



**Minutes of the City of Unley
Council Meeting
Monday, 26 February 2024, 7.00pm
Council Chambers
181 Unley Road Unley**

PRESENT

<i>Presiding Member</i>	<i>Mayor</i>	M Hewitson
	<i>Deputy Mayor</i>	M Broniecki
<i>Councillors</i>	J Bonham	C Crabbe
	L Doyle	S Finos
	J Gaffey	G Hart
	P Hughes	D Palmer
	M Rabbitt	R Rogers
	J Russo	

OFFICERS PRESENT

Chief Executive Officer, Mr P Tsokas
General Manager City Services, Ms M Berghuis
General Manager City Development, Mr C Malak
General Manager Business Support & Improvement, Ms N Tinning
Manager Governance, Mr M Labaz
Principal Governance & Policy Officer, Ms D Edwards
Executive Assistant to the CEO & Mayor, Ms L Gregory
Transport Lead, Ms T Bacic
Manager Assets and Operations, Mr A Wood
Manager City Design, Mr B Willsmore
Climate & Sustainability Lead, Ms D Salvi

ACKNOWLEDGEMENT

The Presiding Member opened the meeting with the Kaurna Acknowledgement.

PRAYER AND SERVICE ACKNOWLEDGEMENT

Members stood in silence in memory of those who had made the Supreme Sacrifice in the service of their country, at sea, on land and in the air.

WELCOME

The Presiding Member welcomed Members of the Council, Senior Staff, Media and members of the gallery to the 26 February 2024, meeting of the Unley City Council.

1. ADMINISTRATIVE MATTERS

1.1 APOLOGIES

Nil

1.2 LEAVE OF ABSENCE

Nil

1.3 CONFLICT OF INTEREST

Nil

1.4 MINUTES

ITEM 1.4.1

MINUTES OF THE ORDINARY COUNCIL MEETING HELD MONDAY, 29 JANUARY 2024

MOVED Councillor C Crabbe

SECONDED Councillor D Palmer

That:

1. The minutes of the Ordinary Council held on Monday, 29 January 2024 be taken as read and signed as a correct record.

CARRIED UNANIMOUSLY

Resolution No. C1214/24

1.5 DEFERRED / ADJORNED ITEMS

Nil

Councillor R Rogers joined the meeting at 7:01pm.

2. PETITIONS/DEPUTATIONS

ITEM 2.1

DEPUTATION RE: DRAFT PARKING MANAGEMENT PLAN

1. Mark Ashby, Hyde Park
Re. Item 4.1 Draft Parking Management Plan

ITEM 2.2

DEPUTATION RE: CITY WIDE FLOOD MITIGATION PLAN REPORT – JOSLIN STREET FLOODING

1. Tony Hogan, Wayville
Re. Item 4.2 City Wide Flood Mitigation Plan

3. REPORTS OF COMMITTEES

ITEM 3.1

MINUTES OF AUDIT AND RISK COMMITTEE

MOVED Councillor J Gaffey

SECONDED Councillor M Broniecki

That:

1. The minutes of the Audit and Risk Committee meeting held on Tuesday 13 February 2024, be received and the following recommendations contained therein be adopted by Council:

- (a) Item 2.1 - Draft Long Term Financial Plan 2024-2034 for Community Consultation

This report presented the Draft Long Term Financial Plan, that was prepared for the purpose of community consultation. The Committee considered the contents of the Plan, with the recommendations below to be presented for Council's consideration. A report will be prepared for Council's consideration at its March meeting.

MOVED Independent Member A Martin

SECONDED Councillor M Broniecki

That:

1. The report be received.
2. The Draft 2024-25 to 2033-34 Long-Term Financial Plan, as set out in Attachment 1 to this report (Item 2.1, Audit and Risk Committee Meeting 13/02/2024), be recommended to Council for community consultation.
3. The key financial targets, as set out below, for the 2024-2034 Long-Term Financial Plan be recommended to Council for adoption.
 1. The *Operating Surplus Ratio* target be an annual range of 4% to 6% with a 5% average over the life of the Plan (excluding equity accounted businesses).
 2. The *Net Financial Liabilities Ratio* target be set at less than 80%.
 3. The *Asset Renewal Funding Ratio* target be set at equal to 100% year average over the life of the Plan.
4. The Audit and Risk Committee advise the following, that:
 - The Committee has reviewed the assumptions contained within the Plan and believe that they are reasonably based.
 - The proposed LTFP for consultation indicates that the City of Unley will remain financially sustainable across the 10 years of the LTFP. In particular that:
 - Current service levels can be maintained with rate stability, and the minimum target operating surplus ratio will be achieved.

- The Asset Management Plans are fully funded to undertake the asset renewals required by the Plans. Sufficient funding capacity has also been provided to progressively deliver new and upgraded infrastructure.
 - Council has the borrowing capacity to respond should unforeseen circumstances or opportunities arise.
 - Council should be mindful of generating operating surpluses over the life of the Plan without a strategic purpose.
5. The Chief Executive Officer be authorised to make minor editorial and formatting changes as required to finalise the document.

CARRIED UNANIMOUSLY

Resolution No. AC0133/24

- (b) Item 2.2 - Internal Audit Report Payroll - Overtime and TOIL (February 2024)

This report provided the Committee with the findings of the review. Based on the testing undertaken, and the evidence collated and reviewed, the audit provided a good level of assurance that the policies, procedures, and arrangements are adequate and effective in the management of overtime and time off in lieu in the payroll system.

MOVED Councillor J Gaffey

SECONDED Independent Member P Lee

That:

1. The report be received.

CARRIED UNANIMOUSLY

Resolution No. AC0134/24

- (c) Item 2.3 - Quarterly Risk Report (February 2024)

This report informed the Committee of the review undertaken in January 2024 by the Executive Management Team (EMT). The EMT identified the following emerging risk as part of their quarterly review: Sourcing of appropriate labour and skills to deliver an accelerated approach to the delivery of various Council adopted plans. Treatment plans will be considered and reported at their next review.

MOVED Councillor J Gaffey

SECONDED Councillor M Broniecki

That:

1. The report be received.

CARRIED UNANIMOUSLY

Resolution No. AC0135/24

(d) Item 2.5 - Proposed 2024 Audit and Risk Committee Workplan (February 2024)

This report presented the Committee with a proposed Workplan for the 2024 calendar year.

MOVED Councillor M Broniecki

SECONDED Independent Member P Lee

That:

1. The report be received.
2. The proposed 2024 Audit and Risk Committee Workplan as set out in Attachment 1 to this report (Item 2.5, Audit and Risk Committee Meeting, 13/02/2024), with the below amendments, be endorsed.
 - The draft Governance Framework be presented at the August 2024 meeting; and
 - An updated proposed Internal Audit Plan be presented at the November 2024 meeting.

CARRIED UNANIMOUSLY

Resolution No. AC0137/24

CARRIED UNANIMOUSLY

Resolution No. C1215/24

4. REPORTS OF OFFICERS

ITEM 4.1

UNLEY PARKING MANAGEMENT PLAN 2023-2033

MOVED Councillor J Russo

SECONDED Councillor S Finos

That:

1. The report be received.
2. The Unley Parking Management Plan 2023-2033 as set out in Attachment 1 to this report (Item 4.1, Council Meeting, 26/02/2024) be adopted subject to the following amendments:
 - *Section 10 - Resident Only Parking Permit content be amended as follows:*
 - *Access to Resident Only Parking Permit zones not be permitted to residents/property owners whose properties have off-street parking,*

- *Allow Resident Only Parking Permit zones adjacent residential properties with no off-street parking, and where time limit controls exist or are installed along the street (or street section) to manage day-time parking congestion; and*
 - *Resident Only Parking Permit zones apply on a full-time basis (i.e. 24/7).*
3. The Chief Executive Officer be authorised to make minor editorial and formatting changes as part of the finalisation process for the Unley Parking and Management Plan 2023-2033.

CARRIED

Resolution No. C1216/24

ITEM 4.2

CITY WIDE FLOOD MITIGATION PLAN

MOVED Councillor P Hughes

SECONDED Councillor J Gaffey

That:

1. The report be received.
2. The City-Wide Flood Mitigation Plan prepared by IntegratedPM, as contained in Attachment 1 to this report (Item 4.2, Council Meeting 26/02/2024) be adopted.
3. The 10-Year Stormwater Management & Drainage Priority Program, as contained in Attachment 3 to this report (Item 4.2, Council Meeting 26/02/2024), be adopted noting that implementation and funding of the proposed works is subject to Council's Annual Business Plan and Budget process.
4. That an annual funding allocation of \$863,900, for the implementation of the 10-Year Stormwater Management & Drainage Priority Program, be included in the draft Long-Term Financial Plan (Draft LTFP), noting that this will be adjusted annually as part of the Annual Business Plan and Budget process.

CARRIED UNANIMOUSLY

Resolution No. C1217/24

ITEM 4.3

COMMUNITY RENEWABLE ENERGY PROGRAM

MOVED Councillor G Hart

SECONDED Councillor J Bonham

That:

1. The report be received.
2. Council acknowledges the importance and need for it to develop and implement a Community Renewable Energy Program for households and businesses located within the City of Unley.
3. Council notes the success of the City of Mitcham Community Renewable Energy Program which it has developed and implemented with ShineHub.
4. Council notes that the due diligence, procurement, and assessment processes undertaken by the City of Mitcham to develop and implement its program are considered satisfactory and, in this respect, the City of Unley forms the opinion that it does not need to undertake its own process to develop and implement its own program, subject to Council receiving legal advice to confirm this.
5. Council authorises the Chief Executive Officer to seek legal advice to confirm or otherwise its ability to proceed with adopting the process undertaken by the City of Mitcham.
6. In the event that the legal advice sought confirms that Council is unable to adopt the City of Mitcham model and must undertake its own due diligence process, the Administration presents a further report to Council to confirm the way forward regarding this matter.
7. Council authorises the Chief Executive Officer, subject to the legal advice to be sought, to approve a dispensation pursuant to Council's Procurement Policy for the need to undertake an open Request for Tender (RFT) and for the City of Mitcham model with ShineHub to be pursued for implementation within the City of Unley.
8. Council authorises the Administration, subject to the legal advice to be sought, to collaborate and liaise with representatives of the City of Mitcham to implement the same program with ShineHub, ensuring that is tailored to suit the City of Unley and its community.
9. Subject to the legal advice to be sought, the Administration present a further report to Council outlining all of the necessary and required details regarding the development and implementation of an Unley program with ShineHub and seeking approval to implement the program within the City of Unley.

The Presiding Member **MOVED** that the Meeting be **ADJOURNED** at 8:32pm for 2 minutes to allow time for wording articulation.

The meeting resumed at 8:34pm.

MOVED Councillor R Rogers
SECONDED Councillor D Palmer

That:

1. The MOTION be PUT.

CARRIED UNANIMOUSLY

Resolution No. C1218/24

Councillor P Hughes MOVED a VARIATION.

Consent was given by the original mover and seconder of the motion.

That:

1. The report be received.
2. Council acknowledges the importance and need for it to develop and implement a Community Renewable Energy Program for households and businesses located within the City of Unley.
3. Council notes the success of the City of Mitcham Community Renewable Energy Program which it has developed and implemented with ShineHub.
4. Council notes that the due diligence, procurement, and assessment processes undertaken by the City of Mitcham to develop and implement its program are considered satisfactory and, in this respect, the City of Unley forms the opinion that it does not need to undertake its own process to develop and implement its own program, subject to Council receiving legal advice to confirm this.
5. Council authorises the Chief Executive Officer to seek legal advice to confirm or otherwise its ability to proceed with adopting the process undertaken by the City of Mitcham and a report be presented to Council once legal advice has been received.
6. In the event that the legal advice sought confirms that Council is unable to adopt the City of Mitcham model and must undertake its own due diligence process, the Administration presents a further report to Council to confirm the way forward regarding this matter.
7. Council authorises the Chief Executive Officer, subject to the legal advice to be sought, to approve a dispensation pursuant to Council's Procurement Policy for the need to undertake an open Request for Tender (RFT) and for the City of Mitcham model with ShineHub to be pursued for implementation within the City of Unley.
8. Council authorises the Administration, subject to the legal advice to be sought, to collaborate and liaise with representatives of the City of Mitcham to implement the same program with ShineHub, ensuring that is tailored to suit the City of Unley and its community.

9. Subject to the legal advice to be sought, the Administration present a further report to Council outlining all of the necessary and required details regarding the development and implementation of an Unley program with ShineHub and seeking approval to implement the program within the City of Unley.

CARRIED

Resolution No. C1219/24

ITEM 4.4

2023-24 QUARTER 2 FINANCIAL PERFORMANCE REPORT

MOVED Councillor P Hughes

SECONDED Councillor D Palmer

That:

1. The report be received.

CARRIED UNANIMOUSLY

Resolution No. C1220/24

ITEM 4.5

2023-24 QUARTER 2 BUDGET REVIEW

MOVED Councillor M Broniecki

SECONDED Councillor J Gaffey

That:

1. The report be received.
2. The proposed budget variations for the 2023-24 Quarter 2 Budget Review, which reduce the net funding requirement by \$209K as set out in Attachment 1 to this Report (Item 4.5, Council Meeting 26/02/2024), be endorsed.
3. The revised budgeted Uniform Presentation of Finances in Attachment 1 to this Report, (Item 4.5, Council Meeting 26/02/2024) reflecting an increase in the estimated Operating Surplus to \$2.6M before Equity Accounted Businesses, and estimated borrowings at 30 June 2024 of \$2.4M, be adopted.

CARRIED UNANIMOUSLY

Resolution No. C1221/24

ITEM 4.6

SECOND QUARTER 2023-24 CORPORATE PERFORMANCE REPORT

MOVED Councillor D Palmer

SECONDED Councillor G Hart

That:

1. The report be received.

CARRIED UNANIMOUSLY

Resolution No. C1222/24

ITEM 4.7

CONSERVATION GRANTS 2023/24

MOVED Councillor C Crabbe

SECONDED Councillor M Rabbitt

That:

1. The report be received.
2. The following Conservation Grants be funded from the 2023/24 allocated budget, for a total amount of \$14,341 as follows:
 - \$440 for tree pruning at 1 Alma Road, Fullarton
 - \$2,688 for tree pruning at 3/141 Leicester Street, Parkside
 - \$5,000 for re-roofing at 11 Rushton Street, Goodwood
 - \$603 for tree pruning at 28 Roberts Street, Unley
 - \$5,000 for a new front fence at 36 Hill Street, Parkside
 - \$610 for replacement flyscreens and window conservation at 105-107 Young Street, Parkside

CARRIED UNANIMOUSLY

Resolution No. C1223/24

ITEM 4.8
REVIEW OF ENCROACHMENTS POLICY

MOVED Councillor J Russo
SECONDED Councillor L Doyle

That:

1. The report be received.
2. The Encroachments Policy as set out in Attachment 1 to this Report (Item 4.8, Council Meeting 26/02/2024), be adopted.
3. The Chief Executive Officer be authorised to make amendments of a minor and/or technical nature if required as part of the finalisation of the Encroachments Policy.

CARRIED UNANIMOUSLY

Resolution No. C1224/24

ITEM 4.9
ELECTED MEMBER TRAINING AND DEVELOPMENT POLICY REVIEW

MOVED Councillor P Hughes
SECONDED Councillor J Bonham

That:

1. The report be received.
2. The Elected Member Training and Development Policy as set out in Attachment 2 to this Report (Item 4.9, Council Meeting 26/02/2024), be adopted.
3. The Chief Executive Officer be authorised to make amendments of a minor editorial, formatting and/or technical nature if required as part of the finalisation of the Elected Member Training and Development Policy.

CARRIED UNANIMOUSLY

Resolution No. C1225/24

ITEM 4.10
PROGRESS REPORT - CENTENNIAL PARK CEMETERY AUTHORITY
DECEMBER 2023

MOVED Councillor M Rabbitt
SECONDED Councillor J Gaffey

That:

1. The report be received.

CARRIED UNANIMOUSLY

Resolution No. C1226/24

ITEM 4.11
COUNCIL ACTION RECORDS
MOVED Councillor M Broniecki
SECONDED Councillor L Doyle

That:

1. The report be noted.

CARRIED UNANIMOUSLY

Resolution No. C1227/24

5. MOTIONS AND QUESTIONS

5.1 MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

5.2 MOTIONS WITHOUT NOTICE

Cr J Bonham submitted a motion without notice relating to Goodwood Station Overpass.

The Presiding Member refused the motion without notice therefore the motion will be included on the Agenda of the next ordinary council meeting as a motion on notice.

5.3 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

5.4 QUESTIONS WITHOUT NOTICE

Nil

6. MEMBER'S COMMUNICATION

6.1 MAYORS REPORT

ITEM 6.1.1
MAYOR'S REPORT FOR MONTH OF FEBRUARY 2024
MOVED Councillor M Broniecki
SECONDED Councillor D Palmer

That:

1. The report be received.

CARRIED UNANIMOUSLY

Resolution No. C1228/24

6.2 DEPUTY MAYORS REPORT

ITEM 6.2.1

DEPUTY MAYOR'S REPORT FOR MONTH OF FEBRUARY 2024

MOVED Councillor D Palmer

SECONDED Councillor M Rabbitt

That:

1. The report be received.

CARRIED UNANIMOUSLY

Resolution No. C1229/24

6.3 ELECTED MEMBERS REPORTS

ITEM 6.3.1

REPORTS OF MEMBERS FOR FEBRUARY 2024

Council noted attached reports from Members:

1. Councillor D Palmer

6.4 CORRESPONDENCE

ITEM 6.4.1

CORRESPONDENCE

The correspondence from:

- Chris Cowley, CEO, City of Burnside – Re. Greater Adelaide Freight Bypass
- Lord Mayor Jane Lomax-Smith, City of Adelaide – Re. Reduced Speed Limit on Unley Road

was noted.

7. CONFIDENTIAL ITEMS

Nil

NEXT MEETING

Monday 25 March 2024 – 7:00pm

CLOSURE

The Presiding Member closed the meeting at 9:14pm.

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PRESIDING MEMBER