council is satisfied that it is necessary that the public, with the exception of staff on duty, be excluded to enable the Council to consider the report at the meeting on the following grounds:
Section 90(3)(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
 - c. Accordingly, on this basis the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information or discussion confidential.
3. That the matter of Libraries review having been considered by the Council in confidence under sections 90(2) and 90(3)(a) of the *Local Government Act 1999* that an order be made under the provisions of sections 91(7) and (9) of the *Local Government Act 1999* that the minutes, agenda report and discussions of the Council relating to the Libraries Review be kept confidential until all internal affected parties have been advised of Council's final decision in relation to the Libraries Review and an internal and external communications plan and an internal change management plan have been developed and implemented to enable the notification of any changes to all affected parties.
4. That, pursuant to section 91(9)(a) of the *Local Government Act 1999*, Council delegates the duty to conduct an annual review of the confidentiality order to the Chief Executive Officer, or their sub-delegate.
5. That, pursuant to section 91(9)(c) of the *Local Government Act 1999*, Council delegates the power to revoke the confidentiality order to the Chief Executive Officer, or their sub-delegate.

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15.2 BMX UCI Facilities update

This report will be provided under separate cover.

16. Closure

Conflict of Interest Disclosure Form

CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS

Councillor:

Date:

Meeting name:

Agenda item no:

1. I have identified a conflict of interest as:

MATERIAL

ACTUAL

PERCEIVED

MATERIAL: Conflict arises when a councillor or a nominated person will gain a benefit or suffer a loss (whether directly or indirectly and whether pecuniary or personal) if the matter is decided in a particular manner. If declaring a material conflict of interest, Councillors must declare the conflict and leave the meeting at any time the item is discussed.

ACTUAL: Conflict arises when there is a conflict between a councillor's interests (whether direct or indirect, personal or pecuniary) and the public interest, which might lead to decision that, is contrary to the public interest.

PERCEIVED: Conflict arises in relation to a matter to be discussed at a meeting of council, if a councillor could reasonably be taken, from the perspective of an impartial, fair-minded person, to have a conflict of interest in the matter – whether or not this is in fact the case.

2. The nature of my conflict of interest is as follows:

(Describe the nature of the interest, including whether the interest is direct or indirect and personal or pecuniary)

3. I intend to deal with my conflict of interest in the following transparent and accountable way:

I intend to **leave** the meeting

OR

I intend to **stay** in the meeting *(complete part 4)*

4. The reason I intend to stay in the meeting and consider this matter is as follows:

(This section must be filled in. Ensure sufficient detail is recorded of the specific circumstances of your interest.)

and that I will receive no benefit or detriment direct or indirect, personal or pecuniary from considering and voting on this matter.

CONFLICTS MUST ALSO BE DECLARED VERBALLY DURING MEETINGS

Governance use only: Member voted FOR/AGAINST the motion.

Ordinary Business Matters

A **material, actual** or **perceived** Conflict of Interest does not apply to a matter of ordinary business of the council of a kind prescribed by regulation.

The following ordinary business matters are prescribed under Regulation 8AAA of the *Local Government (General) Regulations 2013*.

- (a) *the preparation, discussion, conduct, consideration or determination of a review under section 12 of the Act*
 - (b) *the preparation, discussion, adoption or revision of a policy relating to allowances and benefits payable to members if the policy relates to allowances and benefits payable equally to each member (rather than allowances and benefits payable to particular members or particular office holders)*
 - (c) *the preparation, discussion, adoption or alteration of a training and development policy under section 80A of the Act*
 - (d) *the preparation, discussion, adoption or amendment of a strategic management plan under section 122 of the Act*
 - (e) *the adoption or revision of an annual business plan*
 - (f) *the adoption or revision of a budget*
 - (g) *the declaration of rates (other than a separate rate) or a charge with the character of a rate, and any preparation or discussion in relation to such a declaration*
 - (h) *a discussion or decision of a matter at a meeting of a council if the matter—*
 - (i) *relates to a matter that was discussed before a meeting of a subsidiary or committee of the council*
 - (ii) *the relevant interest in the matter is the interest of the council that established the committee or which appointed, or nominated for appointment, a member of the board of management of the council subsidiary or regional subsidiary.*
- (2) *For the purposes of section 75(3)(b) of the Act, a member of a council who is a member, officer or employee of an agency or instrumentality of the Crown (within the meaning of section 73(4) of the Act) will not be regarded as having an interest in a matter before the council by virtue of being a member, officer or employee.*

Engagement and membership with groups and organisations exemption

A member will not be regarded as having a conflict of interest **actual** or **perceived** in a matter to be discussed at a meeting of council **by reason only of**:

- an engagement with a community group, sporting club or similar organisation undertaken by the member in his or her capacity as a member; or membership of a political party
- membership of a community group, sporting club or similar organisation (as long as the member **is not** an office holder for the group, club or organisation)
- the member having been a student of a particular school or his or her involvement with a school as parent of a student at the school
- a nomination or appointment as a member of a board of a corporation or other association, if the member was nominated for appointment by a Council.

However, the member will still be required to give careful consideration to the nature of their association with the above bodies. Refer Conflict of Interest Guidelines.

For example: If your **only** involvement with a group is in your role as a Council appointed liaison as outlined in the Council appointed liaison policy, you will not be regarded as having a conflict of interest actual or perceived in a matter, and are NOT required to declare your interest.