

Minutes of the Ordinary Meeting of Council of the City of Holdfast Bay held in the Council Chamber, Glenelg Town Hall, Moseley Square, Glenelg, on 26 October at 7:00pm.

MEMBERS PRESENT

Mayor A Wilson
Councillor R Abley
Councillor A Bradshaw
Councillor P Chabrel
Councillor R Clancy
Councillor J Fleming
Councillor C Lindop
Councillor S Lonie
Councillor W Miller
Councillor R Patton
Councillor J Smedley
Councillor R Snewin

STAFF IN ATTENDANCE

Chief Executive Officer – R Bria
General Manager Assets and Delivery – M de Heus
General Manager Community and Business – M Lock
General Manager Strategy and Corporate – P Jackson

1. OPENING

Her Worship the Mayor declared the meeting open at 7.00pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting Her Worship the Mayor stated:

We acknowledge Kurna people as the traditional owners and custodians of this land.

We respect their spiritual relationship with country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to Kurna People today.

3. SERVICE TO COUNTRY ACKNOWLEDGEMENT

The City of Holdfast Bay acknowledged all personnel who have served in the Australian forces and services, including volunteers, for our country.

4. PRAYER

Her Worship the Mayor requested all present to pray and read the following Prayer:

Heavenly Father, we pray for your presence and guidance at our Council Meeting.

Grant us your wisdom and protect our integrity as we carry out the powers and responsibilities entrusted to us on behalf of the community that we serve.

5. APOLOGIES

5.1 Apologies Received – Nil

5.2 Absent - Nil

6. ITEMS PRESENTED TO COUNCIL - Nil**7. DECLARATION OF INTEREST**

Members were reminded to declare their interest before each item.

8. CONFIRMATION OF MINUTES**Motion****C261021/2448**

That the minutes of the Ordinary Meeting of Council held on 12 October 2021 be taken as read and confirmed.

Moved Councillor Lonie, Seconded Councillor Miller

Carried Unanimously**9. PUBLIC PRESENTATIONS**

9.1 **Petitions** - Nil

9.2 **Presentations** - Nil

9.3 **Deputations**

9.3.1 **HoldUp Youth Committee – Lachlan Van Dyke and Hanri Botes**

Mayor Wilson approved a deputation request from Elroy-Jordan Peters for Lachlan Van Dyke and Hanri Botes, on behalf of the HoldUp Youth Committee to speak to Council regarding the process that has been undertaken to review and update the Youth Policy.

10. QUESTIONS BY MEMBERS

10.1 **Without Notice**

10.1.1 **Brighton Oval Fencing Extension**

Councillor Fleming asked a question in relation to the netting at Brighton Oval.

GM Strategy and Corporate took the question on notice.

10.1.2 **Our Place Newsletter**

Councillor Patton asked a question in relation to extending the circulation of the Our Place Newsletter.

GM Community and Business provided a response.

10.1.3 **Local Government Association Discussion Paper on Container Deposit Scheme**

Councillor Lindop asked a question in relation to the LGA Discussion Paper on Container Deposit Scheme.

GM Assets and Delivery provided a response.

10.1.4 **Esplanade Bunting**

Councillor Lindop asked a question in relation to the bunting on the Esplanade, opposite Edward Street.

GM Assets and Delivery took the question on notice.

10.1.5 **Beach Access**

Councillor Lindop asked a question in relation to beach access to the Brighton Surf Lifesaving Club.

GM Assets and Delivery provided a response.

10.1.6 **Glenelg Ferris Wheel**

Councillor Miller asked a question in relation to the Glenelg Ferris Wheel.

GM Community and Business took the question on notice.

10.1.7 **Rates**

Councillor Bradshaw asked a number of questions in relation to the payment of rates annually.

CEO provided a response.

10.1.8 Councillor Smedley asked a question in relation to the percentage of ratepayers who pay annually vs quarterly.

CEO provided a response.

10.2 **On Notice**

10.2.1 **Staff Accommodation** (Report No: 366/21)

Councillor Clancy asked the following questions:

1. How many staff work at Glenelg?
2. How many staff require a desk at both sites?
3. How many staff work from home?

4. Is hot desking in place at Brighton site?
5. Is hot desking in place at Glenelg site?
6. What number of staff work part time?

ANSWER – Chief Executive Officer

The answers to the questions are for the Municipal Operations of Council.

1. There is a total of 46 staff that work from various locations at Glenelg, currently including the Town Hall and Library.
2. There are 2 staff that require a desk at both Brighton and Glenelg.
3. There are 10 staff who have regular arrangements to work from home 1-2 days per week. There are numerous staff that work at home on an ad-hoc basis. Currently there are no staff working from home on a full-time basis. All working from home arrangements (regular and ad-hoc) are managed through our “Home Based and Out of Office Work Procedure”.
4. There are no designated spaces for “hot desking” due to floor capacity constraints. If required, staff will use free spaces available on a given day. However, in the current environment this must be managed carefully as “hot desking” is not recommended as part of SA Health’s risk mitigation advice through during the COVID-19 pandemic due to cleaning requirements. Instructions have been developed on the cleaning requirements of shared works spaces.
5. There are no designated spaces for “hot desking” due to floor capacity constraints. The same applies as the previous response.
6. There are 54 staff who work part time.

10.2.2 Collaboration with West Torrens and Marion Councils
(Report No: 367/21)

Councillor Clancy asked the following questions:

“Could administration advise what meetings have been held with adjoining councils to collaborate to reduce costs or improve our environment in the last two years?

What has been the result of those meetings?

What approaches have been made by the adjoining councils”?

Cr Clancy is aware of discussions in relation to storm water.

ANSWER – Chief Executive Officer

The answers to the questions will be tabled at the Council meeting on 9 November 2021 as information was not gathered on time.

11. MEMBER'S ACTIVITY REPORTS - Nil**12. MOTIONS ON NOTICE - Nil****13. ADJOURNED MATTER - Nil****14. REPORTS OF MANAGEMENT COMMITTEES AND SUBSIDIARIES****14.1 Draft Minutes – Alwyndor Management Committee – 30 September 2021
(Report No: 361/21)**

The draft minutes of the Alwyndor Management Committee meeting held on 30 September 2021 were provided for information.

Motion**C261021/2449**

1. That the draft minutes of the Alwyndor Management Committee meeting held on 30 September 2021 be noted.

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Attachment 2 to Report No: 361/21 Draft Minutes – Alwyndor Management Committee – 30 September 2021 in confidence under section 90(2) and (3)(b) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act orders that Attachment 2 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.

Moved Councillor Lonie, Seconded Councillor Snewin

Carried Unanimously**14.2 Minutes – Jetty Road Mainstreet Committee – 6 October 2021 (Report No: 357/21)**

The Minutes of the Jetty Road Mainstreet Committee meeting held on 6 October were presented for Council's information.

Jetty Road Mainstreet Committee Agenda, Reports and Minutes are available on Council's website and the meetings are open to the public.

Motion**C261021/2450**

- That Council notes the minutes of the Jetty Road Mainstreet Committee of 6 October 2021.**

Moved Councillor Abley, Seconded Councillor Miller

Carried Unanimously

15. REPORTS BY OFFICERS

15.1 Items in Brief (Report No: 363/21)

These items are presented for the information of Members.

After noting the report any items of interest can be discussed and, if required, further motions proposed.

Motion

C261021/2451

That the following items be noted and items of interest discussed:

1. **Play Streets Partnership**
2. **Dry Zone Signage**
3. **New Local Heritage Listings**
4. **First Quarter Grants Update**

Moved Councillor Lonie, Seconded Councillor Lindop

Carried Unanimously

15.2 Budget and Annual Business Plan Update – as at 30 September 2021 (Report No: 364/21)

This report covered the first update of Council's 2021/22 budget conducted as at 30 September 2021.

A comprehensive review of Municipal budgets decreased the forecast operating deficit by \$162,383 to \$106,854 due to additional revenue received through both the Supplementary Local Road Funding program and the LGA Mutual Liability Scheme's workers compensation rebate. This has been offset by increased operational expenditure already approved by Council. The original operating deficit was due to budget carry forwards from 2020/21.

Capital expenditure increased by \$115,000 as a result of a grant funded project for lighting at Dover Square Tennis Club and additional projects already approved by Council. This has been offset by an increase in capital revenue of \$76,290.

The financial reports were attached for Municipal and Alwyndor operations, commercial activities, and progress summaries and analysis of Annual Business Plan projects.

Motion

C261021/2452

1. **That Council notes the first 2021/22 budget update for Council's municipal operations including:**
 - (a) **a decrease in the forecast operating deficit for 2021/22 of \$162,383 from \$269,237 to \$106,854;**
 - (b) **an increase in forecast capital expenditure of \$115,000 from \$25.116 million to \$25.231 million;**
 - (c) **an increase in forecast capital revenue of \$76,290 from \$3.821 million to \$3.897 million; and**

- (d) a decrease in forecast net financial liabilities of \$123,673 at 30 June 2021 from \$33.685 million to \$33.561 million.
2. That Council notes for Alwyndor operations no change to the 2021/22 original budget forecast.
 3. That Council note the Annual Business Plan quarterly update for September 2021.

Moved Councillor Smedley, Seconded Councillor Snewin **Carried Unanimously**

15.3 **Youth Policy Review** (Report No: 358/21)

The Youth Policy was reviewed and presented to Council for adoption. A tracked changes copy marked with proposed changes and a proposed final version were attached.

Consultation with the HoldUp Youth Committee and Sacred Heart College Year 12 Legal Studies students was undertaken as part of the review. Their recommendations were considered in context of other strategic documents and included where relevant.

Motion

C261021/2453

That Council endorses the updated Youth Policy.

Moved Councillor Miller, Seconded Councillor Fleming **Carried Unanimously**

15.4 **Statutes Amendment (Local Government Review) Act 2021 - Community Engagement Charter** (Report No: 359/21)

As a result of recent amendments to the *Local Government Act 1999*, a large number of prescriptive statutory provisions relating to public consultation will be deleted.

The changes mean that matters relating to public notices and community engagement will be regulated by:

- a Community Engagement Charter (CEC), published by the Minister (in the form of a Notice in the Gazette), which will apply state-wide; and
- a Community Engagement Policy which will need to be adopted by Council in due course, replacing the current policy.

The Local Government Association (the LGA) released a draft CEC for consultation and invited comments by 28 October 2021.

A suggested draft response was provided for Council's endorsement.

Motion

C261021/2454

That Council:

1. notes the draft Community Engagement Charter.

2. **endorses the proposed response to the Local Government Association (Attachment 2) and authorises the Chief Executive Officer to send the response on Council's behalf with any minor amendments as required.**

Moved Councillor Abley, Seconded Councillor Lonie

Carried Unanimously

15.5 **Local Government Association (LGA) Annual General Meeting 2021**
(Report No: 353/21)

The Local Government Association SA (LGA) Annual General Meeting (AGM) will be held on 29 October 2021 and the Agenda was presented to Council for consideration.

Council's voting delegate to the LGA Meetings has historically been the Mayor (which has been maintained with Mayor Wilson registered as the voting delegate). The Local Government Finance Authority (LGFA) of South Australia host their AGM on the same day and per Council Report 244/21 considered on 27 July 2021, Mayor Wilson was Council's approved delegate to that meeting.

Council was required to consider the items on the LGA AGM agenda and provide guidance to Council's voting Delegate on how to vote for each item. Suggested positions were provided in the recommendations for consideration by Council.

Motion

C261021/2455

That for the LGA Annual General Meeting, to be held on Friday 29 October 2021, Council:

1. **notes the Agenda, President's Address, Minutes of Previous Meeting and LGA Business (Items 6.1 to 6.10); and**
2. **endorses that the Mayor attends as the voting Delegate and votes for the Recommendation Reports as detailed in Attachment 3.**

Moved Councillor Lindop, Seconded Councillor Abley

Carried Unanimously

15.6 **2020-21 General Purpose Financial Statements** (Report No: 362/21)

The completed financial statements for the year ended 30 June 2021 were reviewed by the Audit Committee and audited by Council's external audit firm, Dean Newbery, who have indicated that an unqualified audit opinion will be provided. They were presented to Council to be received, noted and authorised.

The consolidated operating result before capital revenues is \$1,289,000 (surplus) comprising \$2,048,000 rounded surplus from Council's municipal operations and (\$759,000) deficit from Alwyndor operations. Contained in Council's municipal operations result was a \$66,000 surplus from Council's equity interest in Southern Region Waste Resource Authority (SRWRA).

The operating result has varied from the preliminary result reported to Council on 24 August 2021 (Report 285/21). The municipal surplus result increased by \$430,000 while Alwyndor had a \$52,000 decrease in its deficit. The major reasons for the municipal variance were increased final depreciation \$111,000, decreased

SRWRA net surplus result \$116,000, and the processing of final end-of-year accruals for invoice payments and caravan park income \$24,000 net. A further \$733,000 positive variance occurred in the accounting treatment of the federally funded Local Roads and Community Infrastructure program grant.

Loan receivables were reviewed and considered by the Audit Committee on 25 August 2021 (Report 269/21). On 14 September 2021 Council noted the minutes of the Audit Committee (Minute C140921/2412). The loan impairment provision has been maintained in accordance with the recommendations.

Motion

C261021/2456

1. **That the financial statements for the City of Holdfast Bay for the year ended 30 June 2021 as contained in Attachment 1 to Report No: 362/21 2020-21 General Purpose Financial Statements be received and noted.**
2. **That the Mayor and the Chief Executive Officer be authorised to sign the following certification of the financial statements;**

In our opinion:

- (a) **the accompanying (2020-21) financial statements comply with the *Local Government Act 1999, Local Government (Financial Management) Regulations 2011* and Australian Accounting Standards;**
- (b) **the financial statements present a true and fair view of the Council's financial position at 30 June 2021 and the results of its operations and cash flows for the financial year;**
- (c) **internal controls implemented by Council provide a reasonable assurance that the Council's financial records are complete, accurate and reliable and were effective throughout the financial year; and**
- (d) **the financial statements accurately reflect the Council's accounting and other records.**

Moved Councillor Smedley, Seconded Councillor Snewin **Carried Unanimously**

15.7 **Library Grant Funding** (Report No: 356/21)

A Memorandum of Agreement (MoA) which provides \$20.7 million for library funding was being negotiated by the Local Government Association and the Libraries Board on behalf of the State Government, where an agreement was not reached. These funds are provided to local government as annual library materials and operating grants. The agreement negotiations to date excluded the current practice of annual CPI indexation for the grant funding, which over the length of the agreement was a loss of close to \$6 million dollars in funding. This report provided an overview of the impact of this change on library services and recommends a letter be written to the Minister for the Arts, the Honourable Steven Marshall MP and to the LGA to continue negotiations of the agreement.

Motion

C261021/2457

That Council having considered the report:

1. **writes to The Honourable Steven Marshall, Minister for the Arts to continue negotiations to reach agreement on the Memorandum of Agreement, include CPI indexing and consider additional funding for the Adult Digital Strategy; and**
2. **writes to the Local Government Association to continue negotiations to reach agreement on the Memorandum of Agreement, include CPI indexing, and consider additional funding for the Adult Digital Strategy.**

Moved Councillor Clancy, Seconded Councillor Abley **Carried Unanimously**

15.8 **2021 New Year's Eve Dry Area - Glenelg** (Report No: 354/21)

Over the years, the extension of the Glenelg Dry Area on New Year's Eve has proven vital in assisting South Australian Police to regulate alcohol related anti-social behaviour in the area, as well as assisting Council in creating a 'family-friendly' atmosphere on the night.

As a result of this, Administration sought to temporarily extend the boundaries of the Glenelg Long-Term Dry Area for 2021 New Year's Eve to ensure adequate crowd control and prevention of alcohol related anti-social behaviour.

Motion**C261021/2458**

1. **That in accordance with Section 131 of the *Liquor Licensing Act 1997*, Council temporarily extends the boundaries of the Glenelg Dry Zone for 2021 New Year's Eve as outlined in Attachment 1 for the period 6:00pm Friday 31 December 2021 to 6:00am Saturday 1 January 2022; and**
2. **That the associated boundaries and conditions of the 2021 extension remain the same as in 2020.**

Moved Councillor Patton, Seconded Councillor Abley

Carried

15.9 **2020-21 Annual Report** (Report No: 360/21)

Council's Annual Report is a legislative requirement under Section 131 of the *Local Government Act 1999*. The information contained within the publication provides legislators and the community with assurance that the City of Holdfast Bay is meeting its strategic and governance requirements. The publication also provided a detailed overview of the Council's services and achievements during the year.

The 2020-21 Annual Report has been prepared in accordance with all statutory requirements. The report showed that Council has continued to deliver high quality services and facilities to its community.

Motion**C261021/2459**

That Council adopts the 2020-21 Annual Report, subject to design and minor alterations, and the inclusion of the audited financial statements.

Moved Councillor Snewin, Seconded Councillor Smedley **Carried Unanimously**

15.10 **Permeable Paving for Capital Renewal (Report No: 352/21)**

At the Council meeting 13 July 2021, Councillor Clancy proposed the following motion (Motion C130721/2334):

“That Administration bring back a report to Council, on the implications of using permeable paving where possible in its capital renewal program. The report to be brought back to Council by the second meeting of October 2021.”

As a result of an increase in population, housing density and the changing climate, there are increased demands on Council’s stormwater infrastructure and urban canopy cover (street trees). Water Sensitive Urban Design (WSUD), such as permeable paving, promotes the sustainable use of water within urban settings to address these demands.

The use of permeable paving is relatively new, however the technology is well proven and moving towards business as usual for many council’s in South Australia and has already been applied successfully in several locations throughout Council.

The installation of permeable paving was recommended in suitable locations providing benefits to tree health and increased stormwater capture.

Motion

C261021/2460

That Council endorses the installation of permeable paving at suitable locations within the ongoing capital renewal program. Reporting of permeable paving delivery will be included as part of the annual reporting process in-line with the Environmental Strategy.

Moved Councillor Clancy, Seconded Councillor Chabrel **Carried Unanimously**

16. **RESOLUTIONS SUBJECT TO FORMAL MOTIONS - Nil**

17. **URGENT BUSINESS – SUBJECT TO THE LEAVE OF THE MEETING - Nil**

CLOSURE

The Meeting closed at 7.45pm.

CONFIRMED 9 November 2021

MAYOR