

CITY OF WEST TORRENS



## Notice of Council & Committee Meetings

**NOTICE IS HEREBY GIVEN** in accordance with Sections 83, 84, 87 and 88 of the *Local Government Act 1999*, that a meeting of the

### Council

and

- **City Finance and Governance Standing Committee**

of the

**CITY OF WEST TORRENS**

will be held in the Council Chambers, Civic Centre  
165 Sir Donald Bradman Drive, Hilton

on

**TUESDAY, 17 NOVEMBER 2020  
at 7.00pm**

Public access to the meeting will be livestreamed audio only at the following internet address: <https://www.westtorrens.sa.gov.au/livestream>

**Terry Buss PSM  
Chief Executive Officer**

#### **City of West Torrens Disclaimer**

Please note that the contents of these Council and Committee Agendas have yet to be considered by Council and officer recommendations may be altered or changed by the Council in the process of making the formal Council decision.

## INDEX

<b>1</b>	<b>Meeting Opened</b> .....	<b>1</b>
1.1	Acknowledgement of Country	
1.2	Evacuation Procedures	
1.3	Electronic Platform Meeting	
<b>2</b>	<b>Present</b> .....	<b>1</b>
<b>3</b>	<b>Apologies</b> .....	<b>1</b>
<b>4</b>	<b>Disclosure Statements</b> .....	<b>1</b>
<b>5</b>	<b>Confirmation of Minutes</b> .....	<b>1</b>
<b>6</b>	<b>Mayors Report</b> .....	<b>2</b>
<b>7</b>	<b>Elected Members Reports</b> .....	<b>4</b>
<b>8</b>	<b>Petitions</b> .....	<b>4</b>
<b>9</b>	<b>Deputations</b> .....	<b>4</b>
<b>10</b>	<b>Adjourn to Standing Committees</b> .....	<b>4</b>
<b>11</b>	<b>Adoption of Standing Committee Recommendations</b> .....	<b>4</b>
11.1	City Finance and Governance Committee Meeting .....	4
<b>12</b>	<b>Adoption of General Committee Recommendations</b> .....	<b>4</b>
<b>13</b>	<b>Questions with Notice</b> .....	<b>4</b>
<b>14</b>	<b>Questions without Notice</b> .....	<b>4</b>
<b>15</b>	<b>Motions with Notice</b> .....	<b>5</b>
15.1	200th Anniversary of Greek Independence .....	5
15.2	Relocation of the Adelaide Football Club to Thebarton Oval.....	5
<b>16</b>	<b>Motions without Notice</b> .....	<b>5</b>
<b>17</b>	<b>Reports of the Chief Executive Officer</b> .....	<b>6</b>
17.1	Outdoor Dining Fees .....	6
17.2	Extension of COVID-19 Support Measures to West Torrens' Leaseholders and Residents .....	9
17.3	Camden Classic - Request for Additional Sponsorship Grant.....	33
<b>18</b>	<b>Local Government Business</b> .....	<b>46</b>
<b>19</b>	<b>Member's Bookshelf</b> .....	<b>46</b>
<b>20</b>	<b>Correspondence</b> .....	<b>46</b>
20.1	Commencement of Public Consultation for the Phase 3 Amendment to the Planning and Design Code.....	46
20.2	Appointment to Local Government Finance Authority Board of Trustees.....	46
20.3	Open Space and Places for People Grants: 2020-21 Round Open .....	46
20.4	Letter to the Hon. Vickie Chapman MP from Mayor Amanda Wilson RE: Planning and Design Code.....	46
<b>21</b>	<b>Confidential</b> .....	<b>57</b>
21.1	Weslo - Request for New Lease .....	57
<b>22</b>	<b>Meeting Close</b> .....	<b>57</b>

**1 MEETING OPENED****1.1 Acknowledgement of Country****1.2 Evacuation Procedures****1.3 Electronic Platform Meeting****2 PRESENT****3 APOLOGIES****4 DISCLOSURE STATEMENTS**

Elected Members are required to:

1. Consider Section 73 and 75 of the *Local Government Act 1999* and determine whether they have a conflict of interest in any matter to be considered in this Agenda; and
2. Disclose these interests in accordance with the requirements of Sections 74 and 75A of the *Local Government Act 1999*.

**5 CONFIRMATION OF MINUTES****RECOMMENDATION**

That the Minutes of the meeting of the Council held on 3 November 2020 be confirmed as a true and correct record.

## **6 MAYORS REPORT**

### **(Preliminary report for the agenda to be distributed Friday 13 November 2020)**

In the two weeks since the last Council Meeting of 3 November functions and meetings involving the Mayor have included:

#### **4 November**

- Attended the KESAB Annual "Breakfast with the Minister" featuring the Hon David Speirs MP, Minister for Environment & Water.
- Visited the Year 4 classes at St John the Baptist Catholic School in Plympton to talk with students about the role of local government and how decisions are made to help our community.

#### **5 November**

- Participated in my regular monthly interview on Coast FM with David Hearn.
- Attended the 2020 Premier's Town Hall for the Veteran Community of SA at the Torrens Parade Ground, presented by the Premier and Minister for Veterans Affairs, the Hon. Steven Marshall MP.

#### **6 November**

- Attended the National Servicemen's Association SA Branch Remembrance Day Commemoration Service at their Memorial Gardens in Keswick.

#### **7 November**

- Attended the Australian Local Government Women's Association AGM, followed by morning tea and a tour of the City of Prospect's new council and community building, Payinthe, on Prospect Road.

#### **9 November**

- Attended the Gowrie SA 2020 Annual General Meeting held via Zoom.

#### **11 November**

- Participated in the Hilton RSL Remembrance Day Service at the West Torrens Memorial Gardens, where I laid a wreath in memory of those fallen. Following the service I attended the barbecue at the Hilton RSL clubrooms.
- Visited the Hamra Centre Auditorium to view and judge the entries for the 2020 West Torrens Art Prize.

#### **12 November**

- In collaboration with the Department of Immigration and OMC staff, I conducted four citizenship ceremonies with a small number of applicants in each ceremony throughout the morning to comply with COVID-19 restrictions.
- Met with the Chief Executive of TAFE SA, David Coltman, via teleconference.
- Attended the 2020 Adelaide Italian Festival VIP Event held at Adelaide Town Hall.
- Attended a Planning and Design Code Workshop held in the George Robertson Room of the West Torrens Civic Centre.

**13 November**

- Conducted a further four citizenship ceremonies for small groups of applicants.
- Attended an appreciation lunch for the outgoing CEO of the SANFL, Jake Parkinson, at the West Adelaide Football Club Clubrooms.
- Attended the 2020 West Torrens Art Prize opening exhibition and award presentation where I presented certificates to the winners of the competition at the West Torrens Auditorium Gallery.
- Attended the Western Youth Centre's 62nd Annual General Meeting.

**14 November**

- Attended the Italian Festival's celebration of Italian Migrants and their contribution to South Australia, held at St Francis Xavier's Cathedral on Wakefield Street, Adelaide.

**16 November**

- Met with representatives from the Local Government Association of South Australia to discuss the CWT Safe Swap Spot initiative.

**17 November**

- Council and City Finance and Governance Standing Committee meeting.

**RECOMMENDATION**

That the Mayor's Report be noted.

**7 ELECTED MEMBERS REPORTS****8 PETITIONS**

Nil

**9 DEPUTATIONS**

Nil

**10 ADJOURN TO STANDING COMMITTEES****RECOMMENDATION**

That the meeting be adjourned, move into Standing Committees and reconvene at the conclusion of the City Finance and Governance Standing Committee.

**11 ADOPTION OF STANDING COMMITTEE RECOMMENDATIONS****11.1 City Finance and Governance Committee Meeting****RECOMMENDATION**

That the recommendations of the City Finance and Governance Committee held on 17 November 2020 be adopted.

**12 ADOPTION OF GENERAL COMMITTEE RECOMMENDATIONS**

Nil

**13 QUESTIONS WITH NOTICE**

Nil

**14 QUESTIONS WITHOUT NOTICE**

## **15 MOTIONS WITH NOTICE**

### **15.1 200th Anniversary of Greek Independence**

Cr George Vlahos has indicated his intention to move the following motion:

#### **MOTION**

That in 2021, to commemorate the 200<sup>th</sup> Anniversary of Greek Independence and to acknowledge the contribution that our local Greek People have made to our Community, the West Torrens Council fly the National Flag of Greece at the Civic Centre from 25 March 2021 (recognised anniversary of Independence Day) until 31 December 2021 but recognising that during that time there may be other significant or milestone events or occasions recognised by other cultures or entities that may require the flying of a flag in which case the National Flag of Greece may be temporarily lowered to allow the flying of an alternative flag.

---

### **15.2 Relocation of the Adelaide Football Club to Thebarton Oval**

Mayor Michael Coxon has indicated his intention to move the following motion:

#### **MOTION**

That Council provides its in principle support for the relocation of the Adelaide Football Club to Thebarton Oval subject to:

1. The Adelaide Football Club determining Thebarton Oval as their preferred location;
  2. Both the Adelaide Football Club and SANFL agreeing on such proposal; and
  3. Council, as land owner, endorses any agreement reached by the Adelaide Football Club and SANFL to cohabitate at Thebarton Oval.
- 

## **16 MOTIONS WITHOUT NOTICE**

## 17 REPORTS OF THE CHIEF EXECUTIVE OFFICER

### 17.1 Outdoor Dining Fees

#### Brief

This report is to provide information to Council in relation to the financial impacts of permanently abolishing Council fees and assessment costs, associated with outdoor dining within the City of West Torrens.

#### RECOMMENDATION(S)

It is recommended to Council that:

1. The Outdoor Dining Application Fees and Permit Fees be abolished until determined otherwise by Council and the Fees and Charges Register is amended to reflect the change; and
2. The Risk Assessments be undertaken by the City of West Torrens at no cost to the applicant;

---

#### Introduction

At the Council Meeting on 7 July 2020, Council endorsed that, in order to assist and encourage more outdoor dining, a report be brought forward investigating the financial impacts of permanently abolishing Council fees and risk assessment costs, associated with outdoor dining in the City of West Torrens.

#### Discussion

Outdoor Dining is governed under Section 222 of the *Local Government Act 1999*. Under this section of the Act, any person wanting to place table and chairs or any other furniture on the footpath area on any road, street or public place under the care and control of Council, for the purpose of providing to the public food and/or drink for consumption, is required to obtain a permit from the Council.

A permit for outdoor dining entitles the permit holder to place approved furniture and accessories on the footpath in front of their food premises, but the permit does not grant exclusive rights over the relevant public space. Permit holders cannot exclude the general public from using tables and chairs if they opt not to avail themselves of outdoor dining services being provided.

Generally, outdoor dining areas can only be established outside the premises to which they relate (i.e. not encroach across neighbouring property lines) and on footpaths with a width of at least 3.4 metres.

Applicants must hold relevant public liability insurance and ensure it notes council as an interested party. Insurance is generally required for the minimum amount of \$20 million and must cover injury, loss or damage to persons or property.

Road safety is a key issue to consider when assessing applications for outdoor dining. A safety risk assessment should be undertaken for each new application for outdoor dining and the annual renewal of existing outdoor dining areas.

Site characteristics that generally indicate the need for bollards include:

- Travel lanes adjacent to outdoor dining areas
- High traffic volume and/or speed roads
- Vehicle crash history on the section of street
- Outdoor dining adjacent roundabouts or on corners
- Outdoor dining adjacent four-way intersections

If bollards are required, a traffic engineer should be engaged by the applicant to:

- Design the layout of the dining area
- Undertake the footing design
- Oversee the installation; and
- Certify the works are in accordance with current legislation and the conditions of the council-issued permit.

Approved outdoor dining areas on footpaths must not impact on traffic safety. Sightlines must be maintained for drivers in accordance with the relevant Australian Standard and the *AustRoads Guide to Traffic Engineering Practice*, and the location of outdoor dining must take into account the surrounding road conditions.

#### Risk Assessments

As a requirement of an application for Outdoor Dining, in the past, the applicant is required to obtain an independent risk assessment at their cost. It is estimated that such an independent report would typically cost the applicant in the order of \$900. If energy absorbing bollards are required, due to unacceptably high risk at the location, these bollards would also need to be installed by the applicant as part of the approval.

Due to COVID-19, the assessments were being undertaken by City Assets Department at no cost to the applicant.

If, as a matter of policy, the risk assessment were to be undertaken by Council, the responsibility for this requirement would then be transferred from the applicant (or the independent risk assessment consultant) to Council. If this were to occur, the Council's risk assessment approach should be standardised.

It should be noted, that if Bollards were deemed to be warranted through the risk assessment, then the applicant would be required to arrange for the supply and installing of the energy absorbing bollards at their cost.

#### Fees and Charges

The fees and charges relating to Outdoor Dining, as set out in the Fees and Charges Register for 2020/2021

- Application fee: \$105.00\* (\* Not refundable if the application is rejected)
- Annual permit fee (Setting 1 table and up to 4 chairs): \$ 88.00 per unit
- Transfer Fee: \$64.00

CWT currently has 20 valid permits with various configuration of tables and chairs. The total Permit Fees for renewal of these permits will be approximately \$6,400 on the current fees and charges structure.

For 2019/20 financial year, we had received 6 new applications, of those, 5 applications were within the COVID period therefore no application or permit fees were charged as in accordance with Council decision on 31 March 2020. At the Council meeting on 27 October 2020 it was endorse to extend the suspension fees to 31 December 2020.

So far this financial year 2020/21, 1 new application has been received and approved.

Upon receipt of an application and it complies with all the requirements, the total Fees and Charges associated with it will depend upon the number of tables and chairs seeking approval.

For example, if the applicant requested 3 tables & 12 chairs, the costs would be:

\$105.00 - Application Fees (includes administration & site inspections)

\$264.00 - Permit Fees

\$369.00 - Total

If the fees and charges remain as is or removed, this does not negate the conditions and requirements of obtaining a permit must be complied with as outlined in Council Policy - Use of Public Footpaths and Roads for Business Purposes.

Permits must be renewed on an annual basis and would only be renewed if applicants can demonstrate continued adherence to the permit conditions and maintenance of public safety and access. It should also be noted that at the time of renewal, should there be any changes deemed to affect the original risk assessment, then a new risk assessment would be required to be undertaken by Council to review the requirements of the need for energy absorbing bollards. If Bollards are deemed to be warranted through the risk assessment, then the applicant would be required to arrange for the supply and installing of the energy absorbing bollards at their cost.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact consideration in relation to this report.

### **Conclusion**

The information in relation to financial impacts of permanently abolishing Council fees and risk assessment costs, associated with outdoor dining in the City of West Torrens is provided in this report in response to the Council resolution.

### **Attachments**

Nil

## **17.2 Extension of COVID-19 Support Measures to West Torrens' Leaseholders and Residents**

### **Brief**

This report proposes the revision and further extension of a number of measures in support of those in the community adversely impacted by the COVID-19 pandemic.

### **RECOMMENDATION**

It is recommended to Council that the following further support measures apply in response to the COVID-19 pandemic:

1. In respect of the leasing of Council buildings by sporting, arts and community organisations:
  - a) Lease fees be waived for a further 3 month period commencing 1 January 2021 and concluding 31 March 2021;
  - b) The waiver of outgoings and related charges continue up to and including 31 January 2021, but not occur thereafter;
  - c) The waiver of lease fees not occur beyond 31 March 2021;
  - d) Leaseholders be advised that applications can still be submitted for waiver arrangements to be extended beyond the dates recommended in 1(b) and 1(c) above and that those received will be referred to Council for determination on a case by case basis.
2. In respect of the leasing or licensing of Council property by commercial organisations:
  - a) The deferral or waiver of fees, charges and outgoings by the Chief Executive Officer on hardship grounds remain available up to and including 31 January 2021, but not occur thereafter;
  - b) Leaseholders be advised as necessary that applications can still be submitted for waiver arrangements to be extended beyond the 31 January 2021 and that those received will be referred to Council for determination on a case by case basis.
3. The suspension of debt recovery action on unpaid rates not occur beyond 31 December 2020.
4. The modification of final notices for outstanding rates not be continued beyond 31 December 2020.
5. Rate postponement continue to be offered in cases of financial hardship caused by COVID-19, with all fines and interest penalties waived, until 30 June 2021.
6. Inspection fees and charges associated with food businesses be suspended for a further 3 month period commencing 1 January 2021 and concluding 31 March 2021.
7. The suspension of parking permit fees for residents and businesses of the Council area no longer occur beyond 31 December 2020.
8. Subject to the outcome of the Outdoor Dining Fees report (Council Agenda Item 17.1), outdoor dining permit and application fees for businesses of the Council area be suspended for a further 3 month period commencing 1 January 2021 and concluding 31 March 2021.
9. Information be circulated throughout the community to advise of these changes and the revised support Council is providing.

## Introduction

This report proposes the revision and further extension of a number of measures in support of those in the community adversely impacted by the COVID-19 pandemic.

## Discussion

Support measures introduced by Council at a special meeting on 31 March 2020, and subsequently extended on 15 September 2020, included the following:

- The waiver of fees, charges and outgoings of lessees and licensees of sporting, arts and community organisations (refer **Attachment 1**);
- The waiver of fees, charges and outgoings associated with the leasing of Council buildings by a small number of commercial organisations suffering hardship as a result of the COVID-19 pandemic;
- A number of other measures in support of ratepayers and certain businesses in the community (refer **Attachment 1**).

The impact of the COVID-19 pandemic continues to be felt within the community, but the situation is easing with the outlook much more favourable. It is on this basis that a further easing of Council support measures is proposed, but with a level of support continuing beyond 3 January 2021. State Government regulations that limit action by landlords against commercial leaseholders has an end date of 3 January 2021.

Further use of the COVID-19 reserve is intended to fund what is proposed.

### Leases and Licences to Sporting, Arts and Community Organisations

The impact of COVID-19 on lessees and licensees of sporting, arts and community organisations is easing, with most now operating following forced shutdowns. Consistent with a broader withdrawal of government support measures now underway, it is recommended that:

- Lease fees be waived for a further 3 month period commencing 1 January 2021 and concluding 31 March 2021;
- The waiver of outgoings and related charges not occur beyond 3 January 2021;
- The waiver of lease fees not occur beyond 31 March 2021.

It is also proposed that leaseholders be advised that applications can still be submitted for waiver arrangements to be extended beyond the above dates and that those received will be referred to Council for determination on a case by case basis.

The estimated value of this recommended support package extension is \$125,000.

### Leases and Licences to Commercial Organisations

Little further support for commercial organisations with leases or licences over Council property is considered necessary beyond 3 January 2021. It is proposed as a result leaseholders be advised as necessary that support is not occurring beyond 3 January 2021, but that applications can still be submitted for waiver arrangements to be extended beyond this date, with those received to be referred to Council for determination on a case by case basis.

### Ratepayer Relief

The city has over 31,000 ratepayers, of which 90 per cent are residential. Rate and rate equivalent income raised in the 2020/21 financial year totalled \$60.4 million, of which 59 per cent (or \$35.9 million) involves residential property, with the remainder being non-residential.

Council's rate debtors (unpaid rates) increased by \$720,000 to \$1.61 million in the face of support measures introduced from 1 April 2020. This increase was estimated to involve around 1,000 ratepayers, which is a little higher than originally estimated. We expect some to be COVID-19 related and some not to be, but are not able to determine the number of each.

On 15 September 2020 Council supported an easing of ratepayers support measures, with the blanket waiver of fines and interest penalties on overdue rates coming to an end on 31 October 2020. Fines and interest penalties were reinstated from 1 November 2020, but with rate postponement remaining available on application until 30 June 2021 if a ratepayer is suffering hardship as a result of COVID-19. It is further proposed that the waiver of fines and interest be offered in conjunction with rate postponement until this date.

The reinstatement of debt recovery action and normal billing arrangements from 1 January 2021 is also proposed.

The estimated value of extending this support measure is \$10,000.

### Fees and Charges

It is proposed that the suspension of the following fees and charges be extended until 31 March 2021:

- Inspection fees and charges associated with food businesses; and
- Outdoor dining permit and application fees for businesses of the Council area, subject to the outcome of the Outdoor Dining Fees report (Council Agenda Item 17.1).

The suspension of parking permit fees for residents and businesses of the Council area is no longer considered necessary beyond 31 December 2020.

The estimated value of this support measure is \$9,000.

### Other Support Measures

The following other support measures have been offered by Council, mostly to businesses in the community:

<b>Grant Description</b>	<b>Resolution Date</b>	<b>Grant Amount</b>
Arts & Culture Support	17-Aug-20	55,000
Business Resilience	16-Jun-20	200,000
Small Business Stimulus	07-Jul-20	100,000
		<b>355,000</b>

These measures remain in place.

### Media / Communications Approach to the Extension of Support Measures

It is intended that information be circulated widely throughout the community to advise of these changes and the further support Council is providing.

**Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

This situation has seen the community adapt and respond to changing circumstances, resulting in new perspectives and different approaches to how we operate. People are becoming more efficient and flexible and this is likely to have an overall positive impact on the environment.

**Conclusion**

This report proposes the revision and further extension of a number of measures in support of those in the community adversely impacted by the COVID-19 pandemic.

**Attachments**

1. **Extract from Council and Standing Committee Agenda 15 September 2020 - Item 17.1**

## **17 REPORTS OF THE CHIEF EXECUTIVE OFFICER**

### **17.1 Extension of COVID-19 Support Measures to West Torrens' Leaseholders and Residents**

#### **Brief**

This report proposes the extension and revision of a number of measures in support of those in the community adversely impacted by the COVID-19 pandemic.

#### **RECOMMENDATION(S)**

It is recommended to Council that the following support measures be continued in response to the COVID-19 pandemic:

1. Fees, charges and outgoings associated with the leasing of Council buildings by sporting, arts and community organisations be waived for a further 4 month period commencing 1 September 2020 and concluding 31 December 2020.
2. Fees, charges and outgoings associated with the leasing or licensing of Council property by commercial organisations be deferred or waived on hardship grounds, as considered appropriate by the Chief Executive Officer, for a further 3 month period commencing 1 October 2020 and concluding 31 December 2020.
3. Quarterly fines and monthly interest penalties on overdue rates be waived between 1 October 2020 and 31 October 2020, but then be reinstated commencing 1 November 2020.
4. Debt recovery action on unpaid rates be suspended for a further 3 months commencing 1 October 2020 and concluding 31 December 2020.
5. Final notices for outstanding rates continue to be modified to be in the form of a reminder notice only, with references to legal action removed.
6. Action not be taken to sell any properties in the area for non-payment of rates under Section 184 of the Local Government Act 1999.
7. Rate postponement be offered in cases of financial hardship caused by COVID-19, with all fines and interest penalties waived until 31 January 2021.
8. Inspection fees and charges associated with food businesses be suspended for a further 3 month period commencing 1 October 2020 and concluding 31 December 2020.
9. Parking permit fees for residents and businesses of the Council area be suspended for a further 3 month period commencing 1 October 2020 and concluding 31 December 2020.
10. Outdoor dining permit and application fees for businesses of the Council area be suspended for the 3 month period commencing 1 October 2020 and concluding 31 December 2020.
11. Information be circulated widely throughout the community to advise of these changes and the further support Council is providing.

---

#### **Introduction**

This report proposes the extension of a number of measures in support of those in the community adversely impacted by the COVID-19 pandemic. The need for further measures beyond those recommended may be necessary, but this will be considered later in the calendar year.

## Discussion

Support measures introduced by Council at a special meeting on 31 March 2020 included the following:

- The waiver of fees, charges and outgoings of lessees and licensees of sporting, arts and community organisations (refer **Attachment 1**);
- The waiver of fees, charges and outgoings associated with the leasing of Council buildings by a small number of commercial organisations suffering hardship as a result of the COVID-19 pandemic;
- A number of other measures in support of ratepayers and certain businesses in the community (refer **Attachment 1**).

Responses by the State and Federal Governments to the COVID-19 pandemic continue to have a major impact on the West Torrens' community, including sporting, arts and community organisations, businesses, residents and ratepayers. There remains pressure from organisations and individuals who are experiencing the financial impact of the situation for Council to offer further support until the situation eases. This report proposes that this occur, with funding to be provided from the COVID-19 support fund held in reserves.

### Leases and Licences to Sporting, Arts and Community Organisations

The lessees and licensees of sporting, arts and community organisations continue to struggle financially in the face of COVID-19. It is recommended as a result that all rental fees, charges and outgoings associated with these organisations be waived for a further period of four months commencing 1 September 2020 and concluding 31 December 2020.

The estimated value of this recommended support package extension is \$125,000.

### Leases and Licences to Commercial Organisations

A small number of commercial organisations with leases or licences over Council property may continue to struggle financially in the face of COVID-19. It is recommended as a result that the fees, charges and outgoings of these organisations be deferred or waived on hardship grounds, as considered appropriate by the Chief Executive Officer, for a further 3 month period commencing 1 October 2020 and concluding 31 December 2020.

A schedule of current leases and licences involving commercial organisations is included with this agenda as **Attachment 2**.

The estimated value of this recommended support package extension is expected to be less than \$5,000.

### Ratepayer Relief

The city has over 31,000 ratepayers, of which 90 per cent are residential. Rate and rate equivalent income raised in the 2020/21 financial year totalled \$60.4 million, of which 59 per cent (or \$35.9 million) involves residential property, with the remainder being non-residential.

Council's rate debtors (unpaid rates) have increased by \$720,000 to \$1.61 million in the face of support measures introduced from 1 April 2020. This increase is estimated to involve around 1,000 ratepayers, which is a little higher than originally estimated. We expect some to be COVID-19 related and some not to be, but are not able to determine the number of each.

We are recommending the extension of all ratepayer support measures until 31 December 2020, except for the blanket waiver of fines and interest penalties on overdue rates.

It is proposed that fines and interest penalties be reinstated from 1 November 2020, with this waiver only offered on application, along with rate postponement, if a ratepayer is suffering hardship as a result of COVID-19. Delaying reinstatement until 1 November 2020 provides the Administration the time it needs to advise affected ratepayers of the revised arrangements. Under the circumstances, we are proposing in addition that postponement and the waiver of fines and interest based on COVID-19 hardship be offered until 31 January 2021.

The estimated value of extending this support measure is \$15,000.

#### Fees and Charges

It is proposed that the suspension of the following fees and charges be extended until 31 December 2020:

- Inspection fees and charges associated with food businesses;
- Parking permit fees for residents and businesses of the Council area; and
- Outdoor dining permit and application fees for businesses of the Council area.

The estimated value of this support measure is \$10,000.

#### Other Support Measures

The following other support measures have been offered by Council, mostly to businesses in the community:

<b>Grant Description</b>	<b>Resolution Date</b>	<b>Grant Amount</b>
Arts & Culture Support	17-Aug-20	55,000
Business Resilience	16-Jun-20	200,000
Small Business Stimulus	07-Jul-20	100,000
		<b>355,000</b>

#### Media / Communications Approach to the Extension of Support Measures

It is intended that information be circulated widely throughout the community to advise of these changes and the further support Council is providing, including a letter to all ratepayers currently with overdue rates and an information flyer to ratepayers with the second instalment rates notice.

#### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

This situation has seen the community adapt and respond to changing circumstances, resulting in new perspectives and different approaches to how we operate. People are becoming more efficient and flexible and this is likely to have an overall positive impact on the environment.

#### **Conclusion**

This report proposes the extension of a number of measures to support those in the community adversely impacted by the COVID-19 pandemic.

#### **Attachments**

1. **Special Council Agenda & Minutes 31 March 2020 - Item 5.1**
2. **Schedule of commercial leases and licences of Council land and buildings**

CITY OF WEST TORRENS



## Notice of Special Council Meeting

NOTICE IS HEREBY GIVEN in accordance with Sections 82, 83 and 84 of the *Local Government Act 1999*, that a

### Special Council Meeting

of the

CITY OF WEST TORRENS

will be held in the Civic Centre  
165 Sir Donald Bradman Drive, Hilton

on

**TUESDAY, 31 MARCH 2020**  
**at 6.00pm**

A handwritten signature in black ink, appearing to read "Angelo Catinari".

**Angelo Catinari**  
**Chief Executive Officer (Acting)**

#### **City of West Torrens Disclaimer**

Please note that the contents of this Council Agenda have yet to be considered by Council and officer recommendations may be altered or changed by the Council in the process of making the formal Council decision.

**INDEX**

**1 Meeting Opened..... 1**

**2 Present ..... 1**

**3 Apologies ..... 1**

**4 Disclosure Statements ..... 1**

**5 Reports of the Chief Executive Officer..... 2**

    5.1 Interim Covid-19 Support Measures for West Torrens' Residents and its  
        Sporting, Arts and Business Community ..... 2

**6 Confidential ..... 8**

    6.1 Interim Covid-19 Support Measures for Commercial Leases and Licences ..... 8

**7 Meeting Close ..... 8**

**1 MEETING OPENED**

**2 PRESENT**

**3 APOLOGIES**

**4 DISCLOSURE STATEMENTS**

Elected Members are required to:

1. Consider Section 73 and 75 of the *Local Government Act 1999* and determine whether they have a conflict of interest in any matter to be considered in this Agenda; and
2. Disclose these interests in accordance with the requirements of Sections 74 and 75A of the *Local Government Act 1999*.

## **5 REPORTS OF THE CHIEF EXECUTIVE OFFICER**

### **5.1 Interim Covid-19 Support Measures for West Torrens' Residents and its Sporting, Arts and Business Community**

#### **Brief**

This report proposes a number of interim measures to support those in the community adversely impacted by the Covid-19 pandemic.

#### **RECOMMENDATION(S)**

It is recommended to Council that the following support measures be introduced in response to the Covid-19 pandemic:

1. Fees, charges and outgoings associated with the leasing of Council buildings by sporting, arts and community organisations be waived for the 6 month period commencing 1 March 2020.
2. Quarterly fines and monthly interest penalties on overdue rates not be imposed for a 6 month period commencing 1 April 2020.
3. Debt recovery action on unpaid rates be suspended for 6 months commencing 1 April 2020.
4. Final notices for outstanding rates be modified to be in the form of a reminder notice only, with references to legal action removed.
5. Action not be taken to sell any properties in the area for non-payment of rates under Section 184 of the Local Government Act 1999.
6. A review be undertaken of Council's *Rate Rebates, Remission and Postponement Policy*, especially provisions involving hardship, in order to ensure a robust, efficient and effective process is in place to manage ratepayer applications for Council support.
7. Inspection fees and charges associated with food businesses be suspended for the 6 month period commencing 1 April 2020.
8. Parking permit fees for residents and businesses of the Council area be suspended for the 6 month period commencing 1 April 2020.
9. Information be circulated widely throughout the community to advise of the support Council is providing.

---

#### **Introduction**

This report proposes a number of interim measures to support those in the community adversely impacted by Covid-19. The need for further measures beyond those recommended is also expected to be necessary and this will be the subject of further reports, including reports related to small businesses and not-for-profit organisations.

An accompanying confidential report has also been prepared which addresses the interim measure for the commercial lessees and licensees of Council property.

## Background

Recent announcements by the State and Federal Governments in respect of Covid-19 have had major impacts on the West Torrens' community, including sporting, arts and community organisations, businesses, residents and ratepayers. There is pressure already from organisations and individuals who are experiencing the financial impacts of the situation for Council to offer its support until the situation eases. This report proposes a number of interim measures.

## Discussion

### Leases and Licences to Sporting, Arts and Community Organisations

The City of West Torrens has lease and licence arrangements in place with a number of sporting, arts and community organisations, and those currently being invoiced are listed in **Attachment 1**. These organisations have all been impacted by Covid-19, particularly recent decisions in relation to mass gatherings and social distancing, with all forced to cease their activities. This puts them in an extremely vulnerable position. Clubs and sporting organisations are not-for-profit and rely heavily on things like membership income and bar and kiosk sales to cover costs. Their ability to survive through times of forced inactivity is a significant risk, not just to the organisations themselves but to the social fabric of the community of which they are such an important part.

The closure of non-essential local government services was mandated under the Emergency Management Act 2004 on 25 March 2020 and this led to lessees and licensees being formally advised of lease and licence arrangements being suspended and facilities being closed until notified otherwise. This included advice to lessees of new facilities at Camden, Weigall and Lockleys Ovals where leases were in the process of being finalised. These agreements will not be executed and handover will not be taking place until after the crisis passes.

As a result, it is recommended that, all rental fees, charges and outgoings associated with leases and licences to sporting, arts and community organisations be waived for six months commencing 1 March 2020.

The estimated value of this recommended support package, including the value of the delayed leases, is \$190,000.

### Ratepayer Relief

The city has almost 31,000 ratepayers, 90 per cent being residential. Rate and rate equivalent income raised in the 2019/20 financial year totalled \$59.4 million of which \$12.7 million remains unpaid. 59 per cent (or \$35 million) of the amount raised involves residential property, with the remainder being non-residential

While the current crisis is in its infancy, there is no doubt that an increasing number of the city's ratepayers will experience some form of financial difficulty from the current crisis. It is therefore incumbent on the Council to consider a number of interim relief measures to help those affected to deal with these difficulties. These measures need to be well considered and balanced against the backdrop of the medium to long term effects on Council's financial sustainability and its capacity to help stimulate the economy.

As a result, it is recommended the Council provide support for a number of measures to help ratepayers, which include:

- Not imposing fines and interest penalties on overdue rates;
- Suspending debt recovery action on unpaid rates;
- Not taking action to sell properties under Section 184 of the Local Government Act 1999;
- Converting final notices for rates into reminder notices that make no reference to the taking of legal action for non-payment.

It is proposed that these arrangements be in place for a six month period from 1 April 2020.

Policy arrangements are already in place to deal with financial hardship, with rate remission and rate postponement available. This policy and associated administrative practices will be reviewed to streamline the process of dealing with hardship applications, given an expectation of high demand for support to be provided.

The estimated value of this support measure is \$80,000. This value does not include hardship relief, as it is not possible at this stage to estimate the value of any rate relief that might be provided on hardship grounds.

#### Inspection Fees for Food Businesses

Food businesses have been devastated by measures introduced to contain the coronavirus, with many forced to close, but a number continue or have been converted to operate on a takeaway, delivery or drive through basis. An increased level of education and inspection by Council's Environmental Health Officers will be required and these services would normally incur fees and charges.

As a result, it is recommended that fees and charges associated with this education and inspection work be waived for a six month period commencing 1 April 2020.

The estimated value of this support measure is \$10,000.

#### Parking Permit Fees and Exemptions

The City has established a number of parking controls and parking zones to help manage parking demand in city streets, controls that help optimise the use of limited kerbside parking space. Council then allows the use of various forms of parking permits and exemptions to ensure those impacted by parking controls have access to kerbside space.

Council's parking permit and exemption framework caters for residents, businesses, community service providers, and visitors.

As the crisis unfolds, Council is already fielding enquiries from residents now working at home about parking in time limited streets adjacent to where they live. Given parking permits are available,

As a result, it is proposed that the usual fee be waived for all applications received in the six months period from 1 April 2020.

The estimated value of this support measure is \$7,000.

#### Community Service Support Measures

Following the imposition of Covid-19 related restrictions on the Hamra Centre Library, Thebarton Community Centre, Plympton Community Centre, Cowandilla Community Hall and Mellor Park Hall, the Community Services Department has been working on new and innovative ways to provide services, support and keep the community connected.

Click and collect library services now being available with the mobile truck garage being opened up for drive through collection. In addition, customers are encouraged through Council's media channels to use our online services, such as Kanopy (video streaming), e-books and e-magazines. Themed packages of books are available for people who do not want to browse online while home library delivery services, normally provided to frail older people, are being extended to more people. This also enables our staff to check on the well-being of clients.

More regular checks are being made to support vulnerable and isolated clients who have no family, to monitor their wellbeing and provide assistance when required. Assistance includes transport to essential appointments (using taxi service), with the assistance of Drakes Supermarket the delivery by Council staff of packages of essential items (e.g. toilet paper, Panadol and non-perishable food), or just a social phone-call. A package of menus from local restaurants who will accept phone orders and then do delivery is being compiled and arranged for vulnerable residents who do not have online access. Commonwealth Home Support Services are currently being maintained with strict hygiene and personal distance protocols.

The school holiday program will be delivered on-line for the first time with the very popular Story-time, Toddler-Time and Baby-Time sessions also being provided live on Facebook at their usual scheduled times. The 2020 Art Prize Exhibition has been postponed and the art submission time has been extended until 31 August 2020, giving artists more time to work on their art and make submissions.

Other new and innovative services with associated service delivery methods to our community are currently being developed and implemented.

#### Other Measures – Small Business

In recognition of the plight of small businesses within West Torrens, the Administration is currently preparing information and options for Council to consider to help support and raise the profile of small businesses during the Covid-19 crisis. This includes participating, along with other councils in the Small Business Commissioner's *Small Business Friendly Council initiative*. Other measures include:

- Adding information to Council's webpage with links to COVID-19 support resources specifically for business.
- As a partner in the Western Adelaide Alliance of Councils, \$6,000 has been allocated to establish a dedicated small business support hotline through the Adelaide Business Hub. The support hotline is a proactive way that Western Adelaide councils can support businesses in the western region in a timely way with advice and support in this challenging time. The hotline will be tested week commencing 30 March, and is expected to be in operation as early as the middle of that week.
- Committing to the Small Business Friendly Council initiative in recognition of the plight of small businesses in the local area and to help support and raise the profile of small business.
- Contacting food and drink businesses in the Council area to provide information on establishments that are still open for take-away during the current restrictions on trading to promote via webpages and social media. This will assist the community as well as businesses.

Council staff are actively providing links to small businesses to assist them to access grant funding to keep them operating. They have also provided through its website and social media avenues information and links to the City of West Torrens' grant finder. This portal makes available all Covid-19 funding in one place to assist businesses that are struggling. Local businesses may be eligible for support funding either by grant, tax relief and PAYG refunds.

A strong focus has been given more recently to the lodgement / pursuit of government grants to help Council with the support of its businesses and the broader community. The Brownhill Keswick Creeks Stormwater Board is also intending to pursue grant funding support from the Commonwealth Government.

Enquires made with both the Minister for Industry and Skill and the office of the Small Business Commissioner, have clearly highlighted a focus for both on the provision of assistance to small business as opposed to assessing impact. Their focus continues to be in "doing" rather than analysing, given the unprecedented nature of this pandemic. This mirrors the current approach of the Administration. The LGA has advised recently that it is working with the SA Centre of Economic Studies on how best to target support and local stimulus, and we intend making use of the information that comes from this work.

#### Media / Communications approach of the Interim Support Measures

The local media has already reported on several councils that are offering support measures to their communities and more media is expected as other councils to do the same. To promote what we are providing, it is intended that we will:

- Have the Mayor contact a local journalist and provide information on what the City of West Torrens will be providing;
- Publish clear and concise information on our website;
- Push information out through social media channels such as Facebook and Twitter;
- Include a flyer with the next run of our quarterly rate notices;
- Provide information in the next issue of Talking Points.

A short video in which the Mayor speaks to camera may also be produced to outline what we are providing, and this could be uploaded to our website and pushed out through our social media channels.

#### Financial Impact of Recommended Support

Rate relief aside, the interim support measures recommended for West Torrens' residents and businesses, and its sporting, arts and community organisations are estimated to total \$500,000. An adjustment for this impact will be considered in the upcoming March budget review and is expected to be manageable considering the circumstances.

Wider and longer term impacts, particularly impacts on Council's rates income in both the current and the next financial year, are currently being assessed and will be the subject of a further report.

#### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

This situation has seen the community adapt and respond to changing circumstances, resulting in new perspectives and different approaches to how we operate. People are becoming more efficient and flexible and this is likely to have an overall positive impact on the environment.

#### **Conclusion**

This report proposes a number of interim measures to support those in the community adversely impacted by the Covid-19 pandemic.

#### **Attachments**

##### **1. Schedule of leases and licences of Council land and buildings**

**Lease & Licence Revenue Projections 2019/20**

	<b>Outgoings 2019/20 Estimate</b>	<b>Insurance Annual Based on 19/20</b>	<b>Leases Annual Based on 19/20</b>	<b>Total Annual Based on 19/20</b>	<b>Total 6 Months Based on 19/20</b>
<b>Sporting, Arts and Community Group Leases</b>					
Torransville Bowling Club	874.28	1,876.68	2,283.12	5,034.08	2,517.04
SANFL	31,739.60	-	57,968.88	89,708.48	44,854.24
PHOS Sports and Social Club Inc	126.77	-	1,796.28	1,923.05	961.53
West Adelaide Football Club	3,665.56	-	33,928.68	37,594.24	18,797.12
SA Badminton Association Inc	14,144.57	3,636.88	11,000.04	28,781.49	14,390.75
MA Hawks Soccer Club	-	195.88	1,792.92	1,988.80	994.40
National Servicemans Association	-	1,241.72	1,537.96	2,779.68	1,389.84
Fulham Sea Scouts	-	-	34.30	34.30	17.15
Glandore Kindergarten	491.87	-	4,123.19	4,615.06	2,307.53
Glenlea Tennis Club	1,897.54	-	1,654.87	3,552.41	1,776.21
Kurralka Park Kindergarten	-	-	4,123.19	4,123.19	2,061.60
Lions Club of Richmond	3,567.15	2,667.76	760.89	6,995.80	3,497.90
Netley Kindergarten	265.12	-	2,061.59	2,326.71	1,163.36
Novar Gardens Bowling Club	7,039.80	2,654.04	3,570.54	13,264.38	6,632.19
Peake Gardens/Riverside Tennis Club	1,027.74	1,667.88	5,489.25	8,184.87	4,092.44
Western Youth Centre	1,460.09	-	110.00	1,570.09	785.04
Weslo Holdings Pty Ltd	60,568.62	-	65,928.48	126,497.10	63,248.55
Mighty Good Productions	10,690.93	-	17,929.38	28,620.31	14,310.15
Lockleys Riding Club	-	-	1,650.00	1,650.00	825.00
Hilton RSL	919.95	-	-	919.95	459.97
Camden Community Centre	2,506.28	-	-	2,506.28	1,253.14
<b>GRAND TOTAL</b>	<b>140,985.85</b>	<b>13,940.84</b>	<b>217,743.56</b>	<b>372,670.25</b>	<b>186,335.13</b>

## **6 CONFIDENTIAL**

### **6.1 Interim Covid-19 Support Measures for Commercial Leases and Licences**

#### **Reason for Confidentiality**

The Council is satisfied that, pursuant to Section 90(3)(g) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is:

- (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.

#### **RECOMMENDATION**

It is recommended to Council that:

1. Pursuant to Section 90(2) of the *Local Government Act 1999*, Council orders, that the public, with the exception of the Chief Executive Officer, members of the Executive and Management Teams in attendance at the meeting, and meeting secretariat staff, be excluded from attendance at so much of the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report Item 6.1 - Interim Covid-19 Support Measures for Commercial Leases and Licences, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of Section 90(3)(g) because the matter must be considered in confidence in order to ensure that Council does not breach any duty of confidence owed to the Commercial lessees and licencees.
2. At the completion of the confidential session the meeting be re-opened to the public.

## **7 MEETING CLOSE**

CITY OF WEST TORRENS



**MINUTES**  
**of the**  
**Special Council Meeting**

of the

**CITY OF WEST TORRENS**

held in the Council Chambers, Civic Centre  
165 Sir Donald Bradman Drive, Hilton

on

**TUESDAY, 31 MARCH 2020**  
**at 6.00pm**

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

**Angelo Catinari**  
**Chief Executive Officer (Acting)**

**Index**

**1 Meeting Opened..... 1**  
1.1 Evacuation Procedure

**2 Present ..... 1**

**3 Apologies ..... 1**

**4 Disclosure Statements ..... 1**

**5 Reports of the Chief Executive Officer..... 2**  
5.1 Interim Covid-19 Support Measures for West Torrens' Residents and its  
Sporting, Arts and Business Community ..... 2

**6 Confidential ..... 3**  
6.1 Interim Covid-19 Support Measures for Commercial Leases and Licences ..... 3

**8 Meeting Close ..... 4**

## 1 MEETING OPENED

The Presiding Member declared the meeting open at 6.06pm.

### 1.1 Evacuation Procedure

The evacuation procedures were taken as read.

## 2 PRESENT

### Council Members:

Mayor M Coxon (Presiding Member)

Councillors: J Woodward, E Papanikolaou, D Huggett, K McKay, D Mugavin, G Nitschke, S Pal, S Tsiaparis, G Vlahos, C O'Rielly, D Wilton, J Wood, A McKay, B Reynolds

### Officers:

Mr A Catinari (Chief Executive Officer - Acting)

Mr B Ross (General Manager Corporate and Regulatory)

## 3 APOLOGIES

### Officers:

Mr T Buss (Chief Executive Officer)

Ms P Koritsa (General Manager Business and Community Services)

## 4 DISCLOSURE STATEMENTS

Nil

Prior to Item 5 - Reports of the Chief Executive Officer, Mayor Coxon provided Members with a briefing on Covid-19 which included advising that the Minister for Transport, Infrastructure and Local Government varied the *Local Government Act 1999* to enable council members to participate in council meetings by electronic means. The Electronic Participation in Council Meetings Notice (No 1) 2020 is the first Notice made by the Minister in exercise of his new emergency power under section 302B of the Local Government Act 1999. Accordingly, Mayor Coxon advised Members that in view of this development, the CWT Elected Member Emergency Working Group will be suspended forthwith.

A link to further details regarding the Notice is provided below for Members' information:

<https://www.lga.sa.gov.au/page.aspx?c=87585>

Mayor Coxon also wished to acknowledge and thank all staff for their contribution and efforts in managing the affairs of the City and Council during the Covid-19 Public Health Emergency.

**5 REPORTS OF THE CHIEF EXECUTIVE OFFICER****5.1 Interim Covid-19 Support Measures for West Torrens' Residents and its Sporting, Arts and Business Community**

This report proposed a number of interim measures to support those in the community adversely impacted by the Covid-19 pandemic.

**RECOMMENDATION(S)**

It is recommended to Council that the following support measures be introduced in response to the Covid-19 pandemic:

1. Fees, charges and outgoings associated with the leasing of Council buildings by sporting, arts and community organisations be waived for the 6 month period commencing 1 March 2020.
2. Quarterly fines and monthly interest penalties on overdue rates not be imposed for a 6 month period commencing 1 April 2020.
3. Debt recovery action on unpaid rates be suspended for 6 months commencing 1 April 2020.
4. Final notices for outstanding rates be modified to be in the form of a reminder notice only, with references to legal action removed.
5. Action not be taken to sell any properties in the area for non-payment of rates under Section 184 of the Local Government Act 1999.
6. A review be undertaken of Council's *Rate Rebates, Remission and Postponement Policy*, especially provisions involving hardship, in order to ensure a robust, efficient and effective process is in place to manage ratepayer applications for Council support.
7. Inspection fees and charges associated with food businesses be suspended for the 6 month period commencing 1 April 2020.
8. Parking permit fees for residents and businesses of the Council area be suspended for the 6 month period commencing 1 April 2020.
9. Information be circulated widely throughout the community to advise of the support Council is providing.

**MOTION**

Moved: Cr George Vlahos

Seconded: Cr David Wilton

That the recommendation be adopted.

The Mayor, with approval of two-thirds of the members present, temporarily suspended the meeting proceedings in accordance with Division 2 (Prescribed Procedures) of Council's Code of Practice for Procedures at Meetings, for a period sufficient to allow informal discussion in relation to interim Coronavirus (Covid-19) support measures for West Torrens' residents and its sporting, arts and business community.

**6.11pm Short term suspension of proceedings commenced.**

The Mayor, with approval of two-thirds of the members present, ended the period of short-term suspension of proceedings.

**6.43pm Short term suspension of proceedings ended.**

**6.44pm** Cr Jassmine Wood left the meeting.

Discussion took place in relation to the motion moved by Cr George Vlahos and seconded by Cr David Wilton specifically regarding the 4<sup>th</sup> Quarter Rates Notices and the business community support measures to be introduced in response to the Covid-19 pandemic.

#### RESOLUTION

Moved: Cr George Vlahos

Seconded: Cr David Wilton

That the recommendation be adopted.

**CARRIED**

## 6 CONFIDENTIAL

### 6.1 Interim Covid-19 Support Measures for Commercial Leases and Licences

#### Reason for Confidentiality

The Council is satisfied that, pursuant to Section 90(3)(g) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is:

- (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.

#### RECOMMENDATION

It is recommended to Council that:

1. Pursuant to Section 90(2) of the *Local Government Act 1999*, Council orders, that the public, with the exception of the Chief Executive Officer, members of the Executive and Management Teams in attendance at the meeting, and meeting secretariat staff, be excluded from attendance at so much of the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report Item 6.1 - Interim Covid-19 Support Measures for Commercial Leases and Licences, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of Section 90(3)(g) because the matter must be considered in confidence in order to ensure that Council does not breach any duty of confidence owed to the Commercial lessees and licensees.
2. At the completion of the confidential session the meeting be re-opened to the public.

#### RESOLUTION

Moved: Cr Simon Tsiaparis

Seconded: Cr Surender Pal

That the recommendation be adopted.

**CARRIED**

**6.44pm** the meeting moved into Confidence and the confidential session commenced.

**6.45pm** Cr Jassmine Wood returned to the meeting.

**Council resolved as follows in terms of this Confidential item:**

That support be provided to commercial lessees and licensees in response to the Covid-19 pandemic as follows:

1. In line with the requirements of the Australian Government, any recovery action including that underway for those lessees experiencing financial hardship be postponed for a period of 6 months, to 30 September 2020. In addition:
  - a. Fees and charges associated with the commercial leasing of Council land and buildings be deferred without interest penalty for up to 6 months commencing 1 April 2020.
  - b. All lessees be advised of Council's preparedness to consider waiving the deferred fees and charges, including penalty interest, on financial hardship grounds; and
  - e. The Chief Executive Officer being delegated authority to make the necessary amendments or variations to contractual arrangements as required.

**Council also resolved that:**

1. In accordance with Sections 91(7) and 91(9) of the *Local Government Act 1999* the Council orders that the Item 6.1 - Interim Covid-19 Support Measures for Commercial Leases and Licences, the Council Resolution 1(c) and 1(d) of the Minutes arising, attachments and any associated documentation, having been considered by the Council in confidence under Section 90(3)(g), be kept confidential and not available for public inspection for a period of 6 months from the date of this meeting, on the basis that the matter must be considered in confidence in order to ensure that Council does not breach any duty of confidence owed to the Commercial lessees and licensees.
2. Council delegates the power of review, but not the extension, of the confidential order to the Chief Executive Officer on a monthly basis in accordance with the provisions of Section 91(9)(c) of the *Local Government Act 1999*.

**6.50pm** the Confidential session closed and the meeting reopened to the public.

**Note: The Confidential Minutes are kept separately from this document.**

**5 MEETING CLOSE**

The Presiding Member declared the meeting closed at 6.51pm.

**Commercial Lease & Licence Revenue Projections 2019/20**

	Outgoings 2019/20 Estimate	Insurance Annual Based on 19/20	Leases Annual Based on 19/20	Total Annual Based on 19/20	Total 6 Months Based on 19/20
<b>Commercial Leases &amp; Licences</b>					
<b>Road Leases and Permits</b>					
Peter Cochrane Transport Pty Ltd	-	-	6,600.00	6,600.00	3,300.00
Temple Christian College	-	-	38,448.72	38,448.72	19,224.36
Aged Care and Housing Group Inc	-	-	20,321.40	20,321.40	10,160.70
P & J Hurley Pty Ltd	-	-	1,881.61	1,881.61	940.81
<b>Building Leases</b>					
TRSA (Horse Racing)	16,948.44	-	156,557.28	173,505.72	86,752.86
TRSA (Horse Racing)	-	-	3,960.00	3,960.00	1,980.00
High Impact Acid Solutions	6,645.24	-	48,287.16	54,932.40	27,466.20
W E Hughes Pty Ltd	-	-	25,810.56	25,810.56	12,905.28
Solo Waste	15,903.72	-	123,527.56	139,431.28	69,715.64
Weslo Holdings Pty Ltd	3,206.83	-	137,037.00	140,243.83	70,121.91
<b>Subtotal</b>	<b>42,704.23</b>	-	<b>562,431.29</b>	<b>605,135.52</b>	<b>302,567.76</b>
3RT Technologies Pty Ltd	74,464.82	-	301,587.00	376,051.82	188,025.91
<b>GRAND TOTAL</b>	<b>117,169.04</b>	-	<b>864,018.29</b>	<b>981,187.33</b>	<b>490,593.67</b>

### 17.3 Camden Classic - Request for Additional Sponsorship Grant

#### Brief

This report presents an additional sponsorship grant request from the Camden Athletic Club for the 2021 Camden Classic.

#### RECOMMENDATION

It is recommended to Council that, on the basis that the \$10,000 grant for the 2020 Camden Classic was approved on a 'once-off' basis and the application exceeds the maximum grant set by Council, the additional request from the Camden Athletic Club for a \$5,000 sponsorship grant for the 2021 Camden Classic Carnival not be approved.

---

#### Introduction

The Camden Athletic Club (Club) is an incorporated association which was established in 1980 and hosts the 'Camden Classic Carnival' (Camden Classic) on the first Sunday of February each year. The City of West Torrens Camden Classic itself is the State's premier 400 metre men's race with the Solo Resource Recovery Classic being the premier 400 metre women's race.

Council has already approved the maximum sponsorship grant of \$5,000 to the Club for the 2021 Camden Classic event to be held in February 2021. The original sponsorship grant application for the 2021 event (**Attachment 1**) was for \$10,000, however, the Administration recommended only \$5,000 be approved on the basis that this is the maximum amount set by Council for this type of grant. Council approved the recommended sponsorship grant of \$5,000 at its 4 August 2020 meeting.

Subsequently, on 27 October 2020, the Club submitted a request (**Attachment 2**) for an additional \$5,000 thus, if approved, providing the Club with a \$10,000 sponsorship grant for the 2021 Camden Classic event as per the original application.

#### Discussion

Council has sponsored the Camden Classic to the sum of \$5,000, plus in-kind support, over many years. However, Council increased this funding to \$10,000 for event as 'once-off' arrangement to assist the club to lift the profile of the event by increasing the prize money.

In addition to the \$10,000 grant provided to the Club for the 2020 event, Council funded and staffed family-friendly activities at the event to add value for the community as part of the Council's annual Summer Festival program, at a cost of \$6,500 plus staff overtime. The Summer Festival component included food trucks, live music, an inflatable fun zone, junkyard play and face painters, plus security, medical and toilet facilities. These activities did not appear to substantially increase visitor attendance at the 2020 Camden Classic, with less than 200 persons engaging in the Summer Festival component of the event. That said, the request from the Club is not seeking these additional activities as part of the 2021 event.

#### Conformance with Council's Sponsorship Criteria

While the request exceeds the maximum amount of sponsorship grant set by Council, the request does meet some of the sponsorship criteria as follows:

- The Club and the Camden Classic itself is based within West Torrens
- Given the Camden Classic and the Solo Resource Recovery Classic are handicapped races, they each provide for all age ranges and capabilities.
- The Club has limited capacity to raise funds.
- The Club is not for profit

However, clause 5.10 of the Sponsorship Guidelines state that applications are ineligible if the funding sought is for prize money.

The funding application states that \$4,800 will be spent on equipment and materials and \$23,000 will be spent on prize money and the launch function. That said, Council did approve the \$10,000 sponsorship for the 2020 event knowing that the grant was going to be used for prize money.

The approval of this additional sponsorship request, to whatever degree, is likely to assist in raising the profile and attractiveness of the event for athletes from across the country. This may contribute to Council's aim of increasing local tourism and economic benefit to West Torrens.

The potential disadvantage to increasing the sponsorship from \$5,000 to \$10,000 is that it will reduce the \$100,000 grant funding pool by a further \$5,000 and could potentially cause other community groups and events to miss out on grant funding during the remainder of the financial year.

With a total of \$58,194 remaining in the 2020/21 Community Grant budget, approving this request will result in \$53,194 being available for disbursement throughout the remainder of the financial year.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact consideration in relation to this report.

### **Conclusion**

This report presents a request for additional sponsorship funding from the Camden Athletic Club for the 2020 Camden Classic Carnival.

### **Attachments**

- 1. Camden Classic - Sponsorship Application 2020**
- 2. Camden Classic Request Letter - October 2020**

**Sponsorship Program 2019-20**  
**Sponsorship program application**  
**Application SP000161920 From Camden Athletic Club**  
Form Submitted 26 Jun 2020, 11:17am ACST

## Eligibility and Contact Details

\* indicates a required field

### Applicants: please note

An online application to our grants program is an acceptance that the applicant agrees to the City of West Torrens conditions for any grant approval.  
Incomplete applications and/or applications received after the activity/event date will not be considered.

### Privacy Notice

City of West Torrens pledges to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the Privacy Act 1988 and amended by the Privacy Amendment (Enhancing Privacy Protection) Act 2012. To view our privacy statement, go to [City of West Torrens - Privacy](#)

## Applicant Organisation Details

### Applicant organisation name \*

Camden Athletic Club

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

### Primary (physical) address \*

Saratoga Dr

Novar Gardens SA 5040 Australia

Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

### Postal address (if different to above)

1 Copper Way

Copper

SHEIDOW PARK SA 5158 Australia

### Applicant website

If available. Must be a URL

### Primary contact person \*

Mr Colin Rowston

This is the person we will correspond with about this grant

### Position held in organisation \*

Event Coordinator

e.g. Manager, Board Member, Fundraising Coordinator

### Primary phone number \*

**Sponsorship Program 2019-20**  
**Sponsorship program application**  
**Application SP000161920 From Camden Athletic Club**  
Form Submitted 26 Jun 2020, 11:17am ACST

**Back-up phone number**

**Fax number**

If applicable

**Primary contact person's email address \***

This is the address we will use to correspond with you about this grant.

**Organisation Details**

\* indicates a required field

**Describe why your organisation exists, what does it aim to achieve and how? \***

The Camden Athletic Club is an athletics club as a part of the South Australian Athletic League. Members of different ages and abilities train at Camden Oval and compete at various locations in SA where the handicapping system gives the opportunity for everyone to be competitive. The club hosts the Camden Classic Carnival on the first Sunday of February every year to showcase the sport and build on a well respected history of 42 years. Must be no more than 100 words.

**Does your organisation have an ABN? \***

Yes  No

As you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from [the ATO](#).

**Please upload completed Statement of Supplier Form:**

Filename: Statement by a supplier.pdf  
File size: 453.1 kB  
Max 25mb

**Is your organisation endorsed as a Deductible Gift Recipient (DGR)?**

Yes  No

If you're unsure you can look up your DGR status at <http://abr.business.gov.au/AdvancedSearch.aspx>

**Is your organisation registered with the Australian Charities and Not-for-Profits Commission (ACNC)?**

Yes  No

If you're unsure, you can check your registration at the ACNC website: <http://www.acnc.gov.au/>

**What is your incorporation number?**

Unsure

Incorporated Association or Australian Corporation Number

**Sponsorship Program 2019-20**  
**Sponsorship program application**  
**Application SP000161920 From Camden Athletic Club**  
 Form Submitted 26 Jun 2020, 11:17am ACST

**Event start date \***

07/02/2021

**Event end date \***

07/02/2021

**Type of event:**

- |   |  |                                      |
|---|--|--------------------------------------|
| <input type="checkbox"/> Education      | <input type="checkbox"/> Community         | <input type="checkbox"/> Environment |
| <input type="checkbox"/> Entertainment  | <input checked="" type="checkbox"/> Sports | <input type="checkbox"/> Business    |
| <input type="checkbox"/> Arts / Culture | <input type="checkbox"/> Charity           | <input type="checkbox"/> Other:      |

You may select more than one option

**Event attendees expected age range:**

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> Under 18 | <input checked="" type="checkbox"/> 31 to 40 | <input checked="" type="checkbox"/> 51 to 60 |
| <input checked="" type="checkbox"/> 18 to 30 | <input checked="" type="checkbox"/> 41 to 50 | <input checked="" type="checkbox"/> 60+      |

You may select more than one option

**Where will the attendees be travelling from?**

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> City of West Torrens | <input checked="" type="checkbox"/> Adelaide metropolitan area | <input checked="" type="checkbox"/> Other: Interstate |
| <input checked="" type="checkbox"/> Western suburbs      | <input checked="" type="checkbox"/> SA generally               |   |

**What is the estimated total attendance?**

2000

Must be a number.

**How does your event align to the strategic priorities of Council as outlined by the Community Plan? \***

The event promotes an engaged, active and health community with an activity that can be embraced by people of varying backgrounds and ages. By building a tradition along the lines of the Bay Sheffield footrace, the event assists the community to thrive with activity on the day and a pride in the community that a significant event on the athletics calendar is held in the area. Other sporting organisations are involved in running the event, including the local football club.

Must be no more than 150 words.

Refer to the City of West Torrens Community Plan at <https://indd.adobe.com/view/cdf238c2-6408-493c-b378-4e81069d4783>**Does this application respond to one or more of the program priority areas? \***

Four of the priority areas are relevant to the Camden Classic Carnival:

Local events, activities and programs that celebrate multicultural and indigenous heritage. Connections between neighbours, older and young people, and the capacity for ageing in place.

Sporting, and recreational programs and facilities that provide a range of activities for all ages and capabilities.

Greater public awareness and appreciation of heritage sites, events and people of local significance.

Must be no more than 150 words.

For Program Priority areas, refer to Page 2 of the Guidelines for City of West Torrens Grants and Sponsorships.

**Sponsorship Program 2019-20**  
**Sponsorship program application**  
**Application SP000161920 From Camden Athletic Club**  
 Form Submitted 26 Jun 2020, 11:17am ACST

**What type of not-for-profit organisation are you?**

- |  |  |
|--|--|
| <input type="radio"/> Educational institution (includes pre-schools, schools, universities & higher education providers) | <input type="radio"/> Professional association   |
| <input type="radio"/> Religious or faith-based institution   | <input type="radio"/> Healthcare not-for-profit  |
| <input type="radio"/> Philanthropic organisation   | <input checked="" type="radio"/> Community group                                       |
| <input type="radio"/> Peak body  | <input type="radio"/> Political party / lobby group                                    |
| <input type="radio"/> Social enterprise  | <input type="radio"/> Research body  |
| <input type="radio"/> International NGO  | <input type="radio"/> General not-for-profit (i.e. none of the sub-types listed above) |

Please choose the option that best applies to your organisation.

**What is your organisation's annual revenue?**

- |  |   |
|--|---|
| <input checked="" type="radio"/> Less than \$50,000                | <input type="radio"/> \$1 million or more, but less than \$10 million   |
| <input type="radio"/> \$50,000 or more, but less than \$250,000    | <input type="radio"/> \$10 million or more, but less than \$100 million |
| <input type="radio"/> \$250,000 or more, but less than \$1 million | <input type="radio"/> \$100 million or more                             |

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here: [www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx](http://www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx)

**What is your organisation's legal structure?**

- |  |   |
|--|---|
| <input type="radio"/> Unincorporated association                         | <input type="radio"/> Organisation established through specific legislation |
| <input checked="" type="radio"/> Incorporated association                | <input type="radio"/> Trust   |
| <input type="radio"/> Cooperative  | <input type="radio"/> Unknown   |
| <input type="radio"/> Company limited by guarantee                       | <input type="radio"/> Other:  |
| <input type="radio"/> Indigenous corporation, association or cooperative |   |

If your organisation is unincorporated it must have an auspice organisation

**Event Details**

**\* indicates a required field**

**Event title: \***

Camden Classic Carnival

Provide a name for your project/program/initiative. Your title should be short but descriptive

**Location of event \***

Camden Oval, Saratoga Drive, Novar Gardens

Please provide the address.

**Sponsorship Program 2019-20**  
**Sponsorship program application**  
**Application SP000161920 From Camden Athletic Club**  
 Form Submitted 26 Jun 2020, 11:17am ACST

**How does your event demonstrate innovation? Is there evidence and/or a clear reason for why it has been developed? \***

We are always looking at ways to improve the event and acknowledge the significant history of the past. The newly laid pavers at Camden Oval are an excellent way to recognise the winners of the main races. Last year we successfully incorporated one of the Summer Festival events alongside the running.  
 Must be no more than 150 words.

**How do you plan to engage the groups you are targeting for this event? \***

Communication with athletes, coaches, officials and supporters will be done via email, social media and on the SAAL's website  
 Must be no more than 150 words.

**Do you have a plan for how your event will be delivered? Does your plan consider risks involved, and how you will work with partner organisations (if applicable)? \***

The Camden Athletic Club's committee meets regularly and works closely with the SAAL to plan for the event. A risk management plan will be developed.  
 Must be no more than 150 words.

**Reporting your success**

**How will you evaluate the effectiveness of your event? \***

Feedback from all participants and sponsors is sought after the event.  
 Must be no more than 150 words.

**Will the project be carried out in partnership with other relevant organisations? \***

Yes  No

Name of organisation	Contact person	Role/contribution
South Australian Athletic League (SAAL)	Josh Orken	Executive Officer (coordinates officials, athlete nominations)
Various sponsors	Various contact people	Financial assistance

**Partner organisation funding**

**What is the amount to be funded by your partner organisation (if applicable)?**

\$10,000.00  
 Must be a dollar amount.

**What will the grant funds be spent on?**

Equipment (specify)	Materials (specify)	Other (specify)
\$300	\$4500	\$23000
Paint	Programs	Prizemoney

**Sponsorship Program 2019-20**  
**Sponsorship program application**  
**Application SP000161920 From Camden Athletic Club**  
 Form Submitted 28 Jun 2020, 11:17am ACST

	Merchandise	Launch function
	Sashes and trophies	

**What is the total cost of the proposed purchases? \***

\$27,800.00  
 Must be a dollar amount.

**What is the amount sought from Council? \***

\$10,000.00  
 Must be a dollar amount.

**What is the amount to be funded by your organisation? \***

\$7,800.00  
 Must be a dollar amount.

**Publicity and Promotion**

**How will you promote your event? \***

- Advertorials
- Advertising - newspaper
- Radio
- Television
- Signage
- Letterbox Drop
- Web site
- Social Media
- Other: Newspaper articles

**Provide details of the level of coverage anticipated:**

Previews and reviews on radio and in newspaper before and after the event, extensive social media coverage

**Documentation checklist and further information**

**Attached is:**

**Supporting documents that may be appropriate (maximum of two pages)**

Filename: 2021 Camden Classic - City of West Torrens sponsorship request.pdf  
 File size: 55.5 kB  
 Maximum 25mb, recommended size no bigger than 5mb

**Three quotes for purchases of any items more than \$1000**

*No files have been uploaded*  
 Maximum 25mb, recommended size no bigger than 5mb

**Sponsorship Program 2019-20**  
**Sponsorship program application**  
**Application SP000161920 From Camden Athletic Club**  
 Form Submitted 26 Jun 2020, 11:17am ACST

**Previous Grants received from Council**

If applicable, please list all grants received from the City of West Torrens in the past three years.

Amount	Date received	Project, initiative or resource
\$10000	November 2019	Camden Classic
\$5000	November 2018	Camden Classic
\$5000	November 2017	Camden Classic

**Certification and Feedback**

\* indicates a required field

**Certification**

I certify that to the best of my knowledge the statements made within this application are true and correct.

I also confirm that I have read and understood the conditions for funding as outlined in the Guidelines for City of West Torrens Grants and Sponsorships and accept and agree to abide by the conditions therein.

I also accept and agree to abide by any additional conditions outlined in any approval letter.

**I agree \***  Yes  No

**Name of authorised person \*** Mr Colin Rowston  
 Must be a senior staff member, board member or appropriately authorised volunteer

**Position \*** Event Coordinator  
 Position held in applicant organisation (e.g. CEO, Treasurer)

**Contact phone number \***  
 Must be an Australian phone number.

**Mobile number**

**Contact Email \***  
 Must be an email address.

**Date \*** 26/06/2020  
 Must be a date

**Applicant Feedback**

**Sponsorship Program 2019-20**  
**Sponsorship program application**  
**Application SP000161920 From Camden Athletic Club**  
Form Submitted 26 Jun 2020, 11:17am ACST

You are nearing the end of the application process.

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**\*This section is not mandatory\***

**Please indicate how you found the online application process:**

Very easy  Easy  Neutral  Difficult  Very difficult

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**

# CAMDEN

athletic club

c/- 1 Copper Way  
SHEIDOW PARK SA 5158

26 June 2020

Mayor Michael Coxon  
City of West Torrens  
165 Sir Donald Bradman Drive  
Hilton, SA, 5033

Dear Michael,

The City of West Torrens has been a tremendous supporter of the Camden Classic Carnival since 2004, allowing the event to establish itself as a highlight of the athletics season.

The reputation has continued to grow throughout the previous 41 years and we are now looking forward to planning the 2021 event to make it one of our best ever.

Next year sees the return of the Camden Classic Carnival to Camden Oval after having to utilise Immanuel College for the last 2 years due to the renovations of the oval and changerooms at Camden Oval.

Last year we were able to combine one of Summer Festival events with the athletics which was fantastic. However, in recognition of the financial pressures that the council is facing due to COVID19, we understand that this may not be possible again.

To be able to provide a top-quality event which will attract many competitors from SA and interstate, we are asking for your council to consider the same level of financial support (\$10,000) which was provided to our club last year. A submission under "Sponsorship Program" has been inputted through the website.

We look forward to hosting the 42<sup>nd</sup> City of West Torrens Camden Classic Carnival, with the new oval surface and the new changerooms to be seen for the first time by the athletics community, along with the soon-to-be laid Camden Classic winners' pavers.

If you wish to discuss this proposal further, feel free to call me on 0434 547 904.

Yours sincerely,



Colin Rowston  
Camden Classic Event Coordinator

**Celine Luya**

---

**Subject:** FW: 2021 Camden Classic Carnival

On 28 Oct 2020, at 3:50 pm, Pauline Koritsa wrote:

Good afternoon Colin  
Just confirming I have received your request below.

As you know, the funding provided last year was a 'once off' but I have asked my staff to put together a report to present your request below to the 17 November meeting of Council .

We will let you know Council's position on your request soon after this date.

If you have any questions, please feel free to contact me on the details below

Regards

---

**Pauline Koritsa** | General Manager Business and Community Services

**City of West Torrens** | 165 Sir Donald Bradman Drive, Hilton, SA 5033

***Council's Use of Personal Information***

*Please note that the City of West Torrens is a public authority which is bound by the Local Government Act 1999, and other relevant legislation, to retain information and to make certain information publicly available. In some instances, this will require Council to publish personal information such as names and addresses of those whose information it holds. If you have any questions regarding the use of your personal information please contact the Council on (08) 8416 6333.*

**From:** Colin Rowston  
**Sent:** Tuesday, 27 October 2020 3:55 PM  
**To:** Pauline Koritsa  
**Cc:** Michael Coxon  
**Cc:** Kathleen Allen

**Subject:** 2021 Camden Classic Carnival

Hi Pauline

On behalf of the Camden Athletic Club and the South Australian Athletic League, I am writing to you to see if the City of West Torrens would be in a position to consider increasing the level of financial support for the upcoming 2021 Camden Classic Carnival on the first Sunday in February.

Our club was grateful for the opportunity to present to council last year when we outlined what could be done to build on 40 years of tradition and improve the event which has gained a reputation as one of the premier athletics events in South Australia and in fact Australia. With an increased commitment from council of \$10k cash and the addition of Summer Festival activities alongside the athletics, the 2020 event was recognised by local and interstate athletes and spectators as being a tremendous success.

We recognise the impact of COVID19 on the Summer Festival so we understand the inability for the council to assist with providing activities to run alongside the athletics this time around. However we were hopeful that the \$10k funding would still be available to allow us to continue to attract athletes from all over SA and Australia to compete in what will be our 42<sup>nd</sup> City of West Torrens Camden Classic Carnival in 2021.

The 2021 event is promising to be a special occasion as it will be the first time the raceday will be held at Camden Oval for 3 years. In the past two years, we have had to hold the Camden Classic Carnival at Immanuel College due to the renovations of Camden Oval and its clubrooms.

We were recently advised that council had approved \$5k towards the event and would therefore request consideration for a further \$5k to help us ensure a memorable celebration of the new Camden Oval surface and clubrooms.

If you need any further information, feel free to contact me on this email address or on the phone at 0434 547 904.

Regards  
Colin Rowston

**18 LOCAL GOVERNMENT BUSINESS**

Nil

**19 MEMBER'S BOOKSHELF**

Nil

**20 CORRESPONDENCE****20.1 Commencement of Public Consultation for the Phase 3 Amendment to Planning and Design Code**

Correspondence has been received from the Chair of the State Planning Commission, Michael Lennon, regarding the commencement of public consultation for the Phase 3 Amendment to the Planning and Design Code (**Attachment 1**).

**20.2 Appointment to Local Government Finance Authority Board of Trustees**

Correspondence has been received from the Director Governance and Legislation of the Local Government Association of South Australia, Alicia Stewart, regarding the appointment of two nominees to the Local Government Finance Authority Board of Trustees (**Attachment 2**).

**20.3 Open Space and Places for People Grants: 2020-21 Round Open**

Correspondence has been received from the Executive Director, Planning & Land Use Services of the Attorney General's Department, Sally Smith, regarding the opening of the 2020-21 Open Space & Places for People Grants (**Attachment 3**).

**20.4 Letter to the Hon. Vickie Chapman MP from Mayor Amanda Wilson RE: Planning and Design Code**

Correspondence has been received from the Mayor of the City of Holdfast Bay, Amanda Wilson, regarding a letter to the Hon. Vickie Chapman MP in relation to the Planning and Design Code (**Attachment 4**).

**RECOMMENDATION**

That the correspondence be received.

**Attachments****20.1 Commencement of Public Consultation for the Phase 3 Amendment to the Planning and Design Code****20.2 Appointment to Local Government Finance Authority Board of Trustees****20.3 Open Space and Places for People Grants: 2020-21 Round Open****20.4 Letter to the Hon. Vickie Chapman MP from Mayor Amanda Wilson RE: Planning and Design Code**

#16273346

3 November 2020

Mayor Michael Coxon  
C/- CEO Terry Buss  
City of West Torrens  
165 Sir Donald Bradman Drive  
HILTON SA 5033



Level 5, 50 Flinders Street  
Adelaide SA 5000

GPO Box 1815  
Adelaide SA 5001

08 7109 7466  
saplanningcommission@sa.gov.au

Dear Mayor Coxon,

The draft *Phase Three Amendment to the Planning and Design Code* (the Phase Three Code), which will complete implementation of the Planning and Design Code across the state, will be available for public consultation from tomorrow.

This consultation will provide an opportunity for further feedback on the revised draft Phase Three Code and for users to experience the Code in the ePlanning platform. This follows the initial five-month period of public consultation on the draft Code from October 2019 to February 2020 which resulted in over 2000 written submissions.

Local government has contributed heavily to the content of the Code and we acknowledge this support and the continuing contributions from your teams.

In response, we have made significant improvements to the revised draft Code.

Key areas of change in the revised Code include:

- More localised policy:

The draft Code now provides for more local content through a greater number of zones to better reflect local characteristics, additional subzones, introduction of Concept Plans where required, introduction of Historic Area and Character Area Statements, and introduction of additional numerical local variations to reflect current development plans such as building height, minimum site area, frontage width, and setbacks.

- Raising the bar on residential infill standards:

The draft Code now provides additional requirements to address urban green cover, tree canopy, parking, water sensitive urban design, building façade design among other improvements.

- Inclusion of Contributory Items as Representative Buildings:

The draft Code now includes representative Buildings that will be referred to in Historic Area Statements and/or Character Area Statements and mapped in the South Australian Planning and Property Atlas. These buildings are examples that are representative of the characteristics of the local area identified in these Statements.

- Introducing improved flood mapping:

The draft Code now includes improved flood mapping that was created based on additional information provided by local Councils.

[saplanningcommission.sa.gov.au](http://saplanningcommission.sa.gov.au)



Government of South Australia  
Attorney-General's Department

In relation to your submission, a number of key items have been addressed in the update of the draft Code and include:

- The General Neighbourhood Zone has only been applied to areas within 400 metres of centres in Policy Area 21. The balance of Policy Area 21 has been transitioned to the Suburban Neighbourhood Zone
- The Established Neighbourhood Zone has been applied to areas covered by the Historic Area Overlay and Character Area Overlay
- Local Centre Zones have been transitioned to the new Local Activity Centre Zone.

To understand how these have been addressed please refer to the attached summary. A transition table identifying how the City of West Torrens Development Plan zones have been transitioned to the revised draft Code has also been attached for information.

As of Wednesday 4 November 2020, you will be able to browse the full Code using a version of the Planning and Design Code online tool. This will be supplemented with an online 'Code Feedback' tool that will enable you to view and make comment on specific parts of the Code through a feedback form. These can be accessed by visiting <http://consult.plan.sa.gov.au>

We invite you to provide further feedback to the Commission as part of this next round of community consultation.

A range of supporting materials have been developed including the release of a "Summary of Post Consultation Amendments" which outlines the recommendations and key changes in response to the feedback received on the draft Phase Three Code. This and other materials will be accessible from the PlanSA portal ([www.plan.sa.gov.au](http://www.plan.sa.gov.au)).

During November, a series of community 'drop-in-sessions' will be organised to provide the opportunity for everyone to learn more about the Code and the proposed changes. More information will be available at [https://plan.sa.gov.au/have\\_your\\_say/events](https://plan.sa.gov.au/have_your_say/events)

Alongside the draft Phase Three Code, the Commission is releasing a Practice Direction - Site Contamination Assessment for public consultation. This Practice Direction sets out the procedural requirements that apply in relation to the assessment of potential site contamination when land use changes to a more sensitive use. More information is available on the PlanSA portal.

Since 31 July 2020, the new planning system – PlanSA – has applied across South Australia's outback and rural areas with more than 1,450 online development applications successfully submitted into the planning system as at 1 November 2020.

We are keen to ensure this final phase of engagement presents users of the system with a clear understanding of the proposed refinements to the revised draft Code.

The PlanSA Service Desk is active should you have any queries regarding the Code or the ePlanning platform. Simply contact 1800 752 664 or email [PlanSA@sa.gov.au](mailto:PlanSA@sa.gov.au)

The new planning system will help shape the communities we want to live and work in. It will also assist our economic recovery post COVID-19.

Yours sincerely,



**Michael Lennon**  
Chair

<b>Council</b>	<b>Council Raised Issues</b>	<b>Commission Resolution</b>
West Torrens	<p>Spatial application of the <i>General Neighbourhood Zone</i> to Policy Area 21</p> <p>Zoning of residential neighbourhoods within the <i>Character Area</i> and <i>Historic Area Overlay</i>.</p> <p>Local Centre Zones being transitioned into the <i>Suburban Activity Centre Zone</i></p>	<p>The Commission has resolved to apply the <i>General Neighbourhood Zone</i> to the 400 metre areas around centres in Policy Area 21. The balance of Policy Area 21 to have the <i>Suburban Neighbourhood Zone</i> applied including the development plan minimum allotment sizes and frontages.</p> <p>The Commission has applied the <i>Established Neighbourhood Zone</i> to historic and character areas. This zone adopts the current development plan site area, frontage, setback and building height requirements.</p> <p>A new <i>Local Activity Centre Zone</i> has been applied to <i>Local Centre Zones</i> and adopts the current development plan maximum building height requirements.</p>

TRANSITION TABLE – City of West Torrens					
Current Development Plan Zone	Current Development Plan Policy Area	Current Development Plan Precinct	Consultation November 2019 Code Proposal	Consultation November 2020 Code Proposal	Planning & Design Code Subzone
Adelaide Shores			Recreation	Recreation / Caravan and Tourist Park (zone split)	
Airfield			Commonwealth Facilities	Commonwealth Facilities	
Bulky Goods			Suburban Employment	Employment	Retail Activity Centre
Coastal Marina			Infrastructure (Ferry and Marina Facilities)	Infrastructure (Ferry and Marina Facilities)	
Coastal Open Space			Open Space	Open Space	
Commercial	Arterial Roads Policy Area 1	Intersection Precinct 1	Suburban Employment	Employment	
Commercial	Arterial Roads Policy Area 1	Richmond Road Precinct 2	Suburban Employment	Employment	
Commercial	Arterial Roads Policy Area 1	Sir Donald Bradman Drive (Mile End) Precinct 3	Suburban Employment	Employment	
Commercial	Arterial Roads Policy Area 1	South Road (Keswick) Precinct 4	Suburban Employment	Employment	
Commercial	Arterial Roads Policy Area 1	South Road (Mile End South) Precinct 6	Suburban Employment	Employment	
Commercial	Arterial Roads Policy Area 1	South Road (Mile End) Precinct 5	Suburban Employment	Employment	
Commercial	Arterial Roads Policy Area 1		Suburban Employment	Employment	
Commercial	District Commercial Policy Area 2		Suburban Employment	Employment	
Commercial	Local Commercial Policy Area 3		Suburban Employment	Employment	
Commercial	Office Park Policy Area 4		Suburban Employment	Employment	
Community	Recreation	Mile End	Recreation	Recreation	
Community	Recreation	Open Space	Recreation	Recreation	
Community	Recreation		Recreation	Recreation	



		TRANSITION TABLE – City of West Torrens				
Current Development Plan Zone	Current Development Plan Policy Area	Current Development Plan Precinct	Consultation November 2019 Code Proposal	Consultation November 2020 Code Proposal	Planning & Design Code Subzone	
Community			Community Facilities	Community Facilities		
District Centre	Brickworks		Suburban Activity Centre	Suburban Activity Centre		
District Centre	Kurralta Park		Suburban Activity Centre	Suburban Activity Centre		
Industry	Infrastructure Policy Area 8		Infrastructure	Infrastructure / Community Facilities (zone split)		
Industry	Mixed Use Policy Area 10		Employment	Strategic Employment		
Industry	Netley Policy Area 9		Employment	Strategic Employment		
Industry			Employment	Strategic Employment		
Local Centre			Suburban Activity Centre	Local Activity Centre		
Neighbourhood Centre	Hilton		Suburban Activity Centre	Suburban Activity Centre		
Neighbourhood Centre	Marleston		Suburban Activity Centre	Suburban Activity Centre		
Neighbourhood Centre	Novar Gardens		Suburban Activity Centre	Suburban Activity Centre		
Neighbourhood Centre	Richmond		Suburban Activity Centre	Suburban Activity Centre		
Neighbourhood Centre	Tennyson Street		Suburban Activity Centre	Suburban Activity Centre		
Neighbourhood Centre	Thebarton		Suburban Activity Centre	Suburban Activity Centre		
Open Space			Open Space	Open Space		
Residential	Ashford Character		Suburban Neighbourhood	Established Neighbourhood		
Residential	Cowandilla / Mile End West Character		Housing Diversity Neighbourhood	Established Neighbourhood		
Residential	Elston Street Conservation		Suburban Neighbourhood	Established Neighbourhood		
Residential	Glandore Character		Suburban Neighbourhood	Established Neighbourhood		
Residential	Lockleys Character		Suburban Neighbourhood	Established Neighbourhood		

 <b>TRANSITION TABLE – City of West Torrens</b> 					
Current Development Plan Zone	Current Development Plan Policy Area	Current Development Plan Precinct	Consultation November 2019 Code Proposal	Consultation November 2020 Code Proposal	Planning & Design Code Subzone
Residential	Low Density		General Neighbourhood	General Neighbourhood	
Residential	Low Density		General Neighbourhood	General Neighbourhood / Suburban Neighbourhood (zone split)	
Residential	Medium Density		Housing Diversity Neighbourhood	Housing Diversity Neighbourhood	
Residential	Medium Density		Housing Diversity Neighbourhood	Housing Diversity Neighbourhood	
Residential	Mile End Conservation		Suburban Neighbourhood	Established Neighbourhood	
Residential	Novar Gardens Character		Suburban Neighbourhood	Established Neighbourhood	
Residential	Richmond Conservation		Suburban Neighbourhood	Established Neighbourhood	
Residential	Rose Street Conservation		Suburban Neighbourhood	Established Neighbourhood	
Residential	Thebarton Character		Suburban Neighbourhood	Established Neighbourhood	
Residential	Torrensville Character		Suburban Neighbourhood	Established Neighbourhood	
Residential	Torrensville East Conservation		Suburban Neighbourhood	Established Neighbourhood	
Urban Corridor	Boulevard		Urban Corridor (Boulevard)	Urban Corridor (Boulevard)	
Urban Corridor	Business		Urban Corridor (Business)	Urban Corridor (Business)	
Urban Corridor	High Street		Urban Corridor (Main Street)	Urban Corridor (Main Street)	
Urban Corridor	Transit Living		Urban Corridor (Living)	Urban Corridor (Living)	
Urban Renewal	Mixed Use Transition		Urban Renewal Neighbourhood	Urban Renewal Neighbourhood	Mixed Use Transition
Urban Renewal			Urban Renewal Neighbourhood	Urban Renewal Neighbourhood	



**Local Government Association**  
of South Australia

The voice of local government.

In reply please quote our reference: ECM 722742 AS

30 October 2020

Mr Terry Buss  
Chief Executive Officer  
City of West Torrens  
165 Donald Bradman Drive  
Hilton SA 5033

Dear Mr Buss

**Local Government Finance Authority Board of Trustees**

Thank you for submitting your nomination for the Local Government Finance Authority (LGFA) Board of Trustees.

At its meeting on 22 October 2020 the LGA Board of Directors resolved to submit the following two nominees for the LGFA Annual General Meeting (AGM) to consider for endorsement:

- Dr Andrew Johnson (CEO, LGA Mutual Pty Ltd)
- Mr Terry Buss (CEO, City of West Torrens)

At the LGFA AGM held on 29 October 2020 it was resolved to appoint Dr Johnson and Mr Buss for two-year period commencing 1 January 2021. Congratulations on your appointment to the LGFA Board of Trustees.

If you have any queries in relation to this matter, please contact me on 8224 2037 or email [alicia.stewart@lga.sa.gov.au](mailto:alicia.stewart@lga.sa.gov.au).

Yours sincerely

Alicia Stewart  
**Director Governance and Legislation**

Telephone: (08) 8224 2037

Email: [alicia.stewart@lga.sa.gov.au](mailto:alicia.stewart@lga.sa.gov.au)

**Government of South Australia**

Attorney-General's Department

11 November 2020

**Planning & Land Use Services**Level 5  
50 Flinders Street  
Adelaide SA 5000GPO Box 1815  
Adelaide SA 5001  
DX 171

Tel 08 7109 7500

Mr Terry Buss  
Chief Executive Officer  
City of West Torrens  
165 Sir Donald Bradman Drive  
Hilton SA 5033

[csu@wtcc.sa.gov.au](mailto:csu@wtcc.sa.gov.au)

Dear Mr Buss,

**2020-21 Open Space and Places for People Grant Programs**

The Attorney-General's Department is pleased to advise that the funding round for the Open Space and Places for People 2020-21 grant program is now open.

The State Government is committed to urban greening and climate change resilience by supporting projects that improve the way our public spaces function, making them more sustainable, more accessible, safer and healthier.

The Planning and Development Fund allows the Government to adopt a state-wide approach to implement open space and public realm projects through direct investment in local government projects, co-investment opportunities via the Open Space and Places for People grants programs.

Further information on the Open Space and Places for People grant programs including guidelines and access to the online application form is available at [https://plan.sa.gov.au/our\\_planning\\_system/schemes/planning\\_and\\_development\\_fund](https://plan.sa.gov.au/our_planning_system/schemes/planning_and_development_fund).

Applications for funding close on 19 February 2021. If you wish to discuss potential projects or have any questions about the application process, please contact Simon Lee on 8402 1985 or at [PublicSpaceGrants@sa.gov.au](mailto:PublicSpaceGrants@sa.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to be 'Sally Smith', enclosed within a circular scribble.

Sally Smith  
**EXECUTIVE DIRECTOR**  
**PLANNING & LAND USE SERVICES**



[holdfast.sa.gov.au](http://holdfast.sa.gov.au)

Brighton Civic Centre 24 Jetty Road, Brighton SA 5048

PO Box 19 Brighton SA 5048

P 08 8229 9999 F 08 8298 4561

Glenelg Customer Service Centre and Library

2 Colley Terrace, Glenelg SA 5045

11 November 2020

Hon Vickie Chapman  
Deputy Premier  
Attorney General  
Via email: [AttorneyGeneral@sa.gov.au](mailto:AttorneyGeneral@sa.gov.au)

Dear Deputy Premier,

**RE: PLANNING AND DESIGN CODE**

The City of Holdfast Bay (CHB) would like to thank you for providing a second round of public consultation to the Planning and Design Code. Council still remains concerned with some elements of the Code and their potential impact on our City. Council's main concerns are:

- **Local Policy Content**

While the Council understands the benefits of harmonising land use policy across the state, it is concerned that the lack of local policy content could result in unintended consequences. Much of the soft and hard infrastructure that supports land use is funded and managed by local councils. Councils understand the pressures placed on this infrastructure, the topography of their cities and the impact different types of development will have. For the City of Holdfast Bay, stormwater infrastructure is of particular concern and an increase in infill, without giving consideration to these issues, has the potential to result in additional flooding and is a risk to our local community. Therefore, we ask that consideration be given to analysis of local issues and the introduction of local content where risks are identified.

- **Public Consultation in the Assessment Process**

Under the current proposal the only form of residential development that will be notified is total building height. The single largest concern raised by neighbouring property owners in the current system is boundary development, especially where it is over prescribed height and length. Under the code currently this would be exempt from notification. It is Council's view this will create a great deal of concern within the community on implementation and ask that this be reconsidered.

- **Somerton Park Light Industrial Zone**

There is a light industrial area within the City of Holdfast Bay, located at Somerton Park. This local manufacturing area is of great significance as it provides one of the very few areas of employment land within the City. Under the draft Planning and Design Code there are limited industrial zones and as a result this area has been zoned Suburban Industrial. The policy under this zone does not consider the uniqueness of the area and has the potential to severely impact the future of the Somerton Park Light Industrial area as well as the surrounding residential zones.



- 2 -

Council has consistently raised concerns with the State Planning Commission and the Department regarding the zoning of this area and has made several requests for the Department to walk through the zone with Council staff to obtain an understanding of future impacts given the current zoning. Council seeks your intervention on this matter to ensure that this important employment land can be preserved for the future.

- **Loss of Local Knowledge in the Assessment Process**

While Council does not oppose the introduction of private certification, it is concerned that the new planning system will result in undesirable community outcomes due to the loss of local knowledge in the assessment process. As it currently stands private certification could be conducted by a registered certifier anywhere within Australia. Given the current system will allow for private certifiers to assess applications and call variations minor where the prescribed standard is not met, Council is concerned that the system maybe easily flouted by certifiers deeming significant variations minor to allow for quick approvals, without giving consideration to the needs of the local community. Council encourages for this to be more tightly regulated and to ensure only local certifiers can assess applications to allow for site inspections and quality assurance.

- **Development Surrounding Adelaide Airport**

In late 2019 Adelaide Airport Limited released their Masterplan as their vision for growth over the next 20 years. Although the forecasted growth has been significantly reduced because of COVID-19, the Masterplan included significantly updated data in relation to aircraft noise over the nearby suburbs. Even though this information was available, it was not included in the previously released edition of the Code. Council believes it should be included to ensure appropriate development in those suburbs surrounding Adelaide Airport.

On behalf of the City of Holdfast Bay, I thank you for giving consideration to our concerns and would welcome the opportunity to discuss this in more detail with you.

Yours Sincerely



Amanda Wilson  
**Mayor**

CC: All Metropolitan Councils

## 21 CONFIDENTIAL

### 21.1 Weslo - Request for New Lease

#### Reason for Confidentiality

The Council is satisfied that, pursuant to Section 90(3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is:

- (b)(i) information the disclosure of which - could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council.
- (b)(ii) information the disclosure of which - would, on balance, be contrary to the public interest.

#### RECOMMENDATION

It is recommended to Council that:

1. Pursuant to Section 90(2) of the *Local Government Act 1999*, Council orders, that the public, with the exception of the Chief Executive Officer, members of the Executive and Management Teams in attendance at the meeting, and meeting secretariat staff, be excluded from attendance at so much of the meeting as is necessary to receive, discuss and consider in confidence, information contained within the confidential report Item 21.1 Weslo - Request for New Lease, attachments and any associated documentation submitted by the Chief Executive Officer, specifically on the basis of the provisions of Section 90(3)(b)(i) and (b)(ii) because it may prejudice the commercial position of the Council and lead to Council not obtaining or securing the best possible outcome to lease negotiations with Weslo Holdings Pty Ltd. In addition, Council is satisfied that the principle of the meeting being conducted in a place open to the public has been outweighed in this circumstance because the disclosure of Council's commercial position may severely prejudice Council's ability to satisfactorily resolve lease negotiations with Weslo Holdings Pty Ltd and consequently, Council considers the disclosure of this information would, on balance, be contrary to the public interest.
2. At the completion of the confidential session the meeting be re-opened to the public.

## 22 MEETING CLOSE

**INDEX**

<b>1</b>	<b>Meeting Opened</b> .....	<b>1</b>
<b>2</b>	<b>Present</b> .....	<b>1</b>
<b>3</b>	<b>Apologies</b> .....	<b>1</b>
<b>4</b>	<b>Disclosure Statements</b> .....	<b>1</b>
<b>5</b>	<b>Confirmation of Minutes</b> .....	<b>1</b>
<b>6</b>	<b>Communications by the Chairperson</b> .....	<b>1</b>
<b>7</b>	<b>Questions with Notice</b> .....	<b>1</b>
<b>8</b>	<b>Questions without Notice</b> .....	<b>1</b>
<b>9</b>	<b>Motions with Notice</b> .....	<b>1</b>
<b>10</b>	<b>Motions without Notice</b> .....	<b>1</b>
<b>11</b>	<b>City Finance &amp; Governance Report</b> .....	<b>2</b>
11.1	Economic Stimulus- Think, Buy, Be LOCAL Progress Update.....	2
11.2	Creditor Payments .....	8
11.3	Credit Card Purchases - July to September 2020.....	16
11.4	Register of Allowances and Benefits - 3 Months to 30 September 2020.....	22
11.5	Council Budget Report - FOUR Months to 31 October 2020 .....	24
11.6	Budget Review - September 2020.....	32
11.7	Legislative Progress Report - November 2020 .....	42
<b>12</b>	<b>Meeting Close</b> .....	<b>46</b>

**1 MEETING OPENED****2 PRESENT****3 APOLOGIES****4 DISCLOSURE STATEMENTS**

Committee Members are required to:

1. Consider Section 73 and 75 of the *Local Government Act 1999* and determine whether they have a conflict of interest in any matter to be considered in this Agenda; and
2. Disclose these interests in accordance with the requirements of Sections 74 and 75A of the *Local Government Act 1999*.

**5 CONFIRMATION OF MINUTES****RECOMMENDATION**

That the Minutes of the meeting of the City Finance and Governance Committee held on 20 October 2020 be confirmed as a true and correct record.

**6 COMMUNICATIONS BY THE CHAIRPERSON****7 QUESTIONS WITH NOTICE**

Nil

**8 QUESTIONS WITHOUT NOTICE****9 MOTIONS WITH NOTICE**

Nil

**10 MOTIONS WITHOUT NOTICE**

## 11 CITY FINANCE & GOVERNANCE REPORT

### 11.1 Economic Stimulus- Think, Buy, Be LOCAL Progress Update

#### Brief

This report provides an update on the *Think, Buy, Be LOCAL* economic stimulus campaign.

#### RECOMMENDATION(S)

The Committee recommends to Council that:

1. The timeline for the *Think, Buy, Be LOCAL* campaign be extended until April 2021 or until such time as, whichever occurs first:
  - a. The economic stimulus created in the local economy from the program exceeds \$150,000;  
or
  - b. all vouchers are exhausted.
2. The terms and conditions of the *Think, Buy, Be LOCAL* economic stimulus vouchers be expanded to include the most vulnerable residents of West Torrens, that are referred or recommended by social assistance agencies and community groups, to be eligible for Stream A vouchers.
3. The terms and conditions of the *Think, Buy, Be LOCAL* economic stimulus vouchers be expanded to include all residents of West Torrens that are not eligible for Stream A vouchers to be eligible for Stream B vouchers, thereby encouraging more local spending as a mechanism to capture the benefits of federal government stimulus within the local small business economy.

---

#### Introduction

At its 7 July Council Meeting, Council established its '*Think, Buy, Be LOCAL*' economic stimulus campaign (Campaign) and allocated \$100,000 from Council's COVID-19 relief fund to the Campaign. The Campaign launched on 1 September 2020 and, as at beginning of November 2020, Council has reimbursed \$3725 which, in turn, has injected more than \$7,540 into the local economy.

West Torrens businesses that were required to close because of COVID-19 directives were invited to participate in the campaign. The primary aim of the program is to provide economic stimulus, with supplementary aims of showing appreciation and recognition of COVID frontline workers, and assisting vulnerable residents most affected by the pandemic.

Up to 4000 x \$25 vouchers were made available to eligible residents to be spent at participating businesses across West Torrens. The current terms and conditions require that vouchers be used before 1 December, 2020.

This initiative, combined with the overarching Business and Community Support Package, and Local Heritage Grants (details in previous Council Agenda) represents more than \$500,000 in additional stimulus to the economy of West Torrens.

This report provides an update on the status of the program as at 4 November 2020.

## Discussion

The 'lifecycle' of the voucher process can be briefly described as:

1. **Promote:** Council promotes via Social Media, Your Say, Website, flyers, and Talking Points.
2. **Request:** Residents request a voucher either online or at the Civic Centre front counter.
3. **Receive:** The eligible resident receives voucher via post or by collection from the Civic Centre front counter.
4. **Spend:** The eligible resident spends the voucher at a participating business in accordance with terms and conditions.
5. **Return:** The business returns 'spent' vouchers along with evidence of itemised bill of purchase.
6. **Reimburse:** Council reimburses the relevant business on submission of 'used' vouchers.

### Participating Businesses

As at 4 November 2020, 20 businesses are participating in the campaign. These include a range of cafes, restaurants, fitness businesses, and entertainment:

Participating businesses listed in table below.

Adelaide's Bouldering	Franzon's Hilton Hotel	Mister Sunshine's
Blue Velvet Artisan Pizza	Freyja Wellness	Ricca Coffee Co.
Chahat Restaurant	Froth and Fodder	Show Block Wines
Dolphin Fish Shop	Ignite Health, Fitness and Life	Spargo's café
E10 Espresso	Karma and Crow	T-Thai Cuisine
Farrago Skin and Body	Loveon Café Express	West Adelaide Footballers Club
Female Training Centre	Mega Adventure Park	

After an initial process of business on-boarding, 40 businesses had registered interest in participating. However, not all were eligible or could meet the terms and conditions required for participation. Of the 40 that pre-registered, 18 eligible businesses completed the final steps to register to participate in the first wave of the program.

Public liability requirements were subsequently eased to allow those businesses with only \$10 million in public liability insurance to participate (down from the previous requirement that each business maintain a minimum of \$20 million in public liability insurance). This meant that following a risk assessment, another 2 businesses could be added to the program from the pre-registration 'expression of interest' list.

The first reimbursement form was received on 14 September, two weeks into the Campaign. As at 5 November, nine (9) of the twenty participating businesses have lodged reimbursement forms to seek payment for vouchers used. The Administration is aware that additional businesses have received vouchers, but have not yet lodged for reimbursement.

The process for reimbursement requires that businesses complete a reimbursement form and include the 'spent' vouchers and itemised transaction of the associated bill. Reimbursement data received to-date indicates that, in most cases, people who used the vouchers ended up spending more than the \$25 voucher amount, as shown in the brief analysis of voucher stimulus section below, which has resulted in business receiving additional financial benefit, on top of what Council contributed for each voucher.

Anecdotal evidence from participating businesses indicates, as hoped, that the Campaign is also driving new customers to the participating business, which allows them to expand their customer base.

## Brief Data Analysis of Voucher Stimulus

### Vouchers Issued:

More than 840 residents have registered for vouchers: Stream A 681 vouchers; Stream B 165 vouchers. More than 150 vouchers have been used at participating businesses and reimbursed. There are currently more than 2000 Stream A vouchers, and 835 Stream B vouchers remaining.

### Reimbursement forms lodged by participating businesses as at 4 November:

Total amount of Council Voucher reimbursement to date: \$3725

Total amount of additional funds contributed by community: \$3849

Average amount of funds contributed per Stream A voucher\*: \$48\*

Average amount of funds contributed per Stream B voucher: \$61

(\*The small number of Stream A voucher holders that spend exactly \$25 or less are not included in the average)

### Voucher method of collection from 1 September - 9 October (collected vs mailed):

- Number of voucher requests for collection over the counter: 570
  - a. Stream A- Centrelink type: 450
  - b. Stream B- Essential Services Worker: 120
- Number of voucher requests for mailing: 84
  - a. Stream A- Centrelink type: 67
  - b. Stream B- Essential Services Worker: 17

## Requests to Expand Eligibility for Businesses

Requests have been received to expand the program to include additional businesses. These requests have come from businesses that were not required to close as part of the COVID-19 Directions, but feel that their business has suffered as a result of social and economic changes related to COVID-19 and subsequent flow-on impacts. The Administration recommends that the current criteria for participating businesses not be amended in line with these requests to ensure that the focus remains on assisting those businesses that were forced to close as a result of the State Emergency Directions

## Optimising Economic Stimulus

The approved *Think, Buy, Be LOCAL* campaign ends on 1 December 2020. During this period, eligible residents may register for a voucher (unless all available vouchers are allocated and funds exhausted sooner). Given that we have experienced delays in voucher recipients collecting the voucher and then further delays before they use the voucher, time is running out to ensure vouchers are used before the end of the Campaign.

While, as evidenced in **Attachment 1**, the first few days of the Campaign saw more than 46 vouchers issued per day, after this initial peak, the number of voucher requests has eased. To maintain optimal value for the program and deliver the expected economic returns to the participating businesses by the scheduled end date, an average daily voucher request rate of more than 46 vouchers per day needs to be achieved.

Given one of the aims of this campaign was to assist those businesses that were forced to close during the early stages of the COVID-19 pandemic, and it appears that this is not being achieved to the extent originally hoped for, it is recommended that the voucher eligibility criteria be expanded to allow all residents, including defence personnel, based in West Torrens to be eligible for a Stream B voucher to enable Council to reach the intended economic stimulus value of the program. Stream B vouchers require a minimum \$50 spend at a business with the voucher holder contributing \$25 to match the \$25 contributed by Council through reimbursement of the voucher. It is not intended to change the criteria for Stream A vouchers.

### Eligible Residents

In accordance with the July 2020 report to Council, the campaign comprises 2 voucher types which align with two different segments of the West Torrens community as follows:

#### Stream A:

Vulnerable populations, as evidenced by holding a health care card and/or receiving a Centrelink payment or JobKeeper as evidenced by providing a copy of the payslip showing JobKeeper payment, or providing a statutory declaration. (It is noted that Stream A does not include self-funded retirees.)

#### Stream B:

Front line Emergency Services Workers, as evidenced by holding a relevant emergency service worker identification card. Stream B includes West Torrens residents that work, or volunteer in, front line emergency services including SA Ambulance Service, MFS, CFS, State Emergency Services, SA Police, or Medical and hospital auxiliary positions- (e.g. nurses/doctors and orderlies/cleaners) in South Australian hospitals.

When requesting a voucher, residents are required to nominate whether they are eligible for Stream A or Stream B. Stream A applicants indicate if they receive JobKeeper, or which Centrelink payment they receive (which is starting to provide interesting data about the reach and inclusion capacity of the program). Meanwhile, Stream B participants indicate which branch of emergency services they work or volunteer with.

Requests have been received from residents representing various groups that would like to see the Stream B eligibility criteria expanded to cover additional lines of work, considered to be front-line or significantly impacted by COVID-19; namely:

- Teachers (who were required to work throughout the shutdowns associated with the pandemic and adjust to new technology);
- GPs, nurses and reception staff at clinics, working outside the hospital system.
- Mental health practitioners, counsellors and disability sector workers (working outside the hospital system).
- Staff working in PPE mask manufacturing (whose work was essential to keep our frontline emergency service workers safe).
- Staff working in supermarkets and chemists
- Defence personnel patrolling our borders

In addition, requests have been received to include those community members who are ineligible for Centrelink payments, but have been significantly impacted by COVID 19 restrictions and travel bans including international students and residents on temporary visas.

In an expanded program, West Torrens residents may be eligible for a Stream B voucher which provides *\$25 off when you spend \$50 or more*. Residents would be required to show, or provide evidence of, residency in West Torrens (photo I.D. with their address).

It is acknowledged that this may be perceived as a handout to those residents and workers that are not "in need", however the primary focus of this program is the end result of providing economic stimulus to the participating businesses and boosting local economic confidence and spending.

By allocating 'Stream B spend \$50 to receive \$25 back' vouchers to this cohort, Council can ensure that their contribution is matched or exceeded by the voucher holder. Early indications from Stream B vouchers reimbursed so far, indicate that Stream B voucher holders (including shared bill for guests seated at the same table) contribute approximately \$36 per transaction, for every \$25 provided by Council vouchers.

The Administration are also liaising with the Migrant Resource Centre and other relevant groups to help promote Stream A vouchers to some of the residents in West Torrens who have become most vulnerable as a result of the pandemic; new migrants and international students.

The Administration also continues to promote the campaign to increase the number of eligible businesses.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

Encouraging local residents and workers to shop locally provides opportunity to reduce carbon footprint and embedded carbon miles in accessing purchases while assisting the local economy and retaining local jobs.

Retaining existing businesses also reduces the potential for local residents to need to travel greater distances to access alternative employment. Ensuring more local residents and business owners stay gainfully employed improves their financial capacity to be able to make more environmentally friendly decisions rather than prioritising price over environmental considerations out of necessity.

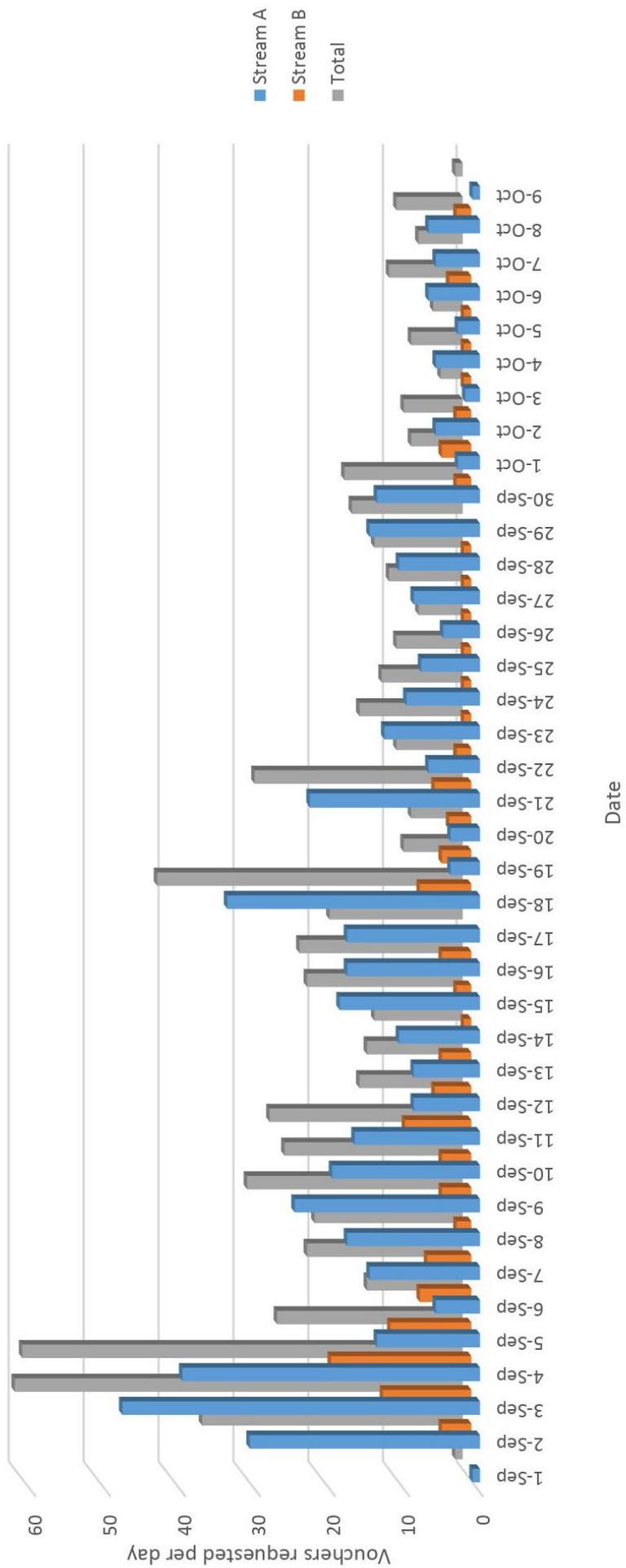
### **Conclusion**

The *Think, Buy, Be LOCAL* small business economic stimulus initiative commenced 1 September 2020 and is well underway and this report proposes expanding the eligibility criteria for the Campaign thus opening up to all residents in West Torrens.

### **Attachments**

#### **1. Voucher Distribution Progress Chart**

Think, buy, be LOCAL Voucher Distribution Progress



## 11.2 Creditor Payments

### Brief

This report tables a schedule of creditor payments for October 2020.

### RECOMMENDATION

The Committee recommends to Council that the schedule of creditor payments for October 2020 be received.

---

### Discussion

A schedule of creditor payments totalling \$4,173,742.11 (\$4,203,549.16 in September 2020) is attached for the information of Elected Members. Notable items include:

- A payment to Solo Resource Recovery of \$572,565.78 for both waste collection and disposal for September 2020 (refer ref. no. 329);
- Payments to Downer EDI Works Pty Ltd totalling \$443,578.72 for various road treatments (refer ref. nos. 125 and 126);
- A payment to Camco SA Pty Ltd of \$324,921.70 for Holland Street Streetscape and road reconstruction works (refer ref. no. 75);
- A payment to Romaldi Constructions Pty Ltd of \$314,023.45 for the redevelopment of Weigall Oval (refer ref. no. 298);
- Payments to Knox Constructions Pty Ltd totalling \$278,595.38 for various road treatments (refer ref. nos. 216 to 218);
- A payment to M & B Civil Engineering Pty Ltd of \$159,293.64 for various road treatments (refer ref. no. 238);
- A payment to Belair Turf Management Pty Ltd of \$149,167.00 for the turf and irrigation upgrade at Lockleys Oval (refer ref. no. 51);
- A payment to Buss & Grigg Electrical Services Pty Ltd of \$129,417.27 for lighting at Camden Oval (refer ref. no. 72).

### Climate Impact Considerations

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

The report includes creditor payments on projects and initiatives that aim to mitigate Council's impact on the climate.

### Conclusion

A schedule of creditor payments for October 2020 is provided for Elected Members' information and review.

### Attachments

#### 1. Creditor payments for the month of October 2020

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING  
17 NOVEMBER 2020**

<b>Ref No.</b>	<b>Cheque/ EFT No.</b>	<b>Payee</b>	<b>Invoice Description</b>	<b>Payment Total</b>
1	EFT64530	A Mary Christmas	Christmas Decorations	2,342.50
2	EFT64403	A Noble & Son Ltd	Depot Supplies	392.92
3	EFT64192	Ace Rent a Car	Vehicle Hire	1,320.00
4	EFT64345	Adami's Sand & Metal	Depot Supplies	2,261.42
5	EFT64343	Adbri Masonry Pty Ltd	Pavers	2,681.71
6	EFT64187	Adelaide Airport Limited	Depot Rent / Utilities	65,270.61
7	EFT64457	Adelaide Airport Limited	Depot Rent / Utilities	49,788.85
8	EFT64454	Adelaide Belt & Hose Dist Pty Ltd	Vehicle Maintenance	230.21
9	EFT64460	Adelaide Business Hub	Staff Training	33.00
10	EFT64196	Adelaide Chainwire & Fencing	Fencing	12,221.00
11	EFT64464	Adelaide Pest Control	Pest Control	586.33
12	EFT64346	Adelaide Safety Supplies Pty Ltd	First Aid Supplies	97.07
13	EFT64341	Adelaide Signs Group Pty Ltd	Depot Supplies	1,019.15
14	EFT64463	Adelaide Waste & Recycling Centre	Rubbish Disposal	8,938.91
15	EFT64195	AdMerch	Depot Supplies	387.83
16	EFT64188	Advam Pty Ltd	Transaction Fees	983.62
17	EFT64339	AGL South Australia Pty Ltd	Power	1,482.60
18	EFT64455	Air Filter Cleaners	Vehicle Maintenance	76.43
19	EFT64189	Aish Solutions Pty Ltd	Purchase Printer	19,781.52
20	EFT64456	Allin Towbars Pty Ltd	Vehicle Maintenance	3,824.35
21	EFT64336	Alsco Pty Ltd	Dry Cleaning	33.09
22	EFT64194	AMC Commercial Cleaning	Cleaning	259.26
23	EFT64467	Amy Bruckman	Reimburse Expenses	150.00
24	EFT64225	Angie D'Amato	Reimburse Expenses	150.00
25	EFT64458	Animal Management Services Pty Ltd	Doggy Bags	957.00
26	EFT64453	Animal Welfare League SA	Impound Dogs	2,926.00
27	EFT64326	Ann Nielsen	Compost Bin Rebate	33.00
28	EFT64193	ANZ Office Furniture	Furniture	810.00
29	EFT64462	Aquarium Aid	Library Aquarium Maintenance	109.00
30	EFT64191	Arboregreen Landscape Products	Depot Supplies	889.85
31	EFT64335	Arborman Tree Solutions Pty Ltd	Tree Reporting	687.50
32	EFT64459	Ashdown Ingram Thebarton	Depot Supplies	276.57
33	EFT64338	ATF Services Pty Ltd	Camera Hire	1,707.75
34	EFT64190	Attorney-General's Department	Expiation Lodgement Fees	1,295.80
35	061517	Australia Post	Cancelled	
36	EFT64452	Australia Post	Postage	4,267.75
37	EFT64197	Australia Post	Agency Collection Fees	5,191.93
38	EFT64340	Australia Post	Postage	978.30
39	EFT64461	Australian Green Clean	Cleaning	9,615.66
40	EFT64186	Australian Institute of Animal Management	Membership	50.00
41	EFT64347	Australian Institute of Building Surveyors	Staff Training	900.00
42	EFT64342	Australian Local Government Association	Conference Registration	900.00
43	EFT64185	BA & KA Paterson	Building Maintenance	2,182.40
44	EFT64412	BA & KA Paterson	Building Maintenance	4,756.70
45	EFT64542	BA & KA Paterson	Building Maintenance	2,200.00
46	EFT64205	Baseball SA	Facility Hire	920.00
47	EFT64351	Battery World Hilton	Batteries	1,057.00
48	EFT64473	BCE & CJ Electrical	Electrical	4,733.54
49	EFT64200	BDO Audit (SA) Pty Ltd	Auditors	19,800.00
50	EFT64474	Bedford Phoenix Inc	Tree Maintenance	26,475.57
51	EFT64349	Belair Turf Management Pty Ltd	Lockleys Oval Upgrade	149,167.00
52	EFT64468	Belair Turf Management Pty Ltd	Oval Maintenance	1,084.60
53	EFT64206	Bells Pure Ice	Depot Supplies	83.16
54	EFT64199	Best Signs	Signage	264.00
55	EFT64466	Best Signs	Signage	165.00
56	EFT64350	Bianco Hiring Service Pty Ltd	Hire Ablution Block	462.00
57	EFT64353	Bianco Walling Pty Ltd	Depot Supplies	6,006.00
58	EFT64208	BioBag World Australia Pty Ltd	Kitchen Caddies	5,689.86
59	EFT64312	BJ Thompson	Reimburse Volunteer Expenses	32.64

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING  
17 NOVEMBER 2020**

<b>Ref No.</b>	<b>Cheque/ EFT No.</b>	<b>Payee</b>	<b>Invoice Description</b>	<b>Payment Total</b>
60	EFT64424	BL Shipway & Co Pty Ltd	Depot Supplies	1,808.42
61	EFT64209	Bob Jane T Mart - Brooklyn Park	Tyres	3,765.50
62	EFT64198	BOC Limited	Depot Supplies	508.52
63	EFT64203	Body Corporate Physiotherapy Pty Ltd	Professional Fees	1,149.00
64	EFT64471	Bolinda Publishing Pty Ltd	Library Supplies	3,300.00
65	EFT64207	Brendan Fewster Planning and Development	Professional Fees	4,752.00
66	EFT64472	Brendan Fewster Planning and Development	Professional Fees	3,168.00
67	EFT64398	Bucher Municipal Pty Ltd	Vehicle Maintenance	4,632.54
68	EFT64202	Bundaleer Apiaries	Wasp Removal	804.00
69	EFT64469	Bundaleer Apiaries	Wasp Removal	372.00
70	EFT64184	Bunnings Building Supplies Pty Ltd	Maintenance Supplies	1,836.20
71	EFT64465	Bunnings Building Supplies Pty Ltd	Maintenance Supplies	288.00
72	EFT64348	Buss & Grigg Electrical Services Pty Ltd	Camden Oval Lighting	129,417.27
73	EFT64475	Cabcharge Australia Pty Ltd	Cab Fares	56.50
74	EFT64215	Calypto Tree Co Pty Ltd	Tree Maintenance	5,060.00
75	EFT64476	Camco SA Pty Ltd	Roadworks	324,921.70
76	EFT64210	Camden Community Centre	Partnership Agreement	14,437.50
77	EFT64216	Cameron Irrigation Consulting Pty Ltd	Irrigation	1,320.00
78	EFT64218	Canon Australia Pty Ltd	Copier Charges	156.48
79	EFT64493	Care Distributors Pty Ltd	Depot Supplies	1,730.21
80	EFT64214	Carvosso Constructions & Building Services	Building Maintenance	11,239.80
81	EFT64484	Carvosso Constructions & Building Services	Building Maintenance	12,320.00
82	EFT64357	Cash Security Services Pty Ltd	Banking	689.70
83	EFT64219	Chubb Fire & Security Ltd	Security	4,702.33
84	EFT64360	Chubb Fire & Security Ltd	Security	2,136.55
85	EFT64212	City Circle Newsagents	Library Magazines	55.84
86	EFT64482	City Circle Newsagents	Library Magazines	47.29
87	EFT64483	City Mazda	Vehicle Maintenance	2,589.90
88	EFT64569	City of Unley	Transfer Long Service Leave	2,046.89
89	EFT64356	Civica Pty Ltd	Software	1,262.80
90	EFT64492	Cleanaway Daniels Services Pty Ltd	Sharps Containers	100.74
91	EFT64488	Cleanaway Pty Ltd	Rubbish Disposal	966.46
92	EFT64486	Cleanaway Pty Ltd	Rubbish Disposal	733.98
93	EFT64487	Cleanaway Pty Ltd	Rubbish Disposal	1,191.63
94	EFT64479	CMI Hino	Vehicle Maintenance	841.50
95	EFT64354	CMI Toyota	Vehicle Maintenance	637.31
96	EFT64485	CMI Toyota	Vehicle Maintenance	63.84
97	EFT64359	ColleaguesNagels Pty Ltd	Printing	3,074.04
98	EFT64223	Colleen Dunn	CAP Member Allowance	2,942.00
99	EFT64211	Combo Industries	Vehicle Maintenance	1,060.69
100	EFT64217	Computers Now Pty Ltd	Computer Equipment	2,411.40
101	EFT64361	Comwide Radio Services	Vehicle Maintenance	137.50
102	EFT64478	Consolidated Bearing Co	Depot Supplies	542.08
103	EFT64489	Continuum Care Australia Pty Ltd	Home Support Services	1,331.00
104	EFT64358	Comes Toyota	Purchase Vehicle	45,945.60
105	EFT64481	Comes Toyota	Vehicle Maintenance	599.85
106	EFT64355	Coromandel Native Nursery	Plants	1,386.01
107	EFT64362	Corporate Platters	Catering	273.00
108	EFT64491	Corporate Platters	Catering	222.00
109	EFT64328	Costi Georgiou	Heritage Grant	2,000.00
110	EFT64490	Countrywide Austral Pty Ltd	Advertising	440.00
111	EFT64213	Cowandilla Primary School	Community Grant	5,000.00
112	EFT64477	Customers of SiriDynix Australasia Inc	Membership	149.00
113	EFT64229	Dallas Equipment	Contractor	3,575.00
114	EFT64497	Dallas Equipment	Contractor	2,541.00
115	EFT64576	Dana Wilkinson	Reimburse Expenses	150.00
116	EFT64228	Data#3 Limited	Computer Software	6,572.25
117	EFT64363	Database Consultants Australia	Software	825.00
118	EFT64224	Datacom Systems (AU) Pty Ltd - SA Division	Computer Equipment	4,328.93

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING  
17 NOVEMBER 2020**

<b>Ref No.</b>	<b>Cheque/ EFT No.</b>	<b>Payee</b>	<b>Invoice Description</b>	<b>Payment Total</b>
119	EFT64509	David Giersch	Reimburse Volunteer Expenses	32.64
120	EFT64311	Department of Planning, Transport and Infrastructure	Street Lighting / Vehicle Searches	22,630.68
121	EFT64222	Design Flow Consulting Pty Ltd	Irrigation Design	8,800.00
122	EFT64496	Dial Before You Dig SA/NT Inc	Monthly Referral Fee	448.91
123	EFT64227	Direct Comms Pty Limited	TXT2U Messages	874.17
124	EFT64495	Direct Mix Concrete Sales	Concrete	20,974.66
125	EFT64323	Downer EDI Works Pty Ltd	Roadworks	397,792.10
126	EFT64579	Downer EDI Works Pty Ltd	Roadworks	45,786.62
127	EFT64252	Dr RI Jennings	Mendelson Allowance	1,470.97
128	EFT64226	Drakes Supermarket	Active Ageing Program Supplies	182.50
129	EFT64364	Dulux Australia	Paint	608.83
130	EFT64431	DWS Advanced Business Solutions	DBA Support	1,650.00
131	EFT64494	Dymocks Adelaide	Library Books	49.98
132	EFT64337	E & S Athanasiadis	Depot Supplies	1,422.15
133	EFT64501	EatFirst	Milk	135.27
134	EFT64233	Edward Street Psychology	Professional Fees	198.50
135	EFT64231	Electel Resources Pty Ltd	Lighting Design	11,074.14
136	EFT64581	Elite Home Improvements	Refund Development fees	116.00
137	EFT64234	EMA Legal (Lawyers)	Legal Fees	11,009.30
138	EFT64499	Environmental Health Australia (SA) Inc	Staff Training	220.00
139	EFT64230	EnvisionWare Pty Ltd	Software Maintenance	1,675.58
140	EFT64498	Enzed Adelaide	Depot Supplies	458.07
141	EFT64365	Equipment Solutions Pty Ltd	Depot Supplies	2,111.01
142	EFT64367	Esar Home Care	Home Support Services	888.26
143	EFT64500	Exact Cleaning & Maintenance Services Pty Ltd	Cleaning	3,727.63
144	EFT64505	Fleet Complete Australia Pty Ltd	Support	545.93
145	EFT64370	Flightpath Heritage Pty Ltd	Heritage Advisory Services	1,014.76
146	EFT64237	Forpark Australia (SA)	Playground Equipment	2,365.00
147	EFT64368	Forpark Australia (SA)	Playground Equipment	836.00
148	EFT64502	Foundation for the Advancement of Municipal Engineering SA	Conference Registration	3,520.00
149	EFT64238	Fragglerocc Pty Ltd	Roadworks	12,542.00
150	EFT64369	Fragglerocc Pty Ltd	Roadworks	13,655.62
151	EFT64506	Fragglerocc Pty Ltd	Roadworks	5,715.60
152	EFT64235	Frank Siow Management Pty Ltd	Professional Fees	6,781.50
153	EFT64331	Franzon's Hilton Hotel	Think Buy Be Local Voucher Reimbursement	800.00
154	EFT64503	Fresh & Clean	Hygiene Service	2,502.57
155	EFT64236	Freshford Nurseries Pty Ltd	Plants	71,494.50
156	EFT64416	Fulham Community Centre	Partnership Agreement	14,355.83
157	EFT64379	Generation Dance Pty Ltd	Small Business Resilience Grant	5,500.00
158	EFT64375	Genpower Australia Pty Ltd	Generator Service	2,732.81
159	EFT64327	George Georgiou	Heritage Grant	2,000.00
160	EFT64372	GGC Earthmovers Pty Ltd	Concrete Recycling	8,418.41
161	EFT64378	Gleam Team Domestic Services	Home Support Services	769.75
162	EFT64513	Gleam Team Domestic Services	Home Support Services	692.59
163	EFT64511	Glow Heating Cooling Electrical	Electrical	101,084.70
164	EFT64433	Gordon J Tregoning Pty Ltd	Depot Supplies	378.65
165	EFT64377	Grace Records Management (Aust) Pty Ltd	Records Storage	3,317.90
166	EFT64243	Greatrex Australia	Baseball Equipment	1,376.80
167	EFT64376	Green Steel Supplies Pty Ltd	Depot Supplies	856.02
168	EFT64373	Greene Eden Watering Systems Pty Ltd	Irrigation	2,442.00
169	EFT64508	Greene Eden Watering Systems Pty Ltd	Irrigation	2,365.00
170	EFT64515	Greenfingers Indoor Plant Hire	Indoor Plant Hire	325.60
171	EFT64371	Greenhill Engineers Pty Ltd	Professional Fees	2,795.65
172	EFT64242	Greening Australia Limited	Landscaping	8,752.15
173	EFT64514	Greening Australia Limited	Landscaping	1,014.75
174	EFT64241	Greenway Turf Solutions	Depot Supplies	10,939.50
175	EFT64512	GRH Supplies	Depot Supplies	5,300.37
176	EFT64240	GS Civil	Footpath Works	18,618.20
177	EFT64374	GS Civil	Footpath Works	15,300.00

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING  
17 NOVEMBER 2020**

<b>Ref No.</b>	<b>Cheque/ EFT No.</b>	<b>Payee</b>	<b>Invoice Description</b>	<b>Payment Total</b>
178	EFT64510	GS Civil	Footpath Works	6,548.20
179	061514	Headspace	Staff Casual Day Donations	102.75
180	EFT64381	Health & Immunisation Management Services	Immunisation Clinics	5,987.11
181	EFT64245	Hi-Line Hardware Distributors Pty Ltd	Home Support Services	2,690.90
182	EFT64247	HOBAN Recruitment Pty Ltd	Temp Staff	143.35
183	EFT64517	HOBAN Recruitment Pty Ltd	Temp Staff	143.35
184	EFT64518	House of Charis	Small Business Resilience Grant	3,300.00
185	EFT64380	Hum McEwen Human Resource Consultants	Professional Fees	4,812.50
186	EFT64249	Ikonc Kitchen	Catering	156.00
187	EFT64383	Ikonc Kitchen	Catering	312.00
188	EFT64248	Independent Fuels Australia Pty Ltd	Fuel	11,028.71
189	EFT64520	Industrial Brushware	Sweeper Brooms	2,005.01
190	EFT64251	Infrastructure Solutions Australasia	Professional Fees	3,179.00
191	EFT64334	Institute of Public Works Engineering Aust SA Div Inc	Membership	3,009.60
192	EFT64384	Intermethod Pty Ltd	Professional Fees	7,132.40
193	EFT64250	Intermode Pty Ltd	Internet Connection	492.51
194	EFT64519	iSentia Pty Ltd	Media Monitoring	951.50
195	EFT64255	JALM Weed Control & Maintenance	Weed Control	7,416.75
196	EFT64388	JALM Weed Control & Maintenance	Weed Control	10,740.40
197	EFT64521	JALM Weed Control & Maintenance	Weed Control	2,572.35
198	EFT64244	James Hay	Reimburse Expenses	120.00
199	EFT64294	Jane Strange	CAP Member Allowance	1,604.75
200	EFT64201	Jason Bury	Reimburse Expenses	60.00
201	EFT64385	Jeffries Garden Soils	Mulch	3,213.21
202	EFT64254	Jet Couriers (Adelaide) Pty Ltd	Couriers	68.26
203	EFT64387	Jet Couriers (Adelaide) Pty Ltd	Couriers	110.63
204	EFT64382	Joe Ielasi	Reimburse Expenses	60.00
205	EFT64246	John Hastings	Contractor	940.00
206	EFT64516	John Hastings	Contractor	1,160.00
207	EFT64260	John Kruger	Photography	399.99
208	EFT64394	John Kruger	Photography	825.00
209	EFT64253	JPE Design Studio Pty Ltd	Professional Fees	11,654.50
210	EFT64386	JPE Design Studio Pty Ltd	Professional Fees	6,167.70
211	EFT64392	Karma and Crow Pty Ltd	Think Buy Be Local Voucher Reimbursement	250.00
212	EFT64524	Karma and Crow Pty Ltd	Think Buy Be Local Voucher Reimbursement	50.00
213	EFT64258	Kellogg Brown & Root Pty Ltd	Professional Fees	10,420.30
214	EFT64390	Kennards Hire Pty Ltd	Plant Hire	294.80
215	EFT64393	Knight Frank	Valuation	2,227.50
216	EFT64257	Knox Constructions Pty Ltd	Roadworks	123,136.98
217	EFT64391	Knox Constructions Pty Ltd	Roadworks	91,546.66
218	EFT64523	Knox Constructions Pty Ltd	Roadworks	63,911.74
219	EFT64256	Koan Solutions Pty Ltd	Vehicle Maintenance	1,936.00
220	EFT64522	Koan Solutions Pty Ltd	Vehicle Maintenance	968.00
221	EFT64259	KP Sales	Plaques	4,235.22
222	EFT64389	Kubpower Earthmoving & Construction Equipment Co	Depot Supplies	1,687.66
223	EFT64204	Kym Strelan	Home Advantage Program	872.00
224	EFT64352	Kym Strelan	Home Advantage Program	308.00
225	EFT64470	Kym Strelan	Home Advantage Program	264.00
226	EFT64264	Lakeside Building Solutions	Roadworks	10,972.50
227	EFT64397	Lakeside Building Solutions	Roadworks	8,461.75
228	EFT64529	Land Services Group	Searches	1,563.10
229	061515	Lani Merchant	Junior Development Grant	100.00
230	EFT64263	LCS Landscapes	Landscaping	4,142.89
231	EFT64525	LGA Asset Mutual Fund	Insurance Excess	1,000.00
232	EFT64262	Lion's Club of West Beach	Clean Butt Out Bins	390.00
233	EFT64526	Living Turf	Depot Supplies	4,567.75
234	EFT64396	Local Government Information Technology SA Inc	Conference Registration	1,793.00
235	EFT64395	Local Government Professionals SA Inc	Staff Training	550.00
236	EFT64261	Local Govt Assoc Workers Compensation Scheme	Refund Overpayment	344.47

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING  
17 NOVEMBER 2020**

<b>Ref No.</b>	<b>Cheque/ EFT No.</b>	<b>Payee</b>	<b>Invoice Description</b>	<b>Payment Total</b>
237	061516	Lynne Brown	Thebarton Community Centre Bond Return	500.00
238	EFT64531	M & B Civil Engineering Pty Ltd	Roadworks	159,293.64
239	EFT64267	Magena Pty Ltd	Bin Surrounds	14,460.00
240	EFT64400	Mainstreet SA Incorporated	Membership	500.00
241	EFT64270	Major Carpet & Tile	Carpet Cleaning	343.20
242	EFT64448	Manos Michalos	Refund Overpaid Rates	2,770.00
243	EFT64265	Maps Consulting Services Pty Ltd	Professional Fees	8,408.40
244	EFT64480	Mario Ciardiello	Reimburse Volunteer Expenses	20.76
245	EFT64220	Mayor Michael Coxon	Mayoral Allowance	7,132.00
246	EFT64269	Message4U Pty Ltd	Software	395.90
247	EFT64402	Metro & Country Civil Pty Ltd	Roadworks	43,098.57
248	EFT64268	Mister Sunshines	Small Business Resilience Grant	5,346.00
249	EFT64532	Mister Sunshines	Think Buy Be Local Voucher Reimbursement	550.00
250	EFT64399	Morestel Powder Coaters	Depot Supplies	1,530.00
251	EFT64266	Mt Compass Sand & Loam	Depot Supplies	3,706.55
252	EFT64401	Murray Street Metro Pty Ltd	Street Sweeping Dumping	4,369.62
253	EFT64275	National Safety Products	Street Signs	2,987.60
254	EFT64274	nbn co Limited	Connection Charge	800.00
255	EFT64533	Nelson Locksmiths Pty Ltd	Locks	860.70
256	EFT64271	Netsolutions Australia Pty Ltd	Computer Equipment	2,217.93
257	EFT64404	Neverfail Springwater Ltd	Spring Water	90.60
258	EFT64535	News Limited	Advertising	2,569.17
259	EFT64276	Newstyle Printing	Printing	1,410.20
260	EFT64273	Norman Waterhouse Lawyers	Legal Fees	1,201.20
261	EFT64536	Norman Waterhouse Lawyers	Legal Fees	605.00
262	EFT64272	Northpoint Toyota	Purchase Vehicle	22,171.33
263	EFT64534	Nova Group Services Pty Ltd	Roadworks	36,243.22
264	EFT64277	Officeworks Superstores Pty Ltd	Stationery	765.50
265	EFT64408	oOh!media Street Furniture Pty Ltd	Bus Shelter Maintenance	8,041.00
266	EFT64405	Orana Australia Ltd	Home Advantage Program	2,496.45
267	EFT64537	Orana Australia Ltd	Home Advantage Program	1,821.15
268	EFT64279	Order-In Pty Ltd	Milk	45.09
269	EFT64278	Origin Energy Electricity Limited	Power	233.25
270	EFT64406	Origin Energy Electricity Limited	Power	20,232.10
271	EFT64407	Origin Energy Services Ltd	Gas Supply	2,825.27
272	EFT64538	Origin Energy Services Ltd	Gas Supply	1,829.24
273	EFT64582	Ous Property Rentals	Refund Overpaid Rates	820.30
274	EFT64330	P Srinivasa	Thebarton Community Centre Bond Return	620.00
275	EFT64281	Panrhodian Society Colossus Inc	Equipment Grant	3,000.00
276	EFT64409	Pedders Shock Absorber Service Pty Ltd	Vehicle Maintenance	1,266.80
277	EFT64541	Pelicancorp (AU) Pty Ltd	Licence Fee	2,312.69
278	EFT64284	Pest Aid	Pest Control	245.00
279	EFT64413	Pest Aid	Pest Control	340.00
280	EFT64527	Peter Lewis	Professional Fees	5,200.00
281	EFT64283	PJ & Sons Building Maintenance	Home Support Services	834.20
282	EFT64282	Planning Institute of Australia	Advertising	330.00
283	EFT64540	Plumbing & Pipeline Solutions SA Pty Ltd	Plumbing	36,416.49
284	EFT64286	Powerdirect Pty Ltd	Power	306.93
285	EFT64544	Pro Bitumen Pty Ltd	Roadworks	7,425.00
286	EFT64285	Pro-Clean Cleaning Supplies	Cleaning Products	1,991.00
287	EFT64280	Professional Linemarking Pty Ltd	Linemarking	1,925.00
288	EFT64411	Promotion Products	Promotional Products	536.80
289	EFT64410	Pump Technology Services (SA) Pty Ltd	Pump Maintenance	365.75
290	EFT64289	RDO Equipment Pty Ltd	Plant Maintenance	286.00
291	EFT64414	Reece Pty Ltd	Irrigation	3,603.99
292	EFT64287	Resource Furniture	Office Furniture	554.40
293	EFT64423	Revenue Professionals SA	Membership	200.00
294	EFT64419	Richard N Read	Professional Fees	360.00
295	EFT64418	Ricoh Australia Ltd	Copy Charges	2,703.37

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING  
17 NOVEMBER 2020**

Ref No.	Cheque/ EFT No.	Payee	Invoice Description	Payment Total
296	EFT64417	Rider Levett Bucknall SA Pty Ltd	Technical Due Diligence Report	21,835.00
297	EFT64545	RMB Service Group	Vehicle Maintenance	6,147.90
298	EFT64420	Romaldi Constructions Pty Ltd	Weigall Oval Redevelopment	314,023.45
299	EFT64415	Royal Wolf Trading Australia Pty Ltd	Hire Storage Containers	875.16
300	EFT64449	Rumi Developments Pty Ltd	Refund Overpaid Rates	808.90
301	EFT64546	Rundle Mall Plaza Newsagency	Library Magazines	161.29
302	EFT64290	Rundle Mall Plaza Newsagency	Library Magazines	452.61
303	EFT64421	Rundle Mall Plaza Newsagency	Library Magazines	205.34
304	EFT64288	RWA Pty Ltd	Shelters	14,245.00
305	EFT64427	S & P Graphics	Stationery	445.50
306	061513	S Potris	Thebarton Community Centre Bond Return	320.00
307	EFT64292	SA Health (Central Office)	Staff Training	356.40
308	EFT64551	SA Power Networks	Power	33,556.50
309	EFT64558	SA Water	Water	54,553.57
310	EFT64301	SA Water	Water	447.06
311	EFT64430	SA Window Cleaning Pty Ltd	Window Cleaning	8,101.32
312	EFT64557	SA Window Cleaning Pty Ltd	Window Cleaning	643.50
313	EFT64291	Sabre Electrical & Security Services	Security	2,198.67
314	EFT64295	Safe Place Training	Staff Training	160.00
315	EFT64325	Safe Work Practice	Staff Training	511.50
316	EFT64447	Safe Work Practice	Staff Training	511.50
317	EFT64309	Samia Tawadros	Reimburse Volunteer Expenses	69.12
318	EFT64563	Samia Tawadros	Reimburse Volunteer Expenses	69.12
319	EFT64318	Samir Wasif	Reimburse Volunteer Expenses	69.12
320	EFT64446	Samir Wasif	Reimburse Volunteer Expenses	69.12
321	EFT64577	Samir Wasif	Reimburse Volunteer Expenses	69.12
322	EFT64549	Sassafras Agencies Pty Ltd	Depot Supplies	1,679.66
323	EFT64429	Seek Limited	Advertising	627.00
324	EFT64297	Shred-X Pty Ltd	Paper Recycling	680.15
325	EFT64584	Sian Tibbenham	Compost Bin Rebate	22.50
326	EFT64298	Solaris Clean	Cleaning	962.50
327	EFT64425	Solitaire Automotive	Vehicle Maintenance	3,230.90
328	EFT64422	Solo Resource Recovery	Rubbish Removal	617.67
329	EFT64548	Solo Resource Recovery	Garbage Collection & Waste Disposal	572,565.78
330	EFT64426	Sonus Pty Ltd	Professional Fees	1,320.00
331	EFT64296	Southern Cross Protection	Patrol Service	5,264.43
332	EFT64553	Southern Cross Protection	Patrol Service	2,117.38
333	EFT64550	Southfront	Professional Fees	40,282.00
334	EFT64583	Sowmya Krishnan	Worm Farm Rebate	50.00
335	EFT64332	Spargos Café Wine Bar Plympton	Think Buy Be Local Voucher Reimbursement	225.00
336	EFT64432	Spray Shop	Depot Supplies	750.10
337	EFT64300	Squatters Catering Services Pty Ltd	Small Business Resilience Grant	5,500.00
338	EFT64547	St John Ambulance Australia SA Inc	First Aid Training	175.00
339	EFT64555	Stihl Shop Fulham	Depot Supplies	819.50
340	EFT64554	Streamline Plumbing SA Pty Ltd	Plumbing	6,580.20
341	EFT64293	Street Furniture Australia Pty Ltd	Bin Enclosures	12,408.00
342	EFT64299	Stumpy Stumps	Grind Stumps	950.00
343	EFT64556	Stumpy Stumps	Grind Stumps	950.00
344	EFT64428	Suburban Transport Services	Taxi Fares	625.28
345	EFT64504	Susan Ainslee Frazer	Reimburse Volunteer Expenses	65.28
346	EFT64329	Susan Finch	Heritage Grant	2,000.00
347	EFT64552	Sync Cabling Solutions Pty Ltd	Lighting Maintenance	2,113.65
348	EFT64333	T Thai Cuisine	Think Buy Be Local Voucher Reimbursement	225.00
349	EFT64564	T Thai Cuisine	Think Buy Be Local Voucher Reimbursement	200.00
350	EFT64320	Tayla Weinert	Reimburse Expenses	150.00
351	EFT64437	TCS Instruments	Depot Supplies	852.50
352	EFT64310	Tecon Australia Pty Ltd	Professional Fees	528.00
353	EFT64308	Telelink Business Systems Pty Ltd	Communications	2,001.90
354	EFT64313	Telstra	Telephone	14,457.82

**ACCOUNTS DUE AND SUBMITTED TO THE FINANCE AND GOVERNANCE STANDING COMMITTEE MEETING  
17 NOVEMBER 2020**

<b>Ref No.</b>	<b>Cheque/ EFT No.</b>	<b>Payee</b>	<b>Invoice Description</b>	<b>Payment Total</b>
355	EFT64440	Telstra	Telephone	10,704.94
356	EFT64565	Telstra	Telephone	4,353.17
357	EFT64434	Terrain Group Pty Ltd	Irrigation	3,723.50
358	EFT64344	The Adelaide Tree Surgery	Tree Maintenance	4,400.00
359	EFT64221	The Department for Correctional Services	Litter Collection	1,309.00
360	EFT64232	The Ergo Centre	Furniture	880.00
361	EFT64366	The Ergo Centre	Furniture	979.00
362	EFT64239	The Fruit Box Group Pty Ltd	Milk	291.13
363	EFT64507	The Fruit Box Group Pty Ltd	Milk	229.06
364	EFT64528	The Lions Mane	Small Business Resilience Grant	912.00
365	EFT64543	The Paper Bahn	Stationery	5,605.11
366	EFT64539	The Personnel Risk Management Group	Security Checks	96.80
367	EFT64305	The Table & Chair Co	Furniture	21,186.00
368	EFT64307	Thomson Geer	Legal Fees	1,777.60
369	EFT64439	TMK Consulting Engineers	Engineering Services	1,683.00
370	EFT64560	TNPK Staff Pty Ltd	Temp Compliance Staff	39,901.60
371	EFT64303	Tom's Car Wash	Vehicle Maintenance	1,968.70
372	EFT64302	Tonkin Consulting	Professional Fees	9,372.00
373	EFT64435	Tonkin Consulting	Professional Fees	9,036.23
374	EFT64561	Torrens Safety	Depot Supplies	6,478.90
375	EFT64559	Total Construction Surveys Pty Ltd	Surveys	40,004.34
376	EFT64436	Total Tools Thebarton	Depot Supplies	826.85
377	EFT64562	TPG Telecom	Internet Connection	3,106.40
378	EFT64438	Tree Care Machinery	Depot Supplies	1,669.25
379	EFT64306	Trees for Life	Native Plant Giveaway	1,948.12
380	EFT64451	Trees for Life Inc	Thebarton Community Centre Bond Return	795.00
381	EFT64304	Triple Cherry Coffee	Coffee Supplies	150.00
382	EFT64568	United Fasteners SA Pty Ltd	Depot Supplies	13.81
383	EFT64566	Uniting Care Wesley Bowden Inc	Financial Counselling Sessions	1,980.00
384	EFT64314	Urban & Regional Planning Solutions	Professional Fees	18,979.40
385	EFT64567	UrbanVirons Group Pty Ltd	Tree Maintenance	4,785.00
386	EFT64571	Vac Group Operations Pty Ltd	Lockleys Oval Works	1,014.75
387	EFT64315	Veri Fire	Fire Safety	4,587.00
388	EFT64570	Veri Fire	Fire Safety	4,508.26
389	EFT64578	Waterpro	Irrigation	1,307.66
390	EFT64324	WC Convenience Management Pty Ltd	Cleaning	5,354.73
391	EFT64573	Web Safety Pty Ltd	Clothing	217.03
392	EFT64445	Well Done International	After Hours Contact Centre	927.85
393	EFT64444	Westside Services (SA) Pty Ltd	Airconditioner Maintenance	576.94
394	EFT64316	Wholesale Plants and Products Pty Ltd	Plants	1,811.64
395	EFT64443	Wholesale Plants and Products Pty Ltd	Plants	489.50
396	EFT64572	Wholesale Plants and Products Pty Ltd	Plants	375.81
397	EFT64575	Winc Australia Pty Limited	Stationery	992.62
398	EFT64322	Window Shield Australia	Building Maintenance	1,030.00
399	EFT64321	With All My Art	Small Business Resilience Grant	2,800.00
400	EFT64442	Word Cafe	Printing	1,072.50
401	EFT64319	WorkSafe Guardian	Monitoring	1,485.00
402	EFT64580	Workzone Traffic Control Pty Ltd	Traffic Control	993.30
403	EFT64317	Worlds Best Specialised Cleaning	Graffiti Removal	6,809.00
404	EFT64574	Worm Affair	Worm Farms	69.30
405	EFT64441	Wurth Australia	Depot Supplies	133.24
406	EFT64450	Ying Ying	Refund Overpaid Rates	467.15
				<b>\$ 4,173,742.11</b>

### **11.3 Credit Card Purchases - July to September 2020**

#### **Brief**

This report tables a schedule of credit card payments for the September quarter of 2020.

#### **RECOMMENDATION**

The Committee recommends to Council that the schedule of credit card payments for the September quarter of 2020 be received.

---

#### **Discussion**

A schedule of credit card purchases for the September quarter of 2020 is included with this agenda as **Attachment 1**, pursuant to a resolution of Council on 21 August 2018.

This schedule of purchases was posted to Council's website on 2 November 2020.

19 staff have been issued with Council credit cards. None have been issued to Elected Members.

#### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact in relation to this report.

#### **Conclusion**

A schedule of credit card purchases for the September quarter of 2020 is provided for Elected Members' information and review.

#### **Attachments**

- 1. Register of Credit Card Transactions July to September 2020**

City of West Torrens				
Register of Credit Card Transactions				
Quarter Ended 30 September 2020				
Ref. No.	Payment Date	Payee	Purchase Description	Amount
1	30/04/2020	Bunnings, Mile End	Depot Supplies	49.90
2	27/06/2020	Browse In, Marleston	Active Ageing Supplies	63.00
3	27/06/2020	JB Home, Mile end	Library DVDs	376.42
4	27/06/2020	Paypal *tilp	Postage	12.00
5	28/06/2020	Aimtell, Inc, CA	Web Push Notifications	73.42
6	28/06/2020	Hostek.com, Ok	Software Tool	11.97
7	29/06/2020	Findmyshift, Amsterdam	Rostering Software	386.12
8	30/06/2020	Booktopia Pty Ltd, Lidcombe	Library Books	107.13
9	30/06/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
10	30/06/2020	News Pty Ltd Subscript, Surry Hills	Library Newspaper Subscription	150.00
11	30/06/2020	Slimline Warehouse, Broadmeadows	Signage Plates	1,990.00
12	30/06/2020	Slimline Warehouse, Broadmeadows	Signage Plates	11.00
13	1/07/2020	Cenvp Scheme, Balwyn	Refund - Membership	-1.00
14	1/07/2020	Ckeditor.com, Warsaw	File Upload Tools	104.31
15	1/07/2020	Sprout Social, Inc, Il	Subscription	101.42
16	2/07/2020	Isubscribe Pty Ltd, Sydney	Library Magazine Subscription	164.98
17	2/07/2020	Superloop Broadband, Brisbane	Reimburse Internet Connection	59.95
18	3/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	212.84
19	3/07/2020	Bunnings, Adelaide Airport	Depot Supplies	59.00
20	3/07/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
21	3/07/2020	News Limited, Surry Hills	Advertiser On-line Subscription	30.00
22	3/07/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
23	4/07/2020	15five, CA	Rostering Software	213.48
24	5/07/2020	SimplyBookME	Software	44.33
25	6/07/2020	Amazon Mktplc, Sydney Sth	Library Books	24.53
26	7/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	209.80
27	7/07/2020	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	100.41
28	7/07/2020	JBHiFi.com.au, Southbank	Library CDs	21.98
29	7/07/2020	MSFT *<E0400BD2MG>	Software	45.49
30	7/07/2020	Otterbox Hong Kong Ltd	iPad Case	129.95
31	8/07/2020	Bunnings, Mile End	Depot Supplies	30.50
32	8/07/2020	Bunnings, Mile End	Depot Supplies	23.65
33	8/07/2020	Zoom.au, CA	Webinar Monthly Fee	168.00
34	9/07/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
35	9/07/2020	JB Hi Fi, Oaklands Park	Library DVDs	399.66
36	9/07/2020	JBHiFi.com.au, Southbank	Library DVDs	16.98
37	9/07/2020	LPRD Pty Ltd, Berrima	Library Books	45.00
38	9/07/2020	Ofwks Online, Bentleigh	Storage Containers	87.70
39	10/07/2020	Independent Living, St Marys	Furniture	159.00
40	10/07/2020	Schnithouse, Hilton	Catering	208.80
41	11/07/2020	Clickdesk-855.452.3375, CA	Software	390.58
42	12/07/2020	Facebk *8G93QVWEJ2, Irl	Facebook Advertising	500.00
43	13/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	108.70
44	13/07/2020	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	59.98
45	14/07/2020	Big W, Torrensville	Library Books	607.00
46	14/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	11.03
47	14/07/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
48	15/07/2020	Big W, Torrensville	Active Ageing Supplies	38.00
49	15/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	39.70
50	15/07/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
51	16/07/2020	Facebk*JP67UUJEJ2, Irl	Facebook Advertising	47.42
52	16/07/2020	JBHiFi.com.au, Southbank	Cables	70.79
53	16/07/2020	Paypal *bookstore	Library Books	34.37
54	17/07/2020	Bunnings, Mile End	Depot Supplies	28.50
55	17/07/2020	Bunnings, Mile End	Depot Supplies	115.48
56	17/07/2020	Hostek.com, Ok	Software Tool	10.29
57	17/07/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
58	20/07/2020	ALG CITU208580202007, CA	Web Search Tools	167.55

Ref. No.	Payment Date	Payee	Purchase Description	Amount
59	20/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	84.09
60	20/07/2020	Officeworks, Keswick	Stationery	69.19
61	21/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	95.77
62	21/07/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	20.00
63	22/07/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	20.00
64	22/07/2020	Electrical Home Aids, Hilton	Vacuum Bags	89.95
65	22/07/2020	Pythonwhere, London	Software Tools	51.90
66	22/07/2020	Slimline Warehouse, Broadmeadows	Signage Plates	345.62
67	23/07/2020	Etsy.com Maggiesneedle, Irl	Story Time Display Material	40.96
68	23/07/2020	Paypal *Nicolle Euc	Tree Reference Book	93.00
69	24/07/2020	Jaycar Pty Ltd, Rydalmere	Computer Accessories	75.80
70	24/07/2020	JBHIFI.com.au, Vic	Library DVDs	43.94
71	24/07/2020	Woolworths Online, Bella Vista	Kitchen Supplies	286.40
72	27/07/2020	Construction Industr, Wayville	CITB Levy	1,033.00
73	28/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	54.88
74	29/07/2020	Allmedic Book Suppli, Stones Corner	Library Books	70.94
75	29/07/2020	Auto Park Pty Ltd, Adelaide	Carparking	15.22
76	29/07/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
77	29/07/2020	JBHIFI.com.au	Library DVDs	41.97
78	29/07/2020	SA Govt Payments Serv, Regency Pk	Bus Inspection	288.00
79	29/07/2020	Seal Imports Pty Ltd, Wingfield	Plant Maintenance	119.47
80	30/07/2020	Booktopia Pty Ltd, Lidcombe	Library Books	643.33
81	30/07/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	20.00
82	30/07/2020	JBHIFI.com.au	Headphones	253.99
83	31/07/2020	Evernote, Zurich	Software Licence	89.99
84	31/07/2020	EZI*EzyDVD, Helensvale	Refund - Library DVDs	-29.97
85	31/07/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
86	1/08/2020	Ckeditor.com, Warsaw	File Upload Tools	100.50
87	1/08/2020	Get it Cheap, Torrensville	Art Exhibition Supplies	27.80
88	1/08/2020	Hardmann Pty Ltd, Torrensville	Art Exhibition Supplies	27.17
89	2/08/2020	Aimtell, Inc, CA	Web Push Notifications	70.97
90	2/08/2020	Superloop Broadband, Brisbane	Reimburse Internet Connection	59.95
91	3/08/2020	Booktopia Pty Ltd, Lidcombe	Library Books	963.27
92	3/08/2020	Detpak, Brompton	Masks	2,101.44
93	3/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	30.00
94	3/08/2020	JBHIFI.com.au	Library DVDs	31.97
95	3/08/2020	News Limited, Surry Hills	Advertiser On-line Subscription	30.00
96	4/08/2020	15Five, CA	Rostering Software	208.57
97	4/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
98	4/08/2020	Schnithouse, Hilton	Catering	167.80
99	4/08/2020	Schnithouse, Hilton	Catering	186.80
100	5/08/2020	Dept of Infrastructure, Sydney	Building Application Fee	750.00
101	5/08/2020	Formsite.com, Il	Software	428.50
102	5/08/2020	Queensland Govt2, Brisbane	Vehicle Searches	100.00
103	5/08/2020	SimplyBookME	Software	42.89
104	6/08/2020	Detpak, Brompton	Masks	3,992.74
105	6/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
106	6/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
107	6/08/2020	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	100.41
108	6/08/2020	JB Home Mile End	Library DVDs	740.51
109	6/08/2020	Minimax Mile End	Display Materials	29.95
110	7/08/2020	Booktopia Pty Ltd, Lidcombe	Library Books	62.15
111	7/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	20.00
112	7/08/2020	MSFT *<E0400BMZ36>	Software	43.85
113	7/08/2020	The Good Guys, Mile End	Electrical Goods	3,606.00
114	8/08/2020	Gardenia Home Garden, Darlington	Display Materials	23.00
115	8/08/2020	Zoom.au, CA	Webinar Monthly Fee	168.00
116	9/08/2020	Sprout Social, Inc, Il	Subscription	3,642.41
117	10/08/2020	Booktopia Pty Ltd, Lidcombe	Library Books	74.43
118	10/08/2020	Browse In, Marlestone	Active Ageing Supplies	7.00
119	10/08/2020	Stk*bigstockphoto.com, NY	Photos for Website	339.00

Ref. No.	Payment Date	Payee	Purchase Description	Amount
120	11/08/2020	Amazon Mktplc, Sydney South	Library Program Supplies	73.92
121	11/08/2020	Australian Red Cross, Nth Melbourne	Volunteer Training	70.00
122	11/08/2020	Booktopia Pty Ltd, Lidcombe	Library Books	912.60
123	11/08/2020	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	59.98
124	11/08/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
125	12/08/2020	Eco Bin Aust Pty Ltd, Malvern East	Paper Recycling Bins	121.94
126	13/08/2020	Australian Red Cross, Nth Melbourne	Volunteer Training	110.00
127	13/08/2020	Australian Red Cross, Nth Melbourne	Volunteer Training	110.00
128	13/08/2020	Australian Red Cross, Nth Melbourne	Volunteer Training	110.00
129	13/08/2020	Australian Red Cross, Nth Melbourne	Volunteer Training	110.00
130	13/08/2020	Bunnings, Adelaide Airport	Display Materials	27.97
131	14/08/2020	Dept of Infrastructure, Sydney	Building Application Fee	750.00
132	14/08/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
133	16/08/2020	Facebk*FXUCLWWEJ2	Facebook Advertising	357.66
134	17/08/2020	Natural Plastics, Brompton	Hygiene Screen - Toy Library	394.90
135	18/08/2020	Bunnings, Adelaide Airport	Power Boards	84.28
136	18/08/2020	Safework SA, Keswick	Licence Renewal	85.00
137	19/08/2020	Natfel Pty Ltd, Kilkenny	Plant Repairs	66.55
138	19/08/2020	Officeworks, Mitchell Park	Library Supplies	288.38
139	19/08/2020	Safe Place Training, Goodwood	Staff Training	80.00
140	19/08/2020	Safe Place Training, Goodwood	Staff Training	80.00
141	20/08/2020	ALG CITUs215405202008, CA	Web Search Tools	190.02
142	20/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	30.00
143	21/08/2020	Booktopia Pty Ltd, Lidcombe	Library Books	235.60
144	21/08/2020	Bunnings, Mile End	Program Supplies	5.50
145	21/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
146	21/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
147	21/08/2020	JBHiFi.com.au	Library DVDs	69.93
148	21/08/2020	Officeworks, Keswick	Program Supplies	47.94
149	21/08/2020	SP*Makemeicon, Sandringham	Toys for Toy Library	500.91
150	22/08/2020	Pythonwhere, London	Software Tools	51.68
151	23/08/2020	Font Awesome Standard, AR	Software	142.13
152	24/08/2020	Australian Red Cross, Nth Melbourne	First Aid Training	110.00
153	24/08/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
154	24/08/2020	Sec*Akbartlett Trust, Adelaide	First Aid Training	95.00
155	24/08/2020	Woolworths, Hilton	Program Supplies	4.78
156	25/08/2020	Arborcult*Law Council, Marlestone	Safe Tree Work Book	44.00
157	25/08/2020	Booktopia Pty Ltd, Lidcombe	Library Books	217.21
158	25/08/2020	Hostek.com, Ok	Software Tool	11.45
159	25/08/2020	LGA SA, Adelaide	Staff Training	385.00
160	25/08/2020	Moodle, WA	eLearning	550.00
161	25/08/2020	Officeworks, Mitchell Park	Printer Cartridges	115.99
162	25/08/2020	Packqueen, Thomastown	Library Program Supplies	156.08
163	25/08/2020	Safe Place Training, Goodwood	Staff Training	80.00
164	28/08/2020	Aimtell, Inc, CA	Web Push Notifications	69.59
165	28/08/2020	JB Home Mile End	iPad Accessories	219.00
166	28/08/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
167	28/08/2020	Safe Place Training, Goodwood	Volunteers Training	80.00
168	28/08/2020	Safe Place Training, Goodwood	Volunteers Training	160.00
169	29/08/2020	Amazon Mktplc, Sydney Sth	Library DVDs	33.64
170	31/08/2020	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	211.20
171	31/08/2020	Isuscribe Pty Ltd, Sydney	Library Magazine Subscription	725.00
172	1/09/2020	Ckeditor.com, Warsaw	File Upload Tools	97.73
173	1/09/2020	Good Games Pty Ltd	Youth Program Supplies	108.00
174	1/09/2020	JB Home Mile End	iPad Accessories	249.00
175	2/09/2020	Booktopia Pty Ltd, Lidcombe	Library Books	84.92
176	2/09/2020	Booktopia Pty Ltd, Lidcombe	Library Books	16.10
177	2/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
178	2/09/2020	JBHiFi.com.au	Library DVDs	40.95
179	2/09/2020	News Pty Ltd Subscript, Surry Hills	Library Newspaper Subscription	120.00
180	2/09/2020	Superloop Broadband, Brisbane	Reimburse Internet Connection	59.95

Ref. No.	Payment Date	Payee	Purchase Description	Amount
181	3/09/2020	News Limited, Surry Hills	Advertiser On-line Subscription	30.00
182	3/09/2020	Safework SA, Keswick	Licence Renewal	207.00
183	4/09/2020	15Five, CA	Rostering Software	203.11
184	4/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
185	4/09/2020	Polar Displays and Pri, Richmond	Depot Supplies	30.86
186	4/09/2020	Woolworths, Hilton	Sewing Group Supplies	25.25
187	5/09/2020	SimplyBookME	Software	42.44
188	6/09/2020	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	100.41
189	7/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
190	7/09/2020	eBay o*03-05691-84001, Sydney	Library Program Supplies	257.45
191	7/09/2020	MSFT *<E0400BWSZY> Msft Azure	Software	45.24
192	8/09/2020	Australian Red Cross, Nth Melbourne	Volunteer Training	110.00
193	8/09/2020	Australian Red Cross, Nth Melbourne	Volunteer Training	110.00
194	8/09/2020	Booktopia Pty Ltd, Lidcombe	Library Books	74.70
195	8/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
196	8/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
197	8/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
198	8/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
199	8/09/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
200	8/09/2020	Spotto SA, Darlinghurst	Cab Fare	14.35
201	8/09/2020	Zoom.au, CA	Webinar Monthly Fee	168.00
202	9/09/2020	Officeworks, Keswick	Active Ageing Supplies	88.96
203	10/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
204	10/09/2020	JB Home Mile End	Library DVDs	184.82
205	10/09/2020	Paypal *Bookdeposit	Library Books	25.39
206	10/09/2020	Woolworths, Hilton	Knitting Group Supplies	26.50
207	11/09/2020	Booktopia Pty Ltd, Lidcombe	Library Books	108.79
208	11/09/2020	City of Adelaide	Carparking	3.67
209	11/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
210	11/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
211	11/09/2020	Liberty, Richmond	Fuel	39.45
212	11/09/2020	Luca Group Pty Ltd, Adelaide	Carparking	18.00
213	11/09/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00
214	12/09/2020	Quicktapsurvey, Toronto	Survey Tool Subscription	523.25
215	14/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
216	14/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
217	14/09/2020	News Pty Ltd Subscript, Surry Hills	Library Newspaper Subscription	150.00
218	15/09/2020	Adairs Mile End	Library Display Materials	33.24
219	15/09/2020	Adelaide Seal Supplies, Underdale	Plant Maintenance	13.20
220	15/09/2020	Auto Park Pty Ltd, Adelaide	Carparking	15.22
221	15/09/2020	Big W, Brickworks	Library Books	903.00
222	15/09/2020	Booktopia Pty Ltd, Lidcombe	Library Books	784.30
223	16/09/2020	Auto Park Pty Ltd, Adelaide	Carparking	15.22
224	16/09/2020	Facebk*ZCKSTWSEJ2	Facebook Advertising	442.71
225	16/09/2020	Kyd-x Onebigworld, Keswick	Membership	825.00
226	17/09/2020	Booktopia Pty Ltd, Lidcombe	Library Books	108.70
227	17/09/2020	Hostek.com, Ok	Software Tool	9.83
228	17/09/2020	Internode Pty Ltd, Adelaide	Reimburse Internet Connection	59.98
229	17/09/2020	Safe Place Training, Goodwood	Volunteer Training	75.00
230	17/09/2020	Safe Place Training, Goodwood	Volunteer Training	75.00
231	18/09/2020	Booktopia Pty Ltd, Lidcombe	Library Books	72.63
232	20/09/2020	ALG CITUS222108202009, CA	Web Search Tools	216.77
233	20/09/2020	Findmyshift, Amsterdam NH	Rostering Software	432.06
234	21/09/2020	Isubscribe Pty Ltd, Sydney	Library Magazine Subscription	135.00
235	21/09/2020	Isubscribe Pty Ltd, Sydney	Library Magazine Subscription	196.00
236	21/09/2020	Isubscribe Pty Ltd, Sydney	Library Magazine Subscription	65.00
237	21/09/2020	Isubscribe Pty Ltd, Sydney	Library Magazine Subscription	110.00
238	21/09/2020	Isubscribe Pty Ltd, Sydney	Library Magazine Subscription	119.00
239	21/09/2020	Safe Place Training, Goodwood	Volunteer Training	75.00
240	22/09/2020	Pythonwhere, London	Software Tools	51.50
241	23/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00

Ref. No.	Payment Date	Payee	Purchase Description	Amount
242	23/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
243	23/09/2020	Hardmann Pty Ltd, Torrensville	Active Ageing Supplies	53.90
244	23/09/2020	Isubscribe Pty Ltd, Sydney	Refund - Library Magazine Subscription	-135.00
245	24/09/2020	Booktopia Pty Ltd, Lidcombe	Library Books	108.47
246	24/09/2020	DPTI - Ezyreg, Adelaide	Vehicle Searches	10.00
247	24/09/2020	Dymocks Online, Sydney	Library Books	252.88
248	25/09/2020	Haighs Retail Pty Ltd, Glenside	Author Visit Program Supplies	76.90
249	25/09/2020	News Limited, Surry Hills	Advertiser On-line Subscription	28.00

## **11.4 Register of Allowances and Benefits - 3 Months to 30 September 2020**

### **Brief**

This report tables the register of allowances and benefits for Elected Members for the 3 months to 30 September 2020, prepared pursuant to the requirements of Section 79 of the *Local Government Act 1999*.

### **RECOMMENDATION**

The Committee recommends to Council that the register of allowances and benefits for Elected Members for the 3 months to 30 September 2020, prepared pursuant to the requirements of Section 79 of the *Local Government Act 1999*, be received.

---

### **Discussion**

The register of allowances and benefits for Elected Members for the 3 month period to 30 September 2020 is included with this agenda for information (**Attachment 1**). All amounts are gross, with reimbursements shown in the second last column.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct environmental impact in relation to this report.

### **Conclusion**

The register of allowances and benefits for Elected Members for the 3 months to 30 September 2020 is tabled for information.

### **Attachments**

- 1. Register of Allowances and Benefits - 3 Months to 30 September 2020**

**Register of Allowances and Benefits for the period from 1 July 2020 to 30 September 2020**

Elected Member	Allowance YTD	Phone/Fax & Internet	Vehicle Running Costs	Taxi Fares	Air Fares & Mileage	Professional Development	Accomm	Reimburse Expenses	Sundry	Meals & Functions	Reimburse to Council	Total
Mayor Coxon	21,396.00	0.00	1,134.73	0.00	0.00	0.00	0.00	235.00	90.00	0.00	-635.48	22,220.25
Cr Reynolds	5,349.00	61.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,410.08
Cr Wood	6,954.00	59.97	0.00	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	7,193.97
Cr Vlahos	6,687.00	64.84	0.00	0.00	0.00	0.00	0.00	360.00	0.00	0.00	0.00	7,111.84
Cr C O'Rielly	6,687.00	180.20	0.00	0.00	0.00	440.00	0.00	240.00	0.00	0.00	0.00	7,547.20
Cr Woodward	6,687.00	63.56	0.00	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	6,930.56
Cr Papanikolaou	6,687.00	179.97	0.00	0.00	0.00	660.00	0.00	0.00	0.00	0.00	0.00	7,526.97
Cr Kym McKay	6,687.00	189.91	0.00	0.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	6,966.91
Cr Huggett	6,687.00	180.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,867.52
Cr Anne McKay	6,687.00	79.96	0.00	0.00	0.00	0.00	0.00	270.00	0.00	0.00	0.00	7,036.96
Cr Wilton	5,349.00	186.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,535.88
Cr Tsiaparis	6,687.00	60.12	0.00	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	6,927.12
Cr Pal	5,349.00	59.97	0.00	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	5,588.97
Cr Mugaivin	5,349.00	59.97	0.00	0.00	0.00	660.00	0.00	180.00	0.00	0.00	0.00	6,248.97
Cr Nitschke	5,349.00	59.97	0.00	0.00	0.00	220.00	0.00	180.00	0.00	0.00	0.00	5,808.97
<b>Total</b>	<b>108,591.00</b>	<b>1,486.92</b>	<b>1,134.73</b>	<b>0.00</b>	<b>0.00</b>	<b>1,980.00</b>	<b>0.00</b>	<b>2,275.00</b>	<b>90.00</b>	<b>0.00</b>	<b>-635.48</b>	<b>114,922.17</b>

Note: (1) Allowances to Crs. Huggett and Papanikolaou include payments to each as members of the Mendelson Trust Management Committee. This payment is as a consequence of the Council's role as Trustee and not pursuant to any entitlement under the Local Govt Act, 1999 or the Local Govt (Members Allowances and Benefits) Regulations 2010.  
 (2) Complimentary tickets to SANFL matches at Richmond Oval are made available to Elected Members upon request.

## 11.5 Council Budget Report - FOUR Months to 31 October 2020

### Brief

This report provides information to Council on budget results for the four months ended 31 October 2020.

### RECOMMENDATION

The Committee recommends to Council that the report be received.

---

### Introduction

The report provides year to date (YTD) budget results for October 2020.

### Discussion

Budget variances are summarised in the financial report which is included as **Attachment 1**, with key variances explained below in terms of:

- Operational Income
- Operational Expenditure
- Capital Expenditure
- Capital Income
- Capital Works Expenditure

#### Operational Income

Key variances include:

- Rates are above budget by \$106,037 due to the timing of advance payments and higher than expected growth. This will largely resolve itself in coming months, with an adjustment recommended in the September budget review.
- Statutory charges are above budget YTD by \$120,995, mostly due to the timing of dog related income payments to Council by the Dog and Cat Management Board (\$13,291) and the payment of development application fees (\$30,619). Parking income is also above budget YTD by \$64,937, but this is timing related. Minor September budget review adjustments have been recommended.
- User charges are above budget by \$132,984, largely due to the timing of Thebarton Community Centre income (\$61,595) and lease fees for the new depot (\$98,786). Minor September budget review adjustments have been recommended.
- Grant income is below budget YTD by \$154,214, but this is mostly timing related. Minor September budget review adjustments have been recommended.
- Reimbursement and other income is \$32,461 above budget YTD, largely due to better than expected Mendelson investment performance (\$9,213) and LGFA investment earnings (\$13,595). Adjustments are recommended in the September budget review.

The end of year (EOY) forecast for operational income is expected to decrease by \$756,443 largely based on variances, key information to date and adjustments recommended in the September budget review.

## Operational Expenditure

Key variances include:

- Staff and related costs are \$367,841 under budget, largely for timing reasons associated with (a) workers compensation premium payments (\$163,763), fringe benefits tax (\$35,821), training (\$20,590) and work health and safety (\$13,164), and (b) depot and compliance vacancies being backfilled by contractor use (to be adjusted in the December budget review).
- General expenses are below YTD budgets by \$847,145, largely due to the timing of expenditure associated with professional fees (\$280,367), general insurance premiums (\$192,088), and library books and materials (\$120,940), with the balance on a range of other expense items. A summary of variances for selected key general expenses is attached. September budget review adjustments have been recommended.
- Council related expenditure is \$149,106 below budget YTD, mostly for timing reasons associated with community grant funding (\$106,800 favourable), street lighting (\$33,554 favourable) and rates related costs (\$13,986 unfavourable). These variances are largely expected to rectify in the near future as payment aligns with budget however some budget review changes have been recommended.
- Contract and material expenditure is \$176,279 below budget YTD, largely for timing reasons associated with depot and property maintenance programs (\$105,558), waste management (\$52,360) and Community Development programs (\$18,362).
- Occupancy and property costs are \$34,065 above budget YTD, largely for timing reasons associated with water rates (\$64,539 unfavourable) and depot rental (\$39,257 unfavourable). This is offset by favourable variances for light and power (\$59,041) and cleaning (\$10,484).

The EOY forecast for operational expenditure, excluding depreciation is expected to increase by \$477,063 largely based on variances, key information to date and adjustments recommended in the September budget review.

## Capital Expenditure

Key variances include:

- Motor vehicle expenditure is \$133,044 below budget YTD, largely for timing reasons.
- Computer expenditure is \$43,443 below budget for timing reasons.
- Other plant and equipment expenditure is below YTD budget by \$158,746, mostly for timing reasons. This will self-adjust in the near future as budgets align, given significant commitments have already been made.
- Land and building costs are \$1,666,105 under budget YTD, largely for timing reasons associated with community facility developments. In addition, settlement on the budgeted sale of the Marion Road is yet to occur.

The EOY forecast for capital expenditure is expected to increase by \$236,237 largely based on variances, key information to date and adjustments recommended in the September budget review.

## Capital Income

Key variances include:

- Capital income is \$1,292,091 under budget YTD due to income not yet received associated with community capital projects.

The EOY forecast for capital expenditure is expected to increase by \$2,087,909 largely based on variances, key information to date and adjustments recommended in the September budget review.

## Capital Works Expenditure

Expenditure on capital works YTD is \$3,868,477.

A capital works expenditure summary for YTD October 2020 is attached with appropriate comments provided on the status of individual budget lines. 40.1 per cent of the capital works budget has been spent or committed by way of purchase orders as at 31 October 2020.

It is estimated that 100 per cent of the forecast budget of \$32,267,192 is required to complete the program of works and that 86 per cent will be completed by 30 June 2021.

The EOY forecast for capital works expenditure is expected to increase by \$93,979, net of overheads, largely based on variances, key information to date and adjustments recommended in the September budget review.

## **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact consideration in relation to this report.

## **Conclusion**

Information is provided in this report on budget results for the four months ended 31 October 2020.

## **Attachments**

- 1. October Budget v's Actual**
- 2. Capital Works - Budget vs Actual**
- 3. General Expenses**

**City of West Torrens  
Finance Budget Report for the 4 Months Ended 31 October 2020  
Operational Income and Expenditure (\$'000's)**

Adopted Budget Original	Adopted Budget Revised	Income & Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining
61,110	61,110	<b>Income</b>					
		Rates	60,714	60,820	106	0%	290
2,072	2,072	Statutory Charges	703	824	121	17%	1,248
1,604	1,604	User Charges	387	520	133	34%	1,085
4,287	4,287	Grants & Subsidies	1,276	1,121	(154)	(12%)	3,166
706	705	Reimbursements & Other Income	239	271	32	14%	434
<b>69,779</b>	<b>69,779</b>	<b>Total Income</b>	<b>63,319</b>	<b>63,556</b>	<b>238</b>	<b>0%</b>	<b>6,222</b>
		<b>Expenditure</b>					
23,865	24,066	Staff & Related Costs	7,677	7,308	368	5%	16,758
5,749	5,749	Buildings, Furniture, Plant & Equipment	2,153	2,168	(15)	(1%)	3,581
9,858	9,858	Community Asset Costs	3,322	3,322	0	0%	6,536
4,132	4,579	General Expenses	2,017	1,170	847	42%	3,409
1,128	1,128	Bank & Finance Charges	398	320	78	19%	807
4,000	4,094	Council Related Expenditure	1,431	1,282	149	10%	2,812
11,064	11,064	Contract & Material Expenditure	3,040	2,863	176	6%	8,201
2,651	2,651	Occupancy & Property Costs	657	691	(34)	(5%)	1,960
(175)	(175)	Expenditure Recovered	(58)	(37)	(22)	37%	(138)
<b>62,272</b>	<b>63,013</b>	<b>Total Expenditure</b>	<b>20,636</b>	<b>19,088</b>	<b>1,548</b>	<b>8%</b>	<b>43,926</b>
<b>7,507</b>	<b>6,766</b>	<b>Operating Surplus/Deficit</b>	<b>42,683</b>	<b>44,468</b>			

<p style="text-align: center;"><b>City of West Torrens</b></p> <p style="text-align: center;"><b>Finance Budget Report for the 4 Months Ended 31 October 2020</b></p> <p style="text-align: center;"><b>Capital Income and Expenditure (\$'000's)</b></p>									
Adopted Budget Original	Adopted Budget Revised	Capital Expenditure and Sales	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining		
175	175	Motor Vehicles	85	(48)	133	156%	222		
137	137	Computer Equipment	71	27	43	61%	110		
871	1,306	Other Plant & Equipment	647	489	159	25%	818		
6,383	5,780	Land & Buildings	134	1,800	(1,666)	(1241%)	3,979		
0	1	Library Resources	0	0	0	0%	1		
<b>7,565</b>	<b>7,397</b>	<b>Total Expenditure</b>	<b>936</b>	<b>2,268</b>	<b>(1,331)</b>	<b>(142%)</b>	<b>5,129</b>		
Adopted Budget Original	Adopted Budget Revised	Capital Income	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining		
0	1,300	Grants & Subsidies - Capital Income	1,300	8	1,292	99%	1,292		
<b>0</b>	<b>1,300</b>	<b>Total Income</b>	<b>1,300</b>	<b>8</b>	<b>1,292</b>	<b>99%</b>	<b>1,292</b>		
Adopted Budget Original	Adopted Budget Revised	Capital Works Expenditure	YTD Budgets	YTD Actuals	YTD Variance	YTD Variance %	Budget Remaining		
2,746	5,011	Environment Program	1,253	464	789	63%	4,547		
3,125	7,809	Recreation Program	1,952	943	1,009	52%	6,866		
13,846	19,447	Transport Program	4,862	2,462	2,400	49%	16,986		
<b>19,716</b>	<b>32,267</b>	<b>Total Expenditure</b>	<b>8,066</b>	<b>3,868</b>	<b>4,198</b>	<b>52%</b>	<b>28,399</b>		

<b>CITY OF WEST TORRENS</b> <b>BUDGET 2020/21 - AS AT 31 October 2020</b> <b>CAPITAL WORKS EXPENDITURE</b>
--

ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
<b>ENVIRONMENT PROGRAM</b>									
<i>Stormwater &amp; Drainage</i>									
350,000	532,293	Minor Drainage Upgrades and Replacement Work	186,344	56,023	242,367	45.5%	532,293	100%	Minor Works Upgrade / Program Upgrade - continuing/program commitment for 2020 / 2021.
0	96,502	Ashley St (West St to Hayward Ave)	6,468	0	6,468	6.7%	96,502	100%	Works to be tendered November 2020
0	1,483,898	Stormwater Upgrade - Stirling St, Thebarton	9,891	1,345,137	1,355,028	91.3%	1,483,898	100%	Contract awarded, awaiting Contractor travelling clearance from Victoria.
0	296,350	Stormwater Upgrade - Sherrif St, Underdale	254,386	47,737	302,124	101.9%	296,350	100%	Works in progress, scheduled for completion end of October 2020.
250,000	250,000	Stirling Street Outfall Interface	0	0	0	0.0%	250,000	100%	
150,000	150,000	Keswick Creek- Everard	0	0	0	0.0%	150,000	100%	Planning underway. Works scheduled to be undertaken during February 2021.
650,000	650,000	Packard St Cut-off Drain	6,930	52,041	58,971	9.1%	650,000	100%	Detailed design and documentation is being developed.
<i>Other Environment</i>									
1,345,711	1,552,288	Brown Hill and Keswick Creeks	0	0	0	0.0%	1,552,288	100%	Approval for 1st stage of Greater Management Plan has been confirmed by all necessary stake holders. Project for design concept upgrade of Brown Hill Creek through West Torrens area is nearing draft report stage.
<b>2,745,711</b>	<b>5,011,331</b>	<b>Program Total</b>	<b>464,020</b>	<b>1,500,938</b>	<b>1,964,957</b>	<b>39.2%</b>	<b>5,011,331</b>	<b>100%</b>	
<b>RECREATION PROGRAM</b>									
<i>Parks &amp; Gardens</i>									
485,000	1,003,288	Playground Upgrade	90,103	305,239	395,342	39.4%	1,003,288	85%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
530,000	623,723	Reserve Developments - Various	160,251	148,839	309,090	49.6%	623,723	100%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
260,000	324,966	River Torrens Upgrade	22,127	34,319	56,445	17.4%	324,966	85%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
25,000	28,684	River Torrens Path Upgrades	0	29,528	29,528	102.9%	28,684	100%	Planning underway. Works scheduled to be undertaken early 2021.
0	562,201	Kings Reserve Playspace	143,358	8,140	151,498		562,201	25%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
775,000	1,249,585	Reserve Irrigation Upgrades	467,105	393,915	861,019	68.9%	1,249,585	80%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
0	2,000,000	Breakout Creek Stage 3 Redevelopment	0	0	0	0.0%	2,000,000	100%	
50,000	50,000	Bikeway Path Upgrade and Reseal	34,331	7,200	41,531	83.1%	50,000	80%	Works underway

**CITY OF WEST TORRENS**  
**BUDGET 2020/21 - AS AT 31 October 2020**  
**CAPITAL WORKS EXPENDITURE**

ADOPTED BUDGET ORIGINAL	ADOPTED BUDGET REVISED	FUNCTION	YTD ACTUALS	COMMITTED OR CONTRACTED	ACTUALS AND COMMITTED	% SPENT OR COMMITTED	FORECAST EXPENDITURE TO COMPLETE	EOY FORECAST PERCENTAGE COMPLETE	COMMENT / EXPLANATION
		<b>Sports Facilities</b>							
325,000	368,559	Tennis Court Upgrades	25,677	0	25,677	7.0%	368,559	100%	Works Scheduled / Underway, Arrangements for Glenlea Tennis Club confirmed.
0	0	Airport Road	0	0	0	0.0%	0	0%	
550,000	1,472,846	Thebarton Oval Kings Reserve	0	172,039	172,039	11.7%	1,472,846	25%	Update / Project Status to be provided at the City Facilities and Waste General Committee - 24 March 2020
125,000	125,000	Car Parking Upgrade	0	110,000	110,000	88.0%	125,000	25%	
<b>3,125,000</b>	<b>7,808,852</b>	<b>Program Total</b>	<b>942,951</b>	<b>1,209,218</b>	<b>2,152,169</b>	<b>27.6%</b>	<b>7,808,852</b>	<b>73%</b>	
		<b>TRANSPORT PROGRAM</b>							
		<b>Roads Sealed</b>							
9,679,491	14,505,509	City Funds/ULRG Funds/Carryovers	2,227,192	5,429,191	7,656,383	52.8%	14,505,509	85%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
617,418	617,418	Roads to Recovery Grant Funds	0	0	0	0.0%	617,418	100%	
		<b>Other Transport</b>							
250,000	309,168	Roundabouts / Minor Road Rehabilitation	36,476	139,481	175,956	56.9%	309,168	100%	Works Underway + Scheduling works for 2020/2021.
300,000	343,325	Bus Shelters	1,045	39,175	40,220	11.7%	343,325	100%	Upgrade works to hard stand area are in progress.
430,000	745,966	Traffic Management	77,499	150,264	227,763	30.5%	745,966	100%	Consultation for the removal of the bus only device located west of West Street and concept design for complete for new traffic calming at Hayward Avenue is complete. A report will be tabled at the City Services and Amenity Standing Committee meeting to be held 4th February 2020.
560,000	679,130	Bicycle Management Schemes	0	50,872	50,872	7.5%	679,130	100%	Detail design is currently being undertaken.
1,445,000	1,583,334	Public Lighting	107,811	94,559	202,370	12.8%	1,583,334	80%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
		<b>Footways &amp; Cycle Tracks</b>							
215,992	215,992	Footpath Renewal Program	0	215,992	215,992	100.0%	215,992	100%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
49,952	117,150	Footpath Construction Program	1,324	117,150	118,475	101.1%	117,150	100%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
297,832	330,017	Footpath Remediation Program	10,161	108,387	118,548	35.9%	330,017	100%	Project in progress; refer Urban Services Report, 3 November 2020 for an update.
<b>13,845,685</b>	<b>19,447,009</b>	<b>Program Total</b>	<b>2,461,507</b>	<b>6,345,071</b>	<b>8,806,578</b>	<b>45.3%</b>	<b>19,447,009</b>	<b>87%</b>	
		<b>SUMMARY:</b>							
2,745,711	5,011,331	Environment Program	464,020	1,500,938	1,964,957	39.2%	5,011,331	100%	
3,125,000	7,808,852	Recreation Program	942,951	1,209,218	2,152,169	27.6%	7,808,852	73%	
13,845,685	19,447,009	Transport Program	2,461,507	6,345,071	8,806,578	45.3%	19,447,009	87%	
<b>19,716,396</b>	<b>32,267,192</b>	<b>TOTAL - ALL CAPITAL WORKS</b>	<b>3,868,477</b>	<b>9,055,227</b>	<b>12,923,704</b>	<b>40.1%</b>	<b>32,267,192</b>	<b>86%</b>	

**City of West Torrens  
Budget 2020/21 - YTD 31 October 2020  
(Interim Results - Selected Accounts)**

2019/20 Actuals	Account	Annual		2020/21 Budget				YTD % Variance
		Original Budget	Revised Budget	Revised Budget	YTD Actuals	YTD Variance	YTD \$ Variance	
184,194	131 Training & Conference Costs	136,878	136,878	42,834	22,244	20,590	48.1	
30,855	213 Catering & Entertainment	24,023	24,023	6,791	418	6,373	93.8	
35,595	215 Catering/Entertain-Elected Members/others	31,500	31,500	8,964	263	8,701	97.1	
245,903	225 Subscriptions & Associations	297,979	297,979	153,236	152,847	389	0.3	
22,114	229 Elected Member Travel & Training	20,000	20,000	0	1,800	-1,800	0.0	
282,965	241 Professional Fees - Legal	327,500	327,500	76,668	46,574	30,094	39.3	
7,753	243 Professional Fees - Medical	12,000	12,000	4,000	570	3,430	85.8	
670,087	245 Professional Fees - Consultants	572,000	796,667	375,667	214,709	160,958	42.8	
3,358	247 Professional Fees - Recruitment	0	0	0	0	0	0.0	
366,613	249 Professional Fees - General	280,500	383,911	190,492	104,607	85,885	45.1	
<b>1,849,437</b>	<b>Total</b>	<b>1,702,380</b>	<b>2,030,458</b>	<b>858,652</b>	<b>544,032</b>	<b>314,620</b>	<b>36.6</b>	

## 11.6 Budget Review - September 2020

### Brief

This report provides details of changes proposed to the 2020/21 budget, following completion of the budget review for September 2020.

### RECOMMENDATION

The Committee recommends to Council that that the budget review changes for September 2020 be adopted pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

---

### Introduction

This report proposes changes to the 2020/21 budget and requires adoption by Council pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

### Discussion

Key changes to the 2020/21 budget are highlighted below.

#### Operational Income

An operational income budget reduction of \$756,443 is proposed, as itemised in **Attachment 1**, the key changes being:

- A reduction in Grants Commission income which was paid in advance in 2019/20 of \$1,057,153 (fully offset by an adjustment to reserves);
- An increase of \$400,000 in road grant funding for Bagot Avenue (transferred to reserves);
- An increase of \$150,000 in rates income on account of higher than expected growth, offset by an adjustment to the rate equivalent payments budget of \$39,071, following a valuation objection.
- A reduction in lease and other income of \$210,000 following Council's decision to extend COVID-19 support measures by a further 3 months.

#### Operational Expenditure

An operational expenditure budget increase before depreciation of \$477,063 is proposed, as itemised in **Attachment 1**, the key changes being:

- An increase of \$150,000 in grant budgets to cover the Small Business Economic Stimulus Initiative (\$100,000) and Arts and Culture Support Grants (\$50,000), both Council endorsed and fully funded from reserves;
- An increase of \$127,278 in staff costs to cover unexpected and unbudgeted expenditure, including untaken leave payments;
- An increase of \$90,500 in contractor expenses, including an amount of \$77,500 committed by Council to the planned Summer Fundays program;
- An increase of \$56,000 in professional fees, including \$50,000 to part fund the upcoming representation review (to be further funded in the 2021/22 budget);

- An increase of \$47,870 in COVID-19 related expenditure, including spending on cleaning, sanitisers, masks and building modifications.
- A reduction of \$50,000 in the interest expense budget set aside to manage the cash flow impact of COVID-19, with the use of Council's cash advance debenture (overdraft) in 2020/21 yet to occur.

Depreciation is also being increased by \$1,795,825, impacted by changes made during the end of financial year process. These changes are accounting adjustments which do not impact Council's cash surplus position.

### Capital Expenditure and Income

Capital budget changes are itemised in **Attachment 1**, and include:

- A capital expenditure budget increase of \$236,237;
- A capital works expenditure budget increase of \$103,377, largely offset by a capital income increase;
- A capital income increase of \$2,087,909, a majority being for the Breakout Creek redevelopment.

Key changes include:

- An amount of \$60,000 in funding for Peake Gardens, fully offset by an adjustment to reserves (Committee decision 22 September 2020);
- An amount of \$71,402 for the purchase of a sprinter bus, the budget for which should have been carried over from 2019/20, but this did not occur;
- \$80,000 has been added to the capital expenditure budget to cover a planned upgrade of A-V equipment and functionality in the Civic Centre;
- \$21,020 has been added to cover solar panel and battery system funding;
- An amount of \$50,000 has been added to the capital works budget for work associated with the Reece Jennings Bikeway (funded by a state bicycle fund grant).

### Other Changes

The COVID-19 reserve has been reduced by \$437,500 to \$1,284,014 in order to fund:

- The Small Business Economic Stimulus Initiative (\$100,000);
- Arts and Culture Support Grants (\$50,000);
- A three month extension of COVID-19 relief measures until 31 December 2020 (\$210,000);
- The Summer Fundays initiative (\$77,500).

### Financial Statements and Ratios

A revised Comprehensive Income Statement has been included with the budget review as **Attachment 2**. It shows an operating surplus before capital revenues, capital grants and subsidies, gain/loss on disposal of assets and physical resources received free of charge of \$3.736 million, a decrease of \$3.771 million or 50.2 per cent compared to the original budget. The projection assumes all allocated budgets are expended by 30 June 2021.

Revised budget statements, comprising Statement of Comprehensive Income, Cash Flow Statement, Financial Indicators, and Uniform Presentation of Finances, are also included.

The operating surplus ratio of the Council, which expresses the operating surplus as percentage of total operating income, is now 5 per cent compared to the original budget of 11 per cent. Council is aiming to maintain an ongoing operating surplus ratio between zero and 15 per cent.

Council's asset sustainability ratio, which expresses net asset renewal expenditure as a percentage of the infrastructure and asset management plan required expenditure, has been budgeted to move from an estimated 105 per cent to 106 per cent, compared to the original budget. Council is aiming to maintain an ongoing asset sustainability ratio of greater than 100 per cent.

A modest cash surplus net of reserves is still being projected as at 30 June 2021.

### **Climate Impact Considerations**

*(Assessment of likely positive or negative implications of this decision will assist Council and the West Torrens Community to build resilience and adapt to the challenges created by a changing climate.)*

There is no direct climate impact consideration in relation to this report.

### **Conclusion**

The September 2020 budget review must be adopted by Council pursuant to Regulation 9 of the *Local Government (Financial Management) Regulations 2011*.

### **Attachments**

- 1. 2020/21 September Budget Review Proposed Charges**
- 2. 2020/21 September Budget Review Financial Statements and Ratios**

The following changes are in the form of financial information as presented in Model Statement format as required  
by legislation

## 2020/21 September Budget Review Proposed Changes

(Model Statement format)

	Increase	Decrease
<b><u>INCOME</u></b>		
<b>Rates Related</b>		
Corporate & Regulatory	60,929	
<b>Rates Related Total</b>	<b>60,929</b>	
<b>Statutory Charges</b>		
Corporate & Regulatory		18,000
<b>Statutory Charges Total</b>		<b>18,000</b>
<b>User Charges</b>		
Business & Community Services	8,000	
Urban Services		109,000
<b>User Charges Total</b>		<b>101,000</b>
<b>Grants Subsidies &amp; Contributions</b>		
Corporate & Regulatory		661,081
Urban Services	3,928	
<b>Grants Subsidies &amp; Contributions Total</b>		<b>657,153</b>
<b>Reimbursements</b>		
Business & Community Services	1,013	
Urban Services		70,200
<b>Reimbursements Total</b>		<b>69,187</b>
<b>Other Revenue</b>		
Urban Services	27,968	
<b>Other Revenue Total</b>	<b>27,968</b>	
<b>Total Operational Income</b>		<b>756,443</b>
<b><u>EXPENDITURE</u></b>		
<b>Staff Costs</b>		
Business & Community Services		9,000
Corporate & Regulatory	136,278	
<b>Staff Costs Total</b>	<b>127,278</b>	
<b>Staff Related</b>		
Corporate & Regulatory	8,950	
Urban Services	7,000	
<b>Staff Related Total</b>	<b>15,950</b>	
<b>Buildings Furniture &amp; Fittings</b>		
Business & Community Services		28,330
City Management	80	
Corporate & Regulatory	2,480	
Urban Services	747,325	
<b>Buildings Furniture &amp; Fittings Total</b>	<b>721,555</b>	

The following changes are in the form of financial information as presented in Model Statement format as required  
by legislation

## 2020/21 September Budget Review Proposed Changes

(Model Statement format)

	Increase	Decrease
<b><u>EXPENDITURE</u></b>		
<b>Plant &amp; Equipment</b>		
Business & Community Services	1,940	
City Management		490
Corporate & Regulatory	6,890	
Urban Services	24,880	
<b>Plant &amp; Equipment Total</b>	<b>33,220</b>	
<b>Computer Expenditure</b>		
Business & Community Services		10,050
City Management	1,660	
Corporate & Regulatory	44,710	
Urban Services	3,870	
<b>Computer Expenditure Total</b>	<b>40,190</b>	
<b>Community Assets</b>		
Business & Community Services	6,781	
Urban Services	1,010,579	
<b>Community Assets Total</b>	<b>1,017,360</b>	
<b>General Expenditure</b>		
Business & Community Services	75,186	
City Management		11,800
Corporate & Regulatory	13,500	
Urban Services	7,192	
<b>General Expenditure Total</b>	<b>84,078</b>	
<b>Bank &amp; Finance</b>		
Corporate & Regulatory		50,000
<b>Bank &amp; Finance Total</b>		<b>50,000</b>
<b>Council Expenditure</b>		
Business & Community Services	150,000	
Corporate & Regulatory	2,757	
<b>Council Expenditure Total</b>	<b>152,757</b>	
<b>Materials</b>		
Urban Services	43,000	
<b>Materials Total</b>	<b>43,000</b>	
<b>Contract Expenditure Works</b>		
Business & Community Services	77,500	
Corporate & Regulatory	10,000	
<b>Contract Expenditure Works Total</b>	<b>87,500</b>	
<b>Total Operational Expenditure</b>	<b>2,272,888</b>	

The following changes are in the form of financial information as presented in Model Statement format as required  
by legislation

## 2020/21 September Budget Review Proposed Changes

(Model Statement format)

	Increase	Decrease
<b><u>CAPITAL</u></b>		
<b>Computer Equipment</b>		
Corporate & Regulatory	80,000	
<b>Computer Equipment Total</b>	<b>80,000</b>	
<b>Other Plant &amp; Equipment</b>		
Business & Community Services	71,402	
<b>Other Plant &amp; Equipment Total</b>	<b>71,402</b>	
<b>Furniture &amp; Fittings</b>		
City Management	3,815	
<b>Furniture &amp; Fittings Total</b>	<b>3,815</b>	
<b>Land &amp; Building</b>		
Urban Services	81,020	
<b>Land &amp; Building Total</b>	<b>81,020</b>	
<b>Total Capital Expenditure</b>	<b>236,237</b>	
<b><u>CAPITAL INCOME</u></b>		
<b>Capital Works Income</b>		
Urban Services	2,087,909	
<b>Capital Works Income Total</b>	<b>2,087,909</b>	
<b><u>CAPITAL WORKS EXPENDITURE</u></b>		
8159 Minor Drainage Upgrades and Replacements Works	12,727	
8436 Henley St (Henley Beach Rd- Ch 250) Kerb	50,000	
8437 Henley St (User Ch 250-User Ch 400) Kerb	50,000	
8868 Marleston Ave& Ashford (Alexander Ave to South Rd)	80,000	
9000 Unallocated Construction Monies		180,000
9228 Traffic Management Capital Works	21,000	
9235 Roundabouts / Minor Road Rehabilitation	8,650	
9239 Bicycle Management Schemes	61,000	
Overhead		9,398
<b>Capital Works Expenditure Total</b>	<b>93,979</b>	
<b><u>OTHER ADJUSTMENTS</u></b>		
Committed Expenditure Reserve		263,864
<b>Reserve Movements Total</b>		<b>263,864</b>

## City of West Torrens

### Statement of Comprehensive Income for the year ended 30 June 2021

\$ '000	Original Budget 2020/21	September Budget Review
<b>Income</b>		
Rates Revenues	61,208	61,269
Statutory Charges	2,072	2,054
User Charges	1,604	1,503
Grants, Subsidies and Contributions	4,287	3,630
Investment Income	144	144
Reimbursements	252	183
Other Income	212	240
Net Gain - Equity Accounted Council Businesses	-	-
<b>Total Income</b>	<b>69,779</b>	<b>69,022</b>
<b>Expenses</b>		
Employee Costs	23,865	24,208
Materials, Contracts & Other Expenses	23,866	24,791
Depreciation, Amortisation & Impairment	13,413	15,209
Finance Costs	1,128	1,078
Net loss - Equity Accounted Council Businesses	-	-
<b>Total Expenses</b>	<b>62,272</b>	<b>65,286</b>
<b>Operating Surplus / (Deficit)</b>	<b>7,507</b>	<b>3,736</b>
Asset Disposal & Fair Value Adjustments	-	3,500
Amounts Received Specifically for New or Upgraded Assets	-	3,388
Physical Resources Received Free of Charge	-	-
<b>Net Surplus / (Deficit) <sup>1</sup></b>	<b>7,507</b>	<b>10,624</b>
<b>Other Comprehensive Income</b>		
<i>Amounts which will not be reclassified subsequently to operating result</i>		
Changes in Revaluation Surplus - I,PP&E	-	-
<i>Amounts which will be reclassified subsequently to operating result</i>		
<b>Total Other Comprehensive Income</b>	<b>-</b>	<b>-</b>
<b>Total Comprehensive Income</b>	<b>7,507</b>	<b>10,624</b>

<sup>1</sup> Transferred to Equity Statement

## City of West Torrens

### Statement of Cash Flows for the year ended 30 June 2021

	Original Budget 2020/21	September Budget Review
<b>Cash Flows from Operating Activities</b>		
<u>Receipts</u>		
Rates Receipts	61,208	61,269
Statutory Charges	2,072	2,054
User Charges	1,604	1,503
Grants, Subsidies and Contributions (operating purpose)	4,287	3,630
Investment Receipts	144	144
Reimbursements	252	183
Other Receipts	212	240
<u>Payments</u>		
Payments to Employees	(23,766)	(24,209)
Payments for Materials, Contracts & Other Expenses	(23,866)	(24,791)
Finance Payments	(1,128)	(1,078)
<b>Net Cash provided by (or used in) Operating Activities</b>	<b>21,019</b>	<b>18,944</b>
<b>Cash Flows from Investing Activities</b>		
<u>Receipts</u>		
Amounts Received Specifically for New/Upgraded Assets	-	3,388
Sale of Replaced Assets	775	826
Sale of Surplus Assets	-	3,500
<u>Payments</u>		
Expenditure on Renewal/Replacement of Assets	(14,795)	(16,914)
Expenditure on New/Upgraded Assets	(11,591)	(24,814)
<b>Net Cash provided by (or used in) Investing Activities</b>	<b>(25,611)</b>	<b>(34,015)</b>
<b>Cash Flows from Financing Activities</b>		
<u>Receipts</u>		
Repayment of Community Loan		
Proceeds from Borrowings	6,537	6,537
<u>Payments</u>		
Repayments of Borrowings	(865)	(865)
<b>Net Cash provided by (or used in) Financing Activities</b>	<b>5,672</b>	<b>5,672</b>
<b>Net Increase (Decrease) in Cash Held</b>	<b>1,080</b>	<b>(9,399)</b>
plus: <b>Cash &amp; Cash Equivalents at beginning of period</b>	5,813	13,655
<b>Cash &amp; Cash Equivalents at end of period</b>	<b>6,893</b>	<b>4,257</b>
<b>Total Cash, Cash Equivalents &amp; Investments</b>	<b>6,893</b>	<b>4,257</b>

## City of West Torrens

### Financial Indicators

for the year ended 30 June 2021

\$ '000	Original Budget 2020/21	September Budget Review
---------	-------------------------------	-------------------------------

These Financial Indicators have been calculated in accordance with *Information paper 9 - Local Government Financial Indicators* prepared as part of the LGA Financial Sustainability Program for the Local Government Association of South Australia.

#### 1. Operating Surplus Ratio

Operating Surplus	11%	5%
Total Operating Revenue		

*This ratio expresses the operating surplus as a percentage of total operating revenue.*

#### 1a. Adjusted Operating Surplus Ratio

In recent years the Federal Government has made advance payments prior to 30th June from future year allocations of financial assistance grants, as explained in Note 1. The Adjusted Operating Surplus Ratio adjusts for the resulting distortion in the disclosed operating result for each year.	11%	5%
---	-----	----

#### 2. Net Financial Liabilities Ratio

Net Financial Liabilities	44%	50%
Total Operating Revenue		

*Net Financial Liabilities are defined as total liabilities less financial assets (excluding equity accounted investments in Council businesses). These are expressed as a percentage of total operating revenue.*

#### 3. Asset Renewal Funding Ratio

Net Asset Renewals	105%	106%
Infrastructure & Asset Management Plan required expenditure		

*Net asset renewals expenditure is defined as net capital expenditure on the renewal and replacement of existing assets, and excludes new capital expenditure on the acquisition of additional assets.*

## City of West Torrens

### Uniform Presentation of Finances

for the year ended 30 June 2021

\$ '000	Original Budget 2020/21	September Budget Review
<p>The following is a high level summary of both operating and capital investment activities of the Council prepared on a simplified Uniform Presentation Framework basis.</p> <p>All Councils in South Australia have agreed to summarise annual budgets and long-term financial plans on the same basis.</p> <p>The arrangements ensure that all Councils provide a common 'core' of financial information, which enables meaningful comparisons of each Council's finances.</p>		
Income	69,779	69,022
less Expenses	(62,272)	(65,286)
<b>Operating Surplus / (Deficit)</b>	<b>7,507</b>	<b>3,736</b>
<b>less Net Outlays on Existing Assets</b>		
Capital Expenditure on Renewal and Replacement of Existing Assets	14,795	16,914
less Depreciation, Amortisation and Impairment	(13,413)	(15,209)
less Proceeds from Sale of Replaced Assets	(775)	(826)
<b>Subtotal</b>	<b>607</b>	<b>880</b>
<b>less Net Outlays on New and Upgraded Assets</b>		
Capital Expenditure on New and Upgraded Assets (including Investment Property & Real Estate Developments)	11,591	24,814
less Amounts Received Specifically for New and Upgraded Assets	-	(3,388)
less Proceeds from Sale of Surplus Assets (including Investment Property & and Real Estate Developments)	-	(3,500)
<b>Subtotal</b>	<b>11,591</b>	<b>17,926</b>
<b>Net Lending / (Borrowing) for Financial Year</b>	<b>(4,691)</b>	<b>(15,070)</b>

## 11.7 Legislative Progress Report - November 2020

### Brief

This report provides an update on the status of proposed legislative changes affecting local government either dealt with in Parliament, by the Local Government Association or contained in the Government Gazette during the preceding month.

### RECOMMENDATION

The Committee recommends to Council that the report be received.

### Introduction

This report provides a monthly update on the progress of Bills through Parliament, using Parliament's defined stages, as well as items contained within the Government Gazette that relate to the City of West Torrens. It also contains information provided by the Local Government Association (LGA) relating to proposed amendments to legislation or other relevant matters.

Information on the status of all Bills and Acts is available on the South Australian Legislative Tracking and the Federal Register of Legislation websites at:

<https://www.parliament.sa.gov.au/Legislation/SALT> and/or <https://www.legislation.gov.au/>

### Discussion

<b>Recent Amendments to Legislation</b>
Nil
<b>Summary of Proposed Amendments to Legislation</b>
<b><i>Planning Development and Infrastructure Act 2016 - Regulations - General - Motion of disallowance</i></b>
<b>Private Members Motion</b>
<p>Following the successful motion to disallow the <i>General Miscellaneous No 2 Regulations</i> under the <i>Planning Development and Infrastructure Act 2016</i>, the Hon M C Parnell introduced a further motion to disallow the General Regulations under the Act with respect to the Planning and Development Fund.</p> <p>The motion was adjourned on 14 October 2020.</p> <p><b>Further information can be found on the South Australian Legislative Tracking website.</b></p>
<b>Bills previously reported on where the status has changed</b>
<b><i>Statutes Amendment (Local Government Review) Bill 2020</i></b>
<b>Government Bill</b>
<p>Introduced and read for the first time on 17 June 2020, this is a Bill to amend the <i>Local Government Act 1999</i>, the <i>Local Government (Elections) Act 1999</i>, the <i>City of Adelaide Act 1998</i> and other related Acts.</p> <p>The Bill has now passed the House of Assembly with over 140 government amendments to the original Bill which were all agreed to by the opposition in committee.</p>

The Bill is expected to have further amendments tabled by the opposition in the Legislative Council in November.

**Further information on the reforms can be found at on the DPTI Website at [https://www.dpti.sa.gov.au/local\\_govt/local\\_government\\_reform](https://www.dpti.sa.gov.au/local_govt/local_government_reform)**

### ***Independent Commissioner Against Corruption (Investigation Powers) No 2 Amendment Bill 2018***

#### **Government Bill**

This Bill has now been withdrawn in the House of Assembly.

This is a Bill to amend the Independent Commissioner Against Corruption Act 2012 (Act). It is the second Bill introduced in this parliamentary session which intends to amend the Act.

The Bill seeks to amend the functions of the Independent Commissioner Against Corruption (ICAC) with broad sweeping reforms, including allowing the Commissioner to conduct a public inquiry, investigators being able to arrest individuals without warrants in certain circumstances and other broad changes.

The Bill was introduced to the Legislative Council, read a first time, and adjourned at second reading on 15 November 2018. The Bill passed the Legislative Council with amendments on 21 March 2019 and has been adjourned at second reading in the House of Assembly on 19 June 2019.

**Further information can be found on the South Australian Legislative Tracking website.**

### ***Automated External Defibrillators (Public Access) Bill 2019***

#### **Private Members Bill**

The *Automated External Defibrillators (Public Access) Bill 2019* was introduced to the Legislative Council on 16 October 2019 by Hon F Pangallo (MLC).

An Automated External Defibrillator is a portable device able to treat cardiac arrest by applying an electric shock to restore normal heart rhythm.

If passed by State Parliament, Automated External Defibrillators will be mandatory in all public buildings (including schools and universities, libraries, sporting facilities, local council offices and swimming pools) which the public have access to.

Privately owned buildings including shopping centres, aged care and retirement villages, commercial properties over 600 square metres in size, and certain residential apartments will also be required to install the devices.

It will also be mandatory for the devices to be installed in all emergency services vehicles, including SAPOL, Metropolitan Fire Service, Country Fire Service and State Emergency Service.

A maximum fine of up to \$20,000 would be imposed on those who failed to abide by the new laws.

The Bill passed the Legislative Council on 15 October 2020 and has been received and adjourned at first reading in the House of Assembly.

Council has installed defibrillators in the Civic Centre, Hamra Centre, Thebarton Community Centre and Plympton Community Centre.

It has also installed defibrillators in a number of its leased facilities including the Hilton RSL, Western Youth Centre, Fulham Community Centre, Airport Over 50s Club etc. In addition, it has provided community grants to other community groups such as the Glenelg Baseball Club. As such, if this Bill is passed then it will not result in any major impost on Council.

**Further information can be found on the South Australian Legislative Tracking website.**

### ***Planning Development and Infrastructure Act 2016 - Regulations - General Miscellaneous No. 2 - Motion for Disallowance***

On 9 September 2020 the Hon. M C Parnell submitted a Motion to Disallow on the *General Miscellaneous No. 2 Regulations* under the *Planning Development and Infrastructure Act 2016*.

The motion was successful and the regulations have now been disallowed.

**Further information can be found on the South Australian Legislative Tracking website.**

### **Bills previously reported on where the status remains unchanged**

#### ***Planning, Development and Infrastructure (Regulated Trees) Amendment Bill 2020*** **Private Members Bill**

The Hon M C Parnell introduced the Bill to the Legislative Council on 23 September 2020 where it was introduced and read a first and second time. It is essentially a duplicate bill of one that passed the Legislative Council in 2017, with the intent to prevent the unnecessary or premature removal of regulated or significant trees.

The Bill intends to restrict applications for the removal of a significant or regulated tree until such a time that development approval for a structure is processed, blocking developers from creating a "clean slate" on a block of land.

The Bill has been adjourned at second reading.

**Further information can be found on the South Australian Legislative Tracking website.**

#### ***Freedom of Information (Miscellaneous) Amendment Bill 2018***

#### **Government Bill**

This Bill seeks to change the definition of public interest, amend the processes for determining that a document does not exist and changes definitions relating to the nature and scope of an application. It also changes the processes for determination of an application.

The Bill passed the Legislative Council with amendments on 18 October 2018. It was read for the first time in the House of Assembly on the 8 April 2020, and adjourned at second reading on 21 July 2020. The Bill is now in the Committee Stage.

**Further information can be found on the South Australian Legislative Tracking website.**

**Local Government (Public Health Emergency) (Rate Relief) Amendment Bill 2020****Private Members Bill**

This Bill was introduced as a private members Bill by Hon Tony Piccolo MP with the intent of enforcing a 100% rate rebate for businesses or non-profit organisations who have been forced to close due to COVID-19 for the period that they were required to be closed.

A motion to move the Bill through all stages failed, and it was adjourned at second reading.

**Further information can be found on the South Australian Legislative Tracking website.**

**Local Government (Fixed Charges) Amendment Bill 2018****Government Bill**

This Bill seeks to amend s152 of the *Local Government Act 1999*.

The amendment seeks to include each residence in a retirement village (within the meaning of the *Retirement Villages Act 1987*) as a type of allotment to which a fixed charge for rates cannot be applied.

The Bill was introduced to the Legislative Council and read a first time on 17 October 2018. It has been adjourned at second reading.

**Further information can be found on the South Australian Legislative Tracking website.**

**Planning, Development and Infrastructure (Carparking Requirements) Amendment Bill 2019****Private Members Bill**

This Bill, introduced by Hon T Piccolo, amends the *Planning, Development and Infrastructure Act 2016* providing minimum carpark requirements on all dwellings.

Amendment of section 108 - categorisation:

In the case of a 1 bedroom dwelling, the requirement to provide for at least 1 carpark, and 2 carparks for a dwelling with 2 or more bedrooms. Carparks are required to be on site or on a site within 100 metres of the dwelling. If the development does not meet these requirements it will be classified as restricted development.

Amendment of section 110 - restricted development:

If the Commission makes an assessment under s110 of the Act in relation to restricted development, the Commission must take into account the relevant provisions of the Planning and Design Code, but is not bound by those provisions.

The Bill was introduced to the House of Assembly on 13 November 2019 and adjourned at second reading on 13 November 2019.

**Further information can be found on the South Australian Legislative Tracking website.**

<b>Acts Assented</b>
<b>COVID-19 Emergency Response (Expiry and Rent) Amendment Government Bill</b>
<p>This Bill was introduced in the House of Assembly on 8 September 2020. The Bill amends the COVID-19 Emergency Response Act 2020 in a number of ways:</p> <ul style="list-style-type: none"> <li>• Amending the definition of a relevant declaration;</li> <li>• Amends the expiry of the Act to "28 days after the day on which all relevant declarations relating to the outbreak of the human disease named COVID-19 within South Australia has ceased; or 28 March 2021";</li> <li>• Amendment of section 8 which are the provisions applying to residential tenancies so that it now reads <i>"the landlord must not increase the rent payable under a residential tenancy agreement (whether under section 55 of that Act or otherwise) if the tenant is suffering financial hardship as a result of the COVID 19 pandemic"</i>.</li> </ul> <p>The Bill has now become Act No. 30 of 2020.</p> <p><b>Further information can be found on the South Australian Legislative Tracking website.</b></p>
<b>Regulations Amended</b>
Nil
<b>Relevant Common Law</b>
Nil

### Climate Impact Considerations

There is no direct environmental impact in relation to this report.

### Conclusion

This report on legislative amendments is current as at 2 November 2020.

### Attachments

Nil

## 12 MEETING CLOSE