

Council Meeting Minutes

2 December 2024

Our Vision

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

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

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City of
Norwood
Payneham
& St Peters

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VENUE Council Chambers, Norwood Town Hall

HOUR 7.00pm

PRESENT

Council Members Mayor Robert Bria
Cr Kester Moorhouse
Cr Claire Clutterham (entered the meeting at 7.25pm)
Cr Garry Knoblauch
Cr Hugh Holfeld
Cr Josh Robinson
Cr Kevin Duke
Cr Connie Granozio
Cr Scott Sims
Cr Grant Piggott
Cr Sue Whittington
Cr John Callisto
Cr Christel Mex

Staff Mario Barone (Chief Executive Officer)
Carlos Buzzetti (General Manager, Urban Planning & Environment)
Derek Langman (General Manager, Infrastructure & Major Projects)
Andrew Hamilton (General Manager, Community Development)
Lisa Mara (General Manager, Governance & Civic Affairs)
Jenny McFeat (Manager, Governance)
Eleanor Walters (Manager, Urban Planning & Sustainability)
Marina Fischetti (Governance Officer)

APOLOGIES Cr Victoria McFarlane, Cr Claire Clutterham (for lateness)

ABSENT Nil

1. KAURNA ACKNOWLEDGEMENT

2. OPENING PRAYER

The Opening Prayer was read by Cr Hugh Holfeld.

3. CONFIRMATION OF THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 25 NOVEMBER 2024

Cr Knoblauch moved that the Minutes of the Special Council meeting held on 25 November 2024 be taken as read and confirmed. Seconded by Cr Sims and carried unanimously.

4. MAYOR'S COMMUNICATION

Monday, 4 November	<ul style="list-style-type: none">Presided over a Council meeting, Council Chamber, Norwood Town Hall.
Thursday, 7 November	<ul style="list-style-type: none">Tour of Payneham Memorial Swimming Centre with Hon Joe Szakacs MP, Minister for Local Government, Felixstow.
Friday, 8 November	<ul style="list-style-type: none">Attended the Year 12 Art and Design Exhibition, Mary Mackillop College, Kensington.

Monday, 11 November	<ul style="list-style-type: none"> Radio interview with Sonya Feldhoff and Jules Schiller, ABC 891.
Monday, 11 November	<ul style="list-style-type: none"> Attended the Payneham RSL Remembrance Day Service, Cross of Sacrifice, Felixstow.
Monday, 11 November	<ul style="list-style-type: none"> Attended the official re-dedication of the World War Two plaque, St Peters Soldier's Memorial, St Peters Street, St Peters.
Monday, 11 November	<ul style="list-style-type: none"> Radio interview with Tim Ginever and Stephen Row, Fiveaa.
Monday, 11 November	<ul style="list-style-type: none"> Attended a Briefing Session: ERA Water, Mayor's Parlour, Norwood Town Hall.
Tuesday, 12 November	<ul style="list-style-type: none"> Attended the 100th Birthday celebration of Mr Mario Giovinne (Member of the Trinity Gardens Bowling Club), Trinity Gardens Bowling Club, Trinity Gardens.
Tuesday, 12 November	<ul style="list-style-type: none"> Presided over the Business & Economic Development Advisory Committee meeting, Mayor's Parlour, Norwood Town Hall.
Monday, 18 November	<ul style="list-style-type: none"> Attended a meeting with the General Manager, Governance & Civic Affairs and Council's Events Team, Mayor's Office, Norwood Town Hall.
Monday, 18 November	<ul style="list-style-type: none"> Presided over a Special meeting of the Audit & Risk Committee, Mayor's Parlour, Norwood Town Hall.
Saturday, 23 November	<ul style="list-style-type: none"> Participated in the Norwood Christmas Pageant, Norwood.
Monday, 25 November	<ul style="list-style-type: none"> Presided over a Special Council Meeting, Council Chamber, Norwood Town Hall.
Monday, 25 November	<ul style="list-style-type: none"> Attended an Information Session: Open Space Strategy, Mayor's Parlour, Norwood Town Hall.
Tuesday, 26 November	<ul style="list-style-type: none"> Attended the Marden Senior College End of Year Presentation, Norwood Concert Hall.
Wednesday, 27 November	<ul style="list-style-type: none"> Hosted the 2024 Volunteers Christmas Dinner, Norwood Concert Hall.
Thursday, 28 November	<ul style="list-style-type: none"> Participated in a meeting of Mainstreet SA (Zoom).
Thursday, 28 November	<ul style="list-style-type: none"> Attended a meeting with Mr Roger Bryson (President, Kensington Residents Association), Mayor's Office, Norwood Town Hall.
Thursday, 28 November	<ul style="list-style-type: none"> Presided over the Eastern Region Alliance (ERA) Mayor's and Chief Executive Officer's Group meeting, Mayor's Parlour, Norwood Town Hall.
Friday 29 November	<ul style="list-style-type: none"> Met with Manager, Marketing & Place Activation, Mayors Office, Norwood Town Hall.
Friday 29 November	<ul style="list-style-type: none"> Attended Metropolitan Mayors Forum, Local Government House, Adelaide.
Friday 29 November	<ul style="list-style-type: none"> Radio Interview 891 ABC.
Friday, 29 November	<ul style="list-style-type: none"> Attended a meeting with the Chief Executive Officer and Mr Craig Holden, Chair, South Australian Planning Commission.
Friday, 29 November	<ul style="list-style-type: none"> Attended the End-of-Year Business Networking Function, Euro Appliances, Glynde.

- **Official Re-dedication of the World War Two Plaque, St Peters Soldier's Memorial – 11 November 2024**

Mayor Bria briefed the Council on the Official re-dedication of the World War Two plaque on the St Peters Soldier's Memorial. He particularly thanked the Council's Events staff for their extraordinary work in organising the event. Mayor Bria also thanked Mr David Cree, President of the St Peters Residents Association and other members of the Association, for their tireless research of the men from the former Town of St Peters who served and died in World War Two.

He also thanked the following invited guests for attending;

- Her Excellency, The Honourable Frances Adamson AC, Governor of South Australia and Mr Rod Bunten;
- Representatives from the South Australian and Australian Parliaments;
- Representatives from the Australian Defence Force;
- Representatives from Prince Alfred College, St Peters College, East Adelaide School and Norwood Primary School;
- Seymour College Pipes and Drums; and
- Mr Ian Smith AC, Master of Ceremonies.

Mayor Bria particularly thanked the descendants and friends of the 89 men who were memorialised at the service, for travelling from intrastate and interstate for the service.

- **Volunteers Christmas Dinner – 27 November 2024**

Mayor Bria briefed the Council on the 2024 Volunteers Christmas Dinner and thanked the Council's Events staff for their work in organising the event.

Mayor Bria also thanked Her Excellency, The Honourable Frances Adamson AC, Governor of South Australia and Mr Rod Bunten for attending the event, in particular the Governor for handing out Years of Service Certificates to Volunteers, as well as all other invited guests who attended the dinner.

- **Meeting with Mr Craig Holden, Chair of the South Australia Planning Commission – 29 November 2024**

Mayor Bria briefed the Council on his meeting with the Council's Chief Executive Officer and Mr Craig Holden, Chair of SA Planning Commission, regarding the Council's submission on the Greater Adelaide Regional Plan (GARP) sent on 5 November 2024.

Mayor Bria advised the Council that he and the Chief Executive Officer impressed on Mr Holden, the Council's desire to see the Protection of Employment Lands aspect of the GARP be safeguarded to ensure the diversity of employment, including manufacturing. Mayor Bria said he and the Chief Executive Officer, advised Mr Holden the food and beverage manufacturing precincts in Glynde and Stepney, are important sectors to the local economy and provide employment for more than 1000 people in our City.

Mayor Bria advised the second key issue raised with Mr Holden, related to Councils being given back planning powers with regard to the assessment process for medium-density residential development on main streets, such as The Parade. He and the Chief Executive Officer cited recent examples where the outcome of medium-density developments are not complementary to The Parade and a greater role by Council is warranted, to ensure the precinct has better planning outcomes in the future.

- **End of Year Networking Drinks event – 29 November 2024**

Mayor Bria thanked all business owners who attended the End of Year Networking Drinks events. He said there was a number of business owners who had not previously attended Council's networking events. Mayor Bria also thanked all Council staff involved in organising the event and preparing the Mayor's Business Commendation Awards. He thanked Mr Mario Boffa and the team at Euro Appliances for agreeing to be the host venue for the End of Year Networking Drinks event.

5. DELEGATES COMMUNICATION

- Cr Piggott advised that on Monday 11 November 2024, he laid a wreath on behalf of the Council, at the Norwood Soldiers Memorial on Osmond Terrace.
- Cr Whittington advised that on Monday 11 November 2024, she laid a wreath on behalf of the Council, at the Norwood Oval Memorial Garden.

6. QUESTIONS WITHOUT NOTICE

Nil

7. QUESTIONS WITH NOTICE

**7.1 QUESTIONS WITH NOTICE – VERGE GREENING INCENTIVE FUND - SUBMITTED BY
CR KESTER MOORHOUSE**

QUESTION WITH NOTICE: Verge Greening Incentive Fund
SUBMITTED BY: Cr Kester Moorhouse
FILE REFERENCE: qA1040
ATTACHMENTS: Nil

BACKGROUND

Cr Moorhouse has submitted the following Question with Notice:

Can staff please provide an update on the rollout of the Verge Greening Incentive Fund that was funded within the 2024-2025 financial year Budget?

REASONS IN SUPPORT OF QUESTION

Nil

RESPONSE TO QUESTION

PREPARED BY GENERAL MANAGER, INFRASTRUCTURE & MAJOR PROJECTS

As part of Council's asset renewal program, every resident who lives adjacent a footpath that is scheduled for renewal, is approached and receives a letter offering the opportunity to have soil installed in their verge instead of rubble. Soil installation is undertaken where the resident indicates they will submit a verge application to plant and maintain the verge.

As a result of this process, over 40 verge applications have been received, resulting in assessment of each application and working with residents to ensure compliance with Council requirements and approvals issued.

In respect to the Verge Greening Incentive Program, which is in addition to the verges that are referred to as part of the Footpath Renewal Program, will be commenced in early 2025, following the appointment of the Manager, City Services.

**7.2 QUESTIONS WITH NOTICE – ANN STREET, STEPNEY – PEDESTRIAN CROSSING -
SUBMITTED BY CR SCOTT SIMS**

QUESTION WITH NOTICE: Ann Street, Stepney – Pedestrian Crossing
SUBMITTED BY: Cr Scott Sims
FILE REFERENCE: qA1040
ATTACHMENTS: Nil

BACKGROUND

Cr Sims has submitted the following Questions with Notice:

Could staff please provide an update on the progress of the pedestrian crossing on Ann Street, Stepney?

Additionally, can you confirm whether it can be funded within the existing resources of the current Budget, or if additional funding will be required from the 2025-2026 Budget?

REASONS IN SUPPORT OF QUESTION

Nil

**RESPONSE TO QUESTIONS
PREPARED BY GENERAL MANAGER, INFRASTRUCTURE & MAJOR PROJECTS**

Design for the Ann Street crossing has been through a series of changes to retrofit a compliant crossing into an existing street configuration, whilst achieving the desired safety comes in a cost effective manner.

Unfortunately, the Department of Infrastructure (DIT) has not approved Council's proposed design and as such, engineering consultants were engaged to redesign the crossing in the latter half of 2024.

The design is expected to be finalised by January 2025, with funding already in the 2024-2025 Budget for construction.

No additional funding is required in the 2025-2026 Budget to complete the Project.

8. DEPUTATIONS

8.1 DEPUTATION – EASTERN HEALTH AUTHORITY – DRAFT LEASE AGREEMENT

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4568
FILE REFERENCE: qA1041
ATTACHMENTS: Nil

SPEAKER/S

Councillor Peter Cornish

ORGANISATION/GROUP REPRESENTED BY SPEAKER/S

Eastern Health Authority Board

COMMENTS

Councillor Peter Cornish has written to the Council requesting that he be permitted to address the Council in relation to Item 10.1 of the Agenda relating to the draft lease agreement for Eastern Health Authority.

In accordance with the *Local Government (Procedures at Meetings) Regulations 2013*, Councillor Peter Cornish has been given approval to address the Council.

Councillor Peter Cornish addressed the Council on this matter.

9. PETITIONS
Nil

10. WRITTEN NOTICES OF MOTION

10.1 WRITTEN NOTICE OF MOTION - EASTERN HEALTH AUTHORITY - DRAFT LEASE AGREEMENT – SUBMITTED BY CR KESTER MOORHOUSE

NOTICE OF MOTION: Eastern Health Authority – Draft Lease Agreement
SUBMITTED BY: Cr Kester Moorhouse
FILE REFERENCE: qA1039
ATTACHMENTS: A - B

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

NOTICE OF MOTION

That the following resolution of the Council made at its meeting held on 2 September 2024 (Item 11.8, page 56 of the Minutes):

That Council approves a Lease to Eastern Health Authority for the offices that they currently occupy for five (5) years (all other terms of the Lease to remain the same), noting that it is committed to Eastern Health Authority using the facilities into the future but seeks greater flexibility in the ongoing management of its community land.

be revoked.

If the above resolution is revoked, it is the intention of Cr Moorhouse to move the following motion:

- 1. That the Council agrees to enter into a Lease with the Eastern Health Authority for the offices that they currently occupy at Unit 3 in St Peters Town Hall Complex for a further twenty (10 + 10) year period.*
- 2. That the draft Lease, as presented to the Council at its meeting held on 2 September 2024 (**Attachment A**), be endorsed for the purposes of community consultation, in accordance with the Council's Community Consultation Policy.*

REASONS IN SUPPORT OF MOTION

At the Council Meeting held on 2 September 2024, the Council approved a draft five (5) year Lease for the Eastern Health Authority to continue its occupancy at the St Peters Town Hall Complex, rather than with a twenty (10 + 10) year Lease as had been recommended by staff.

At the Council Meeting held on 4 November 2024, the Council was presented with a letter from the Chief Executive Officer of the Eastern Health Authority Michael Livori, outlining his concerns that this would have negative consequences for the regional subsidiary (**Attachment B**).

During the Eastern Health Authority Board of Management meeting held on 6 November 2024, further concerns were raised by impassioned and perplexed Board Members. One point that was raised was that with only a five (5) year lease the Eastern Health Authority would have to start planning for contingencies, looking into alternative rentals just in case, whereas a longer lease would provide certainty so that it can get on with the job.

The Eastern Health Authority has been at the St Peters Town Hall Complex for over two (2) decades now and its central location is conveniently accessible for residents coming from across the member Councils. As the City of Norwood Payneham & St Peters has no long-term plans to use this space for any other purpose the Council should commit to a full twenty (10 + 10) year Lease period.

STAFF COMMENT
PREPARED BY GENERAL MANAGER, GOVERNANCE & CIVIC AFFAIRS

At its meeting held on 2 September 2024, the Council considered a draft Lease for the tenancy located at Unit 3 in St Peters Town Hall Complex by the Eastern Health Authority.

The term of the draft Lease was for a further twenty (10 + 10) year period under the same conditions as the previous Lease.

Following consideration of the matter, the Council resolved to enter into a Lease with EHA for a five (5) year term, as set out above.

Subsequently, at its meeting held on 4 November 2024, the Council was presented with a letter dated 28 October 2024, from the Chief Executive Officer, EHA requesting that the Council reconsider its position regarding the term of the new lease.

As Elected Members will recall, the Council was advised at that time that in the event the Council did determine to reconsider its position as requested by EHA, the Council can only do so via a Motion with Notice in accordance with the *Local Government (Procedures at Meetings) Regulations 2013*.

Cr Moorhouse moved:

That the following resolution of the Council made at its meeting held on 2 September 2024 (Item 11.8, page 56 of the Minutes):

That Council approves a Lease to Eastern Health Authority for the offices that they currently occupy for five (5) years (all other terms of the Lease to remain the same), noting that it is committed to Eastern Health Authority using the facilities into the future but seeks greater flexibility in the ongoing management of its community land.

be revoked.

Seconded by Cr Duke and carried.

Cr Moorhouse moved:

- 1. That the Council agrees to enter into a Lease with the Eastern Health Authority for the offices that they currently occupy at Unit 3 in St Peters Town Hall Complex for a further twenty (10 + 10) year period.*
- 2. That the draft Lease, as presented to the Council at its meeting held on 2 September 2024 (Attachment A), be endorsed for the purposes of community consultation, in accordance with the Council's Community Consultation Policy.*

Seconded by Cr Sims and carried.

Cr Clutterham entered the meeting at 7.25pm.

**10.2 WRITTEN NOTICE OF MOTION – REVIEW OF LIBRARY SERVICES – SUBMITTED BY
CR SCOTT SIMS**

NOTICE OF MOTION: Review of Library Services
SUBMITTED BY: Cr Scott Sims
FILE REFERENCE: qA1039
ATTACHMENTS: Nil

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

NOTICE OF MOTION

That the following resolution passed by the Council at its Special Council meeting held on 25 November 2024 (Item 2.2, page 20 of the Minutes):

1. *That the Final Review Report prepared by BRM Advisory and the recommendations contained therein, be received and noted.*
2. *That in respect to the Final Service Review of the Council's Library Service, the Council resolves to:*
 - a. *maintain its current three (3) Library strategy;*
 - b. *with the exception of Recommendation 5.2 of the Final Service Review Report, endorses "in principle" the recommendations contained in the Report;*
 - c. *authorise staff to progress Recommendations 5.1.2 and 5.1.5 of the Final Service Review Report as a priority; and*
 - d. *request subsequent reports regarding the implementation of the remaining recommendations contained in the Final Service Review Report, as required.*

be amended to read as follows:

1. *That the Final Review Report prepared by BRM Advisory and the recommendations contained therein, be received and noted.*
2. *That in respect to the Final Service Review of the Council's Library Service, the Council resolves to:*
 - a. *maintain its current three (3) Library strategy;*
 - b. *with the exception of Recommendation 5.2 of the Final Service Review Report, which endorses "in principle" the recommendations contained in the Report;*
 - c. *authorise staff to progress Recommendations 5.1.2 and 5.1.5 of the Final Service Review Report as a priority; and*
 - d. *request subsequent reports regarding the implementation of the remaining recommendations contained in the Final Service Review Report, as required.*
3. *That Administration engage an external assessment of the future programming opportunities and advice on a strategic library catalogue that supports the well-being of the NPSP community, to be ready for consideration as part of the 2025-2026 Budget.*
4. *That initial concept designs for all Council libraries, including identifying indicative costs, are to be reported to the Council for consideration as part of the 2026-2027 Budget.*

REASONS IN SUPPORT OF MOTION

This motion aims to advance Council engagement in the implementation of the review, advising on potential budgetary and capital costs, and key areas of focus for the community. It will also enable the Council to bring in additional expertise from external sources.

While acknowledging the tight Council finances, there is a pressing need for a clearer understanding of the costs involved and a more detailed implementation plan. The current report outlines a five-year plan, which is a considerable duration for the community to wait for improved library services. We risk falling behind community expectations.

Therefore, this motion seeks to sharpen the Council's focus on modernising our library services for the betterment of our community.

STAFF COMMENT

Nil

WITHDRAWN

11. STAFF REPORTS

Section 1 – Strategy & Policy

Reports

11.1 CORPORATE EMISSIONS REDUCTION PLAN 2020-2030 – IMPLEMENTATION REPORT

REPORT AUTHOR: Sustainability Officer
GENERAL MANAGER: General Manager, Urban Planning & Environment
CONTACT NUMBER: 8366 4532
FILE REFERENCE:
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to advise the Council of its annual corporate carbon emissions and provide a status report on the implementation of the *Corporate Emissions Reduction Plan 2020-2030*.

BACKGROUND

The Council endorsed the *Corporate Emissions Reduction Plan 2020-2030* (the Plan) at its meeting held on 7 June 2021. The Plan establishes a baseline for the Council's carbon emissions and sets out actions to reduce emissions in line with the target of 'zero corporate emissions' by 2030.

An update on the status of actions from the Plan is contained in **Attachment A**.

The Plan's zero corporate emissions target reflects the Council's Strategic Management Plan *CityPlan 2030: Shaping Our Future*, which includes a target of 'zero corporate carbon emissions by 2030'.

The definition of 'zero corporate emissions' in the Plan, is taken from *Climate Active*, an Australian Government Program that supports voluntary certification and climate action by Australian businesses and organisations:

To become carbon neutral, businesses and organisations calculate the greenhouse gas emissions generated by their activity, such as fuel or electricity use and travel. They reduce these emissions as much as possible by investing in new technology or changing the way they operate. Any remaining emissions can be 'cancelled out' by purchasing carbon offsets.

The actions outlined in the Plan, cover the highest emissions sources under the Council's direct control (known as Scope 1 and 2 emissions) and a selection of indirect emissions that occur as a consequence of the activities of the Council, such as emissions from waste and water consumption and emissions related to the procurement of goods and services (known as Scope 3 emissions). Larger emissions sources in the baseline carbon inventory undertaken for the Council's assets and operations include:

- electricity use (buildings and streetlights);
- gas consumption (building and pool water heating);
- fleet vehicle fuel consumption;
- operational waste to landfill (scope 3); and
- water consumption (Scope 3).

The Plan envisages the Council purchasing carbon offsets in the future to offset emissions that the Council is unable to reduce prior to the 2030 target date. To date, no carbon offsets have been purchased by the Council. There is an economic and environmental imperative to reducing carbon emissions to the greatest extent possible, prior to needing to purchase carbon offsets.

Since the endorsement of the Council's Plan, there have been a number of significant National and State policy developments of note relating to climate change and net zero targets. These policy developments reflect an increasing urgency and concurrent "ratcheting up" of ambition in reducing carbon emissions.

The Federal Government passed the *Climate Change Bill 2022*, which contains the net zero by 2050 target and a target of a 43% reduction from 2005 levels by 2030. These targets form part of Australia's Nationally Determined Contribution (NDC) to the United Nations Framework Convention on Climate Change (UNFCCC).

The South Australian Government introduced the *Climate Change and Greenhouse Emissions Reduction (Miscellaneous) Amendment Bill 2024*, which seeks to achieve zero net greenhouse gas emissions by 31 December 2050 and reduce net greenhouse gas emissions in the State to an amount that is at least 60% below 2005 levels by 31 December 2030 (the 2030 target).

In September 2024, the Federal Government passed Mandatory Climate Related Financial Disclosure legislation. The legislation builds on international reporting standards relating to disclosure of corporate financial related climate risks, recognising that there is a need to provide greater transparency relating to corporate entities exposure to climate-related financial risks. Under the legislation large corporations are required to report on information relating to governance, strategy, risk management and metrics and targets. This will include Scope 1 and 2 emissions reporting in the first year, with scope 3 reporting being required from the second year of reporting, for obligated entities. The specific requirements for disclosure are outlined in the accompanying Australian Sustainability Reporting Standard (AASB 2) developed by the Australian Accounting Standards Board (AASB). The AASB has also developed a voluntary reporting standard (AASB 1).

While the Mandatory Climate Related Financial Disclosure requirements currently affect Local Government, the requirements reflect the increasing awareness of the material risks presented by climate change on an organisation's financial stability and sustainability.

In August 2023, the Council engaged Climate Change Specialist, Mr Donovan Burton of Informed City, to undertake a Climate Change Governance Assessment. The report has been completed and provides a review of the extent that climate change is considered in the Council's corporate governance and operations. The assessment uses established methodology, which has been undertaken by over 300 Local Government Authorities across Australia and New Zealand. The recommendations contained in the report are currently being considered in relation to the review of the Council's strategic and operational risk framework and a report on the assessment will be provided to the Council's Audit & Risk Committee prior to the Council's formal consideration.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

The relevant Outcomes and Objectives contained in the Council's Strategic Plan, *CityPlan 2030*, are set out below:

Outcome 1: Social Equity

An inclusive, connected, accessible and friendly community.

Objectives

- 1.2.1 Enable sustainable and active transport modes.
- 1.2.3 Work with other agencies to influence or provide improved and integrated sustainable transport networks.

Outcome 4: Environmental Sustainability

A leader in environmental sustainability.

Objectives

- 4.1.1 Make better use of water resources including the harvesting and re-use of stormwater.
- 4.1.2 Investigate and implement innovative waste reduction and education initiatives.
- 4.1.3 Employ and promote energy efficiency initiatives and renewable energy resources.
- 4.1.4 Promote the use of sustainable, active and low emission transport mode.
- 4.4.1 Lead initiatives to reduce the City's ecological footprint and carbon emissions.

CityPlan 2030: Target

Zero corporate carbon emissions by 2030 (as measured by Trellis carbon accounting software).

FINANCIAL AND BUDGET IMPLICATIONS

A budget allocation of \$150,000 has been carried forward from the 2023-2024 financial year to the 2024-2025 financial year for the installation of a solar PV and battery system at the St Peters Library complex.

No budget allocation was made for carbon mitigation initiatives in the 2024-2025 financial year.

A budget proposal for electric vehicle charging stations to enable vehicle fleet electrification will be submitted for the 2025/26 financial year. Depending on the timing of the *Building Facilities Strategy* endorsed by the Council in the 2024/25 Budget, further proposals for building energy management may be developed.

EXTERNAL ECONOMIC IMPLICATIONS

The Council's commitment to reducing its carbon emissions is linked to national and global efforts to limit global warming to below 1.5°C to 2°C above pre-industrial levels. Already, the economic costs of climate change are being felt in Australia and across the world.

As an indication of the economic impacts of carbon emissions, social cost of carbon (SCC) and social cost of greenhouse gases (SCGHG) metrics, have been developed and used by various governments to assist in assessing the 'monetised value of damages to society' of each tonne of CO₂ emissions. This can then be used in assessing policy and project decisions. The most referenced SCC model is that developed by the US EPA. The most recent update from November 2023, has a middle estimate of the SCC of \$190US per tCO₂ in 2020 rising to \$310US per tCO₂ in 2030. (*Report on the Social Cost of Greenhouse Gases: Estimates Incorporating Recent Scientific Advances*, U.S. Environmental Protection Agency, November 2023). While there is uncertainty and variability in methodologies for calculating a SCC, it provides a stark indication of the economic impacts of each tCO₂ emitted.

SOCIAL ISSUES

Environmental sustainability and action to reduce carbon emissions is strongly supported by residents of the City of Norwood Payneham & St Peters. This is reflected in the most recent consultation responses on the update to the Strategic Plan, *CityPlan 2030*, where support for the Environmental Sustainability Outcome rated the highest on average compared to the other Outcomes.

The Council has participated in some programs that provide information to residents on reducing carbon emissions. For example the Resilient East Climate Ready Homes program.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

The impacts of climate change are increasing in severity as global carbon emissions continue to rise. The global carbon budget to achieve the IPCC's target of holding "the increase in the global average temperature to well below 2°C above pre-industrial levels" and pursue efforts "to limit the temperature increase to 1.5°C above pre-industrial levels" is rapidly being consumed. It is highly unlikely that the world will stay below the 1.5°C threshold, with the window of staying below 2°C also diminishing.

The Council's Corporate Emissions Reduction Plan 2020-2030 demonstrates the Council's leadership and commitment to supporting National and International efforts to avoid dangerous climate change.

RESOURCE ISSUES

Achieving the target of zero corporate carbon emissions by 2030, will require implementation across all aspects of the Council's strategies, programs and operations.

RISK MANAGEMENT

Climate change is nominated as one of the high-level risks facing the organisation, as documented in the Corporate Risk Register.

Typically, climate change risks are categorised into two broad categories:

- Physical risk – risks caused directly by climate change, such as extreme weather events. For example, flooding or storm damage to Council infrastructure.
- Transitional risk – risks associated with the transition to a low carbon economy. For example, stranded or accelerated devaluation of assets due to regulatory or carbon policy impacts.

The physical risk category is considered under the Council's climate change adaptation planning. The Council's involvement in the Resilient East partnership has contributed to capacity building and action in this area. However, further work is required, as identified in the aforementioned Climate Change Governance Assessment, to assess physical risks on Council assets and services.

Climate change mitigation falls more into the category of transitional risk.

CONSULTATION

- **Elected Members**
Not Applicable.
- **Community**
Not Applicable.
- **Staff**
Manager, Urban Planning & Sustainability.
- **Other Agencies**
Not Applicable

DISCUSSION

Corporate Greenhouse Gas (GHG) emissions for the 2023/24 financial year

Table 1 outlines the changes in the Council's emissions from the Baseline Year 2018-2019 to 2023-2024 and an explanation for these changes for scope 1, 2 and 3 emissions. With respect to scope 3 emissions, only operational consumption where data has been captured since the the baseline year are listed in Table 1.

Reporting on further areas of carbon output for Scope 3 emissions has evolved since the baseline year and as further clarity is provided on how to capture the data and report it, further reporting of those emissions will be provided in the future.

The scope 3 emissions reported in Table 1 fall below what would currently be regarded as the minimum level of reporting to accurately reflect the Council's material emissions under our operational control.

**TABLE 1: CITY OF NORWOOD PAYNEHAM & ST PETERS' CORPORATE EMISSIONS –
BASELINE TO 2023-2024**

Emissions Category	2018/19 (tCO ₂ e)	2023/24 (tCO ₂ e)	Explanation of key changes
Scope 1 emissions			
Transport fuel	225	198	<ul style="list-style-type: none"> Bulk change from passenger vehicles changing from petrol to hybrid vehicles.
Natural gas	252	158	<ul style="list-style-type: none"> Influenced by the temporary closure of Payneham Memorial Swimming Pool.
Refrigerants	4.7	5	
Scope 2 emissions			
Electricity – buildings and facilities	840	372	<ul style="list-style-type: none"> Increased renewables in grid supplied electricity. Installation of solar PV at Council Facilities (Norwood Town Hall, St Peters Child Care Centre & Pre-School, Depot and Payneham Library). Building energy efficiency upgrades.
Electricity – streetlights	277	144	<ul style="list-style-type: none"> Final stages of public lighting LED rollout. Increased renewables in grid supplied electricity.
Scope 3 emissions			
Water	134	147	<ul style="list-style-type: none"> Seasonal water consumption variation.
Paper use	14.6	6	<ul style="list-style-type: none"> Unable to access method for baseline reporting. Therefore, cannot explain changes.
Operational (corporate) waste to landfill	142	236	<ul style="list-style-type: none"> Changes to method for measuring waste volumes.
Total	1,890	1,287	

The Emission Reduction Plan sets an interim reduction target of 50% by 2025, following the implementation of key emission reduction projects. Table 1 demonstrates that to date, emissions have reduced by approximately 32%, which is below the interim 50% corporate emissions reduction target (2025) and zero net emissions target (2030).

It should also be noted that the energy consumption and emissions that will arise when the Payneham Memorial Swimming Pool commences operation, could have a significant impact on emissions and this impact will need to be carefully considered as part of the mid-term review of the Plan. In addition, based on financial considerations, it has been determined to commence with 20% renewables in the Council's new energy contract. By comparison, the Emissions Reduction Plan modelled the downward trajectory in emissions, based on a predicted 100% renewable energy contract which was to be delivered in 2023. This LGA contract did not eventuate, meaning the Council is behind on the emissions trajectory which could be exacerbated when the Payneham Memorial Swimming Pool becomes operational.

Changes to scope 3 emissions reporting

Establishing what sources of emissions should be reported within an organisation's emissions boundary is guided by the international Greenhouse Gas (GHG) Protocol Corporate Standard. Climate Active is the primary greenhouse gas reporting certification body in Australia and also provides guidance for developing and refining an emissions boundary within the Australian context, based on the GHG Protocol Corporate Standard.

To determine the emissions sources that should be reported, Climate Active and the GHG Protocol Corporate Standard provide a 'relevance test'. Emissions sources should be included if two (2) of the following five (5) tests are met:

- Size:** the emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions.
- Influence:** the responsible entity has the potential to influence the reduction of emissions from a particular source.
- Risk:** the emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.
- Stakeholders:** key stakeholders deem the emissions from a particular source are relevant.
- Outsourcing:** the emissions are from outsourced activities previously undertaken within the organisation's boundary, or from outsourced activities typically undertaken within the boundary for comparable organisations.

In addition to the above, the availability and complexity of sourcing emissions data is a consideration in preparing an emissions inventory.

Using the Climate Active and GHG Protocol Corporate Standard as a basis, the Local Government Association of South Australia (LGASA) recently developed the Net Zero Accelerate Best Practice Guide to Emissions Management for Local Government in SA. The guideline was developed by analysing the typical emissions sources of local governments across South Australia.

Table 2 compares the Council’s reporting of baseline emissions with the LGASA recommendations for best practice reporting.

TABLE 2: COUNCIL BASELINE EMISSIONS REPORTING COMPARED TO LGASA RECOMMENDED EMISSIONS REPORTING

	NPSP Baseline emission sources	Minimum	Good practice	Best practice
Accommodation (hotel nights)			✓	
Cleaning and Chemicals (cleaning services)			✓	
Construction Materials and Services				✓
Electricity	✓	✓		
Food & catering			✓	
Horticulture and Agriculture (construction related)				✓
ICT services and equipment			✓	
Machinery and vehicles (fleet vehicles & repairs)			✓	
Office equipment & supplies		✓		
Postage, courier and freight		✓		
Products (paper / clothing)	Paper	Paper	Clothing / workwear	
Professional Services (consultants)			✓	
Refrigerants (air-conditioning gases)	✓	✓		
Roads and landscape				✓
Stationary Energy (natural gas, diesel / petrol generators)	✓	✓		
Transport (fleet fuel, flights, staff commute)	✓			
	(not including staff commute)	✓	Staff commute	
Waste (landfill)	✓	✓		
Water	✓			
	(not including ERA Water)	✓		
Working from home	N/A		✓	

Based on the LGASA guidelines outlined above, consideration has been given to an expanded range of Council Scope 3 emissions, with estimates calculated and are outlined in Table 3. The significant emissions associated with these additional scope 3 emissions sources, compared to Council’s baseline scope 3 reported emissions, clearly demonstrates the importance of addressing emissions from areas such as the procurement of goods and services.

The estimates for each emissions source vary in accuracy depending on the source of the data and the methodology for calculating the emissions factor. It is anticipated that the accuracy and confidence in data will increase over time as the organisation builds awareness and capacity in measuring emissions and collecting emissions data. Therefore, overtime the Council will need to engage with suppliers more actively, and incorporate emissions reporting requirements into procurement processes, to increase and improve access to emissions data. This, in turn, will support actions to reduce scope 3 emissions.

TABLE 3: ADDITIONAL SCOPE 3 EMISSIONS FOR COUNCIL

Additional scope 3 emissions sources	2023-2024 emissions (tCO ₂ e)	Data source and collection methodology
East Waste fuel use for NPSP waste collection	585	Fuel consumption data provided by East Waste
ERA Water recycled water consumption	34	Estimate of proportion of total ERA Water electricity related emissions based on NPSP water allocation.
Employee commuting	206	Survey of staff travel behaviour extrapolated to FTE count and applied to relevant transport emissions factors.
Road and footpath construction	2290	Trellis supplied industry based average emissions factor using NPSP financial expenditure data to calculate.
Building and facility maintenance	455	
Postal and freight services	37	
Food and catering	39	
Cleaning services	74	
ICT services	55	
Telephone / telecommunications	12	
Total – Additional Scope 3 emissions	3787	

Status of actions in the Corporate Emissions Reduction Plan 2020-2030

An update on the status of actions from the Plan is contained in **Appendix A**. Considerable progress has been made in reducing emissions associated with electricity use. This is partly a consequence of an ongoing reduction in the emissions intensity of grid supplied electricity due to the growth in renewables in the South Australian grid. A large part of the reductions are also attributable to the rollout of solar PV on Council buildings and the bulk LED public lighting replacement.

The temporary closure of the Payneham Memorial Swimming Pool has resulted in a significant reduction in gas consumption. The new pool will be an all-electric facility, thereby allowing Council to further capture the benefits of the new electricity power purchase agreement (PPA), through increasing renewable electricity supply. The increase in electricity demand from the new Payneham Pool will be significant.

A small amount of emissions savings have resulted from continued increased fuel efficiency in Council's fleet, including through the procurement of hybrid engine vehicles.

To continue to progress the Council's corporate emissions towards net zero, the following actions from the Plan could be further investigated as priority actions:

- **Power Purchase Agreement (PPA) and renewable electricity** – Most of the ERA Councils have opted for this approach. Council recently signed a long term PPA with Flow Power. The Council's Corporate Emission Reduction Plan sets a target to procure 100% renewable electricity from 2023, which will be available through the PPA. Based on financial consideration, a gradual uptake of renewable electricity has been opted for in the PPA, starting at a (compulsory) 20% renewable energy in 2025-2026, increasing by 20% each financial year to 100% renewables in 2030. Until this time, the Council cannot claim that its electricity consumption is zero carbon emissions under the GHG Protocol Corporate Standard and Climate Active reporting guidelines.
- **Fleet** – emissions from vehicle fleet are now the second highest source under Scope 1 and 2 emissions. To ensure emissions reductions from fleet, in alignment with the Plan, requires further consideration of electric vehicles. This will also require investment in electric vehicle charging infrastructure at key Council sites (subject to financial considerations).
- **Environmentally sustainable design (ESD) guidelines** – to ensure future building renewals and new building construction minimises operational and embodied carbon emissions and other environmental impacts, the development and integration of ESD Guidelines with future asset renewals and capital works programs is an essential action that needs to be adopted into Council's asset framework.

- **Electrification** – the Payneham Memorial Swimming Pool upgrade has provided the opportunity to transition a large proportion of Council’s gas use to electricity. Other sites with larger gas use include the Norwood Swimming Pool and the Payneham Library. Transitioning these and other sites will require further review of business cases and alignment with asset renewals.
- **Low global warming potential (GWP) refrigerants** – air conditioning and other refrigeration equipment contains refrigerant gases with very high GWP. Commonly, the GWP can be hundreds or thousands of times that of CO₂. Therefore, leakage of these gases has a disproportionately large impact. Under the Montreal Protocol, many refrigerant gases are gradually being phased out. As equipment is replaced or new installations are undertaken, low GWP alternatives should be sought. There are a growing number of low GWP refrigerant alternatives becoming available.
- **Scope 3 reporting and emissions reduction** – in line with increasing reporting on scope 3 emissions, Council needs to increase our engagement with suppliers and ratchet up our requirements for emissions reporting data and procurement of low carbon goods and services.

Although the Council is unlikely to meet its interim 50% corporate emissions reduction target by 2025, the mid-term review of the Plan, which should be undertaken in 2026, will provide the Council with a further status report on its progress of reducing its corporate carbon emissions, factoring in the operational energy consumptions of the Payneham Memorial Swimming Pool, which should be fully documented following the first twelve months of operation. The mid-term review will also provide an analysis of energy market, fiscal and economic conditions, legislative changes since the Plan’s initial adoption and opportunities and constraints that will impact the Council’s capacity to achieve its net zero target by 2030, including the cost of purchasing carbon offset credits will also be considered in the mid-term review of the Plan.

At this stage in the lifecycle of the Plan, there is no need for concern that the interim 50% reduction target may not be met by 2025. Energy market, fiscal and economic conditions change at a rapid pace. As opportunities and improved market conditions arise, initiatives such as the purchase of a greater percentage of renewables in energy contracts, conversion of hybrid vehicles to electric vehicles and further energy consumption upgrades to council facilities will be investigated for implementation.

OPTIONS

Not applicable.

CONCLUSION

Notable progress has been made in reducing emissions, particularly associated with electricity and gas consumption. Typically, actions with the strongest business case, that are the ‘lower hanging fruit’, have been implemented first. While the business case continues to improve for some actions – for example the cost of EV’s is rapidly reducing – the imperative to continue to reduce carbon emissions exists within a narrowing timeframe to align with global efforts to limit climate change impacts. Therefore, the strategic imperative of carbon reduction will need to be balanced against financial decision-making criteria.

To ensure that the Council can achieve the targets set out in the Plan, there will need to be an increased focus on emissions sources such as fleet, electrification, integration of ESD principles into building renewals and scope 3 emissions associated with the procurement of good and services.

COMMENTS

Not Applicable.

RECOMMENDATION

1. That the Council notes the update on the progress of the Corporate Emissions Reduction Plan 2020-2030 and the actions outlined for further investigation for the remaining period of the Plan.
2. That the Council notes the expanded list of Scope 3 emissions sources will continue to be reported to ensure that Council’s emissions reporting is in line with recognised standards of carbon emissions reporting and more accurately reflects the full materiality of Council’s greenhouse gas emissions.

Cr Sims left the meeting at 7.27pm.

Cr Mex moved:

- 1. That the Council notes the update on the progress of the Corporate Emissions Reduction Plan 2020-2030 and the actions outlined for further investigation for the remaining period of the Plan.*
- 2. That the Council notes the expanded list of Scope 3 emissions sources will continue to be reported to ensure that Council's emissions reporting is in line with recognised standards of carbon emissions reporting and more accurately reflects the full materiality of Council's greenhouse gas emissions.*

Seconded by Cr Moorhouse and carried unanimously.

Section 2 – Corporate & Finance
Reports

11.2 EXTERNAL AUDITORS REPORT 2023-2024

REPORT AUTHOR: Chief Financial Officer
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4548
FILE REFERENCE:
ATTACHMENTS: A - C

PURPOSE OF REPORT

The purpose of this report is to provide the Council with the Audit Opinion and Auditors Report regarding the Council's 2023-2024 Financial Statements.

BACKGROUND

Pursuant to Section 129 (3) of the *Local Government Act 1999* (the Act), the Council's Auditor must provide to the Council, an audit opinion with respect to:

- the Financial Statements; and
- whether the internal controls of the Council are sufficient to provide reasonable assurance that the financial transactions of the Council have been conducted properly and are in accordance with law.

Pursuant to Section 129 (4) of Act, the Council's Auditor must provide written advice on any particular items that have arisen from the audit.

Pursuant to Section 129 (5b) (a) of the Act, the opinion and the advice must be presented to the Council at the next ordinary meeting of the Council.

RELEVANT STRATEGIC DIRECTIONS AND POLICIES

Nil

FINANCIAL AND BUDGET IMPLICATIONS

Nil

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

There are no risk management issues arising from this report which has been prepared in accordance with the statutory requirements.

CONSULTATION

- **Elected Members**

A report on the draft Annual Financial Statements and draft Audit Report, was presented and considered by the Council's Audit & Risk Committee on 28 October 2024 and by the Council at its meeting held on 4 November 2024.

Mayor Bria and Councillors Clutterham and Piggott are Members of the Council's Audit & Risk Committee.

- **Community**

Not Applicable.

- **Staff**

Not Applicable.

- **Other Agencies**

Not Applicable.

DISCUSSION

The Council's External Auditors, Galpins, have completed the statutory audit of the City of Norwood Payneham & St Peters for the 2023-2024 Financial Year.

As advised at the Council meeting held on 4 November 2024, the External Auditors have issued an unqualified Audit Report on the Council's Annual Financial Statements for the financial year ended 30 June 2024. A copy of the Audit Opinion is contained in **Attachment A**.

In addition to the Audit Report on the 2023-2024 Annual Financial Statements, the External Auditors are required to undertake an audit of the Internal Controls that have been exercised by the Council during the respective financial year in relation to the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities, so that the Auditors can form an opinion as to whether the internal controls which have been established by the Council, are sufficient to provide reasonable assurance that the financial transactions undertaken by the Council, have been conducted properly and are in accordance with the legislative requirements. A copy of the Internal Controls Audit Opinion is contained in **Attachment B**.

In summary, in the Auditors opinion, the Council has complied, in all material aspects, with Section 129 (1) (b) of the Act, in respect to the Internal Controls which have been established by the Council relating to the receipt, expenditure and investment of money, the acquisition and disposal of property and the incurring of liabilities.

Pursuant to Section 129 (4) of the Act, the Auditors are required to provide to the Council, in writing, with details of any issues that arose from the statutory audit. A copy of the correspondence from the Auditors is contained in **Attachment C**.

OPTIONS

Not Applicable.

CONCLUSION

Nil.

COMMENTS

Nil.

RECOMMENDATION

1. That the Audit Opinion provided by the Council's Auditors, Galpins Trading Pty Ltd, regarding to the 2023-2024 Financial Statements, as contained in Attachment A, be received and noted.
 2. That the Audit Opinion provided by the Council's Auditors, Galpins Trading Pty Ltd on the Council's Internal Controls, as contained in Attachment B, be received and noted.
 3. That the Auditor's Report provided by the Council's Auditors, Galpins Trading Pty Ltd to the Council, regarding to the 2023-2024 Financial Statements, as contained in Attachment C, be received and noted.
-

Cr Sims returned to the meeting at 7.29pm.

Cr Duke moved:

1. *That the Audit Opinion provided by the Council's Auditors, Galpins Trading Pty Ltd, regarding to the 2023-2024 Financial Statements, as contained in Attachment A, be received and noted.*
2. *That the Audit Opinion provided by the Council's Auditors, Galpins Trading Pty Ltd on the Council's Internal Controls, as contained in Attachment B, be received and noted.*
3. *That the Auditor's Report provided by the Council's Auditors, Galpins Trading Pty Ltd to the Council, regarding to the 2023-2024 Financial Statements, as contained in Attachment C, be received and noted.*

Seconded by Cr Mex and carried unanimously.

11.3 CASH ADVANCE DEBENTURE FACILITY LOAN

REPORT AUTHOR: Chief Financial Officer
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE:
ATTACHMENTS: A

PURPOSE OF REPORT

To advise the Council of the status of the approved Cash Advance Debenture (CAD) facility loan.

BACKGROUND

As Elected Members will recall, at the Information Briefing Session conducted by the Local Government Finance Authority (LGFA) held on 29 July 2024, representative from the LGFA advised that future borrowing facilities are likely to include covenants (conditions) to ensure that a disciplined approach to financial planning and budgeting is adopted by the Council. This approach emphasises debt reduction and a commitment to lowering the Net Financial Liability (NFL) indicator to below its target of 100%.

During an information session held on 29 July 2024, The Local Government Financing Authority communicated to the Council representatives, that future borrowing facilities would likely include covenants to ensure a disciplined approach to financial planning and budgeting. This approach emphasises debt reduction and a commitment to lowering the Net Financial Liability (NFL) indicator to below its target of 100%.

These are issues that have been previously considered by the Council.

The Local Government Financing Authority (LGFA) Board has now approved a Cash Advance Debenture facility of \$41,200,000 million in line with the resolution as part of the 2024-2025 Budget to finance the Council's financial needs. The loan facility is approved contingent upon specific terms and conditions to ensure responsible financial management and adherence to loan covenants is adopted by the Council. This facility is designed to support the Council's capital requirements, maintaining fiscal prudence and compliance with pre-defined financial ratios. The letter dated 21 October 2024 is contained in **Attachment A**.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Nil

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

A breach of any of the specified covenants will allow the LGFA the right to initiate a review process.

CONSULTATION

- **Elected Members**
Representatives from the LGFA presented the details of the process involved in the LGFA's Board approval and the covenants/conditions.
- **Community**
Not Applicable.
- **Staff**
Not Applicable.
- **Other Agencies**
Not Applicable.

DISCUSSION

The Local Government Financing Authority Board has stipulated several conditions to accompany the loan approval. These are summarised below.

a. Quarterly Reporting

The Council is required to submit quarterly reports aligned with its budget review cycle. Each report should compare the Payneham Memorial Swimming Centre Project budget to actual results, highlight any approved material variations, and be signed by both the Mayor and Chief Executive Officer.

b. Annual Treasury Management Policy Review

The Council must provide the LGFA with its Treasury Management Policy annually, including compliance metrics against the Policy requirements to ensure alignment with best practice in fiscal management.

c. Security via Debenture Charge

The Council must allow the LGFA to take security through a debenture charge over the Council's general revenue, securing the LGFA's interests and providing financial protection for the loan facility.

d. Financial Covenants

The Council must achieve and maintain the following Financial Ratios at the close of each fiscal year:

- Adjusted Operating Surplus Ratio greater than 0%;
- Debt Level less than \$110 million;
- Asset Renewal Funding Ratio greater than 75%.

e. Formal Annual Review

A formal review of all loan facilities will be conducted annually to assess ongoing compliance with the loan terms and conditions.

OPTIONS

Not Applicable.

CONCLUSION

As the Council has made its commitment to both progressing construction of the Payneham Memorial Swimming Centre and the consequent funds required to do so, there are no options in respect to this issue.

The reporting requirements which are set out in the letter from the LGFA can be met. In respect to ensuring financial prudence and discipline, this is incumbent on the Council and the organisation.

COMMENTS

Nil

RECOMMENDATION

1. That the letter dated 21 October 2024 from the Local Government Finance Authority be received and noted.
 2. That the Chief Financial Officer be authorised to prepare and submit the reporting requirements and associated documents to the Local Government Finance Authority.
 3. That this Council, through its Audit & Risk Committee, be kept apprised and updated on the reports that have been requested by the Local Government Finance Authority.
-

Cr Granozio moved:

1. *That the letter dated 21 October 2024 from the Local Government Finance Authority be received and noted.*
2. *That the Chief Financial Officer be authorised to prepare and submit the reporting requirements and associated documents to the Local Government Finance Authority.*
3. *That this Council, through its Audit & Risk Committee, be kept apprised and updated on the reports that have been requested by the Local Government Finance Authority.*

Seconded by Cr Clutterham.

Amendment

Cr Piggott moved:

1. *That the letter dated 21 October 2024 from the Local Government Finance Authority be received and noted.*
2. *That the Chief Financial Officer be authorised to prepare and submit the reporting requirements and associated documents to the Local Government Finance Authority.*
3. *That the Council and its Audit & Risk Committee be provided with a copy of each quarterly report and annual Treasury Management Policy reports that are sent to LGFA at the meeting immediately following their completion and be apprised of any significant communication from the Local Government Finance Authority.*

Seconded by Cr Robinson.

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

Section 3 – Governance & General Reports

11.4 HOLMESDALE MEMORIAL TENNIS CLUB - DRAFT LEASE AGREEMENT

REPORT AUTHOR: Manager, Governance
GENERAL MANAGER: General Manager, Governance & Civic Affairs
CONTACT NUMBER: 8366 4593
FILE REFERENCE: qA159668
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to present the Lease Agreement between the Council and the Holmesdale Memorial Tennis Club Inc., for the John Horrocks Memorial Green to the Council for approval.

BACKGROUND

The John Horrocks Memorial Green has an area of approximately 3550 m² and is located at the rear of 58 Breaker Street, St Morris. The Holmesdale Memorial Tennis Club Inc (the Club) was incorporated in 1935 and has been using the tennis clubrooms and courts since its incorporation.

At its meeting on 7 March 2022, the Council resolved the following:

1. *That the Council agrees to grant a lease to Holmesdale Memorial Tennis Club for the facilities located at the John Horrocks Memorial Green for a period of 20 years (10+10 years).*
2. *That the Council notes that a draft Lease will be prepared and presented to the Council for consideration.*

Subsequent to this decision, a draft Lease between the Council and the Club was negotiated and presented to the Council at the Council Meeting held on 8 October 2024. Following consideration of the draft Lease, the Council resolved the following:

1. *That the draft Lease for the Holmesdale Memorial Tennis Club, as contained in Attachment A to this report, be endorsed for the purposes of community consultation, in accordance with the Council's Community Consultation Policy.*
2. *The Council notes that the results of the community consultation be presented to the Council for consideration.*

Community consultation on the draft Lease was conducted from Monday 21 October 2024 until Friday 15 November 2024 and no submissions were received.

A copy of the Lease Agreement is contained within **Attachment A**.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Details regarding the financial arrangements between the Council and Tennis Clubs are set out in the Discussion section of this report.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

Legal agreements (ie, leases and/or licences) are required to be in place for Council owned facilities that are used by third parties, to ensure legislative compliance and reduce exposure to claims from third parties who may suffer injury or loss, whilst using Council facilities.

The conditions of the Lease between the Council and the Club therefore contain provisions requiring the Lessee (the Club) to:

- indemnify the Council against claims arising from the Lessee's negligence; and
- take-out and maintain appropriate insurance covers.

The draft Lease also clearly outlines the relevant legal, governance and risk management requirements to ensure that the Council's and the Club's responsibilities are met.

CONSULTATION

- **Elected Members**
The Council considered the draft Lease at its Meeting held on 8 October 2024.
- **Community**
Consultation with the community has been undertaken in accordance with the Council's *Community Consultation Policy*.
- **Staff**
Not Applicable.
- **Other Agencies**
Not Applicable.

DISCUSSION

The previous Lease between the Council and the Club for the tenancy at John Horrocks Green was for a period of twenty (10 + 10) years commencing on 24 November 2002 and expiring on 31 March 2023. The current Lease has been in a holding over a period since that time whilst discussions and negotiations have been taking place with the Club.

The Club has used the facilities since the 1930's and has continued to meet its obligations as a Lessee and maintained the property in accordance with the provisions of the Lease. Aside from meeting all repayments for the Club's 50% contribution to the cost of constructing the tennis courts (as per the previous Lease), the Club also recently paid approximately \$50,000 to resurface the courts.

The Club currently has approximately 70 members, with a loyal group of Volunteers ensuring that the courts are well maintained and the ongoing operation of the Club remains sustainable. This is managed by conducting a range of activities which includes social tennis, fund raisers, quiz nights, hire of the courts for competition use and special events such as Tennis Australia tournaments and exploring alternate forms of tennis such as wheelchair and pickleball. This is quite an achievement as the courts do not have the benefit of lighting and therefore, any activities conducted by the Club are conducted during daylight hours only.

The Club is also committed to providing public access to the courts and this is managed via a booking system directly with the Club or through the Club's website. The courts are available for hire by members of the public during daylight hours, apart from the days and times when the Club is using the courts.

The Lease is based on the terms of the previous Lease and the Council's *Tennis Facilities Policy*. An improved and updated format of the Lease has been used which is simple and easy to read while still containing all necessary components.

Tennis Facilities Policy – Lease Fee Structure

The Council's *Tennis Facilities Policy* requires Tennis Clubs that are using Council owned tennis facilities, to contribute funds based on a formula of recovering 50% of the capital reconstruction cost of tennis courts, based on the expected life cycle of the courts.

The 50% of the capital reconstruction costs are recovered from a club via an annual payment over the expected life of the courts (which is approximately 20 years).

In addition, the Clubs are responsible for the costs associated with the resurfacing of the courts (plexi-pave or similar approved surface), every 7-8 years following the reconstruction.

Both the timeline for reconstruction and resurfacing of the courts vary depending upon site specific factors (such as soil type).

The Holmesdale Memorial Tennis Club has repaid its contribution of the costs for the last reconstruction of the courts and therefore, its schedule of repayments towards 50% of the costs has been removed from the Lease, however the requirement to resurface the courts every 7-8 years (and cover the associated costs) has been included. The Club resurfaced the courts in November 2022.

In terms of the next reconstruction of the courts, a condition assessment will be undertaken in the next 18 months or so to determine the required timing, seek an estimate of the costs and then schedule the work accordingly. At that time, an addendum to the Lease will be sought to cover the Club's repayments of the 50% contribution of the cost of the courts reconstruction in accordance with the Council's *Tennis Facilities Policy*.

OPTIONS

As the Council determined to enter into a Lease for a period of twenty years (10 +10) on 7 March 2022, approving the execution of the Lease is giving effect to that decision. Notwithstanding this, the Council could determine not to approve the execution of the Lease for the premises.

It is recommended that the Council approves the finalising of the Lease arrangement with the Club, given that the required processes in respect to the new Lease have been satisfactorily completed.

CONCLUSION

From an administrative point of view, the current Lease arrangements have worked well, with the Club meeting the various obligations which are set out in the Lease.

Based on the Council's resolution, the Lease arrangements between the Council and the Club will be finalised.

COMMENTS

Nil.

RECOMMENDATION

1. That the Council notes that community consultation on the proposed Lease between the Council and the Holmesdale Memorial Tennis Club has been undertaken.
 2. The Council approve the proposed Lease between the Council and the Holmesdale Memorial Tennis Club as contained in Attachment A.
 3. That the Mayor and Chief Executive Officer be authorised to sign and seal the Lease Agreement between the Council and the Holmesdale Memorial Tennis Club, as contained in Attachment A to this report, and the Chief Executive Officer be authorised to make any minor amendments required to finalise the Lease for execution.
-

Mayor Bria declared a general conflict of interest in this matter, as he is a Patron of the Holmesdale Memorial Tennis Club and left the meeting at 7.36pm.

Appointment of Acting Mayor

At 7.39pm Cr Holfeld moved:

That Cr Kevin Duke be appointed Acting Mayor in respect to consideration of this Item.

Seconded by Cr Sims and carried unanimously.

Cr Duke assumed the Chair.

Cr Clutterham moved:

1. *That the Council notes that community consultation on the proposed Lease between the Council and the Holmesdale Memorial Tennis Club has been undertaken.*
2. *The Council approve the proposed Lease between the Council and the Holmesdale Memorial Tennis Club as contained in Attachment A.*
3. *That the Mayor and Chief Executive Officer be authorised to sign and seal the Lease Agreement between the Council and the Holmesdale Memorial Tennis Club, as contained in Attachment A to this report, and the Chief Executive Officer be authorised to make any minor amendments required to finalise the Lease for execution.*

Seconded by Cr Granozio and carried unanimously.

Mayor Bria returned to the meeting at 7.41pm and resumed the Chair.

11.5 AUDIT & RISK COMMITTEE TERMS OF REFERENCE AND MEMBERSHIP

REPORT AUTHOR: Manager, Governance
GENERAL MANAGER: General Manager, Governance & Civic Affairs
CONTACT NUMBER: 8366 4593
FILE REFERENCE: qA162025
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to present the updated *Audit & Risk Committee Terms of Reference* to the Council for adoption. In addition, this report highlights the required changes to the membership of the Audit & Risk Committee (the Committee) and seeks the appointment of Members to the Committee which will take effect from March 2025.

BACKGROUND

The *Statutes Amendment (Local Government Review) Act 2021* (Reform Act), contains the most significant reform to the Local Government system since the Local Government Act commenced in 1999.

Several amendments to the *Local Government Act 1999* (the Act) and Regulations which were contained within the Reform Act and which impact upon the accountability and governance framework within which Councils operate, commenced on 30 November 2023. A significant number of the amendments focus on the function and activities of Council Audit & Risk Committees to provide independent assurance and advice to the Council on accounting, financial management, internal controls, risk management and governance matters.

The changes to the legislative provisions applicable to the Committee primarily relate to the following:

- function and activities;
- membership; and
- reporting

A copy of the updated *Audit & Risk Committee Terms of Reference* is contained in **Attachment A**.

RELEVANT STRATEGIC DIRECTIONS & POLICIES

Not Applicable.

FINANCIAL AND BUDGET IMPLICATIONS

Not Applicable.

EXTERNAL ECONOMIC IMPLICATIONS

Not Applicable.

SOCIAL ISSUES

Not Applicable.

CULTURAL ISSUES

Not Applicable.

ENVIRONMENTAL ISSUES

Not Applicable.

RESOURCE ISSUES

Not Applicable.

RISK MANAGEMENT

Supporting the Audit & Risk Committee in meeting its legislated purpose, functions and activities, will provide the required independent assurance and advice to the Council.

CONSULTATION

- **Committee Members**
Elected Members receive the Agenda and Minutes of the Audit & Risk Committee and consider recommendations made by the Audit & Risk Committee to the Council.
- **Community**
Meetings of the Audit & Risk Committee are open to the public to attend in accordance with the Act. The Committee Meeting documents and Terms of Reference are publicly available on the Council's website.
- **Staff**
The preparation of the *Audit & Risk Committee Term of Reference* has been informed by collaboration between staff from the Council's Governance, Finance and other relevant staff.
- **Other Agencies**
Not Applicable.

DISCUSSION

Terms of Reference and Sitting Fees

The updated *Audit & Risk Committee Terms of Reference* reflect the expanded legislated functions for the Committee, changed membership and reporting requirements. Given the nature of the changes and associated format and the updates to the Terms of Reference, a new document has been prepared rather than relying on track changes to show the changes.

The Committee considered the updated Terms of Reference at its Meeting held on 28 October 2024 and Resolved the following:

That the draft Audit and Risk Terms of Reference as contained in Attachment A and as amended to include the Presiding Member to be an Independent Member, is endorsed for the Council's consideration and adoption.

The draft Terms of Reference contained in Attachment A, have been updated with this recommendation at Clause 6.1 which now states:

The Council will appoint the Presiding Member of the Committee, who will be an Independent Member.

The Council must appoint the Presiding Member in accordance with Section 41(4) of the Act. While there is no legislative requirement to have an Independent Member as the Presiding Member of the Committee, it is commonly viewed as best practice.

In Council appointing an Independent Member as the Presiding Member, consideration should also be given to a differential Sitting Fee in recognition of the additional responsibility on that Member.

The current Presiding Member of the Audit & Risk Committee is Mayor Robert Bria and in line with the *Remuneration Tribunal of South Australia's Determination 2 of 2022*, there is no additional remuneration for that role. Other Elected Members on the Audit & Risk Committee do not currently receive an additional allowance or Sitting Fee.

Independent Members on the Committee currently receive a Sitting Fee of \$440 per Meeting. Having reviewed this amount against a sample of other Councils' Audit & Risk Committee Member Sitting Fees, it is recommended that the amount be increased to \$450 per Meeting and the Presiding Member (if an Independent Member) is paid \$650 per Meeting.

The following table provides a summary of this sample of other Council and their Audit & Risk Committee Sitting Fees, and whether the Presiding Member of the Committee is an Independent Member.

Council	Sitting Fee	Presiding Member Sitting Fee	Presiding Member
Walkerville	\$350.00	\$420.00	Independent Member
Campbelltown	\$400.00	\$500.00	Independent Member
Mt Barker	\$439.00	\$584.00	Independent Member
Norwood Payneham & St Peters	\$440.00		Elected Member
Prospect	\$475.00	\$550.00	Independent Member
Salisbury	\$500.00		Elected Member
Tea Tree Gully	\$500.00		Elected Member
Adelaide	\$500.00	\$600.00	Independent Member
Burnside	\$597.00	\$750.00	Independent Member
Onkaparinga	\$687.50	\$887.50	Independent Member

Membership

Importantly, following the amendments to the Act that commenced on 30 November 2023, the membership requirements for Audit & Risk Committees has changed. In accordance with Section 126(2) of the Act, the majority of Members of the Committee must be Independent Members and the membership of the Committee (when taken as a whole), must have skills, knowledge and experience relevant to the functions of the Committee, which includes financial management, risk management and governance.

These changes have consequent implications on the Council's Audit & Risk Committee. Notwithstanding this, Regulation 14(a) of the *Local Government (Transitional Provisions) Regulations 2021* (the Transitional Regulations), provides that a Member of a Council's Audit & Risk Committee holding office immediately before the commencement of the changes to Section 126(2) of the Act, can continue to hold office for the remainder of their term of appointment to the Committee.

While the current membership of the Audit & Risk Committee does not have a majority of Independent Members, it is intended that the legislative membership requirements will be in place at the conclusion of the current term of the Independent Members (ie. by March 2025). This is in accordance with and satisfies the Transitional Regulations.

There has been no change to the total number of Members that a Committee can have. In accordance with Regulation 17(1) of the *Local Government (Financial Management) Regulations 2011*, the Committee must have between three (3) and five (5) members (inclusive). With the changes to the Act that commenced on 30 November 2023, the requirement to have a majority of Independent Members on the Committee was added to the Act and reference to the previously required at least one (1) Independent Member was removed from the *Local Government (Financial Management) Regulations 2011*. Therefore, this means that the Committee can no longer operate with three (3) Elected Members.

Of the two (2) current Independent Members on the Committee, Ms Sandra Di Blasio has indicated a willingness to be re-appointed to the Committee for a further term while Ms Stefanie Eldridge is not seeking re-appointment due to other work commitments. If Council resolves to re-appoint Ms Sandra Di Blasio to the Committee for a further term, it is recommended that the term of appointment be for a three (3) year period to support the continuity of membership of the Committee beyond the end of the current Council term in November 2026.

As two (2) additional Independent Members need to be appointed to the Committee, it is recommended that an Expression of Interest process be undertaken to recruit the additional Members. In accordance with the Terms of Reference a Selection Panel comprising of the Mayor, two (2) Councillors and the Chief Executive Officer, will be established to evaluate potential candidates before making a recommendation to the Council for appointment.

The Selection Panel will consider how the applicant's skills, knowledge and experience fit with the membership of the Committee and provide this information to the Council to inform their appointment of the Member.

OPTIONS

Not Applicable.

The updated Terms of Reference meet the legislative requirements, provide important guidance to the structure and conduct of the Meetings of the Committee and support the effective operation of the Committee and are therefore recommended for adoption.

CONCLUSION

The recommendations made in this report will assist the Council to meeting their legislative obligations in terms of the function and structure of the Committee.

The Council is required to appoint the Members to the Committee with their term commencing from March 2025. The scheduled Meeting of the Committee on 10 February 2025 will be the last Meeting of the current Committee. It is proposed the new Committee Membership commence from 1 March 2025 to allow time for an Induction Session to be held prior to the scheduled Meeting of the Committee on 14 April 2025.

Based on the membership requirements and the updated Terms of Reference, there will need to be one less Councillor and one more Independent Member appointed to the Committee.

The Council is also required to appoint the Presiding Member of the Committee which will be an Independent Member based on what is currently stated in the draft Terms of Reference attached.

Should the Council resolve to adopt the updated Audit and Risk Committee Terms of Reference, the appointment of the Presiding Member will be made at the Council Meeting to be held on 3 February 2025 following the appointment of the additional Independent Member.

COMMENTS

Nil

RECOMMENDATION

1. That the draft *Audit & Risk Committee Terms of Reference* as contained in Attachment A are adopted by the Council.
2. That Ms Sandra Di Blasio be re-appointed as an Independent Members to the Council's Audit & Risk Committee until 29 February 2028.
3. That the Council notes that an Expression of Interest process will now be undertaken to recruit an additional two (2) Independent Members for the Committee and along with Mayor Robert Bria and the Chief Executive Officer, appoints the following Councillors to the Selection Panel to review the applicants and prepare a recommendation for the Council's consideration:
 - Councillor _____
 - Councillor _____.
4. That the Sitting Fees for Independent Members of the Council's Audit & Risk Committee be set at \$450 per Meeting and \$650 per Meeting for the Independent Member who is appointed as the Presiding Member of the Committee.

Cr Duke moved:

That the draft Audit & Risk Committee Terms of Reference as contained in Attachment A are adopted by the Council.

Seconded by Cr Clutterham and carried unanimously.

Mayor Bria declared a general conflict of interest in this matter, as members of the Di Blasio family assisted Mayor Bria in his 2022 Election campaign and left the meeting at 7.49pm.

Appointment of Acting Mayor

At 7.50pm Cr Robinson moved:

That Cr Kester Moorhouse be appointed Acting Mayor in respect to consideration of this Item.

Seconded by Cr Clutterham and carried unanimously.

Cr Moorhouse assumed the Chair.

Cr Piggott moved:

That the Council encourages Ms Sandra Di Blasio to seek re-appointment as an Independent Member to the Council's Audit & Risk Committee as part of the Expression of Interest Process.

Seconded by Cr Sims and carried.

Mayor Bria returned to the meeting at 7.58pm and resumed the Chair.

Cr Holfeld moved:

That the Council notes that an Expression of Interest process will now be undertaken to recruit an additional two (2) Independent Members for the Committee and along with Mayor Robert Bria and the Chief Executive Officer, appoints the following Councillors to the Selection Panel to review the applicants and prepare a recommendation for the Council's consideration:

- *Councillor Christel Mex; and*
- *Councillor Josh Robinson.*

Seconded by Cr Knoblauch and carried unanimously.

Cr Clutterham moved:

That the Sitting Fees for Independent Members of the Council's Audit & Risk Committee be set at \$450 per Meeting and \$650 per Meeting for the Independent Member who is appointed as the Presiding Member of the Committee.

Seconded by Cr Robinson and carried unanimously.

12. ADOPTION OF COMMITTEE RECOMMENDATIONS

REPORT AUTHOR: General Manager, Governance & Civic Affairs
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4549
FILE REFERENCE: Not Applicable
ATTACHMENTS: A - B

PURPOSE OF REPORT

The purpose of the report is to present to the Council the Minutes of the following Committee Meetings for the Council's consideration and adoption of the recommendations contained within the Minutes:

- Business & Economic Development Advisory Committee – (12 November 2024)
(A copy of the Minutes of the Business & Economic Development Advisory Committee meeting is contained within **Attachment A**)
- Special Meeting of the Audit & Risk Committee – (18 November 2024)
(A copy of the Minutes of the Special Meeting of the Audit & Risk Committee meeting is contained within **Attachment B**)

ADOPTION OF COMMITTEE RECOMMENDATIONS

- **Business & Economic Development Advisory Committee**

Cr Callisto moved that the Minutes of the meeting of the Business & Economic Development Advisory Committee held on 12 November 2024, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Robinson and carried unanimously.

Cr Whittington left the meeting at 8.02pm.
Cr Robinson left the meeting at 8.04pm.

- **Special Meeting of the Audit & Risk Committee**

Cr Clutterham moved that the Minutes of the Special Meeting of the Audit & Risk Committee held on 18 November 2024, be received and that the resolutions set out therein as recommendations to the Council are adopted as decisions of the Council. Seconded by Cr Granozio and carried unanimously.

13. **OTHER BUSINESS**
Nil

14. **CONFIDENTIAL REPORTS**

14.1 MUNICIPAL SOLID WASTE DISPOSAL AND PROCESSING TENDER

RECOMMENDATION 1

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

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

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

RECOMMENDATION 2

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

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

Cr Holfeld moved:

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

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

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

Seconded by Cr Knoblauch and carried.

Cr Whittington returned to the meeting at 8.05pm.
Cr Robinson returned to the meeting at 8.05pm.

Cr Granozio moved:

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

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

Seconded by Cr Clutterham and carried unanimously.

14.2 2025 AUSTRALIA DAY AWARD NOMINATIONS

RECOMMENDATION 1

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

(o) information relating to a proposed award recipient before the presentation of the award;

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

RECOMMENDATION 2

Under Section 91(7) and (9) of the *Local Government Act 1999* the Council orders that the report, discussion, and minutes be kept confidential until 26 January 2025.

Cr Clutterham left the meeting at 8.10pm.

Cr Granozio moved:

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

(o) information relating to a proposed award recipient before the presentation of the award;

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

Seconded by Callisto and carried unanimously.

Cr Clutterham returned to meeting at 8.11pm

Mayor Bria declared a general conflict of interest in respect to consideration of the *2025 Community Event of the Year Award* and left the meeting at 8.14pm.

Appointment of Acting Mayor

At 8.16pm Cr Mex moved:

That Cr Hugh Holfeld be appointed Acting Mayor in respect to consideration of the 2025 Community Event of the Year Award.

Seconded by Cr Robinson and carried unanimously.

Cr Holfeld assumed the Chair.

Mayor Bria returned to the meeting at 8.28pm and resumed the Chair.

Cr Sims moved:

Under Section 91(7) and (9) of the Local Government Act 1999 the Council orders that the report, discussion, and minutes be kept confidential until 26 January 2025.

Seconded by Cr Knoblauch and carried unanimously.

14.3 STAFF RELATED MATTER – STAFF RECRUITMENT

RECOMMENDATION 1

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

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

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

RECOMMENDATION 2

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

Cr Clutterham moved:

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

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

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

Seconded by Cr Callisto and carried unanimously.

Cr Whittington left the meeting at 9.21pm and did not return.

Cr Duke moved:

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

Seconded by Cr Sims and carried unanimously.

15. 2024 VALEDICTORY STATEMENTS

- **Mayor Robert Bria**

As 2024 comes to a close, it is worth reflecting on how much we have accomplished not only over the past 12 months but over the past two years.

This time last year, I said that what we do over the next three years would determine whether this would be our best term on Council or our last.

Having reached the half-way mark of the term, I firmly believe we are heading towards our best term on Council.

This is not just because of the major projects we have been able to deliver, or the policies and strategies we have adopted.

It is also because of the way we have worked together towards realising a shared vision for our City.

We have disagreed on issues - as all Councils do from time to time – but we have not become disagreeable.

As Mayor, I can confidently say the City of Norwood Payneham & St Peters is held in high regard within the Local Government sector and it has been for a long period of time.

The reputation we enjoy has not come about by accident, but rather through years of hard work, an unwavering commitment to good governance and a genuine focus on improving the wellbeing of our community.

The flurry of activity we have seen over the past 12 months helps explain our reputation.

The results speak for themselves:

- hosted stage 2 of the 2024 Tour Down Under;
- Australia Day Citizenship and celebrations held on Australia Day;
- three community concerts as part of Concerts in the Park series;
- St Peters Fair;
- participated in Outhouse Australian Living Artists (SALA) event;
- hosted 7th Eastside Business Awards, including the introduction of a new Legends category;
- five (5) Citizenship Ceremonies, which saw more than 180 people become Australian Citizens;
- completion and official opening of new club facility at Cruikshank Reserve, Maylands;
- completion of Stages 3 & 4 of the \$20million Trinity Valley Stormwater Drainage Project;
- completion and official opening of redeveloped Burchell Reserve, St Peters;
- completion and official opening of Dunstan Adventure Playground attended by the Premier of South Australia;
- more than 500 trees planted;
- almost 1,000 people attending 'Raising the Bar' events across the City;
- completion of the review of CityPlan 2030;
- new playground at Koster's Reserve, Trinity Gardens;
- annual Christmas Pageant attended by an at 20,000 locals and visitors;
- celebration of National Volunteers Week for our Council-registered Volunteers with a barbecue lunch in May;
- Annual Volunteers Christmas Dinner attended by Her Excellency, The Honourable Frances Adamson AC, Governor of South Australia and Mr Rod Buntin;
- commencement of work on the redevelopment of Payneham Memorial Swimming Centre;
- co-hosting the 2024 Mainstreet SA Conference with the City of Unley;
- mid-year and end-of-year networking functions for our local business community;
- partnered with the City of Burnside to install a Pedestrian Activated Crossing on Magill Road, Trinity Gardens/ Beulah Park;

- partnered the St Peters Residents Association for the rededication of the plaque commemorating local men who died during World War Two by Her Excellency, The Honourable Frances Adamson AC, Governor of South Australia and Mr Rod Bunten; and
- hosting two matches at Norwood Oval as part of 2024 AFL Gather Round, which resulted in \$17.6 million of expenditure in our city over three days, up from \$14.2m for 2023 Gather Round. This included \$6.7m expenditure in the dining sector compared to \$4.2 in 2023.

But the good news doesn't end there.

In September, 'CreditorWatch' reported the City of Norwood Payneham & St Peters as having the lowest risk of business failure of any council in Australia for August 2024.

I am pleased to say that we recorded the same result in September and October!

That same month, 'TimeOut,' an online tourism firm with a global reach of more than seven million people, ranked Norwood number 35 out of the 38 'coolest' neighbourhoods in the world'; only one of four neighbourhoods in Australia and the only one in South Australia.

Last month, the AFL announced Norwood Oval would again host two matches as part of the 2025 AFL Gather Round, once again giving The Parade a level of national exposure money can't buy.

Next January, The Parade will host Stage 3 of the 2025 Under Down Under, which celebrates its 25th anniversary.

This is a list of achievements other councils – even those with bigger budgets, larger populations and more resources - can only dream of and it's all happening here.

I am very proud of the way this Council – Elected Members and staff – has got on with the job of investing in and serving our community.

At the same time, we cannot ignore the multiple challenges confronting us as a Council as well as our community.

The economic environment in particular continues to be a concern for every sphere of government and our fellow Australians.

As a result, certainty and confidence has been replaced with uncertainty and anxiety.

In addition, civility between people is becoming less common and the tone of our public discourse is becoming increasingly harsh and adversarial.

As leaders of this great community, we must continue to put kindness and respect at the heart of all our interactions with our community and with each other.

By listening to each other we can learn from each other.

By learning from each other we can lift each other.

By lifting each other, we can avoid the downward spiral of disengagement, disfunction and disunity that is currently impacting a number of Councils, near and far.

The privilege we have as individuals to be part of an elected body representing our community to do good things and improve the quality of life of residents and ratepayers is something we should never take for granted.

To the critics who would argue that Council has been too slow in fulfil its agenda, I refer to a quote by Anonymous: "*Democracy is a slow process of stumbling to the right decision instead of going straight forward to the wrong one.*"

We will continue to stumble into making the right decisions but to do so we must stay focused.

In closing, I want to thank all Elected Members for supporting me and representing me at various community events and functions over the past twelve months. I hope you have enjoyed these opportunities.

I know I cannot exercise my duties without your assistance and I sincerely thank you, as this has been a very challenging year for me personally, particularly the past few months.

I also thank Elected Members for their efforts this year in looking after their own Wards. Your dedication and commitment to serving your constituents is to be commended.

I also want to acknowledge the support for my fellow Mayors - especially those from the Eastern Region Alliance (ERA) Councils. I have valued their friendship and counsel over the past year.

On behalf of all Elected Members, I want to thank the Executive Leadership Team, led by the Chief Executive Officer.

Mario, we are fortunate to have a Chief Executive Officer of your experience and calibre, which has contributed to the stability of this council.

As we all know, you can have stability without success, but you can't have success without stability.

I know I speak for all Elected Members in saying your leadership, advice and follow-up on issues is highly valued and greatly appreciated.

One of the hallmarks of this Council is the professional working relationship between Elected Members and Council staff, particularly senior staff and having easy access is a privilege we are grateful for.

Thank you Lisa, Derek, Andrew, Carlos, Skye, Simonne and Natalia for your leadership during the year.

To all Council staff, I thank them for their efforts throughout the year. The pace at this Council is relentless and at times overwhelming, but they shown great professionalism and resilience.

To our amazing Council Volunteers who are glue that holds our community together, it is hard not to be inspired by their selflessness and generosity of spirit.

We are fortunate to have so many dedicated Council Volunteers – one third of whom live outside the Council area – donating their time energy, skills and knowledge for the benefit of others.

I know all Elected Members and Council staff join me in saluting their work and I again recognise the 17 volunteers for who received Years of Service Certificate at the Volunteers' Christmas Dinner held on 27 November.

Looking ahead, I am excited about the future and 2025 in particular.

To borrow a football term, we will return to the field next year for the premiership quarter (third quarter).

We are kicking with the breeze and are playing with confidence and momentum.

Let's continue to work together to make sure this time next year, when I deliver my 'three quarter-time address,' the result is beyond doubt.

My final thanks go to Lucinda Knight for her assistance throughout the year. Lucinda is a consummate professional who gets the job done and always with a smile.

Finally, I thank my wife Pina, and our children: Isabella, Christian and Charlotte for their unwavering love and support. They are my biggest supporters and fiercest critics. I simply cannot do this job without them by my side and I love them with all my heart.

I also thank the partners and families of Elected Members for their love and support of you to exercise your duties.

On behalf of my family, I wish you and your families, friends and loved ones a very Merry Christmas and a safe and Happy New Year.

- **Chief Executive Officer**

As Elected Members are aware, it is usual practice and part of our culture at Norwood Payneham & St Peters, that the Mayor and Chief Executive Officer, deliver Vaedictory Speeches at the last Ordinary Meeting go the Council. We do so because it is the right time and indeed a good time, to reflect on the year that has passed and to thank the many people who have individually and collectively made this year a special one and in turn, have continued to make this City the very special place that it is. This City is not part of a ubiquitous sea of suburbs that stretch from north and south, it is indeed unique and special – a notion that we must all understand and remember when we make decisions and do things that we do.

At the City of Norwood Payneham & St Peters, in addition to the strong and excellent working relationships that exists between our staff and Elected Members, there is a strong and very visible motivation amongst staff, to serve our citizens and whilst money and conditions of employment are important, our staff always go above and beyond, with many staff providing that extra discretionary effort every single day – this is the underlying motivation that has called our staff to public office.

As I have been saying for some time since the COVID-19 pandemic, whether we wish to accept it or not, the problems which the public sector and particularly Local Government is facing and will in my view face for many years to come, are as confronting and thorny and intractable as now as they have ever been.

Society is far more complex and we are slowly being de-sensitised to world events to the point where we no longer have any concept of how the wars in the Middle East and Ukraine, the turmoil in the USA and the basic loss of living impacts and post COVID-19 impacts, are having on our society and the individuals that make up our society.

The City of Norwood Payenaham & St Peters, its staff, Elected Members and its citizens, are not immune from these impacts.

And whilst it is a topical issue at the moment, now more than ever, Local Government and the public sector generally, need to attract and retain the smartest and the most able staff and Executive Leaders to manage our projects, to manage our urban form and to build our community and in the case of this Council, to continue to maintain this City as a special and unique place.

As I have stated previously, whether we accept this or not, the hunt for talent is as fierce now as it was last year and getting fiercer. How you attract staff and ultimately retain staff in this environment is to make sure that the Council is working as one without destabilisation and dysfunction. Having said this, it is my firm belief that at the City of Norwood Payneham & St Peters we have a strong culture of Elected Members and staff working collaboratively and professionally together. It is important that we as leaders and decision makers, do not lose sight of this and that we at all times ensure that this culture transcends everything we do, including how we conduct ourselves, how we interact with each other and above all, to ensure it is not diminished in any way or damaged through behaviours that seek, for reasons best known to those who wish to adopt a negative pathway, chip away at this culture.

It is always instructive to observe and reflect on what happens elsewhere around us in the sector and to ensure that we remain focussed on what we are all here to do – and that is to serve our community. That is why we have been called to public office.

Over our short but successful history since 1997, we have and have had a committed Elected Member body and a group of dedicated staff who no matter how you reflect on it, are aligned to both serving our community and ensure that its infrastructure, its parks, its local economy, its urban form and its community, are all left in a better place than we first started.

And now to the thank you's....

Mayor Bria, it has again been a privilege and an honour to serve in public office with you over the last 12 months.

We continue to get the job done in an environment of mutual respect, openness and trust. Our mutual goal is and has always been, to work together for the good of our City and its citizens.

The important element of our working relationship is that we accept and are respectful of each other's roles, responsibilities and skills and this ensures that our individual and collective efforts assist in achieving good governance for this City.

Thank you again for your leadership, your wise guidance and above all, your friendship in what can at times be challenging situations.

To the Councillors, thank you again. I know that I feel safe to say that we don't always agree and staff don't always get it right and we can't always say yes to what you want. I feel safe in saying this because I know that our working relationship is strong and structured in an environment of mutual respect and trust, where advice and opinions, if requested, can be provided without fear or favour.

Without this fundamental understanding – that is, being able to provide advice without fear or favour – the decision-making process becomes compromised and then the whole system becomes dysfunctional and eventually breaks down.

In Local Government, we have seen many examples of this and as I said earlier, it is both important and instructive to reflect on what occurs in other places and to ensure that malaise does not spread.

So, Councillors, thank you for your ongoing trust, support and leadership of this great City. Many things can and are achieved when we work together with each of us playing our part and undertaking our responsibilities for the City and its citizens.

To my Executive Leadership Team, Lisa Mara, Carlos Buzzetti, Derek Langman, Andrew Hamilton, Skye Grinter-Falzun, Natalia Axenova and Simonne Whitlock – thank you for your support, your invaluable contributions to the corporate management and leadership of the Organisation over the last 12 months.

Carlos and Lisa have each been at this Council for almost 20 years each. They are truly legends in their chosen fields and I can say with confidence that Lisa is the best Governance professional in Local Government and Carlos is the best Local Government Planner currently working in the sector.

I do not give these accolades lightly, but I have many years of experience upon which to base these observations.

To Derek, his journey with us has been a short one as he is leaving us to live and work in what I believe is the most idyllic place in Australia – Port Douglas. Thank you for all of your work Derek, it is much appreciated.

As the Chief Executive Officer, it is often a very lonely job and in today's complex world, decision making is complex and a vast array of nuances need to be taken into account. It is no longer a linear decision-making process.

To this end, I wish to personally thank my Executive Leadership Team for their extraordinary personal support that they have provided to me.

To our staff, I wish to record my sincere thanks and appreciation. It does not get easier with the many challenges that are thrown our way every day and what now seems to be every hour. The attitude and professionalism shown by my staff is second to none and it means that we can deliver the many projects, programs and initiatives that our community expects.

I acknowledge that times are difficult at the moment, given our workload, but I know that I have always been able to count on all staff to rise to the occasion. In fact, what I see almost every day humbles me and makes me feel proud to be the Chief Executive Officer of a great organisation made up of great staff.

Finally, I wish you and your families a very special Christmas and importantly, a very prosperous and healthy 2025.

Cr Duke moved:

That Council extends a vote of thanks to Mayor Bria and the Chief Executive Officer.

Seconded by Cr Knoblauch and carried unanimously.

16. CLOSURE

There being no further business, the Mayor declared the meeting closed at 9.50pm.

Mayor Robert Bria

Minutes Confirmed on _____
(date)