



# 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 27 March 2018 at 7.00pm**

Justin Lynch  
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

*The Deputy 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. APPOINTMENT OF ACTING MAYOR

5.1 Appointment of Acting Mayor (Report No: 92/18)

### 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 13 March 2018 be taken as read and confirmed.**

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

**Carried**

### 8. PUBLIC PRESENTATIONS

8.1 **Petitions - Nil**

## 8.2 Presentations

### 8.2.1 Presentation by Mr S Patterson

Mr Stephen Patterson, will make a five minute presentation to Council.

## 8.3 Deputations

### 8.3.1 Street Tree Removal – Road Reserve adjacent to 3 St Johns Row, Glenelg

The Deputy Mayor, Councillor Amanda Wilson has approved a five minute deputation from Mr T Crompton, representing his clients Sempre Avanti Pty Ltd in relation to the land a 3 St Johns Row, Glenelg.

## 9. QUESTIONS BY MEMBERS

### 9.1 Without Notice

### 9.2 On Notice - Nil

## 10. MEMBER'S ACTIVITY REPORTS

### 10.1 Members' Activity Reports (Report No: 84/18)

## 11. MOTIONS ON NOTICE

### 11.1 Motion on Notice - Brighton Croquet Club Lease– Councillor Clancy (Report No: 87/18)

## 12. ADJOURNED MATTERS - Nil

## 13. REPORTS OF MANAGEMENT COMMITTEES, SUBSIDIARIES AND THE DEVELOPMENT ASSESSMENT PANEL

### 13.1 Minutes – Special Meeting – Jetty Road Mainstreet Committee – 21 February 2018 (Report No: 90/18)

### 13.2 Minutes – Jetty Road Mainstreet Committee – 7 March 2018 (Report No: 95/18)

## 14. REPORTS BY OFFICERS

### 14.1 Items in Brief (Report No: 86/18)

### 14.2 Monthly Financial Report – 28 February 2018 (Report No: 88/18)

### 14.3 Nominations Sought for a Local Government Member on the Dog and Cat Management Board (Report No: 89/18)

### 14.4 The Big Wedge and Big Chukka (Report No: 91/18)

### 14.5 Appointment to Southern Region Waste Resource Authority Board (Report No: 93/18)

### 14.6 Amendment to the Customer Feedback and Complaints Policy (Report No: 94/18)

### 14.7 Defibrillator Access in the City of Holdfast Bay (Report No: 76/18)

### 14.8 Winter Wonderland (Report No: 96/18)

- 14.9 Council Assessment Panel 2017 Annual Report (Report No: 85/18)
- 15. RESOLUTIONS SUBJECT TO FORMAL MOTIONS - Nil**
- 16. URGENT BUSINESS – Subject to the Leave of the Meeting**
- 17. CLOSURE**

**JUSTIN LYNCH  
CHIEF EXECUTIVE OFFICER**

Item No: **5.1**

Subject: **APPOINTMENT OF ACTING MAYOR**

Date: 27 March 2018

Written By: Governance Coordinator

General Manager: Business Services, Mr R Bria

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## **SUMMARY**

Following the resignation of Mayor Patterson, on 21 March 2018, the Council needs to make an appointment of an Acting Mayor.

Section 54(8)-(10) of the *Local Government Act 1999* provides that if a casual vacancy occurs in the office of the Mayor on or after 1 January of a year in which a periodic election is due to be held a member chosen by the council may act in the office of mayor until the conclusion of the election. This year a periodic election is scheduled to occur in November 2018.

The Council may choose any elected member to perform the role of Acting Mayor for the period of 28 March 2018 to the end of the current Council term.

Under Section 86(3) of the *Local Government Act 1999*, the Chief Executive Officer will preside at the meeting until such time as the meeting chooses a member present to act as Mayor.

If the Council appoints the Deputy Mayor as Acting Mayor, it may, if it chooses to do so, appoint a Deputy Mayor for the remainder of the current Council term under Section 51(3) – (7) of the *Local Government Act 1999*, to act in the absence of the Mayor, in the office of Mayor.

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## **RECOMMENDATION**

1. **That Councillor \_\_\_\_\_ be appointed as Acting Mayor for the City of Holdfast Bay for the period 28 March 2018 until the end of the current Council term.**

**And if required:**

2. **That Councillor \_\_\_\_\_ be appointed as Deputy Mayor for the period 28 March 2018 until the end of the current Council term.**
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## **COMMUNITY PLAN**

Culture: Enabling high performance  
Culture: Being financially accountable  
Culture: Supporting excellent, efficient operations

## COUNCIL POLICY

Elected Members Entitlements Policy

## STATUTORY PROVISIONS

*Local Government Act 1999*

## BACKGROUND

### ***Acting Mayor***

Following the resignation of Mayor Patterson on 21 March 2018, a casual vacancy has occurred and an Acting Mayor needs to be appointed.

*Refer Attachment 1*

Section 54, in sections (1) and (8) – (10) of the *Local Government Act 1999* (the Act) provides that:

### **54—Casual vacancies**

- (1) *Subject to this section, the office of a member of a council becomes vacant if the member—*
  - (a) *dies; or*
  - (b) *resigns by notice in writing to the chief executive officer; or***
  - (c) *is removed from office by the Governor on the ground of incapacity to carry out official duties satisfactorily; or*
  - (d) *is removed from office by the council on the ground that he or she has been absent, without leave of the council, from three or more consecutive ordinary meetings of the council; or*
  - (e) *becomes a member of an Australian Parliament; or*
  - (f) *is declared bankrupt or applies for the benefit of a law for the relief of insolvent debtors; or*
  - (g) *fails to submit a return under Division 2 of Part 4 of this Chapter before the expiration of one month from the end of the period allowed under that Division for the submission of the return; or*
  - (h) *fails to submit a return under Part 14 of the Local Government (Elections) Act 1999 before the expiration of one month from the end of the period allowed under that Act for the submission of the return; or*
  - (i) *is convicted of an indictable offence punishable by imprisonment; or*
  - (j) *becomes an employee of the council; or*
  - (k) *is disqualified from office by a court order under this Act.*
- (8) *If a casual vacancy occurs in the office of mayor—*
  - (a) *on or after 1 January of a year in which a periodic election is due to be held (and before polling day for that periodic election); or*

- (b) *within 7 months before polling day for a general election (other than a periodic election) (the date of that polling day being known at that time), a member chosen by the council may act in the office of mayor until the conclusion of the election.*
- (9) *The member chosen under subsection (8) may, but need not, be the deputy mayor (if any).*
- (10) *If a person is to be chosen under subsection (8) and the votes for 2 or more candidates are equal, lots must be drawn to determine which candidate or candidates will be excluded.*

### **Deputy Mayor**

Council has previously made appointments of Deputy Mayor for a term of one year and during this Council term Councillors Patton, Bouchee and Lonie have been appointed Deputy Mayor. Councillor Wilson was appointed Deputy Mayor in November 2018, for the period 1 December 2018 to the end of the Council term, and if nominated and elected Acting Mayor will vacate the position of Deputy Mayor.

### **REPORT**

On 21 March 2018, Mayor Patterson resigned from Council, creating a casual vacancy for the office of Mayor, however given there is a periodic election scheduled for November this year, the provisions of section 54(8) apply, and allow for a member chosen by the council to act in the office of mayor until the conclusion of the election this year.

There is a requirement under the Act that there is a Principal Member of council, so an appointment of an Acting Mayor is required.

The Acting Mayor will be entitled to any benefits which are included in the Elected Members Entitlements Policy in clause 2.17, which can include a mobile telephone, office space, administrative support and a fuel card.

Elected member allowances are determined by the Remuneration Tribunal of South Australia (Determination 7 of 2014 – Allowances for Members of Local Government) and the current annual allowance for the position of Mayor, adjusted in accordance with the terms of the determination, is \$79,230. The allowance will be paid on a pro-rata basis to the Acting Mayor from the date of appointment.

As all members have an equal opportunity to nominate and vote on the selection of the Acting Mayor, which includes the Deputy Mayor, then section 86(3) of *the Local Government Act 1999*, applies and the Chief Executive Officer presides over the meeting, for this item, until a presiding member of the council has been chosen.

The *Local Government Act 1999*, in section 86(3) states:

*“If - (a) a person is to be chosen to be the principal member of a council at a meeting of the council;*  
*or*

*(b) a member of the council must be chosen by those present at a meeting of the council to preside at the meeting,*

*the chief executive officer will preside until the matter is decided.”*

At the commencement of this item the Chief Executive Officer is responsible for chairing the meeting until the council determines the presiding member.

### ***Procedure for Appointment of Acting Mayor***

Clause 3.6 of the Council’s Code of Practice Meeting Procedures outlines the process for nomination and appointment of Elected Members to internal and external positions.

In summary the process is:

- Under Section 86(3) of the *Local Government Act 1999*, the Chief Executive Officer will preside at the meeting until the member of the council has been chosen to be the presiding member.
- Nominations are called for by the Chief Executive Officer before debate on the motion. If there are more nominations than positions a ballot is conducted. The Chief Executive Officer may ask each member to make a short statement to the chamber in support of their nomination if they wish to do so.
- All elected members indicate which member they wish to vote for.
- A senior officer collects the ballot papers and conducts the count.
- The Chief Executive Officer advises the chamber of the outcome of the ballot.
- The Chief Executive Officer announces the successful candidate
- The meeting makes the appointment by resolution.

Section 54(10) of the *Local Government Act 1999* states that *“If a person is to be chosen under subsection (8) and the votes for 2 or more candidates are equal, lots must be drawn to determine which candidate or candidates will be excluded.”*

Which means that In the event of a tied vote, the names of the relevant candidates will be placed in a hat and drawn one at a time, until one name remains in the hat and that person declared the winner of the ballot.

Depending on who is successful in being appointed to the position of Acting Mayor, the Council may wish to make a further appointment to the role of Deputy Mayor.

### ***Deputy Mayor***

If the Deputy Mayor, is appointed as the Acting Mayor, the Council may choose to appoint another Deputy Mayor for the period of 28 March until the end of the current term of Council.

Under Section 51(3) – (7) of the *Local Government Act 1999*, if the Council has a Mayor, there may also be, if the Council so resolves, a Deputy Mayor.



In the absence of the Mayor, the Deputy Mayor may act in the office of the Mayor. If there is to be a Deputy Mayor, he or she will be chosen by the Members of the Council from amongst their numbers and will hold office for a term determined by the Council but not exceeding four years.

Council has previously chosen to appoint a Deputy Mayor for a period of 1 year, due to the timing of the state and local government elections the appointment of a Deputy Mayor at this time would be for the remainder of this council's term.

The Role of the Deputy Mayor is to:

- Chair the meetings of Council in the absence of the Mayor; and
- Act in the position of Mayor when the Mayor is absent, and exercise the powers and perform the functions of the Mayor.

Elected member allowances are determined by the Remuneration Tribunal of South Australia (Determination 7 of 2014 – Allowances for Members of Local Government) and the current annual allowance for the position of Deputy Mayor, adjusted in accordance with the terms of the determination, is \$24,760. The allowance will be paid on a pro-rata basis to the Deputy Mayor from the date of appointment.

#### ***Procedure for Appointment of Deputy Mayor***

Clause 3.6 of the Council's Code of Practice Meeting Procedures outlines the process for nomination and appointment of Elected Members to internal and external positions.

In summary the process is:

- Nominations are called for by the Presiding Member before debate on the motion. If there are more nominations than positions a ballot is conducted. The Presiding Member may ask each member to make a short statement to the chamber in support of their nomination if they wish to do so.
- The Presiding Member determines if the ballot is undertaken by a secret ballot or a show of hands.
- All elected members (including the Presiding Member) indicate which member they wish to vote.
- A senior officer collects the ballot papers and conducts the count.
- The Chief Executive Officer advises the Presiding Member of the outcome of the ballot.
- The Presiding Member announces the successful candidate.
- The meeting makes the appointment by resolution.

Section 51(8) of the *Local Government Act 1999* states that *"If a person is to be chosen by the members of the council to fill an office under this sections and the votes for two or more candidates are equal, lots must be drawn to determine which candidate or candidates will be excluded."*

Which means that In the event of a tied vote, the names of the relevant candidates will be placed in a hat and drawn one at a time, until one name remains in the hat and that person declared the winner of the ballot.

**BUDGET**

The allowance payment and other allowed expenses for the Mayor and Deputy Mayor are included in the current budget. The appointment of an Acting Mayor following the resignation of Mayor Patterson will result in a small saving being achieved against the budget for elected member allowance payments, as the overall numbers of elected members will be reduced (eleven elected members plus Acting Mayor compared with twelve elected members plus Mayor).

**LIFE CYCLE COSTS**

Not applicable.

Mr Justin Lynch  
Chief Executive Officer,  
City of Holdfast Bay

21 March 2018

Dear Justin,

Pursuant to the Local government Act (1999) (Sec 54, (1), (e)) having been elected to the south Australian Parliament as the Member for Morphett, I point out to you that the Office of Mayor will become vacant from the Declaration of the Polls.

However, to assist the council and the administration, I hereby tender my resignation from the Office of Mayor.

I do so with regret since I have enjoyed the privilege of serving the community of Holdfast Bay as their Mayor.

I have appreciated the professionalism of the Elected Members and Administration and my interaction in the Council Chamber and hope that the good working relationships that I have built will better assist me to better perform my duties as the Member for Morphett.

I assure you that, while my role has changed, I remain dedicated to the same goal, service of our wonderful community.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Stephen Patterson', with a long horizontal flourish extending to the right.

Stephen Patterson,  
Mayor, City of Holdfast Bay

Our ref: TLC/217297

19 March 2018

Mr Justin Lynch  
Chief Executive Officer  
City of Holdfast Bay  
PO Box 19  
BRIGHTON SA 5048

By email: [mail@holdfast.sa.gov.au](mailto:mail@holdfast.sa.gov.au)  
[Jlynch@holdfast.sa.gov.au](mailto:Jlynch@holdfast.sa.gov.au)

Dear Mr Lynch

**Request for deputation and street tree removal and re-planting - road reserve adjacent 3 St Johns Row, Glenelg**

I act for Sempre Avanti Pty Ltd in relation to the land at 3 St Johns Row, Glenelg ("**Land**").

I refer to my letter dated 17 January 2018 and the response of 23 January 2018 of Mr Hodge (General Manager - City Assets and Services) about the above land.

This letter constitutes:

- (i) a request on behalf of my client for authorisation under section 221 of the *Local Government Act 1999 (LG Act)* to remove a New Zealand Christmas Tree (*Metrosideros excelsa*) situated in the Council's road reserve in St John's Row ("**Street Tree**") and to plant replacement street trees (**Section 221 Request**); and
- (ii) a request for my client via this firm to be heard by the elected members of the Council by deputation pursuant to regulation 11 of the *Local Government (Procedures at Meetings) Regulations 2013*.

I now will deal with the detail of my client's Section 221 Request and detail its request to be heard by deputation at the first available Council meeting.

**1. Section 221 Request**

Please find **attached** the following documents which together with this letter form part of my client's Section 221 Request:

- (a) Planning report from Heynen planning consultants dated 013 March 2018;
- (b) Tree valuation prepared by Dr Dean Nicolle;
- (c) Letter from my client confirming land ownership details; and
- (d) Certificate of Title for 3 St John's Row, Glenelg.

My client proposes to apply to the State Planning Assessment Commission (**SPAC**) under the *Development Act 1993* to develop the Land for a multi-storey mixed use development with associated works. A development application will be lodged for that proposal in due course.

The proposed development requires the removal of the Street Tree, hence this request.

My client has previously sought the Council's authorisation under section 221 of the *LG Act* to remove the Street Tree and to plant replacement plantings.

A report to Council at its meeting of 14 November 2017 supported the proposal and suggested a condition that "three mature trees of Council's choosing be planted in close proximity to the site". My client remains willing to accede to such a condition.

Despite the supportive Council staff recommendation, the motion recommended to the Council was lost at a Council meeting on 14 November 2017.<sup>1</sup>

Since the 14 November 2017 meeting, my client has obtained further advice from a qualified and experienced planning consultant, Mr Garth Heynen (Heynen Planning Consultants) and a qualified and highly respected botanical expert, Dr Dean Nicolle about the Street Tree and the Section 221 Request.

### 1.1 Mr Heynen's evidence

Mr Heynen has viewed the locality and the Street Tree and considered the aesthetic value of the Street Tree on the streetscape, versus the comparative aesthetic benefit of the planting of the replacement street trees, should the Council grant an authorisation to remove and replace the Street tree under section 221 of the *LG Act*.

Mr Heynen has concluded as follows in his **attached** report about the Section 221 Request (with my underlining):

*...when the intersection of St John's Row and College Street is viewed travelling north-south along St Johns Row the streetscape will appear virtually unchanged.*

*In my view, College Street will continue to present as a pleasant tree lined street at the western end.*

*...Accordingly, the view of College Street as per Appendices 1 and 2 will remain largely intact and pleasant in appearance.*

*In my opinion, the proposal would result in a visual impact which is reasonable in the context of:*

- (1) the type of development envisaged for the subject land; and*
- (2) the preservation of a largely tree lined street towards the western end of College Street.*

My client agrees with Mr Heynen's assessment and urges the elected members to carefully consider Mr Heynen's opinions when considering the Section 221 Request.

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<sup>1</sup> See Agenda Item 12.1.

## **1.2 Dr Nicolle’s valuation and payment into the Fund**

In its attached letter, my client offers to pay an amount of up to \$5000 into the Council’s Urban Tree Fund in addition to the proposed new plantings, should the Council authorise the removal of the Street Tree. This offer forms part of the Section 221 Request.

The offer is based on tree valuation prepared by Dr Dean Nicolle. Dr Nicolle is a highly experienced and respected botanical expert. We respectfully submit that Dr Nicolle’s valuation was prepared in accordance with more accurate information of the tree’s dimensions and canopy spread and we invite the Council to prefer that valuation over Mr Ben Hall’s valuation (which was based only on ground level visual inspection).

My client acknowledges the doubt of some elected members previously about the proposed payment into the Council’s Urban Tree Fund in lieu of the loss of the existing street tree. There is however no legal impediment to payments of the kind offered by my client from being made. It is open to the Council to authorise the removal of the Street Tree on the basis of a payment in to the Fund as my client suggests.

My client urges the Council to consider this offer and Dr Nicolle’s valuation when reconsidering the Street Tree Proposal.

## **1.3 The Council’s Tree Management Policy**

My client acknowledges the Council’s previous reference to its Tree Management Policy<sup>2</sup> (“**Policy**”). Whilst the Policy is important, it is equally important to remember that the Policy is just that, i.e., it is in the nature of a guideline only.

Of course, the Council retains a very broad discretion to authorise the removal of street trees in its area having regard to all relevant considerations including the aesthetic and economic benefits offered by development and associated replacement street tree plantings as my client offers.

My client acknowledges the Policy’s aim of ensuring that all possible designs be considered before street tree removal is contemplated.

My client has carefully considered alternative designs which do not incorporate the Street Tree Proposal. Its current position is that its other design options are not viable or feasible for a range of planning, design and commercial reasons.

Lastly, my client would accept the granting of any authorisation under section 221 of the *Local Government Act 1999* to be subject to development plan consent being granted for the associated development of my client’s land that will require the removal of the Street Tree for vehicular access.

## **2. Deputation Request**

My client understands that requests for authorisation under s 221 of the LG Act must be considered by elected members.

My client therefore requests to be heard by the elected members of the Council at the first available meeting of the Council in respect of this Section 221 Request, pursuant to regulation 11 of the *Local Government (Procedures at Meetings) Regulations 2013*.

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<sup>2</sup> Ref C200115/040 last reviewed January 2015.

My client submits that it is entitled to be heard pursuant to the ordinary common law principles of natural justice and procedural fairness.

It is also appropriate for the Council staff to prepare a report and recommendation to the elected members, taking into account the further information in this letter, the enclosed reports of Mr Heynen and Dr Nicolle and the attached letter from my client.

Please advise about whether the Council will permit my client to be heard by deputation at a full Council meeting at the earliest opportunity.

### 3. Summary

My client respectfully requests the Council to consider this letter and its enclosed reports and correspondence and to consider and to grant authorisation under section 221 of the *Local Government Act 1999* to my client's Section 221 Request.

Bearing in mind the enclosed information and the matters herein, my client's Street Tree Proposal is worthy of the grant of an authorisation (subject to development approval being issued to the related DA) under section 221 of the *Local Government Act 1999*.

We would be grateful if you would consider my client's deputation request and respond **within 7 days of the date of this letter** about:

- whether my client's Section 221 Request will be put to a Council meeting; and
- if so, whether the Council will permit my client to be heard verbally via this firm by deputation, and the time and date of the relevant Council meeting.

Yours faithfully



**Tom Crompton**  
**Senior Associate**  
**BOTTEN LEVINSON**  
Email: [tlc@bllawyers.com.au](mailto:tlc@bllawyers.com.au)

- Enc. (1) Street Tree Valuation dated 10 January 2018 prepared by Dr Dean Nicolle.  
(2) Planning and aesthetic assessment report by Heynen Planning Consultants.  
(3) Letter from Sempre Avanti Pty Ltd dated 11 January 2018.  
(4) Current copy of Certificate of Title Volume 5149 Folio 732.

13 March 2018

Botten Levinson  
ATT: Tom Crompton  
Level 1, 28 Franklin Street  
ADELAIDE SA 5000

**By Email**

Dear Tom

**RE: 3 ST JOHNS ROW, GLENELG**

I confirm that you have sought my opinion on the visual affect associated with the removal of one street tree adjoining the College Street frontage associated with the subject land at 3 St Johns Row, Glenelg in association with a multi-storey residential development (the proposal).

As a consequence I confirm that I have visited the site and viewed the streetscape. Previous correspondence has identified that the street is a New Zealand Christmas Tree, and from my review it appears that the tree occurs sporadically along College Street more generally.<sup>1</sup>



**Figure 1:** College Street – Street Trees

*Street Tree Strategy – Planting Guide*

Before considering the visual affect of the proposal I note that the *City of Holdfast Bay Street Tree Strategy – Planting Guide* (April 2017) as adopted by Council includes the following “Planting Guide” (extracts provided overleaf from pages 3, 6 and 18):

<sup>1</sup> From my inspection it is apparent that the street trees have regularly been removed to enable infill development, assuming that street trees were historically planting adjacent to the original housing stock – noted above as



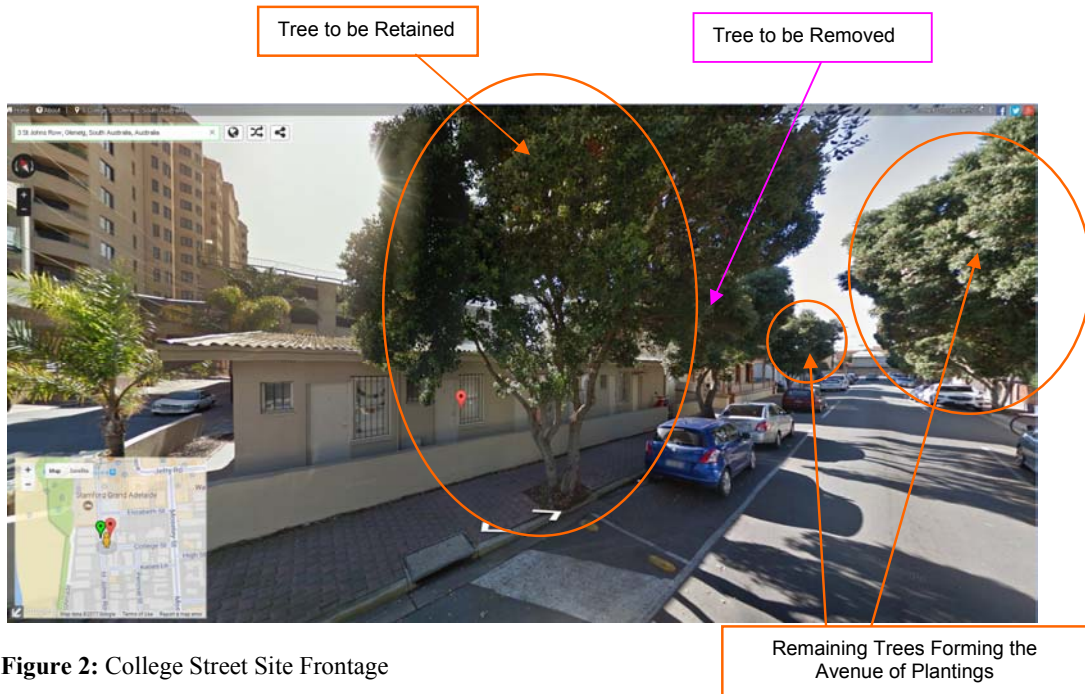
## Planting Guide

Table is sorted by Street Alphabetically. This planting guide is a living document and will be revised, as necessary, to reflect required changes.

Glenelg	College Street	<i>Bauhinia variegata</i> Orchid Tree	<i>Bauhinia variegata</i> Orchid Tree	
Glenelg	St Johns Row	No room for trees	No room for trees	

It is apparent therefore that the current New Zealand Christmas Tree is not identified as the preferred street tree.

For clarity, Figure 2 overleaf identifies the street tree to be removed.



**Figure 2:** College Street Site Frontage

### *Visual Affect from St Johns Row*

It is evident that the street tree located at the corner of St Johns Row and College Street (adjacent the south-western corner of the subject land) is to be retained.

As a consequence, when the intersection of St Johns Row and College Street is viewed travelling north-south along St Johns Row the streetscape will appear virtually unchanged.

### *Visual Affect from College Street*

The views to be gained along College Street from the east and from the west (see Appendix 1 and Appendix 2) each ensure that the foreground and background contain street trees at either “end”. As a consequence, the removal of one street tree does not result in the property frontage being devoid of a street tree, or the streetscape being bereft of street trees.

Rather this section of streetscape will continue to display tree canopies with combine to create an “avenue” of vegetation and green “softscape”. In my view, College Street will continue to present as a pleasant tree lined street at the western end. As previously noted, the eastern end of College Street appears to have experienced consistent tree removal over a period of time.

Equally, the presence of tree trunks which impose themselves upon footpath users will continue to be experienced (albeit to a reduced extent – which is not necessarily to the detriment of College Street).


It is also the case that the street tree to be retained will continue to cast shadow onto the on-street car park and passers-by adjacent the subject land.

Accordingly, the view of College Street as per Appendices 1 and 2 will remain largely in tact and pleasant in appearance.

In my opinion, the proposal would result in a visual impact which is reasonable in the context of:

- (1) the type of development envisaged for the subject land; and
- (2) the preservation of a largely tree lined street towards the western end of College Street.

Yours faithfully



Garth Heynen, MPIA

**BA Planning, Grad Dip Regional and Urban Planning, Grad Dip Property**

cc. Sempre Avanti Pty Ltd, by email

**APPENDIX 1: Extent of Visible Street Tree Loss – View from the West**





## APPENDIX 2: Extent of Visible Street Tree Loss – View from the East



Arboriculture - Botany - Ecology - Eucalypt Research

**STREET TREE VALUATION**

Tree located on College Street verge, to the side of 3 St Johns Row in Glenelg, South Australia (see Figure 1).

Tree valuation using the Revised Burnley Tree Valuation Method (as used by the City of Holdfast Bay Council).

*Table 1. Council-provided tree size estimate and assessment.*

Height	Canopy radius	Volume	Base value	Useful life expectancy	Form & Vigour	Location	Value
10 m	10 m	1047.2 m <sup>3</sup>	\$55.00	0.9 (40–49 years)	1 (Perfect form & excellent vigour)	1 (Perfect suitability)	\$51,836.20

*Table 2. Actual tree size (laser- and tape-measured) and Council tree assessment.*

Height	Canopy radius	Volume	Base value	Useful life expectancy	Form & Vigour	Location	Value
9.0 m	3.375 m	107.35 m <sup>3</sup>	\$55.00	0.9 (40–49 years)	1 (Perfect form & excellent vigour)	1 (Perfect suitability)	\$5,313.83

*Table 3. Actual tree size (laser- and tape-measured) and D.Nicolle tree assessment on 10<sup>th</sup> January 2018.*

Height	Canopy radius	Volume	Base value	Useful life expectancy	Form & Vigour	Location	Value
9.0 m	3.375 m	107.35 m <sup>3</sup>	\$55.00	0.9 (40–49 years)	0.5 (Bifurcation of trunk & average vigour)	0.8 (Minor problems, e.g. lifting pavers)	\$2,125.53





*Figure 1. The subject tree; looking north-west from College Street on the 10<sup>th</sup> January 2018.*



**SEMPRE AVANTI** PTY LTD

property development

11 January 2018

Mr Justin Lynch  
City of Holdfast Bay  
PO Box 19  
BRIGHTON SA 5048

Email: [mail@holdfast.sa.gov.au](mailto:mail@holdfast.sa.gov.au)

Dear Mr Lynch,

**RE: Street tree removal – 3 St John's Row Glenelg**

I understand that during the discussion of Item 12.1 of the Full Council agenda of 14 November 2017 some Councillors queried the status of the "SA group of companies" as a commercial entity.

For the avoidance of doubt, the "SA group of companies" is a collective term used in the management of various commercial interests and is not the owner of the property.

The owner of the property is:

- SEMPRE AVANTI PTY LTD
- ACN 169 146 838
- TFN 957 583 081 / ABN 84 354 822 506

We appreciate that this may have caused confusion for some Councillors when considering our request to remove one street tree from College Street and we trust that this has cleared up any confusion moving forward

For further clarity I have attached a Certificate of Title which notes Sempre Avanti Pty Ltd as the land owner.

Separately, we have sought advice from Dr Dean Nicolle (a highly qualified and experienced arborist) and specifically requested that he review the basis upon which Council reached its valuation of \$51,836.24. Respectfully, and applying the *Bumley* methodology again we are of the opinion that the correct derived value of the street tree is between \$2,125.53 and \$5,313.83 (valuations by Dr Nicolle enclosed).





**SEMPRE AVANTI** PTY LTD

property development

From the discussion of Council administration in attendance at the 14 November 2017 Council meeting we understand that the Council has never charged an applicant the *Bumley* derived amount in association with the removal of a tree. Comment was also made by Council administration that the ability to collect or enforce such a fee was open to dispute.

That said, we are willing to make payment of an amount of between \$2,000 and \$5,000 to Council, while also accepting the previously suggested condition that three street trees be planted in close proximity to the site.

In the circumstances we request that the Council schedule this request and the various attachments to the next possible Council meeting.

We look forward to your favourable consideration of this matter.

Yours sincerely

Tony Maiello  
**Sempre Avanti Pty Ltd**

Enc. Street Tree Valuation, 10 January 2018, Dr Dean Nicolle





The Registrar-General certifies that this Title Register Search displays the records maintained in the Register Book and other notations at the time of searching.



Registrar-General

## Certificate of Title - Volume 5149 Folio 732

**Parent Title(s)** CT 4147/887  
**Dealing(s) Creating Title** CONVERTED TITLE  
**Title Issued** 20/10/1993  
**Edition** 10  
**Edition Issued** 04/08/2014

REAL PROPERTY ACT, 1986



South Australia

### Estate Type

FEE SIMPLE

### Registered Proprietor

SEMPRE AVANTI PTY. LTD.  
OF 419 REGENCY ROAD PROSPECT SA 5082

### Description of Land

ALLOTMENT 53 FILED PLAN 6537  
IN THE AREA NAMED GLENELG  
HUNDRED OF NOARLUNGA

### Easements

NIL

### Schedule of Dealings

Dealing Number	Description
12160131	MORTGAGE TO WESTPAC BANKING CORPORATION

### Notations

#### Dealings Affecting Title

NIL

#### Priority Notices

NIL



**Notations on Plan**

NIL

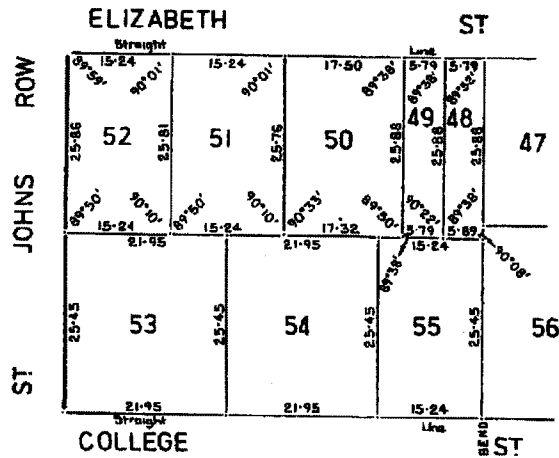
**Registrar-General's Notes**

APPROVED FX55143

**Administrative Interests**

NIL

\* Denotes the dealing has been re-lodged.



0 10 20 30 METRES

Item No: **10.1**

Subject: **MEMBERS' ACTIVITY REPORTS**

Date: 27 March 2018

## SUMMARY

These activity reports are presented for the information of Members.

After noting the report any items of interest can be discussed, if required with the leave of the meeting.

## RECOMMENDATION

**That the following activity reports be noted:**

- **Deputy Mayor Wilson**

## REPORT

### 1. **Deputy Mayor Wilson**

<b>Date</b>	<b>Activity</b>
16/11/2017	Kauri Community Club – Marino Residents Assoc AGM
18/11/2017	Attended the John Butler and Missy Higgins Concert at Glenelg Beach
25/11/2017	Attended the Jetty Road Glenelg Street Party
26/11/2017	Attended the Jetty Road Glenelg Christmas Pageant
28/11/2017	Pre Council Meeting Workshop - Brighton Oval Masterplan Business Case
28/11/2017	Council Meeting
6/12/2017	Meeting with St Johns Row Residents
6/12/2017	Jetty Road Mainstreet Committee Meeting
7/12/2017	Media Training
12/12/2017	CEO catch up meeting
12/12/2017	Pre Council Meeting Workshop - Jetty Road Masterplan
12/12/2017	Council Meeting
26/12/2017	Bay Sports Festival - Women's Mayor's Trophy Cycling Criterium
28/12/2017	Proclamation Day Ceremony
30/12/2017	Channel 9 Interview
31/12/2017	Channel 9 Interview
31/12/2017	New Year's Eve Countdown

1/01/2018	5AA Interview
2/01/2018	5AA Interview
3/01/2018	Press interview / media call re Moseley Beach Bar
10/01/2018	Meeting with Trish Aukett
15/01/2018	Signing of Australia Day Citizenship certificates
15/01/2018	Attended a Holdfast Bay Community Centre brief
16/01/2018	Workshop - Business Confidence Survey & Open Space/Public Realm Strategy
17/01/2018	Attended the Tour Down Under Street Party
18/01/2018	Meeting with Tim Voss and Cr Clancy
18/01/2018	Attend the Tour Down Under Start
22/01/2018	Tour of Alwyndor meeting residents
22/01/2018	Meeting with Karl Smith and Lynette Crocker
22/01/2018	Attend the Governor's Australia Day Awards
23/01/2018	Council Meeting
23/01/2018	Pre Council Meeting Workshop - Inspiring Health Report - Professor Sue Gordon from Flinders University
24/01/2018	Attend the presentation of Awards and Official Opening, Brighton Jetty Sculptures
26/01/2018	Council Australia Day Ceremony Celebrations including speech
30/01/2018	Special Council Meeting
30/01/2018	Workshop - Brighton Oval Masterplan
1/02/2018	Tour the Brighton Sculptures
4/02/2018	Present the People's Choice Awards for the Sculptures
5/02/2018	Depot tour and meet staff
5/02/2018	Meeting Shani Woods, Education and Projects Officer – Environment regarding the Signing of the Resilient South Sector Agreement
6/02/2018	Meeting with David Mott & Kaurua Representatives
6/02/2018	Workshop - Autonomous Vehicle Trial / Budget Workshop 1
7/02/2018	Interview with Messenger on power prices and how it affects Council
7/02/2018	Jetty Road Mainstreet Committee Meeting
7/02/2018	Heatwave Hypothetical: Feeling Hot Hot Hot! Dealing with Heatwaves in Southern Adelaide
7/02/2018	Resilient South Sector Agreement Signing
8/02/2018	Brighton Oval Funding Announcement – Corey Wingard Liberal Candidate
9/02/2018	Interview on Radio 891 on Beach signage
9/02/2018	Jetty Road Glenelg briefing
9/02/2018	Jetty Road Traders Summer Soiree
10/02/2018	Attend the Polo Roger Beach Polo
11/02/2018	Attended the Corvettes Show
12/02/2018	Meeting with Marnie Lock - brief
12/02/2018	CEO catch up meeting
12/02/2018	Meeting with Con Maios
12/02/2018	Meeting with Andrew Taplin re: Jetty Road and the Masterplan

13/02/2018	Attended Wriggle and Rhyme
13/02/2018	Pre Council Meeting Workshop (1) - Economic Development Update
13/02/2018	Pre Council Meeting Workshop (2) - Briefing from Catholic Education
14/02/2018	Attend the Community Day - Aboriginal Warriparing
15/02/2018	Coast FM Interview
16/02/2018	Property Council for their 2018 State Election Debate event
18/02/2018	Attended the Queens Baton Relay including speech
19/02/2018	Attended and presented a Mock Council Meeting with Immanuel College Students
19/02/2018	Community Centre Network Meeting
20/02/2018	Brighton Oval Funding Announcement – Kris Hanna SA Best Candidate
20/02/2018	Executive Committee Meeting
21/02/2018	Jetty Road Mainstreet Committee Special Meeting - 18/19 Budget & Retail Strategy Workshop
21/02/2018	Attended the Holdfast Bay Community Centre - 30 <sup>th</sup> Anniversary
21/02/2018	Attended the Holdfast Bay Residents Association meeting
25/02/2018	Attended the Closing ceremony for the Australian Beach Handball Championships including speech
25/02/18	Attended the Sunset Markets
26/02/2018	Meeting with Nat Bradford re media matters
27/02/2018	Pre Council Meeting Workshop - Changes to the Liquor Licencing Act
28/02/2018	Official opening of the Eldercare Oxford redevelopment including speech
2/03/2018	Attended the World Day of Prayer Service
2/03/2018	Attended the Adelaide 500 - State Suite
5/03/2018	Meeting with Nat Bradford re media matters
6/03/2018	Attended the Wiggle and Rhyme plus Storytime
6/03/2018	Workshop - Budget Workshop 2
7/03/2018	Attended the Glenelg Art Gallery Ancient Legends including speech
7/03/2018	Jetty Road Mainstreet Committee Meeting
9/03/2018	Attended the Marino Residents Association Liaison meeting re Kingston Park
12/03/2018	Meeting with Nat Bradford re media matters
12/03/2018	Attended the SA Jockey Club's Adelaide Cup - 2018 Ubet
13/03/2018	Council Meeting
13/03/2018	Pre Council Meeting Workshop - Community Centres Framework Report
15/03/2018	Coast FM Interview
16/03/2018	CEO catch up meeting

Item No: **11.1**

Subject: **MOTION ON NOTICE – BRIGHTON CROQUET CLUB LEASE – COUNCILLOR CLANCY**

Date: 27 March 2018

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### **PROPOSED MOTION**

Councillor Clancy proposed the following motion:

**That the Brighton Croquet Club have the lease renewed in accordance with the lease executed in 1996 for twenty years which would expire in 2036.**

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### **BACKGROUND**

The club made many attempts with the previous leasing officer to renew the lease prior to the expiry of the lease.

Now they have been informed that as the lease was not renewed prior to expiry of the lease the conditions no longer apply.

This is against all principles of fairness and according to legal advice the offer by council would not stand up in court.

### **ADMINISTRATION COMMENT**

The Lease Agreement held between the City of Brighton and the Brighton Croquet Club commenced 1 July 1996 and expired 30 June 2016.

Special Condition 1 of Schedule 5 of the Agreement granted a 'right of renewal' for a subsequent twenty (20) term after the expiration of the initial term.

It should be noted however that a 'right of renewal':

- is in no way automatic as it is still subject to landowner consent and execution;
- must be exercised during the term of the initial lease (no less than three (3) months from the expiration date); and
- is the sole responsibility of the lessee to exercise.

On 5 December 2018 Administration met with the Brighton Croquet Club to discuss the proposed Sporting and Community Club Leasing Policy.

Following this meeting, on 15 February 2018 Administration received correspondence from the Brighton Croquet Club advising that they sought to exercise their right of renewal under the previously expired lease.

On 1 March 2018 Administration advised the Brighton Croquet Club that as a right of renewal can only be exercised when the original lease is current, cannot be exercised retrospectively, and that the Club failed to exercise this right accordingly, a new lease is now required.

The Brighton Croquet Club has been 'Holding Over' since the expiration of the lease term (30 June 2016). Once Council endorses the pending Sporting and Community Club Leasing Policy, a new lease will be negotiated in accordance with the terms and conditions of the policy. The policy is scheduled to be submitted to Council 10 April 2018.



Item No: **13.1**

Subject: **MINUTES – SPECIAL MEETING - JETTY ROAD MAINSTREET COMMITTEE – 21 FEBRUARY 2018**

Date: 27 March 2018

Written By: General Manager, Community Services

General Manager: Community Services, Ms T Aukett

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### **SUMMARY**

The minutes of the meeting of the Jetty Road Mainstreet Committee special meeting held on 21 February 2018 are attached and presented for Council's information.

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### **RECOMMENDATION**

#### **That Council:**

- 1. Receives and notes the minutes of the special meeting of the Jetty Road Mainstreet Committee of 21 February 2018, and endorses the following recommendation of the Committee:**
    - 1.1 That there be no increase in the levy for 2018/2019; and**
  - 2. Notes that the Committee have agreed to endorse a draft Budget for Council consideration with the following key expenditures:**
    - 2.1 That \$119,500 be allocated to marketing initiatives for 2018/19.**
    - 2.2 That \$40,000 be allocated to Retail Strategy Initiatives for 2018/19.**
    - 2.3 That \$260,000 be allocated to events for 2018/2019.**
- 

### **COMMUNITY PLAN**

Placemaking: Creating vibrant and safe places  
Community: Providing welcoming and accessible facilities  
Economy: Supporting and growing local business  
Economy: Making it easier to do business  
Economy: Boosting our visitor economy  
Culture: Being financially accountable  
Culture: Supporting excellent, efficient operations  
Culture: Being financially accountable

**COUNCIL POLICY**

Not Applicable.

**STATUTORY PROVISIONS**

Not Applicable.

**BACKGROUND**

The Jetty Road Mainstreet Committee (JRMC) 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**

Minutes of the Special Meeting of JRMC held on 21 February 2018 are attached for member's information.

**BUDGET**

Not Applicable

**LIFE CYCLE COSTS**

Not Applicable

## **CITY OF HOLDFAST BAY**

**Minutes of the special meeting of the Jetty Road Mainstreet Committee of the City of Holdfast Bay held in the Glenelg Library Meeting Room, Colley Terrace, Glenelg on Wednesday 21 February 2018 at 6:06 pm.**

### **PRESENT**

#### **Elected Members**

Deputy Mayor Ms A Wilson

#### **Community Representatives**

Chairman – Mr M Faulkner, Enve Hair and Beauty  
Don Maios Investments, Mr C Maios  
Caruso Fruit and Veg, Mr R Caruso  
Cibo Espresso, Mr T Beatrice  
GU Film House, Mr S Robinson

#### **Staff**

General Manager, Community Services – Ms T Aukett  
Manager, City Activation – Ms M Lock  
Coordinator, Jetty Road Development – Ms A Brown

### **1. OPENING**

The Chairman declared the meeting open at 6:06 pm.

### **2. APOLOGIES**

2.1 For Absence - Ms E Leenearts, Mr A Warren, Ms E Fassina, Mr A Fotopolous, Mr S Charlick

2.2 Leave of Absence - Nil

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

Members were reminded to declare any interest before each item.

### **4. REPORTS/ITEMS OF BUSINESS**

4.1 2018/19 Budget Recommendations

The Committee discussed the allocation of the budget for 2018/19. The Jetty Road Development Coordinator presented the marketing plan and events for the year.

The Committee discussed the Jetty Road Mainstreet levy for 2018/19.

**Motion**

**That there will be no increase to the 2018/19 Jetty Road Mainstreet Levy.**

Moved Deputy Mayor A Wilson, Seconded Mr R Caruso

**Carried**

**Motion**

**That the Committee agree to endorse the draft Budget for Council consideration with the following key expenditures:**

- 1. That \$119,500 be allocated to marketing initiatives for 2018/19**
- 2. That \$40,000 be allocated to Retail Strategy Initiatives for 2018/19**
- 3. That \$260,000 be allocated to events for 2018/19**

Moved Mr S Robinson, Seconded Mr T Beatrice

**Carried**

**4.2 Draft Jetty Road Retail Strategy 2018-2022**

The Jetty Road Development Coordinator provided a verbal update on the draft strategy including the focus of the document, strategic direction and actions.

**Motion**

- 1. That discussion of the draft Retail Strategy 2018-2022 be deferred to the 7 March 2018 meeting to allow all Committee members to be able to participate in the discussion.**
- 2. That David West, Principal Consultant of Premier Retail Marketing be invited to join the meeting.**

Moved Mr C Maios, Seconded Mr R Caruso

**Carried**

**5. URGENT BUSINESS – Subject to the leave of the meeting**

**5.1 Nil**

**6. DATE AND TIME OF NEXT MEETING**

The next meeting of the Jetty Road Mainstreet Committee will be held on Wednesday 7 March 2018 at 6:00pm in the Glenelg Library Meeting Room, Colley Terrace, Glenelg.

**7. CLOSURE**

The meeting closed at 7:43 pm.

**CONFIRMED Wednesday 7 March 2018.**

**CHAIRMAN**

Item No: **13.2**

Subject: **MINUTES – JETTY ROAD MAINSTREET COMMITTEE –  
7 MARCH 2018**

Date: 27 March 2018

Written By: General Manager, Community Services

General Manager: Community Services, Ms T Aukett

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### **SUMMARY**

The minutes of the meeting of the Jetty Road Mainstreet Committee meeting held on 7 March 2018 are attached and presented for Council's information.

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### **RECOMMENDATION**

**That Council receives and notes the minutes of the meeting of the Jetty Road Mainstreet Committee of 7 March 2018, namely:**

- 1. That the JRMC endorse the vision, strategic objectives and direction of the draft Jetty Road Retail Strategy 2018-2019, as amended.**
- 

### **COMMUNITY PLAN**

Placemaking: Creating vibrant and safe places  
Community: Providing welcoming and accessible facilities  
Economy: Supporting and growing local business  
Economy: Making it easier to do business  
Economy: Boosting our visitor economy  
Culture: Being financially accountable  
Culture: Supporting excellent, efficient operations  
Culture: Being financially accountable

### **COUNCIL POLICY**

Not Applicable.

### **STATUTORY PROVISIONS**

Not Applicable.

**BACKGROUND**

The Jetty Road Mainstreet Committee (JRMC) 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**

Minutes of the meeting of JRMC held on 7 March 2018 are attached for member's information.

**BUDGET**

Not Applicable

**LIFE CYCLE COSTS**

Not Applicable

## **CITY OF HOLDFAST BAY**

**Minutes of the meeting of the Jetty Road Mainstreet Committee of the City of Holdfast Bay held in the Glenelg Library Meeting Room, Colley Terrace, Glenelg on Wednesday 7 March 2018 at 6:05 pm.**

### **PRESENT**

#### **Elected Members**

Deputy Mayor A Wilson  
Councillor S Charlick

#### **Community Representatives**

Chairman – Mr M Faulkner, Enve Hair and Beauty  
Don Maios Investments, Mr C Maios  
Cibo Espresso, Mr T Beatrice  
Beach Burrito Company, Mr A Warren  
GU Film House, Mr S Robinson  
Fassina SA Family Liquor Stores, Ms E Fassina

#### **Staff**

Manager City Activation – Ms M Lock  
Jetty Road Development Coordinator – Ms A Brown

### **1. OPENING**

The Chairman declared the meeting open at 6:05 pm.

### **2. APOLOGIES**

2.1 For Absence - Ms E Leenearts, Mr A Fotopoulous, Mr R Caruso

2.2 Leave of Absence - Nil

### **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 Committee held on 7 February 2018 be taken as read and confirmed.**

Moved by A Warren, Seconded by T Beatrice

**Carried**

**That the minutes of the Jetty Road Mainstreet Committee held on 21 February 2018 be taken as read and confirmed.**

Moved by A Wilson, Seconded by S Robinson

**Carried**

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**5. QUESTIONS BY MEMBERS**

**5.1 Without Notice:**

**5.1.1 Street Cleaning**

The Chairman, Mr M Faulkner, asked a question regarding overdue street cleaning.

The Jetty Road Development Coordinator provided a response.

**5.2 With Notice**

**6. MOTIONS ON NOTICE – Nil**

**7. REPORTS/ITEMS OF BUSINESS**

**7.1 Items in Brief (Report No: 68/18)**

These items are presented for the information of Members.

The Committee discussed the office accommodation update and it was agreed that this will be put on hold until a new employment contract is in place for the Jetty Road Development Coordinator.

The Committee discussed the concepts for the Christmas decorations and final concepts and costings will be presented to the committee for endorsement at the April meeting.

**Motion**

**That the JRMC endorse the vision, strategic objectives and direction of the draft Jetty Road Retail Strategy 2018-2022, as amended.**

Moved A Warren, Seconded C Maios

**Carried**

**Division called**

A division was called and the previous decision was set aside.

Those voting for: M Faulkner, C Maios, T Beatrice, A Warren, S Robinson, E Fassina, Cr A Wilson and Cr S Charlick (8)

Those voting against: Nil (0)

The Chairman, Mr M Faulkner declared the motion

**Carried**

**7.2 Monthly Finance Report**

Jetty Road Mainstreet January and February 2018 variance report was presented for information of the members of the Jetty Road Mainstreet Committee.

**Motion**

**That the Jetty Road Mainstreet Committee note the January and February 2018 finance reports.**

Moved C Maios, Seconded E Fassina

**Carried**

**8. URGENT BUSINESS – Subject to the leave of the meeting - Nil**

**9. DATE AND TIME OF NEXT MEETING**

The next meeting of the Jetty Road Mainstreet Committee will be held on Wednesday 4 April 2018 in the Glenelg Library Meeting Room, Colley Terrace, Glenelg.

**10. CLOSURE**

The meeting closed at 8:18pm.

**CONFIRMED Wednesday 4 April 2018**

**CHAIRMAN**

Item No: **14.1**  
Subject: **ITEMS IN BRIEF**  
Date: 27 March 2018  
Written By: Personal Assistant  
General Manager: Business Services, Mr R Bria

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## **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 following items be noted and items of interest discussed:**

1. **2018 National General Assembly Program and Website**
  2. **Minutes of the Murray Darling Association Region 7 Meeting – 22 February 2018**
  3. **Brighton Jetty Sculptures Exhibition**
  4. **South Australia's History Festival 28 April – 30 May 2018**
  5. ***Little River: The Story of Glenelg's Patawalonga* 12 April – 22 July 2018**
  6. **Michael Herbert Bridge – Lighting up for Charity**
  7. **Promoting the Council Elections – Draft Budget**
  8. **Rate Rebates**
- 

## **COMMUNITY PLAN**

Culture: Supporting excellent, efficient operations

## **COUNCIL POLICY**

Not applicable

## **STATUTORY PROVISIONS**

Not applicable

**REPORT****1. 2018 National General Assembly Program and Website**

The Australian Local Government Association has released the program and made registrations available for the 2018 National General Assembly (NGA) of Local Government to be held in Canberra from 17 – 20 June 2018.

*Refer Attachment 1*

For the 2018 NGA the keynote speakers will include commentator and columnist Bernard Salt, communications specialist Virginia Haussenegger and Political Editor of Sky News David Speer.

The Prime Minister Malcolm Turnbull, Opposition Leader Bill Shorten and Federal Minister for Regional Development, Territories, and Local Government John McVeigh are among the federal politicians who have been invited to speak at the NGA, along with the Shadow Minister for Infrastructure, Transport, Cities and Regional Development Anthony Albanese, and Shadow Minister for Regional Services, Territories and Local Government Stephen Jones.

If any members wish to attend the NGA, are asked to advise the Chief Executive Officer of their interest and a report for their attendance will be prepared for Council's consideration in accordance with the Elected Member Training and Development Policy.

**2. Minutes of the Murray Darling Association Region 7 Meeting – 22 February 2018**

Presented for the information of members are the minutes of the Murray Darling Association Region 7 Meeting held on 22 February 2018.

*Refer Attachment 2*

**3. Brighton Jetty Sculptures Exhibition**

The Patritti Brighton Jetty Sculptures Exhibition was held from 24 January to 4 February 2018. This year saw a record number of 174 sculptures exhibited, which were displayed indoors at the Brighton Surf Life Saving Club and outdoors on Bindarra Reserve and along the Esplanade at Brighton.

The annual event provides the community, as well as interstate and overseas visitors, with access to a world class art exhibition at spectacular Brighton beach. The event would not be possible without the tireless work and determination of the Brighton Jetty Sculptures Committee who plan, program and run the annual event and the group of enthusiastic volunteers who contribute their time throughout the two week exhibition.

All funds raised from the Sculptures Event are donated to the Brighton Surf Life Saving Club.

The City of Holdfast Bay has sponsored the event since its inception and provides ongoing commitment and support of the annual exhibition, which continues to be a prestigious arts event that draws people to the seaside destination of Brighton.

In 2018, Council allocated \$20,000 for the purchase or commissioning of a sculpture from the exhibition for installation in the roundabout at the end of Anzac Highway, Glenelg. The sculptures were judged by a selection panel, which comprised of Council representatives, arts educators, curators and art professionals. The members of the group were asked to give careful consideration in their selections, as the artwork must contribute to the vibrancy of public space, be suitable for the specific installation site, be innovative and of a high quality.

The selection panel did not identify a suitable sculpture from the exhibition for purchase and instead recommended that two artists, Will Hendriks and Chris Ormerod from the exhibition be commissioned to develop concept designs for the roundabout sculpture. This enabled the sculptors to develop site specific works that interact with the space and meets responses to the Artist Brief. The selection panel regrouped to review the concept design proposals submitted by both Artists and the decision was to commission artist Will Hendriks to create his Still Water Sculpture for installation by June 2018.

#### 4. **South Australia's History Festival 28 April – 30 May 2018**

The Holdfast Bay History Centre, in conjunction with the Bay Discovery Centre and teams across Council, will again be offering a range of activities, workshops, tours and open house events for South Australia's History Festival 2018. The Festival is the biggest of its kind in Australia, with over 500 people attending events in Holdfast Bay last year.

The festival helps promote Council's collection, museum, places and stories through an extensive range of history-related activities. Kicking off this April with the Open Doors: Built Heritage Weekend visitors from across South Australia are invited to explore open houses in Brighton (Dunluce Castle), Somerton (Paringa Hall) and Glenelg (Soward's on Moseley). This event is facilitated by the generosity of local residents, Sacred Heart College and volunteers from the History Centre.

Throughout May, volunteers from the History Centre and Glenelg Historical Society will facilitate various guided walks of Brighton, Seacliff, Glenelg, the Air-Raid Shelter and our Cemeteries.

The final week of May will see the Festival merge with National Reconciliation Week. Kurna, in conjunction with the Bay Discovery Centre, will offer traditional weaving workshops to adults and a guided walk of the Tjilbruke Spring site in Kingston Park.

Event bookings open early April, 2018 - [historyfestival.sa.gov.au](http://historyfestival.sa.gov.au)

5. **Little River: the Story of Glenelg's Patawalonga 12 April – 22 July 2018**

From April to July, with funding provided via the History Trust of South Australia, Little River: the Story of Glenelg's Patawalonga will be on display in the ground floor gallery of the Bay Discovery Centre.

Exploring themes of Kaurna history and European settlement, Little River will invite visitors to engage and interact, bringing to life an important part of the development of Glenelg and South Australia. The exhibition will showcase items from Council's History Collection along with loans from the History Trust of South Australia and South Australian Museum.

The exhibition has been facilitated with assistance from across Council and in conjunction with the Kaurna community. In addition to support with the exhibition, Kaurna will run a combined Wiltja building and Dreaming workshop for children as part of the Play at the Bay calendar of events for April. The workshop aims to explore connections to the Patawalonga through the Tjilbruke dreaming.

6. **Michael Herbert Bridge – Lighting up for Charity**

We have had a request from Cystic Fibrosis SA and Epilepsy Australia to light up the Michael Herbert Bridge in recognition of their respective charity colours – red for 65 Roses Day - Cystic Fibrosis on Monday 26 March 2018 and purple for Epilepsy Australia on Friday 25 May 2018.

The organisations will take photos of the bridge lit up and place them on their Facebook pages and printed newsletters to acknowledge our Council's support and participation. Our staff will also upload photos on our own Facebook page as well.

7. **Promoting the Council Elections – Draft Budget**

The Local Government Association (LGA) has written to Council to advise that they have agreed with the State Electoral Commissioner that the LGA will coordinate the state-wide advertising and promotion for the 2018 council elections.

*Refer Attachment 3*

The Electoral Commissioner has advised the LGA that he expects a far more comprehensive campaign for the 2018 election and the LGA is developing a campaign that will significantly increase awareness for voters. The LGA has sought costings for the running of the campaign and has advised that the campaign in total will cost \$847,000, this includes \$150,000 which the LGA will fund themselves. As in previous years the advertising campaign is run on a cost recovery basis with ECSA charging \$0.65 cents per elector to cover the costs of advertising which for the City of Holdfast Bay will be approximately \$16,055. This amount has been included in the Draft 2018-19 budget Election Costs.

**8. Rate Rebates**

Rate rebates are reviewed annually as part of the rates generation process including checking for changes in ownership and land use.

It is considered best practice to regularly assess (at least three yearly) that all eligibility and organisation details are up-to-date.

To obtain this information application forms have been sent to all applicable businesses and organisations. The forms detail the rebate types, eligibility criteria and supporting information requirements.

Council officer contact details have been provided to assist with any questions.



# NGA18

National General Assembly  
of Local Government

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## AUSTRALIA'S FUTURE MAKE IT LOCAL

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17–20 June 2018 // Canberra

Program + Registration

Register online [www.alga.asn.au](http://www.alga.asn.au)



AUSTRALIAN LOCAL  
GOVERNMENT ASSOCIATION





## President's Message

Welcome to the Australian Local Government Association's 2018 National General Assembly – Australia's largest and most influential gathering of Local Government councillors, mayors, chairs and officials.

Our theme for this year's NGA – Australia's future: make it local – reflects not just the wide scope and importance of Local Government, but its ability to influence and affect fundamental change and improvement at the community level.

The 2018 theme also hints at the strong possibility a federal election being called later this year or early next. That being the case, Local Government will need to be ready and able to speak up on behalf of our constituents.

ALGA and the State and Territory Local Government Associations are already well advanced in their election advocacy strategies, but this conference will provide important input into the fine-tuning of those plans.

***"...make it local – reflects not just the wide scope and importance of Local Government, but its ability to influence and affect fundamental change and improvement at the community level."***

A significant number of motions will be put to the Assembly, generating lively, vigorous and constructive debate. And, thanks to the introduction of keypad voting machines – a first for a National General Assembly – there'll be less time wasted on procedural matters and more time available for the things that matter: ideas, discussion, persuasion and consensus.

All of the motions that are supported at the NGA are submitted to the ALGA Board for consideration and aim, ultimately, to advance the cause of Local Government and the communities we seek to serve.

The program for this year's NGA is extensive, with multiple streams of specialist presentations for you to select from, and a range of keynote speakers to inform and inspire us.

Not surprisingly for a NGA that's being staged with a federal election in the wings, our expert panels will also boast plenty of individuals with insider views of Capital Hill.



Whilst the temperatures in the nation's capital may be decidedly brisk at this time of the year, I offer you a very warm welcome to the Australian Local Government Association's 25th National General Assembly.

I encourage you to meet new colleagues, to listen to experts and specialists, participate in discussions and to learn from the very best we have gathered on your behalf. Enjoy the experience, and take-home ideas and inspiration to help make your communities the very best they can be.



**Mayor David O'Loughlin**  
ALGA President



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## Platinum Sponsors





# NGA18

National General Assembly  
of Local Government

## AUSTRALIA'S FUTURE MAKE IT LOCAL

17–20 June 2018 // Canberra

### Provisional Program

Sunday 17 June	
5:00pm	Service NSW Welcome Reception National Convention Centre
	
Monday 18 June	
9:00am	Opening Ceremony
9:20am	Mayor David O'Loughlin, ALGA President's Opening
9:30am	The Hon Malcolm Turnbull MP, Prime Minister (invited)
10:00am	Morning Tea
10:30am	▶ Keynote Speaker – David Speers, Political Editor, SKY NEWS <i>The Australian Political Landscape</i>
11:00am	▶ Keynote Speaker – Virginia Haussegger AM, Australian Journalist, Media Commentator and Television Presenter <i>The Case of Gender Diversity in Local Government</i>
11:30am	▶ Panel Session – <i>Changing Political Culture</i>
12:30pm	Lunch
	
1:30pm	▶ Panel Session – <i>Balancing Innovation and the Public Interest</i>
3:00pm	Afternoon Tea
3:30pm	▶ Debate on Motions
4:30pm	Mr Stephen Jones MP, Shadow Minister for Regional Services, Territories and Local Government (invited)
5:00pm	Close
7:00pm	Networking Dinner – National Arboretum
	

Tuesday 19 June	
9:00am	▶ Keynote Speaker – Bernard Salt AM, Author and Columnist <i>Population and the Policy Imperative</i>
9:45am	▶ Panel Session – <i>Building Tomorrow's Communities: Livability</i>
10:30am	Morning Tea
11:00am	▶ Debate on Motions
12:30pm	Lunch
	
1:30pm	▶ Concurrent Sessions – <ul style="list-style-type: none"> <li>• Energy and Climate Change</li> <li>• Arts and Culture</li> <li>• Digital Technology</li> <li>• Recycling and Waste</li> </ul>
3:00pm	Afternoon Tea
3:30pm	▶ Debate on Motions
4:30pm	The Hon Bill Shorten MP, Leader of the Opposition (invited)
5:00pm	Close
7:00pm	NGA Dinner – Australian Institute of Sport
Wednesday 20 June	
9:00am	Setting ALGA's Election Priorities
9:30am	▶ Panel of Mayors – <i>Local Government and the Federal Election</i>
10:30am	Morning Tea
11:00am	▶ Panel Session – <i>How to Create Resilient Local Communities</i>
12:30pm	ALGA President's Close



# REGIONAL COOPERATION & DEVELOPMENT FORUM 2018

Sun 17 June 2018 // Canberra



## Collaboration: A catalyst for success

The 2018 Regional Forum will bring together noted regional campaigners, academics, industry innovators and government officials to explore the challenges of successful collaboration, as a catalyst for region-scale prosperous metropolitan, regional and rural community growth.

Collaborative case studies and models will be shared, along with practical tools for delegates to test and disseminate within their own regions upon their return.

Once again, this year's State of the Regions Report, prepared in partnership between ALGA and the National Institute of Economic and Industry Research, will be launched with opportunities to discuss the data arising in the energy sector as well as international influences on local government at region-wide scales. The Forum also aims to prompt lively discussion about some of the country's most vulnerable household types – metro- and non-metro – and the crucial service delivery role and pressures at the local government level.

## Preliminary Program

Sunday 17 June	
9:30am	ALGA President's Welcome
9:40am	<p>▶ Keynote Address –</p> <p><i>Observations of Australian economic development trends and regional impacts/challenges</i></p> <p><b>Saul Estlake</b>, Leading Australian Economist</p> <p><b>Katherine O'Regan</b>, Executive Director, Cities Leadership Institute</p>
10:30am	<p>▶ Government Address –</p> <p><b>The Hon Dr John McVeigh MP</b>, Minister for Regional Development, Territories and Local Government</p>
11:00am	<b>Morning Tea</b>
11:30am	<p>▶ Regional Showcase &amp; 2018 State of the Regions Report Launch –</p> <ul style="list-style-type: none"> <li>• <i>Snapshot of programs/initiatives that have benefited from region-scale collaboration</i></li> <li>• <i>Metro to non-metro vulnerable household types and challenges ahead</i></li> </ul>
12:15pm	<p>▶ Panel Session –</p> <p><i>State of the Regions Q&amp;A</i></p>
12:45pm	<b>Lunch</b>
1:45pm	<p>▶ Workshop –</p> <p><i>A practical, fast-paced workshop applying tools to assist region-scale collaboration (metro and non-metro), led by Collaboration for Impact Facilitators</i></p>
3:00pm	<b>Afternoon Tea</b>
3:30pm	<p>▶ Opposition Address –</p> <p><b>Mr Stephen Jones</b>, Regional Services, Territories and Local Government (invited)</p>
4:00pm	ALGA President's Close



## Key Dates

- ▶ Submission of Motions for Debate – By 11:59pm Friday 30 March 2018
- ▶ Early Bird Registration – On or before Friday 4 May 2018
- ▶ Standard Registration – On or before Friday 1 June 2018
- ▶ Late Registration – After Friday 1 June 2018

## Motions for Debate

The NGA is an important opportunity for you and your council to influence the national policy agenda. The primary focus of all motions should be to strengthen the capacity of local government to provide services and infrastructure in Australia.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria;

1

Be **relevant** to the work of local government **nationally**

2

Be **consistent with the theme** of the NGA

3

**Complement or build** on the policy objectives of your state and territory local government association

4

Be submitted by a council which is a **financial member** of their state or territory local government association

5

Propose a **clear action and outcome**

6

**Not be advanced** on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

To assist you to identify motions that address the 2018 theme, 'Australia's Future: Make it Local', the Australian Local Government Association Secretariat has prepared a short discussion paper and is available on the NGA Website: [www.alga.asn.au](http://www.alga.asn.au).

Motions should be submitted electronically via the online form at: [www.alga.asn.au/tecms/forms/motions\\_2018/](http://www.alga.asn.au/tecms/forms/motions_2018/) and should be received by the Australian Local Government Association no later than Friday 30 March 2018. For more information contact ALGA on (02) 6122 9400.

## Voting Procedures

Each council is entitled to one voting delegate in debating sessions. Councils will need to determine who their voting delegate will be. Electronic voting keypads can be collected at the assembly.



## Speaker Profiles

### The Hon Malcolm Turnbull MP



Prime Minister of Australia Malcolm Turnbull became the 29th Prime Minister of Australia on 15 September 2015 and was sworn in for a second term on 19 July 2016.

Mr Turnbull was elected to Federal Parliament as the Member for Wentworth in 2004. Since entering public life, Mr Turnbull has held a number of parliamentary positions including Shadow Treasurer, Parliamentary Secretary to the Prime Minister with responsibility for national water policy and Minister for Environment and Water Resources.

He was Leader of the Opposition from 16 September 2008 to 1 December 2009 and was later Shadow Minister for Communications and Broadband.

Most recently, Mr Turnbull was Minister for Communications from 18 September 2013 to 21 September 2015.

Malcolm was educated at Vaucluse Public School and Sydney Grammar School and graduated from Sydney University with a BA LLB. He was awarded a Rhodes Scholarship and completed a further law degree at Oxford.

He is married to Lucy, and has two adult children, Alex and Daisy, and two grandchildren, Jack and Isla.

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### The Hon Bill Shorten MP



Bill Shorten is the Federal Member for Maribyrnong and was elected leader of the Australian Labor Party and Leader of the Opposition on 13 October 2013.

Mr Shorten completed a Bachelors' degree in Arts and Law from Monash University, as well as an MBA from the Melbourne Business School.

Bill has since worked as a union organiser, union secretary, as a member of the ACTU executive, as a Member of Parliament and as a Minister in a Labor Government.

As a senior member of the Rudd/ Gillard Labor Governments, Bill played a key role in securing a number of historic reforms including establishing the National Disability Insurance Scheme and increasing universal superannuation to 12 per cent.

As Minister for Workplace Relations, Bill continued the Labor Government's ongoing commitment to a fair and productive workplace relations system and during his time as Minister for Education helped secure the Better Schools reforms.

Prior to entering Parliament, Bill worked at the Australian Workers' Union, holding key leadership positions including State Secretary of the AWU Victoria Branch from 1998 to 2006 and National Secretary from 2001 to 2007.



## The Hon Dr John McVeigh MP



John McVeigh was declared as the Federal Member for Groom on 22 July, 2016.

He was sworn in as the Minister for Regional Development, Territories and Local Government on December 20, 2017.

Before his elevation to Cabinet he was a member of the Joint Standing Committee on Foreign Affairs, Defence and Trade; the Joint Committee of Public Accounts and Audit; and the Standing Committees on Industry, Innovation Science and Resources; and Agriculture and Water Resources.

John also chaired the Coalition's Policy Committee for Industry, Innovation, Science and Northern Australia and was the chair of the Federal Government's Select Committee on Regional Development and Decentralisation.

He was previously a Councillor on the Toowoomba Regional Council from 2008 to 2012 where he held the Corporate Services Portfolio and Chaired the Audit Committee.

John has a Bachelor of Business (Marketing & Economics) (University of Southern Queensland), Master of Business Administration (Bond University) and a PhD in Agribusiness Management (University of Queensland).

John is proud to live with his wife, Anita, and six children in Toowoomba and is passionate about the role that regional Queensland will play in the future of our nation.

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## Mr Stephen Jones MP



Stephen Jones is the Federal Member for Whitlam and Shadow Minister for Shadow Minister for Regional Services, Territories and Local Government and Regional Communications.

Stephen was first elected to the Federal Parliament in 2010 representing the Southern Illawarra seat of Throsby. He was re-elected at the 2013 election and elected to the re-named seat of Whitlam in the 2016 election.

Stephen holds a Bachelor of Arts degree from the University of Wollongong and a Bachelor of Laws degree from Macquarie University.

Prior to entering the Federal Parliament, he worked as a community worker for various front line disability services, youth and health services and as a lawyer with the Australian Council of Trade Unions (ACTU) and as the Secretary of the Community and Public Sector Union (CPSU).





## Virginia Haussegger AM



Virginia Haussegger AM is a gender diversity advocate and communication specialist. She is also an award-winning television journalist, writer and commentator, whose extensive media career spans more than 25 years.

Virginia has reported from around the globe for leading current affair programs on Channel 9, the Seven Network and the ABC. For 15 years (2001–2016) she anchored the ABC's flagship TV News in Canberra. She is widely published, both as a former columnist with the Canberra Times, and a regular contributor to the Sydney Morning Herald and The Age.

In 2016 Virginia was appointed Director of a new, national gender equality initiative, the 50/50 by 2030 Foundation, at the University of Canberra's Institute for Governance and Policy Analysis (IGPA), where she is an Adjunct Professor.

She has run a series of co-design workshops with local government leaders focused on diversity strategies and increasing the representation of women in

leadership positions. Virginia also runs a suite of Masterclasses on Strategic Communication and Persuasive Presentation.

In 2017 she launched an innovative gender equality news media platform, BroadAgenda, and currently serves as Chief Editor.

In 2014 Virginia was made a Member of the Order of Australia (AM) for service to the community, as an advocate for women's rights and gender equity, and to the media.

Virginia has served on a number of boards and committees including; UN Women National Committee Australia; the Snowy Hydro SouthCare Trust, and the Australia Forum Steering Committee. She currently sits on the Board of the ACT Government's Cultural Facilities Corporation; Women in Media Canberra; Our Watch, Media Advisory Committee; and is Patron of the Canberra Rape Crisis Centre.



## David Speers



David Speers is Political Editor at SKY NEWS and anchor of agenda-setting political programs SPEERS and SPEERS ON SUNDAY on SKY NEWS LIVE.

David is one of Australia's most respected political journalists and interviewers, leading the SKY NEWS Walkley and Logie award-winning political news coverage.

David joined SKY NEWS as Political Editor in 2000 and has seen the channel grow to become the unrivalled destination for political and national affairs coverage in Australia.

He has been chosen to host Leaders' debates and forums at the last five federal elections and covered the last four Presidential elections in the United States.

Between elections David is one of the busiest and best connected correspondents in Canberra.

He has interviewed numerous world leaders, including US President George W. Bush at the White House and travelled extensively reporting from China, India, Afghanistan, Indonesia and Europe.

In 2014 David was awarded Australia's highest journalism honour, a Walkley Award for his global headline-making "What is Metadata" interview with the

Australian Attorney General. He received his second Walkley award in 2015 for his "The Fixer" interview featuring then Minister for Education and Training Christopher Pyne. In 2016 David and the SKY NEWS Political team were recognised with both a Walkley and TV Week Logie award for the team's outstanding coverage of the 2016 Federal Election.

David is also the recipient of the 2016 Kennedy Award for Most Outstanding Political Reporting, the 2017 AACTA Best Presenter Award for and the winner of more than 10 ASTRA Awards for excellence in broadcast journalism.

David served for three years as President of the Parliamentary Press Gallery. He has also served as a Director of the National Press Club since 2005.

Prior to joining SKY NEWS, David worked as a Political Reporter for a number of radio stations in Canberra and at New South Wales Parliament in Sydney.



## Bernard Salt



Bernard Salt, a former partner at KPMG, is one of the most well-known writers, media personalities, and business advisors in Australia. Used to large crowds and the cameras, Bernard has the uncanny ability to explain even the most complex ideas in a way that everyone in the room can understand. Well-spoken, engaging, and enlightening, a business event featuring Bernard is sure to be a hit.

In business, Bernard's specialties lie in tracking and understanding demographic and social changes in his country of origin and the rest of the world, including the United States, New Zealand, and Asia. He focuses on the evolution of consumer cultures, how the most recent generation will fit into today's business world, and how companies can get the most out of their customer base and employees.

Bernard writes two weekly columns for The Australian newspaper that deal with social, generational and demographic matters, and

has authored six books, the most recent was published in 2014 titled *More Decent Obsessions: The small things that tell the big picture*. His other books include, *The Big Shift: Welcome to the Third Australian Culture*, *The Big Picture*, *Man Drought: Why are there so many single women in their 30's?*, *What is it with Generation Y?* and lastly, *Decent Obsessions: Why it's okay to sweat the small stuff*. He routinely appears as a commentator on a variety of television shows in Australia, including *Business Sunday*, *A Current Affair*, *60 Minutes*, *Today Tonight*, *Today Show*, and *Nightline*.

Bernard's unique skill is to take the latest data and then transfer this into a highly entertaining, very informative and above all else extremely relevant presentation on what the future environment will be for both businesses and individuals.

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## Saul Eslake



Saul Eslake worked as an economist in the Australian financial markets for more than 25 years, including as Chief Economist at McIntosh Securities (a stockbroking firm) in the late 1980s, Chief Economist (International) at National Mutual Funds Management in the early 1990s, as Chief Economist at the Australia & New Zealand Banking Group (ANZ) from 1995 to 2009, and as Chief Economist (Australia & New Zealand) for Bank of America Merrill Lynch from 2011 until June 2015. In between these last two positions he was Director of the Productivity Growth program at the then newly-established Grattan Institute, a 'think tank'.

In July 2015 Saul started up his own economics consultancy business, operating out of Hobart, and in April 2016 took up a part-time position as a Vice-Chancellor's Fellow at the University of Tasmania.

Saul is a member of the Australian Parliamentary Budget Office's Expert Advisory Panel; and is on

the Advisory Board of Jamieson Coote Bonds, a Melbourne-based specialist bond investment manager.

Saul is a non-executive director of Hydro Tasmania, an energy business owned by the Tasmanian State Government; and of Housing Choices Australia Ltd, a not-for-profit provider of affordable rental housing. He is also Chairman of Ten Days on the Island, Tasmania's bi-ennial state-wide multi-arts festival.

Saul has a first class honours degree in Economics from the University of Tasmania, and a Graduate Diploma in Applied Finance and Investment from the Securities Institute of Australia. In December 2012 he was awarded an Honorary LLD degree by the University of Tasmania. He has also completed the Senior Executive Program at Columbia University's Graduate School of Business in New York.



## Katherine O'Regan



Katherine O'Regan has over 30 years' experience in developing and implementing growth strategies for business and government. Having served as a Chief of Staff and Advisor to Federal and State Government Ministers and Deputy Mayor, Woollahra Municipal Council where she served as a Councillor for five years, Katherine has unique insights into the policy, process and priorities of government.

This is complimented by a corporate executive career centred on the banking, financial and property sectors where she gained experience in public private partnerships, corporate transactions and mergers and acquisitions.

In 2013 Katherine established her own a consultancy firm providing strategic advice to government and business specialising in developing innovative solutions to the challenges and priorities facing

cities and communities. Katherine has led forums and workshops, written policy submissions and articles, and advocated for change for clients including NSW Small Business Commissioner's small business friendly Councils and regional activation programs, the NSW Department of Industry's Future Towns Program, energy start up Star Scientific and the Australian Banking Association.

In 2017 Katherine was appointed Executive Director of the Cities Leadership Institute a not for profit dedicated to building the capacity of urban leaders to make cities, towns and communities great places.

Katherine holds a Bachelor of Applied Science, Masters of Business Administration and a Masters of US Studies (with Merit) and is Director of leading public policy think tank, The Sydney Institute and Chair of her local Chamber of Commerce.



## NGA 2018 Charity

### Enormity – National Coat Day

Enormity is a not for profit, community based teenage committee.

Enormity started "Coat Day" 20 years ago when one of the member's friends became homeless and they "borrowed" a coat from the back of their mentor's car. This opened Enormity's eyes as to a community need and the collection of public donated coats began, "Coat Day".

Enormity has collected around 99,200 coats in that time and with the assistance of charitable agencies such as St. Vincent de Pauls, Salvation Army and Devonport's Gran's Van all have redistributed to the homeless and those in need.

Homelessness can affect all members of our community including the young or old, families or single people, Aboriginal people or people from culturally diverse backgrounds, resulting in great social and economic costs to the individual, and the community as a whole.

Enormity has for a long time worked towards helping those in need by providing the simplest basic need of warmth and protection from the elements of winter – warm coats and clothing.

In year 2000, former Prime Minister John Howard launched our campaign nationally by donating his own coat. Since then Prime Ministers Kevin Rudd, Julia Gillard, Tony Abbott and last year Malcolm Turnbull have also donated a coat.

"Coat Day" is held annually on the 1st Saturday in July, this year being Saturday 7th July 2018. Please bring a coat to donate at the 2018 Local Government National General Assembly. Your donation of a winter coat will help someone who is sleeping rough. Collection will be available through the entirety of the conference, 17–20 June 2018.



## Associated Events



### Australian Local Government Women's Association Breakfast

**Monday 18 June 2018 – 7:00am–8:15am**

The ALGWA National President is pleased to invite members, friends and colleagues to our Annual Networking Breakfast as part of the National General Assembly.

The hot Outback Breakfast will be held from 7:00-8:15am on Monday 18 June.

Speaker: Cr Alwyn Friedersdorff, President of the National Rural Women's Coalition, (NRWC) freshly returned from addressing the UN and participation on issues faced by rural women.

Seating is strictly limited; find booking details on [www.algwa.net.au](http://www.algwa.net.au)

## General Registration Details

### General Assembly Registration Fees

Registration Fees –  
*Early bird*

**\$969.00**

*(payment received by  
Friday 4 May 2018)*

Registration Fees –  
*Standard*

**\$1,290.00**

*(payment received on or before  
Friday 1 June 2018)*

Registration Fees –  
*Late*

**\$1,429.00**

*(payment received after  
Friday 1 June 2018)*

#### General Assembly Registration Includes

- ▶ Attendance at all General Assembly sessions
- ▶ Morning tea, lunch and afternoon tea as per the General Assembly program
- ▶ One ticket to the Welcome Drinks, Sunday
- ▶ General Assembly satchel and materials

### Day Registration Fees

Monday 18 June 2018

**\$529.00**

Tuesday 19 June 2018

**\$529.00**

Wednesday 20 June 2018

**\$320.00**

#### Day Registration Includes

- ▶ Attendance at all General Assembly sessions on the day of registration
- ▶ Morning tea, lunch and afternoon tea as per the General Assembly program on that day
- ▶ General Assembly satchel and materials

### Sunday Regional Development Forum Registration Fees (Sunday 17 June 2018)

Forum Only

**\$445.00**

NGA Delegate

**\$245.00**

*(Delegates attending the Regional  
Form and the NGA are entitled to  
this discount)*

### Accompanying Partners Registration Fees

Accompanying Partners  
Registration Fee

**\$280.00**

#### Accompanying Partners Registration Includes

- ▶ 1 ticket to the Welcome Reception, Sunday 17 June
- ▶ Day tour Monday 18 June
- ▶ Day tour Tuesday 19 June
- ▶ Lunch with General Assembly Delegates on Wednesday 20 June

## Payment Procedures

Payment can be made by:

- ▶ Credit card – MasterCard and Visa
- ▶ Cheque made payable to ALGA
- ▶ Electronic Funds Transfer:  
**Bank:** Commonwealth  
**Branch:** Curtin **BSB No:** 062905  
**Account No:** 10097760

**NOTE:** If paying via EFT you must quote your transaction reference number on the registration form.

## Cancellation Policy

All alterations or cancellations to your registration must be made in writing and will be acknowledged by email. Notification should be sent to:

Conference Co-ordinators  
PO Box 4994, CHISHOLM ACT 2905

**Facsimile:** (02) 6292 9002

**E-mail:** [conference@confco.com.au](mailto:conference@confco.com.au)

An administration charge of \$110.00 will be made to any participant cancelling before Friday 4 May 2018. Cancellations received after Friday 4 May 2018 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

By submitting your registration you agree to the terms of the cancellation policy.

## Privacy Disclosure

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities. If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name may also be included in the General Assembly List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

## Photographs

During the National General Assembly there will be a contracted photographer, the photographer will take images during the sessions and social functions. If you have your picture taken it is assumed that you are giving consent for ALGA to use the image.

Images may be used for print and electronic publications.

## Canberra Weather in June

Winter days in Canberra are characterised by clear sunny skies but the days are cool at around 12–15C and temperatures do drop to 1C on average in the evenings, so be sure to bring a warm jacket. Mornings can be foggy so keep this in mind when booking flights. It is best to avoid early arrivals or departures in case of delays due to fog.

## Social Function and Venue Information

### Social Functions

#### Welcome Reception and Exhibition Opening

*Sponsored by:*



**Sunday 17 June 2018**

**Venue:** National Convention Centre

The Welcome Reception will be held in the exhibition hall and foyer.

- ▶ 5:00–7:00 pm
- ▶ \$50.00 per person for day delegates and guests
- ▶ No charge for full registered delegates
- ▶ No charge for registered accompanying partners

**Dress code:** smart casual

#### Networking Dinner

*Sponsored by:*



**Monday 18 June 2018**

**Venue:** National Arboretum Canberra

The dinner is being held in the Village Centre.

- ▶ 7:00–11:00 pm
- ▶ \$100.00 per person

**Dress code:** smart casual

The Monday night dinner takes on a new format as we take it offsite to the multi-million dollar National Arboretum. Enjoy the stunning Canberra landscape whilst having the opportunity to network with delegates from other councils and organisations.





## General Assembly Dinner

**Tuesday 19 June 2018**

**Venue:** Australian Institute of Sport

The dinner is being held in the Arena of the AIS.

- ▶ 7:00–11:00 pm
- ▶ \$130 per person

**Dress code:** lounge suit/collar and tie for men and cocktail style for women.

With Parliament House undergoing renovations this year, we are excited to take delegates to the Australian Institute of Sport, the country's elite and award winning sports precinct. Tickets to the General Assembly Annual Dinner are always highly sought after and therefore booking early is highly recommended to ensure your place.

**Note:** Bookings are accepted in order of receipt.

## General Assembly Business Sessions

**Monday 18 June 2018 to Wednesday 20 June 2018**

**Venue:** National Convention Centre

All plenary sessions will be held in the Royal Theatre at the National Convention Centre.

**Dress code:** Smart casual

## Exhibition

**Sunday 17 June 2018 to Wednesday 20 June 2018**

**Venue:** National Convention Centre

The exhibition is being held in the Exhibition Hall of the National Convention Centre.

**Dress code:** Smart casual

## Coach Transfers

### Welcome Reception and Exhibition Opening – Sunday 17 June 2018

Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza) at approximately 4:45pm. The return coaches will depart at 7:00pm.

### Daily Shuttles to and from the National Convention Centre

A shuttle service between all General Assembly hotels (except Crowne Plaza) and the National Convention Centre will operate between 8:00am and 8:30am. Return shuttles will depart the National Convention Centre at 5:30pm.

### Networking Dinner – National Arboretum Canberra – Monday 18 June 2018

Coaches will collect delegates from all General Assembly hotels at approximately 6:40pm. A return shuttle service will commence at 10:15pm.

### General Assembly Dinner – Australian Institute of Sport – Tuesday 19 June 2018

Coaches will collect delegates from all General Assembly hotels at approximately 6:40pm. A return shuttle service will operate between 10:30pm and 11:45pm.

## Car Parking

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$19.00 per day. Alternatively, voucher public parking is available 300m from the Centre at a cost of approximately \$15.70 per day. The voucher machines accept either coins or credit cards (Visa or MasterCard).



## Partner Tours



**Monday 18 June 2018**

### **Monday Partner Tour:** *Behind the Scenes of our Capital*

Take a glimpse behind the scenes of two of Canberra's iconic locations. The day will start with an intimate tour of Government House to see where Cabinet ministers are sworn in and the Governor General welcomes visitors like the Queen and heads of states.

After lunch we have an exclusive tour of The Royal Military College Duntroon, including the Army Officer training course, the cadet mess, and some of the historical and ceremonial areas within the College grounds.



**Tuesday 19 June 2018**

### **Tuesday Partner Tour:** *Diamonds and Decadence*

We start today with a high tea at Adore Tea where we'll experience a variety of teas from simple black teas to incredible flowering teas paired with sweet and savoury foods with a twist.

The afternoon will be spent at the National Gallery of Australia to experience the confirmed Cartier Exhibition. This is showcasing some of the most exquisite jewels from the renowned French jeweller including the Queen's "Halo" tiara, the engagement ring of Princess Grace of Monaco and costumes from the Ballet Russes, as well as displays of sketches and the tools of Cartier's trade.

## Accommodation

### **Crowne Plaza**

#### **1 Binara Street, Canberra**

The Crowne Plaza is adjacent to the Convention Centre and only a short walk from restaurants, bars and the main shopping district. Featuring a contemporary design, the Crowne Plaza provides guests with an outdoor pool, sauna, health/fitness centre, 24 hour reception, room service, concierge, undercover parking for a fee and onsite dining at the RedSalt Restaurant. All rooms are non-smoking and include free WiFi, climate control air-conditioning, tea/coffee making facilities and a minibar.

Twin option at the hotel consists of two double beds.

**Superior Room:** \$315 per night single/twin/double

**Deluxe Room:** \$365 per night single/twin/double

### **Avenue Hotel**

#### **80 Northbourne Avenue, Canberra**

The Avenue Hotel is one of the newest options in Canberra and offers guests both studio and apartment style rooms. The hotel is a 15-20 minute walk from the Convention Centre and has an onsite restaurant and bar, 24 hour reception, room service, gymnasium, undercover parking (charges apply per night) and guest lounge. All rooms have king size beds, rainfall showers, balconies, mini bar and free WiFi. The apartments also have a fully functioning kitchen.

Twin option is only available in the Superior rooms and consists of two single beds.





**Superior King Rooms:** \$260 per night single/twin/double

**1 Bedroom Apartments:** \$310 per night single/double

## Waldorf

### 2 Akuna Street, Canberra

Located in the heart of Canberra's CBD, the Waldorf is only a five minute walk from the National Convention Centre. This hotel has 24 hour reception and provides guests with a gymnasium, indoor heated lap pool, room service and onsite dining at the Waldorf on London Restaurant. All rooms have kitchen and laundry facilities, in-room safe, dining table and chairs, complimentary cable TV, pay per view movies and high speed internet service (for a fee). The 1 bedroom apartments also offer a separate lounge/dining area.

Twin option at the hotel consists of two single beds. Additional costs will apply if more than 2 guests are within the one room.

**Studio Apartment:** \$200 per night single/twin/double

**1 Bedroom Apartment:** \$220 per night single/twin/double

## Novotel

### 65 Northbourne Avenue, Canberra

Located on Northbourne Avenue, one of Canberra's main thoroughfares, the Novotel is a 15 minute walk from the National Convention Centre. The hotel offers 24 hour reception and room service, an onsite restaurant and bar, a newly renovated indoor pool, gymnasium and undercover parking (charges apply per night). In-room facilities include mini bar, tea/coffee making facilities, internet

access (for a fee), pay per view movies and climate control air-conditioning. Standard rooms have a Queen size bed while the Executive rooms have a King size bed.

Twin option for the standard room type consists of two double beds and the executive room type consists of one king bed and a pull out sofa bed.

**Standard Room:** \$280 per night single/twin/double

**Executive Room:** \$315 per night single/twin/double

## Mantra

### 84 Northbourne Avenue, Canberra

Mantra on Northbourne is centrally located within the CBD and approximately a 15–20 minute walk from the National Convention Centre. The hotel features underground parking (for a fee), a 24 hour reception, a heated indoor pool, sauna, fully-equipped gymnasium and an onsite restaurant bar. All rooms offer individually controlled air-conditioning, WiFi (for a fee), pay per view movies, mini bar, tea/coffee making facilities, hairdryer and complimentary toiletries. 1 bedroom apartments also offer a separate lounge and dining area, kitchen and a fully equipped laundry.

Bedding configuration in a hotel room is one king or two single beds and a 1 bedroom apartment has one queen or two singles.

**Hotel Room:** \$236 per night single/twin/double

**1 Bedroom Apartment:** \$276 per night single/twin/double

## Medina Apartment Hotel James Court

### 74 Northbourne Avenue, Canberra

The Medina Apartment Hotel James Court is approximately a 15–20 minute walk from the National Convention Centre and is close to cafes, restaurants, gyms and shopping. The hotel offers reception, undercover parking (for a charge), outdoor heated swimming pool, sauna, gymnasium and a restaurant delivery service. All rooms feature private balconies, climate controlled air conditioning, separate lounge/dining areas, free WiFi, spa bath, mini bar, fully equipped kitchen facilities and an in-room safe.

Twin option consists of two single beds.

**Note:** Reception operates between the hours of 6:30am and 11:00pm

**1 Bedroom Apartment:** \$215 per night single/twin/double

**2 Bedroom Apartment:** \$285 per night

## Qt Hotel

### 1 London Circuit, Canberra

The Qt Hotel is a modern hotel with boutique style furnishings, central to the city and a 10 minute walk to the National Convention Centre. The hotel offers guests a 24 hour reception and room service, an onsite restaurant and bar, parking for a daily charge plus an onsite barber shop. All rooms have now been upgraded to have king beds, other features include a balcony, rainfall showers, free WiFi, pay per view movies, mini bar, hairdryer, iron and ironing board.

Twin option at the hotel consists of two single beds.

**Standard Room:** \$249 per night single/twin/double

# Registration Form

Register online [www.alga.asn.au](http://www.alga.asn.au)

## NGA18

National General Assembly of Local Government 17–20 June 2018  
Australian Local Government Association ABN 31 008 613 876

Multiple delegates > photocopy form  
Register online, download PDF or return this form to:  
Conference Co-ordinators  
PO Box 4994 Chisholm ACT 2905  
Phone (02) 6292 9000 Fax (02) 6292 9002  
Email [nga@confco.com.au](mailto:nga@confco.com.au)  
By submitting your registration you agree to the terms  
and conditions of the cancellation policy on page 15

### PERSONAL DETAILS

TITLE (Cr/Ald/Mayor/Other)	NAME	SURNAME
POSITION		
COUNCIL/ORGANISATION		
ADDRESS		
SUBURB	STATE	POSTCODE
PHONE	MOBILE	
EMAIL		
NAME FOR BADGE		

How did you find out about the General Assembly?  ALGA  State/Territory Association  Council Other: \_\_\_\_\_

### PRIVACY DISCLOSURE

I DO consent to my name appearing in the 2018 General Assembly List of Participants booklet (name, organisation and state only disclosed) as outlined in the privacy disclosure on page 15.

I DO consent to ALGA disclosing my personal contact information as outlined in the privacy disclosure on page 15.

### REGISTRATION FEES

#### GENERAL ASSEMBLY REGISTRATION FEES

Please note registration does NOT include attendance to the Regional Cooperation and Development Forum

EARLY BIRD REGISTRATION FEES (payment received on or before 4 May 2018)  \$969.00  
STANDARD REGISTRATION FEES (payment received on or before 1 June 2018)  \$1,290.00  
LATE REGISTRATION FEES (payment received after 1 June 2018)  \$1,429.00  
DAY REGISTRATION FEES  Monday 18 June \$489.00  Tuesday 19 June \$489.00  Wednesday 20 June \$280.00

#### REGIONAL CO-OPERATION AND DEVELOPMENT FORUM REGISTRATION FEES (SUNDAY 17 JUNE)

REGIONAL DEVELOPMENT FORUM ONLY Registration fee  \$445.00  
GENERAL ASSEMBLY DELEGATE Registration fee  \$245.00  
STATE OF THE REGIONS REPORT 2018–19 (Single licence)  \$260.00  
STATE OF THE REGIONS REPORT 2018–19 (Organisational licence)  \$720.00

#### ACCOMPANYING PARTNERS REGISTRATION FEES

REGISTERED ACCOMPANYING PARTNER Name for badge: \_\_\_\_\_  \$280.00

### SOCIAL FUNCTIONS INCLUDED IN FEES

One ticket to each of the following functions is included in the full General Assembly registration and/or accompanying partners registration fee. Please confirm if you will be attending by placing a tick in the appropriate boxes. To purchase additional tickets to any of the following functions please indicate the number required and complete the total amount payable.

### REGISTERED DELEGATES AND PARTNERS

#### WELCOME RECEPTION AND EXHIBITION OPENING (SUNDAY 17 JUNE 2018)

I/we will attend:  Delegate  Partner Number of additional tickets  @ \$50.00 each Total \$

#### REGISTERED PARTNERS

Day 1 • Behind the Scenes of our Capital (Monday 18 June 2018)

I will attend:  Partner Number of additional tickets  @ \$125.00 each Total \$

Day 2 • Diamonds and Decadence (Tuesday 19 June 2018)

I will attend:  Partner Number of additional tickets  @ \$125.00 each Total \$

Registration form continues over the page





# Murray Darling Association Inc.

admin@mda.asn.au  
www.mda.asn.au  
T (03) 5480 3805  
ABN: 64 636 490 493

463 High Street  
P.O. Box 1268  
Echuca, Vic 3564

3<sup>rd</sup> Floor, 553 Kiewa Street  
P.O. Box 359  
Albury, NSW 2640

## Minutes of Meeting No. 104 of Adelaide Metro Region (7) On Thursday 22nd Feb 2018 at the City of Holdfast Bay Kingston Room, Brighton Civic Centre, 24 Jetty Rd, Brighton SA 48

### 1. ATTENDANCE

#### 1.1 Present

Cr Lynda Yates	Secretary, Holdfast Bay Council
Cr David Shetliffe	Region 7 Chair, Walkerville Council
Dr Anne Jensen (Speaker)	Environmental Consultant and Regional Engagement Officer, MDBA
Mellissa Bradley (Speaker)	Program Manager, Water Sensitive SA
Cr Robin Coleman	Tea Tree Gully Council
Cr Andrew Tilley	Mitcham Council
Cr Arthur Mangos	Region 7 Vice Chair, West Torrens Council
Director Thornton Harfield	Tea Tree Gully Council staff
Cr Peter Jamieson	Port Adelaide Enfield Council
Pauline Frost	Life Member
Gary Goland	
Frank Verrall	

#### 1.2 Apologies

Mayor Lorraine Rosenberg	Onkaparinga Council
Mayor Glenn Docharty	Playford Council
Cr Garth Palmer	West Torrens Council
Ray Najjar	
Rex Adams	
Cr John Kennedy	Campbelltown Council
Cr Karen Hockley	Mitcham Council
Chris & Linda Franklin	RMBOA
Deputy Mayor Cr Amanda Wilson	Holdfast Bay Council

### 2. WELCOME

2.1 Cr Lynda Yates of Holdfast Bay welcomed those attending.

### 3. DECLARATION OF INTERESTS           None

### 4. MINUTES OF THE PREVIOUS MEETING

The 103rd meeting of the region was held on 23/11/17 at Campbelltown Council.

**Motion:**           That the minutes of the last Adelaide Metro meeting be accepted.  
                          Moved Cr Robin Coleman, Seconded Cr Shirley Halls – Carried

## 5. CEO'S REPORT

**Motion:** That the CEO's report be noted.  
Moved Cr Shirley Halls, Seconded Pauline Frost – Carried

## 6. PRESENTATIONS

### 6.1 A Healthy Working River - How to Return the Water to the River - Dr Anne Jensen

Anne talked about the volunteers who are Healthy River Ambassadors – people from various walks of life – fishermen, scientists, artists – who are united in wanting the Murray Darling to be healthy and flowing so as to support Basin communities. Her presentation spoke of the need for floods to refresh wetlands and floodplains. The Millennium Drought 2000 -10 killed or severely stressed 75% of mature trees and decreased the resilience of the river ecosystem. There has been some recovery since with natural floods in 2010 -12 but environmental watering is essential. As Dr Anne Poelina, a Kimberley Elder, said at the International Rivers Symposium in 2017 'No river, no people, no life'. Please ask me for the full Powerpoint Presentation if you interested.

### 6.2 Water Sensitive Urban Design – Mellissa Bradley, Water Sensitive SA and WSUD civil engineer

Water Sensitive SA helps WSUD practitioners through their website and giving advice. As of 2017, managed aquifer recharge schemes have constructed 58 water harvesting sites in SA with 750km of alternate pipe to distribute this water. 33% of rainwater, about 35GL a year, is currently reused and can be shared with daily wastewater. Biofilters are useful as they allow filtration vertically rather than horizontally and so require less space. WSUD can be used by inner city councils with no room for wetlands. WSUD not only provides water for irrigation but also gives amenity value in urban areas. Please ask me for the full Powerpoint Presentation if you interested.

### 6.3 Speakers for Next AGM and Conference

**Motion:** That the region recommends to MDA Head Office that speakers Dr Anne Jensen and Mellissa Bradley be asked to present at the next MDA AGM and Conference.  
Moved Cr Shirley Halls, Seconded Pauline Frost – Carried

## 7. REPORTS

### 7.1 Report from Region Chair

**Motion:** That the report be noted.  
Moved Cr Arthur Mangos, Seconded Pauline Frost - Carried

## 8. GENERAL BUSINESS

### 8.1 Royal Commission Submissions

**Motion:** That submissions to the Royal Commission be undertaken by each region as well as by the MDA as a whole.  
Moved Pauline Frost, Seconded Cr Shirley Halls

### 8.2 Ernst & Young Report

**Motion:** That the Ernst & Young Report be noted.  
Moved Cr Robin Coleman, Seconded Cr Peter Jamieson – Carried

**8.3 Adelaide's Water Supply**

Motion: That the Chair's overview of water supply to Adelaide be noted.

Moved Cr Shirley Halls, Seconded Cr Robin Coleman – Carried

**8.4 Feedback from Adelaide Metro Region on NSW Access Regulator**

Motion: That the Chair's feedback on the NSW Access Regulator representing Adelaide Metro Region be accepted.

Moved Cr Shirley Halls, Seconded Cr Arthur Mangos – Carried

**8.5 Meeting Attendees**

Gary Goland wants to invite NRM staff who look after wetlands, DEWNR staff and member council staff to regional meetings. David suggested they be asked to attend when there are presentations relevant to them. Thornton will try to bring along staff from his council who work on water – practitioners not just executives.

**8.4 River Murray Flows Impact Ocean Phytoplankton**

Pauline Frost mentioned an Advertiser article (River's Deep-Sea Impact dated 08/12/17) stating that reduced River Murray outflows are affecting marine life up to 60KM out into the Southern Ocean. Adelaide University researchers analysed 15 years of satellite images to determine the amount of phytoplankton outside the Murray Mouth during various flows. During the last drought, phytoplankton blooms completely vanished, prompting researchers to call for river management plans to include the potential impact on Southern Ocean ecosystems.

**8.5 Regional AGM**

Motion: That the regional AGM be postponed until after the Nov 22<sup>nd</sup> SA council elections.

Moved Cr Shirley Halls, Seconded Pauline Frost – Carried

**9. NEXT MEETING**

Future dates - 4th Thursdays in the month - 24<sup>th</sup> May and 23<sup>rd</sup> Aug. Venues to be confirmed.

**10. CLOSE 9.30pm**

Secretary Lynda Yates [lyates@holdfast.sa.gov.au](mailto:lyates@holdfast.sa.gov.au) ; Mob 0417 484 717

*The Murray Darling Association acknowledges and thanks  
Holdfast Bay Council for arranging and hosting this meeting of Region 7.*

*In reply please quote our reference:* ECM 659889 LT/AL

15 March 2018

Mr Justin Lynch  
Chief Executive Officer  
City of Holdfast Bay  
PO Box 19  
BRIGHTON SA 5048  
**Emailed:** [jlynch@holdfast.sa.gov.au](mailto:jlynch@holdfast.sa.gov.au)

Dear Mr Lynch

### **Promoting the council elections - draft budget**

With budget preparations for 2018-19 now well underway, I am writing to advise you of recent discussions I have had with the South Australian Electoral Commissioner regarding the arrangements for state-wide advertising the 2018 council elections.

As you may be aware, the Commissioner has responsibility for arranging the promotion of council elections. The cost of this promotion is recovered from councils along with the other costs associated with conducting the elections.

In previous election years, the LGA has also run parallel promotional activities during the 'nominate' and 'vote' phase to increase the number and diversity of candidates. The LGA's activity has been funded through the Local Government Research and Development Scheme.

In 2018, the Commissioner has agreed that it would be a better approach for the LGA to manage the promotion of all phases of the election on his behalf. This approach responds to feedback from local government that future council election campaigns should be better integrated and more comprehensive. This approach has been endorsed by the LGA Board.

This proposal relates to the promotional activities only. All other aspects of the elections will be managed by ECSA, and all cost recovery, including the costs of the promotional activities managed by the LGA, will still be undertaken by ECSA.

The Commissioner has advised the LGA that his expectation is for a more comprehensive campaign in 2018 compared to previous elections in which promotional activities were limited. The LGA's objective is to develop a campaign that will significantly increase the number of times that eligible voters will hear or see a promotional message, while keeping the costs to councils as low as possible.

Based on third party advice on the costs of producing and implementing a state-wide campaign with wide reach, the LGA is proposing a total campaign budget of approximately \$847,000.

This total budget figure includes an allocation of \$150,000 from the Local Government Research and Development Scheme, which will not be recovered from councils.

The final campaign budget will be subject to confirmation of final costs for production and placement, LGA Board approval of R&D funding and also the agreement of the Electoral Commissioner.

As in previous years, costs will be recovered on a per elector basis by ECSA. The cost per elector for a limited campaign in 2014 was \$0.50c. The proposed cost per elector for a high quality and more comprehensive campaign in 2018 will be approximately \$0.65c. On this basis the estimated cost to your council will be approximately \$16,055.

Can you please review your draft budget allocations and let me know if you have any concerns.

As we need to finalise the budget and start preparations for the campaign, I am seeking your urgent feedback by no later than Tuesday 20 March 2018.

Yours sincerely



Matt Pinnegar  
**Chief Executive Officer**

Telephone: (08) 8224 2022

Email: [matt.pinnegar@lga.sa.gov.au](mailto:matt.pinnegar@lga.sa.gov.au)



Item No: **14.2**

Subject: **MONTHLY FINANCIAL REPORT – 28 FEBRUARY 2018**

Date: 27 March 2018

Written By: Manager Finance

General Manager: Business Services, Mr R Bria

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### **SUMMARY**

Attached are financial reports as at 28 February 2018. They comprise a Funds Statement and a Capital Expenditure Report for Council's municipal activities and Alwyndor Aged Care, and a month by month variance report for Council's municipal activities. The adjusted forecast budget includes the carried forward amount as approved by Council 12 September 2017 and the two quarterly budget updates approved by Council 24 October 2017 and 23 January 2018. No changes to Alwyndor and Municipal budgets are recommended at this time, but the report highlights items that show a material variance from the YTD budget.

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### **RECOMMENDATION**

**That Council receives the financial reports for the 8 months to 28 February 2018 and notes:**

- **no change to the Municipal activities 2017/18 revised budget forecast;**
  - **no change to the Alwyndor Aged Care 2017/18 revised budget forecast;**
- 

### **COMMUNITY PLAN**

Culture: Being financially accountable

### **COUNCIL POLICY**

Not applicable.

### **STATUTORY PROVISIONS**

Not applicable.

**BACKGROUND**

Council receives financial reports each month comprising a Funds Statement and Capital Expenditure Report for each of Council's municipal activities and Alwyndor Aged Care.

The Funds Statements include an income statement and provide a link between the Operating Surplus/Deficit with the overall source and application of funds including the impact on cash and borrowings.

*Refer Attachment 1*

**REPORT**

The majority of the variances to date are due to budget and actuals timing differences over the first eight months of the financial year. Details of the major variances are included in the attachment to this report.

The 2017/18 Federal Budget included measures to reinstate the Supplementary Local Road Funding program. During January 2018 the Minister advised Council of the distribution and amount for the City of Holdfast Bay. The original Council budget did not include this program and the additional funding (\$187,797) will be included in the March budget update.

A comprehensive budget review and update will be conducted as at the 31<sup>st</sup> March which will review forecast income and expenditure including any budget variances approved by council.

**Alwyndor Aged Care**

There are no changes to the Alwyndor budget forecast as approved by Council, however as with the Municipal budget, a comprehensive budget update will be conducted for the month ending 31 March 2018.

Note 1 – Administrative Services – negative variance

Variances due to timing of payments above YTD budget. Budget will be monitored and adjusted if necessary at next budget update (31 March).

Note 2 – Financial Assistance/Roads to Recovery – positive variance

2017/18 Federal budget reinstated the supplementary local road grant plus timing of RTR funding. Budget will be updated at next update.

Note 3 – General Rates – negative variance

Timing of payment of NRM Levy.

Note 4 – Strategic and Commercial Services – positive variance

Various timings related to invoicing and planned expenditure.

Note 5 – Community Development – positive variance

Timing of payments and receipt of Kingston Park indigenous art grant to be included in next budget update.

Note 6 – Community Events – positive variance

Increase in income generated from the Moseley Beach Bar & Big Wedgie offset by event invoices.

Note 7 – Community Wellbeing – positive variance

Surplus anticipated due to increased revenue and savings on expenditure> Budget will be adjusted at next budget update.

Note 8 – Jetty Road Mainstreet – positive variance

Timing variances combined with permanent variances which will result additional funds to be carried forward into 2018/19 budget.

Note 9 – Lifelinks - positive variance

Surplus YTD result due to unspent carry forward budget. Will be monitored and adjusted at future budget update.

Note 10 – Asset Management – positive variance

Timing expenditure variances.

Note 11 – City Regulation – negative variance

Ticket machine and parking fine revenue below YTD budget.

Note 12 – Commercial – Brighton Caravan Park – positive variance

Revenue higher than for the same time period last year as well as other minor timing variances.

Note 13 – Development Services – positive variance

Higher revenue due to increased high value development applications.

Note 14 – Environmental Services – negative variance

Employee costs offset by allocation in Public Spaces budget.

Note 15 – Public Spaces – positive variance

Employee savings offset by variance in Environmental Services budget.

Note 16 – Net Gain on Disposal of Assets

Net gain on disposal of Council vehicles

Note 17 – Amounts Received for New/Upgraded Assets – overall positive variance

Grants fund timings for Tarlton Street stormwater project (\$300k), Angus Neill Reserve play system (\$100k) and Brighton Community Garden. Budget to be re-timed and updated in next budget update.

Note 18 – Proceeds from Disposal of Assets

Timing of sale of plant and vehicles.

Note 19 – Capital Expenditure – overall positive variance

Timing variances. Awaiting invoices for a number of capital projects including road reseals, Kauri Pde. Sports Complex car park, Coast Park pathway, business transformation and the grandstand removal at Glenelg Oval.

Note 20 – Repayments of Loans by sporting groups – positive variance

Refers to Brighton Tennis Club negotiating to repay the total principal outstanding on their loan which was due for roll-over during August. Budget will be adjusted at next budget update.





## City of Holdfast Bay Municipal Funds Statement as at February 2018

2017 - 2018 Original Budget \$'000	Year to Date				2017 - 2018 Adopted Forecast \$'000	Note
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000			
(737)	(405)	(458)	54	Administrative Services	(737)	1
1,659	749	840	(91)	FAG/R2R Grants	1,659	2
(1,058)	(682)	(672)	(10)	Financial Services	(1,031)	
(8,623)	(4,413)	(4,394)	(19)	Financial Services-Depreciation	(8,773)	
(241)	-	-	-	- Financial Services-Employee Leave Provisions	(241)	
(1,070)	(347)	(303)	(45)	Financial Services-Interest on Borrowings	(961)	
230	-	-	-	- Financial Services-SRWRA	230	
33,187	33,716	33,412	304	General Rates	33,187	3
(633)	(274)	(228)	(46)	Human Resources	(550)	
(3,659)	(2,785)	(2,668)	(117)	Strategic and Commercial Services	(3,959)	4
(644)	(360)	(325)	(34)	Strategy and Policy	(539)	
(522)	(325)	(329)	4	Business Development	(519)	
(952)	(583)	(516)	(68)	Community Development	(959)	5
(340)	(212)	(231)	19	Community Engagement Admin	(340)	
(848)	(621)	(522)	(99)	Community Events	(807)	6
(299)	(190)	(173)	(17)	Community Services Administration	(302)	
(135)	(82)	(72)	(9)	Community Transport	(135)	
(59)	59	158	(99)	Community Wellbeing	(77)	7
(517)	(327)	(324)	(4)	Customer Service	(517)	
-	130	183	(53)	Jetty Road Mainstreet	(37)	8
(1,337)	(770)	(774)	3	Library Services	(1,313)	
4	10	75	(65)	Lifelinks	(38)	9
(310)	(196)	(201)	6	Tourism & Marketing Admin	(310)	
(1,471)	(864)	(781)	(82)	Asset Management	(1,471)	10
(1,422)	(523)	(501)	(21)	Assets and City Services	(1,098)	
30	24	43	(19)	Cemeteries	30	
612	745	631	114	City Regulation	598	11
878	634	836	(201)	Commercial - Brighton Caravan Park	878	12
(15)	0	(14)	14	Commercial - Partridge House	(15)	
436	290	254	36	Commercial - Recreational Clubs Leases	439	
(865)	(444)	(379)	(66)	Development Services	(822)	13
(633)	(260)	(311)	51	Environmental Services	(654)	14
(373)	(247)	(270)	23	Infrastructure Maintenance	(373)	
(18)	(11)	(3)	(8)	Property Maintenance	(18)	
(7,432)	(4,520)	(4,051)	(469)	Public Spaces	(7,325)	15
(3,519)	(2,027)	(2,025)	(2)	Waste Management	(3,399)	
-	-	86	(86)	Net Gain/Loss on Disposal of Assets - non cash item	-	16
796	-	-	-	- Less full cost attribution - % admin costs capitalised	796	
<b>103</b>	<b>14,889</b>	<b>15,991</b>	<b>(1,102)</b>	<b>=Operating Surplus/(Deficit)</b>	<b>498</b>	
-	-	(86)	86	Net Gain/loss on disposal of assets	-	16
8,623	4,413	4,394	19	Depreciation	8,773	
<b>8,623</b>	<b>4,413</b>	<b>4,308</b>	<b>104</b>	<b>Plus Non Cash Items in Operating Surplus/(Deficit)</b>	<b>8,773</b>	
<b>8,726</b>	<b>19,302</b>	<b>20,299</b>	<b>(998)</b>	<b>=Funds Generated from Operating Activities</b>	<b>9,271</b>	
-	750	1,184	(434)	Amounts Received for New/Upgraded Assets	1,534	17
231	248	174	74	Proceeds from Disposal of Assets	304	18
<b>231</b>	<b>998</b>	<b>1,358</b>	<b>(360)</b>	<b>Plus Funds Sourced from Capital Activities</b>	<b>1,838</b>	
(5,090)	(3,833)	(2,625)	(1,208)	Capital Expenditure on Renewal and Replacement	(6,271)	
(1,134)	(3,693)	(3,368)	(325)	Capital Expenditure on New and Upgraded Assets	(7,672)	
<b>(6,224)</b>	<b>(7,526)</b>	<b>(5,993)</b>	<b>(1,533)</b>	<b>Less Total Capital Expenditure</b>	<b>(13,943)</b>	19
209	194	243	(50)	Plus:Repayments of loan principal by sporting groups	209	20
<b>209</b>	<b>194</b>	<b>243</b>	<b>(50)</b>	<b>Plus/(less) funds provided (used) by Investing Activities</b>	<b>209</b>	
<b>2,941</b>	<b>12,967</b>	<b>15,908</b>	<b>(2,941)</b>	<b>= FUNDING SURPLUS/(REQUIREMENT)</b>	<b>(2,626)</b>	
<b>Funded by</b>						
1,360	331	331	-	Increase/(Decrease) in Cash & Cash Equivalents	(630)	
-	11,794	14,610	(2,816)	Non Cash Changes in Net Current Assets	-	
-	-	-	-	- Less: Proceeds from new borrowings	(3,577)	
1,581	843	967	(125)	Plus: Principal repayments of borrowings	1,581	
<b>2,941</b>	<b>12,967</b>	<b>15,908</b>	<b>(2,941)</b>	<b>=Funding Application/(Source)</b>	<b>(2,626)</b>	



## City of Holdfast Bay Capital Expenditure Summary by Budget Item to February 2018

2017-18 Original Budget \$'000	Year to Date				2017-18 Adopted Forecast \$'000
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000		
(796)	-	-	-	- Full Cost Attribution	(796)
-	-	(2)		2 Corporate Services - Administration	-
(370)	(518)	(402)	(116)	Information Technology	(577)
(10)	-	-		- Commercial and Economic Enterprises	(10)
-	(11)	(12)		1 Tourism	(11)
(91)	(56)	(73)		17 Brighton Library	(95)
(90)	-	-		- Sport and Recreation	(90)
-	-	-		- Life Links to SRF Facilities	(7)
(35)	(11)	(1)		(10) Depot and Stores	(35)
(793)	(960)	(602)	(358)	Machinery Operating	(1,119)
(1,152)	(712)	(210)	(502)	Road Construction and Re-seal Program	(1,152)
(150)	(50)	(1)	(49)	Car Park Construction	(150)
(98)	(35)	(29)		(6) Footpath Program	(98)
(300)	(1,674)	(1,944)	270	Stormwater Drainage Program	(2,817)
(60)	(89)	(49)	(40)	Traffic Control Construction Program	(118)
-	-	(3)		3 Signage Program	-
(523)	(402)	(331)	(71)	Kerb and Water Table Construction Program	(545)
(30)	(30)	-	(30)	Other Transport - Bus Shelters etc.	(30)
(361)	(1,245)	(991)	(254)	Reserve Improvements Program	(1,931)
(1,295)	(1,390)	(613)	(777)	Land, Buildings and Infrastructure Program	(2,099)
(70)	(113)	(100)		(13) Streetscape Program	(155)
-	(108)	(493)	385	Foreshore Improvements Program	(1,987)
-	(121)	(19)	(102)	Caravan Park - General	(121)
(6,224)	(7,526)	(5,876)	(1,650)	<b>Total</b>	(13,943)

## **Alwyndor Aged Care – Notes for Funding Statement February 18**

### **Note 1 – User Charges – negative positions**

This is a budget timing variance only. It is expected that the adopted forecast results will be achieved by 30 June.

### **Note 2 – Operating Grants and Subsidies – negative position**

A portion of the variance, \$134k, is due to the timing of the budget. The balance of the variance is a result of lower than anticipated government grants for residents.

### **Note 3 – Investment Income – positive position**

A portion of the variance, \$95k, is due to the timing of the budget. The balance of the variance results from increased Refundable Accommodation holdings leading to an increase in investment income.

### **Note 4 – Reimbursements – positive position**

Increase in Consumer Directed Care services being provided as a result of achieving higher than anticipated growth in the number of Home Care packages signed up.

### **Note 5 – Other Income – positive position**

Increase in Consumer Directed Care administration and case management fees as a result of achieving higher than anticipated growth in the number of Home Care packages signed up.

### **Note 6 – Alwyndor Donations and Contributions – negative position**

Lower Daily Accommodation Payments (DAP) than estimated, due to an increase in Refundable Accommodation Deposits (RAD). This is offset by the increase in investment income.

### **Note 7 – Salaries – negative position**

To provide increased support hours to cover the growth in Consumer Directed Care Packages, increase in permanent residential positions, new management roles and transition costs.

### **Note 8 – Wages – positive position**

This is to be read in conjunction with Salaries. There has been a reduction in Agency staff and an increase in permanent staff.



Note 9 – Depreciation – negative position

This has been accrued monthly.

Note 10 –Other Expenditure – positive position

Budget timing.

Note 11 – Capital Expenditure on New and Upgraded Assets

A number of large Capital Projects included in the original budget are still to be rolled out.



## Alwyndor Aged Care Funds Statement as at 28 February 2018

2017-18 Original Budget \$'000	Year to Date				2017-18 Adopted Forecast \$'000	Note
	Adopted Forecast \$'000	Actual YTD \$'000	Variance \$'000			
3,979	2,653	2,373	280	User Charges	3,474	1
10,486	6,938	6,704	234	Operating Grants and Subsidies	10,206	2
374	181	309	(127)	Investment Income	414	3
1,670	1,028	1,504	(476)	Reimbursements	2,110	4
1,121	690	1,073	(383)	Other Income	1,494	5
501	334	260	74	Alwyndor Donations and Contributions	501	6
<b>18,131</b>	<b>11,823</b>	<b>12,222</b>	<b>(399)</b>	<b>Operating Revenue</b>	<b>18,199</b>	
(11,746)	(8,157)	(8,579)	422	Salaries	(12,308)	7
(1,199)	(799)	(669)	(130)	Wages	(1,139)	8
(2,213)	(1,471)	(1,497)	25	Contractual Services	(2,243)	
(1,056)	(646)	(687)	40	Materials	(1,056)	
(80)	(53)	(90)	37	Finance Charges	(80)	
(897)	0	(555)	555	Depreciation	(897)	9
(476)	(370)	(298)	(73)	Other Expenditure	(476)	10
<b>(17,666)</b>	<b>(11,497)</b>	<b>(12,374)</b>	<b>877</b>	<b>Less Operating Expenditure</b>	<b>(18,199)</b>	
<b>464</b>	<b>326</b>	<b>(152)</b>	<b>478</b>	<b>=Operating Surplus/(Deficit)</b>	<b>0</b>	
897	0	555	(555)	Depreciation	897	9
0	0	(18)	18	Provisions	0	
<b>897</b>	<b>0</b>	<b>537</b>	<b>(537)</b>	<b>Plus Non Cash Items in Operating Surplus/(Deficit)</b>	<b>897</b>	
<b>1,361</b>	<b>326</b>	<b>385</b>	<b>(59)</b>	<b>=Funds Generated from Operating Activities</b>	<b>897</b>	
0	0	0	0	Capital Expenditure on Renewal and Replacement	0	
(742)	0	(233)	233	Capital Expenditure on New and Upgraded Assets	(742)	11
<b>(742)</b>	<b>0</b>	<b>(233)</b>	<b>233</b>	<b>Less Total Capital Expenditure</b>	<b>(742)</b>	
<b>620</b>	<b>326</b>	<b>152</b>	<b>174</b>	<b>= Funding SURPLUS/(REQUIREMENT)</b>	<b>155</b>	
<b>Funded by</b>						
620	326	152	174	Increase/(Decrease) in Cash & Cash Equivalents	155	
<b>620</b>	<b>326</b>	<b>152</b>	<b>174</b>	<b>=Funding Application/(Source)</b>	<b>155</b>	



**Alwyndor Aged Care**  
**Capital Expenditure Summary by Budget Item to February 2018**

2017-18 Original Budget \$'000	Year to Date				2017-18 Adopted Forecast \$'000
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000		
(731)	-	(6)		6 Hostels	-
(11)	(254)	(227)	(26)	Hospitality Services	(742)
(742)	(254)	(233)	(21)	<b>Total</b>	(742)



**City of Holdfast Bay  
Municipal Funds Statement as at February 2018**

	July		August		September		October		November		December		January		February		YTD	Revised	Actual
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Budget	YTD
	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000
Administrative Services	(12)	(30)	(98)	(88)	(72)	(79)	(45)	(74)	(42)	(38)	(63)	(55)	(37)	(51)	(36)	(43)	(405)	(458)	(458)
FAG/R2R Grants	-	-	142	142	-	-	-	-	368	368	-	-	-	188	239	142	749	840	840
Financial Services	(47)	(48)	(79)	(75)	(260)	(261)	(48)	(54)	(57)	(54)	(73)	(72)	(37)	(47)	(80)	(61)	(682)	(672)	(672)
Financial Services-Depreciation	-	-	-	-	(2,173)	(2,195)	(25)	(0)	-	-	(2,215)	(2,199)	-	-	-	-	(4,413)	(4,394)	(4,394)
Financial Services-Employee Leave Provisions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Financial Services-Interest on Borrowings	3	87	69	(11)	(2)	(2)	(16)	(17)	(322)	(250)	(94)	(95)	22	(8)	(7)	(7)	(347)	(303)	(303)
Financial Services-SRWRA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
General Rates	34,269	34,266	(289)	(288)	(9)	(5)	0	6	(285)	(289)	21	18	4	(0)	4	(295)	33,716	33,412	33,412
Human Resources	(140)	20	58	(59)	(93)	(66)	46	42	(70)	(56)	(62)	(50)	45	(8)	(58)	(51)	(274)	(227)	(227)
Net Gain/Loss on Disposal of Assets - non cash item	-	-	-	-	-	-	70	-	-	-	-	16	-	-	-	-	-	86	86
Strategic and Commercial Services	(551)	(796)	(421)	(193)	(347)	(258)	(246)	(246)	(465)	(409)	172	(189)	(491)	(305)	(436)	(269)	(2,785)	(2,665)	(2,665)
Strategy and Policy	(32)	(20)	(43)	(43)	(150)	(75)	3	(48)	(47)	(18)	(46)	(46)	(6)	(36)	(39)	(41)	(360)	(325)	(325)
Business Development	(104)	(134)	39	52	(83)	(58)	10	(46)	(64)	(31)	(16)	(40)	(62)	(54)	(45)	(19)	(325)	(329)	(329)
Community Development	(44)	(40)	(67)	(56)	(97)	(71)	(87)	(76)	(75)	(70)	(92)	(74)	(71)	(69)	(71)	(60)	(583)	(516)	(516)
Community Engagement Admin	(13)	(34)	(44)	(21)	(36)	(46)	(25)	(21)	(24)	(26)	(23)	(20)	(25)	(35)	(21)	(28)	(212)	(231)	(231)
Community Events	(24)	(40)	(37)	(26)	(118)	(32)	(43)	(40)	(68)	(62)	(12)	(39)	(156)	(145)	(162)	(145)	(621)	(529)	(529)
Community Services Administration	(16)	(14)	(23)	(19)	(36)	(68)	(22)	(19)	(22)	(21)	(24)	(15)	(43)	2	(5)	(19)	(190)	(173)	(173)
Community Transport	(8)	(8)	(10)	(5)	(12)	(12)	(9)	(8)	(9)	(6)	(13)	(11)	(8)	(13)	(13)	(10)	(82)	(72)	(72)
Community Wellbeing	142	171	(76)	(47)	(124)	(79)	163	151	(75)	(70)	(76)	(71)	188	150	(81)	(48)	59	158	158
Customer Service	(30)	(33)	(39)	(39)	(57)	(56)	(40)	(39)	(39)	(38)	(41)	(34)	(41)	(39)	(39)	(45)	(327)	(324)	(324)
Jetty Road Mainstreet	468	461	29	49	(105)	(62)	(50)	(55)	(86)	(25)	9	(46)	(68)	(112)	(67)	(27)	130	183	183
Library Services	(82)	(82)	(122)	(110)	(164)	(163)	(110)	(6)	25	(73)	(112)	(120)	(94)	(110)	(111)	(110)	(770)	(774)	(774)
Lifelines	49	61	(21)	(17)	(81)	(27)	65	58	(22)	(18)	55	(23)	(13)	58	(21)	(17)	10	75	75
Tourism & Marketing Admin	(18)	(19)	(23)	(22)	(35)	(38)	(23)	(26)	(26)	(24)	(23)	(25)	(24)	(24)	(24)	(23)	(196)	(201)	(201)
Asset Management	(54)	(47)	(154)	(97)	(106)	(138)	(116)	(139)	(115)	(61)	6	(71)	(158)	(103)	(166)	(126)	(864)	(781)	(781)
Assets and City Services	(30)	(76)	(156)	(81)	(161)	(149)	(101)	(121)	(99)	(95)	(92)	225	222	(104)	(107)	(101)	(523)	(501)	(501)
Cemeteries	11	12	(3)	0	5	(5)	1	(7)	(1)	16	15	(17)	(4)	10	(0)	10	24	43	43
City Regulation	364	356	22	(10)	9	(63)	(15)	105	26	69	89	28	184	98	67	48	745	631	631
Commercial - Brighton Caravan Park	(29)	91	26	(110)	68	89	60	162	60	97	175	155	208	256	67	95	634	836	836
Commercial - Partridge House	5	7	(3)	(0)	(3)	(27)	1	4	0	(2)	(0)	(5)	1	10	(1)	(0)	0	(14)	(14)
Commercial - Recreational Clubs Leases	53	33	23	32	37	28	37	29	35	33	25	28	35	36	46	36	290	254	254
Development Services	(28)	11	(36)	(37)	(162)	(110)	(57)	(58)	(28)	(18)	(17)	(69)	(24)	(72)	(92)	(26)	(444)	(379)	(379)
Environmental Services	26	(11)	(38)	(39)	(68)	(68)	(32)	(65)	(80)	19	(9)	(46)	(9)	(41)	(50)	(60)	(260)	(311)	(311)
Infrastructure Maintenance	(7)	(19)	(32)	(31)	(26)	(19)	(24)	(47)	(81)	(62)	(27)	(15)	(21)	(42)	(32)	(35)	(247)	(270)	(270)
Property Maintenance	(1)	-	(1)	-	(1)	(0)	(1)	(2)	(1)	-	(1)	(1)	(2)	(1)	(1)	-	(1)	(1)	(1)
Public Spaces	(868)	(476)	(79)	(419)	(647)	(582)	(663)	(632)	(512)	(452)	(516)	(424)	(706)	(580)	(528)	(504)	(4,520)	(4,049)	(4,049)
Roads to Recovery	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Waste Management	(27)	(37)	(303)	(269)	(319)	(304)	(219)	(238)	(307)	(235)	(252)	(285)	(339)	(347)	(261)	(313)	(2,027)	(2,025)	(2,025)
Less full cost attribution - % admin costs capitalised	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>=Operating Surplus/(Deficit)</b>	<b>33,226</b>	<b>33,613</b>	<b>(1,792)</b>	<b>(1,937)</b>	<b>(5,427)</b>	<b>(4,931)</b>	<b>(1,613)</b>	<b>(1,503)</b>	<b>(2,510)</b>	<b>(1,901)</b>	<b>(3,335)</b>	<b>(3,684)</b>	<b>(1,528)</b>	<b>(1,515)</b>	<b>(2,131)</b>	<b>(2,152)</b>	<b>14,889</b>	<b>15,990</b>	<b>15,990</b>
Net Gain/loss on disposal of assets	-	-	-	-	-	(70)	-	-	-	-	-	(16)	-	-	-	-	-	-	(86)
Depreciation	-	-	-	0	2,173	2,195	25	0	-	-	2,215	2,199	-	-	-	-	4,413	4,394	4,394
<b>Plus Non Cash Items in Operating Surplus/(Deficit)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>2,173</b>	<b>2,125</b>	<b>25</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>2,215</b>	<b>2,183</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,413</b>	<b>4,308</b>	<b>4,308</b>
<b>=Funds Generated from Operating Activities</b>	<b>33,226</b>	<b>33,613</b>	<b>(1,792)</b>	<b>(1,937)</b>	<b>(3,254)</b>	<b>(2,806)</b>	<b>(1,589)</b>	<b>(1,503)</b>	<b>(2,510)</b>	<b>(1,901)</b>	<b>(1,120)</b>	<b>(1,501)</b>	<b>(1,528)</b>	<b>(1,515)</b>	<b>(2,131)</b>	<b>(2,152)</b>	<b>19,302</b>	<b>20,298</b>	<b>20,298</b>
Amounts Received for New/Upgraded Assets	-	43	-	0	-	76	6	-	-	421	321	(91)	423	100	-	4,981	750	5,530	5,530
Proceeds from Disposal of Assets	-	-	74	33	-	55	51	-	-	2	-	8	54	77	69	-	248	174	174
<b>Plus Funds Sourced from Capital Activities</b>	<b>-</b>	<b>43</b>	<b>74</b>	<b>33</b>	<b>-</b>	<b>131</b>	<b>57</b>	<b>-</b>	<b>-</b>	<b>423</b>	<b>321</b>	<b>(83)</b>	<b>477</b>	<b>177</b>	<b>69</b>	<b>4,981</b>	<b>998</b>	<b>5,704</b>	<b>5,704</b>
Capital Expenditure on Renewal and Replacement	(9)	(119)	(582)	(376)	(454)	(551)	(695)	(289)	(517)	(129)	157	(384)	(445)	(294)	(1,289)	(484)	(3,833)	(2,625)	(2,625)
Capital Expenditure on New and Upgraded Assets	(6)	(13)	(185)	(243)	(196)	(154)	(511)	(275)	(781)	(397)	434	(557)	(1,415)	(1,644)	(1,033)	(85)	(3,693)	(3,368)	(3,368)
<b>Less Total Capital Expenditure</b>	<b>(15)</b>	<b>(132)</b>	<b>(767)</b>	<b>(619)</b>	<b>(650)</b>	<b>(705)</b>	<b>(1,207)</b>	<b>(564)</b>	<b>(1,298)</b>	<b>(526)</b>	<b>591</b>	<b>(941)</b>	<b>(1,859)</b>	<b>(1,938)</b>	<b>(2,322)</b>	<b>(569)</b>	<b>(7,526)</b>	<b>(5,993)</b>	<b>(5,993)</b>
Plus: Repayments of loan principal by sporting groups	-	-	6	60	4	4	168	167	8	11	2	-	-	-	6	1	194	243	243
Plus/(less) funds provided (used) by Investing Activities	-	-	6	60	4	4	168	167	8	11	2	-	-	-	6	1	194	243	243
<b>= FUNDING SURPLUS/(REQUIREMENT)</b>	<b>33,212</b>	<b>33,523</b>	<b>(2,480)</b>	<b>(2,463)</b>	<b>(3,901)</b>	<b>(3,376)</b>	<b>(2,571)</b>	<b>(1,900)</b>	<b>(3,800)</b>	<b>(1,992)</b>	<b>(206)</b>	<b>(2,525)</b>	<b>(2,910)</b>	<b>(3,276)</b>	<b>(4,378)</b>	<b>2,261</b>	<b>12,967</b>	<b>20,252</b>	<b>20,252</b>
<b>Funded by</b>																			
Increase/(Decrease) in Cash & Cash Equivalents	33,141	(2,001)	(2,518)	4,031	(3,929)	851	(2,607)	(1,679)	(4,189)	807	(416)	389	(2,945)	(1,924)	(4,414)	(143)	12,125	331	331
Non Cash Changes in Net Current Assets	-	36,162	-	(7,236)	-	(4,314)	-	(401)	-	(3,142)	-	(3,124)	-	(1,363)	-	2,373	-	18,954	18,954
Less: Net Proceeds from Cash Advance Debentures	-	(650)	-	650	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Plus: Principal repayments of borrowings	70	11	37	91	28	88	36	180	389	343	210	210	35	12	36	31	843	967	967
<b>=Funding Application/(Source)</b>	<b>33,212</b>	<b>33,523</b>	<b>(2,480)</b>	<b>(2,463)</b>	<b>(3,901)</b>	<b>(3,376)</b>	<b>(2,571)</b>	<b>(1,900)</b>	<b>(3,800)</b>	<b>(1,992)</b>	<b>(206)</b>	<b>(2,525)</b>	<b>(2,910)</b>	<b>(3,276)</b>	<b>(4,378)</b>	<b>2,261</b>	<b>12,967</b>	<b>20,252</b>	<b>20,252</b>

Item No: **14.3**

Subject: **NOMINATIONS SOUGHT FOR A LOCAL GOVERNMENT MEMBER ON THE DOG AND CAT MANAGEMENT BOARD**

Date: 27 March 2018

Written By: Governance Coordinator

General Manager: Business Services, Mr R Bria

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### **SUMMARY**

The Minister for Sustainability, Environment and Conservation has written to the Local Government Association (LGA) requesting nominations for a Local Government member on the Dog and Cat Management Board for a term of up to 3 years. Nominations must be forwarded to the LGA by close of business 17 April 2018.

Any members who wish to be nominated need to have their nomination endorsed by Council prior to submission to the LGA.

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### **RECOMMENDATION**

**That Council notes the report.**

**Or**

**That Council nominates Councillor \_\_\_\_\_ to the Local Government Association for consideration as a Member on the Dog and Cat Management Board.**

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### **COMMUNITY PLAN**

Culture: Supporting excellent, efficient operations

### **COUNCIL POLICY**

Not Applicable.

### **STATUTORY PROVISIONS**

Not Applicable.

**BACKGROUND**

Council has not considered this matter previously in this Council term.

**REPORT**

The Minister for Sustainability, Environment and Conservation has written to the Local Government Association (LGA) requesting nominations for a Local Government member on the Dog and Cat Management Board for a term of up to 3 years. Nominations must be forwarded to the LGA by cob 17 April 2018.

Established in 1995 under the *Dog and Cat Management Act* the Dog and Cat Management Board (DCMB) works closely with key partner organisations and state government to improve dog and cat management in South Australia. Using its research and expertise the Board has ensured that South Australia's regulatory and legislative framework has been reviewed and amended to improve the management of dogs and cats.

The appointment is for a period of three years commencing June 2018. The LGA is currently represented by Mr John Darzanos (City of Salisbury) who is eligible for reappointment.

The DCMB generally meets on the last Wednesday of each month between 1.30pm and 5.30pm, regularly holding their meetings at metropolitan and regional Councils. The sitting fee for Board members is currently \$258 per four hour session attended.

The LGA nominations on outside bodies policy states that it will be current serving Council members or Council staff nominated and no more than 2 nominees should be provided by each Council.

Nominations addressing the Selection Criteria provided in Part A for the DCMB must be forwarded the LGA by the Council using the appropriate LGA form and a current resume. Nominations need to be received by the LGA by close of business on 17 April 2018. The LGA Executive Committee will consider nominations received at its meeting on 19 April 2018.

*Refer Attachment 1*

**BUDGET**

Not applicable.

**LIFE CYCLE COSTS**

Not applicable.



<b>Name of Body</b>	Dog and Cat Management Board	
<b>Legal Status of Body</b>	Statutory Authority	
<b>Summary Statement</b>	The Dog and Cat Management Board operates under the Dog and Cat Management Act 1995 and its functions include monitoring the administration and enforcement of this Act by Councils.	
<p><b><u>SELECTION CRITERIA FOR MEMBERSHIP ON OUTSIDE BODIES</u></b>                  The following selection criteria must be addressed when completing Part B</p>		
<b>Qualifications Required</b> <i>(formal qualifications relevant to the appointment)</i>	No formal qualifications required.	
<b>Industry Experience</b>	Relevant knowledge of dog and cat management issues as they impact local government.	
<b>Board / Committee Experience</b>	Relevant experience serving on high level intergovernmental boards, committees or funding allocation bodies is highly desirable.	
<b>Key Expertise</b> <i>(other relevant experience i.e. those requirements established for a Board/Committee under an Act)</i>	Section 12(2) of the <i>Dog and Cat Management Act 1995</i> requires LGA nominees, together, to have the following attributes: (a) practical knowledge of and experience in local government, including local government processes, community consultation and the law as it applies to local government; (b) experience in the administration of legislation; (c) experience in financial management; (d) experience in education and training.  The priority attribute for people nominating for this position is experience in education and training.	
<p><b><u>LIABILITY AND INDEMNITY COVER</u></b>                  The LGA requires that representatives on outside bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by that organisation (on an annual basis)</p>		
<b>Insurance information (Certificates of Currencies or equivalent) supplied by the Outside Body</b>	Yes	
<b>Insurance Policies are Valid &amp; Current</b>	Yes	

## Nominations to Outside Bodies - Part B



This form:

- must not exceed 2 pages;
- must be submitted by a council; and
- must be emailed in PDF format to [lgasa@lga.sa.gov.au](mailto:lgasa@lga.sa.gov.au)
- upon receipt at the LGA, will be acknowledged by return email.

### Dog and Cat Management Board

<b>Council details</b>			
Name of council submitting the nomination			
Name of person submitting this form on behalf of council – refer <a href="#">LGA Policy</a>		Name:	
		Email:	
		Telephone:	
<b>Nominee details</b>			
Name of Nominee	Title	First name	Surname
<input type="checkbox"/> Current Elected Member <u>OR</u> <input type="checkbox"/> Current council officer			
Home / Postal Address			
Phone		Mobile	
Email			
<b>Curriculum Vitae attached or to be forwarded separately?</b>			
<b>Information relevant to the appointment sought</b> (forms part of the selection criteria for nomination)			
<b>Industry Experience:</b>			
<b>Board/Committee Experience:</b>			
<b>Key Expertise:</b>			
<b>Any other comments:</b>			
<b>Undertaking:</b>			
The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Signature of Nominee: _____			



Item No: **14.4**

Subject: **THE BIG WEDGIE AND BIG CHUKKA**

Date: 27 March 2018

Written By: Manager, City Activation

General Manager: Community Services, Ms T Aukett

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### **SUMMARY**

The City of Holdfast Bay has received an Event License Application from The Big Wedgie Pty Ltd to stage their event in Wigley Reserve 15 December 2018 until 3 February 2019.

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### **RECOMMENDATION**

**That Council approve the event licence for The Big Wedgie Pty Ltd to operate Big Chukka, The Big Wedgie, Just Right Wedgie and The Little Wedgie on Wigley Reserve from 15 December 2018 until 3 February 2019 for a fee of \$20,000, plus bond for remediation.**

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### **COMMUNITY PLAN**

Placemaking: Creating lively and safe places  
Community: Providing welcoming and accessible facilities  
Community: Fostering an engaged and contributing community  
Economy: Supporting and growing local business  
Economy: Boosting our visitor economy

### **COUNCIL POLICY**

Not Applicable.

### **STATUTORY PROVISIONS**

Not Applicable.

## BACKGROUND

The Big Wedgie event has been held in Glenelg:

2015/16	on Brian Nadilo Reserve from 19 December 2015 to 23 January 2016;
2016/17	on Wigley Reserve from 15 December to 28 December 2016; and on Colley Reserve from 29 December 2016 to 5 February 2017.
2017/18	Colley Reserve from 31 December 2017 until 4 February 2018.

The Big Wedgie has again grown in offering and popularity over the past 3 seasons and was Incident free in the 2017/18 event season.

Full remediation of Colley Reserve took around 10 days, before amenity was restored, with all costs associated with the remediation paid for by The Big Wedgie Pty Ltd.

## REPORT

The Beachouse have applied through their company The Big Wedgie Pty Ltd for an event license for Wigley Reserve to run their Big Chukka, Big Wedgie, Just Right Wedgie and The Little Wedgie from 15 December 2018 until 3 February 2019. Operationally bump in would commence from 10 December 2018, and infrastructure would be removed by the 8 February 2019.

*Refer Attachment 1*

One formal complaint was received prior to the 2017/18 season with two additional complaints received during operational delivery. Complaints from adjacent residents specifically were:

- Use of Wigley Reserve specifically for a commercial event
- The blocking of the view across Colley Terrace
- Public safety concerns regarding water drainage.

The Big Wedgie reported that the 2017/2018 event attracted 21,500 'sliders' which includes 2,000 complementary tickets issued and redeemed for promotional activities. This represents a boost to the local economy of over \$2.25 million based on the 'day tripper' visitor average expenditure of \$105, as per Tourism Research Australia and Australian Bureau of Statistics surveys.

In addition to the Big Wedgie, Just Right Wedgie and The Little Wedgie, the Big Chukka will be added to the offering; a vertical free fall followed by an eighty degree plunge, to then catapult the ticket holder through the air onto a giant inflatable pillow.

*Refer Attachment 2 (Big Chukka on the left of the image)*

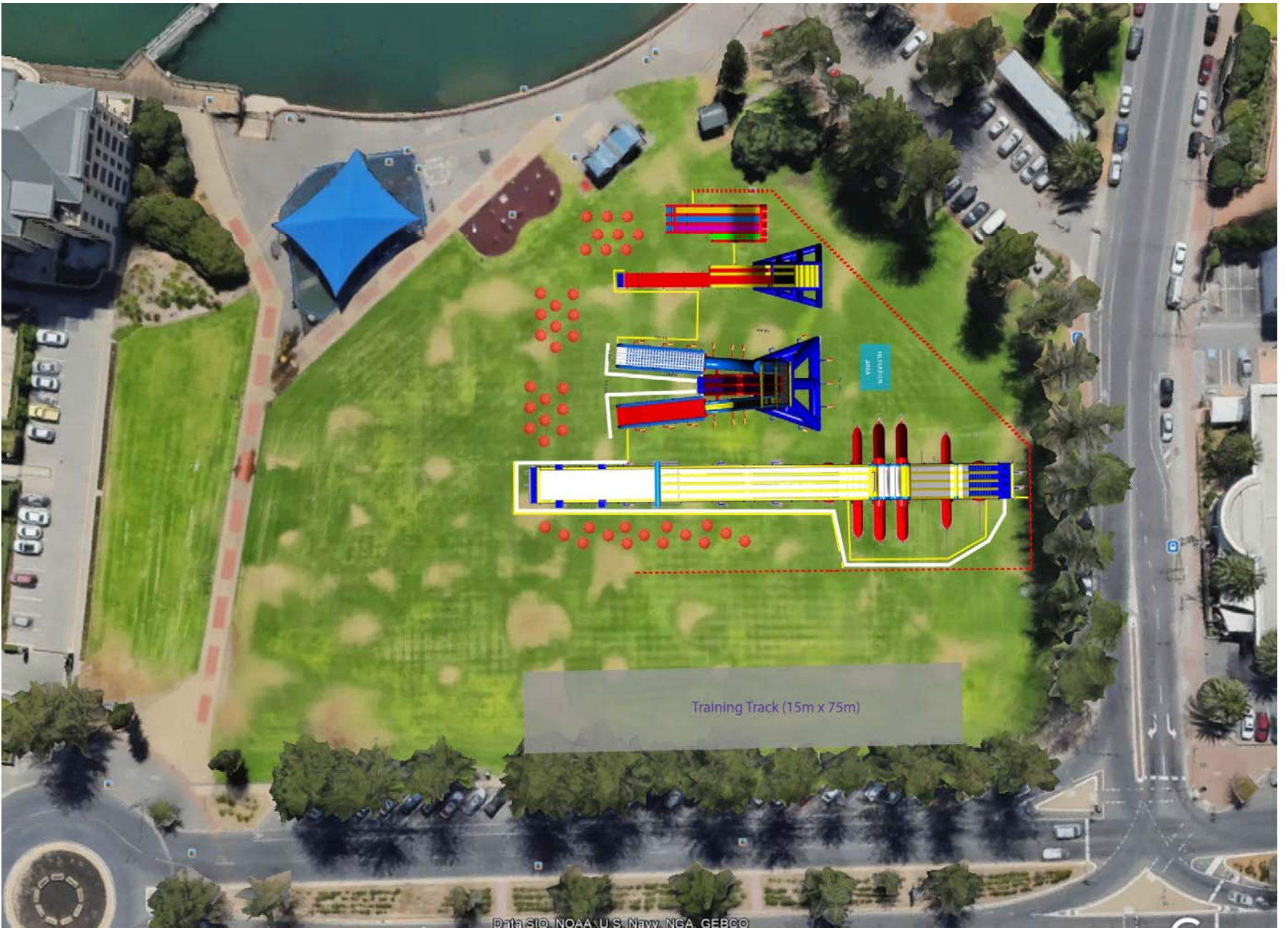
The Big Wedgie Pty Ltd have public liability insurance to \$20,000,000 which is aligned to Council's Event Conditions.

**BUDGET**

The Big Wedgie Pty Ltd will be charged \$20,000 + GST venue hire fee and a \$20,000 bond (with any extras to be borne by the operator) for grass remediation. Additional bins, power, water access also be charged to The Big Wedgie Pty Ltd during operational event delivery including infrastructure testing and infrastructure bump-in and bump-out.

**LIFE CYCLE COSTS**

Not applicable.



Training Track (15m x 75m)





Item No: **14.5**

Subject: **APPOINTMENT TO SOUTHERN REGION WASTE RESOURCE  
AUTHORITY BOARD**

Date: 27 March 2018

Written By: General Manager Business Services

General Manager: Business Services, Mr R Bria

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### **SUMMARY**

Ms Trish Aukett has advised she wishes to step down from the board of Southern Region Waste Resource Authority and it is recommended that Mr Roberto Bria be appointed effective immediately for the term of Council.

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### **RECOMMENDATION**

**That Council notes the resignation of Ms Trish Aukett from the board of Southern Region Waste Resource Authority and appoints Mr Roberto Bria effective from 28 March 2018 for the term of Council.**

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### **STRATEGIC PLAN**

Supporting Excellent, Efficient Operations  
Building an environmentally resilient City

### **COUNCIL POLICY**

Not Applicable.

### **STATUTORY PROVISIONS**

Not Applicable.

## **BACKGROUND**

Ms Trish Aukett General Manager Community Services, has been a member of the Southern Region Waste Resource Authority ('SRWRA') board since 2016 and as she has announced her retirement from the organisation in May 2018 it is an appropriate time to step down and handover to a new appointee.

## **REPORT**

Southern Region Waste Resource Authority (SRWRA) is a regional subsidiary established by the Cities of Onkaparinga, Marion and Holdfast Bay ('constituent councils'), pursuant to Section 43 of the *Local Government Act 1999*.

SRWRA is governed by a Charter and is overseen by a seven member Board comprising two appointees from each of the constituent councils and an independent expert in business and/or waste management as chairperson. Constituent councils may also appoint a deputy member who may attend board meetings and engage in discussion but can only vote on a motion if one or both members are absent.

Council has traditionally appointed one councillor and one senior manager to the board with the deputy another councillor. The current members appointed for the term of Council are Councillor Yates and Ms Aukett with Councillor Smedley as deputy in the absence of either Councillor Yates or Ms Aukett.

SRWRA's business strategy and outlook has changed significantly in the past few years:

- The current board and SRWRA's Executive Officer are very proactive in developing its business, extending the life of the landfill and extracting value for the 3 constituent councils (Holdfast Bay, Marion and Onkaparinga).
- All of SRWRA's business activities are now at the landfill site at Seaford Heights after recently moving administrative staff from rented premises at Morphett Vale.
- Through various initiatives, the life of the landfill has been extended from an initial 12 years to now approaching 30 years providing constituent councils and other customers a competitive long-term landfill solution.
- SRWRA is continuing to explore additional and innovative opportunities to improve revenue streams.

The future for SRWRA is very positive and it is an ideal opportunity to allow someone else to join the board and shape its direction. Mr Roberto Bria, General Manager Business Services, has advised he is willing to accept the appointment if resolved by Council. Mr Bria has a long experience in all levels of government and private sector and will bring considerable experience in governance, financial and business development matters.

**BUDGET**

This report does not have any budget implications.

**LIFE CYCLE COSTS**

This report does not have any full life cycle cost implications.



Item No: **14.6**

Subject: **AMENDMENT TO THE CUSTOMER FEEDBACK AND COMPLAINTS POLICY**

Date: 27 March 2018

Written By: Governance Coordinator

General Manager: Business Services, Mr R Bria

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### **SUMMARY**

Since the endorsement by Council of the Customer Feedback and Complaints Policy, the Minister for Local Government, has gazetted a new Code of Conduct for Council Employees, commencing on the 2 April 2018, which will be included in the *Local Government (General) Regulations 2013*.

This addition to the regulations means that an amendment to Council's Customer Feedback and Complaints Policy needs to be updated to include a new provision regarding Complaints regarding Code of Conduct for Council Employees.

This report presents the updated policy for Council endorsement.

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### **RECOMMENDATION**

**That the updated Customer Feedback and Complaints Policy be endorsed by Council.**

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### **COMMUNITY PLAN**

Culture: Providing customer-centred services  
Culture: Supporting excellent, efficient operations

### **COUNCIL POLICY**

Customer Feedback and Complaints Policy

### **STATUTORY PROVISIONS**

*Local Government Act 1999*

## BACKGROUND

Council considered and endorsed the Customer Feedback and Complaints Policy at its meeting on 27 June 2017.

## REPORT

Since the endorsement by Council of the Customer Feedback and Complaints Policy the Minister for Local Government, has gazetted a new Code of Conduct for Council Employees (Code), commencing on the 2 April 2018, which will be included in the *Local Government (General) Regulations 2013*.

This addition to the regulations means that an amendment to Council's Customer Feedback and Complaints Policy needs to be updated to include a new provision regarding Complaints regarding Code of Conduct for Council Employees.

The Code deals solely and exclusively with gifts and benefits and in summary the code states:

- A council employee may not seek or receive a gift or benefit that is, or could reasonably be taken to be, intended or likely to create a sense of obligation on part of the employee to a person or influence the employee in the performance or discharge of their functions or duties
- There is no exception to the gifts and benefits rule for hospitality provided in the context of performing duties (so any hospitality valued over \$50 must be recorded on the gifts and benefits register)
- A Council employee must provide details of any gift or benefit (now including any hospitality) of an amount greater than \$50 (being the amount determined by the Minister by notice in the Gazette on 13 February 2018)
- A gift or benefit received by a person related to a Council employee (as defined in Schedule 3 to the *Local Government Act 1999*) is to be treated as a gift or benefit received by the employee
- The CEO must maintain a register of gifts and benefits received by employees. The register is a public document available for inspection and must be published on a website determined by the CEO
- A complaint alleging that a Council employee has not complied with the code must be dealt with in accordance with a policy prepared and maintained by the Council relating to complaints against employees. The policy must nominate a person or persons to whom complaints are to be given. In the case of the CEO, the policy must provide that complaints are to be given to the principal member of Council.

The Local Government Association of SA (LGA) has provided a model complaints handling policy to Councils to meet the Council's obligations to have a policy to deal with Code of Conduct complaints regarding an employee.

To meet the requirements of the Code, the Customer Feedback and Complaints Policy has been updated to include the model complaints handling policy from the LGA and includes definitions of employee and relative of employee and the insertion of clause 2.14 which outlines the complaints handling process under the Code for the Council.

A copy of the updated Customer Feedback and Complaints Policy is attached and shows the changes to the policy using track changes.

*Refer Attachment 1*

The register of Gifts and Benefits will be published on the Council's website [holdfast.sa.gov.au](http://holdfast.sa.gov.au) on the Registers page.

**BUDGET**

Not applicable.

**LIFE CYCLE COSTS**

Not applicable.

Trim Container	FOL/17/1050
First Issued / Approved:	15/07/2012
Last Reviewed:	27/06/2017
	C270617/825
Next Review:	30/06/2019

## 1. PREAMBLE

The Customer Feedback and Complaints Policy is primarily focused on establishing a commitment in accepting and resolving complaints within the organisation and a culture which encourages and values feedback from our community.

### 1.1 Background

The City of Holdfast Bay (Council) is committed to providing excellence in customer service. As part of this commitment, Council seeks to know what its customers require, understand how it can improve its services to meet the needs of its community and to respond positively to concerns and criticisms.

### 1.2 Purpose

The purpose of this policy is to provide a fair, consistent and structured process for Council's customers if they are dissatisfied with a Council action, decision or service. This Policy provides guidelines as to how the Council will respond to requests for a service, a complaint or compliment of the Council or its representatives.

### 1.3 Scope

This Policy applies to services and decisions provided or made by Council, and its representatives. Where Council has failed to meet the normal standards for a service which has been, or should have been provided, this policy and the associated procedures apply.

This Policy will not be applied where the complaint is determined to be about matters that are not Council's responsibility, such as disputes between neighbours.

This policy will not be applied where there are other complaint procedures that apply to the particular type of complaint:

- Complaints against a Councillor, [Employee](#) or the Chief Executive Officer
- Freedom of Information applications
- Insurance claims
- Decisions made under legislation other than the *Local Government Act 1999*, such as the *Development Act 1993* or *Expiation of Offences Act 1996*

# CUSTOMER FEEDBACK AND COMPLAINTS POLICY

In these instances, Council will provide and explain specific information regarding the most appropriate process.

## 1.4 Definitions

*Council* – the City of Holdfast Bay

*Council Representative* – a person employed directly by the Council (whether that position is permanent or contractual) and persons providing services on behalf of, the Council even though they may be employed by another party, including volunteers and contractors.

*Customer* – a person or organisation who receives goods or services provided by the City of Holdfast Bay or its representatives.

*Request for Service* - an application to have Council or its representatives take some form of action to provide a Council service.

*Feedback* - can take the form of comments both positive and negative, about services provided by Council without necessarily requiring a corrective action, change of service or formal review of a decision. Feedback may, however, influence future service reviews and delivery methods.

*Complaint* - an expression of dissatisfaction with a product or service delivered by Council or its representatives that has failed to reach the standard stated, implied or expected. This includes complaints about a service that has been, or should have been delivered.

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*Employee* – includes a person directly employed by the Council in a full time, part time or casual capacity (whether that person is permanent or casual) and persons providing services to, or on behalf of, the Council even though they may be employed by another party.

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*Relative of an Employee* – is defined in Schedule 3 of the *Local Government Act 1999* as a person related to an employee means –

- (a) a member of the employee's family;
- (b) a family company of the member;
- (c) a trustee of a family trust of the member.

## 1.5 Strategic Reference

Culture: Providing customer-centred services

Culture: Supporting excellent, efficient operations

Community: Fostering an engaged and contributing community

## 2. PRINCIPLES

- 2.1. Council will provide excellent customer service. All representatives are required to conduct themselves in accordance with the organisation's corporate values. Achievement- Respect- Innovation- Simplicity- Engagement.

## CUSTOMER FEEDBACK AND COMPLAINTS POLICY

- 2.2. Council will provide all representatives with training (either formal, informal or both) in relation to the provision of excellent customer service.
- 2.3 Customers may make contact with Council in a number of ways including:
- Face to face
  - City of Holdfast Bay Website
  - Telephone
  - Email
  - Mail
- 2.4 Council will ensure the following steps are followed when responding to requests for service, complaints or compliments:
- Prompt acknowledgement
  - Assessment
  - Investigation (if warranted)
  - Provide progress updates to the customer (if required)
  - Identify improvements required
  - Clear response to the customer
  - Follow up of any Customer Service concerns
- 2.5 Council expects that complaints, compliments, enquiries and requests for service are responded to promptly at the initial point of contact. Where more complex responses are required, the matter will be considered as quickly as possible by the most appropriate employee and the customer will be kept informed of the steps and processes at all times.
- 2.6 Requests for service provision will take into account reasonable expectations and existing service standards, legislative responsibility, and the efficient and effective availability of Council resources.
- 2.7 The principles of natural justice, - timeliness, opportunities for comment and provision of relevant information, and, where appropriate, confidentiality - will apply to all requests for service, complaints or compliments.
- 2.8 Council and its representatives will treat all customers with respect and expect the same in return from customers.
- 2.9 When a review of a request for service or complaint has been completed and the complaint is found to be justified Council will remedy the situation in a manner which is consistent and fair for both Council and the complainant. The solution chosen will be proportionate and appropriate to the circumstances.
- 2.10 Council may refuse to investigate the complaint where an initial review of the matters determines the request to be trivial, frivolous or vexatious.
- 2.11 If a review of a request for service or complaint has been completed and the customer is not satisfied with the outcome, the customer may ask for either mediation, neutral evaluation or conciliation in order to reach an agreed outcome.

## CUSTOMER FEEDBACK AND COMPLAINTS POLICY

- The process for mediation, neutral evaluation or conciliation will be in accordance with that described in Section 271 of the *Local Government Act 1999*.
- Costs of mediation, neutral evaluation and conciliation will be shared equally by the City of Holdfast Bay and the applicant.

2.11 At any time, regardless of the outcome of a review the complainant may contact the Ombudsman for further assistance and/or advice.

2.12 Council will ensure that all requests, comments and complaints will be recorded as part of its internal record keeping systems. This information will be regularly reviewed with the intention of identifying trends and improving Council's customer service provision, and will be reported in Council's Annual Report.

2.13 Confidentiality

Complaints will be investigated in private, to the extent possible. The identity of complainants and any person who is the subject of a complaint will only be disclosed to those involved in the investigation process. The complaint will not be revealed or made public by the Council, except where required by law. All complaints lodged with Council are subject to the *Freedom of Information Act 1991* and confidentiality cannot be guaranteed under the provisions of that legislation.

~~2.14 Review and Evaluation~~

~~In order to ensure Council continues to provide the best possible service response for its customers, this policy is subject to periodic evaluation and review.~~

~~This policy will be available to download from Council's website: [www.holdfast.sa.gov.au](http://www.holdfast.sa.gov.au) and for inspection during normal business hours~~

2.14 Complaints regarding Code of Conduct for Council Employees

2.14.1 Where a person alleges –

- an employee (or a relative of an employee) has sought or received a gift or benefit that is, or could reasonably be taken to be, intended or likely to create a sense of obligation on the part of the employee to a person or to influence the employee in the performance or discharge of the employees functions or duties; or
- an employee has failed to record, or correctly record, details of a gift or benefit received by the employee (or a relative of an employee) on the gifts and benefits register; or
- the CEO has not appropriately maintained a register for gifts and benefits received by employees of the council.

they may submit a complaint alleging that an employee of council has contravened or failed to comply with the Code of Conduct for Council Employees, as prescribed in Schedule 2A of the *Local Government (General) Regulations 2013*.

# CUSTOMER FEEDBACK AND COMPLAINTS POLICY

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2.14.2 A complaint must be given to the Chief Executive Officer. In the case of a complaint against the Chief Executive Officer, a complaint must be given to the principal member of the council (Mayor), except in circumstances where legislation requires the matter to remain confidential.

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2.14.3 All complaints will be investigated and resolved according to the industrial and human resource procedures of the council.

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## 2.14.5 Review and Evaluation

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In order to ensure Council continues to provide the best possible service response for its customers, this policy is subject to periodic evaluation and review.

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This policy will be available to download from Council's website: [www.holdfast.sa.gov.au](http://www.holdfast.sa.gov.au) and for inspection during normal business hours

## 3. REFERENCES

### 3.1 Legislation

- *Local Government Act 1999*
- [Local Government \(General\) Regulations 2013](#)

### 3.2 Other References

City of Holdfast Bay

- Customer Feedback and Complaints Procedure
- TRIM guidelines
- Customer Request System guidelines



Item No: **14.7**

Subject: **DEFIBRILLATOR ACCESS IN THE CITY OF HOLDFAST BAY**

Date: 27 March 2018

Written By: Community Centres Coordinator

General Manager: Community Services, Ms T Aukett

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### **SUMMARY**

Installation of AED (Automated External Defibrillators) are now considered part of community safety programs in many councils across Australia. SA Ambulance Service (SAAS) strongly supports placement of AEDs to provide access to this vital First Aid tool in case of an emergency.

The City of Holdfast Bay has several publically accessible buildings that would suit the installation of AED units, and would be available to staff and the general public in an emergency. Buildings such as the Brighton Civic Centre, Libraries, Glenelg Town Hall and Community Centres are appropriate locations due to their accessibility to the general public and opening hours.

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### **RECOMMENDATION**

#### **That Council:**

- 1. Includes the installation of up to four AED units in Council buildings to a maximum of \$8,000 in the 2018/19 draft budget for its consideration.**
  - 2. Undertake a risk assessment and appropriate consultation with relevant stakeholders (including WHS Committees) for AED units placed in Council buildings to ensure procedural effectiveness.**
  - 3. Assist community clubs and sports clubs to seek funding to provide or subsidise the purchase of AED units.**
- 

### **COMMUNITY PLAN**

Community: Providing welcoming, accessible facilities

### **COUNCIL POLICY**

WHS Emergency Management Policy  
WHS Communication and Consultation Policy

## STATUTORY PROVISIONS

There are no national standards regarding availability of AED units, number of units or where they should be located.

## BACKGROUND

At its meeting on 23 January 2018, Council resolved (C230118/1013):

*“That Council provides Glenelg North Community Centre a heart defibrillator and associated training, and that a report be brought to Council on the implications of providing heart defibrillators within other Council buildings”*

There are several locations within the City of Holdfast Bay where AED units are already installed, these are primarily within sporting clubs and only accessible when the clubs are open. Below are some of the locations where AED Units are installed.

- Brighton Sports and Social Club
- Brighton Table Tennis Club
- Kauri Community and Sports Centre
- Brighton and Seacliff Yacht Club
- Brighton Croquet Club
- Brighton Bowling Club
- Seacliff Surf Life Saving Club x 3 units
- Somerton Yacht Club.

As a comparison, the City of Marion and City of Adelaide are two councils that have installed AED units in some of their facilities. From discussions with staff involved with the AED roll out in Adelaide and Marion, there has been no negative impact or issues with the provision of AED units.

The City of Adelaide, supported by SA Ambulance (SAAS) and the Heart Foundation, has installed AEDs for public use in 17 locations throughout the City and North Adelaide. Units installed in the public realm are in well-lit locations covered by CCTV cameras to help deter mis-use or vandalism. The City Of Marion have installed AED units in seven of their council buildings including Community Centres, Civic Centre and Library.

Local Government Risk Services do not have a formal position in regards to Councils installing AED units. The Local Government Association and Local Government Risk Services have AED units located within their foyer.

## REPORT

St John Ambulance Australia SA, state that only one in ten people survive a sudden cardiac arrest outside of hospital. Having access to an AED can improve these odds, with chances of survival increasing to around 70% if the AED is applied within the first few minutes of collapse. Training and education opportunities increase the likelihood of community members using an AED in an emergency.

Defibrillators are used to shock the heart back into normal rhythm during cardiac arrest emergencies, by the operator simply pressing a button to commence the process. With basic audio and visual commands, AEDs are designed to be simple and safe to use and importantly, training is not a prerequisite for use. However, training provides the user with confidence to act expediently while waiting for an ambulance.

The emotional impact of providing First Aid in an emergency situation cannot be dismissed. However an AED unit should be considered as a reliable tool to assist in case of an emergency if available and can reduce any doubt regarding the status of the person requiring assistance. This reduces the anxiety associated with providing appropriate First Aid and the fear of doing the patient harm.

The City of Holdfast Bay has several publically accessible buildings that would suit the installation of AED units, which would be available to staff and the general public in an emergency. Buildings such as the Brighton Civic Centre, Libraries, Glenelg Town Hall and Community Centres are appropriate locations due to their accessibility to the general public and opening hours.

Prior to AED units being installed, Council staff will undertake a detailed risk assessment and appropriate consultation with relevant stakeholders (including WHS Committees) for AED units placed in Council buildings to ensure procedural effectiveness.

It is important to note that once installed there will be no obligation/or expectation that any individual staff member will be required to use it. If units were placed in Council buildings, training would be provided to staff.

Currently the South Australian Ambulance Service is delivering free 30 minute CPR and AED unit training sessions for the community. St John Ambulance Australia SA Inc. offer similar training when units are supplied.

Council's Customer Service and Library Manger are supportive of AED unit installation in their work locations and will encourage staff to attend relevant training.

In relation to installation, no power source is required for the installation of AED units or cabinets. The entire unit (and cabinet for external installation) are powered by battery. The unit self-tests regularly, if an issue is detected an audible noise is emitted.

## **BUDGET**

There is currently no allocated budget in the 2019/18 budget to install AED units in City of Holdfast Bay buildings.

It is recommended that the installation of up to four AED units be included and considered as part of the 2018/19 draft budget.

Several AED products are available that can cost up to approximately \$2,500. One (1) particular unit recommended by St John Ambulance Australia including defibrillator, a metal wall bracket and on-site signage costs \$1,995.

### **LIFE CYCLE COSTS**

After initial activation, the AED unit is designed to sit in its cabinet until an emergency arises. The ongoing costs with an AED unit, is the pad and battery replacement, costings as summarised below:

#### **Service of Units/Replacement Schedule**

<b>Defibrillator Pads</b>	Two (2) years, after use, or when the unit prompts replacement	\$105
<b>Defibrillator Battery</b>	Four and a half (4½) years (standby life)	\$250
<b>AED Cabinets</b>	Only required in public places or where children may interfere with unit	\$195

Internal workings of AED covered under an eight (8) year manufacturer warranty.

### **MAINTENANCE COSTS**

Maintenance costs would be the responsibility of the Incorporated Body if located at a Community Centre or Club and the responsibility of City of Holdfast Bay if located in the Civic Centre or a Library.

Item No: **14.8**

Subject: **WINTER WONDERLAND**

Date: 27 March 2018

Written By: Manager, City Activation

General Manager: Community Services, Ms T Aukett

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### **SUMMARY**

Following the success of previous Winter Wonderland events, Council since 2014, has resolved to contribute up to \$75,000 towards Winter Wonderland. This event has been jointly funded with Jetty Road Mainstreet Management Committee.

The main feature of the event is an undercover ice rink in Moseley Square that operates for a three week period for the duration of the July school holidays.

Based on the success of previous Winter Wonderland events and the learnings gained from each successive event, it is proposed to offer this event in Winter 2018 over a three week period from 2 July to 22 July 2018, once again co-funded with the Jetty Road Mainstreet Committee.

The City Activation budget for 2018/2019 provides sufficient funds to meet the expected costs of the event, based on the net cost of the 2017 event.

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### **RECOMMENDATION**

**That Council receive and note this report.**

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### **COMMUNITY PLAN**

Placemaking: Creating lively and safe places

Community: Providing welcoming and accessible facilities

Community: Fostering an engaged and contributing community

Economy: Supporting and growing local business

Economy: Boosting our visitor economy

### **STATUTORY PROVISIONS**

Not Applicable.

## BACKGROUND

The Winter Wonderland festival was developed by the Jetty Road Mainstreet Management Committee (JRMMC) in 2014 to help stimulate economic development during off peak visitation and to keep Glenelg front of mind as a destination during Winter.

Over the four years that the event has operated we have refined the operation and marketing to a point where Council can be assured of a successful event. As can be seen from the table below the net cost to Council in the last three years has reduced, while the economic impact and marketing reach has grown, meeting the Winter Wonderland goal of increasing the number of people visiting Glenelg during the winter months.

Table 1 showing financial results – (Excluding Jetty Road Mainstreet Contribution)

<b>Results</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<i>Total Ice Skating Sessions available</i>	46,200 (6 weeks)	32,850 (4 Weeks)	40,579(3weeks)
<i>Total Tickets sold (including penguins)</i>	29,000	22,000	28,000
<i>Total Income from sales</i>	\$218,117	\$174,168	\$191,233
<i>Council share of income (50%)</i>	\$109,059	\$87,084	\$97,526
<i>Expenditure (Council share 50%)</i>	\$184, 710	\$148,788	\$132, 189
<b><i>Net cost to Council</i></b>	<b>\$75, 651</b>	<b>\$61,704<sup>1</sup></b>	<b>\$34,663<sup>2</sup></b>

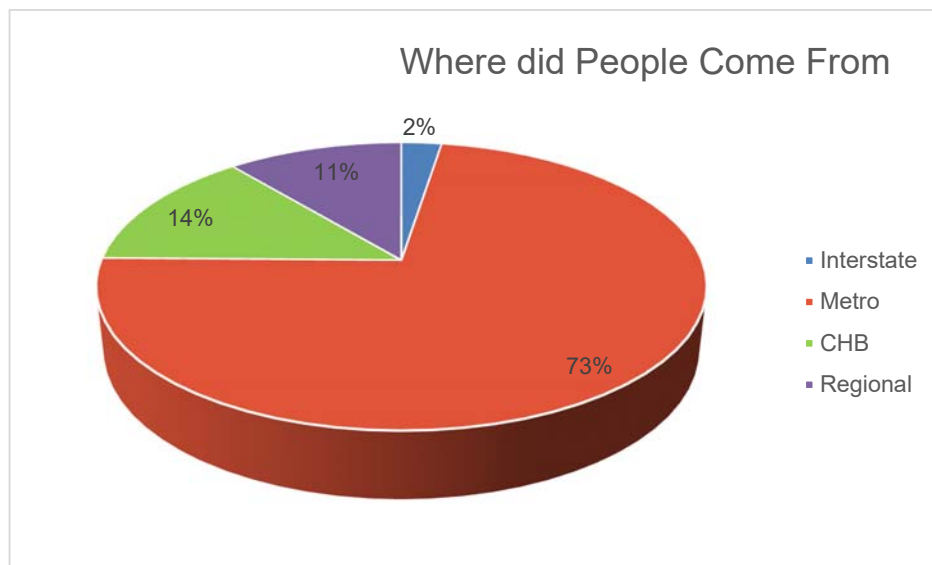
<sup>1</sup> \$9,468 returned to Council's overall budget as part of December 2016 budget update

<sup>2</sup> \$35,000 returned to Council's overall budget as part of December 2017 budget update

Table 2 showing additional indicators

<b>Indicator</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
<i>Economic Impact<sup>i</sup></i>	\$1.4 million	\$1,012,000	\$1,046,422
<i>Media Reach</i>	3,785,204	2,351,516	1,772,744
<i>Free Media Value</i>	\$240,000	\$182,300	\$358,049
<i>Webpage Visits</i>	61,801	37,358	31,484
<i>Social Media Reach</i>	31,172 views and 1395 likes and shares	33,779 views and 1310 likes and shares	179,253 views; 1,811 comments and shares.
<i>Winter Warmer Vouchers redeemed</i>	4000	3250	Not available

Graph 1 showing visitor point of origin:



A major focus of Winter Wonderland was to attract day trip visitors to the area. In 2017 this was achieved with 73% of visitors originating from Adelaide outside the City of Holdfast Bay, 11% were from regional SA, 2% from Interstate and the remaining 14% from the City of Holdfast Bay.<sup>3</sup>

<sup>3</sup> This is based on on-line sales (69% of all ticket sales).

## **REPORT**

Based on the success of previous Winter Wonderland events, the Jetty Road Mainstreet Committee have agreed to continue to co contribute with Council up to \$75,000 towards the cost of Winter Wonderland program for 2018/19. (It should be noted that the 2017 event's success resulted in a net cost to both Council and JRMC of just \$35,000 each – significantly less than the \$75,000 allowed.) The City Activation budget for 2018/19 includes an amount of \$43,600 for the delivery of this event.

### **Value Proposition/Community Benefit;**

This event aligns with City of Holdfast Bay current Our Place Community Plan 2030 key elements of supporting a diverse and resilient local economy through boosting the number of visitors to Holdfast Bay.

It also supports our Tourism Vision where the City of Holdfast Bay is committed to providing a lively, diverse, safe and accessible tourism destination for visitors and residents alike whilst ensuring sustainability and economic benefits for our immediate community and region

Winter Wonderland also aligns with our four tourism focus areas to facilitate sustainable tourism growth and will impact on the key event deliverables of

- Increase visitor length of stay and expenditure during off peak visitation.
- Increase repeat visits to Glenelg and surrounds
- Increase destination awareness
- Increase number of day-tripper and intrastate visitors.

## **BUDGET**

A budget based on 17/18 actuals and anticipating a 2% increase in ticket sales sees an amount of \$43,600 incorporated into the 2018/19 budget with matched funding available through the Jetty Road Mainstreet Committee. As always with any incoming generating proposal, final costs and income will be dependent on a range of factors, including ticket sales, competing events, and successful marketing.

## **LIFE CYCLE COSTS**

There are no lifecycle costs associated with this report.

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<sup>i</sup> based on model provided by Tourism Research Australia)



Item No: **14.9**

Subject: **COUNCIL ASSESSMENT PANEL 2017 ANNUAL REPORT**

Date: 27 March 2018

Written By: Manager Development Services

General Manager: City Assets & Services, Mr S Hodge

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### **SUMMARY**

Council's Assessment Panel ('the Panel') is charged with the function of reporting to Council in respect of development trends, issues and other matters. This provides important feedback from the Panel to Council as part of its policy making role. A range of statistical data in relation to the Panel's activities during 2017 is provided as part of this report for the information of Members. In addition, a report from the Presiding Member of the Panel is also provided, representing the Panel's observations in relation to various development issues of note.

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### **RECOMMENDATION**

1. **That Council note the information provided as Attachment 1 to this report.**
  2. **That Council receive the report from the Presiding Member of the Panel provided as Attachment 2 for information.**
  3. **That the advice from the Presiding Member of the Council Assessment Panel addressing Development Plan policy and provided as Attachment 2, be referred to the Strategic Planning section for consideration for inclusion in future suitable Development Plan Amendments and/or the general review of the Holdfast Bay (City) Development Plan.**
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### **COMMUNITY PLAN**

Placemaking: Creating vibrant and safe places  
Culture: Supporting excellent, efficient operations

### **COUNCIL POLICY**

Council Assessment Panel Terms of Reference

**STATUTORY PROVISIONS**

Development Act, 1993

**BACKGROUND**

Not Applicable

**REPORT**

A range of statistics on the Panel's activities during 2017 is provided in Attachment 1 to this report. Analysis of some of these statistics and other procedural matters are outlined below.

*Refer Attachment 1*

***Panel Work Load***

During 2017, the Council Assessment Panel considered a total of fifty-five (55) agenda items relating to Development Applications. The number is slightly higher than the previous year, which is a reflection of the heightened development activity in Holdfast Bay.

***Appeals***

Five (5) 'appeal' items were presented to the Panel in 2017, compared with none in 2016, which may be a reflection that the community is becoming more involved in planning decisions. Each of the appeal matters were resolved in the Panel's favour, including two Judgements where the Panel's decisions were upheld.

***Public Interest***

Individual Panel meetings attract an average of thirty-eight (38) attendees, with 2017 attracting a combined public attendance of four-hundred-and-twenty-five (425) persons. Several significant developments attracted large public galleries during 2017, including proposals for an apartment building on the Esplanade at Brighton (64), shade sails at both John Miller and Wattle Reserves (53), the expansion of aged care accommodation at Townsend House (41) and the redevelopment of the Dave Potter Honda dealership (26). Whilst the majority of attendees are present to observe proceedings relating to a development application of particular interest to them, the Panel also hears from residents and applicants directly affected by proposals. The Panel formally heard forty-four (44) speakers during 2017, which is an indication of a continued desire for people to be involved, where the opportunity presents, and be heard in relation to development occurring in their neighbourhoods. The Panel also provides an opportunity for persons without formal speaking rights to be heard at the discretion of the Presiding Member, which has proved to be an effective means of directly obtaining information from affected parties at the meetings without having to formally defer an item.

***Panel's Key Observations***

The annual report from the Panel's Presiding Member (with contributions and endorsement from all other Panel Members) is attached for Members' information. The report canvasses a number of policy issues which the Panel has identified as being worthy of drawing to Council's attention, in addition to a brief statement on essentially formal matters. The key policy issues identified by the Panel for 2017 are listed in Part B of the Presiding Member's report provided as Attachment 2 to this report. In summary, the Panel identified allotment widths, two-storey design, dwelling liveability, boundary wall heights, the value of vegetation, street tree retention, and interface issues between commercial and residential land as being some of the notable issues for 2017.

*Refer Attachment 2*

**BUDGET**

There are no immediate budget implications resulting from this report or the recommendations. However, depending on whether some or all of the recommendations are enacted, there may be a need to revise current budget allocations to fund the projects

**LIFE CYCLE COSTS**

Members of the Panel are compensated for the time they give to preparation and meeting attendance. As previously endorsed by Council, the Presiding member is paid \$522 per meeting attended and all other Members are paid \$417 per meeting attended.

DA'S CONSIDERED BY PANEL		TOTAL NOS OF ITEMS		NUMBER OF DAS				NUMBER OF DAS DECIDED BY PANEL THAT WERE APPEALS - OUTCOME			BASED ON DELEGATIONS			NO OF SPEAKERS	
Month	Total Per Meeting	Deferred	Appealed	Granted Consent	Refused	Deferred	Delegated	Granted	Refused	Other	Representations	Refusal	Other	Representors	Applicants
JAN	No Meeting														
FEB	4										3		1	7	2
MAR	2			2									2	3	1
APR	5			4	1						2		3	3	2
MAY	5		1	3	1			1			2	1	1	2	2
JUN	8		1	4	1			1	1		4		1	2	2
JUL	5			4	1									2	1
AUG	4			4							3			2	1
SEP	5		1	5				1			3		2		
OCT	6		1	4	1	1		1			2		4	2	
NOV	7	1	1	5	3					1	1	3	3	2	2
DEC	4			4							1		2	5	1
<b>2017 TOTAL</b>	<b>55</b>	<b>1</b>	<b>5</b>	<b>39</b>	<b>8</b>	<b>1</b>		<b>4</b>	<b>1</b>	<b>1</b>	<b>21</b>	<b>4</b>	<b>19</b>	<b>30</b>	<b>14</b>
<i>2016 TOTAL</i>	<i>42</i>			<i>37</i>	<i>8</i>			<i>1</i>			<i>26</i>	<i>4</i>	<i>38</i>	<i>60</i>	<i>28</i>
<b>2014 TOTAL</b>	<b>65</b>	<b>2</b>	<b>3</b>	<b>46</b>	<b>16</b>	<b>3</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>30</b>	<b>6</b>	<b>29</b>	<b>32</b>	<b>16</b>
<b>2015 TOTAL</b>	<b>75</b>	<b>4</b>	<b>10</b>	<b>54</b>	<b>18</b>	<b>3</b>		<b>7</b>	<b>1</b>	<b>2</b>	<b>34</b>	<b>15</b>	<b>26</b>	<b>43</b>	<b>19</b>
<b>MONTH</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>			
<b>DURATION</b>	<b>No Meeting</b>	2.40	1.20	2.00	1.38	1.27	1.50	1.47	1.50	1.40	1.20	1.24			

## **2017 COUNCIL ASSESSMENT PANEL ANNUAL REPORT**

### **Annual Report to Council from the Council Assessment Panel**

The new Planning, Development and Infrastructure Act was passed by Parliament in 2016 and in October 2017 required the Panel to transition from the Development Assessment Panel (DAP) to the Council Assessment Panel (CAP). The functions and procedures of the CAP remains consistent with those of the DAP however the membership was required to change. The DAP comprised three elected Council members, three specialist independent members and an independent specialist presiding member (totalling 7) and the CAP comprises of one elected Council member, three specialist independent members and an independent specialist presiding member (totalling 5).

It is with great pleasure that I present this report on behalf of the CAP.

This Report comprises two sections:

- Part A contains general comments about the DAP/CAP membership and meeting procedures;
- Part B contains specific comments relating to particular matters that the CAP would like to bring to the attention of Council.

The CAP recommends these matters be investigated and considered for incorporation in Council's next general Development Plan Amendment.

### **PART A – GENERAL COMMENTS**

#### **1 Membership of the DAP**

From January until April the membership comprised specialist independent members Jenny Newman (Presiding Member), Graham Goss (Deputy Presiding Member) and David Bailey and elected Council members Councillor Bob Patton, Councillor Rosemary Clancy and Councillor Lynda Yates.

Following an invitation of expressions of interest for the selection of independent members to serve on the Panel, Alison Vine was appointed with her first meeting being in May 2017. Existing independent members Jenny Newman, David Bailey and Graham Goss were reappointed for a further two years. David Bailey was subsequently elected as Deputy Presiding Member.

## 2 Membership of the CAP

In October 2017, the Panel transitioned to the new Council Assessment Panel with Councillors Lynda Yates and Bob Patton relinquishing their roles, leaving Councillor Rosemary Clancy as the single elected member representative, as required by the new membership requirements.

Bob had served on the Panel for almost a year and Lynda for almost two and we would very much like to thank them both for their contribution, recognising their commitment to their roles, the local knowledge they brought to the discussions and the demonstrated desire to consider all aspects of the applications in the context of the provisions of the Development Plan.

## 3 Meeting Procedure

Council's Code of Conduct, adopted by the CAP, assists CAP members in determining their meeting procedures, with the Presiding Member determining how the Panel meetings are to be run. Meetings have run smoothly and efficiently during 2017.

Meetings are held from 7.00pm on the fourth Wednesday of each month and CAP members inspect sites individually as necessary prior to the meetings.

The process of the meeting is for the Presiding Member to welcome members of the public, applicants and representors and to explain the meeting procedure. The welcome includes an acknowledgement of the meeting taking place on traditional Kaurna lands. The nature of the meeting is clarified, namely that it is a public hearing and that the CAP is a distinctly separate body from the Council and is subject to the provisions of the Planning Development and Infrastructure Act (2016) rather than the Local Government Act. It is stressed that all members of the Panel, elected and specialist independent, have a statutory duty to assess applications against the provisions of the Development Plan. For each development assessment item, representors who have indicated they would like to address the CAP, are invited to do so, and CAP members ask questions of clarification where necessary. The applicant is then given a right of reply, again followed by questions from the CAP if required. The CAP may also ask questions of planning staff, before a round-table discussion occurs prior to a decision being made. It is emphasised that whilst the meeting is open to members of the public, it is not a forum for public debate.

Panel members are reminded each meeting of their obligation to declare any conflict of interest they may have in relation to an item prior to that item, stating the nature of the interest. This is recorded in the minutes accordingly.

## 4 Processing of Applications

Many of the applications that come to the CAP for determination have been through a rigorous process of negotiation between the applicant and Council planning staff to improve the quality of the development and better address the provisions of the Plan. Whilst this may take extra time, it generally results in an application with a recommendation for approval, rather than a recommendation for refusal. Refusals are more likely than approvals to be appealed with the result of a compromise proposal being submitted for consideration early in the appeal process. Thorough negotiations prior to assessment can therefore often avoid the costly and time-consuming appeal process.

In 2017, 55 development applications were considered of which 39 were granted consent, 1 was deferred and 8 were refused consent. 6 development applications were resolved through the court process as appeals with 4 of the decisions made by the CAP being upheld, 1 appeal being refused and 1 being considered twice by the Panel and ultimately being granted approval. A total of 30 representors and 14 applicants were heard at the public meetings.

While the CAP does not always follow the Council planning staff's recommendations, the thoroughness of the reports is consistent and of a high quality. It is noted that there is the tendency for some applicants to push the boundaries as far as possible in not proposing minimum setbacks, maximum wall heights and other quantitative standards. However just as important as the quantitative standards, are the qualitative standards which are relevant to the application and in their decision making, the CAP consistently considers how the applications best address all relevant provisions of the Development Plan – both quantitative and qualitative.

### **PART B – SPECIFIC COMMENTS**

The Panel may (at its discretion) provide advice and reports to the Council on trends, issues and other matters relating to planning or development that have become apparent or arisen through the Panel's assessment of Development Applications under the Planning, Development and Infrastructure Act (2016).

The CAP requested Council's planning staff provide an update on the issues raised in previous reports and the following responses have been received. It is noted that the text in italics below each item were received directly from Council's planning staff:

1. Minimum allotment width provisions inhibit well designed semi-detached development that may be less than 12m in width, whilst encouraging poorly designed 'hammerhead' developments instead. Consideration should be given to reducing the minimum allotment width from 12m.

*The State Government's Design Guidelines will be released in draft format later in 2018, with standardised 9m allotment widths likely to feature as a policy platform. The issue of allotment widths is also addressed in Council's own Housing Strategy, mainly as an alternative to the sometimes difficult alternative of 'hammerhead' allotments, which present issues around social isolation and surveillance from the street.*

2. Provisions that discourage two-storey development (unless designed within the roofline) on the entire area east of Brighton Road restrict development potential, produce compromised designs and are incoherent with the State Government's Residential Code which overrides Council's Development Plan and allows for conventional two-storey development. However it is important that two storey development is consistent in complementing the established suburban character such as through roof forms, articulated ground and upper floor plans and buildings set within landscaped settings. If two storey development is to be envisaged in this area, proposals should be designed with particular reference to the existing streetscape (heights, materials, setbacks, forms) and demonstrate a higher level of articulation and design resolution than would be expected in areas to the west of Brighton Road.

*Council's Housing Strategy is still being compiled and whilst not a design guideline document, does preference an urban form that is cognisant of the prevailing character of a locality. Importantly, an analysis of local character will be undertaken as a means to ensure that those areas which can accommodate opportunities for housing diversity, are not encumbered by the current broad brush approach towards two-storey development.*

3. The Development Plan will benefit from the addition of provisions that relate to the 'liveability' of new medium density dwellings in particular. Issues of solar orientation, useability of private open space, screening versus overlooking, ambient noise, isolation of 'hammerhead' dwellings are all factors that impact on the quality of life for residents of these developments. This was particularly notable in the assessment of an aged care complex in Somerton Park. The needs and general amenity of the future occupant requires additional protection and consideration particularly in medium and high density proposals.

*This issue was noted for priority action in Council's Housing Strategy and policies will need to be developed in conjunction with the State Government to ensure that measures are provided at the assessment stage to safeguard quality of life, particularly as the demand for aged care accommodation increases. Under new legislation, the State Government will be primarily responsible for the assessment of such proposals, so it will be extremely important that councils play a strong advocacy role in this space.*

4. The provision in Council's Development Plan restricting boundary development to 2.75 metres in height needs to be reconciled with the ability for boundary walls to reach a height of up to 4 metres, as of right, under the Residential Code.



*Whilst there has been no change to this anomaly between Local and State policy, the matter will be introduced at the earliest available opportunity through a Development Plan Amendment.*

5. Echoing comments made in previous years, the Panel feels that there is a lack of strong interface provisions in the Development Plan. Previously in relation to commercial to residential junctions but now at high density / lower density housing interfaces.

*Regrettably, and despite council's best efforts, State Government zoning changes that enable multi-storey development, have been introduced with few interface provisions to safeguard the amenity of adjoining residential land uses. Zone changes along Adelphi Terrace and Jetty Road at Glenelg, in particular, have been void of complementary interface provisions, where future development will contrast sharply with the established urban character. Notwithstanding, council is developing some good data in this space as a means to mount an informed argument in response to future State Government zone changes.*

6. The failure of the Development Plan to formally acknowledge the value of existing non-regulated vegetation in new development. It is suggested that the Development Plan needs to better acknowledge existing vegetation in any new landscaping proposal that forms part of a development application.

*The council is planning to collect valuable information on the depletion of the urban forest within Holdfast Bay over a period of time. It is anticipated that the evidence will bolster council's ability to argue its case with the State Government for vegetation policies, ensuring that future development embeds meaningful landscaping into each proposal.*

7. The need to reconcile legislation governing on-street car parking and street tree retention with the allowances under the Development Plan that enable multiple, wide driveway crossovers.

*Council will make representation on this front at the imminent State Government Car Parking Summit, where it will argue its case for an appropriate balance between medium density housing and retention of on-street spaces. Parking spaces aside, the benefits of reducing the number of driveways enables council to provide street trees and green space on verges.*

8. In some Policy areas, the Development Plan promotes the design of semi-detached dwellings to appear as one dwelling when viewed from the street (with one roof form, no dividing front fence and shared front landscaping). Whilst this may be appropriate for character areas or areas where there is an established grain or rhythm to the street, in other areas this is seen as incompatible with the desire to provide street surveillance and for dwellings to present their front doors to the street.

*Council's Housing Strategy acknowledges that some long-held design preferences come with inherent shortcomings, such as an oversight of security and surveillance measures. For this reason, policies that centre on the liveability and safety for those within new accommodation have been given a more prominent status in the council's Housing Strategy, which will inform future Development Plan Amendments.*

In addition to the above, other matters which have become apparent or arisen through the Panel's assessment of Development Applications in 2017 are:

- 'Seaside character' which is referred to in the Development Plan (particularly in housing locations near the beach front) is not defined in the policies, making it difficult to assess and is particularly problematic when considering buildings of a large scale and those which are generic in design.
- The residential zoning of Wheatland Street at Seacliff belies its historical use as a commercial strip. It is suggested that the categorisation of 'shops' in particular as non-complying uses should be revisited.
- There is a discrepancy in the Development Plan which allows reduced site areas for allotments bound by a collector road, but not other 'lower order' roads. A less prescriptive approach is required where the merits for an allotment to cater for higher densities should be made whilst balancing other relevant Development Plan provisions.
- The Panel raised the issue of the outlook from internalised bedrooms with no external outlook again this year commenting on how guidance on this issue was lacking in the Council's Development Plan (in particular for dwellings of 1 - 2 storeys). The Panel sought that the issue receive consideration as part of the next available Development Plan Amendment process dealing with residential development, or indeed be considered as part of the preliminary work which is being undertaken as part of the Council's Housing Strategy. (see item 3 above)
- The Panel raised the issue of the need to provide encouragement, through Development Plan policy, for developments to take advantage of views to landmark buildings and natural features. The Panel sought that the issue receive consideration as part of the next available Development Plan Amendment process dealing with residential development, or as part of the work which is informing the compilation of Council's Housing Strategy.
- The Panel suggested that the document, "Design Guidelines. Design Quality and Housing Choice" published by the Office for Design and Architecture SA (ODASA) be considered as a model example to help inform policies for Council's Medium Density Policy Area, which lacks the necessary guidance for best practice medium density design. The Panel sought that the issue receive consideration as part of the next available Development Plan Amendment process dealing with residential development, or as part of the work which is

informing the compilation of Council's Housing Strategy. The comments made in previous years (see item 3 above) relate to good quality housing design and were again of concern for the Panel in making some of their decisions.

We suggest the above issues be considered in developing future planning policy for the Council area.

Finally I would like to sincerely thank all Panel members who have served during 2017 and I would specifically like to acknowledge their contributions to this report. In addition I would like to thank Council's planning staff for their assistance in providing commentary and updates on the policy issues and for the professionalism they have shown and the support which they have provided to the Panel throughout the year.

A handwritten signature in black ink, appearing to read 'Jenny Newman', with a stylized, cursive script.

Jenny Newman BA (Hons) MA Dip Arch (Dist) SCert(Ag)  
Presiding Member  
City of Holdfast Bay Council Assessment Panel  
March 2018