



# Council Agenda

## NOTICE OF MEETING

Notice is hereby given that an ordinary meeting of Council will be held in the

**Council Chamber – Glenelg Town Hall  
Moseley Square, Glenelg**

**Tuesday 14 May 2013 at 7.00pm**

Steve Hodge  
ACTING CHIEF EXECUTIVE OFFICER

Please note: This agenda contains Officers' reports and recommendations that will be considered by the Council. Any confidential items listed on the agenda will be circulated to Members separately.



## Ordinary Council Meeting Agenda

### 1. OPENING

*His Worship the Mayor will declare the meeting open at 7:00pm.*

### 2. KAURNA ACKNOWLEDGEMENT

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

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

### 3. PRAYER

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

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

### 4. APOLOGIES

4.1 Apologies Received

4.2 Absent

### 5. ITEMS PRESENTED TO COUNCIL - Nil

### 6. DECLARATION OF INTEREST

*If a Council Member has an interest (within the terms of the Local Government Act 1999) in a matter before the Council they are asked to disclose the interest to the Council and provide full and accurate details of the relevant interest. Members are reminded to declare their interest before each item.*

### 7. CONFIRMATION OF MINUTES

#### Motion

**That the minutes of the Ordinary Meeting of Council held on 23 April 2013 be taken as read and confirmed.**

Moved Councillor \_\_\_\_\_, Seconded Councillor \_\_\_\_\_

**Carried**

**8. QUESTIONS BY MEMBERS****8.1 Without Notice****8.2 With Notice**

8.2.1 Brighton Caravan Park (Report No: 152/13)

8.2.2 Costs for the Patawalonga Marina (Report No:166/13)

**9. MEMBER'S ACTIVITY REPORTS**

9.1 Mayor's Activity Report – February 2013 – April 2013 (Report No: 159/13)

**10. PUBLIC PRESENTATIONS**

10.1 **Petitions** - Nil

10.2 **Presentations**

10.2.1 Zero Waste SA

*Mr Justin Lang, Program Manager, Local Government | Zero Waste SA will make a presentation to Council on the Food to Green Waste Grant Program.*

10.3 **Deputations**

10.3.1. Annual Business Plan Consultation

*Under Section 123 (4)(a)(i)(B) of the Local Government Act 1999, Council will provide a period of at least one hour for members of the public to ask question and make submissions on the Annual Business Plan and Budget.*

**11. MOTIONS ON NOTICE**

11.1 Adjourned Motion on Notice – Maintenance of Patawalonga Lock (Report No: 165/13)

11.2 Brighton Town Hall – Councillor Looker (Report No: 160/13)

**12. ADJOURNED MATTERS - Nil****13. REPORTS OF MANAGEMENT COMMITTEES, SUBSIDIARIES AND THE DEVELOPMENT ASSESSMENT PANEL**

13.1 Minutes – Alwyndor Aged Care Management Committee – 19 March and 16 April 2013 (Report No: 155/13)

13.2 Minutes – Jetty Road Main Street Management Committee – 3 April 2013 (Report No: 95/13)

13.3 Minutes – Development Assessment Panel – 27 March 2013 (Report No: 136/13)

**14. REPORTS BY OFFICERS**

14.1 Items in Brief (Report No: 154/13)

- 14.2 Food to Greens Program (Report No: 162/13)
- 14.3 Alwyndor Aged Care Management Committee Appointments (Report No: 153.13)
- 15. RESOLUTIONS SUBJECT TO FORMAL MOTIONS - Nil**
- 16. URGENT BUSINESS – Subject to the Leave of the Meeting**
- 17. CLOSURE**

**STEVE HODGE  
ACTING CHIEF EXECUTIVE OFFICER**

Item No: **8.2.1**

Subject: **QUESTIONS WITH NOTICE – BRIGHTON CARAVAN PARK – COUNCILLOR BOUCHEE**

Date: 14 May 2013

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## **QUESTION**

Councillor Bouchee asked the following questions:

### ***Question:***

- 1. *How does Council intend to follow up the reply provided by the Caravan Park Manager to Council in relation to prior (alleged) advice provided to residents in relation to development of Brighton Caravan Park to verify its validity considering the answer provided by the Permanent Residents Committee?***
- 2. *Administration refers in the media, at meetings, and in various other communications, to the assistance being provided to residents of Brighton Caravan Park by the Community Care Team (CCT) to assist them to find alternate housing and the transition to relocate. One report suggested there are five case managers working with residents. Many residents registered on the initial number given to register for information and assistance either via telephone or email. Several of those people have not been contacted.***
- 3. *What does the assistance from Council/Administration to residents to transition to alternate housing and to relocate actually involve? Financial assistance to relocate is said to be available but no details have been provided. The sum of \$200 relocation assistance has been mentioned. Also provision of a flatbed truck to transport dwellings to a new location has been mentioned. Could Administration provide details in writing of what is included in their offer to assist residents in the transition to find alternate housing and in relocating residents and/or their dwellings, including what financial assistance is being offered?***
- 4. *Has Council received any reports from the Community Care Team in relation to progress made in assisting resident to find alternate housing and to relocate? Two case managers are currently working with some of the residents who registered for assistance. Residents who have met with the CCT case managers have been referred to check with HousingSA, Seniors SA, ACH (Retirement Villages), Affordable Housing SA, Community Housing, various emergency housing agencies and St Kilda Caravan Park. To date no actual housing options have been identified by case managers and residents have been left to follow up the leads themselves.***

5. ***What assistance will be available to residents if the housing options provided to them are inappropriate i.e. too far from work, family, or in areas not suitable to residents?***
6. ***What plans does Council have to deal with residents who have not found appropriate accommodation by 30 June 2013?***
7. ***What communication or directive has there been between Council and Park Management about the transition period for residents who may be relocating before 30 June and also for residents to be in a position to consider relocation whilst still being in current lease agreement till June 30 2013?***

## **BACKGROUND**

Further to my question submitted to the Council meeting 12 March 2013, the reply provided by the Manager of Brighton Caravan Park listed on the Agenda of 26 March 2013 at Item 8, and the answer provided by Brighton Caravan Park Permanent Residents Committee by email at 5.03pm, 26 March 2013 to Councillors, the Mayor and the Chief Executive Officer.

## **ANSWER – MANAGER ORGANISATIONAL SUSTAINABILITY**

1. Council has sought copies of all current Residential Park Site Agreements held between the Park Manager, Rickelmore Park Management Pty Ltd and the current occupiers. Copies of each of those agreements have been made available to Council staff and we can confirm that a current signed agreement exists for all but one of the people occupying under the Residential Parks Act 2007. Each of these agreements is for 12 months, expiring on the 30 June 2013.
2. Two Community Services team members are currently providing information and support to those residents who contact the provided number and request a face to face meeting. In keeping with giving residents choice and control, the team undertakes research and information gathering and presents the residents with available options.

The rest of the team is currently working 'behind the scenes' to support the project with information gathering, coordination of appointments, documentation control and opportunities for the team to debrief.

At this stage the team has met with nine (9) residents who have contacted the number provided (8229 9820) and requested assistance.

3. A letter individually addressed to each person was delivered during the week beginning 18 February 2013. This letter provided advice on the service available and contact details. A second letter, again individually addressed was sent on 4 April 2013. This letter reiterated the details of the support available and included the following:

*'If you would like information about the housing choices available to you, assistance with accessing relevant agencies and support, or just a friendly ear, please don't hesitate to contact ... to make an appointment.'* We've also put in place a number of practical supports including access to towing, a skip for hard rubbish, and site remediation at our cost, if required. A total of \$10,000 has been included in the project budget for incidental expenses incurred by individuals as part of their transition to more permanent housing.

4. As of Friday 19 April 2013 the team has met with 2 couples, 1 family and 6 individuals (a total of 9 individuals), and has provided links to a number of support options, including Housing SA and private rental accommodation options, Legal Services Commission, Centrelink, Community Housing and others.

Our team is not in a position to negotiate housing outcomes for individuals. This must be agreed between the person concerned and the relevant agency. Our services are limited to facilitation, support and advice.

5. Council is sympathetic to the needs of the people affected by the decision to no longer offer long term agreements at Brighton Caravan Park. People who are having difficulty finalising suitable permanent arrangements from the 30 June 2013, can contact Council officers during June 2013, to negotiate short-term arrangements (up to 9 months) in accordance with Council's resolution at its meeting on 23 April 2013 and the Residential Parks Act 2007. A letter has been sent to people advising them of Council's latest decision.
6. At a meeting with the manager of the caravan park on Friday 12 April, it was confirmed that where people have found alternate accommodation but are nonetheless struggling to end their contract early for reasons associated with their Agreement, or because they have difficulty moving the caravan for whatever reason, the caravan park manager will negotiate appropriate solutions at **no or minimal cost** to the person concerned.

Item No: **8.2.2**

Subject: **QUESTIONS WITH NOTICE – COSTS FOR THE PATAWALONGA MARINA  
– COUNCILLOR LOOKER**

Date: 14 May 2014

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## QUESTION

Councillor Looker asked the following question:

*“Will administration please provide an updated table of the costs for the Patawalonga marina that includes the accumulated depreciation figure?”*

## ANSWER – General Manager Corporate Services, Mr I Walker

The amount of Depreciation has changed in accordance with revaluations. The large increase in 2009/10 reflects depreciation on the components of the lock.

The asset was subsequently re-consolidated as a coastal asset by the valuers and useful life changed. Indications are that the current annual depreciation amount does not accurately reflect differing useful lives of the component parts and will need to be reviewed.

Year	Rate Revenue	Maintenance Levy	Maintenance Expenditure	Depreciation	Surplus / Deficit
2000/01	\$15,373.00	\$14,146.00	\$19,245.00	\$68,500.00	-\$58,226.00
2001/02	\$14,724.00	\$27,283.00	\$19,697.00	\$68,500.00	-\$46,190.00
2002/03	\$13,278.00	\$29,195.00	\$54,261.00	\$68,500.00	-\$80,288.00
2003/04	\$12,892.00	\$33,473.00	\$90,373.00	\$68,958.00	-\$112,966.00
2004/05	\$11,476.00	\$32,345.00	\$49,640.00	\$68,958.00	-\$74,777.00
2005/06	\$11,633.00	\$44,326.00	\$38,969.00	\$68,958.00	-\$51,968.00
2006/07	\$11,858.00	\$43,189.00	\$35,986.00	\$68,958.00	-\$49,897.00
2007/08	\$21,252.00	\$32,575.00	\$41,100.00	\$92,917.00	-\$80,190.00
2008/09	\$44,822.00	\$33,497.00	\$41,910.00	\$92,917.00	-\$56,508.00
2009/10	\$71,826.00	\$33,702.00	\$325,955.00	\$212,938.00	-\$433,365.00
2010/11	\$101,108.00	\$120,700.00	\$76,716.00	\$56,925.00	\$88,167.00
2011/12	\$133,952.00	\$60,570.00	\$52,165.00	\$58,633.00	\$83,724.00
2012/13	\$133,952.00	\$63,600.00	\$100,000.00	\$58,633.00	\$38,919.00
2013/14	\$133,952.00	\$65,500.00	\$350,000.00	\$58,633.00	-\$209,181.00
<b>Total</b>	<b>\$732,098.00</b>	<b>\$634,101.00</b>	<b>\$1,296,017.00</b>	<b>\$1,112,928.00</b>	<b>-\$1,042,746.00</b>



Item No: **9.1**

Subject: **MAYOR'S ACTIVITY REPORT – FEBRUARY 2013 – APRIL 2013**

Date: 14 May 2013

Written By: Executive Assistant to CEO and Mayor

General Manager: Chief Executive Officer

## SUMMARY

Presented for the information of Members is the Activity Report for the Mayor for February 2013 – April 2013.

## RECOMMENDATION

**That the Mayor's Activity Report for February 2013 – April 2013 report be received and noted.**

## REPORT

Date	Subject	Location
1/2/2013	Overseas	France
25/2/2013	Special Meeting of JRMCM to discuss 2013/14 Events and Ideas	Meeting Room, Glenelg Library, Colley Terrace, Glenelg
26/2/2013	Meet with Mr Simon Blewett, Chief of Staff to the Premier of SA re New Year's Eve funding for 2013	Ante Room, on level 15 of the State Administration Centre, 200 Victoria Square Adelaide
26/2/2013	Council Meeting	Council Chamber, Glenelg Town Hall
27/2/2013	Meet with William Miller from Immanuel College re interview on Republicanism	Mayor's Office
28/2/2013	Premiers Adelaide Reception - A celebration of events in and around March	Adelaide Convention Centre
1/3/2013	World Day of Prayer	Lady of Victories Church
1/3/2013	Clipsal 500	Victoria Park Race Circuit
1/3/2013	WACG Meeting	Adelaide Airport Management Centre
3/3/2013	Adelaide Festival - key giving Ceremony hosted by Mayor Yarwood	Festival Centre - Lyrics Room
4/3/2013	My Eye Health Program - Max Murrie	Mayors Office
6/3/2013	Bay Sports Festival AGM	Scout Hall
6/3/2013	Sport SA Class of 2012 Graduation	Military Rd West Beach
7/3/2013	Coast FM - David Hearn - Radio Interview	Coast FM
8/3/2013	Meeting with Mayor Clyne	Holdfast Bay Council
8/3/2013	Meet with CEO	CEO's office
12/3/2013	Pre Council Meeting Workshop - Representation Review	Council Chamber, Glenelg Town Hall
12/3/2013	Council Meeting	Council Chamber, Glenelg Town Hall
13/3/2013	Special Meeting of JRMCM	Meeting Room, Glenelg Library, Colley Terrace, Glenelg
15/3/2013	Regional Collaboration meeting	City of Port Adelaide Enfield,

15/3/2013	Meet with CEO	CEO's office
16/3/2013	Channel 9 Awards night	Hilton Adelaide
17/3/2013	Historical Society	Partridge House
17/3/2013	Rotary Club of Glenelg - Community Breakfast	Glenelg Baseball grounds
19/3/2013	Meet Steven Griffiths MP - Member for Goyder	Parliament House - North Tce
22/3/2013	Citizenship Ceremony	Partridge House, Partridge Street Glenelg
22/3/2013	Meet with CEO	CEO's office
23/3/2013	Draw lottery at Somerton Yacht Club	Somerton Yacht Club
23/3/2013	Baseball junior presentation	Baseball club
23/3/2013	Lions Club of Brighton - The Youth of the Year District Final	Holdfast Bay Community Centre
23/3/2013	Seacliff Tennis Club Awards night	Seacliff Tennis Club
24/3/2013	Softball AGM	Morphettville Function Centre
26/3/2013	Pre Council Meeting Workshop - Glenelg Foreshore Building	Council Chamber Glenelg Town Hall
26/3/2013	Council Meeting	Council Chamber, Glenelg Town Hall
27/3/2013	Meet Jake Grant	Council
27/3/2013	Public Traders Meeting	Glenelg Community Centre, , Glenelg
28/3/2013	Official Opening of the CBS offices - to be opened by Minister Kate Ellis	156-162 Sturt Road Warradale
29/3/2013	Football	South Adelaide
3/4/2013	Meet with Steve Georganas , Gayle Gago	Minister's Office level 9 178 Nth Tce
3/4/2013	JRMMC Meeting	Glenelg Library Meeting Room
4/4/2013	Civic Reception for Glenelg Cricket Club A Grade Premiers	Parlour, Glenelg Town Hall
5/4/2013	GDTA presentation	Glenelg Golf Club
5/4/2013	Meet with CEO	CEO's office
6/4/2013	Football Norwood	Glenelg Oval
9/4/2013	Brighton Dunes visit	Jack Fox Oval Cnr Repton/The Esplanade
9/4/2013	Council Meeting	Council Chamber, Glenelg Town Hall
10/4/2013	Government House Can Do 4Kids	Government House
11/4/2013	Executive Committee Meeting	Mawson Room
11/4/2013	Cheque Presentation - Rituals that Bind Us Exhibition and the Conservation of the 1855 map of Glenelg	Partridge House, Partridge Street Glenelg
12/4/2013	Art Exhibition	Bay Waters
13/4/2013	Rick	Caravan park
14/4/2013	Concert Band	St Andrews Church
19/4/2013	Glenelg Cricket Club presentations	Glenelg Function Centre
19/4/2013	Local Govt. AGM	Westpac Centre AAMI Stadium West Lakes
19/4/2013	Meet with CEO	CEO's office
20/4/2013	Football Centrals	Glideroll
23/4/2013	Pre Council Meeting Briefing - Southern Corridor Structure planning	Council Chamber
23/4/2013	Men's Shed	Alwyndor
23/4/2013	Council Meeting	Council Chamber, Glenelg Town Hall
25/4/2013	Anzac Day	Arch of Remembrance Brighton
27/4/2013	Anzac Memorial Match Rugby	Brighton Oval
27/4/2013	Schweppes Oaks Day Races	SAJC Morphetteville
27/4/2013	Football Sturt	Gliderol
30/4/2013	Council Workshop - Budget	Council Chamber, Glenelg
30/4/2013	Library Information Session	Kingston Room Civic Centre Brighton

Item No: **11.1**

Subject: **ADJOURNED MOTION ON NOTICE – MAINTENANCE OF THE PATAWALONGA LOCK – COUNCILLOR LOOKER**

Date: 14 May 2013

Councillor Looker proposed the following motion at the Council Meeting held 9 April 2013, where it was adjourned for discussion as part of the budget process, following a workshop on 30 April 2013, this matter is represented to Council for consideration:

#### **PROPOSED MOTION**

*“That council reaffirm the original intent that the maintenance of the Patawalonga Lock be revenue neutral to Council subject to the following conditions.*

- 1. That Council make an annual budget allocation to assist to maintain the pedestrian walkway**
- 2. That the separate marina maintenance levy be structured in such a way as to aim to provide predictability to berth holders.”**

#### **BACKGROUND**

The intent of the original agreement was that the lock maintenance would be revenue neutral to council. That is previously confirmed in Council report 475/09 *“The cost to operate and maintain this facility through agreement with the marina berth holders is a revenue neutral arrangement to council.”*

Over the years maintenance has consumed all the maintenance levy plus revenue raised from the minimum rate and no funds have been placed into the sinking fund for lock replacement as was originally planned.

<b>Year</b>	<b>Rate Revenue</b>	<b>Maintenance Levy</b>	<b>Maintenance Expenditure</b>	<b>Surplus / Deficit</b>
2000/01	\$15,373	\$14,146	\$19,245	\$10,274
2001/02	\$14,724	\$27,283	\$19,697	\$22,310
2002/03	\$13,278	\$29,195	\$54,261	-\$11,788
2003/04	\$12,892	\$33,473	\$90,373	-\$44,008
2004/05	\$11,476	\$32,345	\$49,640	-\$5,819
2005/06	\$11,633	\$44,326	\$38,969	\$16,990

2006/07	\$11,858	\$43,189	\$35,986	\$19,061
2007/08	\$21,252	\$32,575	\$41,100	\$12,727
2008/09	\$44,822	\$33,497	\$41,910	\$36,409
2009/10	\$71,826	\$33,702	\$325,955	-\$220,427
2010/11	\$101,108	\$120,700	\$76,716	\$145,092
2011/12	\$133,952	\$60,570	\$52,165	\$142,357
2012/13	\$133,952	\$63,600	\$100,000	\$97,552
<b>Total.</b>	<b>\$598,146</b>	<b>\$568,601</b>	<b>\$946,017</b>	<b>\$220,730</b>

In 2013/14 The scheduled dewatering maintenance as per 2009/2010 will happen and seems to be required every 5 years. The cost is an extra \$205,000. That will consume any accumulated surplus. When this occurred in the past the added cost was spread over 3 years to ease the burden on berth lease holders. That is why the predictability of charges is important.

Council also needs to be aware that the lock is scheduled for replacement in 2026 and the cost may be between \$2 and \$3 million. No funds have been accumulated for that purpose.

#### **ADMINISTRATION COMMENT**

Councillor Looker proposed this motion at the Council Meeting held 9 April 2013, where it was adjourned for discussion as part of the budget process, following a workshop on 30 April 2013, this matter is represented to Council for consideration. The resolution to adjourn the motion is shown below.

#### **Motion**

**C090413/904**

**That the matter be adjourned for discussion as part of the budget process.**

Moved Councillor Huckstepp, Seconded Councillor Patton

**Carried**

Item No: **11.2**

Subject: **MOTION ON NOTICE – BRIGHTON TOWN HALL – COUNCILLOR  
LOOKER**

Date: 14 May 2013

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### **PROPOSED MOTION**

Councillor Looker proposed the following motion:

**That Council authorise the CEO to write to the Premier with copies to the Minister for Local Government Relations and local MP Chloe Fox to request that Council's application for removal of the community land status of the Old Brighton Town Hall be expedited to enable the removal of borrowings against this site and to allow funds to be applied to higher priority community projects.**

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### **BACKGROUND**

Council resolved to remove the community land status of the Old Brighton Town Hall in May 2012 and at this time has still not received a response from the minister. On any scale a year is more than enough time to provide and answer. With the funding of this property on borrowed money the costs to the community are escalating and important community resources are diverted to unproductive interest rather than the community good.

The purchase of the RSL property was authorised by council on the clear understanding that the consolidated property would be sold. As Council has no use for the property, it is continuing as a local eyesore and the funds are needed to reduce debt and to be applied for more appropriate community needs, the hold up by the State Government needs to be resolved.

It should be noted that the building is local heritage listed and has a conservation plan that Council has resolved to make as a condition of sale. Heritage SA supports 'adaptive reuse' as one of the best ways to protect our idle heritage buildings.

Item No: **13.1**

Subject: **MINUTES – ALWYNDOR MANAGEMENT COMMITTEE – 19 MARCH AND 16 APRIL 2013**

Date: 14 May 2013

Written By: Governance Officer

General Manager: Alwyndor, Mr G Potter

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**SUMMARY**

The Minutes of the Alwyndor Aged Care Management Committee for 19 March and 16 April 2013 are provided for information.

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**RECOMMENDATION**

**That the Minutes of the Alwyndor Aged Care Management Committee for 19 March and 16 April 2013 be noted by Council.**

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**COMMUNITY PLAN**

- A Place with a Quality Lifestyle
- A Place for Every Generation
- A Place that Provides Value for Money
- A Place that Provides Choices and Enhances Life

**COUNCIL POLICY**

Not applicable

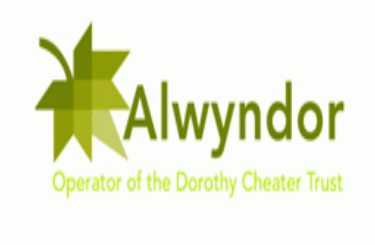
**STATUTORY PROVISIONS**

Not applicable

**BACKGROUND**

This report is presented following the Alwyndor Management Committee Meetings.  
*Refer Attachment 1*

The Alwyndor Aged Care Management Committee was established to manage the affairs of Alwyndor Aged Care Facility. The Council has endorsed the Committee’s Terms of Reference and given the Committee delegated authority to manage the business of Alwyndor Aged Care Facility.



# MEETING RECORD

Tuesday 16 April 2013 at 6.30pm

## AMC MINUTES

### *Our Vision*

*To honour the legacy, vision and intent of the **DOROTHY CHEATER TRUST** by providing high quality community and residential services, offering a viable and flexible mix of personalised care and support services to older people in the local community.*

**ALWYNDOR AGED CARE**

**MANAGEMENT COMMITTEE**

**MINUTES**

Of the meeting held in the AAC Meeting Room on

**TUESDAY 16 April 2013 at 6.30 pm**

1.     **PRESENT**

Cr S Lonie Ms C Cotton Mr M Bower Mr T Evans	Mr N Hakof Cr R Clancy Mr D Royans Ms K Stevens
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2.     **IN ATTENDANCE**

Mr G Potter Ms K Field Mr A Hook Ms H Curnow Woodlands	General Manager Manager Community Services Acting Manager Residential Care Human Resource Manager
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3.     **OPENING**

The Chairman, Mr N Hakof declared the meeting open at 6.32 pm and welcomed all in attendance.
  
4.     **APOLOGIES**

Mr I Pratt
  
5.     **DECLARATION OF INTEREST**

If a Committee Member has an interest (within the terms of the Local Government Act 1999) in a matter before the AMC, they are asked to disclose the interest to the AMC and provide full and accurate details of the relevant interest. Members are reminded to declare their interest before each item.
  
6.     **CONFIRMATION OF MINUTES**
  - 6.1 **Recommendation:**

The minutes of the meeting held on 19 March 2013 were taken as read, approved and confirmed as a true record.

<b><u>Moved:</u></b>	C Cotton	
<b><u>Seconded:</u></b>	D Royans	<b><u>CARRIED</u></b>
  
7.     **BUSINESS ARISING FROM THE MINUTES**

Nil
  
8.     **REPORTS**
  - 8.1 **Correspondence Report**
    - 8.1.1 **WHS Responsible Officers**

A report provided by the AAC Human Resource Manager, was tabled for the information of the AMC regarding the changes to the definition of a Responsible Officer arising from the January 2013 WHS Legislation. The AMC further requests administration:

      - Provide relevant training to the members of the Committee in regard to the major Legislative changes to the WHS Act that impact on the role of the AMC
      - Provide the Committee with key WHS Policies and Procedures for their information and review
      - Review the format / function and minutes of the Alwyndor WHS Committee to ensure that the key objectives of the Alwyndor WHS Operating System are being appropriately reported, recorded and monitored.
  
    - 8.1.2 **AMC Membership –Term Extensions**

The current membership terms of Mr N Hakof, Mr D Royans and Mr I Pratt are due to expire on the 30<sup>th</sup> June 2013.

**Recommendation:**  
**The AMC recommends Council’s endorsement of a two year term extension for current members Mr N Hakof, Mr I Pratt and Mr D Royans, to expire 30 June 2015.**



**Moved:** Cr R Clancy

**Seconded:** C Cotton

**CARRIED**

### 8.1.3 AMC Membership - Vacancy

Discussion on recruitment strategy, process and timeframe to fill the current vacancy on the Committee. The AMC requested that administration commence the recruitment process using the resources of the Alwyndor and Council websites, the Messenger Press and Seek.com. The General Manager to also notify the Institute of Company Directors of the vacancy.

## 8.2 The National Report

Issues 301, 302 & 303

## 8.3 Letters of Thanks

Nil

**Information Reports ( 8.1 to 8.3 ) were noted by the AMC**

## 9. ITEMS UNDER REVIEW

Item	Responsibility	Due	Status
Instrument Of Delegation	GM	Oct '13	Annual Review
Quality Improvement Plan	Ops Manager	July '13	Annual Review
Strategic Plan Review	GM	July '13	Annual Review
Governance Standard – Prudential Bond Statement	GM	Oct '13	Annual Review
Investment Performance Report	GM + MFA	Oct '13	Annual Review
WHS “One System” Mapping	GM	April '13	LGA WCS Bulletin was tabled giving notification of the availability of a number of amended policies and procedures arising from the 2013 WHS Legislative changes. Further information and clarification was also provided by the General Manager. <b>Resolution:</b> <b>Having regard to the revised definition of Responsible Officer as detailed in the January 2013 WHS legislation and the availability of the amended LGA WHS Policies and Procedures, the AMC seeks an urgent response from the CHB Council Executive regarding the resourcing and timeframe required to now finalise a compliant WHS “One System” Mapping Tool for the organisation.</b> <b>Moved: T Evans</b> <b>Seconded: C Cotton</b> <b>CARRIED</b>
AAC Investment Policy Review	AMC	Oct '14	Biennial Review
AAC Accommodation Bonds Policy Review	AMC	Oct '14	Biennial Review
AMC Membership (Vacancy)	GM /AMC Chairman	April '13	Tabled – Refer Agenda Item 8.1.3
AMC Strategic Planning Workshop Discussion	AMC / GM	December '13	Agree a date, focus and content of workshop event, to be held in 2014
WHS – Responsible Officers	GM	April '13	Tabled – Refer Agenda Item 8.1.1
LLLB Workforce Compact	GM	April '13	Tabled – Refer Agenda Item 10.1

**ITEMS IN CONFIDENCE**

Cr S Lonie moved and Cr R Clancy seconded that, pursuant to Section 90(2), 90(3)(a) and 90(3)(b) of the Local Government Act 1999 the Alwyndor Management Committee order that the public be excluded from attendance at the meeting, with the exception of Alwyndor officers and any other visitors permitted to remain, after taking into account the relevant considerations under Section 90(3), on the basis that it will receive, discuss or consider the following:

- information or matter the disclosure of which –
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the AMC is conducting, or proposing to conduct, business, or to prejudice the commercial position of AAC; and
  - (ii) would on balance, be contrary to the public interest.
  - (iii) Information, the disclosure of which, would involve the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead).

**CARRIED**

## 10. NEW and URGENT BUSINESS

### 10.1 Workforce Compact

A report provided by the AAC Human Resource Manager, was tabled for the information of the AMC regarding the implications for AAC arising from the Workforce Compact announcement by the Minister for Ageing on 6 March '13.

### 10.2 Draft AAC Budget 2013/2014

The AMC had before it the 2013/2014 AAC Budget Papers which have been reviewed by the Finance Sub-Committee at its special meeting held on Tuesday 9<sup>th</sup> April 2013.

The Finance Sub-Committee recommended that the 2013/2014 Budget Papers be presented to the AMC for endorsement.

#### Recommendation:

That the AMC Finance Sub-Committee recommends the 2013/2014 Budget Papers be presented to the Alwyndor Management Committee for noting and recommendation for Council to adopt and approve, with the following amendment:

- Capital Budget – IT/Finance/Rostering software, given provisional approval of \$100,000, subject to a formal report being submitted for final AMC project and cost approval, in February 2014.

Moved: N Hakof

Seconded: D Royans

CARRIED

#### Recommendation:

The AMC notes the recommendation of the AMC Finance Sub-Committee and resolves that

1. The 2013/2014 AAC Budget with amendment, be received and noted and
2. Council be advised that the AMC endorsed the 2013/2014 AAC Budget on the 16<sup>th</sup> April 2013 and that the budget is recommended to Council for adoption.

Moved: D Royans

Seconded: T Evans

CARRIED

### 10.3 Manager Residential Care - Resignation

The AMC received and noted with regret, advice from Alwyndor's long standing Manager of Residential Care of her intention to retire, with effect from the 9<sup>th</sup> July 2013. The recruitment process for Donna's replacement is to commence immediately and an appropriate and fitting function(s) be arranged (format to be determined), in recognition and celebration of her outstanding contribution to the organisation over a twenty year period.

## 11. CONFIDENTIAL REPORTS

### 11.1 Manager Community Service's Report

**April 2013**

### 11.2 Act Manager Residential Care's Report

**April 2013**

### 11.3 Building Sub Committee Chairman

*Provided by the General Manager*

**11.4 General Manager's Report**

**April 2013**

**11.5 Finance Reports**

**March 2013**

**11.5.1.** Bank Reconciliation for the Month of March 2013

**11.5.2.** "Year to Date" Budget / Actual Comparison by Department as at 31<sup>st</sup> March 2013

**Recommendations:**

- 1. That the Bank Reconciliation for the Month of March 2013 be confirmed.**
- 2. That the "Year to Date" Budget / Actual Comparison by Department as at 31<sup>st</sup> March 2013 be confirmed**

**Moved:** D Royans

**Seconded:** Cr S Lonie

**CARRIED**

**11.6 Formal Complaints**

Nil

**11.7 WH&S Committee** - Minutes of the meeting held 3<sup>rd</sup> April 2013 were tabled

**11.8 Quality Improvement Committee** - Minutes of the meeting held 10<sup>th</sup> April 2013 were tabled

Confidential Reports **11.1 to 11.8** were noted by the AMC

**ORDER TO RETAIN DOCUMENTS IN CONFIDENCE:**

**D Royans moved and K Stevens seconded that pursuant to Section 90(2), 90(3)(a) and 90(3)(b) and of the Local Government Act 1999:**

- 1. The Alwyndor Management Committee orders that the documents and minutes relating to Report No: 11.1 to 11.8 with the exception of the Resolution for going into confidence be kept confidential and not available for public inspection on the basis that they deal with information relating to commercial advantage; contrary to public interest; or information involving the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead), under Sections 90(2), 90(3)(a) and 90(3)(b) and of the Act.**
- 2. This resolution will be reviewed on or before 30 June 2013 by the Alwyndor Management Committee.**

**CARRIED**

**RESUMPTION:**

**D Royans moved and Cr S Lonie seconded that the Alwyndor Management Committee resume as an open meeting of Alwyndor Aged Care at 8.30 pm**

**CARRIED**

**12. DATE OF NEXT MEETING**

**Next Ordinary Meeting of the AMC will be held 21<sup>st</sup> May 2013 at 6.30pm**

**Venue: Alwyndor Meeting Room**

Noted by the Alwyndor Management Committee

**Apologies:**

Cr S Lonie

**Noted by the AMC**

The AMC were reminded of the Anzac Day ceremony being held in the lifestyle hub on Tuesday 23<sup>rd</sup> April, commencing from 10.30am.

**Noted by the AMC**

### 13. ALWYNDOR MANAGEMENT COMMITTEE MEETING DATES FOR 2013

Member	Term Expires	19 Feb	19 March	16 April	21 May	18 June	16 July	20 Aug	17 Sept	15 Oct	19 Nov	17 Dec
N.Hakof	July 2013		AP									
I. Pratt	July 2013			AP								
D.Royans	July 2013											
C.Cotton	July 2014											
VACANT												
K. Stevens	July 2014											
M.Bower	July 2014											
T. Evans	April 2015		AP									
R.Clancy	NA				AP							
S Lonie	NA											

**Noted by the AMC**

### 14. MEETING CLOSURE

The Chairman thanked all members for their contribution and declared the meeting closed at 8.32 p.m.

**Mr Greg Potter**  
**General Manager**

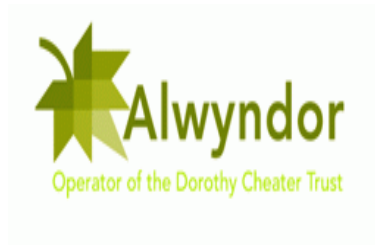
**Mr Nick Hakof**  
**Chairman**

**Distribution:**

Mr N Hakof, Ms C Cotton, Mr I Pratt, Cr R Clancy, Cr S Lonie, Mr D Royans, Ms K Stevens, Mr M Bower, Mr T Evans.

**Others:**

General Manager, Manager Residential Care, Manager Community Services, Operations Manager, Chief Executive Officer-City of Holdfast Bay, Governance Officer CHB, Master File.



# MEETING RECORD

of the Alwyndor Management  
Committee

**Tuesday 19 March 2013 at 6.30pm**

## AMC MINUTES

### ***Our Vision***

*To honour the legacy, vision and intent of the **DOROTHY CHEATER TRUST** by providing high quality community and residential services, offering a viable and flexible mix of personalised care and support services to older people in the local community.*

**ALWYNDOR AGED CARE**

**MANAGEMENT COMMITTEE**

**MINUTES**

of the meeting held in the AAC Meeting Room on

**TUESDAY 19 March 2013 at 6.30 pm**

**1. PRESENT**

**Cr S Lonie**

**Ms C Cotton**

**Mr M Bower**

**Mr I Pratt**

**Cr R Clancy**

**Mr D Royans**

**Ms K Stevens**

**2. IN ATTENDANCE**

**Mr G Potter**

**Ms K Field**

**Mr A Hook**

**General Manager**

**Manager Community Services**

**Act Manager Residential Care**

**3. OPENING**

The Vice Chairman, Ms C Cotton declared the meeting open at 6.37 pm and welcomed all in attendance.

**4. APOLOGIES**

Mr T Evans, Mr N Hakof (Chairman)

**5. DECLARATION OF INTEREST**

If a Committee Member has an interest (within the terms of the Local Government Act 1999) in a matter before the AMC, they are asked to disclose the interest to the AMC and provide full and accurate details of the relevant interest. Members are reminded to declare their interest before each item.

**6. CONFIRMATION OF MINUTES**

**6.1 Recommendation:**

The minutes of the meeting held on 19 February 2013 were taken as read, approved and confirmed as a true record.

**Moved:** Cr R Clancy

**Seconded:** I Pratt

**CARRIED**

**7. BUSINESS ARISING FROM THE MINUTES**

**7.1 Mr. T Evans – AMC Membership: term extension to April 2014** (Report No:66/13)

**Motion:**

That Council endorses the recommendation of the Alwyndor Management Committee in relation to the reappointment of Mr Terry Evans to the Management Committee for a further two year term expiring on 14 April 2015

**Moved:** Cr Clancy

**Seconded:** Cr Lonie

**8. REPORTS**

**8.1 Correspondence Report**

8.1.1 a. Aged Care Workers to get a well deserved pay rise Aged Care Minister  
b. LLLB: The Aged Care Workforce Supplement

8.1.2 Transitional Care Program Audit Department of Health

**8.2 The National Report**

Issues 299 & 300

**8.3 Letters of Thanks**

8.3.1 Family of Mrs Nancy Brown

**Information Reports ( 8.1 to 8.3 ) were noted by the AMC**

## 9. ITEMS UNDER REVIEW

Item	Responsibility	Due	Status
Instrument Of Delegation	GM	Oct '13	Annual Review
Quality Improvement Plan	Ops Manager	July '13	Annual Review
Strategic Plan Review	GM	July '13	Annual Review
Governance Standard – Prudential Bond Statement	GM	Oct '13	Annual Review
Investment Performance Report	GM + MFA	Oct '13	Annual Review
WHS “One System” Mapping	GM	April '13	Implementation Progress Report
AAC Investment Policy Review	AMC	Oct '14	Biennial Review
AAC Accommodation Bonds Policy Review	AMC	Oct '14	Biennial Review
AMC Membership	GM /AMC Chairman	April '13	Recruitment process to fill current Community Member vacancy on the AMC
AMC Strategic Planning Workshop Discussion	AMC / GM	December '13	Agree a date, focus and content of workshop event, to be held in 2014
WHS – Responsible Officers	GM	March '13  <b>April '13</b>	<p>Report on the changes to the definition of a Responsible Officer arising from the January 2013 WHS Legislation.</p> <p><b>The GM requests that this item be deferred until the April meeting of the AMC. The AAC Human Resource Manager is attending a WHS seminar on 11<sup>th</sup> April convened by Wallmans Lawyers, at which this topic will form a component of the agenda.</b></p> <p>The seminar will also provide a further opportunity to seek clarification on the following statement issued by Natasha Jones (Kelledy Jones Lawyers):</p> <p>“there is an anomaly that needs to be addressed by regulations. Alywndor Aged Care Facility falls within the definition of a PCBU. However, the definition of ‘officer’, as it is currently drafted would mean only independent members are captured as an ‘officer’. The exemption of an elected member is drafted so broadly that it can mean an elected member who is acting in their capacity on a Council Committee is exempt from the ‘officer’ provisions. My view is that this cannot be the intent of Parliament as it would seem that the drafter has not contemplated any other role except that of an elected member as a member of Council (and not any other body)”.</p> <p><b>7 March 2013</b></p> <p><b>The AMC agreed to the extension request</b></p>
Quality Improvement Project “Direct Debit”	MFA	March '13	<p>Clarification of the project status and revised timeframe for completion.</p> <p><b>Update of the QI Objective –Direct Debit, was tabled for the AMC’s information</b></p>
LLLB Workforce Compact	GM	April '13	The GM to provide a report on the implications for AAC arising from the Workforce Compact announcement by the Minister for Ageing on 6 March '13 (refer to background information tabled at Item 8.1.1).

## ITEMS IN CONFIDENCE

Cr S Lonie moved and D Royans seconded that, pursuant to Section 90(2), 90(3)(a) and 90(3)(b) of the Local Government Act 1999 the Alwyndor Management Committee order that the public be excluded from attendance at the meeting, with the exception of Alwyndor officers and any other visitors permitted to remain, after taking into account the relevant considerations under Section 90(3), on the basis that it will receive, discuss or consider the following:

- information or matter the disclosure of which –
  - (i) could reasonably be expected to confer a commercial advantage on a person with whom the AMC is conducting, or proposing to conduct, business, or to prejudice the commercial position of AAC; and
  - (ii) would on balance, be contrary to the public interest.
  - (iii) Information, the disclosure of which, would involve the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead).

**CARRIED**

### 10. NEW and URGENT BUSINESS

#### 10.1 AAC Smoking Policy

General Manager

**Recommendation:**

The AMC notes the "Draft" Policy and supports the implementation of the Smoke Free Policy, no later than 1<sup>st</sup> June 2013.

**Moved:** Cr R Clancy

**Seconded:** Cr S Lonie

**CARRIED**

#### 10.2 Australian Charities & Not For Profits Commission

Alwyndor has provided the new regulatory body for Australian Charities with a confirmation of charity details request, which comprised:

- Details of the organisations Responsible Persons (AMC Members)
- Copies of the organisations governing documents (Cheater Trust & AMC Terms of Reference)
- The declaration (completed and signed) by the AMC Chairman, as representative of the responsible persons of the organisation

Alwyndor has an ongoing responsibility to provide updates (within 28 days), of any changes to their charitable details, including representative membership. Annual compliance reports will also be implemented from 1 July 2013, however the detail of those reports and supporting documents have yet to be released by the Government. Given these ongoing requirements:

**Recommendation:**

The Alwyndor Management Committee authorises the General Manager, in the role of Agent, to assume ongoing communication with and to provide the C&NFP Commission with mandatory updates and reports, as required by legislation, on behalf of the responsible persons of Alwyndor Aged Care.

**Moved:** K Stevens

**Seconded:** M Bower

**CARRIED**

### 11. CONFIDENTIAL REPORTS

11.1 Manager Community Service's Report

March 2013

11.2 Act Manager Residential Care's Report

March 2013

11.3 Building Sub Committee Chairman

Refer GM Report

11.4 General Manager's Report

March 2013



## 11.5 Finance Reports

February 2013

11.5.1. Bank Reconciliation for the Month of February 2013

11.5.2. "Year to Date" Budget / Actual Comparison by Department as at 28<sup>th</sup> February 2013

### Recommendations:

1. That the Bank Reconciliation for the Month of February 2013 be confirmed.
2. That the "Year to Date" Budget / Actual Comparison by Department as at 28<sup>th</sup> February 2013, be confirmed

Moved: I Pratt

Seconded: Cr S Lonie

CARRIED

## 11.6 Formal Complaints

11.7.1 a. Jean Buttenshaw Correspondence

b. General Managers Response

## 11.7 OH &S Committee

- Minutes of the meeting held 6 March 2013

## 11.8 Quality Improvement Committee

- Minutes of the meeting held 13 March 2013

Confidential Reports **11.1 to 11.8** were noted by the AMC

### ORDER TO RETAIN DOCUMENTS IN CONFIDENCE:

Cr R Clancy moved and M Bower seconded that pursuant to Section 90(2), 90(3)(a) and 90(3)(b) and of the Local Government Act 1999:

1. The Alwyndor Management Committee orders that the documents and minutes relating to Report No: 11.1 to 11.8 with the exception of the Resolution for going into confidence be kept confidential and not available for public inspection on the basis that they deal with information relating to commercial advantage; contrary to public interest; or information involving the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead), under Sections 90(2), 90(3)(a) and 90(3)(b) and of the Act.
2. This resolution will be reviewed on or before 30 June 2013 by the Alwyndor Management Committee.

CARRIED

### RESUMPTION:

Cr R Clancy moved and Cr S Lonie seconded that the Alwyndor Management Committee resume as an open meeting of Alwyndor Aged Care at 8.09 pm

CARRIED

## 12. DATE OF NEXT MEETING

Next Ordinary Meeting of the AMC will be held 16<sup>th</sup> April 2013 at 6.30pm

Venue: Alwyndor Meeting Room

Noted by the Alwyndor Management Committee

Apologies:

Nil Notified

Noted by the AMC

### 13. ALWYNDOR MANAGEMENT COMMITTEE MEETING DATES FOR 2013

Member	Term Expires	19 Feb	19 March	16 April	21 May	18 June	16 July	20 Aug	17 Sept	15 Oct	19 Nov	17 Dec
N.Hakof	July 2013		AP									
I. Pratt	July 2013											
D.Royans	July 2013											
C.Cotton	July 2014											
VACANT												
K. Stevens	July 2014											
M.Bower	July 2014											
T. Evans	April 2015		AP									
R.Clancy	NA											
S Lonie	NA											

**Noted by the AMC**

### 14. MEETING CLOSURE

The Vice Chairman thanked all members for their contribution and declared the meeting closed at 8.10 p.m.

**Mr Greg Potter**  
**General Manager**

**Mr Nick Hakof**  
**Chairman**

**Distribution:**

Mr N Hakof, Ms C Cotton, Mr I Pratt, Cr R Clancy, Cr S Lonie, Mr D Royans, Ms K Stevens, Mr M Bower, Mr T Evans.

**Others:**

General Manager, Manager Residential Care, Manager Community Services, Operations Manager, Chief Executive Officer-City of Holdfast Bay, Governance Officer CHB, Master File.

Item No: **13.2**

Subject: **MINUTES JETTY ROAD MAINSTREET MANAGEMENT COMMITTEE  
3 APRIL 2013**

Date: 14 May 2013

Written By: Manager, Jetty Road Development

General Manager: City Services, Ms R Cooper

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### **SUMMARY**

The Minutes of the Jetty Road Mainstreet Management Committee meeting held 3 April 2013 are attached and presented for Council's information.

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### **RECOMMENDATION**

**That the minutes of the Jetty Road Mainstreet Management Committee held 3 April 2013 is received.**

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### **COMMUNITY PLAN**

A Place to do Business  
A Place that Welcomes Visitors  
A Place that Provides Value for Money

### **COUNCIL POLICY**

Not applicable

### **STATUTORY PROVISIONS**

Not applicable

### **BACKGROUND**

The Jetty Road Mainstreet Management Committee (JRMMC) has been established to undertake work to benefit the traders on Jetty Road Glenelg, using the separate rate raised for this purpose. Council has endorsed the Committee's Terms of Reference and given the Committee delegated authority to manage the business of the Committee.

**REPORT**

Not applicable

**BUDGET**

Not applicable

**LIFE CYCLE COSTS**

Not applicable

## **CITY OF HOLDFAST BAY**

**Minutes of the meeting of the Jetty Road Mainstreet Management Committee of the City of Holdfast Bay held in the Glenelg Library Meeting Room, Colley Terrace, Glenelg on Wednesday 3 April 2013 at 6.00 pm.**

### **PRESENT**

#### **Elected Members**

Mayor K Rollond

#### **Community Representatives**

Chairman – Mr M Faulkner, Enve  
The Changing Canvas – Mrs G Higgins  
Noodle Box – Mr B Martin  
Caruso – Mr R Caruso  
Glenelg Florist – Ms V Corbell  
Telstra – Ms E Leenaerts  
Don Maios Investments – Mr C Maios  
Pure Espresso – Mr M Deare

#### **Staff**

Manager, Jetty Road Development – Ms L Johnson  
Manager, Assets and Public Spaces – Mr P Smith

### **1. OPENING**

The Chairman declared the meeting open at 6.05 pm.

### **2. APOLOGIES**

2.1 For Absence - Eklectik – Mr C Barton

2.2 Leave of Absence - Councillor B Patton

### **3. DECLARATION OF INTEREST**

Members were reminded to declare any interest before each item.

**4. CONFIRMATION OF MINUTES****Motion**

**That the minutes of the Jetty Road Mainstreet Management Committee held on 6 February 2013 be taken as read and confirmed.**

**That the minutes of the Special Meeting of the Jetty Road Mainstreet Management Committee held on 25 February 2013 be taken as read and confirmed.**

**That the minutes of the Special Meeting of the Jetty Road Mainstreet Management Committee held on 13 March 2013 be taken as read and confirmed.**

Moved by Mr B Martin, Seconded by Mr M Deare

**Carried**

**5. REPORTS/ITEMS OF BUSINESS****5.1 2012/2013 Budget update****Motion**

**That the Committee receive and note this report**

Moved Ms G Higgins, Seconded Ms E Leenaerts

**Carried**

**5.2 Mobile Trading Policy**

At Council's meeting on 13 November 2012, Resolution C131112/709 was carried as follows:

1. That Council discourages itinerant food vendors, free food, beverage give-aways and voucher distribution in the Glenelg precinct with the intention of showing support to local traders who endure the quiet cold winter season and whose viability is undermined by unfair competition in peak season.
2. That following the summer trading season, Administration report to council on this matter.

A revised Mobile Trading Policy was discussed at Council's meeting on 26 February 2013. Resolution C260313/894 was carried as follows:

That this matter be adjourned pending consultation with Jetty Road Mainstreet Management Committee.

**Motion**

**That representatives from traders affected by this policy present at the next meeting of the JRMMC on 5 June 2013.**

Moved Ms V Corbell, Seconded Ms G Higgins

**Carried**

5.3 Jetty Road Precinct Cleaning (update from Peter Smith)

Manager, Assets and Public Spaces provided an update on the street cleaning in terms of pressure cleaning. At present this is carried out twice a year. JRMMC to decide if additional cleaning is required or if the entire street should be cleaned once a year and regular spot cleaning to take place thereafter. Manager, Jetty Road Development to meet with Manager, Assets and Public Spaces week commencing 8 April 2013 to discuss further.

5.4 Car Parking and One Way Streets

As requested, a reply was sought from City of Holdfast Bay Manager, Transport and Traffic in relation to one way streets, particularly Nile Street with angle parking on both sides. The response was provided to the JRMMC.

**Motion**

**1. That the response is received and noted**

**2. That Manager Jetty Road request that Manager Transport and Traffic investigate Waterloo Street becoming one way with additional parallel parking on Eastern side**

Moved Mr R Caruso, Seconded Mr C Maios

**Carried**

5.5 Charges Levied by Council for upgrade works

As requested at a previous JRMMC meeting, the costs associated with conducting building upgrades were sought. These charges were presented to JRMMC.

**Motion**

**That the response is received and noted**

Moved Ms V Corbell, Seconded Ms G Higgins

**Carried**

5.6 Jetty Road Streetscape Plan

At a previous meeting, Mayor K Rolland advised that a streetscape plan had been produced previously. This was distributed at the meeting. Committee members to identify any areas of interest within this document and advise Manager, Jetty Road Development in order that it can be included on the agenda at a future meeting.

Manager, Jetty Road Development to identify any heritage buildings in the Jetty Road precinct and report back at next meeting on 5 June 2013

**Motion**

**That the Jetty Road Urban Design Framework is received and noted**

Moved Ms G Higgins, Seconded Mr R Caruso

**Carried**

5.7 Markets in Glenelg

At a previous meeting, the JRMMC requested information on why the Glenelg markets were discontinued. Manager, Jetty Road provided an update on this.

5.8 Street Lighting

Manager, Jetty Road advised that whilst approval in principle had been received from DPTI to install LED lights on the tram poles in the Jetty Road precinct, we had been unable to procure lights that met with DPTI's requirements – ie double insulated and isolated. In addition, in order to use Power Networks SA unmetred supply, the lights would also have to be on their approved list.

A lighting designer was consulted to provide other options for lighting. Once a solution has been recommended, Manager Jetty Road to source quotes and present back to JRMMC.

5.9 SA Tourism Commission

Manager, Jetty Road Development and Acting Manager, Client Services met with representatives from Tourism SA on 20 March 2013. SA Tourism recommended that we work with the inbound tourist operators to enhance this offering. Council is at present recruiting for the position of Economic Development and Tourism coordinator and once this person comes on board, this will be one of their first priorities. It is anticipated that this person will be hired by end of May 2013.

5.10 Upgrades to Glenelg Oval

Mr M Deare requested that any opportunities to further develop Glenelg Oval be considered in order to ensure that Glenelg Oval become a 2<sup>nd</sup> tier sporting venue in SA.

5.11 Summer Sundays @ The Bay Debrief

**Motion**



**That this report is received and noted**

Moved Ms G Higgins, Seconded Ms E Leenaerts

**Carried**

## 5.12 OMG (Open Mic Glenelg) Debrief

**Motion****That this report is received and noted**

Moved Ms V Corbell, Seconded Mr R Caruso

**Carried**

## 5.13 Glenelg Christmas Pageant

Council at its meeting on 26 March 2013 passed the following resolution C260313/895

1. That Council and the Jetty Road Mainstreet Management Committee jointly contribute 50% towards the cost of the 2013 Glenelg Christmas pageant.
2. That the 2013/14 amount to be \$28,400 plus in-kind contributions.
3. That Council's contribution to the pageant is to be reviewed each financial year as part of the budget process.

**Motion**

1. **JRMMC approve 50% contribution towards this year's Pageant totalling \$28,400 for November 2013.**
2. **That Manager, Jetty Road Development obtain three quotes for the project management of the Pageant and report back to JRMMC.**

Moved Mr B Martin, Seconded Mr R Caruso

**Carried**

## 5.14 Upcoming Projects

## 5.14.1 Action List

**Motion****That this report is received and noted**

Moved Ms E Leenaerts, Seconded Ms G Higgins

**Carried**

### 5.14.2 Mother's Day Activities

Manager, Jetty Road Development provided an update on proposed activities for Mothers' Day. Ms V Corbell recommended a product for wrapping the poles in Jetty Road and Manager, Jetty Road will work with Ms Corbell to source and install this product.

## 6. URGENT BUSINESS – Subject to the leave of the meeting

### 6.1 Moseley Square Smoking Exclusion Zone

An application has been lodged with DASSA in relation to a smoking exclusion zone in Moseley Square. The basis of the application is as follows:

- The Moseley Square Smoking Exclusion Zone (SEZ) will be encompassed by the perimeter boundary of the Square itself (*refer attached plan*);
- Smoking will continue to be permitted in all public areas outside of this zone, save those identified under to Act (eg. Children's play areas and public transport shelters etc);
- As per the legislation exemptions, ***all outdoor dining areas*** will be exempt from the prohibition;
- The trial period will run for 12 months in which time a full assessment will be made (including further consultation) to determine continuance feasibility and/or expansion into other areas;
- Appropriate signage will be displayed at specific vantage points in and around the area;
- The regulation of the area will be enforced by SAPol and the authorised officers of Holdfast Bay;
- Any persons (aged 15 years and older) caught smoking within the area will be guilty of an offence that carries an applicable expiation of up to \$200 (generally \$75).

DASSA has requested a letter of support from the Jetty Road Mainstreet Management Committee. A letter of support from the Glenelg Precinct Committee has already been submitted. A full report (complete with community consultation) went to Council in January – which was fully supported.

### Motion

**That Manager, Jetty Road Development write a letter of support on behalf of the JRMMC endorsing the Moseley Square exclusion trial.**

Moved Mayor K Rolland, Seconded Ms E Leenaerts

**Carried**

## 7. DATE AND TIME OF NEXT MEETING

The next meeting of the Jetty Road Mainstreet Management Committee will be held on Wednesday 5 June 2013 in the Glenelg Library Meeting Room, Colley Terrace, Glenelg.

**13. CLOSURE**

The meeting closed at 7.45 pm.

**CHAIRMAN**

Item No: **13.3**  
Subject: **DEVELOPMENT ASSESSMENT PANEL MINUTES – 27 MARCH 2013**  
Date: 14 May 2013  
Written By: Governance Officer  
General Manager: City Services, Ms R Cooper

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### **SUMMARY**

Council's Development Assessment Panel is established under the Development Act 1993.

The minutes of the Development Assessment Panel meeting held 27 March 2013 are presented to Council for information.

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### **RECOMMENDATION**

**That the minutes of the Development Assessment Panel meeting held on 27 March 2013 be received.**

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### **COMMUNITY PLAN**

A Place that is Well Planned

### **COUNCIL POLICY**

Not applicable

### **STATUTORY PROVISIONS**

Development Act 1993

**BACKGROUND**

The minutes of the Development Assessment Panel are presented to Council for information.

The purpose of the panel is to:

- act as a delegate of Council and make decisions on development applications in accordance with the requirements of the Development Act;
- provide advice to Council on trends, issues and other matters relating to planning or development that have become apparent during the assessment of development applications;
- perform other roles, except policy formulation, as assigned by Council;
- consider and report on matters before the Environment, Resources and Development Court as a means to resolving judicial appeals.

In accordance with its resolution on 27 November 2009, Council is also asked to determine the future of any planning appeal matters should they eventuate. Elected Members requiring a copy of the Development Assessment Panel Agenda, including reports and/or access to the Development Application files, are asked to contact Council Administration prior to the Council Meeting.

**Minutes of the Development Assessment Panel of the City of Holdfast Bay held in the Kingston Room, Civic Centre, Jetty Road, Brighton, on Wednesday, 27 March 2013 at 7:00pm.**

**MEMBERS PRESENT**

Presiding Member – G Goss  
J Newman  
N Sim  
I Winter  
R Clancy  
T Looker  
P Dixon

**STAFF IN ATTENDANCE**

Manager Development Services – A Marroncelli  
Team Leader Development Assessment – C Watson  
Senior Development Officer – R DeZeeuw

**1. OPENING**

G Goss welcomed the people in the gallery.

**2. APOLOGIES**

Apologies Received – Nil  
Absent – Nil

**3. DECLARATION OF INTEREST**

Members were reminded to declare their interest before each item.

**4. PRESIDING MEMBER'S REPORT**

Nil

**5. CONFIRMATION OF MINUTES**

**Motion**

**270313/0021**

**That the minutes of the Development Assessment Panel held on 27 February 2013 be taken as read and confirmed.**

Moved by T Looker, Seconded by I Winter

**Carried**

## 6. DEVELOPMENT ASSESSMENT MATTERS

### 6.1 Glenelg Football Club, Glenelg Oval (Report No 103/13)

DA NO.	:	110/00838/12
APPLICANT	:	GLENELG FOOTBALL CLUB
LOCATION	:	GLENELG OVAL
DEVELOPMENT PLAN	:	CONSOLIDATED 26 APRIL 2012
ZONE AND POLICY AREA	:	GLENELG OVAL AND ENVIRONS ZONE
NATURE OF DEVELOPMENT:		MERIT
PROPOSAL	:	TO VARY CONDITION 14 OF DA 110/01120/10 TO ALLOW RESERVES GAMES TO BE PLAYED UNDER LIGHTS PRIOR TO THE 5 MAIN FOOTBALL GAMES
EXISTING USE	:	RECREATIONAL OVAL AND SPORTING GROUNDS
REFERRALS	:	NIL
CATEGORY	:	THREE
REPRESENTATIONS	:	THREE
RECOMMENDATION	:	CONSENT WITH CONDITIONS

Speakers: P Rayner and R Nelson

#### Motion

270313/0022

Following a detailed assessment of the proposal against the provisions of the Holdfast Bay (City) Development Plan, and consideration of referrals advice and representations, the application is not considered to be seriously at variance with the relevant provisions of the Development Plan and that the Development Assessment Panel grants Development Plan Consent, to Development Application 110/00838/12, subject to the following condition:

1. That the lights shall be used for no more than five (5) football games per calendar year, and such games shall be played only on a Friday night, a Saturday night or a night before a public holiday. On the same five (5) nights, junior/reserves football teams from the same clubs are allowed to play a football game prior to the five (5) feature football games with the lights operating at Mode 3 intensity and strength.

Moved N Sim, Seconded J Newman

Carried

**6.2 P and R Alvaro, 4A Pier Street, Glenelg South (Report No 104/13)**

DA NO.	:	110/00079/13
APPLICANT	:	P AND R ALVARO
LOCATION	:	4A PIER STREET, GLENELG SOUTH
DEVELOPMENT PLAN	:	CONSOLIDATED 26 APRIL 2012
ZONE AND POLICY AREA	:	HISTORIC CONSERVATION ZONE (RESIDENTIAL) NEW GLENELG
NATURE OF DEVELOPMENT: PROPOSAL	:	MERIT MASONRY FENCING 1.6 METRES TO 2.1 METRES IN HEIGHT LOCATED ON WESTERN BOUNDARY (28 METRES IN LENGTH) AND ON SOUTHERN BOUNDARY (19.9 METRES IN LENGTH)
EXISTING USE	:	RESIDENTIAL – TWO STOREY DETACHED DWELLING, BASEMENT AND POOL UNDER CONSTRUCTION
REFERRALS	:	NONE
CATEGORY	:	THREE
REPRESENTATIONS	:	TWO
RECOMMENDATION	:	CONSENT, SUBJECT TO CONDITIONS

**Motion****270313/0023**

Following a detailed assessment of the proposal against the provisions of the Holdfast Bay (City) Development Plan, and consideration of referrals advice and representations, that the Development Assessment Panel grants Development Plan Consent to Development Application 110/00079/13 as it is not considered to be seriously at variance with the relevant provisions of the Development Plan, subject to the following conditions:

1. That the design and siting of all buildings and structures and site works shall be as shown on the plans labelled SM-275, drawing number DA-F01, revision A and SM-275, drawing number DA-F02, revision B submitted to and approved by Council unless varied by any subsequent conditions imposed herein.
2. That construction shall take place between 7am and 7pm Monday to Saturday and not on Sundays or public holidays. All such work shall be undertaken in such a manner so as not to, in the reasonable opinion of Council, cause any nuisance or annoyance to any of the occupiers of buildings within the locality. Any work outside of these hours requires the written approval of Council.



3. **The face of all external boundary walls shall be suitably finished in accordance with the specified finishes, materials and colours as nominated on the approved plans labelled SM-275, drawing number DA-F01, revision A and SM-275, drawing number DA-F02, revision B, unless otherwise agreed with the adjoining land owners.**

***NOTE: Council acknowledges that satisfaction of this condition may be dependent on access to adjoining sites being provided by neighbouring property owners.***

Moved N Sim, Seconded T Looker

**Carried**

**6.3 Brighton Crash Repairs, 2 Arundel Road, Brighton (Report No 105/13)**

DA NO.	:	110/00917/12
APPLICANT	:	BRIGHTON CRASH REPAIRS
LOCATION	:	2 ARUNDEL ROAD, BRIGHTON
DEVELOPMENT PLAN	:	CONSOLIDATED 26 APRIL 2012
ZONE AND POLICY AREA	:	RESIDENTIAL ZONE
NATURE OF DEVELOPMENT:		MERIT
PROPOSAL	:	DEMOLITION OF EXISTING DWELLING AND ASSOCIATED OUTBUILDINGS, CONSTRUCTION OF 2.1 METRE HIGH MASONRY FENCING WITH SLIDING GATES ALONG THE EASTERN AND WESTERN BOUNDARIES AND A CHANGE IN LAND USE FROM RESIDENTIAL TO A CAR PARK ASSOCIATED WITH ADJACENT INDUSTRY (PANEL BEATING AND SPRAY PAINTING)
EXISTING USE	:	RESIDENTIAL (DETACHED DWELLING)
REFERRALS	:	CITY ASSETS
CATEGORY	:	THREE
REPRESENTATIONS	:	TWO
RECOMMENDATION	:	CONSENT SUBJECT TO CONDITIONS

Speakers: B Burke and B Green

**Motion****270313/0024**

Following a detailed assessment of the proposal against the provisions of the Holdfast Bay (City) Development Plan, the Development Assessment Panel considers that the proposed development is seriously at variance with the Development Plan and that Development Application 110/00917/12 be refused Development Plan Consent, for the reason that it is contrary to Council Wide Objectives 1, 2, Principles 3(a), 142, 266(a)(iii), Residential Zone Objective 1, Desired Future Character Statement (a) and (b), Objective 2, Principles 1 and 2. More specifically, the application does not meet the intent of the Development Plan in relation to:

- The orderly and economic development of the land;
- The proper segregation of living and working areas;
- The expansion of non-residential development in residential zones;
- The suitability of the location of the land for its intended use; and
- The need for development that considers the personal safety of people through the avoidance of entrapment spots.

Moved J Newman, Seconded N Sim

**Carried**

**6.4 Sawley Lock O'callaghan, 6 Cameron Avenue, Kingston Park (Report No 106/13)**

DA NO.	:	110/00870/12
APPLICANT	:	SAWLEY LOCK O'CALLAGHAN
LOCATION	:	6 CAMERON AVENUE, KINGSTON PARK
DEVELOPMENT PLAN	:	CONSOLIDATED – 26 APRIL 2012
ZONE AND POLICY AREA	:	RESIDENTIAL
NATURE OF DEVELOPMENT:	:	MERIT
PROPOSAL	:	LAND DIVISION (CREATING ONE ADDITIONAL ALLOTMENT)
EXISTING USE	:	TWO STOREY DETACHED DWELLING
REFERRALS	:	CITY ASSETS - INFRASTRUCTURE
CATEGORY	:	ONE
REPRESENTATIONS	:	NOT APPLICABLE
RECOMMENDATION	:	REFUSAL

**Motion****270313/0025**

**This Item was withdrawn from the Agenda prior to consideration of the matter**

**6.5 City of Holdfast Bay, Adjacent to 10 Saltram Road, Glenelg South  
(Report No 107/13)**

DA NO.	:	<u>110/00959/12</u>
APPLICANT	:	<u>CITY OF HOLDFAST BAY</u>
LOCATION	:	<u>ADJACENT TO 10 SALTRAM ROAD, GLENELG SOUTH</u>
DEVELOPMENT PLAN	:	<u>CONSOLIDATED 26 APRIL 2012</u>
ZONE AND POLICY AREA	:	<u>RESIDENTIAL ZONE</u>
NATURE OF DEVELOPMENT:		<u>MERIT</u>
PROPOSAL	:	<u>REMOVAL OF A REGULATED STREET TREE (QUERCUS ILEX) ADJACENT TO 10 SALTRAM ROAD, GLENELG SOUTH</u>
EXISTING USE	:	<u>COUNCIL VERGE</u>
REFERRALS	:	<u>EXTERNAL ARBORIST</u>
CATEGORY	:	<u>TWO</u>
REPRESENTATIONS:		<u>NIL</u>
RECOMMENDATION	:	<u>DEVELOPMENT APPROVAL</u>

**Motion**

**270313/0026**

**Following a detailed assessment of the proposal against the provisions of the Holdfast Bay (City) Development Plan, the Development Assessment Panel considers that the proposed development is seriously at variance with the Development Plan and that Development Application 110/00959/12 be refused Development Plan Consent for the reason that it is contrary to Council Wide Objective 90(a), Principles 283 and 284. More specifically, the application does not meet the intent of the Development Plan in that the tree:**

- **Does make a significant contribution to the character or visual amenity of the area;**
- **Does not represent a material risk to public or private safety;**
- **Is not causing damage to a building; and**
- **Is not diseased and its life expectancy is not short.**

Moved R Clancy, Seconded I Winter

**Carried**

**7. REPORTS BY OFFICERS**

**7.1 Nil**

**7.2 Extension of Time – 110/00758/08 Development at 182 Esplanade, South Brighton (Report No: 108/13)**

Development application 110/00758/08 was granted Development Plan Consent on 23/04/09 and Development Approval on 6/04/10. Two extensions of time have previously been approved the last expiring on 6/04/13. For reasons stated within the report it is recommended that no further extension be granted.

**Motion**

**270313/0027**

**That the Development Assessment Panel grant a further six (6) months extension of time until 7/10/13 for the substantial commencement for Development Application 110/00758/08.**

Moved T Looker, Seconded R Clancy

**Carried**

**7.3 Appeal – 15 Esplanade, Somerton Park (Report No: 109/13)**

*At its meeting held on 23 January 2013 the Development Assessment Panel refused a variation application to vary the amount and type of landscaping in the front yard (Esplanade street frontage). The applicant has subsequently lodged an appeal with the Environment, Resources and Development Court against the decision and submitted amended plans for the consideration of the Panel.*

*A compulsory conference between the two parties and has been adjourned to allow Council to consider the compromise proposal, the details of which are outlined in the Assessment part of this report.*

**Motion**

**270313/0028**

**That the Development Assessment Panel recommends that the Environment Resources and Development Court and the applicant be advised that the Panel supports the amended proposed changes, and recommends that the Court grants Development Approval for Development Application 110/00950/12, subject to the following conditions:**

- 1. That the landscaping shall be as shown on the amended plans dated 27/02/2013 plans submitted to and approved by Council unless varied by any subsequent conditions imposed herein.**
- 2. That the landscaping shall comprise semi mature trees/shrubs. All such landscaping shall be planted within two (2) months of the date of Development Approval and any such vegetation shall be replaced with the same species if and when it dies or becomes seriously diseased.**

3. **That adequate provision be made for the disposal of stormwater to the reasonable satisfaction of Council. Where possible, stormwater should be retained on site by the use of natural drainage methods.**

Moved P Dixon, Seconded T Looker

**Carried**

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

9. **CLOSURE**

The meeting closed at 8:20pm.

**CONFIRMED      Wednesday, 24 April 2013**

**PRESIDING MEMBER**

Item No: **14.1**  
Subject: **ITEMS IN BRIEF**  
Date: 14 May 2013  
Written By: PA Corporate Services  
General Manager: Corporate Services, Mr I Walker

---

### **SUMMARY**

These items are presented for the information of Members.

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

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### **RECOMMENDATION**

**That the report be noted and items of interest discussed.**

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### **COMMUNITY PLAN**

A Place that Provides Value for Money

### **COUNCIL POLICY**

Not applicable.

### **STATUTORY PROVISIONS**

Not applicable.

### **BACKGROUND**

Not applicable.

### **REPORT**

#### **14.1.1 Local Area Bike Plan**

In 2012, Council submitted an application for funding from the State Government, to develop a Local Area Bike Plan. The application was successful and a consultant was engaged to prepare a plan including a review of Council's existing cycling infrastructure and opportunities for improvement.

The Local Area Bike Plan is a progressive step to achieving the following outcomes in accordance with Council's Community Plan 2012-15.

*Enhancing City Design and Function*

*A Place that Provides Choices and Enhances Life*

*The Challenge*

To provide a people-oriented urban environment, which supports a liveable and attractive City.

*Future Directions*

An attractive city, which provides ease of movement between places through a well designed pedestrian, cycling, street and public transport network.

*Action Focus for 2012 – 2015*

Develop and implement a City wide "Integrated Transport Strategy".

Council will continue to explore opportunities for grant funding to achieve the longer term focus of developing an "Integrated Transport Strategy" for the City of Holdfast Bay.

Electronic or hard copies of the Local Area Bike Plan are available upon request from Pam Andritsakis, Manager Traffic and Transport.





#### **14.1.2 National Youth Week 2013**

In celebration of National Youth Week (5 – 14 April 2013), Council held a series of Youth workshops to engage, inspire, promote and support young people in the community.

Council was successful in obtaining a grant from the Office for Youth to fund the Youth Week activities. The theme for the 2013 Youth Week was 'Be Active, Be Happy, Be You'.

The workshops delivered included:

##### *Scrappy Scarecrows Workshop*

Artist Violet Cooper worked alongside a group of young people to create a scrappy scarecrow and friends from recycled materials Rex the Scarecrow, Henry the Duck and Scare the Dog are on display in the Brighton Library.

##### *Be Active, Be Happy, Be You School Arts Workshop*

Claire Richardson delivered a school arts session at the Brighton Library, exploring the theme

'Be Active, Be Happy, Be You' with the students.

##### *The Next Level Project with Vans the Omega*

This was a once in a million opportunity for a small group of young emerging artists in our community to work with Vans the Omega an internationally respected Street Artist. The groups were mentored in the design, planning, artistic techniques and fabrication of a vibrant art installation at the Partridge Street Youth Centre.

##### *Attack the Drum Workshop*

A fun, energising, inspiring and engaging come and try drumming workshop was held down at the Glenelg Foreshore. The participants enjoyed learning simple rhythms and drumming techniques.

All the workshops were well attended and the feedback we received during the activities and events were very positive.

#### **14.1.3 Environmental Health – Quarterly Report**

The City Assets- Environmental Health Unit's quarterly report is attached for Members information.

*Refer Attachment 1*

#### 14.1.4 **Partridge Street Car Park and Cinema Proposal**

Negotiations are continuing with the developer, Mr Andrew Taplin, to develop a Heads of Agreement document prior to Council revoking Community Land Classification for the land on the western side of Partridge Street, allowing for the development of a car park and cinema.

The draft Heads of Agreement (HOA) will, if agreed by Council, form the framework for the parties to progress the development. It is anticipated that the HOA will include a broad timeline and outline of the process the parties will follow, including the nature and extent of the formal documentation required to be entered into. This document is important to ensure that Council has a level of comfort about the development process. The HOA provides for exclusivity for both parties during the terms of the agreement and as well as obligations in relation to publicity and confidentiality. It also articulates the expectations of Council as resolved by Council in its July 2012 meeting.

Refinement of the agreement will continue during May and June, and it is anticipated that the draft HOA will be available for discussion at a workshop, with consideration by Council in July 2013.

## Environmental Health Section Report January – March 1<sup>st</sup> Quarter 2013



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## Introduction

The following Report outlines the activities of the Environmental Health Section (EHS), City of Holdfast Bay, for the period 1 January to 31 March 2013.

## Staff and Delegations

The following Officers are currently authorised under the Public and Environmental Health Act, 1987; the Food Act, 2001, the Supported Residential Facilities Act 1992 and the Local Government Act 1999: Ken O'Neill, Adrian Hill, Don McInnes, Fontaine Papillo and Julia Klovekorn (0.5FE). New delegations are scheduled for EPA Water Quality Policy and the introduction of the new Public Health Act 2012

EHO Hill has gained an additional delegation under the Tobacco Products Regulations Act 1997

## Training, forums and meetings

Environmental Health is a diverse and ever changing area within Local Government. Below are training sessions, forums and meetings attended by EHOs. These ensure the City of Holdfast Bay is able to:

- maintain its legal obligations
- provide service delivery that meets the demands of rate-payers
- continue to maintain high standards of regulatory compliance
- remain a progressive Council in Environmental Health Services
- develop State and Nationally required plans and documents
- maintain a highly qualified and skilled Environmental Health workforce

### Environmental Health Australia (EHA)

EHA is the lead body for Environmental Health related matters. The South Australian Branch holds regular meetings that are attended by EHOs from Local Government and the SA Health Department. Meetings were attended by EHOs from the City of Holdfast Bay relating to Food, Public Health and Supported Residential Facilities. These meetings are essential for maintaining standards and consistency between Local Government areas. Below is a summary of the key developments from these meetings.

### EHA Food Special Interest Groups (SIG)

Key Points:

- SA Health discussed the progress of the LGA, SA Health and EHA working group for 14 projects aimed to improve consistency between Councils in preparation for 'Scores on Doors'.
- EHA is proposing to run a workshop on using the Guidelines for the Investigation of Communicable Diseases and Skills and Knowledge; this will enhance consistency of use between Local Government Areas
- New Sushi Guidelines are available and SA Health are looking at providing education in this area.
- Primary industries legislation – some of the larger manufacturers of seafood will need a Food Safety Plan, while small seafood suppliers that undergo basic processing such as those shucking oysters will undergoes heightened inspections. EHOs will be trained in this area.

### Public and Environmental Health SIG 2012

- The new Public Health Act is the primary focus for discussions, in particular, the requirement for CHB to have a Public Health Plan.

### SRF SIG

- A training program will commence soon to enhance officer's skills. The SRF Advisory board have been instrumental in providing trainers for the program.

### Additional Training

- EHO Hill has successfully completed the Emerging Leaders program

- Health Manager Training
- EHA State Conference – training in Public Health Planning and other day-to-day EHO activities

### EHO team meetings – New initiatives

EHOs are inviting guest speakers to each team meeting to present.

The first speaker was a lawyer, Cimone Burke, from Kelledy Jones. Ms Burke discussed the correct process for serving a caution.

Nb, \* represents estimates due to a failure in the recording system

## Administration

### Health Manager System – the system for managing EHO information

- Additional Training and support from Open Office
- Officers are now using HM on their Ipads during inspections reducing administration time
- HM Templates developed to reduce administration

### Proclaim Work Flows

- Created for all EHO activities to manage workflows

### Environmental Health Webpage

In line with councils proposed redeployment of its webpage, the Environmental Health section of the Webpage was re-written and entered into the new webpage format. The Public Health section includes information on:

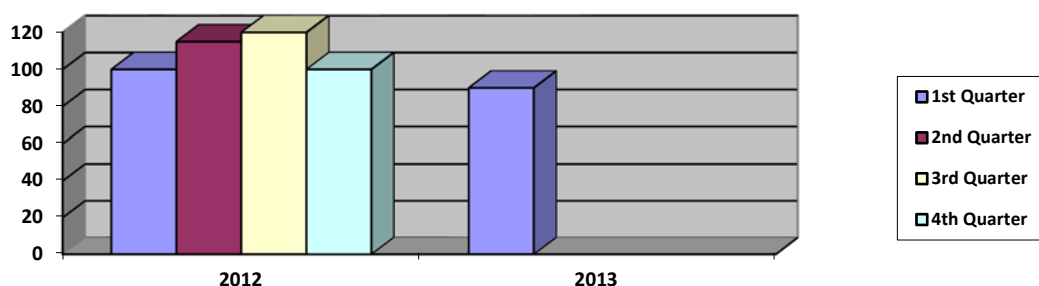
- Food Premises & Food Safety
- Immunisation
- Vermin & Pests
- Supported Residential Facilities
- Swimming Pools & Cooling Towers
- General Public Health Issues
- Hairdresser and body piercing

## Complaints and Responses - Summary

### Complaints

The graph below compares the total number of complaints received by the EHS during each quarterly period since 2012. The graph highlights:

**Graph – Total Complaints 2012-13**



## Food

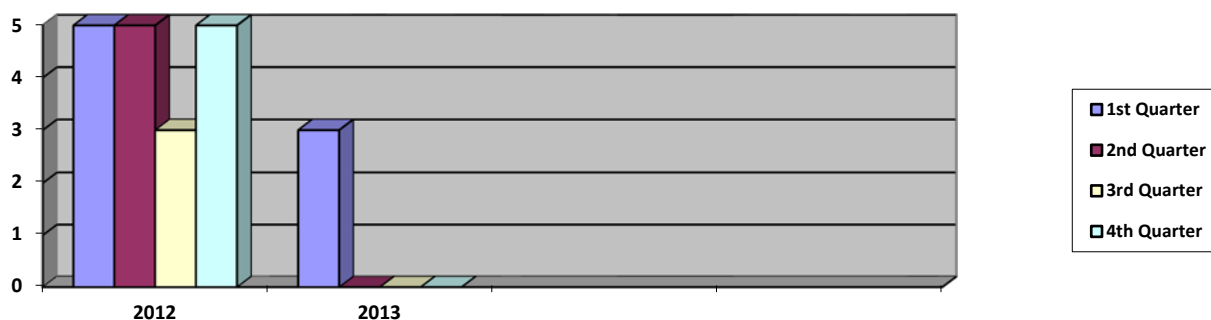
There are currently 428 known food businesses in the City of Holdfast Bay, the majority of which are retail. Statistics for the report period are shown in the table below.

Inspection types include: routine, complaint, follow-up, pre-opening and requested inspections.

**Table – Food Statistics 1<sup>st</sup> Quarter 2013**

TYPE	NUMBER
Enquiries (General)	75
Inspections (all types)	150
Complaints	15

**Graph – Food Related Complaints 2012-13**



Food complaints for this period included:

- Food unfit/unsuitable due to foreign matter = 1
- Food unfit/unsuitable/unsafe because of microbial contamination/growth = 0
- Alleged food poisoning = 2
- Unclean premises = 2
- Poor personal hygiene or poor food handling practices = 2
- Vermin/insects/pests observed in premises = 2
- Inappropriate refuse storage = 2
- Other = 1

### **Enforcement**

#### **Prosecutions**

- There were no prosecutions during the report period.

#### **Notices / Improvement Notices**

- 3 Improvement Notices were served

#### **Expiation Notices**

- 1 Expiation Notice was served to a company (\$2 500).

#### **Cautions**

- There were 3 cautions issued to a food business during the report period.

### **SA Health LGA and EHA Working group**

A Working Group has been established to oversee the work plan with representatives from SA Health, Local Government – with one representative from Holdfast Bay - and Environmental Health Australia.

A number of key priorities have been identified by the working group, which include:

- Improving consistency in the application of the Food Act.
- Reviewing and improving current systems.
- Developing and supporting a skilled workforce.
- Supporting small and remote Councils.
- Exploring a statewide food safety rating program.

### **Key Priority: Improve consistency in the application of the Food Act**

#### **1 Risk Classification and Inspection Frequency - COMPLETE**

Implement a state wide risk classification and inspection system for food businesses, which sets

base-line, maximum and minimum inspection frequencies.

**2 Define Consistency - COMPLETE**

Determine the requirements for consistency and identify any barriers.

**3 Food Act Toolkit**

Establish a 'toolkit' for Environmental Health Officers (EHOs) that assists with the consistent interpretation, monitoring & enforcement of the Food Act and Food Safety Standards.

**4 Communication**

Review communication with EHOs to ensure relevant and up-to-date information is provided.

**Key Priority: Review and improve current systems**

**5 Indicators for Reporting**

Set appropriate indicators to enable effective analysis and reporting of food regulation activities

**6 Data Management Systems**

Develop and implement a data management system to improve data collection, storage and analysis for reporting and decision making.

**7 Food Handler Training**

Collate information about current food handler training offered by Local Councils.  
Assess training requirements for food handlers, including consideration of mandatory or voluntary training.

**8 Review of Notification - COMPLETE**

Review notification.  
Consider other approaches including registration and licensing.  
LGA & EHA

**9 Audit & Inspection Fees - COMPLETE**

Ensure audit and inspection fees are set at an appropriate level.

**10 Primary Production Standards - COMPLETE**

Agree and communicate roles and responsibilities for primary production standards.  
SA Health

**Key Priority: Develop and support a skilled workforce**

**11 Workforce Development**

Support education and professional development activities for EHOs.  
Explore mentoring and other training opportunities to further develop the workforce.  
SA Health,

**Key Priority: Support small and remote Councils**

**12 Small and Remote Councils - COMPLETE**

Provide assistance and support to small and remote councils in fulfilling their Food Act obligations.

**Key Priority: Explore a statewide food safety rating program**

**13 LGA Forum - COMPLETE**

Provide a forum for Councils currently using or intending to implement a food safety rating program to share learnings.

**14 Statewide Food Safety Rating Program**

Explore the implementation of a food safety rating program in SA.  
Requires consideration of work under key priority: Improving consistency in the application of the Food Act.

**EHO intervention: Critical Incidents**

**Stamford Grand Adelaide**

A representative of the Communicable Disease Control Branch alerted Council's Environmental Health Section of a asymptomatic food handler with Typhoid. Officers inspected the premises and interviewed staff and management. Management removed the staff member from work. SA Health alerted the public of the risks. The quick response by management, good food handling practices by the Stamford and inspections and support by EHO's averted the potential spread of the potentially fatal typhoid disease.

**Brighton Sunday Market Incident**

An elderly couple were selling preserved garlic at the Brighton Market. The Garlic was preserved only with oil and no acid. This presents a serious botulism risk. If botulism had grown and the garlic consumed, there is a risk of death to the consumer. Similar incidents involving preserved garlic and beetroot have occurred overseas which resulted in

fatalities. The inspecting officers notified the event organisers and the event organisers asked the couple not to sell the foods. If this was not identified during a scheduled inspection the consequences could have been fatal.

EHOs have developed a screening tool for the Market to identify potential risks and prevent this type of risk from occurring. Quarterly inspections by EHOs at the market are continuous.

## Immunisation

The EHS coordinates and conducts 3 public Immunisation Clinics per month at the Brighton Tennis Club. In addition, the EHS coordinates and conducts school immunisation programs, annual staff influenza vaccinations, and programs as directed by the SA Immunisation Coordination Unit (SAICU).

**Table – Immunisation Summary Report for 1<sup>st</sup> Quarter 2013**

<b>Enquiries received / made</b>	60*
<b>Total vaccines administered</b>	
Public clinic	266
School Programs	547
Flu Clinic	100
	913

## Supported Residential Facilities

There are five Supported Residential Facilities (SRF) providing accommodation to up to 170 persons in need of personal care services.

**Table – Supported Residential Facilities Statistics for 1<sup>st</sup> Quarter 2013**

Activity	Number
Enquiries	2
Complaints	1
Inspections	1
Audits	Scheduled for April/May

All SRFs are licensed for 12 months and require an audit each year before licences are renewed. The audits are generally conducted in May to ensure enough time for licences to be approved before they expire at the end of June.

## Public Swimming Pools

There are 26 public swimming pools, spas, hydrotherapy pools, flotation tank and plunge pools at sixteen locations within Holdfast Bay. They are scheduled for routine inspections for compliance with the Public and Environmental Health Regulations.

**Table – Public Swimming Pools Statistics for 1<sup>st</sup> Quarter 2013**

Activity	Number
Enquiries	2*
Complaints	0
Inspections (including follow-ups)	6

## Cooling Towers and Warmwater Systems

There are 4 cooling towers and 7 warmwater systems within the City of Holdfast Bay. The EHS monitors cooling towers by conducting desktop audits of all microbiological analyses, service, water treatment and maintenance



reports, as well onsite inspections and sampling. This is done to reduce the risk of a legionella outbreak. A poorly managed system has the potential to affect people as far as 500m from the tower.

A previously unknown cooling tower was declared by the operator of Masonic Homes, ECH. new tower was recently discovered at Masonic Homes. The building is recently under the control of ECH. EHO's subsequently inspected the tower and have directed them to achieve compliance with the Regulations.

### Pest Control/European wasps / Bees / Native wasps

The summer months are the peak period for receiving bee and wasp complaints. The majority of complaints that are received are referred to the contractor by Customer Service and Administration staff. Honey bee and native wasps are quite commonly mistaken for European wasps. On occasions EHOs are required to conduct an inspections to identify the species of the pest.

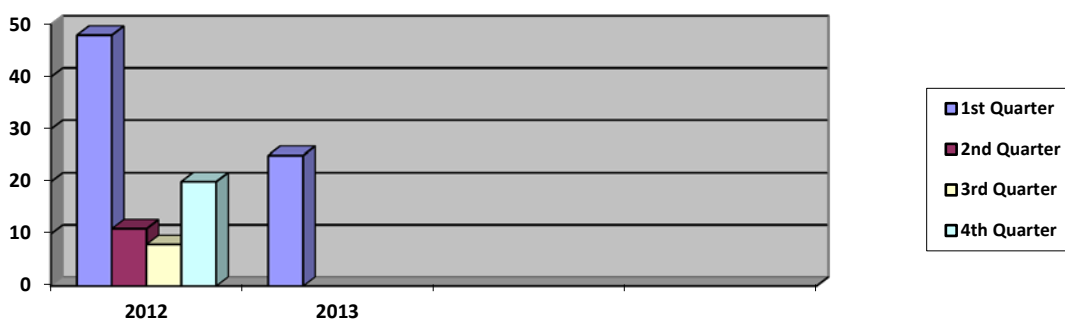
Bee colonies and native wasp nests on public land are destroyed at Council's expense. Statistics for wasp and bee complaints/inspections are provided below.

**Table – European Wasp, Bee and Native Wasp Statistics for 1<sup>st</sup> Quarter 2013**

ACTIVITY	NUMBER
Enquiries	20*
Complaints	40*
Inspections	10*
European wasp nest destructions	25
Bee colonies destroyed (Council land)	4

The graph below depicts the number of European wasp nests Council's contractor has destroyed per quarter since 2012. The graph highlights the lower number of European wasp nests destroyed during the colder months, which is indicative of the wasps being dormant during winter.

**Graph – European Wasp Nest Destruction 2012-13**



### Rats

Rats are common in coastal urban areas, hence the City of Holdfast Bay has an ongoing problem with rats. Council contracts Aardvark Pest Control to lay baits. Rat activity is seasonal, which explains the higher number of baits laid during the warmer months of each year.

**Table – Rat Statistics for 1<sup>st</sup> Quarter 2013**

ACTIVITY	NUMBER
Enquiries	20*
Complaints	30*
Inspections	30*
Colonies poisoned	6

## Air Quality/Noise/Water Quality

EHOs have jurisdiction over air quality issues associated with insanitary conditions and offensive activities. The Environment Protection Authority (EPA) is the relevant authority for other air quality issues. However, where the complaint has not been dealt with to the satisfaction of the complainant, and in the interests of good customer service, the EHS provides information on air quality matters. Where it is deemed that intervention will have a beneficial outcome (e.g. to defuse neighbour disputes, advocacy), EHOs will take an advocacy role.

### Discharge of Waste to a Public Place

Environmental Health Officers respond to incidents of liquid waste being discharged to Council's stormwater drainage system.

**Table – Water Quality Statistics for 1<sup>st</sup> Quarter 2013**

Activity	Number
Enquiries	2
Complaints	10*
Inspections	10*

**Table – Complaints Related to Air Quality & Noise for 1<sup>st</sup> Quarter 2013**

ISSUE	NUMBER
Odours / Smoke	8*
Noise	2*

## Business Plan and Public Health Plan

### Business Plan

January

- Quarterly Advertisements – Discussed with Marketing
- Review of records management - postponed

February

- Internal Newsletter - postponed

March

- Calibration of probes- complete
- Food Sampling and Listeria Education - postponed
- Seasonal Education - complete

### Public and Environmental Health Plan

- Preliminary talks with Planning
- Attended meeting to discuss what each Council is doing
- Meeting with Marion Council
- Currently developing

## Insanitary Conditions and risk assessments

### Rubbish Bins – Retail Sector

There have been areas in Glenelg and Brighton where problems related to malodours and obstruction of traffic and pedestrians have been caused by retailers leaving “wheelie bins” permanently on the footpath or road. Where the owners of the bins have declined to comply with instructions to keep the bins on their property between collection days, the bins have been seized and impounded.

### Squalor/Hoarding

The following is a list of suspected squalor/hoarding locations

**Table – Insanitary Condition Statistics for 1<sup>st</sup> Quarter 2013**

Location	Action	Officer
1	6 monthly follow-up	Adrian – newly appointed
2	6 Monthly follow-up	Don
3	Watch in brief	Fontaine – newly appointed
4	6 Monthly follow-up	Adrian – newly appointed
5	6 Monthly follow-up	Don
6	Resolved	Don
7	Almost resolved	Don

Officers apply various risk assessment tools to determine action required.

## Skin Penetration / Hairdressing

Hairdressing, Beauty, Tattoo, Body-piercing and other skin penetration premises present a significant means of transmission of disease (e.g. Hepatitis B & C) via both intentional and unintentional skin penetration activities. These premises are subject to monitoring for compliance with Department of Health guidelines and industry codes of practice.

At the last estimate, in the City of Holdfast Bay, there were:

<b>5</b>	<b>Acupuncturists</b>
<b>16</b>	<b>Beauty Therapists</b>
<b>50</b>	<b>Hairdressers</b>
<b>2</b>	<b>Tattooists</b>

EHOs inspect the high risk businesses

### New Initiative

EHO’s have developed an Online Questionnaire to test the skills and knowledge of the businesses. If the business answers all of the questions correctly they receive a sticker indicating they are a ‘*Cut Above the Rest*’. If the business answers incorrectly to questions EHOs will up skill them. This initiative encourages businesses to take the test and improve their skills and knowledge. This also reduces the frequency of inspection.



ership

1  
2  
The latest items discussed on the committee were:

- Details of all the healthy programs currently delivered including cooking shows, community gardens, Auscycle and fitness programs
- There was no direction required from the steering committee on this occasion.

Furthermore EHO's have been involved setting of Nutrition education for residents and staff of SRFs.

## Communicable Diseases

### CDCB referred investigations

16 incidents of communicable diseases were referred to the City of Holdfast Bay for EHS intervention. In these instances, EHOs provided information and encouraged practices designed to mitigate the spread of infection.

**Table – CDCB Notifications 1<sup>st</sup> Quarter 2013**

1 <sup>st</sup> Quarter 2013	Jan	Feb	Mar	TOTAL	Year to date
Ross River virus infection					
Campylobacter infection	4	3	1	8	8
Suspected food poisoning					
Norovirus				2	2
Meningococcal infection		1		1	1
Pertussis	1	2		3	3
Salmonella infection	1		2	3	3
Listeria infection					
Cryptosporidium infection					
Shigella infection					
Influenza (laboratory confirmed)	5	2	2	9	9
Pneumococcal infection					
Varicella virus (chicken pox)	4	3	2	9	9
Shiga toxin-producing E.coli					
Rota Virus	1	2		3	3

## Miscellaneous Complaints & Enquiries

The EHS responds to a diverse range of complaints and enquiries not included in the preceding categories. Examples include possums, head lice, pigeons, ants, termites, hazardous substances, feral cats, mosquito control, radiation, and asbestos. EHS responses range from advising, referring, advocating and inspecting.

**Table – Miscellaneous Complaints/Enquiries Statistics for 1<sup>st</sup> Quarter 2013**

	Number
Complaints / enquiries	33*

Miscellaneous complaints and enquires for this period included, pigeons, possums, cats, asbestos, poultry, roadside trading and termites.

### Outdoor Dining/Goods on Footpath

Complaints have been received regarding the outdoor dining areas along the Jetty Rd Brighton area. Officers have inspected, taken photos and instructed the business to clean

Item No: **14.2**

Subject: **FOOD TO GREENS PROGRAM**

Date: 14 May 2013

Written By: Coordinator Environmental and Coastal Assets/Education and Projects Officer - Environment

General Manager: City Assets, Mr S Hodge

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### **SUMMARY**

Proposal to provide residents with bio baskets and liners for the processing of household food waste as organics within the green organics bin.

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### **RECOMMENDATION**

1. **That Council endorse option 2 as its preferred model to manage food waste.**
  2. **That Council consider an allocation of \$63,000 in the 2013/14 budget as a new initiative for a “Food to Greens” Program and a reallocation of \$83,156 from the waste disposal budget to a “Food to Greens” budget (refer Table 2 Summary Budget and Detailed Budgets attached).**
  3. **That the grant application approved by Zero Waste SA for \$146,166 for 2013-14 and \$54,543 in the subsequent 2 years (\$255,252.00 total ) for a “Food to Greens” program be endorsed.**
- 

### **COMMUNITY PLAN**

A Place that Values its Natural Environment  
A Place that Manages its Environmental Impacts

### **COUNCIL POLICY**

Waste Management Policy 2007

### **STATUTORY PROVISIONS**

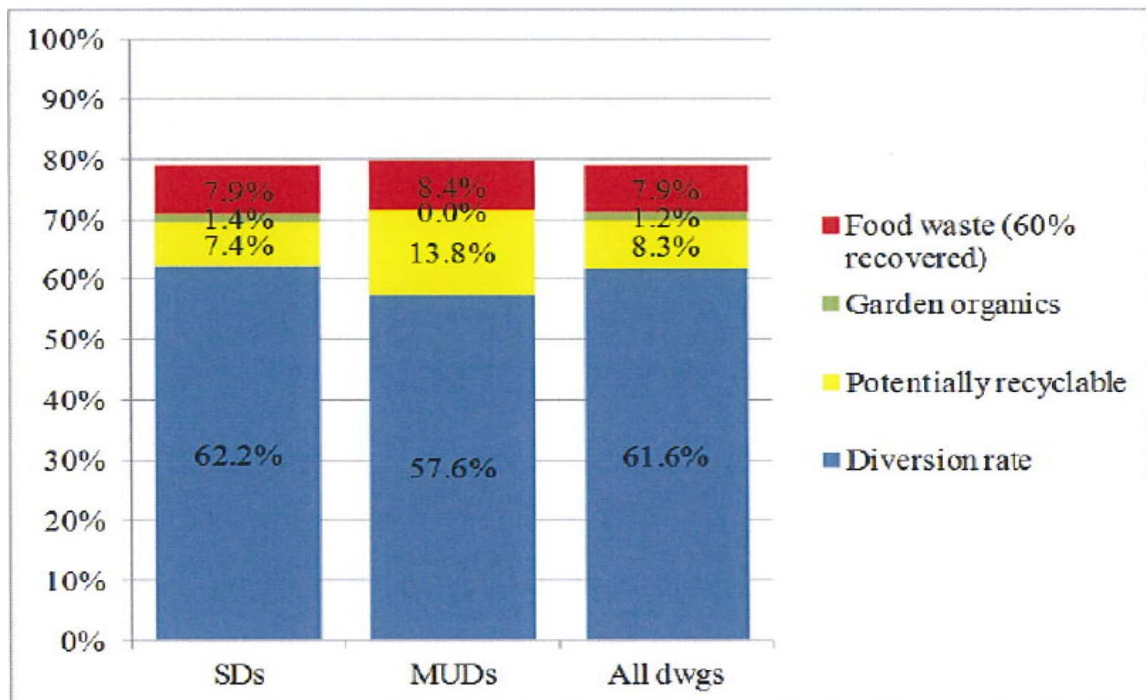
Nil

**BACKGROUND**

The South Australian Waste Strategy 2011-2015 has a target of diverting 70% of all municipal solid waste from landfill by 2015. Councils Community Plan commits to “Facilitate, promote and provide education programs and information on waste avoidance, reduction, recycling and reuse”. The Waste Management Policy 2007 dictates that “Services should incorporate an environmentally and economically responsible and sustainable waste collection service with an aim to reduce the amount of waste deposited in landfill and encourage greater recycling.”

Councils Eco City Plan 2012-15, objective 6.2 is to facilitate the diversion of 70 per cent of domestic waste away from landfill. According to the Kerbside Waste Audit commissioned in May 2012 by Council, Holdfast Bay is currently achieving 61.6 % diversion from landfill through the use of the recycling and organics collection services (Chart 1). Food waste diversion to the organics bin will help achieve the state diversion rate of 70% and save Council money as composting food waste is done at a significantly lower cost than the landfilling of residual waste (waste left after recyclables are removed).

**Chart 1. Current and potential diversion rates of waste away from landfill as at Holdfast Bay Kerbside Audit May 2012 (SDs: Single Dwelling, MUDs: Multi-unit dwellings)**



This is not a unique situation to South Australia or Australia, a range of municipalities across the globe are addressing food waste collection for composting including Sweden, UK, Belgium, Netherlands and Austria. Edinburgh Council have recently implemented a food basket system

similar to that advocated for in this report and in 2010 Sweden had 154 municipalities with a food collection system, a food collection bin was their most common system.

More locally food waste collection for composting is becoming the norm with organisations such as West Beach Caravan Park implementing a system for their visitors.

The City of Holdfast Bay is one of only two councils (the other being Onkaparinga) in Metropolitan Adelaide that don't yet allow residents to place food in their green bin to be processed as compost.

The Eco City Plan 2012-15 waste management chapter includes "the investigation into current food organic disposal options which will assist in determining whether council will allow food organics to be disposed of in the green organic bin or continued to be sent to landfill where methane is captured and used to generate electricity."

This chapter also includes a number of actions relating to reducing waste and improving recycling such as the targeted Recycle Right education program, area wide Recycling Jackpot, the waste calendar, waste education to schools and community groups, recycling and waste workshops such as that conducted on 18 April, public place recycling and the smart shopper program. Council recently resolved 1. That Administration prepare a comprehensive education program around Council's waste management processes, and in particular what can and cannot be included in the two recyclables collections and 2. That Administration also look at what assistance is available to facilitate this through grants or input from Council's Waste Management Contractor (Motion C2304).

Council resolution C091012/682 from meeting 9/10/2012 states "That Council supports the continued negotiation with Zero Waste SA for funding of a food to green waste program". Administration has now gathered adequate information to present the best option to Council and apply for a significant Zero Waste SA grant. The grant application timeline was extremely short and had to be lodged with Zero Waste SA by 15 March. It was been lodged with a subject to Council endorsement clause and can be rescinded if necessary. Administration sought \$146,166 in the first year and \$54,543 the subsequent 2 years, a total of \$255,252.00.

The Zero Waste SA Board has approved this grant subject to Council endorsement of the program and budget allocation. Information provided by the Program Manager, Local Government at Zero Waste SA shows that the funding agreement would be from May 2013-June 2015 subject to a scaled amount for performance in years 2 and 3 (1.1-1.3 kg of food waste / week / residential property). Whilst the grant agreement document is still being drafted, the payment dates would be July 2013, May 2014 and May 2015. The State Government is currently consulting on the concept of dissolving Zero Waste SA in its current format as at June 2015 and allocating funds to a not for profit organisation to deliver similar programs.

## REPORT

On 2 April 2013 a Council workshop was held regarding a Food to Greens program. A number of queries were raised, these and an explanation is covered below (and in more detail within the body of the report);

1. Request for specific data from the Zero Waste SA trials and Council programs being run. *Chart 1 depicts this data. As can be seen the top 3 performing systems (ie. where the most residents participate and the most food waste is collected per resident) is a delivered biobasket, bags and education program. Due to the high success of this model, this is the only model that Zero Waste SA is offering funding for.*
2. Would the grant agreement be for one or more years as we're unsure how long Zero Waste SA will exist for. *According to the Program Manager the Grant Agreement would be for the three year program with year 2 and 3 subject to a scaled performance system. Given the data in Table 1 there is no reason why our council could not achieve capture rates similar to the ten Councils identified in the top three rows.*
3. How many green waste bins do we have and how many are being presented. *As far as Council is aware every residential property (apart from high rise) should own or have access to a shared green waste bin as these were part of the original bin service prior to the provision of a residual (red lidded) and recycling (yellow lidded) by Council (ie. launch of the 3 bin system). The General Manager City Assets can remember removing approximately 1,000 green bins at this time as residents didn't think they would use them. Based on this there should be approximately 16,000 – 17,000 properties with a green bin or access to a shared one. On average 8,675 green waste bins are currently presented for collection each fortnight. If our green waste win presentation rate reaches the predicated 70% the amount of green waste bins presented for collection may rise to approximately 11,900. The fee for collection would not change if more were presented as it is a set Solo fee, Council would simply get more value/service for money. For any properties who do not have a green waste bin a bulk purchase and wholesale resale or cheap price could be arranged by Council and paid by the relevant residents.*
4. Is it better for the environment to landfill the waste and capture the methane for electricity generation or compost the waste with no greenhouse gas emission and use the nutrients? *While the methane is currently used to power electricity by SRWRA this is an inefficient electricity source with approximately 15% of methane still lost to the atmosphere and it takes 40-50 years to completely break down and extract. Moreover the nutrients such as phosphorus and nitrogen are lost in this process. Better to compost the waste, create no greenhouse gases and preserve the nutrients to be used back in the organic process.*

*Zero Waste SA and SA composters are currently researching an anaerobic digestion through thermacilli biomass system where electricity is generated along with high value organic fertilizer. Globally, fertilizer has grown in value by 250% in recent years. It is possible in the future that our green waste with food waste included could be a sought after commodity for these biomass anaerobic digestion systems. (Information from Director, Industry Sustainability, Zero Waste SA).*



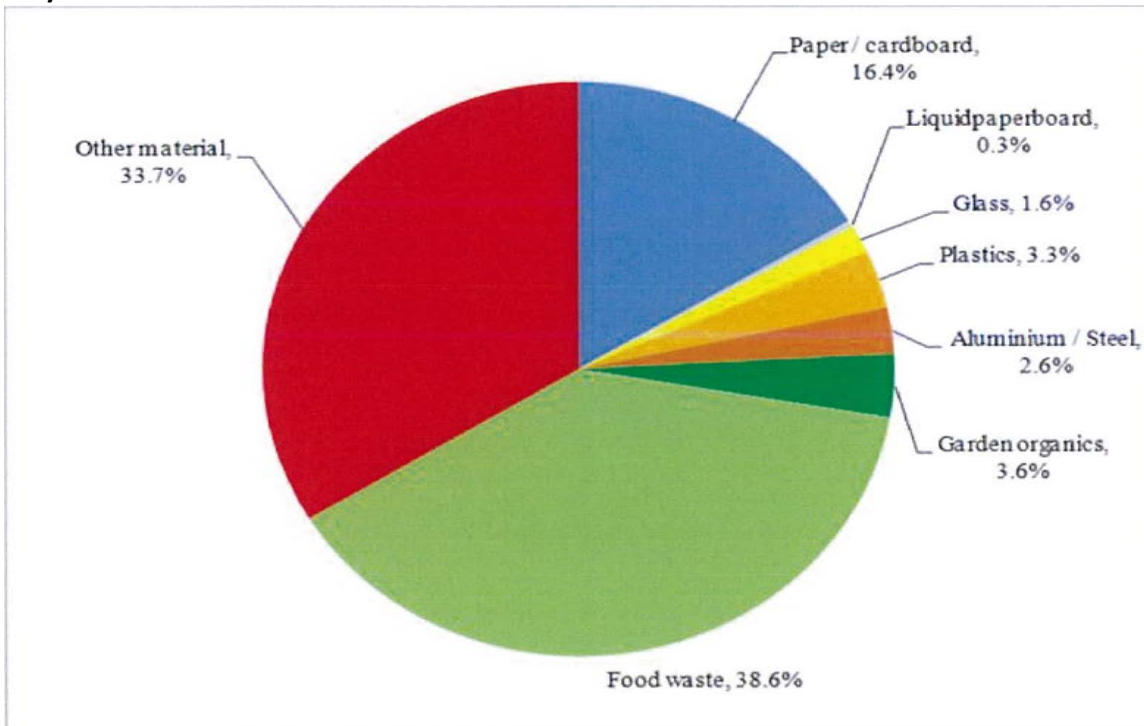
**Food “Waste”**

As one of Council’s largest operational expenses, kerbside waste and recycling represent approximately 10% of the Council’s budget. Council’s current expenditure for residual waste processing will increase as the Environment Protection Authority waste levy and processing costs from Southern Region Waste Resource Authority (SRWRA) landfill operations rises and the Carbon Price is implemented.

According to Zero Waste SA research and food waste pilots with SA Councils the average household produces approximately 8 kg of general waste each week and approximately 4 kg of this is food waste. Chart 2 demonstrates that food waste represents approximately 38.6% of the waste currently in the City of Holdfast Bay residential residual waste bins audited in May 2012.

According to Zero Waste SA an analysis of household expenditure on food by the Australian Institute (2009) indicated that the amount of food waste processed is also likely to rise. This study found links between food waste, household size and income which indicate the higher the income the greater the food waste. Therefore food waste will increase as the population grows and people earn higher incomes.

**Chart 2. Materials found within the 100 general waste bins audited for City of Holdfast Bay May 2012**



**SA Trials and Research**

Over seven years Zero Waste SA has invested over \$1 million working with local government to undertake research and physically trial a variety of options such as;

- Deliver a basket and bags
- Deliver a solid caddy
- Have a system available for collection

The results of this research are depicted in Table 1. The two key findings are that the delivery of a system creates by far a greater participation rate from residents and the basket with bags as opposed to a solid caddy is easier to use and leads to greater yields. This allows for the easy collection of organics from household kitchens where full bags can then be transferred to the green bin for processing. This system resulted in a minimum of 70% participation and has a low 10% drop out rate when the basket and liners are delivered to all households. Research showed that for best results delivery of the bio basket and liners should also involve an instructional brochure along with a wider educational campaign. With this educational component the bio basket system also yields the greatest amount of food entering the green organics stream with an average of 1.3kg per household. This method is seen as “less messy” and takes care of any concerns residents have about smell. Modelling shows that at this 1.3 kg diversion there will be approximately 1229 tonnes of food waste diverted each year for the City of Holdfast Bay. This program is administration's preferred course of action (ie. option 2 described over page).

The delivery of a basket and bags system works much the same as the provision of a recycling bin. Council services went from crates, bags and small capacity split bins to dedicated large recycling wheelie bins and the recycling rates went up from 8% to 52-58% (ie. Campbelltown City Council as an example from Zero Waste SA). It is the provision of an easy, user friendly system that has been shown to gain the highest participation rates and greatest yields.

Table 1 - Zero Waste SA funded systems and research showing top performance from delivered basket &amp; bags (\*participating households only)

	Council	Date	Roll out strategy (number of households)	System type	Food in green organics stream per week (kg)	% food waste captured and diverted	participation after 6 months	Research Method
<b>delivered basket &amp; bags</b>	City of Burnside	2005/6	pilot - delivered (1,775)	basket and bags	1.24	36.60%	77.00%	Kerbside Audit 2005/6 & Market Research 2006
	Prospect Council	2010 - current	delivered area wide (8,800)	basket and bags	1.08	30.33%	71.00%	Kerbside Audit 2011 & Market Research 2012
	Adelaide City Council, Cities of Campbelltown, Charles Sturt, Mitcham, West Torrens, Whyalla, Light Regional, & Wattle Range	2009/10	pilot - delivered (>10,000)	basket and bags	1.3	28.00%	70.00%	Kerbside Audits & Market Research
	Port Adelaide Enfield	2010 - current	delivered area wide (50,000)	basket and bags	0.52	11.60%	72.00%	Kerbside Audit 2011 & Market Research 2012
	City of Norwood Payneham and St Peters	2012 - current	delivered area wide (17,000)	basket and bags	Audit pending May 2013			
	City of Burnside	2012 - ongoing	delivered area wide (19,000)	basket and bags	Audit pending May 2013			
	District Council of Mt Barker	2013 (pending funding)	delivered area wide (10,000)	basket and bags				
<b>delivered caddy</b>	Cities of Charles Sturt and Whyalla	2009/10	pilot - delivered (>2,000)	solid caddy	0.38	9.31%	60.00%	Kerbside Audits & Market Research
<b>Opt in collection of caddy &amp; bags</b>	City of Charles Sturt	2011/12 - current	opt in resident collect	solid caddy & bags	0.2*	9.6%*	7.30%	Kerbside Audit 2012
	City of West Torrens	2011/12 - current	opt in resident collect	solid caddy & bags	0.56*	15.1%*	5.80%	Kerbside Audit 2012 Market Research

## Modelling for City of Holdfast Bay

Five options for implementing a food to greens waste management system for the City of Holdfast Bay have been investigated and are outlined below. There is an assumption that residential green waste bins will be able to be used. As far as Council is aware every residential property (apart from high rise) should own or have access to a shared green waste bin as these were part of the original bin service prior to the provision of a residual (red lidded) and recycling (yellow lidded) by Council (ie. Launch of the 3 bin system). The General Manager City Assets, at the recent Council Workshop said he could recall removing approximately 1,000 green bins at this time as residents didn't think they would use them. Based on this there should be approximately 16,000 – 17,000 properties with a green bin or access to a shared one. On average 8,675 green waste bins are currently presented for collection each fortnight. The fee for collection would not change if more were presented as it is a set Solo fee. For those properties who do not have a green waste bin a bulk purchase and wholesale resale or a negotiated cheap price could be arranged by Council and paid by the relevant residents.

Five options for implementing a food to greens waste management system for the City of Holdfast Bay are described below. All have taken into account a total of 30% of available food waste and its disposal to composting or all/part thereof to landfill.

**Option 1** - Delivery of a bio basket, 150 liners and education material in year one with ongoing delivery of 150 liners yearly. This has high environmental outcomes but will cost Council \$850,000 over 10 years. (*Refer Table 2 Budget Summary & Detailed Budget 1 Attached*)

**Option 2** - This is the administrations preferred approach and is what has been applied for from Zero Waste SA. The bio basket, 150 liners and education material would be delivered to residents in year one. Another 150 liners would be delivered in year two. In year three the liners would be available for free from Council and as of year 4 residents would be able to purchase liners at cost price from Council or from retail outlets. This process would allow 3 years of free bag provision and ongoing education for the behaviour to become normalised within our community. An education program would be ongoing. This has high environmental outcomes and will save Council approximately \$509,000 over 10 years. (In a worst case scenario where yields are lower and there is no carbon price Council will spend \$307,000 over 10 years). (*Refer Table 2 Budget Summary and Detailed Budget 2 and 2.1 Attached*)

**Option 3** - An opt in system where residents can come and collect bio baskets and bags. This has a low environmental outcome (due primarily to very low participation rates) and still costs Council \$1,586,000 over 10 years. (*Refer Table 2 Budget Summary and Detailed Budget 3 Attached*)

**Option 4** - Promote the use of the green bin for food waste without the provision of bio basket or compostable bags. Zero Waste SA's Program Manager - Local Governments' advice is that this would result in a very low diversion rate of 1-2% of organics away from landfill. This has a very low environmental outcome (due primarily to very low participation rates) and costs

Council \$1,445,000 over 10 years. (Refer Table 2 Budget Summary and Detailed Budget 4 Attached)

**Option 5** - Inaction, taking no steps to reduce the amount of food waste entering landfill. This has an extremely low environmental outcome and costs Council \$1,485,000 over 10 years. (Refer Table 2 Budget Summary and Detailed Budget 5 Attached)

**Table 2 Summary Budget**

Option	Description	Potential Food Waste Captured - modelled on a maximum of 30% (alternatively sent to landfill)	Yield to composting (tonnes/annum)	Cost/Benefit (\$/annum)
1	Deliver basket and bags ongoing	30%	12290.04	Cost \$850,187.50
2	Delver basket and bags – eventual cost recovery	20-30% (0-10% to landfill)	8792.32-12290.40	Benefit \$509,751.30 - cost \$307,586.11
3	Opt in collection of basket and bags	1.13% (28.87% to landfill)	430	Cost \$1,586,323.23
4	Tell residents they can put food waste in green bin	2% (28% to landfill)	756.33	Cost \$1,445,319.29
5	Continue to send	0% (30% to landfill)	0	Cost \$1,485,021.79

The most feasible and effective initiative for food to greens is option 2 from both a cost and environmental point of view. Best case to deal with this 30% of food waste Option 2 will **save** council \$509,000.00 over 10 years, worst case it could cost \$307,000. In comparison option 1 will burden council with the ongoing expense of liners and their delivery, costing \$850,000.00 over 10 years. Option 2 will result in a higher percentage of food diversion of 8792-12,290 tonnes over ten years in comparison to options 3-5. This is because without the provision of a bio basket and liners there will be a very low uptake among residents and minimal amounts of food waste will be diverted. The Zero Waste SA funding is designed to only fund the highest performing method of food waste capture which is the expensive Option 1, or the recommended Option2.

#### **Added Benefits**

A food waste system that will allow Holdfast Bay residents to place their food waste into the green organics bin will not only reduce processing costs, it will also have significant environmental benefits such as reducing methane, extending the life of the landfill, closing the environmental loop and reducing waste.

## **Reducing Methane**

Moving to a food waste system will reduce the amount of methane produced through organic matter anaerobically biodegrading in landfill. Methane has 25 times the warming potential of carbon dioxide. The Southern Region Waste Resource Authority (SRWRA) extracts methane from the landfill using it to create electricity. (ie. if SRWRA did not extract methane they would have had to pay the carbon price for the 85,833 tonnes of carbon dioxide equivalent, \$1.399 million for the 2012/13 financial year and passed this onto Councils and other users.)

While the methane is currently used to power electricity by SRWRA this is an inefficient electricity source with approximately 15% of methane still lost to the atmosphere and it takes 40-50 years to completely break down and extract. Moreover the nutrients such as phosphorus and nitrogen are lost in this process. Better to compost the waste, create no greenhouse gases and preserve the nutrients to be used back in the organic process.

Zero Waste SA and SA composters are currently researching an anaerobic digestion through *thermacilli* biomass system where electricity is generated along with high value organic fertilizer. Globally fertilizer has grown in value by 250% in recent years. It is possible in the future that our green waste with food waste included could be a sought after commodity for these biomass anaerobic digestion systems. (*Information from Director, Industry Sustainability, Zero Waste SA*).

Although the carbon price has not impacted SRWRA in 2012/2013 the Local Government Association has advised that it is likely they will be impacted as of the next financial year at approximately \$9 per tonne. This could also change in 2015-2016 as the Climate Change Authority will review arrangements for landfills emitting smaller amounts of methane. 2015 is also when the carbon price will no longer be fixed, the price will then vary depending on the market, with a floor price of \$15 and a ceiling price of \$20 above the international price. Minimising the amount of organic matter within the SRWRA site could reduce the likelihood of the landfill site being liable under the carbon price as composting food instead of disposal to landfill saves around one tonne of carbon dioxide equivalent per tonne of food as well as reducing the overall tonnes disposed to landfill.

## **Extending life of landfill**

Removing food waste from the residual waste stream will also extend the life of landfill by reducing the amount of waste filling the limited space of the site. When the SRWRA landfill is full Council will be forced to find another landfill option likely to be significantly further away and therefore cost more to transport waste.

## **Closing The Environmental loop**

The food waste will be used to produce nutrient rich fertilizer, ensuring that the energy, water, money and resources used to produce and process the food are not going to waste. The

fertilizer will have the added environmental benefit of decreasing water use, improving soil structure, reducing crop disease, increasing soil nutrients and improving the quality and nutritional value of produce.

### **Waste Reduction**

The implementation of a food waste system would also educate residents about the importance of minimising waste and would interlink with other council run programs such as the Recycle Right, Recycling Jackpot and smart shopper initiative outlined in the Eco City Plan 2012-15.

### **Conclusion**

Option 2 will make Holdfast Bay Council eligible for grant funding available from Zero Waste SA to subsidise the costs of introducing a food waste system to residents. Option 2 will also yield the highest environmental and financial gains for Council.

Zero Waste SA are only funding the system that their research has shown to be the most effective, that is a full Council delivery of baskets, bags and an education program. The grant would cover 50% of the system costs (up to \$10 per tenement) and as long as a 1.1-1.3kg reduction in residual waste can be demonstrated additional support is also available for the following 2 years at \$3 per tenement.

As Zero Waste SA may cease to operate in its current format as of June 2015 it is possible that this will be the only opportunity to access significant funding to develop a high performance food to greens program for our community.

With the funding from Zero Waste SA there will still be an outlay of \$63,000 and a reallocation of landfill budget \$83,000 to the Food to Greens in the first year of the program. This amount will decrease in consecutive years until Council begins saving money from the initiative in year four of the program.

The budget attached demonstrates that Option 2 will result in a saving of \$509,000.00 over 10 years, or worst case it could cost \$307,000. Option 2 is the least expensive program of any other option considered including that of taking no action which would result in \$1,485,000 in expenditure over the same time period for the same 30% of available food waste (refer to Table 2 Summary Budget and Detailed Budgets attached).

### **BUDGET**

A proposal program budget for all five options is attached.

### **LIFE CYCLE COSTS**

The net financial cost of managing our community's food waste over the next 10 years (including the kitchen baskets, liners, education/promotion and Zero Waste SA funding) is;

- Option 1 Bio Basket and continued liner delivery \$850,000  
With a high environmental outcome
- **Option 2 Bio Basket and eventual at cost liner pick up -\$509,000 to \$307,000**  
**With a high environmental outcome**
- Option 3 Opt in collection of bio basket and liners \$1,586,000  
With a low environmental outcome
- Option 4 All food waste allowed with no basket and liner system \$1,445,000  
With a low environmental outcome
- Option 5 Do nothing **\$1,485,000**  
With a low environmental outcome



**Budget for Option 1. Bio Basket and continued liner delivery (30% of total food waste diverted)**

Provision of bio basket and 150 liners in year one, with continued delivery of liners every year after.

No. households 18,181  
 House food waste 1.3kg per week (30% of total available)  
 Zero Waste SA funding 50% first year & \$3 per household thereafter.  
 Current waste contract takes us to 2016

	Bio Basket	plus 1% attrition for subsequent years	Bin liners	Delivery Costs	Publicity	Total Project Cost	Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)
Each	\$ 3.95		\$ 8.40	\$ 2.00													
Year 1 - 13/14	\$ 71,814.95	\$ 1,436.30	\$ 152,720.40	\$ 36,362.00	\$ 30,000.00	\$ 292,333.65	1229.04	1229.04	\$ 46.80	\$ 50.00	\$ 9.00	105.8	\$ 130,032.43	\$ 46,875.59	\$ 83,156.85	\$ 146,166.83	\$ 63,009.98
Year 2 - 14/15			\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,082.40	1229.04	1229.04	\$ 48.21	\$ 51.50	\$ 9.00	108.71	\$ 133,608.94	\$ 48,276.69	\$ 85,332.25	\$ 54,543.00	\$ 55,207.15
Year 3 - 15/16			\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,082.40	1229.04	1229.04	\$ 49.65	\$ 53.56	\$ 9.00	112.21	\$ 137,910.58	\$ 49,726.96	\$ 88,183.62	\$ 54,543.00	\$ 52,355.78
Year 4 - 16/17		\$718.00	\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,800.40	1229.04	1229.04	\$ 51.14	\$ 55.17	\$ 9.00	115.31	\$ 141,720.60	\$ 51,226.39	\$ 90,494.22	\$ -	\$ 105,306.18
Year 5 - 17/18		\$718.00	\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,800.40	1229.04	1229.04	\$ 52.68	\$ 56.78	\$ 9.00	118.46	\$ 145,592.08	\$ 52,762.69	\$ 92,829.39	\$ -	\$ 102,971.01
Year 6 - 18/19		\$718.00	\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,800.40	1229.04	1229.04	\$ 54.26	\$ 58.48	\$ 9.00	\$ 122.01	\$ 149,959.84	\$ 54,335.86	\$ 95,623.98	\$ -	\$ 100,176.42
Year 7 - 19/20		\$718.00	\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,800.40	1229.04	1229.04	\$ 55.89	\$ 60.24	\$ 9.00	\$ 125.67	\$ 154,458.64	\$ 55,970.48	\$ 98,488.15	\$ -	\$ 97,312.25
Year 8 - 20/21		\$718.00	\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,800.40	1229.04	1229.04	\$ 57.56	\$ 62.05	\$ 9.00	\$ 129.44	\$ 159,092.40	\$ 57,654.27	\$ 101,438.13	\$ -	\$ 94,362.27
Year 9 - 21/22		\$718.00	\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,800.40	1229.04	1229.04	\$ 59.29	\$ 63.91	\$ 9.00	\$ 133.33	\$ 163,865.17	\$ 59,374.92	\$ 104,490.24	\$ -	\$ 91,310.16
Year 10 - 22/23		\$718.00	\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,800.40	1229.04	1229.04	\$ 61.07	\$ 65.82	\$ 9.00	\$ 137.33	\$ 168,781.12	\$ 61,157.03	\$ 107,624.09	\$ -	\$ 88,176.31
<b>Total</b>						<b>\$ 1,074,099.25</b>	12290.40	12290.40					\$ 1,485,021.79	\$ 537,360.87	\$ 947,660.92	\$ 255,252.83	<b>\$ 850,187.50</b>

Studies from Zero Waste have reported that 1.3kg of the food waste is likely to be diverted per household although this could be higher depending on uptake by residents.

As food waste decomposes it produces methane, this can be calculated into a carbon dioxide equivalent. On average composting food waste saves one tonne of carbon dioxide equivalent per tonne of food.

Southern Region Waste Resource Authority (SRWRA) fee for the service.

The EPA waste levy applies to waste depots for the waste received for disposal. The levy is then passed on to Council as part of the gate fees paid to SRWRA. These amounts are based on advice from Local Government Association as they do not get set until approximately June each year for the following year.

Advice from the Local Government Association outlined that as of next financial year the carbon price of about \$9 a tonne will most probably apply. The price will vary but at this stage can not be predicted as in 2015/2016 it will no longer be a set price, although there will be a cap of \$20 higher than the international carbon price, & no more than \$15 lower than the international carbon price.

The total gate fee is the combined fee to dump at SRWRA, calculated based on the SRWRA charge, EPA levy and carbon price.

The cost minus the savings made and the grant funding provided. This could be greater with higher participation from residents.

**Budget for Option 2. Bio Basket and eventual at cost liner pick up (30% of total food waste diverted)**

Provision of a bio basket and 150 liners to all residents in first year of the program, with delivery of liners in second year. In third year liners would be available for free from council. Each year after that liners would be available at cost price from council.

No. households 18,181  
 House food waste 1.3kg per week (30% of total available)  
 Zero Waste SA funding 50% first year & \$3 per household thereafter.  
 Current waste contract takes us to 2016

	Bio Basket	plus 1% attrition for subsequent years	Bin liners	Delivery Costs	Publicity	Total Project Cost	Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)
Each	\$ 3.95		\$ 8.40	\$ 2.00													
Year 1 - 13/14	\$ 71,814.95	\$ 1,436.30	\$ 152,720.40	\$ 36,362.00	\$ 30,000.00	\$ 292,333.65	1229.04	1229.04	\$ 46.80	\$ 50.00	\$ 9.00	\$ 105.80	\$ 130,032.43	\$ 46,875.59	\$ 83,156.85	\$ 146,166.83	\$ 63,009.98
Year 2 - 14/15			\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,082.40	1229.04	1229.04	\$ 48.21	\$ 51.50	\$ 9.00	\$ 108.71	\$ 133,608.94	\$ 48,276.69	\$ 85,332.25	\$ 54,543.00	\$ 55,207.15
Year 3 - 15/16			\$ 152,720.40		\$ 6,000.00	\$ 158,720.40	1229.04	1229.04	\$ 49.65	\$ 53.56	\$ 9.00	\$ 112.21	\$ 137,910.58	\$ 49,726.96	\$ 88,183.62	\$ 54,543.00	\$ 15,993.78
Year 4 - 16/17		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	1229.04	1229.04	\$ 51.14	\$ 55.17	\$ 9.00	\$ 115.31	\$ 141,720.60	\$ 51,226.39	\$ 90,494.22	\$ -	-\$ 83,776.22
Year 5 - 17/18		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	1229.04	1229.04	\$ 52.68	\$ 56.78	\$ 9.00	\$ 118.46	\$ 145,592.08	\$ 52,762.69	\$ 92,829.39	\$ -	-\$ 86,111.39
Year 6 - 18/19		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	1229.04	1229.04	\$ 54.26	\$ 58.48	\$ 9.00	\$ 122.01	\$ 149,959.84	\$ 54,335.86	\$ 95,623.98	\$ -	-\$ 88,905.98
Year 7 - 19/20		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	1229.04	1229.04	\$ 55.89	\$ 60.24	\$ 9.00	\$ 125.67	\$ 154,458.64	\$ 55,970.48	\$ 98,488.15	\$ -	-\$ 91,770.15
Year 8 - 20/21		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	1229.04	1229.04	\$ 57.56	\$ 62.05	\$ 9.00	\$ 129.44	\$ 159,092.40	\$ 57,654.27	\$ 101,438.13	\$ -	-\$ 94,720.13
Year 9 - 21/22		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	1229.04	1229.04	\$ 59.29	\$ 63.91	\$ 9.00	\$ 133.33	\$ 163,865.17	\$ 59,374.92	\$ 104,490.24	\$ -	-\$ 97,772.24
Year 10 - 22/23		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	1229.04	1229.04	\$ 61.07	\$ 65.82	\$ 9.00	\$ 137.33	\$ 168,781.12	\$ 61,157.03	\$ 107,624.09	\$ -	-\$ 100,906.09
<b>Total</b>						<b>\$ 659,572.45</b>	12290.40	12290.40					\$ 1,485,021.79	\$ 537,360.87	\$ 947,660.92	\$ 255,252.83	-\$ 509,751.30

Studies from Zero Waste have reported that 1.3kg of the food waste is likely to be diverted per household although this could be higher depending on uptake by residents.

As food waste decomposes it produces methane, this can be calculated into a carbon dioxide equivalent. On average composting food waste saves one tonne of carbon dioxide equivalent per tonne of food.

Southern Region Waste Resource Authority (SRWRA) fee for the service.

The EPA waste levy applies to waste depots for the waste received for disposal. The levy is then passed on to Council as part of the gate fees paid to SRWRA. These amounts are based on advice from Local Government Association as they do not get set until approximately June each year for the following year.

Advice from the Local Government Association outlined that as of next financial year the carbon price of about \$9 a tonne will most probably apply. The price will vary but at this stage can not be predicted as in 2015/2016 it will no longer be a set price, although there will be a cap of \$20 higher than the international carbon price, & no more than \$15 lower than the international carbon price.

The total gate fee is the combined fee to dump at SRWRA, calculated based on the SRWRA charge, EPA levy and carbon price.

The cost minus the savings made and the grant funding provided. This could be greater with higher participation from residents.

**2.1 Budget for Option 2 Worse Case. Bio Basket and eventual at cost liner pick up (less than 30% of total food waste diverted)**

Provision of a bio basket and 150 liners to all residents in first year of the program, with delivery of liners in second year. In third year liners would be available for free from council. Each year after that liners would be available at cost price from council.

No. households 18,181  
 House food waste 1 kg per week (25% of total available), dropping to .90 from year 4  
 Zero Waste SA funding 50% first year & \$3 per household thereafter.  
 Current waste contract takes us to 2016

	Bio Basket	plus 1% attrition for subsequent years	Bin liners	Delivery Costs	Publicity	Total Project Cost	Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)	
Each	\$ 3.95		\$ 8.40	\$ 2.00														
Year 1 - 13/14	\$ 71,814.95	\$ 1,436.30	\$ 152,720.40	\$ 36,362.00	\$ 30,000.00	\$ 292,333.65	945.41	945.41	\$ 46.80	\$ 50.00	\$ -	\$ 96.80	\$ 91,515.69	\$ 36,057.94	\$ 55,457.75	\$ 146,166.83	\$ 90,709.07	
Year 2 - 14/15			\$ 152,720.40	\$ 36,362.00	\$ 6,000.00	\$ 195,082.40	945.41	945.41	\$ 48.21	\$ 51.50	\$ -	\$ 99.71	\$ 94,266.83	\$ 37,135.70	\$ 57,131.13	\$ 38,180.00	\$ 99,771.27	
Year 3 - 15/16			\$ 152,720.40		\$ 6,000.00	\$ 158,720.40	945.41	945.41	\$ 49.65	\$ 53.56	\$ -	\$ 103.21	\$ 97,575.77	\$ 38,251.29	\$ 59,324.48	\$ 38,180.00	\$ 61,215.92	
Year 4 - 16/17		\$718.00	supplied at cost		\$ 10,000.00	\$ 10,718.00	850.87	850.87	\$ 51.14	\$ 55.17	\$ -	\$ 106.31	\$ 90,455.99	\$ 35,464.26	\$ 54,991.73	\$ -	-\$ 44,273.73	
Year 5 - 17/18		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	850.87	850.87	\$ 52.68	\$ 56.78	\$ -	\$ 109.46	\$ 93,136.23	\$ 36,527.85	\$ 56,608.38	\$ -	-\$ 49,890.38	
Year 6 - 18/19		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	850.87	850.87	\$ 54.26	\$ 58.48	\$ -	\$ 112.74	\$ 95,930.32	\$ 37,616.96	\$ 58,313.35	\$ -	-\$ 51,595.35	
Year 7 - 19/20		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	850.87	850.87	\$ 55.89	\$ 60.24	\$ -	\$ 116.13	\$ 98,808.23	\$ 38,748.62	\$ 60,059.61	\$ -	-\$ 53,341.61	
Year 8 - 20/21		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	850.87	850.87	\$ 57.56	\$ 62.05	\$ -	\$ 119.61	\$ 101,772.47	\$ 39,914.31	\$ 61,858.16	\$ -	-\$ 55,140.16	
Year 9 - 21/22		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	850.87	850.87	\$ 59.29	\$ 63.91	\$ -	\$ 123.20	\$ 104,825.65	\$ 41,105.53	\$ 63,720.12	\$ -	-\$ 57,002.12	
Year 10 - 22/23		\$718.00	supplied at cost		\$ 6,000.00	\$ 6,718.00	850.87	850.87	\$ 61.07	\$ 65.82	\$ -	\$ 126.89	\$ 107,970.42	\$ 42,339.29	\$ 65,631.13	\$ -	-\$ 58,913.13	
<b>Total</b>						<b>\$ 663,572.45</b>	8792.32	8792.32					\$ 976,257.59	\$ 383,161.76	\$ 593,095.83	\$ 222,526.83	<b>-\$ 118,460.21</b>	

**Remaining % of food waste sent to landfill that could have gone to greenwaste.**

	Bio Basket		Bin liners	Delivery Costs	Publicity	Total Project Cost	Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)	
Each																		
Year 1 - 13/14						\$ -	283.63	283.63	\$ 46.80	\$ 50.00	\$ 9.00	\$ 105.80	\$ 30,008.05	\$ -	\$ -	\$ -	\$ 30,008.05	
Year 2 - 14/15						\$ -	283.63	283.63	\$ 48.21	\$ 51.50	\$ 9.00	\$ 108.71	\$ 30,833.42	\$ -	\$ -	\$ -	\$ 30,833.42	
Year 3 - 15/16						\$ -	283.63	283.63	\$ 49.65	\$ 53.56	\$ 9.00	\$ 112.21	\$ 31,826.12	\$ -	\$ -	\$ -	\$ 31,826.12	
Year 4 - 16/17						\$ -	378.17	378.17	\$ 51.14	\$ 55.17	\$ 9.00	\$ 115.31	\$ 43,606.78	\$ -	\$ -	\$ -	\$ 43,606.78	
Year 5 - 17/18						\$ -	378.17	378.17	\$ 52.68	\$ 56.78	\$ 9.00	\$ 118.46	\$ 44,798.02	\$ -	\$ -	\$ -	\$ 44,798.02	
Year 6 - 18/19						\$ -	378.17	378.17	\$ 54.26	\$ 58.48	\$ 9.00	\$ 122.01	\$ 46,141.96	\$ -	\$ -	\$ -	\$ 46,141.96	
Year 7 - 19/20						\$ -	378.17	378.17	\$ 55.89	\$ 60.24	\$ 9.00	\$ 125.67	\$ 47,526.22	\$ -	\$ -	\$ -	\$ 47,526.22	
Year 8 - 20/21						\$ -	378.17	378.17	\$ 57.56	\$ 62.05	\$ 9.00	\$ 129.44	\$ 48,952.00	\$ -	\$ -	\$ -	\$ 48,952.00	
Year 9 - 21/22						\$ -	378.17	378.17	\$ 59.29	\$ 63.91	\$ 9.00	\$ 133.33	\$ 50,420.56	\$ -	\$ -	\$ -	\$ 50,420.56	
Year 10 - 22/23						\$ -	378.17	378.17	\$ 61.07	\$ 65.82	\$ 9.00	\$ 137.33	\$ 51,933.18	\$ -	\$ -	\$ -	\$ 51,933.18	
<b>Total</b>						<b>\$ -</b>	3498.08	3498.08					\$ 426,046.32	\$ -	\$ -	\$ -	<b>\$ 426,046.32</b>	

**TOTAL \$ 307,586.11**

**Budget for Option 3. Come & collect bin and liners (7% participation who divert 15% of their food)**

Resident can collect a bin and liners free of charge.

No. households (7%) 1,273  
 House food waste .65 kg per week  
 No Zero Waste SA funding  
 Current waste contract takes us to 2016

	Bio Basket	plus 1% attrition for subsequent years	Bin liners	Delivery Costs	Publicity	Total Project Cost	Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)
Each	\$ 3.95		\$ 8.40	\$ 2.00													
Year 1 - 13/14	\$ 5,028.35		\$ 10,693.20	\$ -	\$ 20,000.00	\$ 35,721.55	43.00	43.00	\$ 46.80	\$ 50.00	\$ 9.00	\$ 105.80	\$ 4,549.40	\$ 1,640.02	\$ 2,909.38	\$ -	\$ 32,812.17
Year 2 - 14/15		\$ 50.28	\$ 10,693.20	\$ -	\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 48.21	\$ 51.50	\$ 9.00	\$ 108.71	\$ 4,674.53	\$ 1,689.04	\$ 2,985.49	\$ -	\$ 13,757.99
Year 3 - 15/16		\$ 50.28	\$ 10,693.20		\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 49.65	\$ 53.56	\$ 9.00	\$ 112.21	\$ 4,825.03	\$ 1,739.78	\$ 3,085.25	\$ -	\$ 13,658.23
Year 4 - 16/17		\$50.28	\$ 10,693.20		\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 51.14	\$ 55.17	\$ 9.00	\$ 115.31	\$ 4,958.33	\$ 1,792.24	\$ 3,166.09	\$ -	\$ 13,577.39
Year 5 - 17/18		\$50.28	\$ 10,693.20		\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 52.68	\$ 56.78	\$ 9.00	\$ 118.46	\$ 5,093.78	\$ 1,845.99	\$ 3,247.79	\$ -	\$ 13,495.69
Year 6 - 18/19		\$50.28	\$ 10,693.20		\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 54.26	\$ 58.48	\$ 9.00	\$ 122.01	\$ 5,246.59	\$ 1,901.03	\$ 3,345.56	\$ -	\$ 13,397.92
Year 7 - 19/20		\$50.28	\$ 10,693.20		\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 55.89	\$ 60.24	\$ 9.00	\$ 125.67	\$ 5,403.99	\$ 1,958.22	\$ 3,445.77	\$ -	\$ 13,297.71
Year 8 - 20/21		\$50.28	\$ 10,693.20		\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 57.56	\$ 62.05	\$ 9.00	\$ 129.44	\$ 5,566.11	\$ 2,017.13	\$ 3,548.98	\$ -	\$ 13,194.50
Year 9 - 21/22		\$50.28	\$ 10,693.20		\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 59.29	\$ 63.91	\$ 9.00	\$ 133.33	\$ 5,733.09	\$ 2,077.33	\$ 3,655.76	\$ -	\$ 13,087.72
Year 10 - 22/23		\$50.28	\$ 10,693.20		\$ 6,000.00	\$ 16,743.48	43.00	43.00	\$ 61.07	\$ 65.82	\$ 9.00	\$ 137.33	\$ 5,905.09	\$ 2,139.68	\$ 3,765.41	\$ -	\$ 12,978.07
<b>Total</b>						<b>\$ 102,695.47</b>	<b>430.00</b>	<b>430.00</b>					<b>\$ 51,955.95</b>	<b>\$ 18,800.46</b>	<b>\$ 33,155.49</b>	<b>\$ -</b>	<b>\$ 153,257.38</b>

**Remaining % of food waste sent to landfill that could have gone to greenwaste.**

	Bio Basket		Bin liners	Delivery Costs	Publicity	Total Project Cost	Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)
Each																	
Year 1 - 13/14						\$ -	1186.04	1186.04	\$ 46.80	\$ 50.00	\$ 9.00	\$ 105.80	\$ 125,483.03	\$ -	\$ -	\$ -	\$ 125,483.03
Year 2 - 14/15						\$ -	1186.04	1186.04	\$ 48.21	\$ 51.50	\$ 9.00	\$ 108.71	\$ 128,934.41	\$ -	\$ -	\$ -	\$ 128,934.41
Year 3 - 15/16						\$ -	1186.04	1186.04	\$ 49.65	\$ 53.56	\$ 9.00	\$ 112.21	\$ 133,085.55	\$ -	\$ -	\$ -	\$ 133,085.55
Year 4 - 16/17						\$ -	1186.04	1186.04	\$ 51.14	\$ 55.17	\$ 9.00	\$ 115.31	\$ 136,762.27	\$ -	\$ -	\$ -	\$ 136,762.27
Year 5 - 17/18						\$ -	1186.04	1186.04	\$ 52.68	\$ 56.78	\$ 9.00	\$ 118.46	\$ 140,498.30	\$ -	\$ -	\$ -	\$ 140,498.30
Year 6 - 18/19						\$ -	1186.04	1186.04	\$ 54.26	\$ 58.48	\$ 9.00	\$ 122.01	\$ 144,713.25	\$ -	\$ -	\$ -	\$ 144,713.25
Year 7 - 19/20						\$ -	1186.04	1186.04	\$ 55.89	\$ 60.24	\$ 9.00	\$ 125.67	\$ 149,054.64	\$ -	\$ -	\$ -	\$ 149,054.64
Year 8 - 20/21						\$ -	1186.04	1186.04	\$ 57.56	\$ 62.05	\$ 9.00	\$ 129.44	\$ 153,526.28	\$ -	\$ -	\$ -	\$ 153,526.28
Year 9 - 21/22						\$ -	1186.04	1186.04	\$ 59.29	\$ 63.91	\$ 9.00	\$ 133.33	\$ 158,132.07	\$ -	\$ -	\$ -	\$ 158,132.07
Year 10 - 22/23						\$ -	1186.04	1186.04	\$ 61.07	\$ 65.82	\$ 9.00	\$ 137.33	\$ 162,876.03	\$ -	\$ -	\$ -	\$ 162,876.03
<b>Total</b>						<b>\$ -</b>	<b>11860.40</b>	<b>11860.40</b>					<b>\$ 1,433,065.84</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,433,065.84</b>

**TOTAL \$ 1,586,323.23**

**Budget for Option 4. All food waste with no basket and liner system (2% available food captured)**

Promote the use of the green bin for food waste with out the provision of bio basket or compostable bags. The greatest expense associated with this option will be its promotion. It is also likely to result in very little diversion of food waste.

No. households 18,181  
 House food waste 1.3kg per week  
 No Zero Waste SA funding  
 Current waste contract takes us to 2016

	Bio Basket	Bin liners	Delivery Costs	Publicity	Total	2% Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)
Each																
Year 1 - 13/14				\$ 20,000.00	\$ 20,000.00	75.63	75.63	\$ 46.80	\$ 50.00	\$ 9.00	\$ 105.80	\$ 8,001.97	\$ 2,884.64	\$ 5,117.33	\$ -	\$ 14,882.67
Year 2 - 14/15				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 48.21	\$ 51.50	\$ 9.00	\$ 108.71	\$ 8,222.06	\$ 2,970.86	\$ 5,251.20	\$ -	\$ 4,748.80
Year 3 - 15/16				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 49.65	\$ 53.56	\$ 9.00	\$ 112.21	\$ 8,486.78	\$ 3,057.84	\$ 5,428.94	\$ -	\$ 4,571.06
Year 4 - 16/17				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 51.14	\$ 55.17	\$ 9.00	\$ 115.31	\$ 8,721.24	\$ 3,152.38	\$ 5,568.86	\$ -	\$ 4,431.14
Year 5 - 17/18				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 52.68	\$ 56.78	\$ 9.00	\$ 118.46	\$ 8,959.49	\$ 3,246.17	\$ 5,713.32	\$ -	\$ 4,286.68
Year 6 - 18/19				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 54.26	\$ 58.48	\$ 9.00	\$ 122.01	\$ 9,228.27	\$ 3,343.73	\$ 5,884.53	\$ -	\$ 4,115.47
Year 7 - 19/20				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 55.89	\$ 60.24	\$ 9.00	\$ 125.67	\$ 9,505.12	\$ 3,444.33	\$ 6,060.79	\$ -	\$ 3,939.21
Year 8 - 20/21				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 57.56	\$ 62.05	\$ 9.00	\$ 129.44	\$ 9,790.27	\$ 3,547.94	\$ 6,242.33	\$ -	\$ 3,757.67
Year 9 - 21/22				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 59.29	\$ 63.91	\$ 9.00	\$ 133.33	\$ 10,083.98	\$ 3,653.83	\$ 6,430.15	\$ -	\$ 3,569.85
Year 10 - 22/23				\$ 10,000.00	\$ 10,000.00	75.63	75.63	\$ 61.07	\$ 65.82	\$ 9.00	\$ 137.33	\$ 10,386.50	\$ 3,763.50	\$ 6,623.00	\$ -	\$ 3,377.00
<b>Total</b>				\$ 110,000.00	\$ 110,000.00	756.33	756.33					\$ 91,385.68	\$ 33,065.23	\$ 58,320.44	\$ -	\$ 51,679.56

**Remaining 28% of food waste sent to landfill that could otherwise go to organic processing**

	Bio Basket	Bin liners	Delivery Costs	Publicity	Total Project Cost	Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)
Each																
Year 1 - 13/14					\$ -	1153.41	1153.41	\$ 46.80	\$ 50.00	\$ 9.00	\$ 105.80	\$ 122,030.78	\$ -	\$ -	\$ -	\$ 122,030.78
Year 2 - 14/15					\$ -	1153.41	1153.41	\$ 48.21	\$ 51.50	\$ 9.00	\$ 108.71	\$ 125,387.20	\$ -	\$ -	\$ -	\$ 125,387.20
Year 3 - 15/16					\$ -	1153.41	1153.41	\$ 49.65	\$ 53.56	\$ 9.00	\$ 112.21	\$ 129,424.14	\$ -	\$ -	\$ -	\$ 129,424.14
Year 4 - 16/17					\$ -	1153.41	1153.41	\$ 51.14	\$ 55.17	\$ 9.00	\$ 115.31	\$ 132,999.71	\$ -	\$ -	\$ -	\$ 132,999.71
Year 5 - 17/18					\$ -	1153.41	1153.41	\$ 52.68	\$ 56.78	\$ 9.00	\$ 118.46	\$ 136,632.95	\$ -	\$ -	\$ -	\$ 136,632.95
Year 6 - 18/19					\$ -	1153.41	1153.41	\$ 54.26	\$ 58.48	\$ 9.00	\$ 122.01	\$ 140,731.94	\$ -	\$ -	\$ -	\$ 140,731.94
Year 7 - 19/20					\$ -	1153.41	1153.41	\$ 55.89	\$ 60.24	\$ 9.00	\$ 125.67	\$ 144,953.90	\$ -	\$ -	\$ -	\$ 144,953.90
Year 8 - 20/21					\$ -	1153.41	1153.41	\$ 57.56	\$ 62.05	\$ 9.00	\$ 129.44	\$ 149,302.51	\$ -	\$ -	\$ -	\$ 149,302.51
Year 9 - 21/22					\$ -	1153.41	1153.41	\$ 59.29	\$ 63.91	\$ 9.00	\$ 133.33	\$ 153,781.59	\$ -	\$ -	\$ -	\$ 153,781.59
Year 10 - 22/23					\$ -	1153.41	1153.41	\$ 61.07	\$ 65.82	\$ 9.00	\$ 137.33	\$ 158,395.04	\$ -	\$ -	\$ -	\$ 158,395.04
<b>Total</b>					\$ -	11534.10	11534.10					\$ 1,393,639.74	\$ -	\$ -	\$ -	\$ 1,393,639.74

**TOTAL \$ 1,445,319.29**



**Budget for Option 5. Do nothing**

Making no change to the management of food waste will cost council.

No. households 18,181  
 House food waste 1.3kg per week  
 No Zero Waste SA funding  
 Current contract takes us to 2016

	Bio Basket	Bin liners	Delivery Costs	Publicity	Total Project Cost	Tonnes diverted	Carbon dioxide equivalent saved (tonnes)	SRWRA	EPA	Carbon Price	Total gate fee	Current cost of disposal	Cost organic processing (indexed at 3%)	Overall savings per year	ZW funding	Cost/Benefit (Project costs minus savings & funding)
Each																
Year 1 - 2013/14					\$ -	1229.04	1229.04	\$ 46.80	\$ 50.00	\$ 9.00	\$ 105.80	\$ 130,032.43	\$ -	\$ -	\$ -	\$ 130,032.43
Year 2 - 14/15					\$ -	1229.04	1229.04	\$ 48.21	\$ 51.50	\$ 9.00	\$ 108.71	\$ 133,608.94	\$ -	\$ -	\$ -	\$ 133,608.94
Year 3 - 15/16					\$ -	1229.04	1229.04	\$ 49.65	\$ 53.56	\$ 9.00	\$ 112.21	\$ 137,910.58	\$ -	\$ -	\$ -	\$ 137,910.58
Year 4 - 16/17					\$ -	1229.04	1229.04	\$ 51.14	\$ 55.17	\$ 9.00	\$ 115.31	\$ 141,720.60	\$ -	\$ -	\$ -	\$ 141,720.60
Year 5 - 17/18					\$ -	1229.04	1229.04	\$ 52.68	\$ 56.78	\$ 9.00	\$ 118.46	\$ 145,592.08	\$ -	\$ -	\$ -	\$ 145,592.08
Year 6 - 18/19					\$ -	1229.04	1229.04	\$ 54.26	\$ 58.48	\$ 9.00	\$ 122.01	\$ 149,959.84	\$ -	\$ -	\$ -	\$ 149,959.84
Year 7 - 19/20					\$ -	1229.04	1229.04	\$ 55.89	\$ 60.24	\$ 9.00	\$ 125.67	\$ 154,458.64	\$ -	\$ -	\$ -	\$ 154,458.64
Year 8 - 20/21					\$ -	1229.04	1229.04	\$ 57.56	\$ 62.05	\$ 9.00	\$ 129.44	\$ 159,092.40	\$ -	\$ -	\$ -	\$ 159,092.40
Year 9 - 21/22					\$ -	1229.04	1229.04	\$ 59.29	\$ 63.91	\$ 9.00	\$ 133.33	\$ 163,865.17	\$ -	\$ -	\$ -	\$ 163,865.17
Year 10 - 22/23					\$ -	1229.04	1229.04	\$ 61.07	\$ 65.82	\$ 9.00	\$ 137.33	\$ 168,781.12	\$ -	\$ -	\$ -	\$ 168,781.12
<b>Total</b>					\$ -	12290.40	12290.40					\$ 1,485,021.79	\$ -	\$ -	\$ -	\$ <b>1,485,021.79</b>

Studies from Zero Waste have reported that 1.3kg of the food waste is likely to be diverted per household although this could be higher depending on uptake by residents.

As food waste decomposes it produces methane, this can be calculated into a carbon dioxide equivalent. On average composting food waste saves one tonne of carbon dioxide equivalent per tonne of food.

Southern Region Waste Resource Authority (SRWRA) fee for the service.

The EPA waste levy applies to waste depots for the waste received for disposal. The levy is then passed on to Council as part of the gate fees paid to SRWRA. These amounts are based on advice from Local Government Association as they do not get set until approximately June each year for the following year.

Advice from the Local Government Association outlined that as of next financial year the carbon price of about \$9 a tonne will most probably apply. The price will vary but at this stage can not be predicted as in 2015/2016 it will no longer be a set price, although there will be a cap of \$20 higher than the international carbon price, and no more than \$15 lower than the international carbon price.

The total gate fee is the combined fee to dump at SRWRA, calculated based on the SRWRA charge, EPA levy and carbon price.

The cost minus the savings made and the grant funding provided. This could be greater with higher participation from residents.

	38.14	
	39.2842	
	40.46273	
	41.67661	
	42.92691	
	44.21471	
	45.54115	
	46.90739	
	48.31461	
	49.76405	
	51.25697	
	52.79468	
	54.37852	
	56.00988	
	57.69017	



Item No: **14.3**

Subject: **ALWYNDOR AGED CARE MANAGEMENT COMMITTEE APPOINTMENTS**

Date: 14 May 2013

Written By: General Manager – Alwyndor Aged Care

General Manager: General Manager – Alwyndor Aged Care, Mr G Potter

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### **SUMMARY**

The General Manager Alwyndor Aged Care, Mr G Potter has advised that the two year appointment term for Committee members Mr Nick Hakof, Mr Ian Pratt and Mr Darryl Royans will expire on the 30 June 2013.

All three committee members have confirmed their availability and willingness to extend their membership for a further two year term. The Alwyndor Management Committee at its meeting held on 16 April 2013, considered Mr Hakof, Mr Pratt and Mr Royans offer and subsequently endorsed a two year term extension, subject to Council approval.

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### **RECOMMENDATION**

**That Council endorses the recommendation of the Alwyndor Management Committee in relation to the reappointment of Mr Nick Hakof, Mr Ian Pratt and Mr Darryl Royans to the Management Committee for a further two year term to expire on 30 June 2015.**

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### **COMMUNITY PLAN**

A Place with a Quality Lifestyle  
A Place that is Safe and Secure  
A Place that Provides Value for Money  
A Place that is Well Planned  
A Place that Provides Choices and Enhances Life

### **COUNCIL POLICY**

Not applicable.

### **STATUTORY PROVISIONS**

Not applicable.

## **REPORT**

Alwyndor Aged Care is owned by the City of Holdfast Bay, operated in accordance with the Dorothy Cheater Trust by the Alwyndor Management Committee and provides a wide range of care, support and accommodation services for older people.

The functions of the Management Committee are defined by the Terms of Reference adopted by Council.

The Alwyndor Management Committee is partially re-appointed annually on a “rolling basis”. New appointments can involve either new members and / or the re-appointment of existing members. The Committee then makes recommendations to Council for their consideration and appointment approval.

The Alwyndor Aged Care Management Committee recommends Council’s endorsement of a two year term extension for current members, Mr Nick Hakof, Mr Ian Pratt and Mr Darryl Royans, to expire 30 June 2015.

## **BUDGET**

No implication for the budget.

## **LIFE CYCLE COSTS**

There are no life cycle costs.