



**Minutes of the City of Unley  
Council Meeting  
Monday, 22 November 2021, 7.00pm  
Council Chambers  
181 Unley Road Unley**

**PRESENT**

<i>Presiding Member</i>	<i>Mayor</i>	M. Hewitson
	<i>Deputy Mayor</i>	J. Dodd
<i>Councillors</i>	K. Anastassiadis	J. Bonham
	M. Broniecki	S. Dewing
	P. Hughes	D. Palmer
	M. Rabbitt	J. Russo
	N. Sheehan	E. Wright

**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  
Executive Manager Office of the CEO, Ms T. Norman  
Executive Assistant Office of the CEO, Ms L. Kennedy  
Manager Development & Regulatory Services, Mr G. Brinkworth  
Manager Community Connections, Ms M. Smith

**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 and members of the gallery to the 22 November 2021, meeting of the Unley City Council.

## **1. ADMINISTRATIVE MATTERS**

### **1.1 APOLOGIES**

Councillor J. Boisvert

### **1.2 LEAVE OF ABSENCE**

Nil

### **1.3 CONFLICT OF INTEREST**

Councillor S. Dewing declared a material conflict of interest in relation to Item 4.2 Community Grants Program – Allocation of Funding September 2021 (Round 1 of the 2021/22 Funding) on the basis of her employment with Sturt Football Club as the Club will derive a financial benefit from the Program. Councillor S. Dewing advised that she would manage the conflict by leaving the meeting and not participating in the debate or voting in relation to that item.

Councillor J. Dodd declared a material conflict of interest in relation to Item 4.2 Community Grants Program – Allocation of Funding September 2021 (Round 1 of the 2021/22 Funding) on the basis that she is the Goodwood Saints SANFL delegate and the club will derive a financial benefit from the Program. Councillor J. Dodd advised that she would manage the conflict by leaving the meeting and not participating in the debate or voting in relation to that item.

Councillor P. Hughes declared a perceived conflict of interest in relation to Item 4.2 Community Grants Program – Allocation of Funding September 2021 (Round 1 of the 2021/22 Funding) on the basis of his membership with Sturt Bowling Club, noting that he is not a member of the governing body, and advised that he would remain in the meeting when that item was discussed and vote in the best interests of the community.

### **1.4 MINUTES**

#### **ITEM 1.4.1**

#### **MINUTES OF THE ORDINARY COUNCIL MEETING HELD MONDAY, 8 NOVEMBER 2021**

MOVED Councillor M. Broniecki

SECONDED Councillor J. Dodd

That:

1. The minutes of the Ordinary Council held on Monday, 8 November 2021 be taken as read and signed as a correct record.

**CARRIED UNANIMOUSLY**

***Resolution No. C0652/21***

## 1.5 DEFERRED / ADJORNED ITEMS

Nil

## 2. PETITIONS/DEPUTATIONS

Nil

## 3. REPORTS OF COMMITTEES

Nil

## 4. REPORTS OF OFFICERS

### ITEM 4.1

#### CONSERVATION GRANTS 2021/22

MOVED Councillor K. Anastassiadis

SECONDED Councillor D. Palmer

That:

1. The report be received.
2. The following Conservation Grants be funded from the 2021/22 allocated budget to a total amount of \$37,627 as follows:
  - \$5,000 for 32 Cromer Parade Millswood for front façade and verandah renewal.
  - \$5,000 for 101 Young Street Parkside for front verandah repairs.
  - \$5,000 for 1 Northgate Street Unley Park for roof replacement.
  - \$5,000 for 26 Young Street Parkside for re-roofing of verandah.
  - \$4,752 for 31 Ormonde Avenue Millswood for verandah and façade restoration.
  - \$4,675 for 24 Young Street Parkside for re-roofing of verandah.
  - \$4,252 for 178 Goodwood Road Goodwood for re-instatement of heritage wall.
  - \$3,453 for 180A Goodwood Road Goodwood for re-instatement of heritage wall.
  - \$495 for 11 Thames Street Clarence Park for tree pruning.

**CARRIED UNANIMOUSLY**

**Resolution No. C0653/21**

*In accordance with her declared conflict of interest Councillor S. Dewing left the Chambers at 7:04pm.*

*In accordance with her declared conflict of interest Councillor J. Dodd left the Chambers at 7:04pm.*

**ITEM 4.2**

**COMMUNITY GRANTS PROGRAM - ALLOCATION OF FUNDING SEPTEMBER 2021 (ROUND 1 OF THE 2021/22 FUNDING)**

MOVED Councillor P. Hughes

SECONDED Councillor J. Russo

That:

1. The report be received.
2. Funding of \$32,450 be awarded under Round 1 of the 2021/22 financial year for the Community Grants Program as follows:
  - \$4,000 to the Gold Foundation for delivery of two Life Skills programs for young people with Autism.
  - \$4,000 to Grow Grow Grow Your Own for workshops and community garden beds.
  - \$4,000 to Sturt Football Club for a waste minimisation program.
  - \$3,940 to Fullarton Scout Group for the refurbishment of a sailboat.
  - \$3,870 to Sturt Bowling Club for seating and stand-up bars.
  - \$2,680 to Goodwood Saints Club for equipment for football clinics with people with disability.
  - \$2,600 to the Caring Choir for a musical conductor and accompanist.
  - \$2,580 to Artfelt Ventures for art therapy workshops in partnership with Salvation Army.
  - \$2,190 to South Australian Society of Model and Experimental Engineers (SASMEE) for a ramp for disabled visitors.
  - \$1,300 to Unley Probus for new projector and screen.
  - \$1,290 to Alternative 3 for raised garden beds.

**CARRIED UNANIMOUSLY**

***Resolution No. C0654/21***

*Councillor J. Dodd returned to the Chambers at 7:07pm.*

*Councillor S. Dewing returned to the Chambers at 7:07pm.*

**ITEM 4.3**

**SESQUICENTENARY UPDATE AND HISTORY OF UNLEY PUBLICATION**

MOVED Councillor D. Palmer

SECONDED Councillor N. Sheehan

That:

1. The report be received and the update of Sesquicentenary activities be noted.
2. The production of a comprehensive publication documenting the City of Unley's history for the period 1871 – 2021 be endorsed.
3. An additional funding allocation of \$35,000 be considered as part of 2021-22 Budget Review 2 in February 2022.

**CARRIED**

***Resolution No. C0655/21***

**ITEM 4.4**

**2020-21 GENERAL PURPOSE FINANCIAL STATEMENTS**

MOVED Councillor M. Broniecki

SECONDED Councillor M. Rabbitt

That:

1. The report be received.
2. The Audited 2020-21 General Purpose Financial Statements contained in Attachment 1 to this report (Item 4.4 Council Meeting 22/11/2021) be adopted.
3. The Audited 2020-21 Financial Results compared to Budget contained in Attachment 2 to this report (Item 4.4 Council Meeting 22/11/2021) be noted.

**CARRIED UNANIMOUSLY**

***Resolution No. C0656/21***

**ITEM 4.5**

**REQUEST FOR ALTERNATIVE UTILISATION OF APPROVED TRADER ASSOCIATION EVENT SPONSORSHIP 2021-22 FROM FULLARTON ROAD SOUTH TRADERS ASSOCIATION INC.**

MOVED Councillor P. Hughes

SECONDED Councillor J. Dodd

That:

1. The report be received.
2. The request from the Fullarton Road South Traders Association to utilise the \$10,000 Trader Event Sponsorship monies awarded for a Family Fun Day in December 2021 to fund a Fullarton Road Easter Fun Day event in March/April 2022 be endorsed.

**CARRIED UNANIMOUSLY**

***Resolution No. C0657/21***

**ITEM 4.6**

**TRADER ASSOCIATION QUARTER 1 REPORTS 1 JULY - 30 SEPTEMBER 2021**

MOVED Councillor J. Russo

SECONDED Councillor N. Sheehan

That:

1. The report be received.

**CARRIED UNANIMOUSLY**

***Resolution No. C0658/21***

**ITEM 4.7**

**COUNCIL ACTION RECORDS**

MOVED Councillor K. Anastassiadis

SECONDED Councillor M. Broniecki

That:

1. The report be noted.

**CARRIED UNANIMOUSLY**

***Resolution No. C0659/21***

*Councillor S. Dewing left the Chambers at 7:45pm.*

## **5. MOTIONS AND QUESTIONS**

### **5.1 MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

#### **ITEM 5.1.1**

#### **NOTICE OF MOTION FROM COUNCILLOR K. ANASTASSIADIS RE: REQUEST TO UNDERTAKE A MOVEMENT STUDY OF GLEN OSMOND ROAD**

MOVED Councillor K. Anastassiadis

SECONDED Councillor J. Bonham

That:

1. The City of Unley write to the Minister for Infrastructure and Transport, Corey Wingard, requesting that the Department for Infrastructure and Transport (DIT) undertake a holistic movement study of Glen Osmond Road from Fullarton Road in the south-east to Greenhill Road in the north-west that includes:
  - safe and timely movement of pedestrians (including those using mobility aids) and cyclists along and across the road.
  - safe and timely movement of pedestrians (including those using mobility aids) and cyclists at the intersection of Glen Osmond Road, Kenilworth Road and Young Street.
  - motor vehicle traffic volumes and speeds on Glen Osmond Road.
  - motor vehicle movements at the intersection of Glen Osmond Road, Kenilworth Road and Young Street including:
    - illegal turns from Kenilworth Road into Glen Osmond Road.
    - queuing across pedestrian crossings and the slip lane.
    - entry from the commercial premises located within the intersection.
2. The City of Unley work with DIT to ensure the study considers aspects of both movement and place including:
  - local traffic conditions along the Council roads surrounding and interfacing with Glen Osmond Road.
  - amenity of Glen Osmond Road including bus shelters, street furniture, street trees and green infrastructure.
  - design at the intersection of Kenilworth Road, Young Street and Glen Osmond Road to improve amenity and safety, expand existing green space and further develop a local sense of place.
3. A copy of the letter to the Minister for Infrastructure and Transport Planning requesting a holistic movement study of Glen Osmond Road be sent to the local Member for Unley, Minister David Pisoni.
4. Give notice to the Mayor and CEO of the Burnside Council and provide them with a copy of the letter being forwarded to the Minister for Infrastructure and Transport Planning.

*Councillor K. Anastassiadis sought leave of the meeting to speak for one further minute and leave was granted.*

### **SUSPENSION OF FORMAL MEETING PROCEDURES**

The Presiding Member with approval of two-thirds of the members present suspended meeting procedures pursuant to Regulation 20(1) of the *Local Government (Procedures at Meetings) Regulations 2013* at 7:50pm for up to 10 minutes to facilitate an informal discussion of the matter.

*Councillor S. Dewing returned to the Chambers at 7:47pm.*

Formal meeting procedures resumed at 7:59pm.

With the leave of the meeting and consent of the Seconder, Councillor K. Anastassiadis VARIED the MOTION as follows:

That:

1. The City of Unley write to the City of Burnside and request that a joint meeting be held with the Minister for Infrastructure and Transport, Corey Wingard, with a view to the Department for Infrastructure and Transport (DIT) undertaking a holistic movement study of Glen Osmond Road from Fullarton Road in the south-east to Greenhill Road in the north-west that includes:
  - safe and timely movement of pedestrians (including those using mobility aids) and cyclists along and across the road.
  - safe and timely movement of pedestrians (including those using mobility aids) and cyclists at the intersection of Glen Osmond Road, Kenilworth Road and Young Street.
  - motor vehicle traffic volumes and speeds on Glen Osmond Road.
  - motor vehicle movements at the intersection of Glen Osmond Road, Kenilworth Road and Young Street including:
    - illegal turns from Kenilworth Road into Glen Osmond Road.
    - queuing across pedestrian crossings and the slip lane.
    - entry from the commercial premises located within the intersection.
2. The City of Unley work with DIT to ensure the study considers aspects of both movement and place including:
  - local traffic conditions along the Council roads surrounding and interfacing with Glen Osmond Road.
  - amenity of Glen Osmond Road including bus shelters, street furniture, street trees and green infrastructure.
  - design at the intersection of Kenilworth Road, Young Street and Glen Osmond Road to improve amenity and safety, expand existing green space and further develop a local sense of place.



3. A copy of the letter to the Minister for Infrastructure and Transport Planning requesting a holistic movement study of Glen Osmond Road be sent to the local Member for Unley, Minister David Pisoni.

**LOST**

MOVED Councillor J. Russo

SECONDED Councillor M. Rabbitt

1. The City of Unley write to the City of Burnside and request that a joint meeting be held with the Minister for Infrastructure and Transport, Corey Wingard, with a view to the Department for Infrastructure and Transport (DIT) undertaking a holistic movement study of Glen Osmond Road from Fullarton Road in the south-east to Greenhill Road in the north-west that includes:
- safe and timely movement of pedestrians (including those using mobility aids) and cyclists along and across the road.
  - safe and timely movement of pedestrians (including those using mobility aids) and cyclists at the intersection of Glen Osmond Road, Kenilworth Road and Young Street.
  - motor vehicle traffic volumes and speeds on Glen Osmond Road.
  - motor vehicle movements at the intersection of Glen Osmond Road, Kenilworth Road and Young Street including:
    - illegal turns from Kenilworth Road into Glen Osmond Road.
    - queuing across pedestrian crossings and the slip lane.
    - entry from the commercial premises located within the intersection.
- ~~2. A copy of the letter to the Minister for Infrastructure and Transport Planning requesting a holistic movement study of Glen Osmond Road be sent to the local Member for Unley, Minister David Pisoni.~~

**CARRIED**

***Resolution No. C0660/21***

**ITEM 5.1.2**

**NOTICE OF MOTION FROM COUNCILLOR J RUSSO RE: ELECTED MEMBER BRIEFING - CHANGES TO SECTIONS 58 AND 59 LOCAL GOVERNMENT ACT 1999 (ROLE OF COUNCIL MEMBERS AND PRINCIPAL MEMBERS)**

MOVED Councillor J. Russo

SECONDED Councillor D. Palmer

That:

1. An Elected Member Briefing be convened to examine the recent changes to the *Local Government Act 1999* regarding the role of council members (s. 58) and the role of the principal member (s. 59) to review how Elected Members will actively work together to meet the new obligations and support the expanded leadership role of the principal member.

**LOST**

**DIVISION**

A Division was requested by Councillor J. Russo and the previous decision was set aside. The following members responded to the Mayor's call as having voted IN FAVOUR of the MOTION:

Councillors S. Dewing, J. Dodd, D. Palmer, J. Russo and K. Anastassiadis

The following members responded to the Mayor's call as having voted AGAINST THE MOTION:

Councillors P. Hughes, M. Rabbitt, M. Broniecki, N. Sheehan, E. Wright and J. Bonham

The MOTION was declared **LOST**

**Resolution No. C0661/21**

**ITEM 5.1.3**

**NOTICE OF MOTION FROM MAYOR M. HEWITSON RE: PROPOSED PURCHASE OF ARTWORK "EPOCH ARCHIVERS 'TIME CAPSULE'"**

MOVED Mayor M. Hewitson

SECONDED Councillor K. Anastassiadis

That:

1. Staff be authorised to purchase the artwork titled "Epoch Archivers 'time capsule'" by Thom Buchanan, displayed as part of the Unley 150th exhibition at the Unley Museum, at an unbudgeted cost of \$8,750.00, with the matter of allocation of funding to be considered at the next quarterly budget review.

Councillor J. Dodd moved a FORMAL MOTION that:

1. The question be adjourned for discussion until the next quarterly budget review to enable consideration of budget impacts.

SECONDED Councillor K. Anastassiadis

**CARRIED**

**Resolution No. C0662/21**

## **5.2 MOTIONS WITHOUT NOTICE**

Nil

*Councillor N. Sheehan left the Chambers at 8:38pm.*

## **5.3 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

### **ITEM 5.3.1**

#### **QUESTION ON NOTICE FROM COUNCILLOR J. RUSSO RE: ASSISTANCE AND SUPPORT PROVIDED TO MAYOR M. HEWITSON**

The following Questions on Notice have been received from Councillor J. Russo and the answers are provided:

#### **QUESTIONS**

Following on from the Question on Notice received by Councillor S. Dewing Re: Cost of Legal Advice – Administrative Support to Mayor/Elected Members at the 25 October 2021 Council Meeting, the following questions have been received by Councillor J. Russo.

1. Beside the recent legal advice given to the Mayor regarding fact checking of material, what other legal advice has he sought and how much did it cost?
2. There have been 6 Assistants appointed to the Mayor. How much has this cost Council in total to recruit and train these employees?
3. How much of the CEO's time is spent managing and advising the Mayor directly with regards to:
  - Attending meetings
  - Assisting in affairs
  - Providing advice and guidance
  - Relationship management with staff, Elected Members, key stakeholders, and residents
  - Communications (written and verbal)
  - Public relations management
4. And what is the cost that this equates to for Council?

## **ANSWERS**

- 1. Beside the recent legal advice given to the Mayor regarding fact checking of material, what other legal advice has he sought and how much did it cost?**

Legal advice has been sought on previous occasions by the Administration for the Mayor over the last two years in relation to clarification on several matters including the content and format of Mayors reports, governance procedures, and more recently the required working framework between the Mayor and Administration. The approximate costs associated in seeking advice on these matters is in the order of \$1,000-3,000 in total.

- 2. There have been 6 Assistants appointed to the Mayor. How much has this cost Council in total to recruit and train these employees?**

Mayor M. Hewitson commenced his term as Mayor in November 2018. Shortly after commencement, a need was identified for a support resource to assist the Mayor with administrative tasks associated with the performance of his roles and functions under the *Local Government Act*.

Staffing records indicate five (5) individuals have worked in an assistant capacity to the Mayor (four on contract and one through an agency).

While exact data is not available in a form that can be presented to Council, the following matters should be noted:

- The recruitment process has involved internal staff or an external recruitment agency. This has involved approximately 20 – 30 hours of work including shortlisting of applications and interviews of short-listed candidates. In some cases, this was followed up with a meeting between the Mayor and preferred candidate.
- Support has been provided by the Council's People and Culture team in terms of the recruitment process.
- Advertising costs for placement on job boards such as seek.com, Careers in Council and Council website etc.
- The cost of training the employee towards being fully productive over a period of 3-5 months. This has been different for each new starter.
- Any specific training the employee was provided (in those cases where they had a non-local government background).

3. **How much of the CEO's time is spent managing and advising the Mayor directly with regards to:**
- **Attending meetings**
  - **Assisting in affairs**
  - **Providing advice and guidance**
  - **Relationship management with staff, Elected Members, key stakeholders, and residents**
  - **Communications (written and verbal)**
  - **Public relations management**

It is estimated that the CEO spends up to two (2) days per week providing advice and guidance of the types referenced in the question. This includes, but is not limited to:

- One on one weekly update meetings and monthly agenda meetings with the Mayor.
- Attending meetings between the Mayor and Council members or external parties/community members as required.
- Preparation of material and attending meetings with Ministers.
- Checking and ensuring that the requirements of the Local Government Act and that appropriate governance procedures are followed.
- Maintaining effective communication and working relationships between the Mayor and Council staff.
- Aiding with media releases and council generated stories.
- Assisting with some interactions with residents and community groups.

4. **And what is the cost that this equates to for Council?**

The cost of up to two (2) days per week of the CEO's time is approximately \$2,300 per week, or \$120,000 per annum.

### **ITEM 5.3.2**

#### **QUESTION ON NOTICE FROM COUNCILLOR S.DEWING RE: BIKE RACKS ON KING WILLIAM ROAD**

The following Questions on Notice have been received from Councillor S. Dewing and the answers are provided:

#### **QUESTIONS**

1. Are there plans to increase bike racks on King Williams Road?
2. If there are plans to increase bike racks on King William Road, how many more will be installed and in what locations?
3. If there are plans to increase bike racks on King William Road, could we explore a different, more practical design to the ones currently located near Karrans Jewellers and Cibo?

## **ANSWERS**

**1. Are there plans to increase bike racks on King Williams Road?**

There are currently no plans to increase the number of bike racks that were installed as part of the King William Road Upgrade (Upgrade).

Currently, there is a total of 11 bike racks which have been installed as part of the Upgrade, in the section that is located between Park/Mitchell Streets and Arthur Street, which is approximately 600 metres in length.

**2. If there are plans to increase bike racks on King William Road, how many more will be installed and in what locations?**

There are no plans to install additional bike racks along the section of the Upgrade. The number and locations of the existing bike racks were considered as part of the Upgrade and in the context of other public realm infrastructure that was installed by Council at the time. However, should requests for the installation of additional bike racks be received and a need established, the Administration will consider this on a case-by-case basis in consultation with affected business owners.

**3. If there are plans to increase bike racks on King William Road, could we explore a different, more practical design to the ones currently located near Karen's Jewellers and Cibo?**

As the case with other public realm infrastructure, the existing bike rack design was intended to be a bespoke and unique feature of the Upgrade. However, in the event additional bike racks are installed these will be the standard U-shaped designs installed elsewhere in Unley. This design type will be installed whenever any of the existing bike racks need to be replaced.

### **ITEM 5.3.3**

#### **QUESTION ON NOTICE FROM COUNCILLOR S. DEWING RE: PUBLIC TOILETS**

The following Questions on Notice have been received from Councillor S. Dewing and the answers are provided:

#### **QUESTIONS**

1. How many public toilets are located within the City of Unley?
2. Does Council outsource the cleaning of the public toilets within the City of Unley?
3. Does Council provide contractors with minimum standards for cleaning public toilets located within the City of Unley?

4. Does Council staff conduct cleaning and maintenance inspections of public toilets located within the City of Unley?
  - 4.1 If so, how often?
5. Has Council received complaints over the last three years about the standard of cleaning of public toilets within the City of Unley?
  - 5.1 If so, how many complaints have been received?

## **ANSWERS**

**1. How many public toilets are located within the City of Unley?**

There are 29 public toilets located within the City of Unley. Of these, 22 are on Council's parks and reserves and 7 are located within Council owned and operated buildings (e.g., libraries and community centres).

**2. Does Council outsource the cleaning of the public toilets within the City of Unley?**

Council has a cleaning service contract with a contractor engaged to undertake cleaning of all its public toilets.

**3. Does Council provide contractors with minimum standards for cleaning public toilets located within the City of Unley?**

Yes, the cleaning services contract is based on a specification that includes mandatory items and clear outcome standards.

**4. Does Council staff conduct cleaning and maintenance inspections of public toilets located within the City of Unley?**

Yes.

**4.1 If so, how often?**

Council staff undertake inspections of approximately 25% of public toilets located within the City on a weekly basis. In addition, ad-hoc inspections are also undertaken by Council staff

**5. Has Council received complaints over the last three years about the standard of cleaning of public toilets within the City of Unley?**

Council staff have received complaints and comments regarding the condition of Council's public toilets. When possible, complaints received are considered in the context of vandalism, fair wear and tear (noting one per day cleaning cycle) and contractor performance. Whilst there are occasions of proven poor contractor performance, more often than not, the complaints raised relate to the timing of cleaning and/or vandalism.

### 5.1 If so, how many complaints have been received?

With respect to the number of complaints that have been received over the past three years, this is difficult to quantify. This is primarily due to the fact that complaints are received from many sources including Council staff themselves and as such, not all instances are necessarily formally recorded as complaints.

The current contract will expire in late 2022 and it is proposed to undertake a review of the delivery of cleaning services for Council's public toilets to incorporate clear KPIs within the contract to ensure optimum service is provided to Council. This process is expected to commence in April 2022 in the lead up to a new contract being put in place.

#### **ITEM 5.3.4**

#### **QUESTION ON NOTICE FROM COUNCILLOR K. ANASTASSIADIS RE: HOW IS THE SNAP SEND SOLVE APP USED AND RESPONDED TO**

The following Questions on Notice have been received from Councillor K. Anastassiadis and the answers are provided:

#### **QUESTIONS**

1. To what extent is the Snap, Send, Solve App used and promoted by the Council?
2. How well are the reports generated by the Snap, Send, Solve App integrated into the communications / correspondence systems for recording, managing and responding to community issues identified through this App?

#### **ANSWERS**

1. **To what extent is the Snap, Send, Solve App used and promoted by the Council?**

Since January 2021, we have received 205 requests via Snap, Send, Solve. The App has mainly been used to report footpath maintenance, issues with utilities infrastructure, and supermarket trolleys.

Once a member of the public uses the app, a request is directed to POBOX1. Information is provided to us in an email format which includes the user's name, contact details, geo-location of the incident, incident type, and any photographs provided. Council's Information Management team register these emails and triage to our Customer Experience (CX) team. Once received by CX, a customer request is created and actioned. Alternatively, if it is not a council related issue, CX manage the forwarding of the information to the respective external business or authority.



We have not actively promoted the App as we are still exploring its functionality, data management, and reporting. Given the increase in costs to councils as the volume of usage increases, we have been developing alternative strategies as follows:

- Implementing self-serve functionality on the City of Unley website which provides an alternative option to manage online requests. This platform is integrated with our systems and allows us to report on such requests.
- Creating a web-friendly Request Portal, that will allow users to easily lodge requests online, enable real-time triage of requests, and provide a way for users to track the progress of any requests lodged. This Portal will also include a mobile-friendly version.

This technology is being developed in-house, giving us full control of the application, its use, and low ongoing costs.

**2. How well are the reports generated by the Snap, Send, Solve App integrated into the communications / correspondence systems for recording, managing and responding to community issues identified through this App?**

Currently we have not opted for access to reporting functionality associated with Snap, Send, Solve due to the costs, noting that councils have been quoted in the order of \$10,000 per year for full access. Instead, our efforts are focused on alternative solutions that we have been developing.

**ITEM 5.3.5**

**QUESTION ON NOTICE FROM COUNCILLOR J. RUSSO RE: CULTURE AND BUDGET ACTIVITIES**

The following Questions on Notice have been received from Councillor J. Russo and the answers are provided:

**QUESTIONS**

1. What percentage of the City of Unley's population is identifying as French?
2. What percentage of the City of Unley's population identify as other cultural groups?
3. How much does the City of Unley's budget spend on French activities and events over a 12-month period?
4. How much does the City of Unley's budget spend on other cultural activities and events over a 12-month period?
5. Does the current budget spend on French activities and events equate fairly compared to the budget spend on other cultural representation from across the City of Unley?

## **ANSWERS**

1. **What percentage of the City of Unley's population is identifying as French?**

The 2021 Census data will be released in mid-2022, therefore the 2016 Census data has been used to provide these responses.

In 2016, in the City of Unley:

- 69 people in the City of Unley identified as being born in France (0.2% population, compared to 0.1% for Greater Adelaide).
- 276 people identified as having French ancestry (0.7% of the population, compared to 0.5% for Greater Adelaide).
- 158 people identified as speaking the French language at home (0.4% of the population, compared with 0.2% for Greater Adelaide).

2. **What percentage of the City of Unley's population identify as other cultural groups?**

In 2016, 24.7% of people in City of Unley were born overseas, compared with 26.3% in Greater Adelaide.

3. **How much does the City of Unley's budget spend on French activities and events over a 12-month period?**

In the 2020-21 financial year, a total allocation of \$10,000 was provided to Alliance Francaise endorsed to spend on French activities and events for a community mural and small event to celebrate their 100<sup>th</sup> Anniversary (\$4,000) and sponsorship of the French Film Festival (\$6,000).

In the 2021-22 financial year, a total allocation of \$12,500 has been endorsed to spend on French activities and events which include:

- *Alliance Francaise*
  - \$6,000 for the French Film Festival.
  - \$2,500 for joint end of year event with Maison de France (cine event in the Town Hall).
  - \$4,000 for a quiz night and kids cine club program.
- *French Officer role*

In addition to the above, a part time role has recently been created within existing resources and budget to support the delivery of French activities across the City through the various French groups based in Unley. This equates to approximately \$17,000 per annum.

In total, the annual costs are therefore \$29,500.

4. **How much does the City of Unley's budget spend on other cultural activities and events over a 12-month period?**

The City of Unley total budget in 2021-22 for cultural activities is approximately \$811,000. This is comprised of:

**General Operating Activities**

- Arts and Cultural budget (\$160,000) which includes staff costs (1FTE + arts trainee) and incorporates cultural activities and initiatives including Reconciliation Week, and delivery of Council's Cultural Plan initiatives 2021-2026.
- Harmony Day an event celebrating multiculturalism (\$7,000).
- Community Grants (\$92,000) for grants to community groups for local community to participate in a wide range of recreational, cultural, community, and initiatives. Includes small sponsorships and youth sponsorships.
- Community Impact Grants (\$64,000) for multi –year agreements that support community groups.
- Events Sponsorship (\$68,000) which includes sponsorship for example of the Australian Sir Lankan Food and Cultural Festival, Travelling Table (cancelled), Goodwood Greek Festival, and Cultural Fest at Unley Oval.
- Event Coordination and support (\$130,000) which includes staff costs (1FTE and casual staff at events).

**Operating Projects**

- Tour Down Under and associated event (\$225,000) - cancelled 21/22.
- Australia Day (\$35,000).
- Busking events (\$10,000).
- Creative Activation Stations (\$10,000).
- Event Attraction (\$10,000).

Additionally, the above figures do not include events and activities that are incorporated into operating budgets and do not have independent amounts assigned to each initiative. These activities do however contribute to cultural events and activities including:

- Discounts to community groups for hire or lease of Council facilities, including via MOUs.
- Cultural Programs delivered at the City of Unley Community Centres and Libraries.

5. **Does the current budget spend on French activities and events equate fairly compared to the budget spend on other cultural representation from across the City of Unley?**

The approximate total spend on cultural activities and events 2021-22 is \$811,000.

Total spend on French activities and events 2021-22 is \$29,500, which equates to 3.6% of the total spend on cultural activities and events in the City of Unley.

#### **5.4 QUESTIONS WITHOUT NOTICE**

Nil

### **6. MEMBER'S COMMUNICATION**

#### **6.1 MAYORS REPORT**

##### **ITEM 6.1.1**

##### **MAYOR'S REPORT FOR MONTH OF NOVEMBER 2021**

MOVED Councillor M. Broniecki

SECONDED Councillor J. Dodd

Councillor N. Sheehan returned to the Chambers at 8:41pm.

That:

1. The report be received.

**CARRIED UNANIMOUSLY**

***Resolution No. C0663/21***

#### **6.2 DEPUTY MAYORS REPORT**

Nil

#### **6.3 ELECTED MEMBERS REPORTS**

##### **ITEM 6.3.1**

##### **REPORTS OF MEMBERS**

Council to note attached reports from Members:

1. Councillor M. Broniecki
2. Councillor D. Palmer
3. Councillor P. Hughes

#### **6.4 CORRESPONDENCE**

Nil

## 7. CONFIDENTIAL ITEMS

### ITEM 7.1

#### CONFIDENTIALITY MOTION FOR 7.2 - CONFIDENTIAL MINUTES OF AUDIT COMMITTEE

MOVED Councillor M. Broniecki

SECONDED Councillor J. Dodd

That:

1. Pursuant to Section 90(2) and, (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to 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; and
  - would on balance be contrary to the public interest
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to consider a recommendation from the Audit Committee in relation to the Probity Report for the Waste Collection and Processing Tender.

On that basis, the public's interest is best served by not disclosing Item 7.2 Confidential Minutes of Audit Committee Report and discussion at this point in time.
3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance

**CARRIED**

**Resolution No. C0664/21**

*The meeting moved into confidence, the gallery was cleared and the doors to the Council Chamber were closed at 8:45pm.*

Item 7.2, page(s) 22, is confidential and has been removed from the public agenda/minutes

**ITEM 7.3**

**CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE FOR 7.2 -  
CONFIDENTIAL MINUTES OF AUDIT COMMITTEE**

MOVED Councillor D. Palmer

SECONDED Councillor K. Anastassiadis

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.2 Confidential Minutes of Audit Committee, considered at the Council Meeting on 22 November 2021:

- Minutes
- Report
- Attachment

remain confidential until the execution of the Waste Management Contract for the collection and processing of waste and not available for public inspection until the cessation of that period.

2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

**CARRIED UNANIMOUSLY**

***Resolution No. C0666/21***

**ITEM 7.4**

**CONFIDENTIALITY MOTION FOR 7.5 - QUARTERLY REPORT - CENTENNIAL PARK CEMETERY AUTHORITY**

MOVED Councillor K. Anastassiadis

SECONDED Councillor D. Palmer

That:

1. Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to:
  - would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead) on the basis that the update makes reference to matters pertaining to employees of the Centennial Park Cemetery Authority.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to consider

On that basis, the public's interest is best served by not disclosing Item 7.5 Quarterly Report - Centennial Park Cemetery Authority, Report and discussion at this point in time.
3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.

**CARRIED UNANIMOUSLY**

***Resolution No. C0667/21***

*The meeting moved into confidence, the gallery was cleared and the doors to the Council Chamber were closed at 8:49pm.*



**ITEM 7.5**

**QUARTERLY REPORT - CENTENNIAL PARK CEMETERY AUTHORITY**

MOVED Councillor M. Rabbitt

SECONDED Councillor M. Broniecki

That:

1. The report be received.

**CARRIED UNANIMOUSLY**

***Resolution No. C0668/21***

*The meeting moved out of confidence at 8:57pm.*

**ITEM 7.6**

**CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE FOR 7.5 -  
QUARTERLY REPORT - CENTENNIAL PARK CEMETERY AUTHORITY**

MOVED Councillor K. Anastassiadis

SECONDED Councillor D. Palmer

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.5 Quarterly Report - Centennial Park Cemetery Authority, considered at the Council Meeting on 22 November 2021:

Attachment

remain confidential until the end of the current financial auditing period, being 30 September 2022, and not available for public inspection until the cessation of that period.

2. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

**CARRIED UNANIMOUSLY**

***Resolution No. C0669/21***

**ITEM 7.7**

**CONFIDENTIALITY MOTION FOR 7.8 - ENFORCEMENT ACTION UNDER THE SOUTH AUSTRALIAN PUBLIC HEALTH ACT 2011**

MOVED Councillor J. Dodd

SECONDED Councillor M. Rabbitt

That:

1. Pursuant to Section 90(2) and (3)(a) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to information the disclosure of which:
  - would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead)
  - because it relates to potential legal action against a property owner and their financial status.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to discuss the budget considerations relating to potential legal action.

On that basis, the public's interest is best served by not disclosing 7.8 Enforcement Action under the South Australian Public Health Act 2011, Report and discussion at this point in time.
3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.

**CARRIED UNANIMOUSLY**

***Resolution No. C0670/21***

*The meeting moved into confidence, the gallery was cleared and the doors to the Council Chamber were closed at 8:58pm.*

Item 7.8, page(s) 28, is confidential and has been removed from the public agenda/minutes

**ITEM 7.9**

**CONFIDENTIALITY MOTION TO REMAIN IN CONFIDENCE FOR 7.8 - ENFORCEMENT ACTION UNDER THE SOUTH AUSTRALIAN PUBLIC HEALTH ACT 2011**

MOVED Councillor J. Dodd

SECONDED Councillor M. Broniecki

That:

1. Pursuant to Section 91(7) of the *Local Government Act 1999* the following elements of Item 7.8 Enforcement Action under the South Australian Public Health Act 2011, considered at the Council Meeting on 22 November 2021:

Report

Minutes

remain confidential until legal action is completed in relation to the property and not available for public inspection until the cessation of that period.

2. The Chief Executive Officer be authorised to provide details of the decision to relevant parties if required, in order to enable implementation of the decision.
3. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the power to revoke the order under Section 91(7) prior to any review or as a result of any review is delegated to the Chief Executive Officer.

**CARRIED UNANIMOUSLY**

***Resolution No. C0672/21***

**ITEM 7.10**

**CONFIDENTIALITY MOTION FOR 7.11 - NOTICE OF MOTION FROM COUNCILLOR D. PALMER RE: MOTION TO RESCIND RESOLUTION C0595/21**

MOVED Councillor J. Russo

SECONDED Councillor S. Dewing

That:

1. Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) of the *Local Government Act 1999*, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because it relates to:
  - information which is the subject of a current confidentiality order, made on the basis that disclosure of the information considered by council could reasonably have been expected to confer a commercial advantage on a person with whom the council was proposing to conduct, business, or to prejudice the commercial position of the council, and would, on balance, be contrary to the public interest.
2. In weighing up the factors related to disclosure:
  - disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations; and
  - non-disclosure of this item at this time will enable Council to determine its preferred course of action in relation to the rescinding of a previous Council decision which relates to a potential property acquisition without prejudicing the commercial position of the Council.

On that basis, the public's interest is best served by not disclosing 7.11 Notice of Motion from Councillor D. Palmer Re: Motion to Rescind Resolution C0595/21, Report and discussion at this point in time.

3. Pursuant to Section 90(2) of the *Local Government Act 1999* it is recommended the Council orders that all members of the public be excluded, with the exception of staff of the City of Unley on duty in attendance.

**CARRIED UNANIMOUSLY**

***Resolution No. C0673/21***

*The meeting moved into confidence, the gallery was cleared and the doors to the Council Chamber were closed at 9:02pm.*

**ITEM 7.11**

**NOTICE OF MOTION FROM COUNCILLOR D. PALMER RE: MOTION TO RESCIND RESOLUTION C0595/21**

MOVED Councillor D. Palmer

SECONDED Councillor J. Dodd

That:

1. The report be received.
2. The Council Resolution No. C0595/21 of the Council meeting of 23 August 2021 which states:

*The Strategic Property Committee be requested to assess the strategic relevance of the portion of the property at 11 Addison Road which was the subject of a Petition of Local Residents and the merits, or otherwise, of acquiring the property in the context of the Unley Tree Strategy.*

be rescinded.

**CARRIED UNANIMOUSLY**

***Resolution No. C0674/21***

*The meeting moved out of confidence at 9:04pm.*

**NEXT MEETING**

Monday 13 December 2021 – 7:00pm

**CLOSURE**

The Presiding Member closed the meeting at 9:05pm.

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**PRESIDING MEMBER**