



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 11 September 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 Acting Mayor will declare the meeting open at 7:00pm.

2. KAURNA ACKNOWLEDGEMENT

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

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

3. PRAYER

Heavenly Father, we pray for your presence and guidance at our Council Meeting. Grant us your wisdom and protect our integrity as we carry out the powers and responsibilities entrusted to us on behalf of the community that we serve.

4. APOLOGIES

4.1 Apologies Received

4.2 Absent

5. ITEMS PRESENTED TO COUNCIL

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 28 August 2018 be taken as read and confirmed.

Moved Councillor _____, Seconded Councillor _____

Carried

8. PUBLIC PRESENTATIONS

8.1 **Petitions** - Nil

8.2 **Presentations** - Nil

8.3 **Deputations** - Nil

9. QUESTIONS BY MEMBERS

9.1 **Without Notice**

9.2 **On Notice - Nil**

10. MEMBER'S ACTIVITY REPORTS - Nil

11. MOTIONS ON NOTICE - Nil

12. ADJOURNED MATTERS - Nil

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

13.1 Minutes – Alwyndor Management Committee – 21 August 2018 (Report No: 312/18)

13.2 Minutes – Audit Committee – 29 August 2018 (Report No: 314/18)

14. REPORTS BY OFFICERS

14.1 Items in Brief (Report No: 313/18)

14.2 Bouldering/Climbing Structure Research and Options (Report No: 311/18)

14.3 Anzac Highway Bicycle Lanes – Funding Deed Agreement (Report No: 310/18)

15. RESOLUTIONS SUBJECT TO FORMAL MOTIONS

Presented for the information of Members is a listing of resolutions subject to formal resolutions, for Council and all Standing Committees, to adjourn or lay on the table items of Council business, for the current term of Council.

16. URGENT BUSINESS – Subject to the Leave of the Meeting

17. CLOSURE

**JUSTIN LYNCH
CHIEF EXECUTIVE OFFICER**

Item No: **13.1**

Subject: **MINUTES – ALWYNDOR MANAGEMENT COMMITTEE – 21 AUGUST 2018**

Date: 11 September 2018

Written By: Personal Assistant, GM Alwyndor

General Manager: Alwyndor, Mr R Kluge

SUMMARY

The minutes of the Alwyndor Management Committee meeting held on 21 August 2018 are provided for information.

RECOMMENDATION

- 1. That the minutes of the Alwyndor Management Committee meeting held on 21 August 2018 be noted.**
 - 2. That having considered Attachment 2 to Report No: 312/18 Minutes – Alwyndor Management Committee – 21 August 2018 in confidence under section 90(2) and (3)(b) of the Local Government Act 1999, the Council, pursuant to section 91(7) of the Act orders that Attachment 2 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.**
-

COMMUNITY PLAN

Community: Building a healthy, active and resilient community
Community: Providing welcoming and accessible facilities
Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

BACKGROUND

This report is presented following the Alwyndor Management Committee Meetings.

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

CITY OF HOLDFAST BAY

Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held at Alwyndor Aged Care, Dunrobin Road, Hove on Tuesday 21 August 2018 at 6.30 pm.

PRESENT

Elected Members

Councillor R Aust

Independent Members

Deputy Chairperson – Mr O Peters

Ms T Aukett

Mr T Bamford

Ms J Bonnici

Ms J Cudsi

Mr K Cheater

Mr K Whitford

Ms L Wills

Staff

General Manager Alwyndor – Mr R Kluge

Personal Assistant – Ms R Gordon

Chief Financial Officer – Ms N Andjelkovic

1. OPENING

The Deputy Chairperson declared the meeting open at 6.33pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Deputy Chairperson stated:

We acknowledge the 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. APOLOGIES

3.1 For Absence -

3.2 Leave of Absence - Cr S Lonie

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

5. CONFIRMATION OF MINUTES

Motion

That the minutes of the Alwyndor Management Committee held on 17 July 2018 be taken as read and confirmed.

Moved by Ms Wills, Seconded by Mr Whitford

Carried

The Committee were advised that Ms Wills had resigned from the Committee and this meeting was her last. The Committee thanked Ms Wills for her valuable contribution over the past three years.

6. CONFIDENTIAL

6.1 Monthly Financial Report – July 2018 (Report No: 53/18)

Exclusion of the Public – Section 90(3)(d) Order

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Report No: 53/18 Monthly Financial Report – July 2018 in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 53/18 Monthly Financial Report – July 2018 on the following grounds:**
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.**

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

3. **The Alwyndor Management Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**

Moved Mr Bamford, Seconded Ms Cudsi

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

5. **That having considered Agenda Item 6.1 Monthly Financial Report – July 2018 (Report No: 53/18) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.**

Moved Cr Aust, Seconded Mr Cheater

Carried

Ms Andjelkovic left the meeting at 7.07pm

7. REPORTS/ITEMS OF BUSINESS

7.1 Governance Update (Report No: 52/18)

This report summarises the objectives, tasks and achievements to date within the governance framework areas of:

- Governance leadership and culture;
- Safety and quality systems improvement;
- Clinical performance and effectiveness;
- Safe environment for the delivery of care;
- Partnering with consumers; and
- Innovation opportunity.

The General Manager advised that this report provides approximately six months worth of governance related information. The Committee indicated that they would like to see outcomes recorded in service reports to see how improvements are being adopted in practice. The General Manager advised that the governance role is to identify the weaknesses and that improvements are reflected in the minutes of the Governance and Operations Committee minutes. The Committee requested the General Manager present an update on iCare and related challenges in future General Manager's reports. The Committee noted some issues around system functionality.

Motion

1. **That the Alwyndor Management Committee receives and notes the information provided in this report.**

2. That the General Manager provide an update on iCare and related issues with the vendor at the next meeting.

Moved Cr Aust, Seconded Mr Whitford

Carried

7.2 Healthy Living Services Update (Report No: 50/18)

This report provides an overview of the activity in the Healthy Living Services department between April and June 2018.

The Committee noted that Healthy Living Services is performing well and that the Department has broken even for the first time. The General Manager advised of intent to replace the role of a recently retired therapist with a healthy ageing specialist position. The Committee asked how do we become up-skilled in the dementia arena? The Committee noted the feedback results and queried how general information on trends emerging across the organisation could be reported to the Committee. The General Manager agreed that a quarterly review of feedback, including analysis and trending, be provided in future governance updates, or more detail be provided via the Governance and Operations Committee meeting minutes.

Motion

That the Alwyndor Management Committee receives and notes the information provided in this report.

Moved Cr Aust, Seconded Mr Bamford

Carried

7.3 People and Culture Update (Report No: 54/18)

This report provides an update on Human Resources (HR) activity for the last two months as well as planned future activity.

The Committee voiced concern regarding the lack of commentary around organisational culture and that the report needs a stronger focus on the work that is being done. The General Manager advised that he would circulate the Uniquity Action Plan and a progress report, and that he had provided this update Council approximately 3 weeks ago. The General Manager advised the Committee that an independent company is conducting an aged care specific staff survey. This de-identified staff survey is currently underway, closing on 31 August and the results will become our baseline. The current response rate sits at 23%. The same questions will be asked again next year, which will enable us to chart progress.

Motion

That the Alwyndor Management Committee receive and note the update on People and Culture activities as outlined in this report.

Moved Ms Cudsi, Seconded Ms Bonnici

Carried

7.4 **Minutes – Governance and Operations Committee – 7 August 2018 (Report No: 51/18)**

The minutes of the Governance and Operations Committee meeting held on 7 August 2018 are provided for information.

The General Manager advised that the minutes of the Governance Operations Committee are operational but provide a good indication of items being worked through. The 50% reduction of call bells response time, since implementation of tv style screens showing wait times, is a significant improvement.

Motion

That the minutes of the Governance and Operations Committee meeting held on 7 August 2018 be noted.

Moved Mr Whitford, Seconded Mr Bamford

Carried

7.5 **General Manager’s Report (Report No: 55/18)**

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.

The General Manager also identified that the WHS implementation update once again alerts the Committee that contractor management is likely to be late. This is expected and due to dovetailing this process with Council. The General Manager informed the Committee that it has been 6 months since Alwyndor signed a new TCP agreement, which expanded us to 10 bed and that he will meet with SA Health next week. The General Manager sought a 2-month extension for the revision of the corporate governance committee structure and the Committee agreed.

The Deputy Chairperson moved sub-item 5 of agenda item 7.5 to the end of the agenda.

The Deputy Chair sought a copy of the old and draft new Terms of Reference along with Dorothy Cheater Trust document. The Committee agreed to review these documents and provide feedback to the PA within 2 weeks.

The Committee noted that Delegations should have been reported this agenda. The General Manager advised that delegations will be included in the first available AMC agenda upon receipt from Council.

Ms Wills departure from the committee leaves a position vacant. The Committee held an in depth discussion on the need to consider how or whether this vacancy should be filled, specifically whether the position should be filled with a previously interviewed potential candidate or remain vacant until strategy and terms of reference have been

considered. The Committee considered whether a review of the AMC members skills matrix is required and if desired skills are required at an organisation or committee level.

Motion

- 1. That the following items be noted and items of interest discussed:
 - 1. Meeting Dates and Task Schedule**
 - 2. WHS Implementation Plan**
 - 3. Transitional Care Placement (TCP) Service Agreements**
 - 4. Corporate Governance - Committee Structure Review**
 - 6. Review of AMC Terms of Reference****
- 2. The Deputy Chairperson moved the strategic planning timeframe item from this report to the end of the agenda.**
- 3. That an extension of 2 months be provided to the General Manager for the review of the corporate governance committee structure.**
- 4. That the current and draft Terms of Reference and Trust documents be circulated to the Committee for their review and feedback be provided to the PA to the General Manager, and that the Committee review at the next meeting for submission to Council for their consideration.**
- 5. That the Committee keep the position vacant due to the departure of Ms Wills as a casual vacancy for further consideration in November.**

Moved Cr Aust, Seconded Ms Cudsi

Carried

Mr Kluge left the meeting at 8.16pm

Mr Kluge re-joined the meeting at 8.17pm

The Committee considered the strategic planning timeframe item from the General Manager's Report.

The General Manager suggested that the Committee consider starting over with the strategic plan. If the Committee were to consider base principles and re-fresh based on current strategy, the General Manager recommended using 4 pillars. The committee discussed the need for the strategic plan to articulate Alwyndor's vision and move from reaction to issues to thinking ahead. The Committee deliberated the need to provide the organisational direction and allow the General Manager to provide the direction on how these goals will be implemented. The Committee discussed the need to think about where we want Alwyndor to be in 5 to 10 years as well as working out what the Committee's approach is for developing the strategy.

Mr Peters left the meeting at 8.47pm

Mr Peters re-joined the meeting at 8.49pm

Ms Gordon left the meeting at 8.51pm

Ms Gordon re-joined the meeting at 8.53pm

The Committee considered the need for a short-term action-focussed plan as well as a long-term strategy as they are not exclusive. The Committee agreed that the next step is to hold a workshop and agree to a vision. The vision needs to be measurable. Strategy should also become a regular item on the AMC agenda. The General Manager will prepare a short-term action-focussed strategy, including metrics, and provide to the committee at least a week prior to the next meeting. The Committee indicated that they would like some dot points as to where committee will channel its focus.

Mr Bamford left the meeting at 9.22pm

8. URGENT BUSINESS – Nil

9. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Tuesday 18 September 2018 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

10. CLOSURE

The meeting closed at 9.25 pm.

CONFIRMED 18 September 2018

DEPUTY CHAIRPERSON

Item No: **13.2**

Subject: **MINUTES - AUDIT COMMITTEE – 29 AUGUST 2018**

Date: 11 September 2018

Written By: General Manager Business Services

General Manager: Business Services, Mr R Bria

SUMMARY

The minutes of the meeting of the Audit Committee held on 29 August 2018 are presented to Council for information and endorsement.

RECOMMENDATION

That Council receives and notes the minutes of the meeting of the Audit Committee of 29 August 2018, namely:

1. **That the Audit Committee advises Council it has received and considered a Standing Items Report addressing:**
 - **Monthly financial statements**
 - **Internal control**
 - **Risk management**
 - **Whistleblowing**
 - **Internal audit**
 - **Economy and efficiency audits**
2. **That the Audit Committee note the 2017-18 self-assessment of the Audit Committee.**
3. **That the Audit Committee advises Council that it has received and noted the report from Jones Lang LaSalle on the revaluation of Open Space and Coastal assets.**
4. **That the Audit Committee acknowledge the receipt of Attachment 6 (Council Report No: 294/18 – Brighton Oval Complex – Redevelopment Contract Report).**
5. **That the Audit Committee request a further special meeting within three weeks to further consider the report.**
6. **That having considered Agenda Item 9.1 Loan Receivables (Report No: 298/18) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Audit Committee, pursuant to section 91(7) of that Act orders that the report, attachments and minutes be retained in confidence for a period of six months and**

the Chief Executive Officer is authorised to release the documents when the Audited Financial Statements are presented to Council.

COMMUNITY PLAN

A Place that Provides Value for Money

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Local Government Act 1999, Sections 41 and 126

BACKGROUND

The Audit Committee is established under Section 41 of the *Local Government Act 1999*, and Section 126 of the *Local Government Act 1999* defines the functions of the Audit Committee to include:

- reviewing annual financial statements to ensure that they present fairly the state of affairs of the council; and
- proposing, and providing information relevant to, a review of the council's strategic management plans or annual business plan; and
- proposing, and reviewing, the exercise of powers under section 130 A; and
- if the council has exempted a subsidiary from the requirement to have an audit committee, the functions that would, apart from the exemption, have been performed by the subsidiary's audit committee; and
- liaising with the council's auditor; and
- reviewing the adequacy of the accounting, internal control, reporting and other financial management systems and practices of the council on a regular basis.

Minutes of the meeting of the Audit Committee of the City of Holdfast Bay held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on Wednesday 29 August 2018 at 6:30pm.

PRESENT

Members

Presiding Member – Councillor J Smedley

Mr J Wood

Mr S Spadavecchia

Mr S Tu

Staff

General Manager Business Services – Mr R Bria

General Manager City Assets – Mr H Lacy

Manager Finance – Mr J Newton

Asset Accountant – Mr C Blunt

Chief Financial Officer – Ms N Andjelkovic

Guest

Ms D Han – Bentleys (Internal Auditor) – left after item 6.2.

1. OPENING

The Chairman declared the meeting open at 6:30 pm.

2. APOLOGIES

2.1 Apologies Received - Councillor S Charlick

2.2 Absent - Nil

3. DECLARATION OF INTEREST

Members were reminded to declare their interest before each item.

4. CONFIRMATION OF MINUTES

Motion

That the minutes of the Audit Committee held on 6 June 2018 be taken as read and confirmed.

Moved by Mr Wood, Seconded by Mr Spadavecchia

Carried

5. ACTION ITEMS

The Action Items were tabled and discussed.

6. REPORTS BY OFFICERS

6.1 Standing Items – August 2018 (Report No: 297/18)

The Audit Committee is provided with a report on standing items at each ordinary meeting.

Motion

That the Audit Committee advises Council it has received and considered a Standing Items Report addressing:

- **Monthly financial statements**
- **Internal control**
- **Risk management**
- **Whistleblowing**
- **Internal audit**
- **Economy and efficiency audits**

Moved Mr Wood, Seconded Mr Tu

Carried

6.2 2017-18 Audit Committee Self Assessment (Report No: 296/18)

The Audit Committee's Terms of Reference state that the Committee shall at least once a year, review its own performance to ensure it is operating at maximum effectiveness and recommend changes it considers necessary to Council for consideration. A self-assessment questionnaire was distributed to all Committee Members and Council Staff who regularly attend Audit Committee meetings.

This report provides results of the self-assessment undertaken by the Audit Committee regarding its performance over the previous twelve months

Motion

That the 2017-18 self-assessment of the Audit Committee be noted.

Moved Mr Tu, Seconded Mr Spadavecchia

Carried

6.3 **Revaluation of Open Space Assets and Coastal Assets as at 30 June 2018** (Report No: 299/18)

For the financial year ending 30 June 2018 a full valuation is being carried out of Council's Open Space and Coastal assets. The valuation includes the application of capitalisation thresholds, revaluation of recently completed large projects and the transfer of a number of car parks to a different class of assets. The valuation outcomes will be sent out under separate cover to Audit Committee members as soon as they are received.

Motion

That the Audit Committee advises Council that it has received and noted the report from Jones Lang LaSalle on the revaluation of Open Space and Coastal assets.

Moved Mr Tu, Seconded Mr Wood

Carried

The meeting agreed to consider Item 6.4 Brighton Oval Complex – Redevelopment in confidence.

The meeting agreed to consider Item 9 Confidential Items at this time.

9. CONFIDENTIAL ITEMS

9.1 **Loan Receivables** (Report No: 298/18)

Motion

Recommendation – Exclusion of the Public – Section 90(3)(d) Order

1. **That pursuant to Section 90(2) of the *Local Government Act 1999* Audit Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Staff in attendance at the meeting in order to consider Report No: 298/18 Loan Receivables in confidence.**
2. **That in accordance with Section 90(3) of the *Local Government Act 1999* Audit Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 298/18 Loan Receivables on the following grounds:**
 - d. **pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, as this would prejudice the commercial position who supplied the information.**

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

3. The Audit Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved Mr Wood, Seconded Mr Tu

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

- 4.. That having considered Agenda Item 14.1 Loan Receivables (Report No: 298/18) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Audit Committee, pursuant to section 91(7) of that Act orders that the report, attachments and minutes be retained in confidence for a period of six months and the Chief Executive Officer is authorised to release the documents when the Audited Financial Statements are presented to Council.

Moved Mr Spadavecchia, Seconded Mr Tu

Carried

6.4 **Brighton Oval Complex – Redevelopment** (Report No: 304/18)

Recommendation – Exclusion of the Public – Section 90(3)(d) Order

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Audit Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Staff in attendance at the meeting in order to consider Report No: 304/18 Brighton Oval Complex - Redevelopment in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Audit Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 304/18 Brighton Oval Complex - Redevelopment on the following grounds:
 - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, as this would prejudice the commercial position who supplied the information.

In addition, the disclosure of this information would, on balance, be contrary to the public interest. The public interest in public access to the meeting has been balanced against the public interest in the continued non-disclosure of the information. The benefit to the public at large resulting from withholding the information outweighs the benefit to it of disclosure of the information.

- 3. The Audit Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.**

Moved Mr Wood, Seconded Mr Tu

Carried

Brighton Oval Complex – Redevelopment (Report No: 304/18)

At its meeting on 14 August 2018 Council resolved the following in regards to the Brighton Oval Sporting Complex Redevelopment:

“That the background papers supporting the motion, together with all other supporting documentation including the internal/external correspondence, budgets, cash flow forecasts, feasibility statements and memos concerning the recommendation that the Managing Contractor model be adopted as the prudent option, and a copy of the subsequent tender documents be presented to Audit Committee for review and comment.”

Attached to this report are the key documents that have been sourced for review and comment.

Motion

- 1. That the Audit Committee note the report.**
- 2. That the Audit Committee acknowledge the receipt of Attachment 6 (Council Report No: 294/18 – Brighton Oval Complex – Redevelopment Contract Report).**
- 3. That the Audit Committee request a further special meeting within three weeks to further consider the report.**

RETAIN IN CONFIDENCE - Section 91(7) Order

4. That having considered Agenda Item 6.4 Brighton Oval Complex – Redevelopment (Report No: 304/18) Attachments 5 and 6 to Report No: 304/18 – Brighton Oval Redevelopment in confidence under section 83(5) of the Local Government Act 1999, the Council, pursuant to section 91(7) of the Act orders that Attachment 5 and 6 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.

Moved Mr Wood, Seconded Mr Tu

Carried

7. **2018-19 FORWARD PROGRAM**

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

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

The next meeting of the Audit Committee will be held on Wednesday 17 October 2018 in the Mawson Room, Civic Centre, 24 Jetty Road, Brighton.

11. **CLOSURE**

The Meeting closed at 8:50 pm.

CONFIRMED Wednesday 17 October 2018

CHAIRMAN

Item No: **14.1**
Subject: **ITEMS IN BRIEF**
Date: 11 September 2018
Written By: Personal Assistant
General Manager: Business Services, Mr R Bria

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.

RECOMMENDATION

That the following items be noted and items of interest discussed:

1. **Brighton Library Wednesday Opening – 4 July 2018**
 2. **Half Yearly Ombudsman SA Report – 1 January – 30 June 2018**
-

COMMUNITY PLAN

Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

REPORT

1. **Brighton Library Wednesday Opening – 4 July 2018**

The Brighton Library commenced Wednesday openings on 4 July.

The opening was promoted through various mediums being The Coast City Weekly newspaper, social media, council website, library digital noticeboards, printed flyers, bookmarks and an A-frame pavement sign.

The door count on the first Wednesday recorded 264 visitors.

The door count for both libraries for the whole of July was 18,613 (49% Brighton and 51% Glenelg). The Wednesday opening raised the Brighton Library July door count by 990 (12%).

As a comparison the door count for both libraries for the whole of June was 17,071 (48% Brighton and 52% Glenelg).

As more residents become aware of Wednesday opening the expectation is that, based on average week day visits, the door count will average 384, increasing the Brighton Library door count by 19% per month.

2. **Half Yearly Ombudsman SA Report – 1 January – 30 June 2018**

Attached for the information of Members is the half yearly Ombudsman SA Report for the period 1 January to 30 June 2018.

Refer Attachment 1

CITY OF HOLDFAST BAY

1 January 2018 – 30 June 2018

Received Date	Title	Ombudsman Outcome	Administration Comment
05/01/2018	Unreasonable change in policy	Referred Back to Agency	Memorial Seat. An internal review was conducted under s270 of the Local Government Act, which found Council acted appropriately.
23/01/2018	Unreasonable investigation of noise complaint	Declined\Investigation Unnecessary or Unjustifiable	Complaint was received from a resident effected by the Stormwater project being undertaken on Bickford Terrace. Manager Assets and Facilities met with the resident on site, and the General Manager City Assets and Services provided a detailed response via email.
30/01/2018	Unreasonable failure to meet insurance claim for damage to vehicle	Referred Back to Agency	Insurance claim was denied by LGRS. Council's are granted an immunity under s.42 of the Civil Liability Act in relation to damage caused.
20/03/2018	Misleading information provided regarding development	Declined\Investigation Unnecessary or Unjustifiable	An internal review was conducted under s270 of the Local Government Act, Council acted appropriately.
30/04/2018	Unreasonable delay resolving issue with house numbering	Referred Back to Agency	Resident requested a change to neighbours property numbering, this process required consultation with the effected parties. The matter was resolved to resident's satisfaction.
06/05/2018	Unreasonable change to street numbering	Declined\Investigation Unnecessary or Unjustifiable	Linked to matter above. The residents in a small development were required to change their street numbering from 1 to 1A. They were not happy with the outcome of this process, but have been supported by Council through the transition process.
30/05/2018	Unreasonable development allowed	Referred Back to Agency	A resident was concerned with a development allowed on a neighbouring property. The first application was refused by the CAP and this decision was upheld by the ERD Court. A second alternate application was lodged and the application was supported by CAP. A third variation application has been lodged, involving an increase to building height in relation to lift equipment, and this application was refused by CAP.

Item No: **14.2**

Subject: **BOULDERING/CLIMBING STRUCTURE RESEARCH AND OPTIONS**

Date: 11 September 2018

Written By: Community Recreation and Sports Coordinator

General Manager: Community Services, Ms M Lock

SUMMARY

This report summarises the research undertaken into recreational bouldering/climbing structures and the options available for City of Holdfast Bay to install one. The report outlines four suggested locations for the installation of a bouldering/climbing structure as well as information received during investigation of similar structures.

RECOMMENDATION

That Council:

- 1. notes the report;**
 - 2. endorses the seeking of grant funding from State Government to fund the project.**
-

COMMUNITY PLAN

Placemaking: Creating lively and safe places
Community: Building a healthy, active and resilient community
Community: Providing welcoming and accessible facilities
Community: Fostering an engaged and contributing community

COUNCIL POLICY

Community Consultation and Engagement Policy
Development Application Policy
Use of Foreshore and Reserve Areas Policy

STATUTORY PROVISIONS

Local Government Act 1999

BACKGROUND

On the 24 April 2018 a motion on notice - Item 11.1, Council report No: 127/18 - was raised by Councillor Clancy regarding the construction of a climbing wall at the pump track reserve (location also referred to as the Brighton Pump Track).

At the 8 May 2018 Council meeting a deputation was heard on the benefits of a climbing structure and resulted in a subsequent motion on notice by Councillor Bouchee to identify a site within a council reserve for a climbing wall.

Following the 8 May 2018 Council meeting administration commenced research into climbing structures to understand potential designs, costs and risks associated with such a project as well as potential grant opportunities and site locations.

REPORT

Bouldering is a type of climbing where the climber does not use ropes or harnesses and are usually done on structures that are less than 20 feet high. While in previous council discussions the project has been referred to as a climbing wall the project is in more technical terms construction of a bouldering structure.

Currently there are no outdoor bouldering structures in South Australia similar to the design that administration are proposing, however two Councils interstate: City of Cairns and Moreland City Council, have bouldering structures available for public use. See below for an image of each of these structures as an example of what is currently offered. They have provided the details of the companies who were used in their projects and these companies have been contacted to ascertain costs and timeframes for design and installation of these structures.

City of Cairns bouldering structure



Moreland City Council bouldering structure



Administration met with two bouldering gyms in South Australia to better understand how a bouldering wall is used and some of the elements that Council may need to be aware of. Items identified were

- The structure material itself, will differ to indoor as it is exposed to the elements
- Falls are a part of bouldering and correct design of the wall, route setting and matting will help minimise and reduce impact of any falls
- Both bouldering gyms have route setting personnel who they would be happy to have involved
- Need to be suitable for people with sneakers as most users won't have climbing shoes
- Ground doesn't need to be flat as wall can be designed around this
- Suggest at least a 3m high wall to make it worthwhile and not just a kids wall

A full risk assessment will be undertaken for the installation and public use of a bouldering structure once the project is confirmed. The LGA has been contacted to advise them that Council is investigating a bouldering structure and at this initial discussion demonstrated that the LGA don't foresee any major concerns with such a project and would work with us to undertake the final risk assessment.

Administration suggests the following 4 locations be put forward for consultation; Brighton Bike Pump Track area*, Wigley Reserve, John Miller Reserve and Margaret Messenger Reserve. Below is an outline of some of the pros and cons of each location

MARGARET MESSENGER RESERVE	
Pro's	Con's
Existing activity hub with community tennis courts, 3:3 basketball	Low lighting area
Close to sporting clubs (tennis and football)	Close proximity to primary school
Close proximity to a primary school and public transport	Potential parking issues until overall Master Plan completion
Redevelopment part of Oval masterplan	
Toilets onsite	
WIGLEY RESERVE	
Pro's	Con's
Existing activity hub with playspace and fitness equipment	Potential loss of space for events
Well-lit area	
High traffic area for both local community and tourists	
Close proximity to events	
Close to public transport	
Toilets onsite	
Multiple locations within the reserve for installation	

JOHN MILLER RESERVE	
Pro's	Con's
Existing activity hub with playspace, fitness equipment and basketball	Coastal impact on structure/maintenance
Close to sporting club (sailing)	8min walk to closest public transport
Toilets onsite	
BRIGHTON BIKE PUMP TRACK AREA	
Pro's	Con's
Co-location with bike pump track	No toilet or drinking water facilities
Already known as an adventure activity hub	Land not owned by council
Close to public transport	Proximity to train line
	Low lighting area
	High number of tree removal required
	Poor line of sight, block the view of the pumptrack
	Small site

* The land occupied by the Brighton Bike Pump Track is owned by DPTI and approval is required for any alterations are made to their land. DPTI won't consider the project until more detailed site plans and structural diagrams and materials can be provided.

Bouldering (and climbing) has been around for a long time and in recent years the popularity has grown amongst both children and adults. In 2020 climbing and bouldering will feature in the Olympic Games for the first time which is expected to increase the interest in both sports in the lead up to and beyond. Bouldering is not only a physical activity but also requires mental dexterity to plan each move carefully, thinking about which hand and which foot to place in the next holds. By offering a bouldering structure within the City of Holdfast Bay we can provide the community and visitors with an opportunity to take part in unstructured physical activity.

BUDGET

No budget allocation is provisioned at this time, however it is envisaged that if Council were to fully fund the project a total cost of \$100,000 would be sufficient. This figure allows for \$80,000 for the structure and soft-fall and \$20,000 for associated earth works. Costs are based on quotes received and the experience of other interstate councils. As these structures are made to order and designed for a specific location, definitive quotes are not possible until a site is identified and site specific characteristics are known.

The project would be eligible to apply for funding through the following programs and if successful would minimise council's contribution.

- Open Space Grant Program (through DPTI) – Stream 2 allows applications between \$50,001 and \$200,000. While council contribution is not mandatory for this program, preference is given to projects that have at least 50% funding contribution. The current funding round is now open and closes on 14 September.

- Community Recreation and Sport Facilities Program (through ORSR) - minor facility development (funding from \$25,000 up to \$200,000 ex GST). This grant program will fund 50% of the project costs. The next round of this funding opens 6 February and closes 10 April 2019.

As part of the draft 19/20 budget process, it is intended Active Communities will develop a new initiative project bid.

LIFE CYCLE COSTS

Should the proposal go ahead it is recommend that Council provides \$3,500 each year towards maintenance. Maintenance cost would cover structure recertification, biannual route setting, new holds and general site maintenance.

Item No: **14.3**

Subject: **ANZAC HIGHWAY BICYCLE LANES – FUNDING DEED AGREEMENT**

Date: 11 September 2018

Written By: Traffic and Transport Technical Officer

General Manager: City Assets and Services, Mr H Lacy

SUMMARY

This report informs Council of a successful application for Black Spot grant funding for proposed improvements to bicycle lanes in the western section of Anzac Highway between Brighton Road and Adelphi Terrace. The report further seeks authorisation to proceed with the proposed changes and endorsement for the Chief Executive Officer and the Acting Mayor to sign the Funding Deed Agreement.

RECOMMENDATION

That Council:

- 1. Notes approval of Black Spot grant funding of \$268,563 (excluding GST) from the Australian Government to install bicycle lanes on Anzac Highway between Brighton Road and Adelphi Terrace Glenelg.**
 - 2. Authorises construction of the proposed bicycle lanes on Anzac Highway between Brighton Road and Adelphi Terrace Glenelg and notes the changes to lane and roundabout configurations that result.**
 - 3. Authorises the Chief Executive Officer and Acting Mayor to sign the Funding Deed and any other documentation necessary to implement the project, subject to any minor amendments necessary.**
 - 4. Notifies local residents and businesses of the proposed changes.**
-

COMMUNITY PLAN

Placemaking: Creating lively and safe places

Placemaking: Developing walkable connected neighbourhoods

COUNCIL POLICY

Not applicable.

STATUTORY PROVISIONS

Local Government Act 1999

Compliance with Grant Funding details and Terms and Conditions

BACKGROUND

In April 2013, Council prepared a Local Area Bike Plan (LABP) to capture the existing cycling routes and networks, identify gaps or deficiencies in the network, opportunities for new projects, and enhancements to existing infrastructure.

The LABP aligns with national, state and regional policy directions for bicycle planning and in the wider context of transport and urban planning. The LABP was prepared in support of the following Policies, Plans and Strategies:

- National Cycling Strategy (2011-16)
- SA Strategic Plan (2011)
- Safety in Numbers – A Cycling Strategy for South Australia (2006-2010)
- Draft Road Management Plan for Brighton Road (2012)

There are on-street bicycle lanes along Anzac Highway to the east of Brighton Road and bicycle lanes along Anzac Highway, between Adelphi Terrace and Colley Terrace. There are no on-street bicycle lanes on Anzac Highway, between Brighton Road and Adelphi Terrace in what is a highly trafficked section of road.

One of the locations identified as high priority for infrastructure improvements was Anzac Highway, between Brighton Road and Adelphi Terrace at Glenelg and Glenelg North. The LABP report included an analysis of bicycle crash history for the period 2007 to 2012; and, identified Anzac Highway as a 'hot spot', recording a total of 26 crashes. Further assessment of crash statistics identified that the most common crash was between west-bound cyclists and vehicles failing to give way when turning across cyclists; and, this mostly occurred at the roundabout at Gordon Street and Old Tapleys Hill Road. There was a further 7 crashes occurring at the intersection with Adelphi Terrace and the intersection with Sussex Street.

In 2014-15, Council successfully applied for grant funding to prepare concept and detailed designs to deliver the Anzac Highway Bicycle Lane project via \$53,333 contribution from the State Government and \$26,667 from Council. (Report No. 333/14. Motion C141014/1267).

In 2015-16, the detailed design was completed by InfraPlan (Aust) Pty Ltd with an estimated total cost of \$300,000 (excl GST). Council successfully applied for grant funding of \$200,001 to deliver the project with Council contributing the remaining funds via in kind project management. Refer Report No. 134/16 at Attachment 1 and the Motion C240516/406 included as Attachment 2.

Refer Attachment 1 & 2

Council subsequently called tenders for the work however the lowest tender price was \$361,788 (excl GST). As Council was unable to increase its funding contribution, Council advised DPTI in March 2017 that the project would need to be deferred and arranged to refund the \$201,000 grant funds.

In mid 2017, Council obtained fresh quotations from contractor Nova Group Services (for the civil component of works) for \$239,819 (excl GST) and for bicycle lane pavement markings from line marking contractor Line Marking Plus (High Friction Surfaces Australia) for \$35,350 (excl GST) giving a total project cost of \$275,169 (excl GST).

Council reapplied for Black Spot Funding for 2018-19 and made it clear in the funding application that Council was seeking the total cost of the project to be funded by the Department to deliver the project and that Council would only be able to contribute project management time (in kind) to the project.

REPORT

InfraPlan (Aust) Pty Ltd's detailed design for the Anzac Highway Bicycle Lanes project consists of installing bicycle lanes on Anzac Highway, between the signalised intersection of Tapleys Hill Road and Brighton Road and the signalised intersection of Adelphi Terrace, Glenelg; and, modifying the roundabout midblock at Gordon Street and Old Tapleys Hill Road.

Refer Attachment 3

The total length (both directions) of this section of Anzac Highway is approximately 1.0km and the road is classified as sub-arterial. It is a four-lane divided carriageway, with a dual lane roundabout at midblock and the default urban speed limit of 50 km/h applies. There are traffic signals at the T-intersection with Adelphi Terrace and traffic signals at the four-way intersection at Tapleys Hill Road and Brighton Road. A combination of angle and parallel on-street parking is available and additional angle parking is provided within a portion of the center median.

The precinct is predominantly a business environment with a mix of medical suites, café, dining, retail, a cycling shop, bakery, take-away, serviced professional suites and tourist accommodation. The precinct carries high traffic volumes and generally, only confident cyclists dare to ride on the road. Less confident cyclists, including tourists, who cycle in the bicycle lanes on Anzac Highway from the City, are often observed riding on the footpath in this area and connect with bicycle lanes, east and west of this location.

Anzac Highway, west of the Tapleys Hill Road and Brighton Road intersection is under the care, control and management of the City of Holdfast Bay and is a continuation of the DPTI owned portion of Anzac Highway, east of the intersection.

On-road bicycle lanes operate on Anzac Highway, east of the Tapleys Hill Road and Brighton Road intersection; and, on-road bicycle lanes operate on Anzac Highway, between Adelphi Terrace and Colley Terrace. However, there are no bicycle lanes on the highly trafficked section of Anzac Highway, between Adelphi Terrace and Tapleys Hill Road and Brighton Road intersection hence, this portion of the carriageway represents a significant missing link in the local and broader cycling network.

Bicycle lanes on Anzac Highway, east and west of the Tapleys Hill Road and Brighton Road intersection are not continuous and this project bridges the gap, connecting existing bicycle lanes and improves the bicycle network between the City, Glenelg and along the coastline.

The project has identified that it is relatively easy to upgrade the portion of Anzac Highway, between Tapleys Hill Road and Brighton Road, and the roundabout at Gordon Street and Old Tapleys Hill Road, as there is sufficient lane widths and work is predominantly limited to line marking. All on-street car parking can be retained this portion of Anzac Highway by replacing the 45 degree angle parking with 30 degree angle parking.

Crash statistics for the period 2012-2016, record a total of 21 personal injury crashes involving bicycles on this portion of Anzac Highway between Adelphi Terrace and Brighton Road/Tapleys Hill Road, including 3 serious injury crashes. Of these, 12 casualty crashes were recorded at the Anzac Highway, Gordon Street and Old Tapleys Hill Road roundabout, including 1 serious injury crash.

Therefore, in order to provide safer travel for cyclists through the roundabout and retain lane widths for vehicles, including public buses, reconstruction and realignment works are required at the roundabout.

In order to gain enough space for bicycle lanes between Adelphi Terrace and Old Tapleys Hill Road eastbound; and, Gordon Street to Sussex Street westbound; the traffic lanes will be reduced from two lanes to one traffic lane each way. Reducing travel to one lane only, enables the installation of dedicated bike lanes as well as allowing all on-street car parking to be retained on the northern and southern sides Anzac Highway west of the roundabout at Gordon Street and Old Tapleys Hill Road.

When the proposed design was conceived, InfraPlan conducted SIDRA modelling to confirm the impact to proposed changes on traffic movements and travel times. SIDRA is an intersection modelling tool that allows for delays, queue lengths or other measures to be determined based on the configuration of an intersection and volume of vehicles undertaking prescribed movements.

At the Gordon Street and Old Tapleys Hill Road roundabout, the SIDRA analysis indicated that the proposed design is estimated to have a similar Level of Service (LOS) as the existing roundabout on all approaches; however, the southern approach to the roundabout on Gordon Street is likely to see an increase in queuing from 20m to 152m at the PM peak and from 29m to 79m at the AM peak. This is due to the need to incorporate a pedestrian refuge to allow pedestrians to cross at Gordon Street, which reduces the existing two diverge lanes immediately at the roundabout to one lane; and, due to a considerably high volume of vehicles (from the south) turning right onto Anzac Hwy. However, InfraPlan has indicated that this is likely to be mitigated by cut-through vehicles diverting to Brighton Road instead of joining these queues. The Augusta Street and Gordon Street roundabout is spaced approximately 180m south of Anzac Highway and Gordon Street roundabout so the estimated 152m queue on Gordon Street will not extend to Augusta Street.

Refer Attachment 4

At the Adelphi Terrace and Anzac Highway intersection, the SIDRA analysis indicated that the proposed design is estimated to have a similar Level of Service (LOS) as the existing intersection on all approaches. The northern approach to the intersection on Adelphi Terrace already experiences 159m queuing at the PM peak; and, this is only estimated to increase an additional 16m, to 175m.

An additional SIDRA analysis was recently undertaken at the request of the Department of Planning, Transport & Infrastructure's Public Transport Services Division who were concerned that the lane reduction may cause delays to their bus services. InfraPlan's analysis indicated that the worst increase in delay will be for the J1 or J3 service which will have 9 seconds added to its journey time at the PM peak time only, when traffic volumes are highest. Other routes were not estimated to experience any delays of significance.

InfraPlan further commented that 'Intersection delay is typically the controlling factor in an urban road network. While there are proposed changes to the road layout in the midblock sections of Anzac Highway between these two intersections, there is no anticipated increase in delay (to public transport services) since merge and diverge lanes remain and there is ample room outside of the vehicle lane for manoeuvring in and out of on-street parking spaces.'

Refer Attachment 5

The proposed bicycle lanes on Anzac Highway will be separated with buffer zones consisting of diagonal line-marking, and green-coloured lane marking at side-streets and conflict points. The lanes separate cyclists from moving vehicles to the right hand side and parked cars on the left, and raise motorist awareness of the possible presence of cyclists. The concept design will assist both high speed confident cyclists as well as less confident cyclists who do not wish to cycle next to traffic.

A similar design has been installed in Clarendon Street, East Melbourne as shown in the photographs below.



One of the key drivers for the proposed bicycle lanes on Anzac Highway is the need to address this 'hotspot' location where crashes are occurring. In addition, installation of bicycle lanes on this portion of Anzac Highway is considered a high priority project that directly aligns with the State Government's goals and target to double the number of people cycling in South Australia by 2020.

Installation of on-road bicycle lanes along this portion of Anzac Highway is recommended to physically separate cyclists from other road users. In terms of network connectivity, these bicycle lanes will also provide connection to off-road cycling on Coast Park and on-road bicycle lanes on Anzac Highway east, Tapleys Hill Road and Adelphi Terrace. All the arterial roads connect with off-road shared paths, including Mike Turtur Bikeway, Westside Bikeway, Reece Jennings Bikeway and Sturt River Linear Park.

On-road bicycle lanes on Anzac Highway will enhance the 'gateway' to the Glenelg precinct and build on the vibrant and attractive environment that encourages cycling, increases the number of cyclists travelling to, from and through the City and, promotes cycling as a preferred transport mode.

Impacted residents, local business owners and will need to be notified of Council's intention to proceed with the project following successful award of Black Spot funding. The only previous public notification of this project was an article in the Guardian Messenger on 1 June 2016.

Council has been successful in obtaining \$268,563 (excluding GST) funding under the 2018-19 Australian Government Black Spot Programme. This report is provided to Council as progress of the project and to seek endorsement for the Funding Deed agreement to be signed.

Refer Attachment 6

BUDGET

Total project cost for the Anzac Highway Bicycle Lanes project is \$275,169 (excluding GST) and the Australian Government has provided funding of \$268,563 (excluding GST). Council's funding application stated that Council was seeking the total cost of the project to be funded by the Department to deliver the project and that Council would contribute staff time to manage and deliver the project; however, there is a project shortfall of \$6,606 (excluding GST). This shortfall can be covered in the existing line marking maintenance budget for 2018-19.

LIFE CYCLE COSTS

Upon completion of the project, ongoing maintenance of line marking and signage will be funded from existing maintenance budgets.

Item No: **14.6**

Subject: **ANZAC HIGHWAY BIKE LANES – FUNDING DEED AGREEMENT**

Date: 24 May 2016

Written By: Manager Traffic and Transport

General Manager: City Assets and Services, Mr S Hodge

SUMMARY

This report informs Council of a successful application for grant funding and seeks endorsement for the Chief Executive Officer and His Worship the Mayor to sign the deed agreement.

RECOMMENDATION

- 1. Council accepts approved grant funding of \$200,001 from the Government of South Australia's Minister for Transport.**
 - 2. Council endorses the Chief Executive Officer and His Worship the Mayor to sign the deed agreement.**
-

COMMUNITY PLAN

A Place with a Quality Lifestyle
A Place for Every Generation
A Place that Celebrates Culture
A Place that Values its Natural Environment
A Place that Manages its Environmental Impacts
A Place that Welcomes Visitors
A Place that Provides Value for Money
A Place that is Well Planned
A Place that Provides Choices and Enhances Life

COUNCIL POLICY

Climate Change Policy
Community Consultation and Engagement Policy

STATUTORY PROVISIONS

Local Government Act 1999

Compliance with Grant Funding details and Terms and Conditions

BACKGROUND

In April 2013, Council prepared a Local Area Bike Plan (LABP) to capture the existing cycling routes/networks, identify gaps or deficiencies in the network, opportunities for new projects, and enhancements to existing infrastructure.

The LABP aligns with national, state and regional policy directions for bicycle planning and in the wider context of transport and urban planning. The LABP was prepared in support of the following Policies, Plans and Strategies:-

- National Cycling Strategy (2011-16)
- SA Strategic Plan (2011)
- Safety in Numbers – A Cycling Strategy for South Australia (2006-2010)
- Draft Road Management Plan for Brighton Road (2012)

There are on-street bicycle lanes along Anzac Highway to the east of Brighton Road and bicycle lanes along Anzac Highway, between Adelphi Terrace and Colley Terrace. There are no on-street bicycle lanes on Anzac Highway, between Brighton Road and Adelphi Terrace and this is a highly trafficked section of road.

One of the locations identified as high priority for infrastructure improvements was Anzac Highway, between Brighton Road and Adelphi Terrace Glenelg/Glenelg North. The LABP report included an analysis of bicycle crash history for the period 2007 to 2012 and identified Anzac Highway as a 'hot spot', recording a total of 26 crashes, with 7 crashes occurring at the intersection with Adelphi Terrace and at the intersection with Sussex Street.

In 2014/15, Council successfully applied for a grant application to prepare concept and detailed design to deliver the Anzac Highway bike lane project via \$53,333 contribution from the state government and \$26,667 from Council. Refer to Report No. 333/14. Motion C141014/1267.

REPORT

The project comprises installation of on-road bike lanes on the southern side of Anzac Highway, between Brighton Road and Sussex Street and on the northern side of Anzac Highway between Brighton Road and Adelphi Terrace, Glenelg.

One of the key drivers for the proposed bike lanes on Anzac Highway is the need to address this 'hotspot' location where crashes are occurring. In addition, installation of bike lanes on this portion of Anzac Highway is considered a high priority project that directly aligns with the State Government's goals and target to double the number of people cycling in South Australia by 2020.

Installation of on-road bike lanes along this section of road is recommended to physically separate cyclists from other road users. In terms of network connectivity, bike lanes along this section will also provide connectivity to off-road cycling on Coast Park and on-road bike lanes on Anzac Highway east, Tapleys Hill Road and Adelphi Terrace. All the arterial roads connect with off-road shared paths including Mike Turtur Bikeway, Westside Bikeway, Reece Jennings Bikeway and Sturt River Linear Park.

The project has progressed to detailed design and in 2015/16, we successfully applied for grant funding to deliver the project 'on the ground'. The formula applied has resulted in state government grant funding of \$200,001 and to secure the funds, Council is required to enter into a deed agreement.

The report is provided to Council as progress of the project and to seek endorsement for the deed agreement to be signed. A copy of the deed agreement is attached for Council's information.

Refer Attachment 1

There has been a delay in bringing this matter to Council for endorsement as the project design has not been as easy as was anticipated. The bulk of the project is bike lane line marking but may also include reconstruction of the roundabout at the intersection with Gordon Street/Old Tapleys Hill Road.

On-street bike lanes on Anzac Highway will enhance the 'gateway' to the Glenelg precinct and build on the vibrant and attractive environment that encourages cycling, increases the number of cyclists travelling to, from and through the City and, promotes cycling as a preferred transport mode.

BUDGET

Total project cost for this stage is \$300,000 and the Government of South Australia is funding two-thirds of the project with a financial contribution of \$200,001 Council is not required to input any financial funding as its contribution is in-kind project management from inception to completion.

LIFE CYCLE COSTS

Upon completion of the project, ongoing maintenance of line marking and signage will be funded from existing maintenance budgets.

14.6 Anzac Highway Bike Lanes – Funding Deed Agreement (Report No: 134/16)

This report informs Council of a successful application for grant funding and seeks endorsement for the Chief Executive Officer and His Worship the Mayor to sign the deed agreement.

Motion**C240516/406**

1. Council accepts approved grant funding of \$200,001 from the Government of South Australia's Minister for Transport.
2. Council endorses the Chief Executive Officer and His Worship the Mayor to sign the deed agreement.

Councillor Donaldson left the chamber at 8.22pm.

Councillor Donaldson rejoined the chamber at 8.24pm.

Councillor Lonie left the chamber at 8.26pm.

Councillor Lonie rejoined the chamber at 8.28pm.

Moved Councillor Wilson, Seconded Councillor Clancy

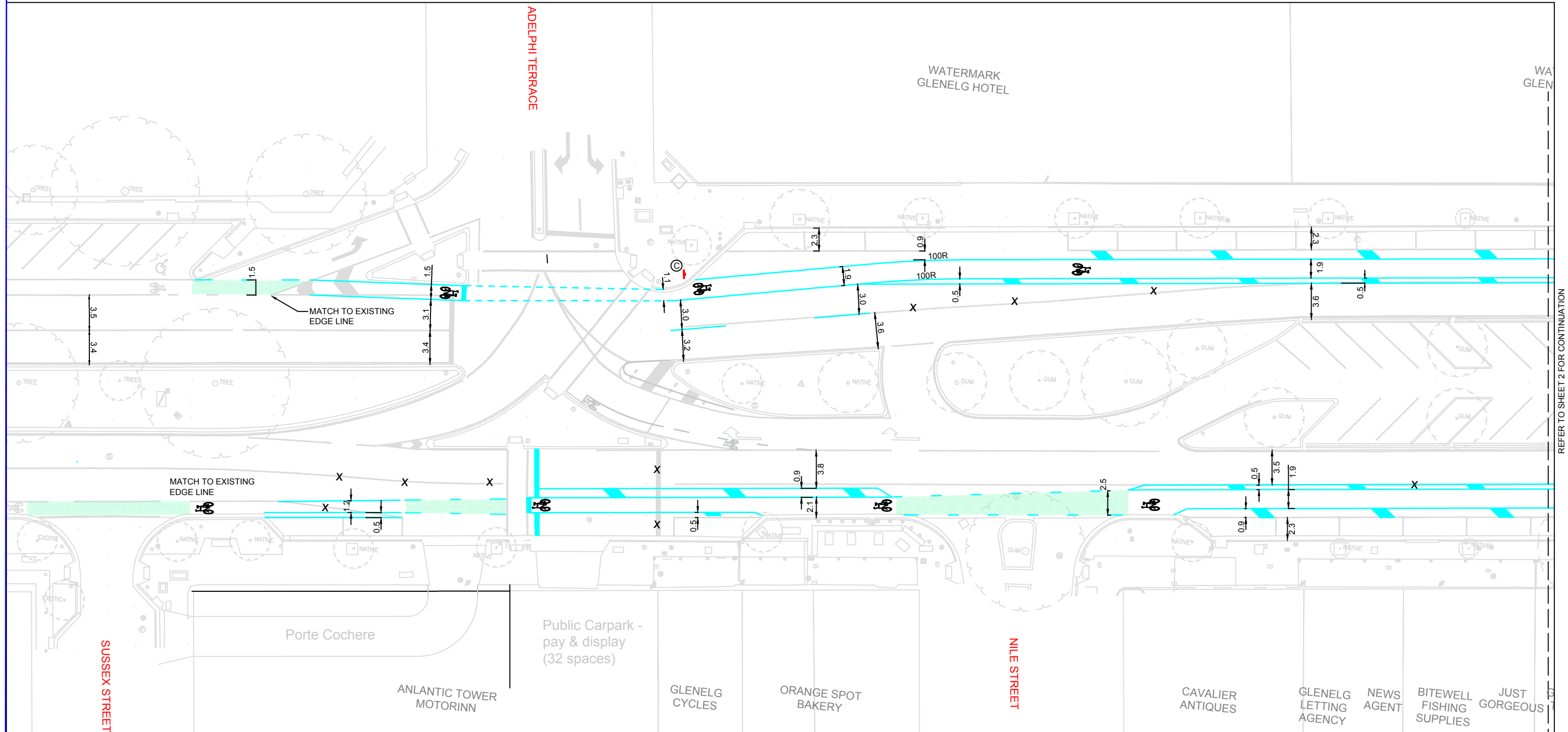
Carried**15. RESOLUTIONS SUBJECT TO FORMAL MOTIONS - Nil****16. URGENT BUSINESS – SUBJECT TO THE LEAVE OF THE MEETING****16.1 Training Opportunity- Council Members Forum – 17 & 18 June 2016****Motion****C240516/407**

That Councillors Aust, Smedley and Yates attend the LGA Council Members Forum on 17 and 18 June 2016, and these members provide a report and or presentation to council following the training.

Moved Councillor Clancy, Seconded Councillor Donaldson

Carried**17. ITEMS IN CONFIDENCE****17.1 Item in Brief (Report No: 137/16)****Motion****C240516/408**

1. That under provisions of Section 90(2) of the Local Government Act 1999 an order be made that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer, General



REFER TO SHEET 2 FOR CONTINUATION

REFER TO SHEET 3 FOR NOTES AND LEGEND

FOR CONSTRUCTION

infraPlan
 traffic - transport - urban policy - consultation
 - movement planning - traffic engineering

infraPlan (Aust) Pty Ltd
 Level 3, 66 Wyatt Street
 Adelaide SA 5000
 P (08) 8227 0372
 E admin@infraplan.com.au

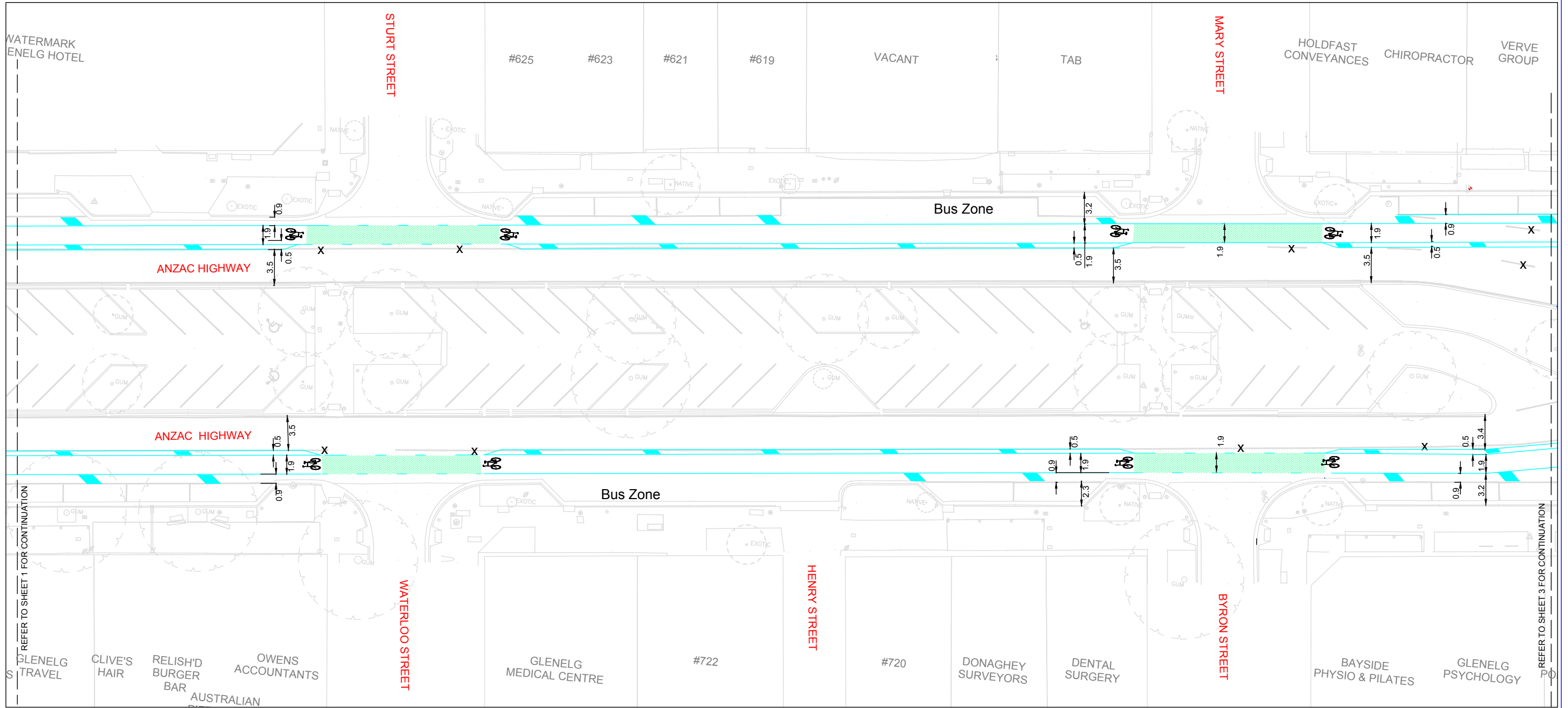


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 SCALE 1:200 AT ORIGINAL A1 SIZE

REVISIONS			
No.	Description	By	Date
1	Tender Issue - For Comment	GB	19-1-2016
2	Tender Issue - Modifications as per Council request	GB	27-1-2016
3	Issue for Construction	GB	23-1-2016
4	Issue for Construction - Modifications as per DPTI & Council requests	GB	13-5-2016
5	Minor alterations to bike lane alignment	GB	13-7-2016

CITY OF HOLDFAST BAY
 ANZAC HIGHWAY
 TAPLEYS HILL ROAD / BRIGHTON ROAD TO ADELPHI TERRACE
 BICYCLE FACILITY IMPROVEMENTS
TRAFFIC CONTROL LAYOUT
 SUSSEX STREET TO 150m EAST OF SUSSEX ST

Project No.	IPT14.30		
Date	15-12-2015		
Scale	1:200		
Surveyed	Allsurv	Jan 2015	
Designed	GB	Dec 2015	
Drawn	GB	Feb 2015	
Sheet No.	Size	Rev.	
1 of 8	A1	5	



REFER TO SHEET 3 FOR NOTES AND LEGEND

FOR CONSTRUCTION

infraPlan

traffic - transport - urban policy - consultation
- movement planning - traffic engineering

InfraPlan (Aust) Pty Ltd
Level 3, 66 Wyatt Street
Adelaide SA 5000
P (08) 8227 0372
E admin@infraplan.com.au



0 5 10
SCALE 1:200 AT ORIGINAL A1 SIZE

REVISIONS

No.	Description	By	Date
1	Tender Issue - For Comment	GB	19-1-2016
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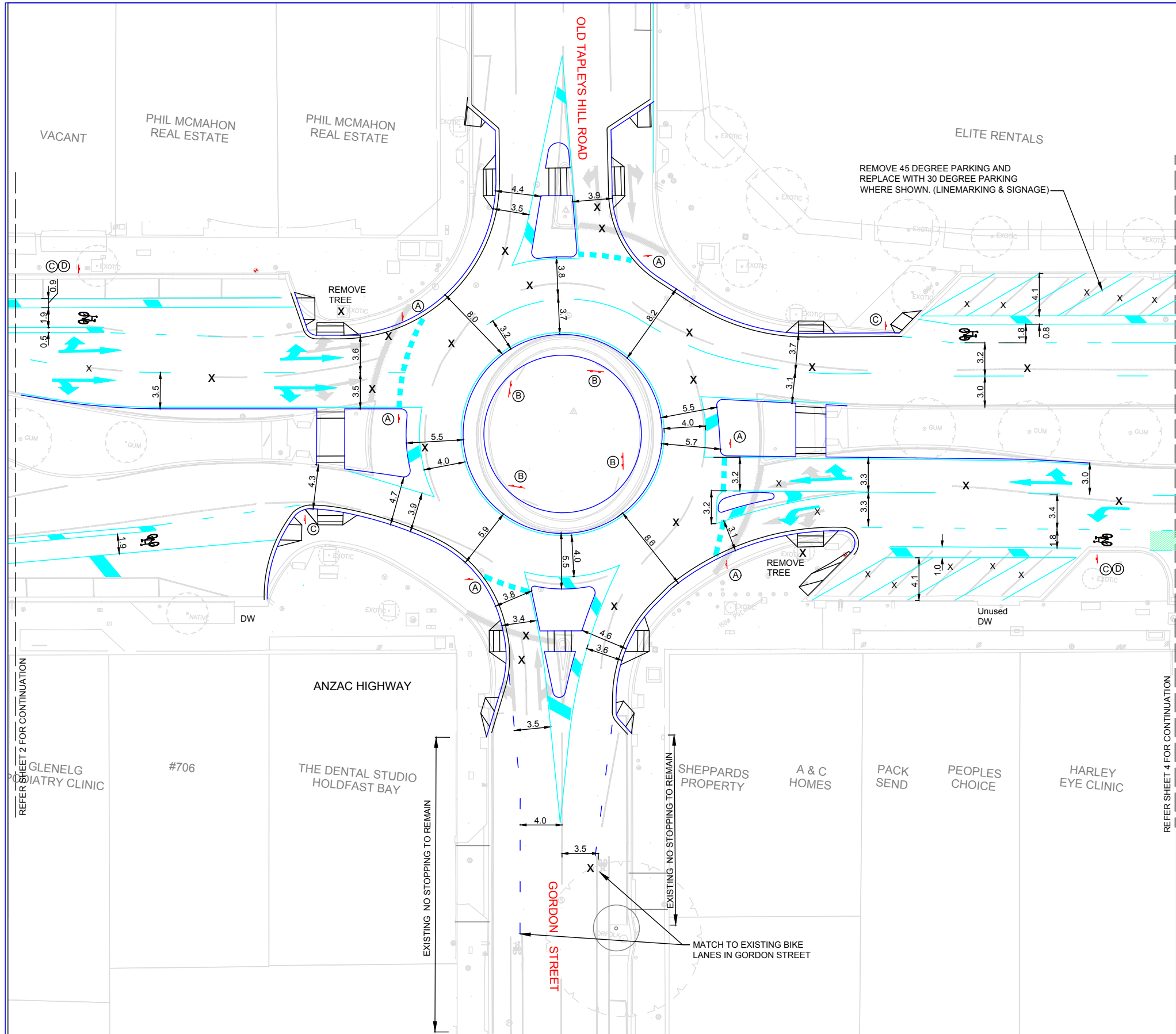
CITY OF HOLDFAST BAY

ANZAC HIGHWAY
TAPLEYS HILL ROAD / BRIGHTON ROAD TO ADELPHI TERRACE
BICYCLE FACILITY IMPROVEMENTS

TRAFFIC CONTROL LAYOUT

150m EAST OF SUSSEX ST TO 35m EAST OF BYRON ST

Project No.	IPT14.30	
Date	15-12-2015	
Scale	1:200	
Surveyed	Allsurv	Jan 2015
Designed	GB	Dec 2015
Drawn	GB	Feb 2015
Sheet No.	Size	Rev.
2 of 8	A1	4



NOTES:

1. TRAFFIC CONTROL DETAILS AND RETROREFLECTIVE RAISED PAVEMENT MARKERS INSTALLED IN ACCORDANCE WITH AUSTRALIAN STANDARD 'AS 1742 MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES' AS MODIFIED BY THE DPTI 'CODE OF TECHNICAL REQUIREMENTS FOR THE LEGAL USE OF TRAFFIC CONTROL DEVICES', AND THE DPTI 'PAVEMENT MARKING MANUAL'.
2. FOR SIGN INSTALLATION DETAILS REFER TO 'DPTI MASTER SPECIFICATION, PART 249 - INSTALLATION OF SIGNS'. EXISTING HAZARD MARKERS IN ROUNDABOUT AND ROUNDABOUT CONTROL SIGNS TO BE REINSTALLED TO THE CORRECT HEIGHT AS PER DPTI STANDARDS AND AT THE NEW LOCATIONS SHOWN ON THE PLAN
3. SEMI-MOUNTABLE KERB, MOUNTABLE KERB AND KERB AND GUTTER TO DPTI STANDARD DETAILS
4. FOR PEDESTRIAN KERB RAMP INSTALLATION DETAILS REFER STANDARD DRAWING S-4020, SHEET 1 AND STANDARD DRAWING S-4074, SHEETS 6 & 7.
5. FOR PEDESTRIAN WALKTHROUGH DETAILS REFER TO STANDARD DRAWING S-4075 SHEET 4.
6. ALL LANE DIMENSIONS QUOTED ARE TO THE CENTRE OF LINE MARKING OR TO THE FACE OF KERB.
7. DESIGN VEHICLE TURNING PATHS USED WERE AUSTRROADS 2013, 19m ARTICULATED BUS (WESTBOUND FROM ANZAC HWY: STRAIGHT AND LEFT, EASTBOUND FROM ANZAC STRAIGHT AND SOUTHBOUND INTO GORDON; 12.5m RIGID TRUCK ALL OTHER TURNS..
8. LIGHTING TO BE CHECKED FOR COMPLIANCE WITH AS1158
9. REMOVE EXISTING LANDSCAPING IN ROUNDABOUT AND REPLACE WITH LOW PLANTING TO ALLOW FOR SIGHT TRIANGLES AS PER AUSTRROADS GUIDELINES AND THE DPTI CODE OF TECHNICAL REQUIREMENTS.
10. MODIFY ANGLE OF CAR PARKING WHERE INDICATED ON DRAWINGS - AS PER AS2890.5. REPLACE SIGNAGE TO SUIT MODIFICATIONS AS PER COUNCIL REQUIREMENTS.

SIGN DETAILS

No. OF	LEGEND	CODE	DESCRIPTION
5	A	R1-3	ROUNDBABOUT CONTROL - existing sign, relocated
4	B	D4-1-1	HAZARD MARKER - existing sign, relocated
6	C	R7-1-4	BICYCLE LANE - new sign
2	D	R7-4	END (SUPPLEMENTARY PLATE) - new sign

LEGEND

SYMBOL	DESCRIPTION
	SPECIAL PURPOSE LANE LINE 9m LIN x, 3m GAP
	LANE LINE 3m LINE x 9m GAP
	CONTINUITY LINE, 1m LINE x 3m GAP
	UNBROKEN LINE
	EMERALD GREEN COLOURED PAVEMENT SURFACE AS PER DPTI OPERATIONAL INSTRUCTION 9.3
	PAVEMENT ARROWS AS SHOWN
	REMOVE EXISTING LINEMARKING
	SIGN - SINGLE POST
	BICYCLE LOGO (1800mm LONG)
	FLUSH CHEVRON ISLAND (WIDTH AS SHOWN)

REFER TO SHEETS 4-8 FOR CONSTRUCTION DETAILS

FOR CONSTRUCTION

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 Level 3, 66 Wyatt Street
 Adelaide SA 5000
 P (08) 8227 0372
 E admin@infraplan.com.au



0 5 10
 SCALE 1:200 AT ORIGINAL A1 SIZE

REVISIONS

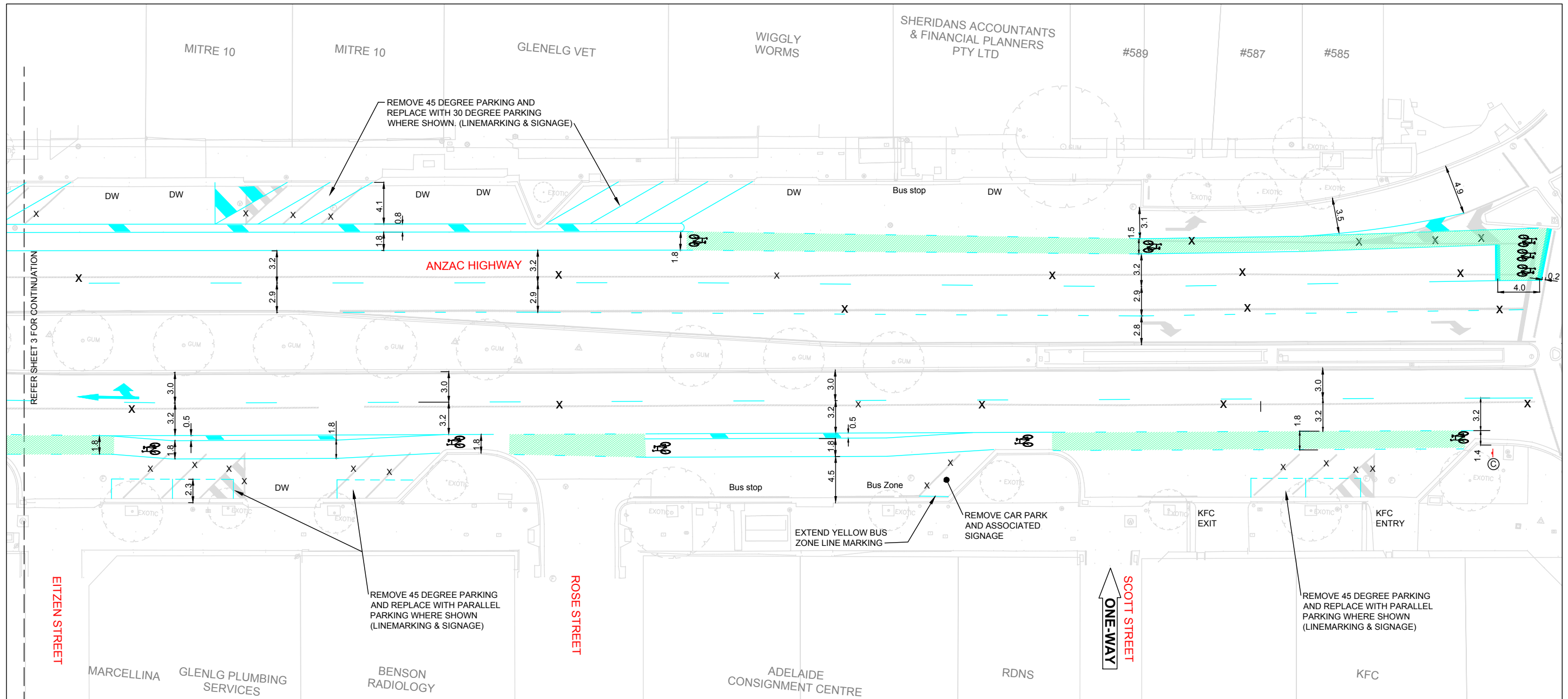
No.	Description	By	Date
1	Tender Issue - For Comment	GB	15-12-15
2	Modify 45 degree parking to 30 degree	GB	19-01-16
3	Issue for Construction	GB	23-1-2016
4	Issue for Construction - Modifications as per DPTI & Council requests	GB	13-5-2016

CITY OF HOLDFAST BAY

ANZAC HIGHWAY
 TAPLEYS HILL ROAD / BRIGHTON ROAD TO ADELPHI TERRACE
 BICYCLE FACILITY IMPROVEMENTS

TRAFFIC CONTROL LAYOUT
 35m EAST OF BYRON ST TO EITZEN ST

Project No.	IPT14.30	
Date	15-12-2015	
Scale	1:200	
Surveyed	Allsurv	Jan 2015
Designed	GB	Dec 2015
Drawn	GB	Feb 2015
Sheet No.	Size	Rev.
3 of 8	A1	4

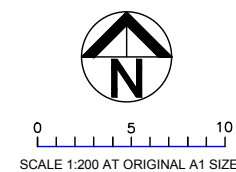


REFER TO SHEET 3 FOR NOTES AND LEGEND

FOR CONSTRUCTION

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 - movement planning - traffic engineering

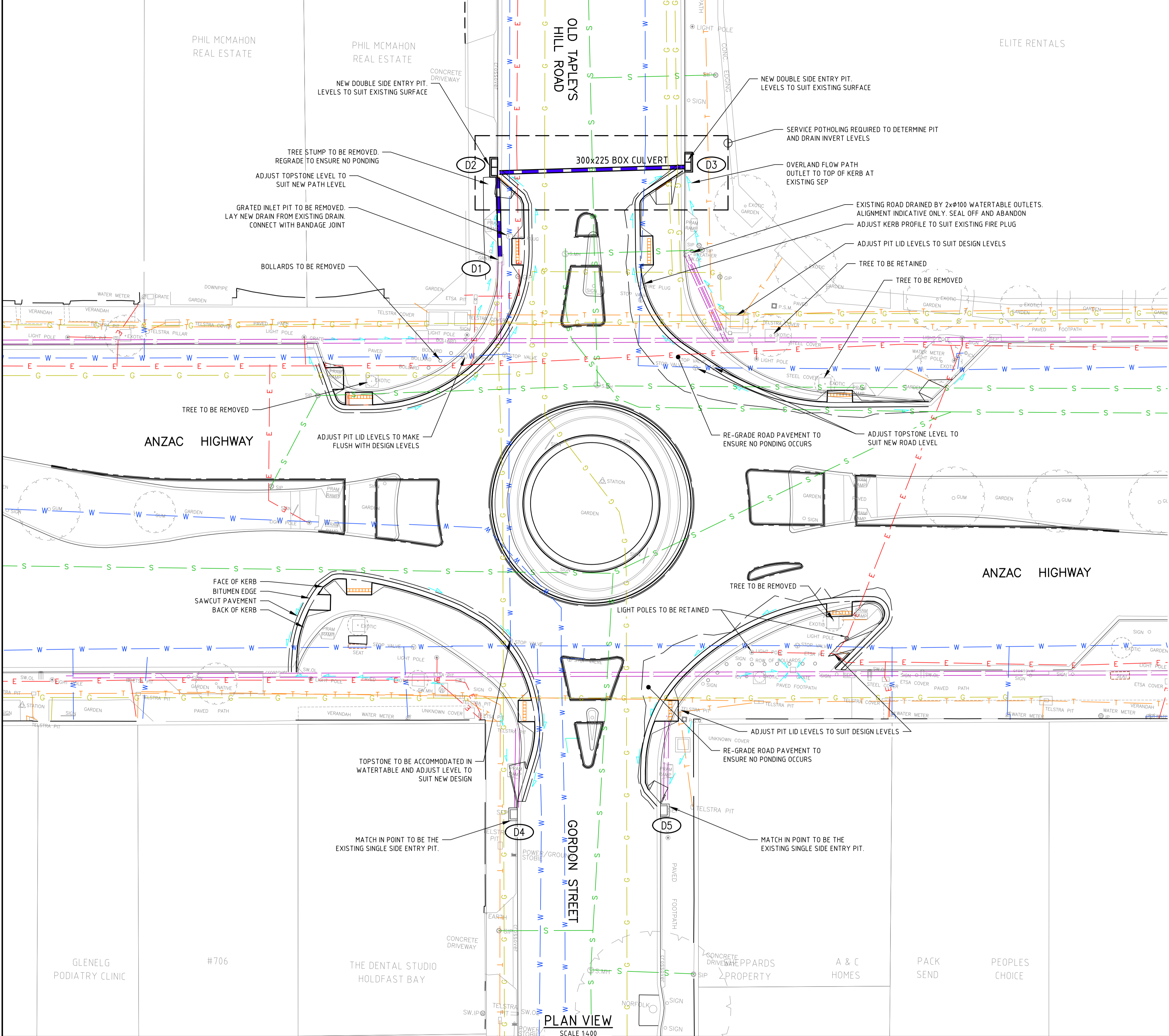
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REVISIONS			
No.	Description	By	Date
1	Tender Issue - For Comment	GB	15-12-15
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CITY OF HOLDFAST BAY		
ANZAC HIGHWAY TAPLEYS HILL ROAD / BRIGHTON ROAD TO ADELPHI TERRACE BICYCLE FACILITY IMPROVEMENTS		
TRAFFIC CONTROL LAYOUT EITZEN ST TO TAPLEYS HILL RD/BRIGHTON RD		

Project No.	IPT14.30	
Date	15-12-2015	
Scale	1:200	
Surveyed	Allsurv	Jan 2015
Designed	GB	Dec 2015
Drawn	GB	Feb 2015
Sheet No.	Size	Rev.
4 of 8	A1	4



NOTE:

- THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH ALL DRAWINGS, SPECIFICATION AND WRITTEN INSTRUCTION AS MAY BE ISSUED.
- THESE DRAWINGS ARE A SCHEMATIC REPRESENTATION OF SERVICES INFORMATION CONTAINED IN DRAWINGS ISSUED BY THE RELEVANT AUTHORITIES. THE INFORMATION CONTAINED IN THESE DRAWINGS IS INDICATIVE ONLY, AND REFERENCE SHOULD BE MADE TO THE RELEVANT AUTHORITIES DOCUMENTATION TO CONFIRM ACCURACY AND COMPLETENESS. WHERE INFORMATION IS AVAILABLE, THE SUB-SURFACE SERVICES INSTALLED BY CONTRACTORS OTHER THAN THE AUTHORITIES HAVE BEEN SHOWN, BUT ADDITIONAL UNDOCUMENTED SERVICES MAY BE PRESENT. SHOULD THE CONTRACTOR BELIEVE THAT SUB-SURFACE SERVICES ARE AT RISK OF DAMAGE DURING CONSTRUCTION, THE CONTRACTOR SHOULD NOTIFY THE RELEVANT AUTHORITIES AND ESTABLISH THE EXACT LOCATION OF THE SERVICES.
- ANY DISCREPANCY BETWEEN DRAWINGS SHALL BE REPORTED TO THE SUPERINTENDENT BEFORE WORK PROCEED
- EXISTING STORMWATER ALIGNMENT BASED ON INTERPRETATION OF OLD DPTI PLANS AND MAY NOT BE CORRECT. CONTRACTOR TO SURVEY EXISTING SURFACE AND SERVICE DEPTHS TO ENSURE DESIGN INTENT CAN BE ACHIEVED.

EXISTING SERVICES LEGEND

- E E ETSA SERVICE
- O/H O/H OVERHEAD POWERLINES
- S S SEWERAGE SERVICE
- G G GAS SERVICE
- T T TELECOM SERVICE
- W W WATER SERVICE
- Stormwater SERVICE

LEGEND

- ==== KERB AND CHANNEL REFER S-4070 SHT 7
- DIRECTION OF FLOW
- Ø375 RCP NEW STORMWATER PIPE
- NEW SINGLE SIDE ENTRY PIPE
- EXISTING SINGLE SIDE ENTRY PIPE
- (D5) STORMWATER STRUCTURE REFER TABLE FOR INFORMATION

PIPE SCHEDULE

INLETS - OUTLETS	SIZE	TYPE	CLASS	US-INVERT	DS-INVERT	LENGTH	GRADE
D2 to D1	300x225	RBC	-	2.400 *	2.387 *	8.6 *	0.15 *
D3 to D2	300x225	RBC	-	2.387 *	2.360 *	18.06 *	0.15 *

PIT SCHEDULE

ID	DESCRIPTION	EASTING	NORTHING	TOP OF COVER	INVERTS	DIAMETERS
D1	EXISTING SINGLE SIDE ENTRY PIT TO BE REMOVED	273363.209	6126777.968	3.300	2.400 *	
D2	NEW DOUBLE SIDE ENTRY PIT	273362.220	6126786.800	WT 3.317	2.387 *	300x225 BOX CULVERT
D3	NEW DOUBLE SIDE ENTRY PIT	273380.165	6126788.827	WT 3.233	2.360 *	300x225 BOX CULVERT
D4	SINGLE SIDE ENTRY PIT	273369.420	6126724.840	WT 3.138	N/A	N/A
D5	SINGLE SIDE ENTRY PIT	273383.153	6126726.390	WT 3.197	N/A	N/A

⇒ NOT TO BE MANUFACTURED UNTIL LEVELS ARE CONFIRMED

* SURVEY HAS NOT BEEN PICKED UP IN THIS AREA. CONTRACTOR WILL SURVEY AREA, PRIOR TO COMMENCEMENT OF WORKS, TO ENSURE THE DESIGN INTENT CAN BE ACHIEVED.

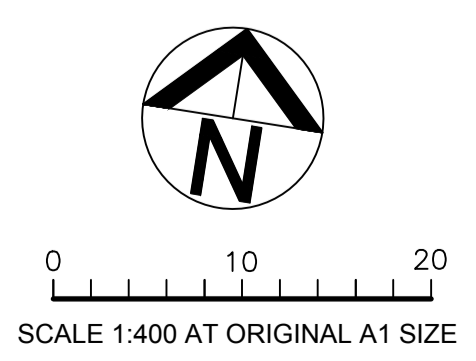


CAUTION: ALL SERVICES SHOWN ON THIS PLAN ARE APPROXIMATE ONLY AND SHALL BE MARKED ON-SITE BY THE RELEVANT AUTHORITY PRIOR TO COMMENCEMENT OF CONSTRUCTION.

FOR CONSTRUCTION

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southfront
170 GREENHILL ROAD, PARKSIDE SA 5063
P: (08) 8172 1088
F: (08) 8271 2055
E: enquiry@southfront.com.au
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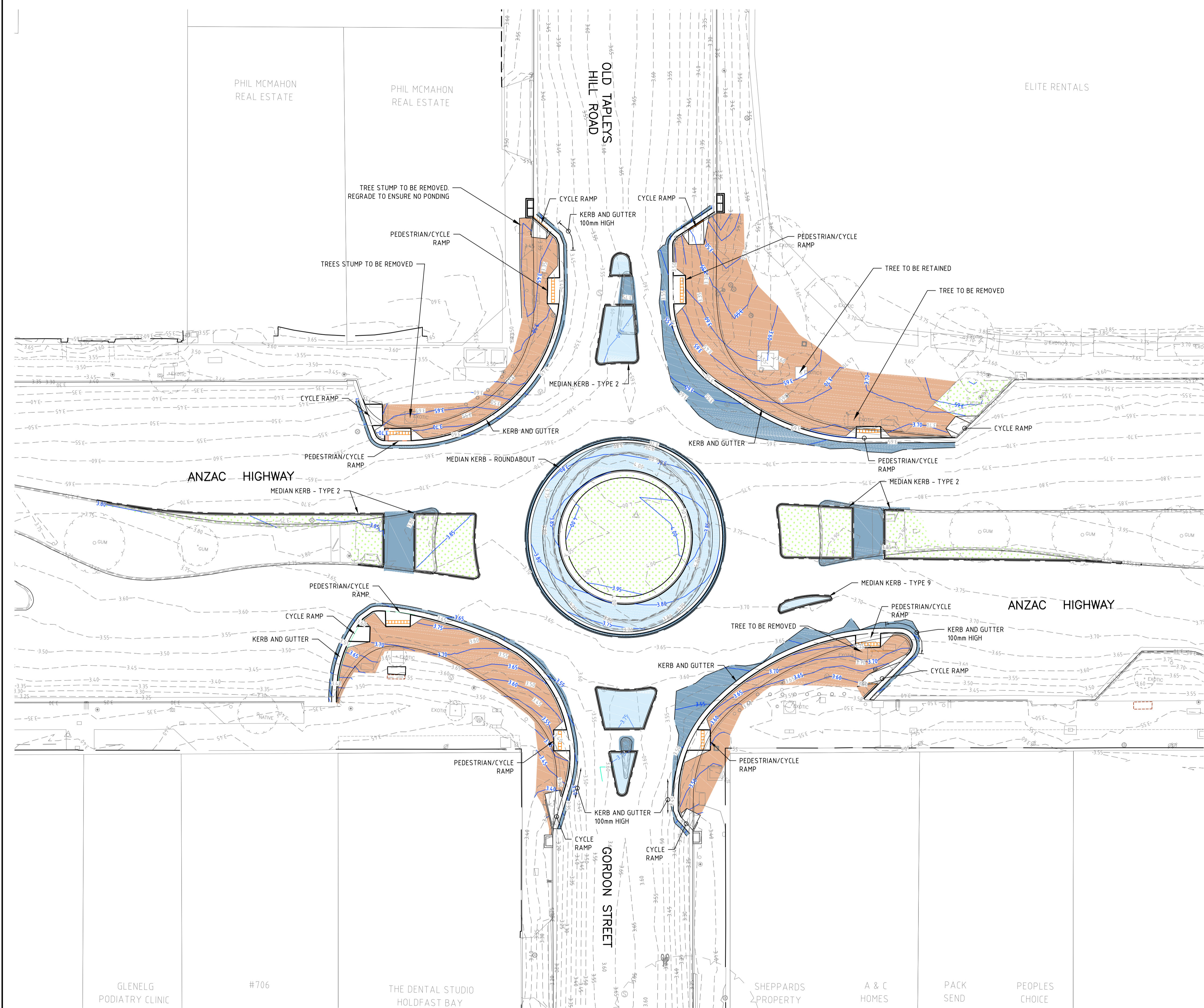


REVISIONS

No.	Description	By	Date
1	Tender Issue - For Comment	SW	16-12-15
2	Updated as requested by Council - For Construction	SW	10-2-16
3	Revised kerb alignment - For Construction	SW	24-5-16

CITY OF HOLDFAST BAY
ANZAC HIGHWAY
TAPLEYS HILL ROAD / BRIGHTON ROAD TO ADELPHI TERRACE
BICYCLE FACILITY IMPROVEMENTS
DRAINAGE AND SERVICES PLAN

Project No.	IPT14.30	
Date	10-2-2016	
Scale	1:400	
Surveyed	Allsurv	Jan 2015
Designed	DJ	Dec 2015
Drawn	SW	Dec 2015
Sheet No.	Size	Rev.
5 of 8	A1	3



NOTE:

- THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH ALL DRAWINGS, SPECIFICATION AND WRITTEN INSTRUCTION AS MAY BE ISSUED.
- REFER TO INFRAPLAN DRAWINGS FOR ALL PAVEMENT FINISHES, LINEMARKING AND SIGNAGE.
- CONTRACTOR TO TAKE CARE WHILE EXCAVATING AROUND TREE ROOTS. CONTRACTOR TO NOTIFY SUPERINTENDENT SHOULD ANY TREE ROOT WITH A DIAMETER GREATER THAN 50MM BE CUT.
- FOR TYPICAL DETAILS, REFER TO THE FOLLOWING DPTI SHEETS

KERB AND GUTTER (STANDARD)	S-4070 SHT 7
PROPERTY CROSSOVER	S-4070 SHT 7
MEDIAN KERBING - TYPE 2	S-4070 SHT 6
MEDIAN KERBING - TYPE 9	S-4070 SHT 6
(OUTER ROUNDABOUT KERB)	S-4070 SHT 6
ROUNDABOUT KERB (INNER AND OUTER DIA)	S-4070 SHT 6
KERB RAMP	S-4074 SHT 6
TACTILE SURFACE INDICATOR	S-4070 SHT 6
PEDESTRIAN WALK THROUGH LAYOUT	S-4075 SHT 4
SINGLE SIDE ENTRY PIT	S-4075 SHT 4
- WHERE SURVEY HAS NOT BEEN PICKED UP, CONTRACTOR WILL SURVEY AREA, PRIOR TO COMMENCEMENT OF WORKS, TO ENSURE THE DESIGN INTENT CAN BE ACHIEVED.

LEGEND

	KERB AND CHANNEL REFER DPTI STANDARD DWG S-4070 SHT 7
	MEDIAN KERB - TYPE 2 REFER DPTI STANDARD DWG S-4070 SHT 6
	KERB RAMP REFER DPTI STANDARD DRAWING S-4074 SHT 6
	EXISTING SURFACE CONTOUR
	DESIGN SURFACE CONTOUR
	TGSI REFER DPTI STANDARD DRAWING S-4070 SHT 6
	HOTMIX PAVEMENT REINSTATEMENT TO SUIT DESIGN LEVELS. EDGES TO BE SAWCUT WHERE ADJACENT TO NEW KERB.
	REINSTATE FOOTPATH TO MATCH EXISTING CONCRETE BLOCK PAVERS ADJUST LEVELS TO SUIT NEW KERB DESIGN. ADJUST PIT LIDS TO SUIT NEW LEVELS
	REINSTATE LANDSCAPING TO COUNCIL SPECIFICATIONS AND COMPLY WITH AUSTRORoadS GTM PART 4
	CONCRETE INFILL IN ROUNDABOUT AND ISLANDS. 32MPa-100mm THK, SL72 MESH CENTRAL

FOR CONSTRUCTION

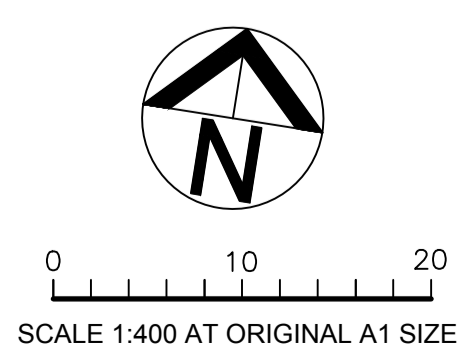
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Level 1, 22-26 Vardon Avenue
Adelaide SA 5000
P (08) 8227 0372
E admin@infraplan.com.au

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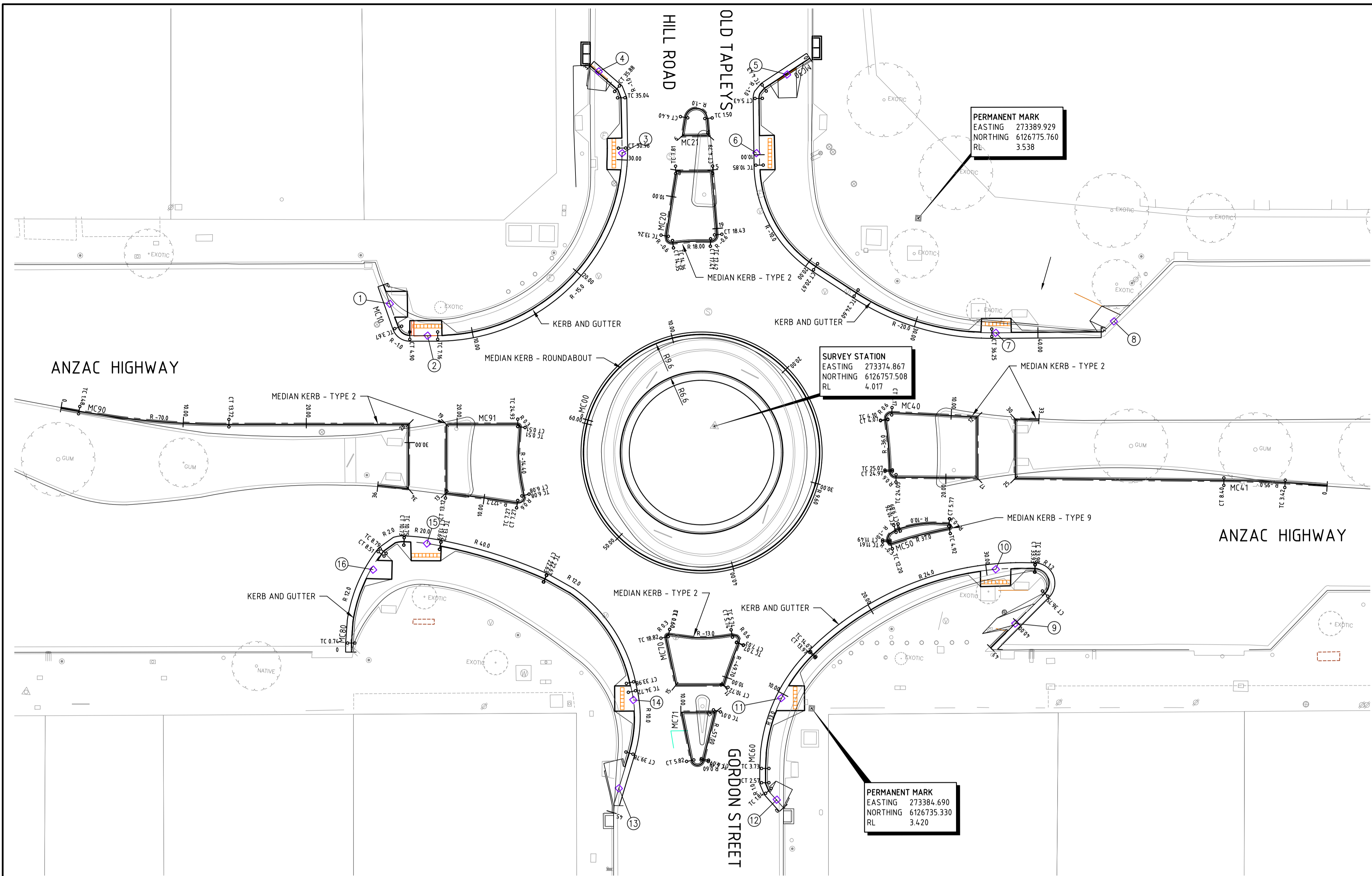
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P: (08) 8172 1088
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PROJECT No.	DESIGNED	DRAWN	APPROVED
15080	DJ	SW	DJ



REVISIONS			
No.	Description	By	Date
1	Tender Issue - For Comment	SW	16-12-15
2	Updated as requested by Council - For Construction	SW	10-2-16
3	Revised kerb alignment - For Construction	SW	24-5-16

CITY OF HOLDFAST BAY		
ANZAC HIGHWAY TAPLEYS HILL ROAD / BRIGHTON ROAD TO ADELPHI TERRACE BICYCLE FACILITY IMPROVEMENTS		
CONTOURS AND PAVEMENT PLAN		
Project No.	IPT14.30	
Date	10-2-2016	
Scale	1:400	
Surveyed	Allsurv	Jan 2015
Designed	DJ	Dec 2015
Drawn	SW	Dec 2015
Sheet No.	Size	Rev.
6 of 8	A1	3



- NOTE:**
- THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH ALL DRAWINGS, SPECIFICATION AND WRITTEN INSTRUCTION AS MAY BE ISSUED.
 - ALL TREES ARE TO BE RETAINED U.N.O. CONTRACTOR TO TAKE CARE WHILE EXCAVATING AROUND TREE ROOTS. CONTRACTOR TO NOTIFY SUPERINTENDENT SHOULD ANY TREE ROOT WITH A DIAMETER GREATER THAN 50mm BE CUT.
 - FOR TYPICAL DETAILS, REFER TO THE FOLLOWING DPII SHEETS

KERB AND GUTTER (STANDARD)	S-4070 SHT 7
PROPERTY CROSSOVER	S-4070 SHT 7
MEDIAN KERBING - TYPE 2	S-4070 SHT 6
MEDIAN KERBING - TYPE 9 (OUTER ROUNDABOUT KERB)	S-4070 SHT 6
ROUNDABOUT KERB (INNER AND OUTER DIA)	S-4070 SHT 6
 - ALL FOOTPATH REINSTATEMENT TYPES TO MATCH EXISTING
 - ALL RADII ARE 1.0m UNLESS STATED.
 - CONTRACTOR TO ENSURE WHERE SURVEY IS NOT AVAILABLE, TO CHECK ON SITE PRIOR TO COMMENCEMENT OF WORKS TO ENSURE VALIDITY OF TYING INTO EXISTING LEVELS.
 - CONTRACTOR TO ENSURE A SMOOTH TRANSITION BETWEEN NEW AND EXISTING OF KERBING AND CYCLE PATH.

KERB RAMP SETOUT POINTS

Pt No	X	Y
1	273347.729	6126765.176
2	273351.002	6126762.855
3	273363.492	6126778.977
4	273363.032	6126785.435
5	273378.310	6126786.491
6	273376.374	6126779.910
7	273396.993	6126767.018
8	273406.483	6126768.764
9	273400.590	6126743.608
10	273398.635	6126747.870
11	273382.157	6126735.949
12	273382.493	6126727.692
13	273369.623	6126727.522
14	273370.185	6126734.776
15	273352.393	6126746.016
16	273348.214	6126743.527

FOR CONSTRUCTION

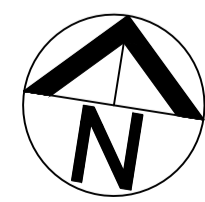
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InfraPlan (Aust) Pty Ltd
Level 1, 22-26 Vardon Avenue
Adelaide SA 5000
P (08) 8227 0372
E admin@infraplan.com.au

southfront

170 GREENHILL ROAD, PARKSIDE SA 5063
P: (08) 8172 1088
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E: enquiry@southfront.com.au
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PROJECT No. 15080
DESIGNED DJ
DRAWN SW
APPROVED DJ



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SCALE 1:400 AT ORIGINAL A1 SIZE

REVISIONS			
No.	Description	By	Date
1	Tender Issue - For Comment	SW	16-12-15
2	Updated as requested by Council - For Construction	SW	10-2-16
3	Revised kerb alignment - For Construction	SW	24-5-16

CITY OF HOLDFAST BAY		
ANZAC HIGHWAY TAPLEYS HILL ROAD / BRIGHTON ROAD TO ADELPHI TERRACE BICYCLE FACILITY IMPROVEMENTS		
GEOMETRIC KERB AND PATH SETOUT		
Project No.	IPT14_30	
Date	10-2-2016	
Scale	1:400	
Surveyed	Allsurv	Jan 2015
Designed	DJ	Dec 2015
Drawn	SW	Dec 2015
Sheet No.	Size	Rev.
7 of 8	A1	3

REFERENCE STRING - MC00 - ROUNDABOUT FACE OF KERB					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273364.727	6126757.102	3.738	
	10	273370.951	6126764.35	3.708	
IP	10.052	273367.845	6126773.428	3.708	9.6
	20	273380.35	6126762.636	3.72	
CC	20.103	273380.428	6126762.569	3.721	
	30	273383.615	6126753.657	3.731	
IP	30.155	273393.012	6126751.709	3.731	9.6
	40	273377.511	6126746.306	3.677	
CC	40.206	273377.317	6126746.236	3.676	
	50	273368.085	6126747.864	3.682	
IP	50.258	273361.623	6126740.763	3.684	9.6
	60	273364.672	6126756.788	3.738	
IP	60.31	273364.725	6126757.093	3.737	

REFERENCE STRING - MC10 - KERB WATERTABLE INVERT					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273346.258	6126768.489	3.341	
TC	5.731	273348.722	6126763.315	3.554	
IP	6.337	273349.02	6126762.689	3.569	-1
CT	6.944	273349.711	6126762.748	3.58	
TC	9.224	273351.982	6126762.944	3.589	
	10	273352.754	6126763.031	3.586	
	20	273361.5	6126767.487	3.458	
IP	21.119	273367.156	6126764.255	3.422	-15
	30	273365.617	6126776.398	3.378	
CT	33.015	273365.615	6126779.407	3.37	
TC	37.102	273365.201	6126783.474	3.36	
IP	37.522	273365.156	6126783.918	3.359	-1
CT	37.942	273364.795	6126784.181	3.355	
	40	273363.132	6126785.393	3.317	
IP	41.019	273362.309	6126785.993		

REFERENCE STRING - MC20 - FACE OF MEDIAN KERB					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273373.897	6126774.468	3.641	
IP	5.367	273373.316	6126779.803	3.601	
IP	5.375	273373.315	6126779.813	3.601	-0.01
CT	5.382	273373.305	6126779.812	3.6	
IP	8.165	273370.533	6126779.574	3.579	
IP	8.172	273370.523	6126779.573	3.579	-0.01
IP	8.18	273370.523	6126779.564	3.579	
	10	273370.531	6126777.744	3.586	
TC	13.984	273370.548	6126773.76	3.602	
IP	14.495	273370.551	6126773.075	3.608	-0.6
CT	15.006	273371.23	6126773.168	3.617	
IP	15.463	273371.683	6126773.231	3.625	
IP	16.109	273372.323	6126773.319	3.636	18.1
IP	16.756	273372.969	6126773.362	3.642	
TC	17.487	273373.698	6126773.41	3.644	
IP	17.729	273374.01	6126773.43	3.644	-0.3
CT	17.971	273373.976	6126773.742	3.643	

REFERENCE STRING - MC21 - FACE OF MEDIAN KERB					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273372.503	6126780.923	3.602	
TC	1.503	273372.251	6126782.405	3.616	
IP	2.227	273372.103	6126783.277	3.621	-1
IP	2.951	273371.22	6126783.237	3.611	
IP	2.951	273371.22	6126783.237	3.611	
IP	3.675	273370.337	6126783.197	3.594	-1
CT	4.399	273370.268	6126782.315	3.582	
IP	6.036	273370.142	6126780.683	3.566	

REFERENCE STRING - MC30 - KERB WATERTABLE INVERT					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273380.023	6126787.986		
TC	4.427	273376.552	6126785.238	3.469	
IP	4.926	273376.125	6126784.839	3.486	-1
CT	5.426	273376.178	6126784.356	3.497	
	10	273376.625	6126779.803	3.515	
TC	10.848	273376.708	6126778.96	3.517	
IP	15.758	273377.231	6126773.639	3.532	10
	20	273381.369	6126771.453	3.545	
CT	20.667	273381.946	6126771.119	3.547	
TC	24.598	273385.413	6126769.266	3.566	
	30	273390.461	6126767.39	3.596	
IP	30.425	273390.702	6126766.439	3.598	20
CT	36.252	273396.675	6126766.988	3.625	
	40	273400.407	6126767.332	3.628	
IP	45.141	273405.526	6126767.804	3.612	

REFERENCE STRING - MC40 - FACE OF MEDIAN KERB					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273389.271	6126755.167	3.749	
IP	2.033	273389.033	6126757.188	3.757	36
CT	4.065	273388.569	6126759.169	3.765	
TC	4.105	273388.56	6126759.207	3.765	
IP	4.635	273388.393	6126759.92	3.767	0.6
CT	5.166	273389.125	6126759.944	3.769	
	10	273393.956	6126760.102	3.789	
IP	12.201	273396.156	6126760.174	3.798	
IP	17.357	273396.599	6126755.037	3.78	
	20	273393.963	6126754.838	3.763	
TC	24.051	273389.924	6126754.533	3.746	
IP	24.509	273389.351	6126754.49	3.747	0.6
CT	24.968	273389.283	6126755.062	3.749	

REFERENCE STRING - MC41 - FACE OF MEDIAN KERB					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273424.886	6126756.862	3.782	
TC	3.422	273421.465	6126756.783	3.773	
IP	5.909	273418.978	6126756.726	3.767	95
CT	8.397	273416.497	6126756.539	3.76	
IP	25.451	273399.491	6126755.256	3.752	
IP	30.487	273399.058	6126760.273	3.795	
IP	32.518	273401.088	6126760.343	3.822	

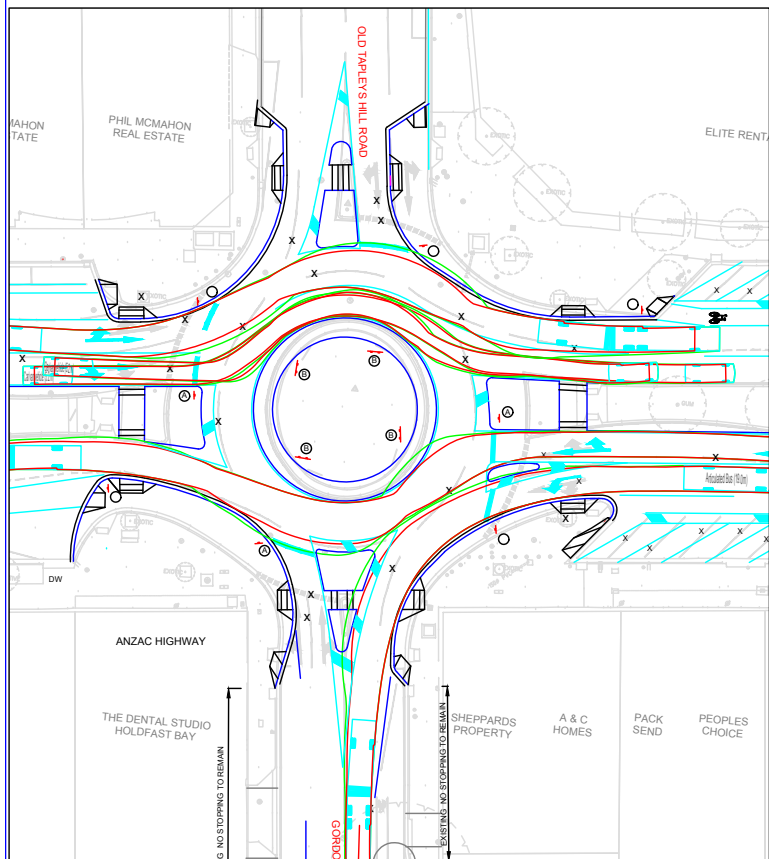
REFERENCE STRING - MC50 - FACE OF MEDIAN KERB					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273389.995	6126749.089	3.695	
IP	2.456	273392.253	6126750.066	3.7	37
IP	4.912	273394.62	6126750.735	3.706	
IP	4.917	273394.624	6126750.736	3.706	
IP	5.131	273394.874	6126750.807	3.706	-0.3
IP	5.345	273394.84	6126751.064	3.707	
IP	5.346	273394.84	6126751.066	3.707	
IP	5.559	273394.806	6126751.321	3.707	-0.3
CT	5.772	273394.549	6126751.326	3.708	
TC	5.794	273394.527	6126751.327	3.708	
IP	7.842	273392.45	6126751.371	3.712	10
	10	273390.426	6126750.543	3.708	
TC	10.259	273390.186	6126750.445	3.706	
IP	10.875	273389.53	6126750.177	3.703	-1
CT	11.491	273389.566	6126749.469	3.699	
TC	11.613	273389.572	6126749.348	3.699	
IP	11.903	273389.593	6126748.916	3.697	-0.3
IP	12.192	273389.99	6126749.087	3.695	

REFERENCE STRING - MC60 - KERB WATERTABLE INVERT					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273383.298	6126727.762	3.32	
TC	1.286	273382.016	6126727.651	3.361	
IP	1.522	273381.717	6126727.625	3.369	0.3
CT	1.758	273381.692	6126727.924	3.373	
TC	6.38	273381.297	6126732.53	3.434	
IP	8.816	273381.085	6126735.006	3.461	10
	10	273381.644	6126736.114	3.473	
CT	11.251	273382.057	6126737.293	3.486	
TC	11.677	273382.224	6126737.684	3.49	
IP	17.187	273384.517	6126743.083	3.546	13
	20	273387.63	6126743.825	3.575	
CT	22.697	273390.083	6126744.935	3.588	
TC	27.648	273394.781	6126746.499	3.615	
IP	28.989	273396.055	6126746.923	3.622	20
	30	273397.051	6126747.109	3.627	
CT	30.329	273397.374	6126747.173	3.628	
IP	34.513	273401.484	6126747.952	3.631	
TC	34.717	273401.688	6126747.946	3.629	
IP	35.39	273402.441	6126747.926	3.621	1.2
CT	36.062	273402.75	6126747.239	3.611	
IP	36.735	273403.06	6126746.553	3.599	1.2
CT	37.407	273402.576	6126745.975	3.584	
	40	273400.91	6126743.989	3.527	
IP	43.311	273398.782	6126741.452	3.385	

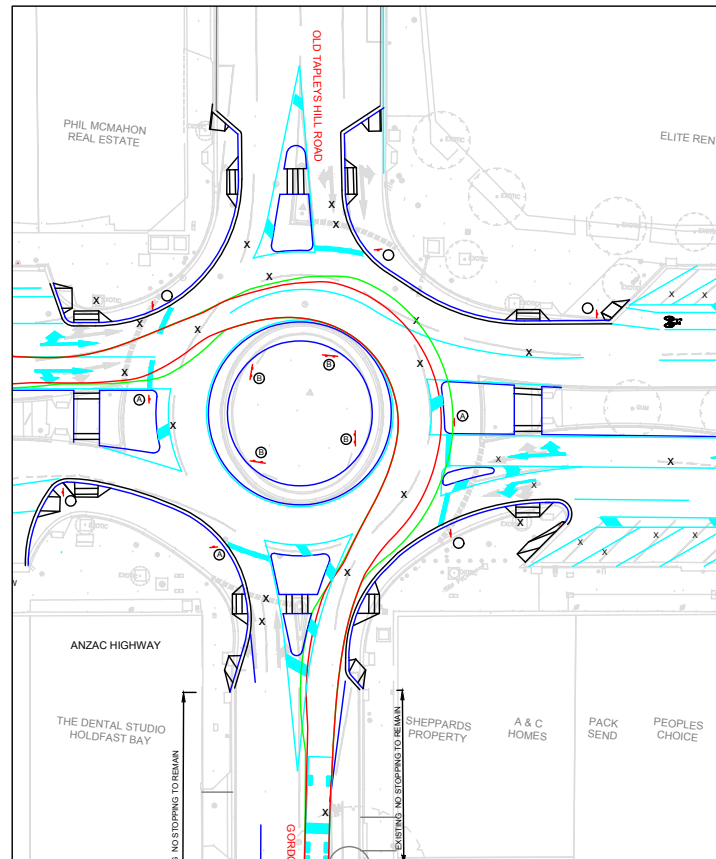
REFERENCE STRING - MC70 - FACE OF MEDIAN KERB					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273372.28	6126740.058	3.588	
IP	0.298	273372.146	6126740.498	3.589	0.3
IP	0.596	273372.603	6126740.443	3.59	
IP	0.598	273372.605	6126740.442	3.59	
IP	3.17	273375.192	6126740.13	3.598	13
IP	5.741	273377.699	6126740.839	3.599	
IP	5.742	273377.7	6126740.839	3.599	
IP	6.064	273378.044	6126740.936	3.596	0.6
CT	6.386	273378.293	6126740.681	3.594	135*4.2.25.17"
IP	6.708	273378.542	6126740.425	3.591	0.6
CT	7.03	273378.437	6126740.084	3.588	197*11.45.12"
TC	7.072	273378.424	6126740.044	3.588	197*11.45.12"
IP	8.896	273377.885	6126738.301	3.583	49.7
	10	273377.641	6126737.223	3.594	193*4.9.14.35"
IP	10.72	273377.474	6126736.523	3.6	
IP	10.721	273377.474	6126736.521	3.6	
IP	14.749	273373.463	6126736.164	3.585	

REFERENCE STRING - MC71 - FACE OF MEDIAN KERB					
TYPE	CHAINAGE	COORDINATES			RADIUS
		X	Y	Z	
IP	0	273377.036	6126734.475	3.611	
IP	0.008	273377.034	6126734.468	3.612	
IP	2.038	273376.646	6126732.474	3.634	57
CT	4.068	273376.4	6126730.458	3.65	
TC	4.181	273376.386	6126730.346	3.649	
IP	4.591	273376.327	6126729.86	3.645	0.6
CT	5.001	273375.839	6126729.821	3.641	
IP	5.412	273375.352	6126729.781	3.637	0.6
CT	5.822	273375.215	6126730.25	3.633	
IP	9.947	273374.057	6126734.209	3.595	
	10	273374.109	6126734.214	3.595	

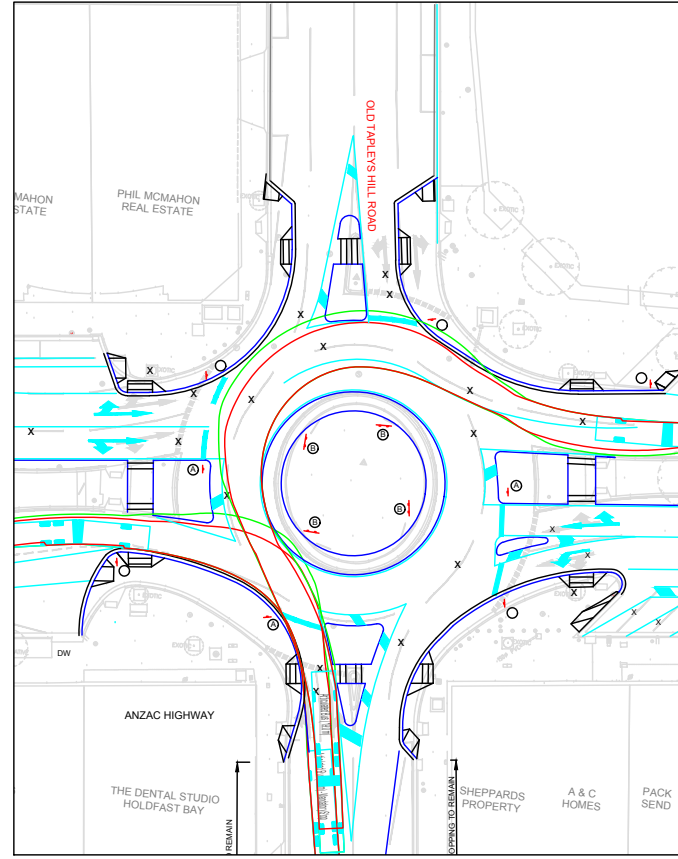
REFERENCE STRING - MC80 - KERB WATERTABLE INVERT					
TYPE	CHAINAGE	COORDINATES			RADIUS
</					



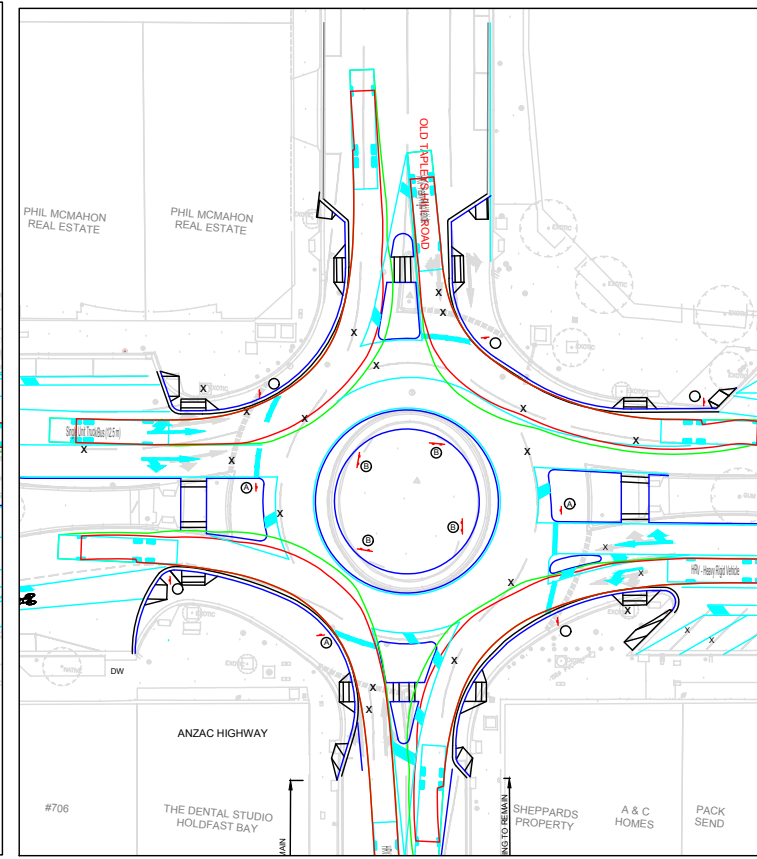
19m ARTICULATED BUS AND 5.2m CAR EASTBOUND;
19m ARTICULATED BUS WESTBOUND
19m ARTICULATED BUS LEFT TURN FROM ANZAC HWY TO GORDON ST



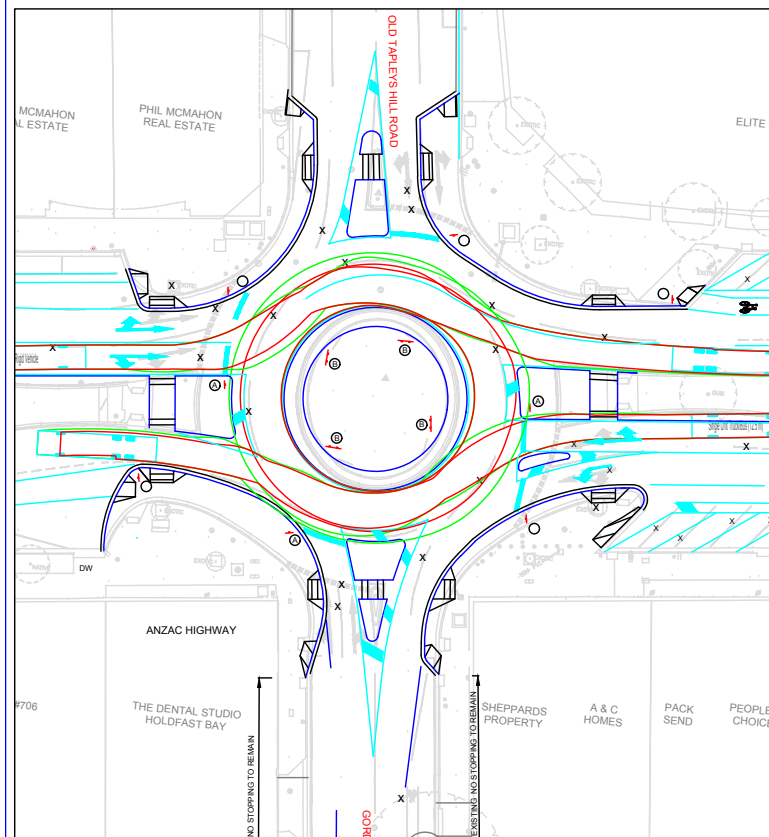
19m ARTICULATED BUS (DESIGN VEHICLE) RIGHT TURN FROM ANZAC HWY TO GORDON ST



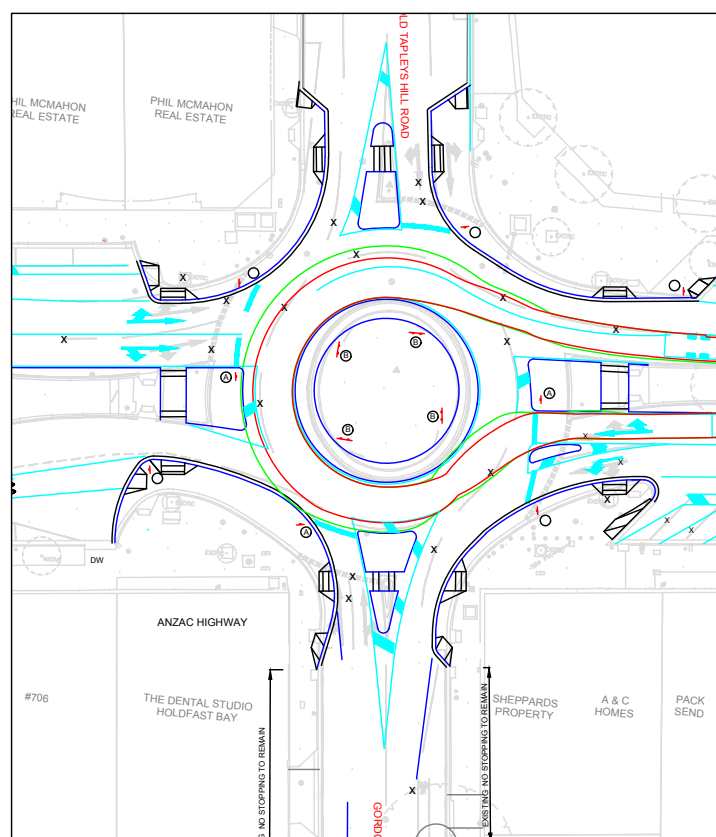
19m AV (CHECKING VEHICLES) LEFT/RIGHT TURNS FROM GORDON ST TO ANZAC HWY



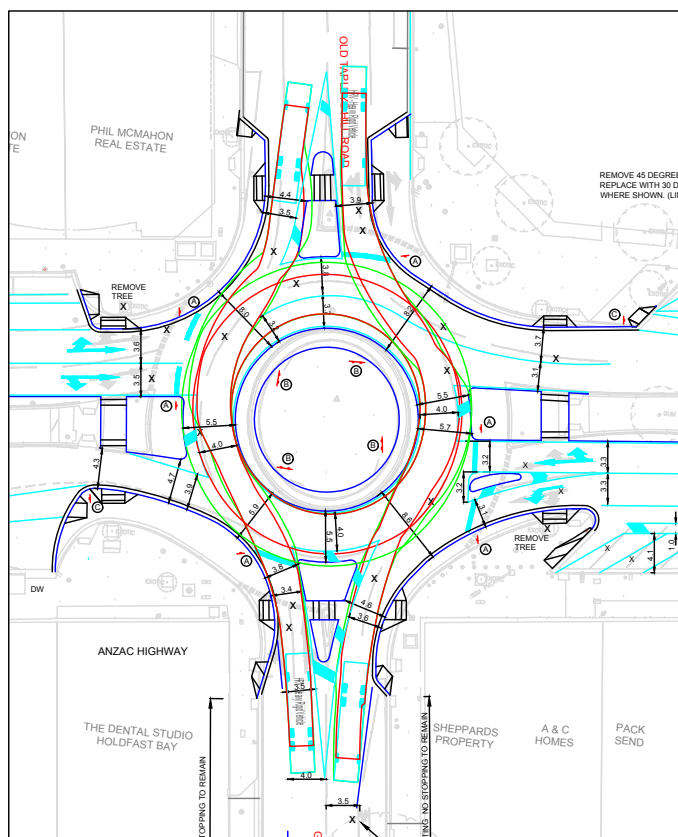
12.5m RIGID TRUCK - LEFT TURNS



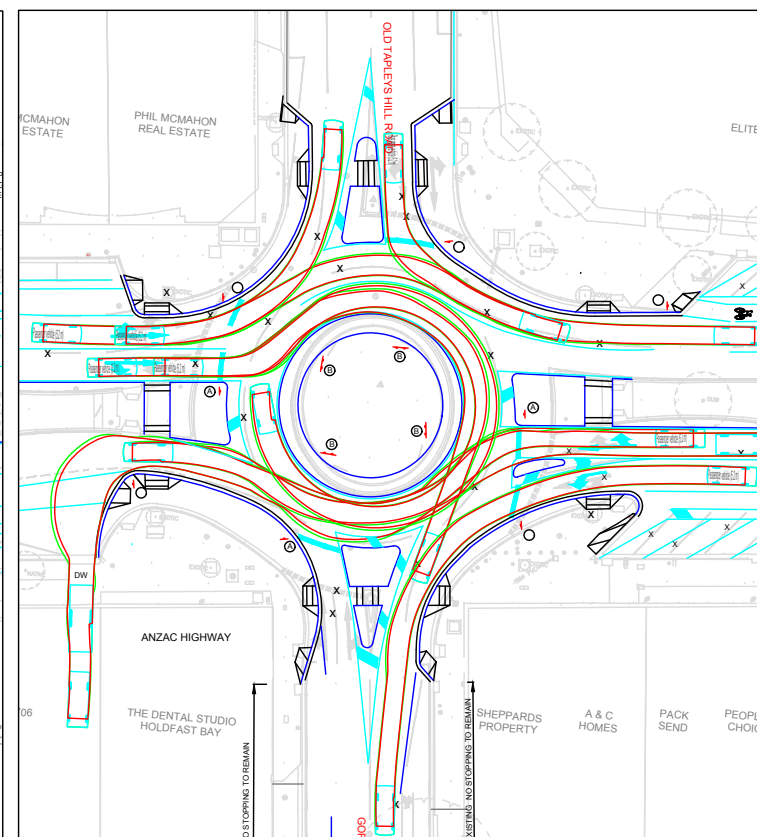
12.5m RIGID TRUCK U-TURN (WESTBOUND)



12.5m RIGID TRUCK U-TURN EASTBOUND



12.5m TRUCKS - U-TURNS FROM/TO GORDON ST & FROM/TO OLD TAPLEYS HILL RD



5.2m CARS
CAR & TRAILER INTO PROPERTY NO. 706

Surveyed	Allsurv	Jan 2015
Designed	GB	Feb 2015
Drawn	GB	Feb 2015
Checked		Feb 2015

infraPlan
traffic - transport - urban policy - consultation
- movement planning - traffic engineering

InfraPlan (Aust) Pty Ltd
Level 1, 22-26 Vardon Avenue
Adelaide SA 5000
P (08) 8227 0372
E admin@infraplan.com.au



REVISIONS			
No.	Description	By	Date
1	TURN PATHS FOR INFORMATION	GB	25/5/16

CITY OF HOLDFAST BAY
ANZAC HIGHWAY: SUSSEX ST TO TAPLEYS HILL RD
MODIFICATIONS TO ROUNDABOUT
VEHICLE TURN PATHS
(AUSTROADS 2013)

Project No.	IPT14.30
Dwg Ref.	TURNPATH
Date	4-3-2015
Scale	1:200 (A1)
Sheet No.	Rev.
1 of 2	

6. SIDRA Analysis

The design includes the removal of one traffic lane in each direction west of Gordon Street / Old Tapleys Hill Road, to gain sufficient space for the bicycle lanes. SIDRA analysis was undertaken to ascertain the traffic impact and is detailed below.

6.1 Gordon Street/Old Tapleys Hill Road intersection

6.1.1 Existing scenario

The existing roundabout has a central elliptical island with longer diameter of 18.5m (north-south) and shorter diameter 16.5m (east-west). The east and west approaches (Anzac Hwy) have two lanes each with 7m wide median on either approach. The North and south approaches (Tapleys Hill Rd/Gordon St) have two lanes, however both approaches have short lanes measuring 15 to 70m in length. Refer to Figure 10.

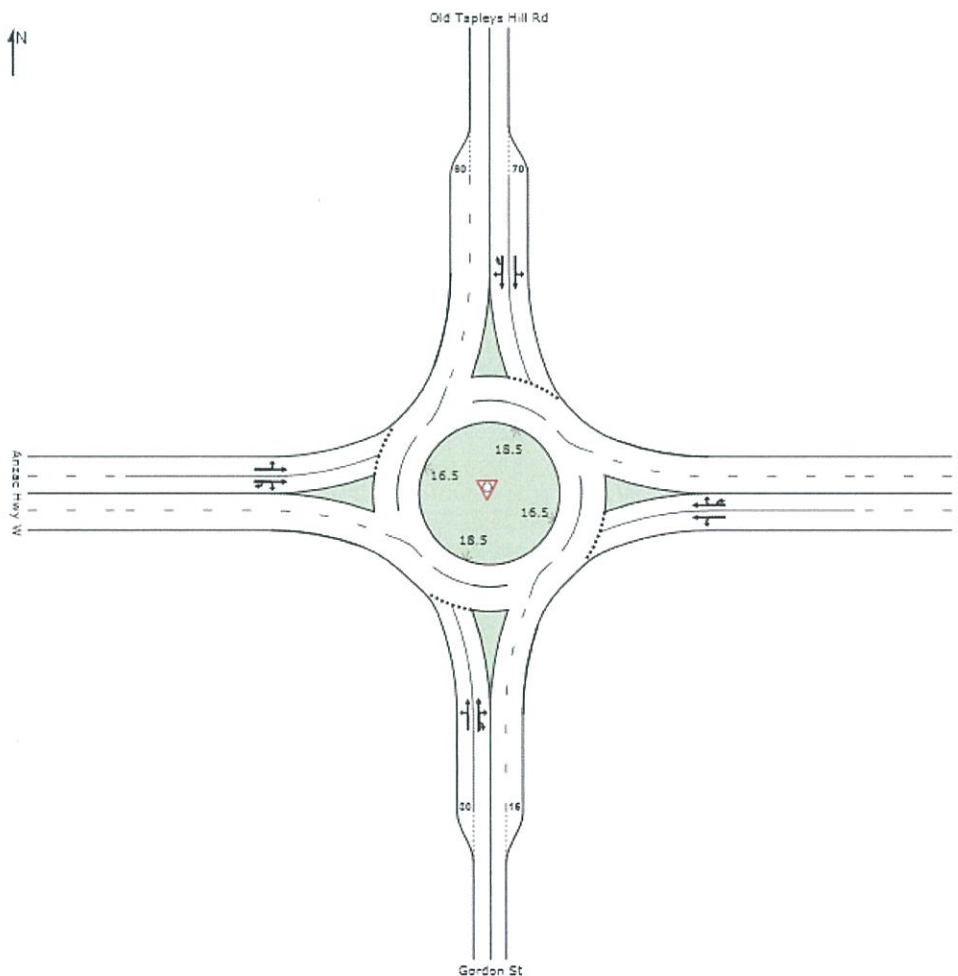


Figure 21: Anzac Highway – Gordon St/Old Tapleys Hill Rd – Existing Roundabout

Traffic volumes were collected on Saturday December 12, Sunday December 13 and Wednesday December 10. Daily traffic passing through the roundabout was 23,100 vehicles, with the weekday morning and afternoon peak hours occurring between 8am to 9am and 5.15pm to 6.15pm respectively. The daily traffic volumes were:

- Anzac Highway **18,200 vehicles/day**
- Gordon St/Old Tapleys Hill Rd **7,900 vehicles/day**

The AM and PM turning movement counts are illustrated on Figure 11 and Figure 12.

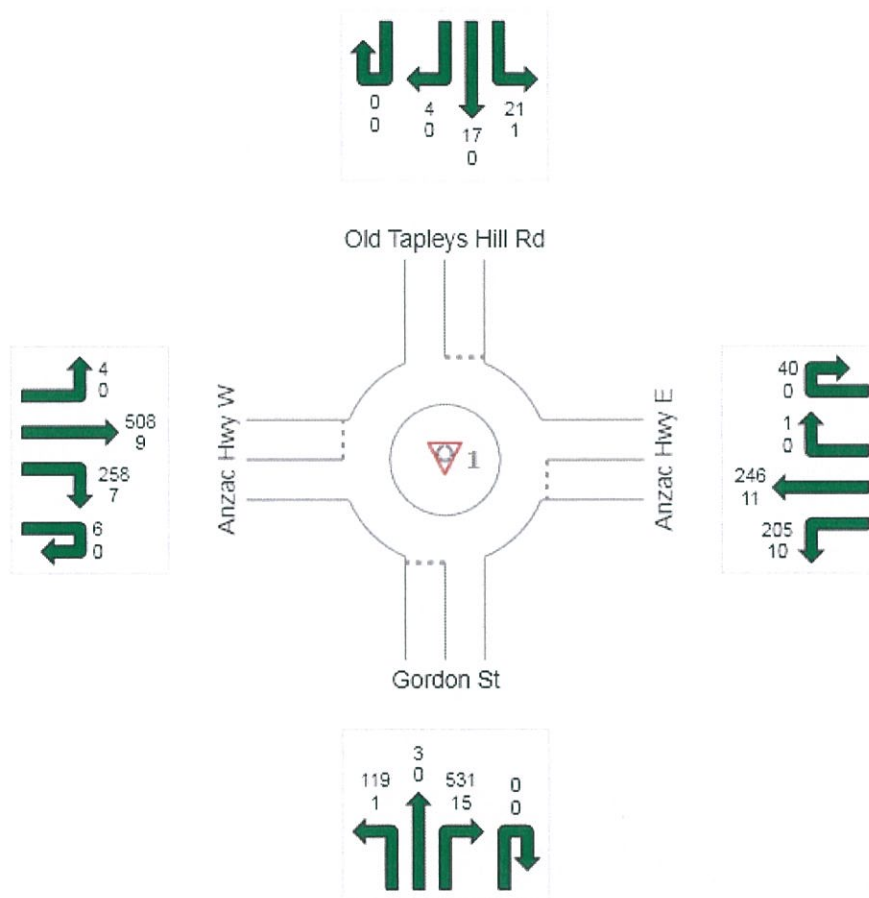


Figure 22: Existing AM Peak Hour Turning Counts

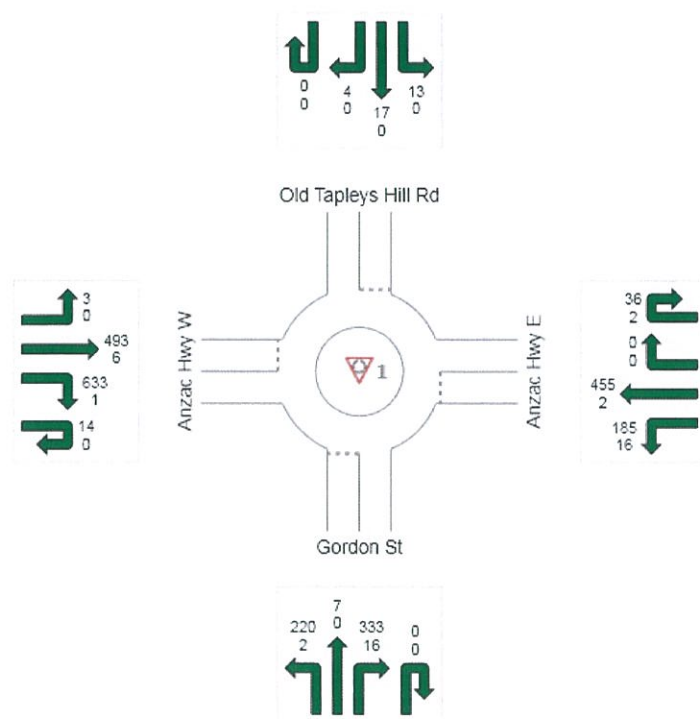


Figure 23: Existing PM Peak Hour Turning Counts

The existing roundabout was assessed for the level of service (LOS) which forms the basis for assessment of possible design options. As shown in Table 1 below, under existing conditions, the intersection operates at LOS A during the morning peak hour and LOS B during the afternoon peak hour.

Table 1: Level of Service - comparison

AM Peak	Distance to the nearest major intersection	Existing Scenario	
		LOS	95 th %ile Q Length (metres)
West Approach	280 m	A	32
North Approach	345 m	B	2
East Approach	200 m	A	12
South Approach	180 m	B	29
Overall		A	
PM Peak	Distance to the nearest major intersection	Existing Scenario	
		LOS	95 th %ile Q Length (metres)
West Approach	280 m	B	58
North Approach	345 m	B	3
East Approach	200 m	B	40
South Approach	180 m	A	20

Overall		B	
---------	--	---	--

6.1.2 Proposed Option

The proposed option represents a scenario where the east approach has two lanes, a left only lane and a through/right lane. The west approach has two lanes and the other approaches have one approach lane and one exit lane as indicated in Figure 19 below.

The left-only lane on east approach would be separated physically by means of an island from through/right lane. The existing short merge lane on Gordon St would be retained to allow left turning from east approach to merge with traffic entering Gordon St (from roundabout).

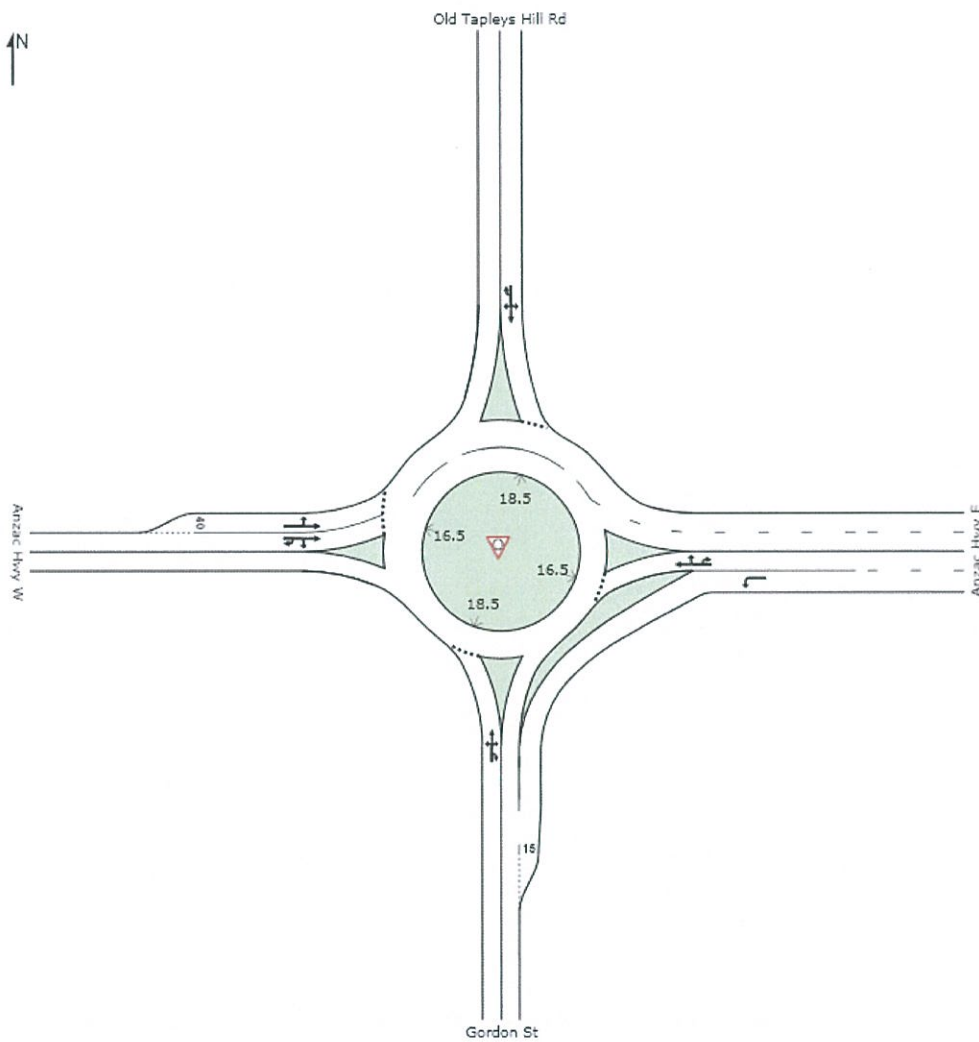


Figure 24: Proposed option

The proposed option was assessed for performance in comparison with the existing scenario, using the existing traffic counts and summary of LOS and queue lengths is provided in Table 3 below.

Table 2: LOS and Queue length comparison existing and proposed option

Anzac Hwy - Gordon St Roundabout AM Peak	Existing - 2 lane		Option B1	
	LOS	95 th %ile Q Length (metres)	LOS	95 th %ile Q Length (metres)
West Approach	A	32	B	47
North Approach	B	2	A	5
East Approach	A	12	A	15
South Approach	B	29	B	79
Overall	B		B	

Anzac Hwy - Gordon St Roundabout PM Peak	Existing - 2 lane		Option B1	
	LOS	95 th %ile Q Length (metres)	LOS	95 th %ile Q Length (metres)
West Approach	B	58	A	52
North Approach	B	3	B	5
East Approach	B	40	B	79
South Approach	A	20	C	152
Overall	B		B	

The proposed option is estimated to have similar Level of Service (LOS) as the existing roundabout however the south approach is likely to see queuing up to 152m. The reduction of LOS from A to C at the south approach is due to the considerably high volume of vehicles (from the south) turning right onto Anzac Hwy, and would impact on traffic and buses. However, this is likely to be mitigated by cut-through vehicles diverting to Brighton Road (preferred outcome) instead of joining these queues.

The Augusta St/Gordon St roundabout is spaced approximately 180m south of Anzac Hwy/Gordon St roundabout. The estimated 152m queue on Gordon St will not extend to Augusta St.

6.2 Adelphi Terrace-Anzac Highway intersection

6.2.1 Existing scenario

Anzac Highway intersection with Adelphi Tce (T-junction) was assessed for the existing and future conditions in conjunction with the proposed on-street bicycle lanes.

The subject intersection is roughly 280m west of Anzac Hwy intersection with Gordon St and 160m east of Anzac Hwy intersection with Colley Tce/Chappell Dr (roundabout).



Figure 25: Anzac Highway – Adelphi Tce: Existing intersection

The existing intersection has an island on the southern side of the median separating the westbound through and right turn movements.

There are two driveways located on the southern side of the subject intersection. The eastern driveway is the primary access to a 32 space public car park. The western driveway is in-only access for porte-cochere for the Atlantic Tower Motor Inn.

There are on-street, full time bicycle lanes along Anzac Hwy, west of the junction.

Under existing conditions the junction is believed to operate with a three-phase signal with 70 second signal cycle length during morning peak and 90 second signal cycle length during afternoon peak.

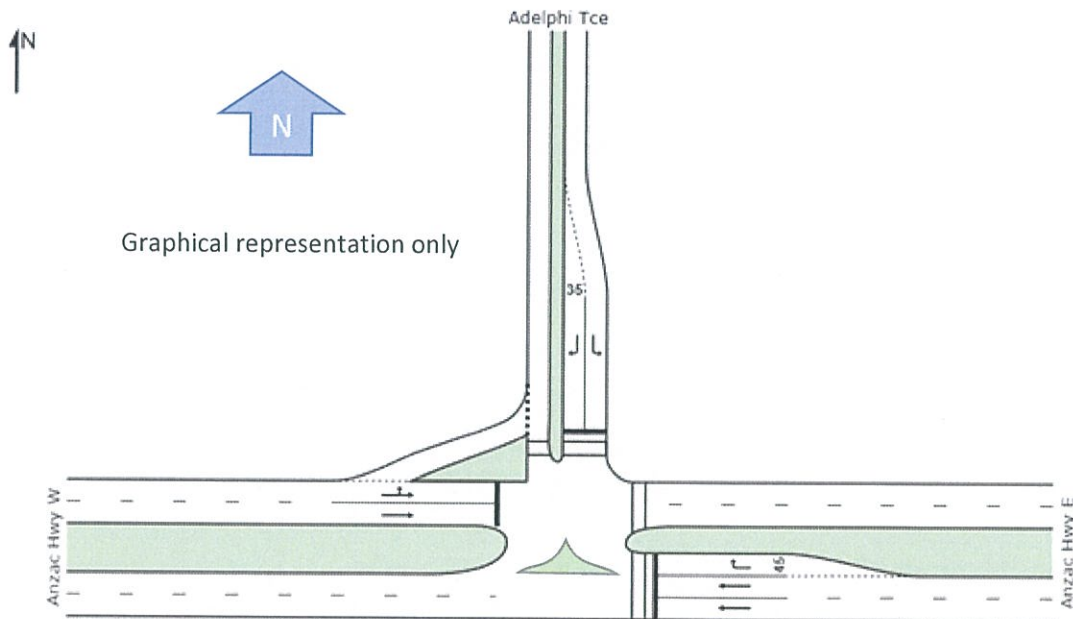


Figure 26: Anzac Hwy-Adelphi Tce: Existing intersection layout

Skyhigh traffic consultants were engaged by the City of Holdfast Bay council to undertake 12-hour turning movement counts at the junction. The following was recorded.

- Weekday morning and afternoon peak hours were observed to occur between 8.00am to 9.00am and 5.00pm to 6.00pm respectively.
- Daily traffic passing through the subject intersection is in the order of 18,200 vehicles
- Anzac Highway **11,400 vehicles/day**
- Adelphi Terrace **6,800 vehicles/day**
- Traffic counts in the AM and PM peak are illustrated in Figure 3 and Figure 4
- **71 cyclists** were counted in the AM peak and **51 cyclists** in the afternoon peak, refer to Figure 5.

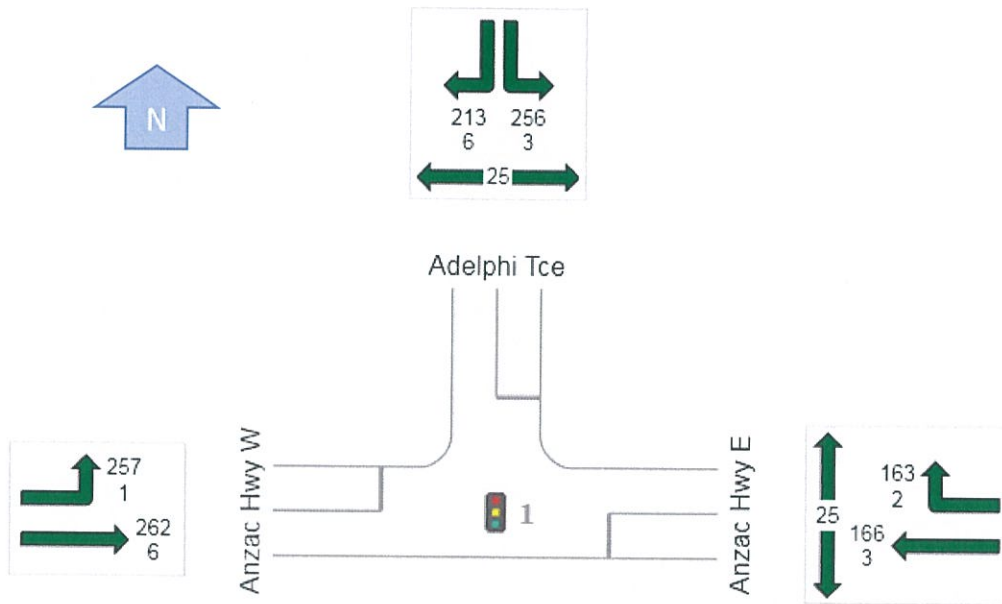


Figure 27: Existing AM Peak Hour Turning Counts

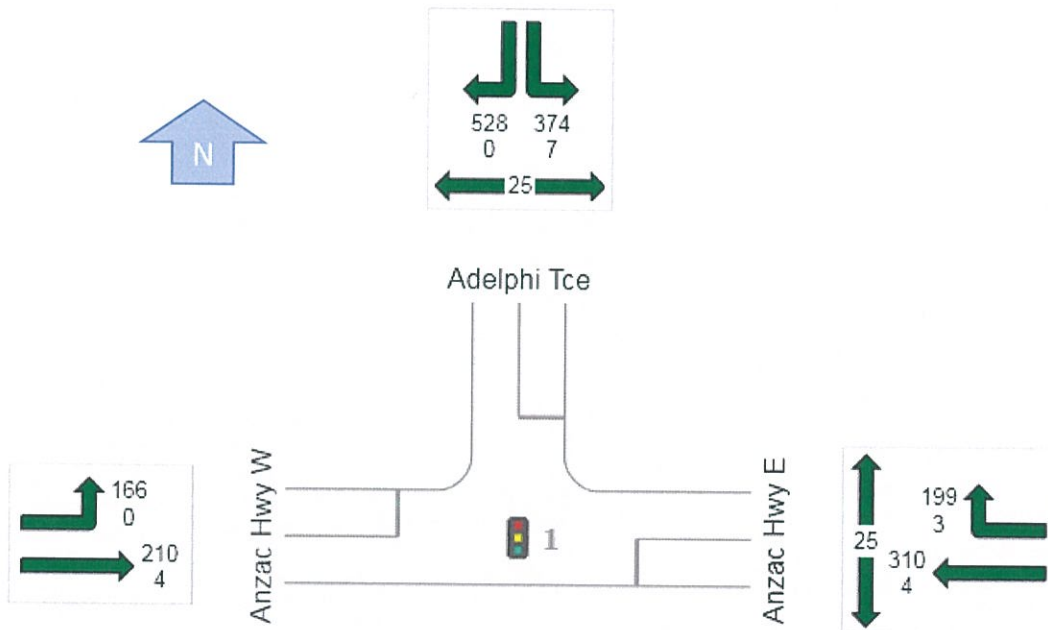


Figure 28: Existing PM Peak Hour Turning Counts - vehicles

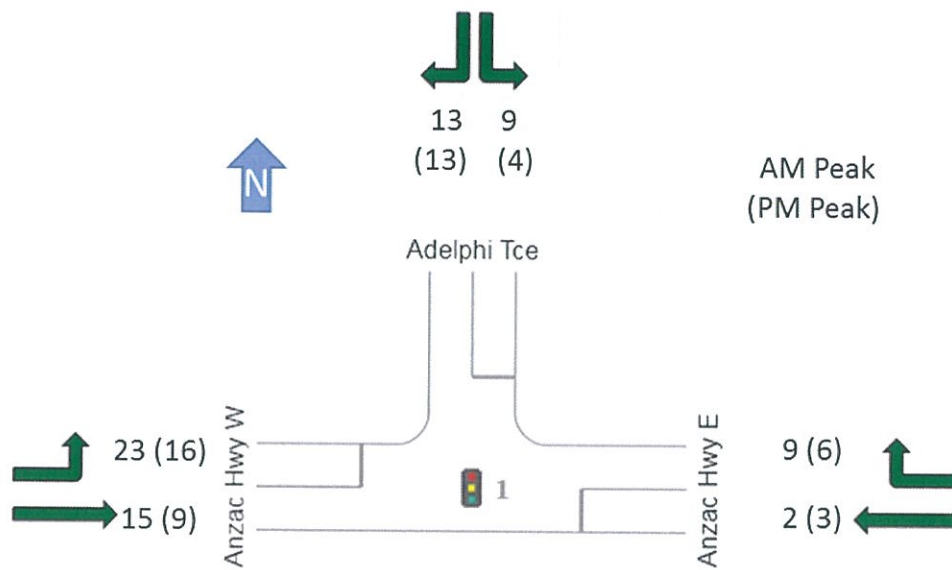


Figure 29: Existing PM Peak Hour Turning Counts - cyclists

The existing intersection was assessed for the level of service (LOS) using Sidra Intersection software application. The existing LOS forms the basis for analysis and comparison of the proposed intersection upgrade options.

Table 3: Level of Service Comparison

Anzac Hwy - Adelphi Tce AM Peak	2015 Existing Conditions 60 second signal cycle			Proposed Option 70 second signal cycle		
	LOS	Delay (seconds)	95 th %ile Q Length (metres)	LOS	Delay (seconds)	95 th %ile Q Length (metres)
West Approach	B	15.5	41	B	16.8	62
North Approach	B	18.5	42	C	32.7	64
East Approach	B	17.5	33	C	24.5	43
South Approach	-	-	-	-	-	-
Overall	B	17.1	42	C	23.9	64

Anzac Hwy - Adelphi Tce PM Peak	2015 Existing Conditions 90 second signal cycle			Proposed Option 90 second signal cycle		
	LOS	Delay (seconds)	95 th %ile Q Length (metres)	LOS	Delay (seconds)	95 th %ile Q Length (metres)
West Approach	C	30.0	50	C	24.5	65
North Approach	C	24.3	159	C	34.5	175
East Approach	C	34.1	74	C	34.9	75
South Approach	-	-	-	-	-	-
Overall	C	28.3	159	C	31.9	175

As shown in Table 1, under the existing conditions Anzac Hwy intersection with Adelphi Tce operates at LOS B during the AM peak and LOS C during the PM peak hour.

The 95th percentile queue lengths along Adelphi Tce (worst performing of the three approaches) are in the order of 42m during the morning peak hour and 159m during the afternoon peak.

Adelphi Tce/Anzac Highway is not part of a signalized intersection network. Thus modifications to signal phasing and timing are not expected to adversely impact on the wider road network. Signal cycle lengths were optimized to the optimum intersection performance.

6.2.2 Proposed option

The proposed intersection upgrade layout proposes a bicycle storage box on the eastern (right turn only) and northern approach. Cyclists will store ahead of motorists for better visibility and to enable a head-start.

The proposed option will reduce one travel lane along Anzac Hwy in the westbound direction.

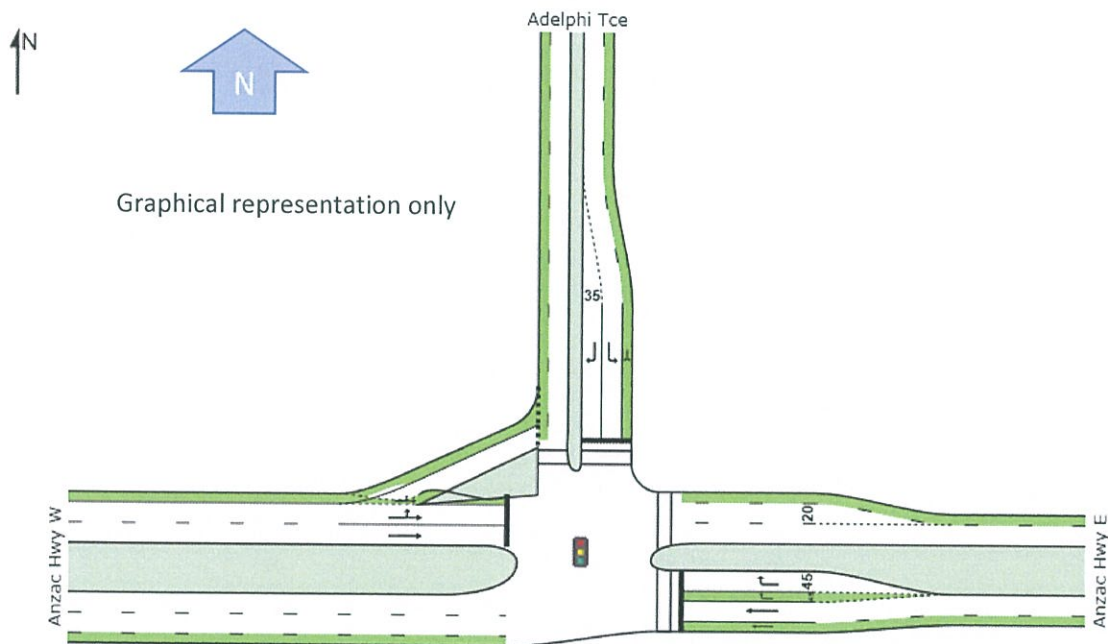


Figure 30: Proposed intersection layout with bicycle storage box

Summary

The existing level of service comparison is presented in Table 1 and indicates that Adelphi Tce/Anzac Hwy intersection will operate at an acceptable LOS C during the peak hours.

- The corresponding average intersection delay during the morning peak hour is estimated to be 23.9sec and 95th %ile queue length of 65m.
- The corresponding average intersection delay during afternoon peak hour is estimated to be 34.9sec and 95th %ile queue length of 175m.

It should be noted that an additional bicycle head-start phase was included in the analysis but may not be required during the detail design phase. The removal of this phase reduce the average intersection delay and queue lengths. Future intersection delays are considered acceptable, however the 95th %ile queue length for morning and afternoon peak hour is projected to increase by approximately 22m and 16m respectively.

The estimated changes are not expected to adversely impact the surrounding road network.

7 June 2018

Mr Damian Landrigan
Technical Officer – Traffic & Transport
City of Holdfast Bay

Anzac Highway Cycling Upgrades – Public Transport Impacts

Dear Damian,

As requested we have undertaken additional traffic analysis for Anzac Highway, between Tapleys Hill Road and Adelphi Terrace.

Background

In 2014, InfraPlan were engaged by the City of Holdfast Bay to design high quality bicycle lanes along Anzac Highway between Brighton Road/Tapleys Hill Road and Sussex Terrace.

The design included the following road layout changes which would result in potential traffic impacts:

- 2x lanes of traffic (each direction) reduced to 1 x lane (each direction) west of Gordon Street / Old Tapleys Hill Road
- Modified roundabout and signalised intersection to lead into the modified traffic lanes described above.

Therefore, SIDRA analysis was undertaken to assess the impacts to vehicular traffic as a result of these modifications. SIDRA is an intersection modelling tool that allows for delays, queue lengths or other important measures to be determined based on the configuration of an intersection and a volume of vehicles undertaking prescribed movements.

In 2016, there were changes to the Adelaide Metro bus services and therefore we have been engaged by Council (2018) to update the SIDRA analysis with this new information. The changes comprise a relocation of a bus layover (from Mosely Street to Colley Terrace) and an increase in bus services.

2018 Update

An intersection turning survey was undertaken by Austraffic on Tuesday May 8, 2018 at each intersection. These counts recorded less traffic volumes that those recorded in December 2014 as listed in Table 1 below.

Table 1: Comparison of turning count volumes

	Old Tapleys Hill Road/Gordon Street Roundabout			Adelphi Terrace Signalised Intersection		
	AM (8-)	PM (5-)	6AM-6PM	AM (8-)	PM (5-)	6AM-6PM
Dec 2014	1,963	2,415	21,578	1,416	1,880	14,622
May 2018	1,892	2,209	19,126	1,275	1,570	12,550
Difference	-71	-206	-2,452	-141	-310	-2,072

With a lower total volume observed, there is likely to be a lower delay associated with each of the intersections than modelled in the original report.

The updated counts specifically recorded public bus numbers in addition to heavy vehicles and cyclists. This was compared against a spreadsheet provided by DPTI that listed the number of public buses scheduled to be in service along the stretch of road per hour.

The number of public buses observed in the traffic count was higher than the number provided in the DPTI spreadsheet and are listed in Table 2. The difference is likely due to buses that were not in service but utilising the same route.

For our SIDRA analysis, we have used a conservative modelling approach, and used the (higher) bus numbers observed in the traffic count.

Table 2: Comparison of estimated (DPTI spreadsheet) and observed bus volumes

Time	Eastbound buses		Westbound buses	
	Estimated	Observed	Estimated	Observed
6:00 AM	3	5	1	9
7:00 AM	14	15	6	13
8:00 AM	15	12	7	11
9:00 AM	12	15	7	15
10:00 AM	11	15	9	13
11:00 AM	12	18	8	13
12:00 PM	12	9	8	9
1:00 PM	12	13	8	8
2:00 PM	12	14	8	15
3:00 PM	12	17	8	12
4:00 PM	12	18	11	16
5:00 PM	14	18	9	16
Total	141	169	90	150

Figure 1 and Figure 2 overleaf illustrate the bus movements that were observed at each intersection.

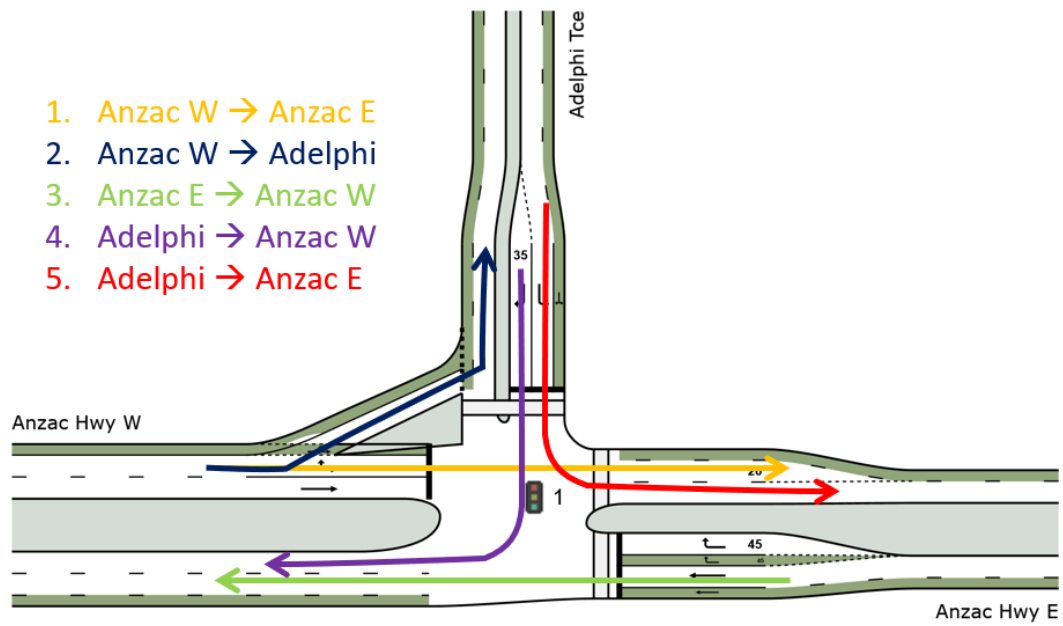


Figure 1: Bus movements at Anzac Hwy & Adelphi Tce signalised intersection

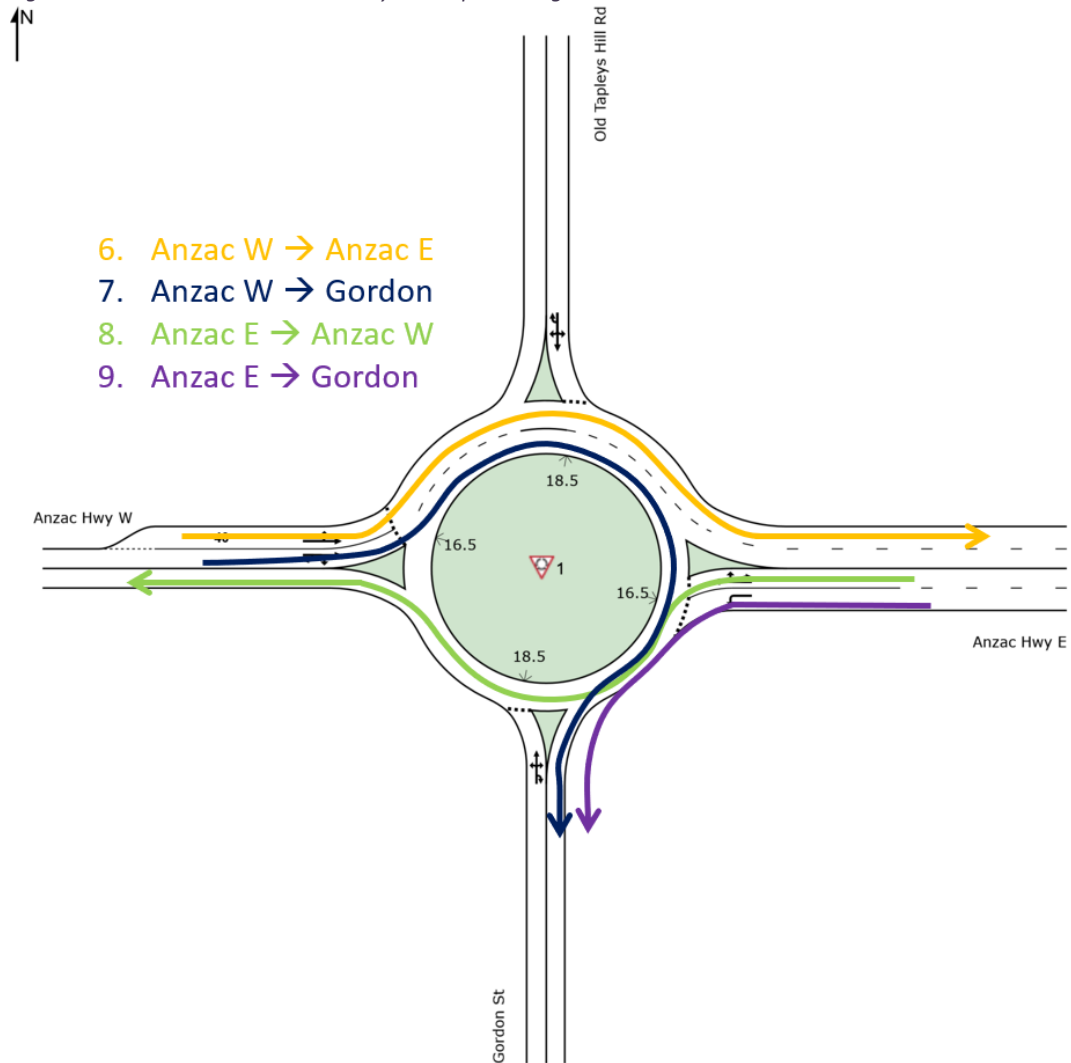


Figure 2: Bus movements at roundabout of Anzac Hwy, Gordon St & Old Tapleys Hill Rd intersection

The 2014 SIDRA model was subsequently remodelled using the 2018 observed volumes to create a current yet conservative analysis of likely impacts to public transport. The results of this model are displayed in Table 3, which explores:

- **Existing delay** –the average delay to each vehicle performing the movement (cars, trucks & buses) with the current intersection configurations
- **Proposed delay** –the average delay to each vehicle performing the movement (cars, trucks & buses) with the proposed intersection configurations
- **Difference in delay** – the difference in average delay to vehicles between the existing and proposed intersection configuration
- **Number of buses** – the number of buses that were observed to undertake each movement. This is included to show the relevance of each movement to the public transport network.
- **Total delay for buses** – the sum of the AM and PM average delay to all buses.

There is a total delay of 28 seconds in the AM Peak and 110 seconds in the PM Peak which indicates that changes to the intersections will increase delay to public transport vehicles. However, it is important to note that the delay experienced by each vehicle varies and that some vehicles or movements have a lower wait time (Movement 1 for example).

Table 3: Modelled movement delay comparison

Path	Existing Delay (s)		Proposed Delay (s)		Difference in Delay (s)		Number of Buses		Total Delay for All Buses during the AM & PM Peak (s)			
	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM		
Traffic Signals	1	13.7	26.8	12.1	26.7	-1.6	-0.1	14	18	-22.4	-1.8	
	2	7.5	18.9	6.7	18.1	-0.8	-0.8	1	2	-0.8	-1.6	
	3	27.5	38.0	27.6	41.2	0.1	3.2	0	0	0	0	
	4	15.3	10.0	28.6	20.8	13.3	10.8	1	3	13.3	32.4	
	5	5.5	16.9	9.4	26.2	3.9	9.3	2	4	7.8	37.2	
Roundabout	6	6.0	5.6	7.9	6.6	1.9	1	12	18	22.8	18	
	7	10.4	10.0	12.4	10.7	2	0.7	1	3	2	2.1	
	8	6.2	11.2	6	13.9	-0.2	2.7	5	5	-1	13.5	
	9	6.4	11.1	7.5	12	1.1	0.9	6	11	6.6	9.9	
									Total Anzac & Adelphi		-2.1	66.2
									Total Anzac & Gordon		30.4	43.5
									Grand Total		28.3	109.7

To apply this to the real world, Table 4 presents the difference in delay between the existing and proposed intersection configurations. This was calculated by understanding which movements a bus on the route will undertake. For example, the H20 bus route performs movements 9, 1 and 6 and as such, the change in delay for this route can be calculated by adding the difference in delay modelled.

Table 4: Modelled delay to specific bus routes

Bus Route	Movements	Change in Delay (s)	
		AM	PM
167	9, 1, 6	1.4	1.8
168	9, 1, 6	1.4	1.8
190	1	-1.6	-0.1
265	1, 3, 8, 9	-0.6	6.7
300	1, 3, 8, 9	-0.6	6.7
J1	5, 7, 2	5.1	9.2
J3	5, 7, 2	5.1	9.2
H20	9, 1, 6	1.4	1.8

This shows that the worst increase in delay will be for the J1 or J3 service which will have 9 seconds added to its journey time in the PM peak. Other routes would not experience any delays of significance, and the 190, 265 and 300 routes have a minor decrease in journey times at certain points in the day. It is important to note that these delays are during the peak times when traffic volumes are highest. Changes in delay are likely lower during other times of the day.

Intersection delay is typically the controlling factor in an urban road network. While there are proposed changes to the road layout in the midblock sections of Anzac Highway between these two intersections, there is no anticipated increase in delay since merge and diverge lanes remain and there is ample room outside of the vehicle lane for manoeuvring in and out of on-street parking spaces.

As such, while there is a small modelled increase in delay for most routes, it is worth considering the balance between this delay with the significantly improved safety benefits for cyclists on this popular cycling route.

I trust this provides a summary of the potential delays to the public transport network that may be created with the proposed upgrades along Anzac Highway. Please contact me on 8227 0372 should you require any further information.

Yours sincerely,



Erik Stopp
Snr Transport Engineer
infraPlan



In reply please quote 2017/07377/01
Enquiries to Naly Sim
Telephone (08) 8343 2069

Mr Justin Lynch
Chief Executive Officer
City of Holdfast Bay
24 Jetty Road
BRIGHTON SA 5048

**SAFETY & SERVICE
DIVISION**

77 Grenfell Street
Adelaide SA 5000

GPO Box 1533
Adelaide SA 5001

Telephone: 08 8343 2222
Facsimile: 08 8204 8740

ABN 92 366 288 135

Dear Mr Lynch

2018/2019 BLACK SPOT PROGRAM

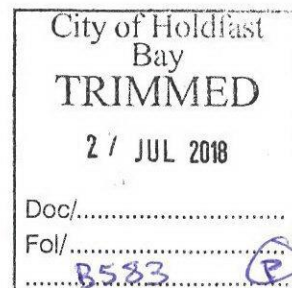
The Australian Government has announced the South Australian projects approved for funding under the 2018/2019 Australian Government Black Spot Programme.

I am pleased to advise that the following project was **successful** in gaining funding under this Programme:

- Anzac Highway Bicycle Lanes, Glenelg
 - Installing bike lanes on both sides of Anzac Highway, between the signalised intersection of Tapleys Hill Road and Brighton Road, and the signalised intersection of Adelphi Terrace
 - Approved funding: \$295,420 (GST inclusive)
 - Completion by the end of May 2019

A funding deed will need to be entered into by the council. The deed contains information regarding project funding, conditions, reporting and payment arrangements. Additional reporting requirements have also been stipulated by the Australian Government.

Two copies of the deed are attached.



Please insert the required details in item 2 of Schedule 1, attach the seal and sign on page 9 and return both copies within six weeks from the date of this letter to:

*Mr Naly Sim
Road Safety Engineer
Safety and Service Division
Department of Planning, Transport and Infrastructure
77 Grenfell Street
ADELAIDE SA 5000*

It is important that the obligations and conditions in the funding deed are met. Work on the project must be undertaken in accordance with appropriate Austroads, Australian and Departmental Standards and the requirements of the *Notes on Administration for the Infrastructure Investment Black Spot Programme*, which is available on the internet at <http://dpti.sa.gov.au/blackspot>.

For further information regarding project nominations, please contact Mr Naly Sim on telephone number (08) 8343 2069.

I wish you every success with your approved project.

Yours sincerely



Amanda Watson-Tran
A/Manager, Safety Strategy

25 July 2018

Encl. Copies of Funding Deed

FUNDING DEED

under

**2018-2019 COMMONWEALTH INFRASTRUCTURE INVESTMENT
BLACK SPOT PROGRAM**

Project Number	096681-18SA-BS
Location	Anzac Highway Bicycle Lanes, Glenelg
Project Description	Installing bike lanes on both sides of Anzac Highway
Project Funding	\$295,420.40 (GST Inclusive)

between

THE COMMISSIONER OF HIGHWAYS
("Grantor")

and

THE COUNCIL NAMED IN SCHEDULE 1
("Council")

FUNDING DEED

Between

COMMISSIONER OF HIGHWAYS, a body corporate pursuant to the *Highways Act 1926* (administered by the Department of Planning, Transport and Infrastructure) (ABN: 92 366 288 135).....(**"Grantor"**)

And

THE COUNCIL NAMED IN SCHEDULE 1, a body corporate under the *Local Government Act 1999*.....(**"Council"**)

It is agreed:

1. BACKGROUND

- 1.1 The Council has proposed to undertake the project ("**Project**") described in item 3 of Schedule 1.
- 1.2 This deed sets out the terms and conditions under which the Grantor intends to provide funding to the Council solely for the purpose ("**Purpose**") described in item 3 of Schedule 1 which includes the conduct of the Project.
- 1.3 The maximum amount that may be paid to the Council under this deed is set out in item 0 of Schedule 1 ("**Funding**").
- 1.4 Item 3 of Schedule 1 indicates whether or not the Project is to be conducted on a road(s) under the care, control and management of the Commissioner of Highways ("**Commissioner**").
- 1.5 If conducted on a road(s) under the care, control and management of the Commissioner the additional terms and conditions set out in Schedule 2 will also apply.

2. FUNDING

- 2.1 Subject to this deed, the Grantor will pay the Council up to the amount of the Funding.
- 2.2 The Council must only use the Funding for the Purpose.
- 2.3 For the purposes of this deed, the "**Funding Period**" is the period commencing on the Start Date and, subject to funding being available, will continue until the End Date. The "**Start Date**" and "**End Date**" are set out in item 4 of Schedule 1.
- 2.4 The Funding is payable by way of progress payments in arrears for work undertaken for the Purpose and may also be part payable (if indicated in item 5 of Schedule 1) by way of an Initial Instalment in Advance.
- 2.5 During the Funding Period, the Council is entitled in accordance with the conditions set out in item 5 of Schedule 1:
 - (a) to invoice the Grantor for the payment of the amount of any Initial Instalment in Advance set out in item 5 of Schedule 1 (if any); and
 - (b) once the amount of the Initial Instalment in Advance (if any) has been expended on work undertaken for the Purpose, to invoice the Grantor for progress payment(s) for work undertaken for the Purpose.

The total of any Initial Instalment in Advance (if any) and all progress payments must not exceed the amount of the Funding.
- 2.6 At the end of the Funding Period the Council must provide a report on the level of any unexpended Funding.

-
- 2.7 The Council must repay any part of the Funding which is unexpended at the end of the Funding Period to the Grantor, unless the Grantor gives written approval for the Council to retain the money.

3. GST

- 3.1 The Funding (including any Initial Instalment in Advance or any progress payment) is all-inclusive and not subject to any adjustment for GST or any other tax or cost.
- 3.2 In this Deed "*Taxable Supply*", "*GST*" and "*Tax Invoice*" have the meaning attributed under the *A New Tax System (Goods and Services Tax) Act 1999* ("**GST Law**").

4. ADMINISTRATION OF DEED

- 4.1 Any power or discretion exercisable by the Grantor under this deed may be exercised by the person ("**Grantor's Representative**") for the time being in the position within the Department of Planning, Transport and Infrastructure ("**Department**") set out in item 2 of Schedule 1.
- 4.2 Any power or discretion exercisable by the Council under this deed may be exercised by the person ("**Council's Representative**") for the time being in the position within the Council set out in item 2 of Schedule 1.

5. PROVISION OF FINANCIAL INFORMATION

- 5.1 The Council must provide the Grantor with appropriate and regular information, records and reports as the Grantor may request from time to time about:
- (a) the administration and financial affairs of the Council;
 - (b) the progress of (and any change to) the authorised scope of the Purpose or the Project;
 - (c) any significant changes to the nature and scope of the activities conducted by the Council;
 - (d) any other matter relevant to the granting of assistance;
 - (e) any other funding or financial assistance promised or received from any source other than the Grantor;
 - (f) the Council's management of the Funding, including, but not limited to, the economic and efficient use of resources to achieve the outcomes of the Purpose; and
 - (g) the performance of the Council's undertakings and obligations under this deed.
- 5.2 The information provided by the Council must be sufficient for the Grantor to make an informed judgement about:
- (a) the Council's ongoing financial position and its resources and expertise in relation to the Purpose;
 - (b) the Council's performance in managing public moneys, acquiring and using resources economically and efficiently and in achieving specified objectives in relation to the Purpose;
 - (c) the overall effectiveness of the Funding throughout the Funding Period;
 - (d) compliance with legislation and generally accepted accounting principles; and

- (e) compliance with the Council's constitution and the conditions of this deed.

5.3 The Council must permit any officer authorised by the Grantor:

- (a) to enter the Council's premises and to have access to all accounting records, equipment, documents and information in possession of the Council; and
- (b) to interview employees of the Council on matters pertaining to the operations of the Council.

6. GENERAL OBLIGATIONS OF THE COUNCIL

The Council must:

- 6.1 use the Funding only for the Purpose for which the Funding was made;
- 6.2 maintain accounting records of the Funding in accordance with generally accepted accounting principles;
- 6.3 ensure that any activity carried out by the Council in connection with the Council's use of the Funding complies with the laws from time to time in force in South Australia;
- 6.4 comply with its constitution;
- 6.5 comply with the additional reporting requirements set out in item 6 of Schedule 1;
- 6.6 prepare financial statements in accordance with Australian Accounting Standards at the end of the Funding Period and submit the financial statements, signed by a senior office holder of the Council, to the Grantor no later than one calendar month after the expiry of the Funding Period;

(Note: for the purposes of compliance with Australian Accounting Standards ("AAS") this includes Tier 1 ASS and Tier 2 ASS – Reduced Disclosure Requirements)
- 6.7 where the Funding to Council is in excess of One Million Dollars (GST exclusive) prepare financial statements in the nature of General Purpose Financial Statements; and
- 6.8 where requested by the Grantor, provide to the Department management accounts, annual reports, financial statements and any other information or documents relevant to the Council's operations.

7. CONDUCT OF THE PROJECT

- 7.1 The Council must ensure that any works undertaken towards the Purpose and/or the Project are undertaken in accordance with (and to the standard required by) any applicable Standards published by Austroads and Standards Australia Limited.
- 7.2 If (as indicated in item 3 of Schedule 1) the Project is to be conducted on a Road(s) under the care, control and management of the Commissioner, the Council must comply with the additional terms and conditions set out in Schedule 2.
- 7.3 The Council must erect signs on each road approach to the Project that comply with Section 4.7.1 – "Signposting" of the Notes on **Administration for Land transport Infrastructure Projects** published by the Commonwealth.

8. TERMINATION

- 8.1 If the Council fails to comply with this deed and/or fails within 6 months from the Commencement of this deed to commence the works on the Project (or make sufficient progress to the satisfaction of the Grantor), the Grantor may:
- (a) require the Council to repay either the whole or a portion of the Funding (whether expended or not);
 - (b) withhold all future funding from the Council;
 - (c) pursue any legal rights or remedies which may be available to the Grantor; and
 - (d) terminate or curtail any program or project conducted by the Grantor of which the Purpose conducted by the Council is part.
- 8.2 The Grantor may review any decision made pursuant to this clause if the Council is able to satisfy the Grantor within a period of 30 days from the decision that the Council has complied with the conditions of this deed.
- 8.3 Nothing in this deed is to be taken to limit the Grantor's discretion to determine whether and how any program or project of the Grantor is to be conducted, except if and to the extent that the Grantor gives an express undertaking in that regard.

9. GENERAL TERMS AND CONDITIONS

9.1 Insurance

The Council warrants that it is a member of the Local Government Association Mutual Liability Scheme ("**Scheme**") and is bound by the Scheme pursuant to section 142 and Schedule 1, Part 2 of the *Local Government Act 1999* (SA) ("**Act**") and in the event that the Council ceases to be a member of the Scheme it will forthwith, pursuant to Section 142(1) of the Act and the regulations under that Act, take out and maintain insurance to cover its civil liabilities at a minimum level of cover of AUD \$50 million.

9.2 Commonwealth Funded Project

The Council acknowledges that the Funding provided under this deed is (and remains) contingent upon the Commonwealth funding and despite any other clause of this deed, if the Commonwealth for any reason ceases its provision of funding then the Grantor may by notice to the Council cease its provision of Funding under this deed.

9.3 Audit

The Grantor may direct the Council to arrange for the financial accounts relating to the Funding to be audited at the Council's expense. The Grantor may specify the minimum qualifications to be held by a person appointed to conduct the audit.

9.4 Acknowledgements

The Council acknowledge that the Funding represents a one-off contribution by the Grantor towards the Purpose, and the Council agrees that any request for subsequent funding will require a new application to the Grantor. The Grantor is under no obligation to agree to pay any subsequent funding to the Council.

The Council further acknowledges and agrees that the Grantor will not be liable to reimburse the Council for any losses or cost over runs that may result from the operation of this deed or the carrying out of the Purpose or Project.

9.5 Indemnity

The Council acknowledges and agrees that it remains at all times solely responsible for the conduct of the Project and it releases and indemnifies the Grantor, the Commissioner and the Crown in right of the State of South Australia together with their employees, contractors and agents ("**those indemnified**") from and against any loss or liability incurred or suffered by any of those indemnified as a result of any claim, suit, demand, action or proceeding brought by any person against any of those indemnified in respect to the works to complete the Project or otherwise caused by any breach or default of the Council under this Deed.

9.6 Assignment

The Council must not assign, novate or encumber any of its rights or obligations under this deed.

9.7 Publicity

The Council must not make (or permit a public announcement or media release to be made) about any aspect of this deed without first obtaining the Grantor's written consent.

9.8 Consent

If the Council requires the Grantor's consent under this deed, the Grantor may, in its absolute discretion, give or withhold its consent and if giving consent, the Grantor may impose any condition on that consent that it considers appropriate. The Grantor's consent will not be effective unless it is in writing and signed.

9.9 Entire Deed

This deed incorporates any attached schedules and annexures. This deed contains the entire agreement between the parties with respect to its subject matter and supersedes any prior agreement, understanding or representation of the parties on the subject matter.

9.10 Proper Law

The laws in force in South Australia apply to this deed.

9.11 Jurisdiction of Courts

The courts of South Australia have non-exclusive jurisdiction to determine any proceeding in relation to this deed. Any proceeding brought in a Federal Court must be instituted in (and remain with) the Adelaide Registry of that Federal Court.

9.12 Compliance with Laws

The Council must comply with the laws in force in South Australia in the course of performing its obligations under this deed.

9.13 Notices

A notice is properly given or served if the party delivers it by hand, posts it or transmits it by electronic mail or facsimile, to the address of the Representative of the other party. A notice is taken to be received:

- (a) if sent by post, at the time it would have been delivered in the ordinary course of the post to the address to which it was sent;
- (b) if sent by facsimile, at the time which the sender's facsimile machine records that the communication has been transmitted satisfactorily (or, if such time is outside normal business hours (9am to 5pm on a business day), at the time of resumption of normal business hours);

- (c) if sent by electronic mail or other electronic means, only in the event that the other party acknowledges receipt by any means; or
- (d) if delivered by hand, the party who sent the notice holds a receipt for the notice signed by a person employed at the physical address for service.

9.14 Performance and future proposals

The satisfactory completion of the works for the Purpose, the making of regular progress payments (see note under item 5 of Schedule 1) and on-going compliance with reporting obligations, may be taken into account as a factor in assessing any applications by the Council for future funding.

9.15 Waiver

Any waiver of any provision of this deed is ineffective unless it is in writing and signed by the party waiving its rights.

A waiver by either party in respect of a breach of a provision of this deed by the other party is not a waiver in respect of any other breach of that or any other provision.

The failure of either party to enforce any of the provisions of this deed at any time must not be interpreted as a waiver of that provision.

9.16 Variation

Any variation of this deed must be in writing and signed by each party (or its Representative). Any request by the Council for agreement to vary the Funding, the Purpose, the scheduled timing for the conduct of the works for the Project and/or the Funding Period must be accompanied by sufficient details explaining the reasons for the requested variation to enable the Grantor to have regard to its merits.

9.17 Reading down and Severance

In the event that any provision (or portion of any provision) of this deed is held to be unenforceable or invalid by a Court of competent jurisdiction, the validity and enforceability of the remaining provisions (or portions of such provisions) of this deed shall not be adversely affected.

The offending provision (or part of a provision) shall be read down to the extent necessary to give it legal effect, or shall be severed if it cannot be read down, and the remaining part and provisions of this deed shall remain in full force and effect.

9.18 Auditor General

Nothing in this deed derogates from the powers of the Auditor-General under the *Public Finance and Audit Act 1987* (South Australia). Without limiting this clause, the Council acknowledges the Auditor General's obligations and powers under sections 32 and 34 of the *Public Finance and Audit Act 1987* (South Australia).

9.19 Public Disclosure

The Grantor may disclose this deed (and/or information relating to this deed) in both printed or electronic form and either generally to the public or to a particular person as a result of a specific request.

Nothing in this clause derogates from the Council's obligations under any provision of this deed or the provisions of the *Freedom of Information Act, 1991*.

9.20 **Special Conditions**

The special conditions set out under item 7 of Schedule 1 (if any) form part of this deed.

REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

SCHEDULE 1 - PARTICULARS

1. THE COUNCIL

Name: **City of Holdfast Bay**

Site
Address: **24 Jetty Road, BRIGHTON SA 5048**

Postal
Address: **PO Box 19, BRIGHTON SA 5048**

ABN: **62 551 270 492**

2. REPRESENTATIVES

Grantor's Representative	Council's Representative
Name: Ms Amanda Watson-Tran	Name: _____
Position: A/Manager, Safety Strategy Department of Planning, Transport and Infrastructure	Position: _____ _____
Address: 77 Grenfell Street ADELAIDE SA 5000	Address: _____ _____
Telephone: (08) 7109 7719	Telephone: _____
E-mail: amanda.watson- tran@sa.gov.au	E-mail: _____

3. THE PURPOSE, DESCRIPTION OF PROJECT & DETAILS OF THE ROAD(S)

The Purpose: The Funding is provided for the Purpose of the Council undertaking on the Road(s) identified below (within the Funding Period) the Project described below (and in any plans and/or proposal attached to this deed) in accordance with (and to the standard required by) any applicable Standards published by Austroads and Standards Australia Limited.

Description of Project: Project Number **096681-18SA-BS**

Project Description **Installing bike lanes on both sides of Anzac Highway**

Note: Please ensure that a full description setting out all aspects of the Project is included (this is of particular importance for Projects undertaken on DPTI maintained roads).

Details of the Road(s): **Anzac Highway, between the intersection of Tapleys Hill Road/Brighton Road and the intersection of Adelphi Terrace, Glenelg.**

Is the Road(s) under the care control and management of the Commissioner of Highways:

No

Note: If under the care, control and management of the Commissioner then Schedule 2 will apply.

4. THE FUNDING

The Funding: **\$295,420.40** (GST Inclusive)

The Funding Period: Start Date: **1 July 2018**

End Date: **30 May 2019**

5. MANNER & CONDITIONS OF PAYMENT

Limit on payments

The Funding of \$295,420.40 (GST Inclusive) is the maximum total amount the Grantor may be liable to pay the Council under this deed.

Initial Instalment in Advance & Progress Payments

The following table sets out the details of payments comprising the Funding the Council may invoice the Grantor for in accordance with clause 2.5 of the deed.

Payment	Amount AUD (GST Inclusive)
Initial Instalment in Advance <small>(Note: If no amount is indicated <u>then</u> no Initial Instalment in Advance will be made and the Funding will be made entirely through Progress Payments in arrears)</small>	\$nil
Allocation for Progress Payments	\$ 295,420.40
Total Funding	\$ 295,420.40

Periodic Progress Payments

Except in relation to the last Quarter prior to an End Date of 30 June, the Council is entitled (provided any instalment in advance has been expended) to invoice the Grantor after the end of each Quarter (or after another interval agreed between the parties) for progress payments for work undertaken for the Purpose.

A "Quarter" is the 3 calendar month period ending on 31 March, 30 June, 30 September and 31 December of each year during the Funding Period.

Last Quarter: If the End Date is 30 June (to coincide with the end of the Financial Year) then the Council must by **1 June** issue the Grantor with the final invoice for all works undertaken for the Purpose. Late invoices will only be accepted with the written agreement of the Grantor.

Note on Regular Invoices: The Grantor expects that works for the Purpose will be undertaken promptly during the Funding Period and expects to receive the invoice for any instalment in advance (if any) soon after the commencement of this deed and then regular subsequent receipt of invoices for progress payments.

Invoices

The Grantor is **not** obligated to pay an invoice unless properly rendered. An invoice is properly rendered if it:

- (a) is issued in respect of a payment for which the Council is entitled to invoice for under this deed;
- (b) quotes the relevant purchase order number allocated by the Grantor;

- (c) is accompanied by a Claim Form and invoices (if any) from the Council's contractor(s) undertaking work for the Purpose;
- (d) reflects the correct amount for payment under this deed; and
- (e) is a valid Tax Invoice in accordance with GST Law.

The "Claim Form" must set out:

- (a) The progress of the work towards the Purpose.
- (b) Project expenditure report from Council's financial management system and a summary schedule of expenditure.
- (c) Statement of the amount of any under or over expenditure of the Funding.

A pro-forma Claims Form is available from web-link:

http://www.dpti.sa.gov.au/roadsafety/safer_roads/black_spot_program_2

Payment Term

Provided that the total amount of the Funding has not been (or will be) exceeded, the Grantor must pay the amount of a properly rendered invoice for an Initial Instalment in Advance (if indicated above) and a progress payment for work undertaken towards the Purpose issued by the Council, within 30 days of receiving the Council's invoice.

6. ADDITIONAL REPORTING REQUIREMENTS

Report (Title)	Frequency (By when)	Requirements (Information and applicable standard)
Project Report	1 st Report- 1 st August 2 nd Report-1 st November 3 rd Report-1 st February 4 th Report- 1 st May or 7 days from request	<ul style="list-style-type: none"> • The progress of the Project and scheduling of works. • Updated Expenditure forecasts during the term of the funding period. • The management of the Funding (i.e. break down of expenditure of the Funding). • Any changes to the authorised scope of the Project. • Any significant changes to the nature, scope and cost of the activities conducted by the Council. • Any operational matters requested from time to time by the Grantor for inclusion in the Project Report. • Use Template as per attachment (DPTI PM reporting template (PM203-1))
Completion Report	Within 30 days from the completing the works for the Project.	<ul style="list-style-type: none"> • Use Template as per http://www.dpti.sa.gov.au/roadsafety/safer_roads/black_spot_program_2

<p>Financial Statements (As referred to in clauses 6.6 and 6.7 of the Deed)</p>	<p>Within 30 days from the expiry of the Funding Period.</p>	<p>Financial Statements prepared in accordance with Australian Accounting Standards setting out in detail the Council's expenditure of the Funding (with invoices attached from any contractors engaged for the Purpose) and signed by a senior office holder of the Council.</p> <p>Standard: <u>If</u> the Funding is in excess of \$1 M (GST exclusive) <u>then</u> the recipient must prepare its Financial Statements in the nature of General Purpose Financial Statements.</p> <p>(Note: for the purposes of compliance with Australian Accounting Standards ("AAS") this includes Tier 1 ASS and Tier 2 ASS – Reduced Disclosure Requirements)</p>
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7. SPECIAL CONDITIONS

- 7.1 The Safety and Service Division will contact Council for a commencement meeting or other meetings as required.

SCHEDULE 2 – WORKS ON COMMISSIONER MAINTAINED ROAD(S)

1. APPLICATION OF THIS SCHEDULE 2

The Council must comply with the terms and conditions set out in this Schedule 2 if (as indicated in item 3 of Schedule 1) the Council's proposed Project funded under this deed involves work on (or alterations to) a road ("Road") that is under the care, control and management of the Commissioner of Highways ("Commissioner").

2. LEGAL REQUIREMENT TO GAIN COMMISSIONER'S APPROVAL

Subsection 26(7) of the *Highways Act 1926* (SA) provides that a council must not exercise its powers under Part 2 of Chapter 11 of the *Local Government Act 1999* (SA) (e.g. the powers to conduct roadwork) in relation to a road under the care, control and management of the Commissioner except to the extent (if any) as the Commissioner may approve by written notice to the council.

The Council therefore acknowledges that prior to undertaking any works on the Road it will first need to gain the written approval of the Commissioner pursuant to section 26(7) of the *Highways Act 1926*.

3. TERMS AND CONDITIONS FOR WORKS ON COMMISSIONER'S ROAD

3.1 The Commissioner makes no warranties or representations concerning the suitability of the Road for the Purpose or the presence of third party installations on, in, along, over, under or near the Road. The Council must arrange for any required relocation or alteration of third party installations at its own cost.

In this Deed "third party installations" means any rail, gas, electrical, telecommunications, stormwater, water or other underground or overground installation on, in, along, over, under or near the Road.

3.2 The Council must:

- (a) not less than one calendar month prior to the commencement of works for the Purpose, submit the detailed design(s), any applicable drawings and plans and its Traffic Management Plan(s) to the Commissioner (acting through the Department) for its comment;
- (b) modify the documents submitted in accordance with the preceding item 3.2(a) in accordance with any comments received from the Commissioner (or the Department);
- (c) give prior notification to the Commissioner before commencing any works on the Road and abide by (and ensure that its contractor also abides by) any requirements imposed as to the times for access to the Road;
- (d) undertake (and ensure that its contractor undertakes) the works on the Road in accordance with:
 - (i) the Department's requirements as outlined in "*Works by other Organisations on Roads Maintained by the Commissioner of Highways*" available at http://www.dpti.sa.gov.au/contractor_documents ; and
 - (ii) the detailed design(s), drawings and plans and Traffic Management Plan agreed to by the Commissioner,
 unless a variation is first agreed in writing by the Commissioner;
- (e) ensure that any works undertaken do not disrupt (or impede) any activity undertaken by the Commissioner (or the Department) on the Road;

-
- (f) ensure that a defect liability period of not less than 24 calendar months applies to the works and the Council must invite (and make provision for) a representative of the Commissioner to attend inspections to assess both practical completion and final completion of the works;
 - (g) ensure that any additional works required to reach practical completion or any remediation (or repair of) defects that are required to allow for final completion, identified by either the Council or the Commissioner, are promptly carried out by the Council (or its contractor);
 - (h) at its cost, comply with any written direction by the Commissioner in relation to the conduct of the works, any alteration or removal of any infrastructure installed, the removal or minimisation of any risks to safety identified, the reinstatement of pavements, traffic management, the public's access to the Road or partial road closures;
 - (i) undertake such reasonable safety measures necessary to protect its employees, contractors, the public and commuters [including without limitation compliance with (and ensuring its contractor complies with) the *Work Health and Safety Act, 2012* (SA) and the *Work Health and Safety Regulations, 2012* (SA)];
 - (j) notify the Commissioner of any safety risk posed by the works or any infrastructure installed or any activity undertaken by the Council (or its employees, contractors and agents), on the Road; and
 - (k) following practical completion of the works [and following any further modifications undertaken by the Council (or its contractor)] provide at the Council's cost, the Commissioner with as constructed drawings and plans accurately depicting the type and location of the works and any infrastructure installed in accordance with Departmental standards available at:

http://www.dpti.sa.gov.au/contractor_documents (intellectual property in the plans and drawings vests in the Commissioner).

- 3.3 If the Council fails to comply with the requirements of item 3.2(g) or fails to carry out a direction of the Commissioner issued in accordance with item 3.2(h) then the Commissioner may (without being obliged to) carry out (or engage a contractor to carry out) the necessary work and the Council promises to pay to the Commissioner the cost it incurs in doing so.

Attachment

- DPTI Project Management Quarterly Report Template