



Council Agenda

NOTICE OF MEETING

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

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

Tuesday 14 May 2019 at 7.00pm

Roberto Bria
ACTING CHIEF EXECUTIVE OFFICER

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



Ordinary Council Meeting Agenda

1. OPENING

The Mayor will declare the meeting open at 7:00pm.

2. KAURNA ACKNOWLEDGEMENT

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

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

3. PRAYER

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

4. APOLOGIES

4.1 Apologies Received

4.2 Absent

5. ANNUAL BUSINESS PLAN CONSULTATION

Under Section 123(4)(a)9i)(B) of the Local Government Act 1999, Council will provide a period of at least one hour for members of the public to ask questions and make submissions in relation to the Draft 2019/20 Annual Business Plan and Budget.

6. DECLARATION OF INTEREST

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

7. CONFIRMATION OF MINUTES

Motion

That the minutes of the Ordinary Meeting of Council held on 23 April 2019 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

10.1 Mayor's Activity Report for February – April 2019 (Report No: 169/19)

10.2 Members' Activity Report (Report No: 176/19)

11. MOTIONS ON NOTICE

11.1 Motion on Notice – Permitting Right Turns from the Beachouse Car Park onto Colley Terrace– Councillor Patton (Report No: 180/19)

12. ADJOURNED MATTERS

12.1 Adjourned Report – Community Centres Memorandum of Understanding [Report No 76/19] (Report No: 133/19)

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

13.1 Draft Minutes – Alwyndor Management Committee – 24 April 2019 (Report No: 181/19)

13.2 Minutes – Jetty Road Mainstreet Committee – 1 May 2019 (Report No: 182/19)

14. REPORTS BY OFFICERS

14.1 Items in Brief (Report No: 175/19)

14.2 Healthy South Research Project – A Partnership with Flinders University (Report No: 177/19)

14.3 Glenelg Oval Master Plan – Stage One (Report No: 178/19)

14.4 Anzac Highway Bike Lanes – Funding Deed (Report No: 162/19)

14.5 Marine Parade Seacliff Barrier Fence (Report No: 158/19)

14.6 Wombat Crossing Upgrade – Esplanade Brighton (Report No: 159/19)

14.7 Somerton Park Bowling Club – Financial Assistance (Report No: 183/19)

14.8 Kingston Park Reserve Master Plan (Report No: 184/19)

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

**ROBERTO BRIA
ACTING CHIEF EXECUTIVE OFFICER**

Item No: **10.1**

Subject: **MAYOR WILSON ACTIVITY REPORT FEBRUARY – APRIL 2019**

Date: 14 May 2019

Written By: Executive Assistant to the Acting CEO and Mayor

General Manager: Acting Chief Executive Officer

SUMMARY

Presented for the information of Members is the Activity Report for the Mayor for February – April 2019.

RECOMMENDATION

That the Mayor’s Activity Report for February – April 2019 be received and noted.

REPORT

Date	Activity	Location
1/02/2019	Discuss the Glenelg Kiwanis Convention in August 2019	Mayor's Office
2/02/2019	Beach Polo	VIP Maison Mumm Marquee
2/02/2019	Brighton Central - Marilyn's - singing "Happy 1st Birthday"	Brighton Central
3/02/2019	March with Marilyn's	Gurrs Road, Brighton
3/02/2019	Channel 7 Brighton Jetty Classic	Brighton Beach Sponsor Marquee, The Esplanade, Brighton
4/02/2019	Nadia, Penny Wong, Don Farrell - Brighton Sports walk through	Brighton Surf Club
4/02/2019	Coffee catch up	former ilish Wheatland St Seacliff
5/02/2019	Wigley Reserve Proposed Plans	CEO's Office
5/02/2019	Barry Heffernan Vets Shed	The Strand Glenelg
5/02/2019	Elected Member - Budget Workshop 1	Brighton Civic Centre - Kingston Room
6/02/2019	Photo men's shed - 2 gardeners and shed supervisor of health and safety woodwork	
7/02/2019	Commencement ceremony	
7/02/2019	City of Marion and City of Holdfast Bay Boundary Reform Discussion	City of Marion, 245 Sturt Road, Sturt
8/02/2019	Meeting with the Hon Corey Wingard MP	Gibson Electorate Office, Level 2, 1 Milham Street, Oaklands Park

Date	Activity	Location
8/02/2019	Vicki Richards, to discuss Glenelg House, 37 Sussex Street, Glenelg	42 Sussex Street, Glenelg
10/02/2019	By the C - Beach concert	Glenelg Foreshore
10/02/2019	St Jude's Celebrating 70 years of Community Theatre	Grundy Hall 444 Brighton Road Brighton
11/02/2019	Community Centre Network Meeting	Western Meeting room
12/02/2019	JRMC committee discussion prior to selection meeting	CEO's Office
12/02/2019	JRMC committee selection	CEO's Office
12/02/2019	Meeting with Russ Somerton Bowls club	Europa Café
12/02/2019	Amanda and CEO Agenda catch up	CEO's Office
12/02/2019	Pre-Council Workshop - Arts and Culture Strategy	Glenelg Town Hall - Chamber
12/02/2019	General Council Meeting	Glenelg Town Hall - Chamber
13/02/2019	News Corp / Council collaboration	News Corp boardroom in Waymouth Street
15/02/2019	Mayor Wilson and Mayor Thompson - catch up	Jetty Road, Brighton
16/02/2019	Immersion - Closing Event	1/435 Brighton Road, Brighton
17/02/2019	Family Fun Day at Brighton Seacliff Yacht Club	Brighton Seacliff Yacht Club
18/02/2019	Mayor 'History Tour'	Brighton History Centre - Ringwood
19/02/2019	Residents forum	
19/02/2019	Elected Member - Workshop - Jetty Rd Detailed Designs and Anzac Hwy Bike Lanes	Brighton Civic Centre - Kingston Room
20/02/2019	LGA President's Mayor's Networking Event	Adina Apartment Hotel Adelaide Treasury
20/02/2019	JRMC Special 2019-20 Budget Meeting	Glenelg Library Meeting Room
20/02/2019	DPTI - Local Government Roundtable with the Premier, the Hon Steven Marshall MP	Banquet Room, Adelaide Town Hall
21/02/2019	Meeting with Mayor Kris Hanna, Mayor Erin Thompson, Mayor Amanda Wilson and Mayor Heather Holmes-Ross	Oaklands Park
21/02/2019	Liaison meeting	Cafe lune
21/02/2019	Let's Eat Meal - Moroccan Food Journey	Kauri Community & Sports Centre
21/02/2019	St Jude's Players - AGM	St Jude's 444 Brighton Road Brighton
21/02/2019	Coast FM Interview	Studio
22/02/2019	Glenelg Football Club dinner	Glenelg Football Club
25/02/2019	Catch up re Waste and Resource Recovery Opportunities	Mediterranean Cafe, 2/72 Broadway, Glenelg South
26/02/2019	Seacliff photoshoot	
26/02/2019	Governance Model Workshop to Council	Glenelg Town Hall
26/02/2019	Amanda and CEO Agenda catch up	CEO's Office
26/02/2019	Pre-Council Workshop - Jetty Rd Mainstreet Governance Model	Glenelg Town Hall - Chamber

Date	Activity	Location
26/02/2019	General Council Meeting	Glenelg Town Hall - Chamber
28/02/2019	Glenelg Community Centre	
28/02/2019	ICAC Elected Members Forum	The Adelaide Festival Centre, the Banquet Room, King William Street, Adelaide
1/03/2019	Workshop - Community Wellbeing Review	Brighton Civic Centre - Kingston Room
1/03/2019	St Pauls Lutheran Church - Invitation to World Day of Prayer	St Pauls Lutheran Church - 50 Brighton Road, Glenelg
3/03/2019	Clean Up Australia Day	Brighton Jetty
4/03/2019	David Bagshaw meeting	
4/03/2019	Chase up traffic management plan	
4/03/2019	Phone Meeting with Mayor Wilson and Cr Susan Lonie	Mayor's Office, 24 Jetty Road, Brighton
4/03/2019	Meeting with Mayor Wilson and Deputy Mayor Bob Patton	Mayor's Office, 24 Jetty Road, Brighton
4/03/2019	Meeting with Mayor Wilson and Cr Fleming	Mayor's Office, 24 Jetty Road, Brighton
4/03/2019	Meeting with Mayor Wilson and Cr Abley	Mayor's Office, 24 Jetty Road, Brighton
5/03/2019	Residents forum	
5/03/2019	Elected Member - Workshop - Budget Workshop 2	Brighton Civic Centre - Kingston Room
7/03/2019	Glenelg Football Club – International Women's Day	Glenelg Football Club
7/03/2019	Alwyndor discussion	Mayor's Office 24 Jetty Road Brighton
7/03/2019	Meeting with Mayor Wilson and Cr Chabrel	Mayor's Office, Civic Centre 24 Jetty Road, Brighton
7/03/2019	Sporting clubs	
7/03/2019	Meeting with Mayor Angela Evans - City of Charles Sturt	Mediterranean Cafe, 2/72 Broadway, Glenelg South
8/03/2019	Meet with Mayor of Mitcham Heather Holmes-Ross	Mediterranean Cafe, 2/72 Broadway, Glenelg South
11/03/2019	TAB Adelaide Cup Luncheon	Leilani Room, Level 1 Morphettville Racecourse
12/03/2019	Residents forum	
12/03/2019	Amanda and CEO Agenda catch up	CEO's Office
12/03/2019	Closed Pre-Council Workshop	Glenelg Town Hall - Chamber
12/03/2019	General Council Meeting	Glenelg Town Hall - Chamber
14/03/2019	Meeting with Mayor Wilson and Cr Bradshaw	Mayor's Office, 24 Jetty Road, Brighton
14/03/2019	Meeting with Mayor Wilson and Cr Miller	Mayor's Office, 24 Jetty Road, Brighton
14/03/2019	Meeting with Mayor Wilson and Cr Lindop	Mayor's Office, 24 Jetty Road, Brighton
15/03/2019	Brighton Secondary School - Leadership & Recognition Assembly	Gymnasium - Brighton Secondary School
15/03/2019	Brighton Bowling Club Centenary Dinner	11-13 Keelara St, Brighton
18/03/2019	Code of Practice for Meeting Procedures	Mayor's Office

Date	Activity	Location
18/03/2019	Meeting with Mayor Wilson and Cr Bob Snewin	Glenelg South
18/03/2019	Interview with Mayor of Holdfast Bay on Radio Italiana 531am	Studio is Unit 3 /215 Port Road Hindmarsh
19/03/2019	Residents forum	
19/03/2019	EM - Workshop - Community Centre Update and Playspace Action Plan	Brighton Civic Centre - Kingston Room
21/03/2019	CEO's Farewell	Brighton Civic Centre - Kingston Room
21/03/2019	Governors State Tourism Award Winners and Supporters Reception	Government House, Adelaide
21/03/2019	Coast FM Interview	Studio
23/03/2019	Angus Neill	
24/03/2019	Porsche Show	Wigley Reserve
26/03/2019	Residents forum	
26/03/2019	Amanda and Acting CEO Agenda catch up	CEO's Office
26/03/2019	Pre-Council Workshop - By Law Review	Glenelg Town Hall - Chamber
26/03/2019	General Council Meeting	Glenelg Town Hall - Chamber
27/03/2019	Meeting with Fed Minister Angus Taylor	
27/03/2019	PR Photo shoot	Bay Discovery Centre
27/03/2019	Nicolle Flint MP and Tim Rugless	Foodland Brighton, 527 Brighton Road, Brighton
28/03/2019	Interview 5AA	
28/03/2019	Interview 891	
29/03/2019	Telstra - meet re Phone Booth in Moseley Square	Moseley Square, Glenelg
29/03/2019	Club Holdfast Presentation Night (Club Patron)	583 Anzac Highway, Glenelg North
30/03/2019	Seacliff Tennis Club - Invitation to Presentation night	Seacliff Tennis Clubrooms
1/04/2019	Meet with Richard Jasiowski re ideas for a future Jazz Festival	Mayor's Office
1/04/2019	Glenelg Football Club	
1/04/2019	Meeting with Nathan Hughes re JPMC	Short Order Diner
1/04/2019	Budget discussion with Cr Jane Mary Fleming	Glenelg South
2/04/2019	Pam, Marnie and Amanda meeting	Mayor's Office
2/04/2019	Residents forum	
2/04/2019	EM - Workshop - Budget workshop 3	Brighton Civic Centre - Kingston Room
3/04/2019	5049 (MRA) meeting	Brighton Civic Centre - Kingston Room
3/04/2019	Meeting with Lee Boys re JPMC	The Organik Store and Café on Broadway
4/04/2019	Flinders University - Luncheon with Vice-Chancellor Colin Stirling	Café Alere, North Function Room, Level 2 The Hub, Flinders University Bedford Park
5/04/2019	Glenelg Football Club - Tossing of the coin before the Women's Football match	ACH Group Stadium
5/04/2019	Glenelg v Adelaide	Glenelg Football Club - ACH Group Stadium

Date	Activity	Location
6/04/2019	St Judes play	
7/04/2019	Thai Festival & Culture	Angus Neill Reserve
7/04/2019	Romeo's Dream Ride Australia Experience	Wigley Reserve, Glenelg
9/04/2019	Meeting Procedures Update meeting	Mayor's Office
9/04/2019	Amanda and Acting CEO Agenda catch up	CEO's Office
9/04/2019	Pre-Council Workshop - Value of LGA Membership	Glenelg Town Hall - Chamber
9/04/2019	General Council Meeting	Glenelg Town Hall - Chamber
12/04/2019	Partridge GP Opening	Cnr Anzac Highway and Brighton Road Glenelg East
12/04/2019	LGA Ordinary General Meeting	Adelaide Entertainment Centre Port Road Hindmarsh
12/04/2019	Glenelg District Cricket Club Senior Presentation Dinner	The Highway Hotel Anzac Highway Plympton
13/04/2019	Glenelg vs South Adelaide	ACH Group Stadium
15/04/2019	Meeting with Martin Pyke	Brighton Seacliff Yacht Club
16/04/2019	Executive Committee Meeting	Brighton Civic Centre, Meeting Room West
16/04/2019	Min Corey Wingard MP, Stephen Patterson MP, SAPol and Min Human Services representative	Level 2, 45 Pirie Street, Adelaide
16/04/2019	EM - Workshop - Whole Brain Thinking - External Provider	Brighton Civic Centre - Kingston Room
18/04/2019	Alwyndor	
18/04/2019	Presentation talk - The Probus Club of Glenelg	Holdfast Hotel
18/04/2019	Coast FM Interview	Studio
19/04/2019	GFC President's Cocktail Party	ACH Group Stadium
19/04/2019	Glenelg vs Sturt	ACH Group Stadium
20/04/2019	Brighton Bowling Club AGM	13 Keelara Street Brighton
22/04/2019	891 interview - beach access	
23/04/2019	Amanda and Acting CEO Agenda catch up	CEO's Office
23/04/2019	Closed Pre-Council Workshop - Glenelg Football Club	Glenelg Town Hall - Chamber
23/04/2019	General Council Meeting	Glenelg Town Hall - Chamber
24/04/2019	Anzac Day Service - Alwyndor Men's Shed	Alwyndor (via Cecelia Street entrance)
25/04/2019	ANZAC DAY Dawn Service - Glenelg RSL	Moseley Square, Glenelg
29/04/2019	Master Builder's Association of SA National Lawn Bowls Carnival official opening - Mayor to officially open Carnival	Holdfast Bay Bowling Club Anzac Highway Glenelg
30/04/2019	Elected Member Workshop - Alwyndor Logos/Kingston Park Master Plan Update	Brighton Civic Centre - Kingston Room

Item No: **10.2**

Subject: **MEMBERS' ACTIVITY REPORTS**

Date: 14 May 2019

SUMMARY

These activity reports are presented for the information of Members.

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

RECOMMENDATION

That the following activity reports be noted:

- **Councillor Patton**
- **Councillor Bradshaw**

REPORT

1. Councillor Patton

Date	Activity
7/12/18	Western Adelaide Consultative Group meeting
7/12/18	Gordana Events Book Launch
12/12/18	Glenelg Community Centre Lunch
5/12/18	Jetty Road Mainstreet Meeting
20/12/18	Adelaide Coast FM interview
26/12/18	Glenelg Sports Festival Presentation Cycling Winners
26/12/18	Chess Championships Glenelg Sports Festival
28/12/18	Proclamation Day – Old Gum Tree
28/12/18	Bay Sheffield presentation
13/1/19	Volley Ball Grand Final Australian championships
26/1/19	Australia Day Celebrations
12/2/19	Meeting with Mayor and CEO
12/2/19	Meeting with Mayor and Russ Thomson re Somerton Bowling Club
8/2/19	Meeting at GSLC re signage on beach Somerton Rotary club
9/2/19	Meeting at Wigley Reserve with Marina East residents - Council Consultation
24/2/19	National Handball Presentations
25/2/19	Meeting with Roberto Bria and Russ Thomson (president SBC)
1/3/19	Brighton Secondary School Presentations

22/3/19	West Adelaide consultative Group Meeting
15/4/19	Brighton Group Speaking – celebrating the History of Brighton
22/3/19	Open multi-cultural day at Glenelg Bowling Club
4/4/19	Guest at St.Judes play
10/4/19	Brighton Secondary School function
12/4/19	Glenelg Baseball Club Presentation Dinner
17/4/19	Meeting with Glen Elliott – Glenelg Football Club
24/4/19	Guest of Mayor West Torrens – West v. Glenelg League match
25/4/19	Lay Wreath at Brighton RSL Dawn Service
4/5/19	Brighton Croquet Club Opening day

2. Annette Bradshaw

Date	Activity
10/1/19	Met with Councillor Clare Lindop
10/1/19	Meeting with resident David Bishop
15/1/19	Council Meeting
22/1/19	Council Workshop
23/1/19	Attended Opening of Brighton Jetty Sculptures
24/1/19	Attended meeting with Friends of Pine Gully
26/1/19	Australia Day Ceremony
29/1/19	Council Meeting
5/2/19	Council Workshop
12/2/19	Council Meeting
26/2/19	IT Meeting – Council Chambers, Jetty Road
26/2/19	Council Meeting
28/2/19	Elected Members ICAC Forum
5/3/19	Meeting with Resident Pe4ter Corcoran
7/3/19	Met with Holdfast Bay Alliance
12/3/19	Council Meeting
14/3/19	Meeting with the Mayor
19/3/19	Council Workshop
21/3/19	Justin Lynch's Farewell
25/3/19	Residents Meeting – Angus Neill Reserve
25/3/19	Met with resident Wenlock Street, Brighton
26/3/19	Residents Meeting at Kingston Park
27/3/19	Speak at Kingston Park/Marine Neighbourhood Watch meeting
28/3/19	Met with A Marroncelli and Cr R Clancy re CAP
29/3/19	Met with resident at Broadway Kiosk
2/4/19	Council Workshop
3/4/19	Meeting with 5049 Group
5/4/19	Met with Roberto Bria
8/4/19	Met with Cr Clare Lindop
9/4/19	Council Meeting
10/4/19	Met with Kingston
15/4/19	Meeting with Br4ighton and Seacliff Yacht Club
16/4/19	Meeting re Angus Neill Reserve
16/4/19	Council Workshop

17/4/19	Meeting with Council and 5049 Group
29/4/19	Meeting at Kingston Park Kiosk with Cr J Fleming
30/4/19	Council Workshop

Item No: **11.1**

Subject: **MOTION ON NOTICE – PERMITTING RIGHT TURNS FROM THE BEACHOUSE CAR PARK ONTO COLLEY TERRACE**

Date: 14 May 2019

PROPOSED MOTION

Councillor Patton proposes the following motion:

That Administration review the current No Right Turn restriction that applies to vehicles exiting the Beachouse Underground Car Park onto Colley Terrace at Glenelg with a view to removing the restriction.

BACKGROUND

All side roads onto Colley Terrace, namely Augusta Street and Hope Street, as well as the Beachouse Underground Car Park operate as Left Turn Only onto Colley Terrace. The intention of this is to reduce queuing, particularly at peak times, and to reduce conflict points on this busy road.

At the meeting on 23 April 2019, Council Report No: 156/19 Petition – Review of Road Restrictions on Colley Terrace, Council carried Motion C230419/1453 that the following petition be received by Council.

“Petition to review road restrictions (Colley Tce. Glenelg 5045). As illustrated, when exiting from the car park at “Platinum Apartments and Wilson Public Car Park”, RIGHT TURN on to Colley Tce or RIGHT TURN on to Augusta St, is not possible due to road restrictions. It’s required to drive north down Colley Tce or sometimes down to the roundabout at Anzac Hwy, turn around and then come back to the desired direction of travel. We request for Holdfast Council to consider and review these road restrictions to allow traffic to turn right in both of these scenarios if possible. This should help ensure traffic can flow more efficiently and safely in our environment.”

The 19 page petition received from Mr Rocky Carbone, which includes 37 signatures, meets the relevant criteria for a petition as outlined in the Council’s Code of Practice – Meetings Procedures clauses 3.1.7 - 3.1.9.

It may well be that permitting right turns from the Beachouse Underground Car Park onto Colley Terrace will not cause excessive traffic delays.

Item No: **12.1**

Subject: **ADJOURNED REPORT - COMMUNITY CENTRES MEMORANDUM OF UNDERSTANDING [REPORT NO 76/19]**

Date: 14 May 2019

Written By: Manager Active Communities

General Manager: Community Services, Ms M Lock

SUMMARY

Council, at its meeting held 26 February 2019, resolved to adjourn Report No: 76/19 *“on the grounds that further advice is required on the status of the Holdfast Bay Community Centres Coordinating Committee.”*

This report represents Report No: 76/19 for Council’s further consideration in Attachment 1.

Debate on this item is resumed at the point where it was adjourned. The chamber was debating the motion:

“That Council notes that each Community Centre has signed their respective Memorandum of Understanding and returned to Council for signing.

Moved Councillor Lonie, Seconded Councillor Clancy”

And it is at this point that debate on this matter is resumed following the adjournment.

No members spoke to the motion prior to the adjournment.

This report provides additional information requested, regarding the status of the Holdfast Bay Community Centres Coordinating Committee in relation to the Community Centres Memorandums of Understanding.

MOTION FROM 26 FEBRUARY 2019 COUNCIL MEETING

This motion needs to be considered before any new motions can be considered.

Motion

That Council notes that each Community Centre has signed their respective Memorandum of Understanding and returned to Council for signing.

Moved Councillor Lonie, Seconded Councillor Clancy

COMMUNITY PLAN

Community: Building a healthy, active and resilient community

Community: Providing welcoming and accessible facilities

Community: Fostering an engaged and contributing community

COUNCIL POLICY

Community Centres Policy

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

At the 26 February 2019 Council meeting, Council resolved (Resolution C260219/1390):

“That item 14.6 Community Centres Memorandum of Understanding (Report No: 76/19) is deferred for a further four weeks at the request of Councillor Bouchee on the grounds that further advice is required on the status of the Holdfast Bay Community Centres Coordinating Committee.

Moved Councillor Bouchee, Seconded Councillor Patton

Carried”

Council needs to resume debate at the point where debate was adjourned. Council needs to resolve the motion as adjourned before it considers any new recommendations.

Following this meeting, the additional information requested has been obtained and is documented below.

REPORT

At its February 2019 meeting, the Holdfast Bay Community Centres Coordinating Committee adopted the following statement of purpose to clarify the purpose of the Committee:

“The Holdfast Bay Community Centres Coordinating Committee is a gathering of representatives from the 4 centres which has the purpose of working together to share information, to advise council on policy relating to community centres and to oversee the delivery of commitments made under the Memorandum of Understanding.”

Further, the Committee has no legal standing and is an informal gathering of representatives from each of our four Community Centres. As such, each of the Community Centres have signed their own MOUs with Council with the first six-monthly activity report due to Council in July 2019.

Refer Attachments 2, 3, 4 & 5

BUDGET

Nil

LIFE CYCLE COSTS

Nil

Item No: **14.6**

Subject: **COMMUNITY CENTRES MEMORANDUM OF UNDERSTANDING**

Date: 26 February 2019

Written By: Manager Active Communities

General Manager: Community Services, Ms M Lock

SUMMARY

At Council's workshop held on 3 July 2018 where the future management of the four Community Centres was discussed, Council supported the continuation of the current management model for each centre (leases and hire arrangements) but with the establishment of a Memorandum of Understanding (MOU) between each Centre and Council. This report tables the MOU's and summarises the key objectives that the MOU will help achieve. Importantly, the MOU's are strongly aligned to achieving community focused outcomes contained in the *Our Place 2030 Strategic Plan*.

RECOMMENDATION

That Council notes that each Community Centre has signed their respective Memorandum of Understanding and returned to Council for signing.

COMMUNITY PLAN

Community: Building a healthy, active and resilient community
Community: Providing welcoming and accessible facilities
Community: Fostering an engaged and contributing community

COUNCIL POLICY

Community Centres Policy

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

Council acknowledges the efforts of the Community Centres Coordination Committee members and their respective management in the historical and continued development and activation of each Community Centre committees (Glenelg North Community Centre, Brighton Community Centre, Holdfast Bay Community Centre and Glenelg Community Centre), for the benefit of the community. In particular Council acknowledges the formation in May 2018, of the Coordination Committee and the improved collaboration between each of the Centres.

As an outcome of the Council workshop held 3 July 2018, and Council's desire to work more collaboratively with the Community Centres and their Coordination Committee, Council supported the development of an MOU between Council and the Community Centres to assist in the reporting and programming of each Centre.

Following this workshop, Council staff met with the Coordination Committee to progress the development of draft MOU's and the subsequent finalisation of these documents. The MOU's outline some basic reporting requirements and expectations of Council for our four Community Centres and provides a formal line of reporting and communication to Council. The MOU also outlines Council's responsibilities under the agreement.

An Item in Brief was provided to Council on 14 August 2018, providing Elected Members with an update on discussions with the Community Centres Coordination Committee regarding the progress of the draft MOU's. Having received feedback from the Coordination Committee, this was incorporated into final copies of the attached documents.

Refer Attachments 1, 2, 3, & 4

The final MOU outlines the responsibility of Council and the Committee to provide assistance and support to each other to ensure the operations of each Community Centre meet the needs of the broader community and in doing so align with the strategic direction of Council.

The MOU's have now been signed by the Manager of each Community Centre and Council's General Manager Community Services.

REPORT

The MOU seeks to assist Council and the Coordination Committee to achieve the objectives listed in the MOU by creating a collaborative partnering relationship that benefits the needs of the community and Community Centres. It ensures that the parties have a clear understanding of their respective mutual expectations, commitments and responsibilities. Importantly, the Committee Members and Council agree to provide continuing support for the objectives of the *2030 Our Place Strategic Plan* and the principles contained within Council's "Community Centres Policy".

Specifically, Council will now be able to report on one measure in the *2030 Our Place Strategic Plan* that previously no data was available for, namely: "to increase the number of people accessing our Community Centres and libraries by 5% annually". Six monthly reporting will now

be provided by each Centre to enable Council to track and officially report on this Strategic Plan measure. Currently, Council has visitation and demographic data for libraries by way of door counters and borrowing statistics however, have no means by which visitation or usage is recorded for Community Centres.

This MOU aims to promote a strong working relationship between Council and the Committee on issues of strategic significance such as the sustainability of the Community Centres, long term future management structures and lease agreements. The MOU will also ensure the co-operation and co-ordination for the improvement and investment in the Centres in order to provide welcoming and accessible facilities.

BUDGET

Nil

LIFE CYCLE COSTS

Nil

COPY

Attachment 1

(Gleneig North Community Centre Memorandum of Understanding)

Report Name: Community Centres Memorandum of Understanding

Report No: 76/19

Item No: 14.6

26 February 2019



**Memorandum of Understanding
(MOU)**

Between:

The City of Holdfast Bay (Council)

And

The Holdfast Bay Community Centres Coordination Committee (Committee)

Copy

BETWEEN:

The City of Holdfast Bay (Council) and the Holdfast Bay Community Centres Coordination Committee (Committee).

DEFINITIONS

Council – council staff/s that is responsible of collaboratively working with the community centres

Committee – encompasses of a representative from Glenelg North Community Centre, Glenelg Community Centre, Brighton over 50's club and Holdfast Bay Community Centre

BACKGROUND

A. Council is the registered proprietor of each of the four Community Centres within the City of Holdfast Bay:

- Brighton Community Centre
- Glenelg Community Centre
- Glenelg North Community Centre
- Holdfast Bay Community Centre

B. Formed in May 2018, the Committee is independent from Council and its aim is to coordinate the management of each Community Centre to foster collaboration between centres. It comprises of authorised representatives from each Community Centre within the City Holdfast Bay, namely

- Brighton Over 50's Club - Brighton Community Centre
- Glenelg Community Club - Glenelg Community Centre
- Glenelg Brass Band - Glenelg North Community Centre
- YMCA SA Inc - Holdfast Bay Community Centre

C. At a Council workshop held on 3 July 2018, Council expressed a desire to work collaboratively with the Community Centres Coordination Committee in a more formalised sense, through the establishment of an MOU.

D. Council supported the progression of a management option for the centres that retains the current centre management structures (leases and hire agreements) but with a formalised relationship with the coordination committee. Under this model, Council would renew the leases of each Centre in line with the Community Leasing Policy in consultation with each centre management committee to establish objectives and measures for each Centre, coordinated by the Committee. This will formalise the expectations of Council for the sustainable and community driven operation of the Community Centres.

E. Council acknowledges the efforts of the Committee members and their respective management committees in the historical and continued development and activation of each Community Centre, for the benefit of the community. In particular Council acknowledges the recent formation of the Committee and the improved collaboration between each of the Centres.

F. Council further acknowledges that the Committee members' incorporated associations have been responsible for the management and maintenance of the Community Centres in partnership with Council.

G. Council invests in and supports the operation of each Community Centre to help ensure there is a direct benefit for the local community. This includes:

- (i) ensuring that there is reasonable access for the community to each Centre;
- (ii) encouraging optimum use of the Centres by the community;
- (iii) ensuring efficient management of each Centre; and
- (iv) ensuring that the Centres are well maintained.

OBJECTIVE

- A. This Memorandum of Understanding (MOU) sets out a framework for co-operation between Council and the Committee for the purpose of providing improved operational and financial reporting and communication between each Community Centre and Council.
- B. In this MOU, the Committee Members and Council agree to provide continuing support for the objectives of the *2030 Our Place Strategic Plan* and the principles contained within Council's "Community Centres Policy" (as attached as Annexure 1 and 2 to this MOU).
- C. This MOU aims to promote a strong working relationship between Council and the Committee on issues of strategic significance such as the sustainability of the Community Centres, long term future management structures and lease agreements. The MOU will also ensure the co-operation and co-ordination for the improvement and investment in the Centres by council in order to provide welcoming and accessible facilities.
- D. That through improved collaboration between each of the Community Centres, the Committee commits to addressing the below items and provides Council with a 6 monthly report outlining progress, key achievements and performance measurement through data collection:
 - 1. Coordinated staff and volunteer recruitment and training
 - 2. Streamlined systems and processes, coordination of programme and service delivery, and a high level of efficiency across all centres
 - 3. Good governance, consistent KPI measuring and reporting including a summary of user groups and people accessing each centre for the 6 month reporting period, indicating a net increase or decrease from the previous reporting period. (refer to Operational Analysis template previously provided by HBCC)
 - 4. Stronger alignment with relevant strategic directions of Council (specifically the relevant actions listed in the "Community" chapter of Council's 2030 Strategic Plan)
 - 5. That each Centre provide audited financial reports at end of financial year as per lease conditions. (noting GCC currently operates under a hire agreement)
 - 6. Community Centre Coordinator's role is to report to the committee who will request act on the above items

E. Council's needs to report to committee member's information eg. Ratepayers needs, referrals, requests, interests, gaps in programming etc.

Copy

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1. Principles

- 1.1. This MOU seeks to assist Council and the Committee to achieve the objectives as identified above by creating a collaborative partnering relationship that benefits the needs of the Community and Community Centres. It ensures that the parties have a clear understanding of their respective mutual expectations, commitments and responsibilities.
- 1.2. Council and the Committee agree that this MOU is intended to be binding between them.

2. Term

- 2.1. The MOU commences from the date that it is signed by Council and the Committee representative and operates until such time as it is terminated by agreement between the parties.
- 2.2. The MOU can be amended at any time by the inclusion of additional attachments as Schedules to this MOU as agreed by all parties.

3. Responsibilities

- 3.1. The responsibility of Council and the Committee is to provide assistance and support to each community centre to ensure the operations of each Community Centre meet the needs of the broader community and in doing so align with the strategic direction of Council.
- 3.2. The Committee will coordinate and host their own meetings independently of Council but provide a Council representative a summary report as per "Objective D". This summary report will then be provided every 6 months to Council as an "Item In Brief" at the next available meeting.
- 3.3. Council will continue to host the quarterly Community Centre networking meetings as requested by the Community Centre representatives who attended the 30 July 2018 meeting. Previously, the Mayor has requested to attend these meetings, as such, an invitation will be extended to the next Mayor to attend.
- 3.4. The Council will develop an annual work program including conducting quarterly networking meetings, supported by the community centre committee where appropriate.
- 3.5. Council will assist the Committee, as required, in applying for grant funding for programming, facility enhancements. For instance, providing letters of support, land lord consent and to fund additional training requested by council.

4. Conflict Resolution

- 4.1. Council and the Committee express a willingness, to work collaboratively and constructively through any issues of conflict in a structured, non-confrontational

manner in the interests of achieving a timely resolution in the best interest of the Community.

4.2. The Council and Committee will observe the following for conflict resolution:

- 4.2.1. allowing the Committee and Council representatives to negotiate between each other to resolve the issue;
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- 4.2.3. Further dispute resolution processes

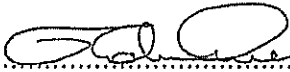
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- 5.3. Individual community centre committee members can withdraw from the committee without disrupt to the remaining members or the operation of the committee in writing

Copy

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success and sustainability of the Community Centres.

Executed by the parties as a memorandum of understanding.

Signed..........dated.....6th Feb, 2019.....

[Insert name] on behalf of
The Holdfast Bay Community Centres Coordination Committee

Signed..........dated.....6...02...2019.....

[Insert name] Marnie Lock
City of Holdfast Bay

Copy

Attachment 2

(Brighton Community Centre – Brighton Over 50's Club Memorandum of Understanding)

Report Name: Community Centres Memorandum of Understanding

Report No: 76/19

Item No: 14.6

26 February 2019



**Memorandum of Understanding
(MOU)**

Between:

The City of Holdfast Bay (Council)

And

The Holdfast Bay Community Centres Coordination Committee (Committee)

Copy

BETWEEN:

The City of Holdfast Bay (Council) and the Holdfast Bay Community Centres Coordination Committee (Committee).

DEFINITIONS

Council – council staff/s that is responsible of collaboratively working with the community centres

Committee – encompasses of a representative from Glenelg North Community Centre, Glenelg Community Centre, Brighton over 50's club and Holdfast Bay Community Centre

BACKGROUND

A. Council is the registered proprietor of each of the four Community Centres within the City of Holdfast Bay:

- Brighton Community Centre
- Glenelg Community Centre
- Glenelg North Community Centre
- Holdfast Bay Community Centre

B. Formed in May 2018, the Committee is independent from Council and its aim is to coordinate the management of each Community Centre to foster collaboration between centres. It comprises of authorised representatives from each Community Centre within the City Holdfast Bay, namely

- Brighton Over 50's Club - Brighton Community Centre
- Glenelg Community Club - Glenelg Community Centre
- Glenelg Brass Band - Glenelg North Community Centre
- YMCA SA Inc - Holdfast Bay Community Centre

C. At a Council workshop held on 3 July 2018, Council expressed a desire to work collaboratively with the Community Centres Coordination Committee in a more formalised sense, through the establishment of an MOU.

D. Council supported the progression of a management option for the centres that retains the current centre management structures (leases and hire agreements) but with a formalised relationship with the coordination committee. Under this model, Council would renew the leases of each Centre in line with the Community Leasing Policy in consultation with each centre management committee to establish objectives and measures for each Centre, coordinated by the Committee. This will formalise the expectations of Council for the sustainable and community driven operation of the Community Centres.

E. Council acknowledges the efforts of the Committee members and their respective management committees in the historical and continued development and activation of each Community Centre, for the benefit of the community. In particular Council acknowledges the recent formation of the Committee and the improved collaboration between each of the Centres.

F. Council further acknowledges that the Committee members' incorporated associations have been responsible for the management and maintenance of the Community Centres in partnership with Council.

G. Council invests in and supports the operation of each Community Centre to help ensure there is a direct benefit for the local community. This includes:

- (i) ensuring that there is reasonable access for the community to each Centre;
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- (iii) ensuring efficient management of each Centre; and
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OBJECTIVE

- A. This Memorandum of Understanding (MOU) sets out a framework for co-operation between Council and the Committee for the purpose of providing improved operational and financial reporting and communication between each Community Centre and Council.
- B. In this MOU, the Committee Members and Council agree to provide continuing support for the objectives of the *2030 Our Place Strategic Plan* and the principles contained within Council's "Community Centres Policy" (as attached as Annexure 1 and 2 to this MOU).
- C. This MOU aims to promote a strong working relationship between Council and the Committee on issues of strategic significance such as the sustainability of the Community Centres, long term future management structures and lease agreements. The MOU will also ensure the co-operation and co-ordination for the improvement and investment in the Centres by council in order to provide welcoming and accessible facilities.
- D. That through improved collaboration between each of the Community Centres, the Committee commits to addressing the below items and provides Council with a 6 monthly report outlining progress, key achievements and performance measurement through data collection:
 - 1. Coordinated staff and volunteer recruitment and training
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 - 3. Good governance, consistent KPI measuring and reporting including a summary of user groups and people accessing each centre for the 6 month reporting period, indicating a net increase or decrease from the previous reporting period. (refer to Operational Analysis template previously provided by HBCC)
 - 4. Stronger alignment with relevant strategic directions of Council (specifically the relevant actions listed in the "Community" chapter of Council's 2030 Strategic Plan)
 - 5. That each Centre provide audited financial reports at end of financial year as per lease conditions. (noting GCC currently operates under a hire agreement)
 - 6. Community Centre Coordinator's role is to report to the committee who will request act on the above items

E. Council's needs to report to committee member's information eg. Ratepayers needs, referrals, requests, interests, gaps in programming etc.

Copy

TERMS

1. Principles

- 1.1. This MOU seeks to assist Council and the Committee to achieve the objectives as identified above by creating a collaborative partnering relationship that benefits the needs of the Community and Community Centres. It ensures that the parties have a clear understanding of their respective mutual expectations, commitments and responsibilities.
- 1.2. Council and the Committee agree that this MOU is intended to be binding between them.

2. Term

- 2.1. The MOU commences from the date that it is signed by Council and the Committee representative and operates until such time as it is terminated by agreement between the parties.
- 2.2. The MOU can be amended at any time by the inclusion of additional attachments as Schedules to this MOU as agreed by all parties.

3. Responsibilities

- 3.1. The responsibility of Council and the Committee is to provide assistance and support to each community centre to ensure the operations of each Community Centre meet the needs of the broader community and in doing so align with the strategic direction of Council.
- 3.2. The Committee will coordinate and host their own meetings independently of Council but provide a Council representative a summary report as per "Objective D". This summary report will then be provided every 6 months to Council as an "Item In Brief" at the next available meeting.
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4. Conflict Resolution

- 4.1. Council and the Committee express a willingness, to work collaboratively and constructively through any issues of conflict in a structured, non-confrontational

manner in the interests of achieving a timely resolution in the best interest of the Community.

4.2. The Council and Committee will observe the following for conflict resolution:

- 4.2.1. allowing the Committee and Council representatives to negotiate between each other to resolve the issue;
- 4.2.2. allowing the Mayor of Council to negotiate with Members of the Committee to resolve the issue;
- 4.2.3. Further dispute resolution processes

5. Termination

- 5.1. This MOU will terminate upon the occurrence of the Council and Committee voluntarily agreeing to that effect or otherwise in accordance with this clause.
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- 5.3. Individual community centre committee members can withdraw from the committee without disrupt to the remaining members or the operation of the committee in writing

Copy

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Executed by the parties as a memorandum of understanding.

Signed.....*M.A. Pearson*..... dated.....*7/2/19*.....
M.A. Pearson – President / Treasurer

Signed.....*Darryl Peters*..... dated.....*7/2/19*.....
Darryl Peters – Secretary

For and on behalf of Brighton Over 50s Social Club – as a Member of the:-
The Holdfast Bay Community Centres Coordination Committee

Signed.....*[Signature]*..... dated.....*7.12.19*.....

[Insert name]
City of Holdfast Bay

Copy

Attachment 3

(Glenelg Community Centre Memorandum of Understanding)

Report Name: Community Centres Memorandum of Understanding

Report No: 76/19

Item No: 14.6

26 February 2019



**Memorandum of Understanding
(MOU)**

Between:

The City of Holdfast Bay (Council)

And

The Holdfast Bay Community Centres Coordination Committee (Committee)

Copy

MEMORANDUM OF UNDERSTANDING (MOU)

1

Page 1

BETWEEN:

The City of Holdfast Bay (Council) and the Holdfast Bay Community Centres Coordination Committee (Committee).

DEFINITIONS

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Copy

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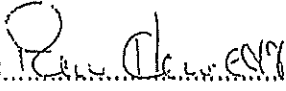
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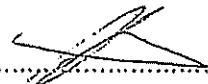
Copy

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success and sustainability of the Community Centres.

Executed by the parties as a memorandum of understanding.

Signed  dated 23-1-19

[Insert name] on behalf of Glencly Community Club
The Holdfast Bay Community Centres Coordination Committee

Signed  dated 24/1/19

[Insert name] Molnie LOCK
City of Holdfast Bay

Copy

Attachment 4

(Holdfast Bay Community Centre Memorandum of Understanding)

Report Name: Community Centres Memorandum of Understanding

Report No: 76/19

Item No: 14.6

26 February 2019



Memorandum of Understanding
(MOU)

Between:

The City of Holdfast Bay (Council)

And

The Holdfast Bay Community Centres Coordination Committee (Committee)

14/01/2019

Copy

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN:

The City of Holdfast Bay (Council) and the Holdfast Bay Community Centres Coordination Committee (Committee).

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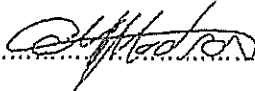
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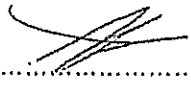
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This MOU is executed by the parties with goodwill and optimism to ensure the continuing success and sustainability of the Community Centres.

Executed by the parties as a memorandum of understanding.

Signed.......... dated.....15/1/19.....

[Insert name] on behalf of
The Holdfast Bay Community Centres Coordination Committee

Signed.......... dated.....16/1/19.....

[Insert name]
City of Holdfast Bay

Copy

Memorandum of Understanding

(MOU)

Between:

The City of Holdfast Bay (Council)

And

The Brighton Over 50's Social Club Incorporated (Inc) of the Brighton Community Centre

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN:

The City of Holdfast Bay (Council) and the Brighton Over 50's Social Club Inc of the Brighton Community Centre

DEFINITIONS

Council – Council staff/s that is responsible of collaboratively working with the community centres

BACKGROUND

A. Council is the registered proprietor of each of the four community centres within the City of Holdfast Bay:

- Brighton Community Centre (BCC)
- Glenelg Community Centre (GCC)
- Glenelg North Community Centre (GNCC)
- Holdfast Bay Community Centre (HBCC)

B. At a Council workshop held on 3rd July 2018, Council expressed a desire to work collaboratively with the community centres in a more formalised sense, through the establishment of an MOU.

C. Council supported the progression of a management option for the centres that retains the current centre management structures (leases and hire agreements) but with a formalised relationship with each of the Community Centre's Management Committees. Under this model, Council would renew the leases and/or hire agreements of each centre in line with the Community Leasing Policy in consultation with each centre. This will formalise the expectations of Council for the sustainable and community driven operation of the community centres.

D. Council acknowledges the efforts of the community centres and their respective management committees in the historical and continued development and activation of each community centre, for the benefit of the community.

E. Council further acknowledges that the community centre's incorporated associations have been responsible for the management and maintenance of the community centres in partnership with Council.

F. Council invests in and supports the operation of each community centre to help ensure there is a direct benefit for local community. This includes:

- I. Ensuring that there is reasonable access for the community to each centre;
- II. Encouraging optimum use of the centres by the community;
- III. Ensuring efficient management of each centre; and
- IV. Ensuring that the centres are well maintained.

OBJECTIVE

A. This Memorandum of Understanding (MOU) sets out a framework for co-operation between Council and the respective Management Committee for the purpose of providing improved operational and financial reporting and communication between each community centre and Council.

B. In this MOU, the Brighton Over 50's Social Club Inc of the Brighton Community Centre and Council agree to provide continuing support for the objectives of the 2030 Our Place Strategic Plan and the principles contained within Council's "Community Centres Policy" (as attached as Annexure 1 and 2 to this MOU).

C. This MOU aims to promote a strong working relationship between Council and the Brighton Over 50's Social Club Inc of the Brighton Community Centre on issues of strategic significance such as the sustainability of the community centres, long term future management structures and lease agreements. The MOU will also ensure the co-operation and co-ordination for the improvement and investment in the centres by Council in order to provide welcoming and accessible facilities.

D. That through improved collaboration between each of the community centres, the Brighton Over 50's Social Club Inc of the Brighton Community Centre commits to addressing the below terms and provides Council with a six monthly report outlining progress, key achievements and performance measurement through data collection:

1. Coordinated staff and volunteer recruitment and training
2. Streamlined systems and processes, coordination of program and service delivery, and a high level of efficiency across all centres
3. Good governance, consistent KPI measuring and reporting including a summary of user groups and people accessing each centre for the six month reporting period, indicating a net increase or decrease from the previous reporting period (refer to Operational Analysis template previously provided by HBCC)
4. Stronger alignment with relevant strategic directions of Council (specifically the relevant actions listed in the "Community" chapter of Council's 2030 Strategic Plan)
5. That the Brighton Over 50's Social Club Inc of the Brighton Community Centre provide audited financial reports at end of financial year as per lease conditions.
6. The Community Development Coordinator's role is to liaise and share information between Council and the Brighton Over 50's Social Club Inc of the Brighton Community Centre, providing input on programming where applicable from information received from the community.
7. Council will report to the Brighton Over 50's Social Club Inc of the Brighton Community Centre with information to assist in the development and delivery of services e.g. ratepayers needs, referrals, requests, gaps in programming, etc.

TERMS

1. Principles

- 1.1 This MOU seeks to assist Council and the Brighton Over 50's Social Club Inc of the Brighton Community Centre to achieve the objectives as identified above by creating a collaborative partnering relationship that benefits the needs of the community and community centres. It ensures that the parties have a clear understanding of their respective mutual expectations, commitments and responsibilities.

1.2 Council and the Brighton Over 50's Social Club Inc of the Brighton Community Centre agree that this MOU is intended to be binding between them.

2. Term

2.1 The MOU commences from the date that it is signed by Council and the Brighton over 50's Social Club Inc of the Brighton Community Centre representative and operates until such time as it is terminated by agreement between the parties.

2.2 The MOU can be amended at any time by the inclusion of additional attachments as Schedules to this MOU as agreed by all parties.

3. Responsibilities

3.1 The responsibility of Council and the Brighton Over 50's Social Club Inc of the Brighton Community Centre is to provide assistance and support to each community centre to ensure operations of each community centre meet the needs of the broader community and in doing so align with the strategic direction of Council.

3.2 The Council will develop an annual work program and continue to host the quarterly community centre networking meetings as requested by the community centre representatives who attended the 30th July 2018 meeting. Previously, the Mayor has requested to attend these meetings, as such, an invitation will be extended to the Mayor to attend.

3.3 Council will assist the Brighton Over 50's Social Club of the Brighton Community Centre, as required, in applying for grant funding for programming, facility enhancements. For instance, providing letters of support, landlord consent and to fund additional training as requested by Council.

4. Conflict Resolution

4.1 Council and the Brighton Over 50's Social Club Inc of the Brighton Community Centre express a willingness, to work collaboratively and constructively through any issues of conflict in a structured, non-confrontational manner in the interests of achieving a timely resolution in the best interest of the community.

4.2 The Council and Brighton Over 50's Social Club of the Brighton Community Centre will observe the following for conflict resolution:

4.2.1 Allowing the Council and the Brighton Over 50's Social Club Inc of the Brighton Community Centre representatives to negotiate between each other to resolve the issue;

4.2.2 Allowing the Mayor of Council to negotiate with members of the Brighton Over 50's Social Club Inc of the Brighton Community Centre to resolve the issue;

4.2.3 Further dispute resolution processes.

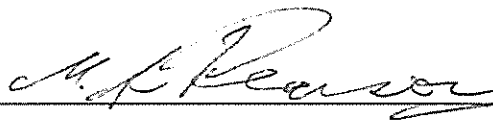
5. Termination

5.1 This MOU will terminate upon the request of the Council and the Brighton Over 50's Social Club Inc of the Brighton Community Centre voluntarily agreeing to that effect or otherwise in accordance with this clause.

5.2 This MOU can be terminated by written agreement between all council and the Brighton Over 50's Social Club of the Brighton Community Centre parties involved.

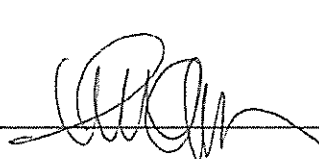
This MOU is executed by the parties with goodwill and optimism to ensure the continuing success and sustainability of the community centres.

Executed by the parties as a memorandum of understanding.

Signed  Dated 26/4/19

(insert name) on behalf of MALCOLM "PIP" PEARSON

The Brighton Over 50's Social Club of the Brighton Community Centre

Signed  Dated 26/4/19 26/4/2019

(insert name) SUE DUGAN

City of Holdfast Bay

MARNIE LOCK
GM COMMUNITY SERVICES.



Memorandum of Understanding

(MOU)

Between:

The City of Holdfast Bay (Council)

And

The Glenelg Community Club Incorporated (Inc) of the Glenelg Community Centre

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN:

The City of Holdfast Bay (Council) and the Glenelg Community Club Incorporated (Inc) of the Glenelg Community Centre

DEFINITIONS

Council – Council staff/s that is responsible of collaboratively working with the community centres

BACKGROUND

A. Council is the registered proprietor of each of the four community centres within the City of Holdfast Bay:

- Brighton Community Centre (BCC)
- Glenelg Community Centre (GCC)
- Glenelg North Community Centre (GNCC)
- Holdfast Bay Community Centre (HBCC)

B. At a Council workshop held on 3rd July 2018, Council expressed a desire to work collaboratively with the community centres in a more formalised sense, through the establishment of an MOU.

C. Council supported the progression of a management option for the centres that retains the current centre management structures (leases and hire agreements) but with a formalised relationship with each of the Community Centre's Management Committees. Under this model, Council would renew the leases and/or hire agreements of each centre in line with the Community Leasing Policy in consultation with each centre. This will formalise the expectations of Council for the sustainable and community driven operation of the community centres.

D. Council acknowledges the efforts of the community centres and their respective management committees in the historical and continued development and activation of each community centre, for the benefit of the community.

E. Council further acknowledges that the community centre's incorporated associations have been responsible for the management and maintenance of the community centres in partnership with Council.

F. Council invests in and supports the operation of each community centre to help ensure there is a direct benefit for local community. This includes:

- I. Ensuring that there is reasonable access for the community to each centre;
- II. Encouraging optimum use of the centres by the community;
- III. Ensuring efficient management of each centre; and
- IV. Ensuring that the centres are well maintained.

OBJECTIVE

A. This Memorandum of Understanding (MOU) sets out a framework for co-operation between Council and the respective Management Committee for the purpose of providing improved operational and financial reporting and communication between each community centre and Council.

B. In this MOU, the Glenelg Community Club Inc of the Glenelg Community Centre and Council agree to provide continuing support for the objectives of the 2030 Our Place Strategic Plan and the principles contained within Council's "Community Centres Policy" (as attached as Annexure 1 and 2 to this MOU).

C. This MOU aims to promote a strong working relationship between Council and the Glenelg Community Club Inc of the Glenelg Community Centre on issues of strategic significance such as the sustainability of the community centres, long term future management structures and lease agreements. The MOU will also ensure the co-operation and co-ordination for the improvement and investment in the centres by Council in order to provide welcoming and accessible facilities.

D. That through improved collaboration between each of the community centres, the Glenelg Community Club Inc of the Glenelg Community Centre commits to addressing the below terms and provides Council with a six monthly report outlining progress, key achievements and performance measurement through data collection:

1. Coordinated staff and volunteer recruitment and training
2. Streamlined systems and processes, coordination of program and service delivery, and a high level of efficiency across all centres
3. Good governance, consistent KPI measuring and reporting including a summary of user groups and people accessing each centre for the six month reporting period, indicating a net increase or decrease from the previous reporting period (refer to Operational Analysis template previously provided by HBCC)
4. Stronger alignment with relevant strategic directions of Council (specifically the relevant actions listed in the "Community" chapter of Council's 2030 Strategic Plan)
5. That the Glenelg Community Club Inc of the Glenelg Community Centre provide audited financial reports at end of financial year as per lease conditions. (Noting GCC currently operates under a hire agreement)
6. The Community Development Coordinator's role is to liaise and share information between Council and the Glenelg Community Club Inc of the Glenelg Community Centre, providing input on programming where applicable from information received from the community.
7. Council will report to the Glenelg Community Club Inc of the Glenelg Community Centre with information to assist in the development and delivery of services e.g. ratepayers needs, referrals, requests, gaps in programming, etc.

TERMS

1. Principles

- 1.1 This MOU seeks to assist Council and the Glenelg Community Club Inc of the Glenelg Community Centre to achieve the objectives as identified above by creating a collaborative partnering relationship that benefits the needs of the community and community centres. It ensures that the parties have a clear understanding of their respective mutual expectations, commitments and responsibilities.

1.2 Council and the Glenelg Community Club Inc of the Glenelg Community Centre agree that this MOU is intended to be binding between them.

2. Term

2.1 The MOU commences from the date that it is signed by Council and the Glenelg Community Club Inc of the Glenelg Community Centre representative and operates until such time as it is terminated by agreement between the parties.

2.2 The MOU can be amended at any time by the inclusion of additional attachments as Schedules to this MOU as agreed by all parties.

3. Responsibilities

3.1 The responsibility of Council and the Glenelg Community Club Inc of the Glenelg Community Centre is to provide assistance and support to each community centre to ensure operations of each community centre meet the needs of the broader community and in doing so align with the strategic direction of Council.

3.2 The Council will develop an annual work program and continue to host the quarterly community centre networking meetings as requested by the community centre representatives who attended the 30th July 2018 meeting. Previously, the Mayor has requested to attend these meetings, as such, an invitation will be extended to the Mayor to attend.

3.3 Council will assist the committee, as required, in applying for grant funding for programming, facility enhancements. For instance, providing letters of support, landlord consent and to fund additional training as requested by Council.

4. Conflict Resolution

4.1 Council and the Glenelg Community Club Inc of the Glenelg Community Centre express a willingness, to work collaboratively and constructively through any issues of conflict in a structured, non-confrontational manner in the interests of achieving a timely resolution in the best interest of the community.

4.2 The Council and Glenelg Community Club Inc of the Glenelg Community Centre will observe the following for conflict resolution:

4.3 Allowing the Council and the Glenelg Community Club Inc of the Glenelg Community Centre representatives to negotiate between each other to resolve the issue;

4.4 Allowing the Mayor of Council to negotiate with Members of the Glenelg Community Club Inc of the Glenelg Community Centre to resolve the issue;

4.5 Further dispute resolution processes.

5. Termination

5.1 This MOU will terminate upon the request of the Council and Glenelg Community Club Inc of the Glenelg Community Centre voluntarily agreeing to that effect or otherwise in accordance with this clause.

5.2 This MOU can be terminated by written agreement between all council and Glenelg Community Club Inc of the Glenelg Community Centre parties involved.

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success and sustainability of the community centres.

Executed by the parties as a memorandum of understanding.

Signed Paul Dewett Dated 1-5-19

(insert name) on behalf of _____

Glenelg Community Club Inc of the Glenelg Community Centre

Signed [Signature] Dated 1-5-19

(insert name) MARNIE LOCK

City of Holdfast Bay

Memorandum of Understanding

(MOU)

Between:

The City of Holdfast Bay (Council)

And

The Glenelg Brass Band Incorporated (Inc.) of the Glenelg North Community Centre

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN:

The City of Holdfast Bay (Council) and the Glenelg Brass Band Inc. of the Glenelg North Community Centre

DEFINITIONS

Council – Council staff/s that is responsible of collaboratively working with the community centres

BACKGROUND

A. Council is the registered proprietor of each of the four community centres within the City of Holdfast Bay:

- Brighton Community Centre (BCC)
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- Holdfast Bay Community Centre (HBCC)

B. At a Council workshop held on 3rd July 2018, Council expressed a desire to work collaboratively with the community centres in a more formalised sense, through the establishment of an MOU.

C. Council supported the progression of a management option for the centres that retains the current centre management structures (leases and hire agreements) but with a formalised relationship with each of the Community Centre's Management Committees. Under this model, Council would renew the leases and/or hire agreements of each centre in line with the Community Leasing Policy in consultation with each centre. This will formalise the expectations of Council for the sustainable and community driven operation of the community centres.

D. Council acknowledges the efforts of the community centres and their respective management committees in the historical and continued development and activation of each community centre, for the benefit of the community.

E. Council further acknowledges that the community centre's incorporated associations have been responsible for the management and maintenance of the community centres in partnership with Council.

F. Council invests in and supports the operation of each community centre to help ensure there is a direct benefit for local community. This includes:

- I. Ensuring that there is reasonable access for the community to each centre;
- II. Encouraging optimum use of the centres by the community;
- III. Ensuring efficient management of each centre; and
- IV. Ensuring that the centres are well maintained.

OBJECTIVE

A. This Memorandum of Understanding (MOU) sets out a framework for co-operation between Council and the respective Management Committee for the purpose of providing improved operational and financial reporting and communication between each community centre and Council.

B. In this MOU, the Glenelg Brass Band Inc. of the Glenelg North Community Centre and Council agree to provide continuing support for the objectives of the 2030 Our Place Strategic Plan and the principles contained within Council's "Community Centres Policy" (as attached as Annexure 1 and 2 to this MOU).

C. This MOU aims to promote a strong working relationship between Council and the Glenelg Brass Band Inc. of the Glenelg North Community Centre on issues of strategic significance such as the sustainability of the community centres, long term future management structures and lease agreements. The MOU will also ensure the co-operation and co-ordination for the improvement and investment in the centres by Council in order to provide welcoming and accessible facilities.

D. That through improved collaboration between each of the community centres, the Glenelg Brass Band Inc. of the Glenelg North Community Centre commits to addressing the below terms and provides Council with a six monthly report outlining progress, key achievements and performance measurement through data collection:

1. Coordinated staff and volunteer recruitment and training
2. Streamlined systems and processes, coordination of program and service delivery, and a high level of efficiency across all centres
3. Good governance, consistent KPI measuring and reporting including a summary of user groups and people accessing each centre for the six month reporting period, indicating a net increase or decrease from the previous reporting period (refer to Operational Analysis template previously provided by HBCC)
4. Stronger alignment with relevant strategic directions of Council (specifically the relevant actions listed in the "Community" chapter of Council's 2030 Strategic Plan)
5. That the Glenelg Brass Band Inc. of the Glenelg North Community Centre provide audited financial reports at end of financial year as per lease conditions.
6. The Community Development Coordinator's role is to liaise and share information between Council and the Glenelg Brass Band Inc. of the Glenelg North Community Centre, providing input on programming where applicable from information received from the community.
7. Council will report to the Glenelg Brass Band of the Glenelg North Community Centre with information to assist in the development and delivery of services e.g. ratepayers needs, referrals, requests, gaps in programming, etc.

TERMS

1. Principles

- 1.1 This MOU seeks to assist Council and the Glenelg Brass Band Inc of the Glenelg North Community Centre to achieve the objectives as identified above by creating a collaborative partnering relationship that benefits the needs of the community and community centres. It ensures that the parties have a clear understanding of their respective mutual expectations, commitments and responsibilities.

1.2 Council and the Glenelg Brass Band Inc. of the Glenelg North Community Centre agree that this MOU is intended to be binding between them.

2. Term

2.1 The MOU commences from the date that it is signed by Council and the Glenelg Brass Band Inc. of the Glenelg North Community Centre representative and operates until such time as it is terminated by agreement between the parties.

2.2 The MOU can be amended at any time by the inclusion of additional attachments as Schedules to this MOU as agreed by all parties.

3. Responsibilities

3.1 The responsibility of Council and the Glenelg Brass Band Inc. of the Glenelg North Community Centre is to provide assistance and support to each community centre to ensure operations of each community centre meet the needs of the broader community and in doing so align with the strategic direction of Council.

3.2 The Council will develop an annual work program and continue to host the quarterly community centre networking meetings as requested by the community centre representatives who attended the 30th July 2018 meeting. Previously, the Mayor has requested to attend these meetings, as such, an invitation will be extended to the Mayor to attend.

3.3 Council will assist the committee, as required, in applying for grant funding for programming, facility enhancements. For instance, providing letters of support, landlord consent and to fund additional training as requested by Council.

4. Conflict Resolution

4.1 Council and the Glenelg Brass Band Inc. of the Glenelg North Community Centre express a willingness, to work collaboratively and constructively through any issues of conflict in a structured, non-confrontational manner in the interests of achieving a timely resolution in the best interest of the community.

4.2 The Council and Glenelg Brass Band Inc. of the Glenelg North Community Centre will observe the following for conflict resolution:

4.2.1 Allowing the Council and the Glenelg Brass Band Inc. of the Glenelg North Community Centre representatives to negotiate between each other to resolve the issue;

4.2.2 Allowing the Mayor of Council to negotiate with members of the Glenelg Brass Band Inc. of the Glenelg North Community Centre to resolve the issue;

4.2.3 Further dispute resolution processes.


5. Termination

5.1 This MOU will terminate upon the request of the Council and Glenelg Brass Band Inc. of the Glenelg North Community Centre voluntarily agreeing to that effect or otherwise in accordance with this clause.

5.2 This MOU can be terminated by written agreement between all council and Glenelg Brass Band Inc. of the Glenelg North Community Centre parties involved.

This MOU is executed by the parties with goodwill and optimism to ensure the continuing success and sustainability of the community centres.

Executed by the parties as a memorandum of understanding.

Signed  Dated 30.4.2019.

(insert name) Robert H. Owen, GNCC Facility Manager

Glenelg Brass Band Inc. of the Glenelg North Community Centre

Signed  Dated 1-5-2019

(insert name) MARNIE LOCK

City of Holdfast Bay

Memorandum of Understanding

(MOU)

Between:

The City of Holdfast Bay (Council)

And

The Young Men's Christian Association of South Australia Incorporated (YMCA) of the Holdfast Bay
Community Centre

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN:

The City of Holdfast Bay (Council) and the YMCA of the Holdfast Bay Community Centre

DEFINITIONS

Council – Council staff/s that is responsible of collaboratively working with the community centres

BACKGROUND

A. Council is the registered proprietor of each of the four community centres within the City of Holdfast Bay:

- Brighton Community Centre (BCC)
- Glenelg Community Centre (GCC)
- Glenelg North Community Centre (GNCC)
- Holdfast Bay Community Centre (HBCC)

B. At a Council workshop held on 3rd July 2018, Council expressed a desire to work collaboratively with the community centres in a more formalised sense, through the establishment of an MOU.

C. Council supported the progression of a management option for the centres that retains the current centre management structures (leases and hire agreements) but with a formalised relationship with each of the Community Centre's Management Committees. Under this model, Council would renew the leases and/or hire agreements of each centre in line with the Community Leasing Policy in consultation with each centre. This will formalise the expectations of Council for the sustainable and community driven operation of the community centres.

D. Council acknowledges the efforts of the community centres and their respective management committees in the historical and continued development and activation of each community centre, for the benefit of the community.

E. Council further acknowledges that the community centre's incorporated associations have been responsible for the management and maintenance of the community centres in partnership with Council.

F. Council invests in and supports the operation of each community centre to help ensure there is a direct benefit for local community. This includes:

- I. Ensuring that there is reasonable access for the community to each centre;
- II. Encouraging optimum use of the centres by the community;
- III. Ensuring efficient management of each centre; and
- IV. Ensuring that the centres are well maintained.

OBJECTIVE

A. This Memorandum of Understanding (MOU) sets out a framework for co-operation between Council and the respective Management Committee for the purpose of providing improved operational and financial reporting and communication between each community centre and Council.

B. In this MOU, the YMCA of the Holdfast Bay Community Centre and Council agree to provide continuing support for the objectives of the 2030 Our Place Strategic Plan and the principles contained within Council's "Community Centres Policy" (as attached as Annexure 1 and 2 to this MOU).

C. This MOU aims to promote a strong working relationship between Council and the YMCA of the Holdfast Bay Community Centre on issues of strategic significance such as the sustainability of the community centres, long term future management structures and lease agreements. The MOU will also ensure the co-operation and co-ordination for the improvement and investment in the centres by Council in order to provide welcoming and accessible facilities.

D. That through improved collaboration between each of the community centres, the YMCA of the Holdfast Bay Community Centre commits to addressing the below terms and provides Council with a six monthly report outlining progress, key achievements and performance measurement through data collection:

1. Coordinated staff and volunteer recruitment and training
2. Streamlined systems and processes, coordination of program and service delivery, and a high level of efficiency across all centres
3. Good governance, consistent KPI measuring and reporting including a summary of user groups and people accessing each centre for the six month reporting period, indicating a net increase or decrease from the previous reporting period (refer to Operational Analysis template previously provided by HBCC)
4. Stronger alignment with relevant strategic directions of Council (specifically the relevant actions listed in the "Community" chapter of Council's 2030 Strategic Plan)
5. That the YMCA of the Holdfast Bay Community Centre provide audited financial reports at end of financial year as per lease conditions.
6. The Community Development Coordinator's role is to liaise and share information between Council and the YMCA of the Holdfast Bay Community Centre, providing input on programming where applicable from information received from the community.
7. Council will report to the YMCA of the Holdfast Bay Community Centre with information to assist in the development and delivery of services e.g. ratepayers needs, referrals, requests, gaps in programming, etc.

TERMS

1. Principles

- 1.1 This MOU seeks to assist Council and the YMCA of the Holdfast Bay Community Centre to achieve the objectives as identified above by creating a collaborative partnering relationship that benefits the needs of the community and community centres. It ensures that the parties have a clear understanding of their respective mutual expectations, commitments and responsibilities.

1.2 Council and the YMCA of the Holdfast Bay Community Centre agree that this MOU is intended to be binding between them.

2. Term

2.1 The MOU commences from the date that it is signed by Council and the YMCA of the Holdfast Bay Community Centre representative and operates until such time as it is terminated by agreement between the parties.

2.2 The MOU can be amended at any time by the inclusion of additional attachments as Schedules to this MOU as agreed by all parties.

3. Responsibilities

3.1 The responsibility of Council and the YMCA of the Holdfast Bay Community Centre is to provide assistance and support to each community centre to ensure operations of each community centre meet the needs of the broader community and in doing so align with the strategic direction of Council.

3.2 The Council will develop an annual work program and continue to host the quarterly community centre networking meetings as requested by the community centre representatives who attended the 30th July 2018 meeting. Previously, the Mayor has requested to attend these meetings, as such, an invitation will be extended to the Mayor to attend.

3.3 Council will assist the committee, as required, in applying for grant funding for programming, facility enhancements. For instance, providing letters of support, landlord consent and to fund additional training as requested by Council.

4. Conflict Resolution

4.1 Council and the YMCA of the Holdfast Bay Community Centre express a willingness, to work collaboratively and constructively through any issues of conflict in a structured, non-confrontational manner in the interests of achieving a timely resolution in the best interest of the community.

4.2 The Council and YMCA of the Holdfast Bay Community Centre will observe the following for conflict resolution:

4.2.1 Allowing the Council and the YMCA of the Holdfast Bay Community Centre representatives to negotiate between each other to resolve the issue;

4.2.2 Allowing the Mayor of Council to negotiate with members of the YMCA of the Holdfast Bay Community Centre to resolve the issue;

4.2.3 Further dispute resolution processes.


5. Termination

5.1 This MOU will terminate upon the request of the Council and the YMCA of the Holdfast Bay Community Centre voluntarily agreeing to that effect or otherwise in accordance with this clause.

5.2 This MOU can be terminated by written agreement between all council and the YMCA of the Holdfast Bay Community Centre parties involved.

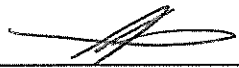
This MOU is executed by the parties with goodwill and optimism to ensure the continuing success and sustainability of the community centres.

Executed by the parties as a memorandum of understanding.

Signed  Dated 30/4/19

(insert name) on behalf of M Modra

The Young Men's Christian Association of South Australia Incorporated (YMCA) of the Holdfast Bay Community Centre

Signed  Dated 1 - 5 - 19

(insert name) MARNIE LOCK

City of Holdfast Bay

Item No: **13.1**

Subject: **DRAFT MINUTES – ALWYNDOR MANAGEMENT COMMITTEE – 24 APRIL 2019**

Date: 14 May 2019

Written By: Personal Assistant, GM Alwyndor

Acting General Manager: Alwyndor, Mr B Capes

SUMMARY

The draft minutes of the Alwyndor Management Committee meeting held on 24 April 2019 are provided for information.

RECOMMENDATION

- 1. That the draft minutes of the Alwyndor Management Committee meeting held on 24 April 2019 be noted.**
 - 2. That having considered Attachment 2 to Report No: 181/19 Draft Minutes – Alwyndor Management Committee – 24 April 2019 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 Wednesday 24 April 2019 at 6.30 pm.

PRESENT

Elected Members

Councillor P Chabrel
Councillor S Lonie

Independent Members

Chairperson – Ms T Aukett
Mr T Bamford
Ms J Cudsi
Mr K Cheater
Mr K Whitford

Staff

Acting General Manager Alwyndor – Mr B Capes
Personal Assistant – Ms R Gordon

1. OPENING

The Chairperson declared the meeting open at 6.40pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the 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 - Ms J Bonnici
- 3.2 Leave of Absence - Nil

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

5. CONFIRMATION OF MINUTES**5.1 Motion**

That the minutes of the Alwyndor Management Committee held on 21 March 2019 be taken as read and confirmed.

Moved by Mr Whitford, Seconded by Ms Cudsi

Carried

5.2 Motion

That the confidential minutes of the Alwyndor Management Committee held on 21 March 2019 be taken as read and confirmed.

Moved by Cr Lonie, Seconded by Cr Chabrel

Carried

6. REVIEW OF ACTION ITEMS**6.1 Action Items**

Action items were reviewed by the Committee.

6.2 Confidential Action Items

Confidential action items were reviewed by the Committee.

7. REPORTS/ITEMS OF BUSINESS**7.1 Bequests Presentation – Councillor Snewin (verbal)**

Councillor Snewin made a short verbal presentation to the Alwyndor Management Committee on bequests.

The Chairperson introduced Councillor Snewin.

Cr Snewin spoke to the Committee of his experience managing a bequest program and how a program may benefit Alwyndor.

Cr Snewin indicated that if Alwyndor were to proceed with a bequest program it would take considerable attention. Significant financial investment is associated with setting up a bequest program and may cost the organisation \$30 to \$40k to set up. There are also legal ramifications to consider and therefore legal advice would be crucial. Cr Snewin advised the Committee that Alwyndor would need to establish a foundation with a Deductible Gift Recipient (DGR) status, and set up a financial quarantine.

Cr Snewin left the meeting at 7.08pm

Ms Gordon left the meeting at 7.08pm

Ms Gordon re-joined the meeting at 7.09pm

The Committee further discussed a bequest model and agreed that a program could be contemplated at the end of upcoming strategic planning.

Motion

That the Alwyndor Management Committee thank Councillor Snewin for his thought-provoking presentation on bequests.

Moved Mr Bamford, Seconded Cr Chabrel

Carried

7.2 Acting General Manager's Report (Report No: 16/19)

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 Acting General Manager advised that the WHS report includes risk rating of incidents and hazards. One high rated risk has been reported in this financial year versus four in the previous financial. The Acting General Manager advised that reporting is by Financial Year, and clarified how it is determined what WHS incidents must be reported to SafeWork SA.

The Committee noted that we are showing an increase in incidents for Home Support and asked if we were providing additional training? The Acting General Manager explained that Home Support staff work in an uncontrolled environment which naturally increases risk. To address this we have recently reviewed our initial risk identification process and adjusted our manual handling training to include more intensive instruction and training.

The Committee conveyed that they were pleased with the work undertaken in the WHS area to encourage a reporting culture.

The Acting General Manager advised that the executive team will participate in a workshop (7 May) facilitated by AMC Deputy Chairperson to work through the Risk Register.

The Committee indicated they would like to see a trend analysis including how trends and issues are being addressed in the Feedback Report. The Acting General Manager advised that, as of last week, we have commenced risk-rating complaints, and that other mechanisms are in place to address concerns (eg Resident Food Focus Meeting). The Committee discussed reportable incidents.

The Acting General Manager advised that there were no updates relating to legal or industrial matters.

The Acting General Manager provided an update on recruitment.

The Acting General Manager advised that Tierra Health have been engaged to conduct a mini compliance audit to evaluate our preparedness for accreditation.

The Acting General Manager confirmed he has provided advice on Alwyndor's governance structure to Council administration. Council administration are exploring the formal delegations currently in place. The Committee agreed that the draft Governance Framework should be reviewed with this advice in mind. The framework needs to provide an overarching view and to be a core document and that key documents such as committee structures, would become attachments. The framework will also need to echo the Alwyndor Management Committee Terms of Reference. The Committee also discussed the formation of a short-term governance sub-committee which would be required to review the first draft or two of the Governance Framework along with the Terms of Reference review before submitting to Alwyndor Management Committee for approval and subsequently to Council.

The Acting General Manager advised that the Audit Committee, when reviewing the draft budget, expect a long-term financial plan and that, on further discussion with Acting Chief Executive Officer, it will be important to consider this in context of strategic plan.

The Acting General Manager advised that Enterprise Bargaining negotiations will commence mid-May and an update will be provided at the next meeting.

The Acting General Manager confirmed that a summary of the Consumer Engagement Survey recommendations has been shared with residents, families and staff and that we are seeking feedback prior to the Governance and Operations Committee determining which and how recommendations will be actioned.

The Acting General Manger informed the Committee that market research is being undertaken to get baseline data, which will be measured again at a future date. The Acting General Manager also confirmed that the research is focussed on Home Support. The Committee asked if there will be some tracking data based on advertising going out and requested to see this data at a future meeting.

The Committee expressed concern that marketing and advertising is happening without a marketing plan. The Acting General Manager advised that minimal promotion or financial investment has occurred, and that marketing has generally been restricted to local advertisements promoting information sessions.

Mr Bamford left the meeting at 8.17pm

Mr Bamford re-joined the meeting at 8.17pm

Motion

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

- 1. Meeting Dates and Task Schedule**
- 2. WHS Report**

3. Corporate Risk Register
4. Feedback Analysis Report
5. Legal and Industrial Matters
6. GM Summary
7. Update on Legal Advice regarding Governance
8. Draft 2019-20 Budget – Process Update
9. Enterprise Bargaining Agreement Negotiations
10. Consumer Engagement Survey Recommendations Update
11. Marketing Update

2. That the Acting General Manager engage a third party to write a governance framework, taking into consideration advice received, requirements of the Aged Care and Local Government Acts and previously drafted documents.

Moved Cr Lonie, Seconded Ms Cudsi.

Carried

8. **CONFIDENTIAL**

8.1 **Monthly Financial Report – March 2019 (Report No: 14/19)**

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: 14/19 Monthly Financial Report – March 2019 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: 14/19 Monthly Financial Report – March 2019 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 Mr Whitford

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

4. That having considered Agenda Item 8.1 Monthly Financial Report – March 2019 (Report No: 14/19) 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 Report, Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved Cr Lonie, Seconded Mr Cheater

Carried

8.2 **Short-term Strategy – Action Plan and Progress – April 2019 (Report No: 15/19)**

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: 14/19 Monthly Financial Report – March 2019 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: 14/19 Monthly Financial Report – March 2019 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 as the knowledge of our requirements to employ additional resources may provide a commercial advantage to a third party regarding the sourcing and employment of those resources.

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 Cr Lonie, Seconded Ms Cudsi

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

4. **That having considered Agenda Item 8.2 Short-term Strategy – Action Plan and Progress – April 2019 (Report No: 15/19) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor, pursuant to section 91(7) of that Act orders that the Report, Attachments and Minutes be retained in confidence for a period of 12 months and that this order be reviewed every 12 months.**

Moved Cr Lonie, Seconded Ms Cudsi

Carried

9. URGENT BUSINESS – Subject to the leave of the meeting

9.1 Recruitment of Alwyndor General Manager (verbal)

Exclusion of the Public – Section 90(3)(a) 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 Agenda Item 9.1 Recruitment of Alwyndor General Manager 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 Agenda Item 9.1 Recruitment of Alwyndor General Manager on the following grounds:**
 - a. **pursuant to section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to Agenda Item 9.1 Recruitment of Alwyndor General Manager is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead), being prospective candidates because of details relating to the recruitment process.**
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 Mr Whitford

Carried

Motion**RETAIN IN CONFIDENCE - Section 91(7) Order**

2. That having considered Agenda Item 9.1 Recruitment of Alwyndor General Manager (verbal) in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Alwyndor, pursuant to section 91(7) of that Act orders that the Minutes be retained in confidence for a period of 12 months and/or the Acting Chief Executive Officer is authorised to release the documents when an appointment to the position of Alwyndor General Manager is made and that this order be reviewed every 12 months.

Moved Mr Cheater, Seconded Ms Cudsi

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Thursday 16 May 2019 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

10. CLOSURE

The meeting closed at 9.21pm.

CONFIRMED 16 May 2019

CHAIRPERSON

Item No: **13.2**

Subject: **MINUTES – JETTY ROAD MAINSTREET COMMITTEE – 1 MAY 2019**

Date: 14 May 2019

Written By: General Manager Community Services

General Manager: Community Services, Ms M Lock

SUMMARY

The Minutes of the Jetty Road Mainstreet Committee meeting held on 1 May 2019 are attached and presented for Council's information.

Jetty Road Mainstreet Committee Agendas, Reports and Minutes are all available on Council's website and the meetings are open to the public.

RECOMMENDATION

That Council notes the minutes of the special meeting of the Jetty Road Mainstreet Committee of 1 May 2019.

COMMUNITY PLAN

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

COUNCIL POLICY

Not applicable.

STATUTORY PROVISIONS

Not applicable.

BACKGROUND

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

Jetty Road Mainstreet Committee Agendas, Reports, and Minutes are all available on Council's website and the meetings are open to the public.

REPORT

Minutes of the special meeting of JRMC held on 1 May 2019 are attached for member's information.

BUDGET

Not applicable.

LIFE CYCLE COSTS

Not applicable.

CITY OF HOLDFAST BAY

Minutes of the meeting of the Jetty Road Mainstreet Committee of the City of Holdfast Bay held in the Glenelg Library Meeting Room, Colley Terrace, Glenelg on Wednesday 1 May 2019 at 6:00pm.

PRESENT

Elected Members

Councillor W Miller

Councillor R Abley

Mayor A Wilson

Community Representatives

Maios Group, Con Maios

GU Filmhouse, Simon Robinson

Elite Choice Home Improvements, Eve Leenearts

Skin Things, Lee Boys

Attitudes Boutique and Lightbox Gift and Home, Gilia Martin

Beach Burrito, Angus Warren

Cibo Espresso, Tony Beatrice

Ikos Holdings Trust, Adoni Fotopoulos

Staff

Jetty Road Development Coordinator – Ms A Brown

Manager City Activation – Ms S Heading

General Manager Community Services – Ms M Lock

Acting Chief Executive Officer- Mr R Bria

1. OPENING

The Acting Chairman, Con Maios, declared the meeting open at 6:01pm

2. APOLOGIES

2.1 Leave of Absence – N Hughes

2.2 For Absence – Nil

3. APPOINTMENT OF CHAIRPERSON

E Leenearts entered the meeting at 6:03pm

Motion

That Con Maios be appointed as Chairperson for the Jetty Road Mainstreet Committee.

Moved L Boys, Seconded T Beatrice

Carried

Motion

That Eve Leenarts be appointed as Deputy Chairperson for the Jetty Road Mainstreet Committee.

Moved A Warren, Seconded W Miller

Carried

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

S Robinson declared a conflict of interest regarding the Trader Award's Venue.

5. CONFIRMATION OF MINUTES

Motion

That the minutes of the Jetty Road Mainstreet Committee held on 3 April 2019 be taken as read and confirmed.

Moved S Robinson, Seconded W Miller

Carried

6. PRESENTATIONS

6.1 Community Safety and Wellbeing

Ms Mardi Foweraker, Western Districts Operations Coordinator and Rob Moyday, Henley Branch, of the South Australian Police presented information on community safety and wellbeing including Business security audits, retail theft, personal safety and business watch programs.

A Fotopoulos entered the meeting at 6:42pm

7. QUESTIONS BY MEMBERS

7.1 Without Notice

7.1.1 Partridge Street Carpark

W Miller asked a question relating to the underutilisation of the Partridge Street carpark and how this space could be promoted for trader carparking.

Jetty Road Development Coordinator, Ms A Brown provided a response regarding the availability for traders to park on the upper floor of the Partridge Street carpark at reduced rates.

7.1.2 Easter Period Trading

G Martin asked the question if the National stores could be encouraged to trade on Good Friday.

Jetty Road Development Coordinator, Ms A Brown provided a response regarding further investigating how to address this matter.

7.2 With Notice - Nil

8. MOTIONS ON NOTICE - Nil**9. ADJOURNED ITEMS – Nil****10. REPORTS/ITEMS OF BUSINESS**

10.1 Community Safety and Wellbeing (Report No: 163/19)

The trader community have reported increased levels of disruptive behaviour, people visibly begging and petty theft from some shops on Jetty Road. In addition to this complaints have been received regarding the response times from the Glenelg Police Station. Mayor Wilson and Mr Fotopoulos attended a meeting with relevant Government Ministers to seek support and a coordinated approach on the matter and this report provides an update from the meeting and next steps.

Motion

That the Jetty Road Mainstreet Committee note this briefing.

Moved W Miller, Seconded R Abley

Carried

10.2 Winter Wonderland and Winter Activations (Report No: 164/19)

This report provides an update on planning for the upcoming Winter Wonderland event that is scheduled to be held from 28 June to 22 July 2019. The Winter Wonderland festival was developed by the Jetty Road Mainstreet Management Committee (JRMCM) in 2014 to help stimulate economic development during off peak visitation and to keep Glenelg front of mind as a destination during winter. This report also presents options for activations around the event.

Motion

- 1. That the Jetty Road Mainstreet Committee note this briefing.**
- 2. That the Jetty Road Mainstreet Committee fund Option 1 Glenelg Sunset Winter Markets, Option 2 Winter Music Event and Option 3 Telstra building lighting projection.**

Moved T Beatrice, Seconded R Abley

Carried

10.3 Venue for Jetty Road Traders Awards (Report No: 165/19)

The report provides an overview of venue options to host the Jetty Road Trader Awards for the Committee's consideration. The Traders Awards celebrate excellence in business and the awards night is hosted in early October.

A Fotopoulos left the meeting at 7:49pm.

Motion

That the Jetty Road Mainstreet Committee endorse the Beachouse as the preferred venue to host the Jetty Road Trader Awards.

Moved A Warren, Seconded E Leenearts

Carried

10.4 Monthly Finance Report (Report No: 166/19)

The Jetty Road Mainstreet Committee March 2019 finance report is prepared by the Jetty Road Development Coordinator and is presented for information to the members of the Jetty Road Mainstreet Committee.

Motion

That the Jetty Road Mainstreet Committee note this report.

Moved W Miller, Seconded L Boys

Carried

10.5 Cruise Ships (Report No: 167/19)

A Jetty Road trader wrote to Mayor Wilson in regards to cruise ship visitation to Glenelg, hoping to secure cruise ship passengers into their shop.

The Tourism Development Coordinator for the City of Holdfast Bay has developed and maintains strong relationships with the Inbound Tour Operators (ITO's) who organise the on ground day tours experiences for the cruise liners. For the last two cruise ship seasons Glenelg has featured in the shore excursion program and the Glenelg Visitor Guide is distributed at the Visitor Information Desk at the Port Adelaide Passenger Terminal at Outer Harbour.

In 2019/2020 Glenelg is scheduled to receive passengers on shore excursions from 13 cruise ships.

Motion

That the Jetty Road Mainstreet Committee note this briefing.

Moved A Warren, Seconded E Leenearts

Carried

10.6 Marketing Update (Report No: 168/19)

This report provides an update on marketing initiatives being undertaken from the Jetty Road Mainstreet Committee 2018/19 Marketing Plan and initiatives aligned to the delivery of the Jetty Road Glenelg Retail Strategy 2018-2022.

Motion

That the Jetty Road Mainstreet Committee note this report.

Moved R Abley, Seconded T Beatrice

Carried

11. URGENT BUSINESS**11.1 Vacancy Rates**

A Warren asked if Landlords can be approached to request window dressings be placed in vacant shops or some other ideas to make the shop more attractive.

Chairman, C Maios provided a response regarding window displays and acknowledged that Landlords should ensure mail and debris is removed regularly from vacant shops.

11.2 Commonwealth Games

T Beatrice asked the question regarding opportunities for the Commonwealth Games.

Manager City Activation, Ms S Heading provided a response regarding monitoring Adelaide's bid to host the Games and how Glenelg could participate.

12. DATE AND TIME OF NEXT MEETING

The next meeting of the Jetty Road Mainstreet Committee will be held on Wednesday 5 June 2019 in the Glenelg Library Meeting Room, Colley Terrace, Glenelg.

13. CLOSURE

The meeting closed at 8:18pm.

CONFIRMED Wednesday 5 June 2019

CHAIRMAN

Item No: **14.1**

Subject: **ITEMS IN BRIEF**

Date: 14 May 2019

Written By: Personal Assistant

A/General Manager: Business Services, Ms P Jackson

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. **Glenelg Visitor Information Centre**
 2. **Coast Park Minda Dunes – Student STEM Project**
 3. **Letter to Minister Stephan Knoll MP and Response Letter from Minister Stephan Knoll MP regarding long term parked vehicles**
 4. **Planning Reform Update**
 5. **Wayfinding Research Project**
-

COMMUNITY PLAN

Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

REPORT

1. **Glenelg Visitor Information Centre**

Tony and Sandy Coppins commenced operations in the Glenelg Visitor Information Centre (VIC) on 1 April 2019. They are currently familiarising themselves with the VIC

operations, volunteers and local information. Their Indigenous trainee has commenced working in a full time capacity.

Over the next three months they will be meeting with local tourism operators and businesses and working on a business plan for VIC for the next 18 months with a focus on increasing economic development.

Immediate Key Actions

- Develop stronger partnerships with tourism industry and retail businesses
- Volunteer development and training
- Improve VIC visibility from Moseley Square, Jetty Road Glenelg, Esplanade
- Improve service desk design and brochure display area
- Attend South Australian VIC Conference in Kadina 3 - 5 June 2019.

Future Developments

They are in the process of developing two new Adelaide products/experiences.

Adelaide Cultural Safari – Half Day Tour

Explore Adelaide and surrounds with a local Aboriginal guide to learn the cultural heritage and stories of South Australia with Adelaide Cultural Safari. Includes a visit to see Australia's largest exhibition of ancient artefacts at the SA Museum and Tandanya National Aboriginal Cultural Institute where you will find one of South Australia's finest Aboriginal art displays. Holdfast Bay content is still in the process of being developed as part of this tour with a product development workshop booked with Kurna Nation Cultural Heritage Association (KNCHA) in May 2019.

Adelaide Ocean Safari

Adelaide Ocean Safari will offer a custom built boat for up to 34 guests departing Holdfast Shores Marina to commence later in the 2019. Different tours will be available daily catering for different target markets from ocean cruising to seafood indulgence.

2. **Coast Park Minda Dunes – Students STEM Project**

During the first half of April, City Assets assisted Brighton Primary Year 6 students with a STEM problem based learning project.

Refer Attachment 1

Using the Coast Park Minda Dunes project as a reference, Council staff worked with teachers to develop some basic questions which gave students the opportunity to consider an actual project and develop solutions that could be applied by Council.

Students were asked “How could sand stability in the Minda Dunes be improved to ensure biodiversity can be maximised”. Some innovative and new solutions were explored by the students including additional planting, tunnelling, the use of sand groynes, improved native vegetation planting and pest plant management.

Additional ways to communicate with the public about the environmental work on the site were also discussed including apps and signage.

A presentation was prepared by Kerri Bartley and given by Richard Jaunay. A site visit and a question and answer session were also held as part of the project collaboration.

Teachers reported that students had uncovered and explored new knowledge about protected fauna species, understood some basic processes that cause erosion and identified techniques for engaging with the public.

The experience was positive for all who participated including Council staff. It is hoped that this relationship will result in opportunities for future years' students to be involved in Council activities.

3. **Letter to Minister Stephan Knoll MP and Response Letter from Minister Stephan Knoll MP regarding long term parked vehicles**

As part of council resolution no. C120219/1371, the CEO was asked to write to the Minister of Transport, Hon Stephan Knoll MP in relation to legislative changes to prevent car dealerships from parking vehicles on public roads for purposes of storage.

Refer Attachment 2

Minister of Transport, Hon Stephan Knoll MP has responded to this letter and is attached for Members information and interest.

Refer Attachment 3

4. **Planning Reform Update**

The State Planning Commission has released two overview documents as precursors to future draft policies that will be embedded into the proposed new Planning and Design Code (the Code). The overview documents deal with issues of neighbourhood character and heritage, which are provided as attachments to this Item in Brief.

Refer Attachments 4 & 5

To recap, the new planning system will introduce a single set of planning policies ('rules') for assessing development applications across the state. The Code will replace all of the individual planning policies held by councils (Development Plans) by mid-2020.

Neighbourhood Character

Regarding neighbourhood character, the overview papers touch on familiar themes around curtailing the outwards expansion of suburbs in favour of infill type development. Some insight is provided as to how future policies in the Code may achieve this, mainly through increasing densities and relaxing performance standards, whilst applying a greater focus on design and water sensitive policies as mitigating measures. The main concern is that the overview papers express a preference for future policies that 'codify' a neighbourhood's character. This is very

different to the current approach where Desired Character Statements are developed and then embedded in a council's Development Plan. It will be a difficult task to 'codify' an otherwise subjective assessment as to what constitutes the desired character of a neighbourhood. The intention to restrain design through codification (or a performance standard approach) seems at odds with the overview's other goal of 'asserting the importance of design'.

Heritage Character

With respect to the heritage overview, some assurance is provided through a commitment that the protection afforded to State and Local Heritage listed properties within a council's Development Plan will transfer across to the new Code. There is some uncertainty as to whether the same protection will be afforded to council's Contributory Items located in nominated Character Areas, but there appears to be scope for councils to nominate such properties for an elevated heritage status at a later date. The Code will contain a single, universal policy for Local Heritage Places and Character Areas that will apply across South Australia.

Whilst this is a positive step with respect to consistency, it is important that the 'rules' adopted represent the higher end of the current policy spectrum and retain the highest order protections. There is concern that it will be a challenge to accurately articulate the specific character traits of a variety of neighbourhoods through a single policy. The vast differences between the existing Glenelg Central and Glenelg East Character Areas (which are rightfully assigned have separate policies in council's Development Plan) provide an indication that a single, state-wide policy dealing with Character Areas will lack the specificity demanded.

Overall, there is little detail provided in either of the documents, which are essentially policy direction statements, to provide an informed opinion. However, the scope of the future policies is becoming clearer, and council staff will continue to prepare in readiness for the detailed policy releases to come, gathering information and evidence to support council's position.

5. Wayfinding Research Project

Council's strategic planning and community wellbeing teams are partnering with the University of Adelaide on a joint research project that investigates how older people navigate the built environment. The university will use the collected data to identify wayfinding measures that enhance navigation of key locations. The university specifically selected the Glenelg precinct of the City of Holdfast Bay because the location, size, visitation and population demographics makes our city an ideal partner for collaboration. For council the development of the Jetty Road Master Plan was a timely and suitable vehicle for the project.

The underlying premise of the project is that age friendly built environments is an essential component for vibrant communities. According to the World Health Organisation's Age Friendly Cities Framework, 'ageing' and 'age-friendly' does not refer to a specific age cohort, but emphasises ageing across the life course. The framework refers to an age friendly built environment as one that caters for everyone from the five year old to the one-hundred-and-five year old.

The Project

The aim of the project is to investigate ways in which navigating the built environment can be enhanced for the community. A key component of the project is engagement with the users of the built environment to identify the barriers and enablers to navigation.

What makes this project unique is the use of technology to measure and record people's responses. Using sensing devices such as mobile eye-trackers, electro dermal activity sensors and virtual reality techniques will be a key component of the project.

Methodology

There are several key milestones in the project, outlined as follows:

- Community engagement through survey and focus groups to gather baseline data on the usability of two key locations in Glenelg (the Moseley Street crossing and the intersection at Jetty Road/Colley Terrace).
- A practical usability study, where a range of community dwelling residents will be given way finding tasks and, wearing the aforementioned technology devices, be monitored as they navigate the environment.
- A second engagement session, where 'Think Aloud' techniques will be used to confirm the collected data.
- Building a virtual reality platform that overlays the mapped navigation area with added way finding solutions.
- A second practical usability study using virtual reality to navigate the environment through redirected walking, this time 'using' the added way finding solutions.
- A comparative study and resulting recommendations to inform way finding solutions for the Jetty Road Glenelg Master Plan and the city in general.

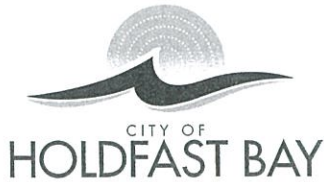
Council Contribution

- The Community Wellbeing team will source the participants and provide in-kind administrative and practical support to the project, including engagement via Council's community engagement framework, Your View Holdfast, coordination of the focus groups and dissemination of relevant documentation.
- The Strategy team will provide strategic advice and guide the project to deliver useable outcomes that can be integrated into the future upgrade designs for Jetty Road.
- All parties will attend and participate in update meetings and project steering decisions on a quarterly basis.

Project Timeline and Budget

This is a twelve month project from January to December 2019. Council will provide in-kind support to the project.





holdfast.sa.gov.au

Brighton Civic Centre 24 Jetty Road, Brighton SA 5048
PO Box 19 Brighton SA 5048
P 08 8229 9999 F 08 8298 4561
Glenelg Customer Service Centre and Library
2 Colley Terrace, Glenelg SA 5045

21 March 2019

COPY

Minister for Transport,
Infrastructure and Local Government
Minister for Planning
Stephen Knoll MP
GPO Box 1533
Adelaide SA 5001

Dear Stephen Knoll MP,

Council has received a number of complaints, from residents, about used car dealerships using the neighbouring roads to park their vehicles. As a consequence the parking capacity is diminished for the residents.

Section 237 of the Local Government Act 1999 enables Council to remove vehicles parked for more than 24hrs that are, in the opinion of an authorized officer, abandoned. However, if these vehicles are parked legally, and are not considered abandoned, can be left on the road indefinitely.

Council has the ability to introduce parking restrictions however this has the potential to push the problem further afield and will create problems for the residents.

We have also explored using Section 222 of the Local Government Act which prevents a person from using a public road for business purposes unless authorized to do so by a permit. This however presents a challenge to prove that the used car dealership is using the roads for their business.

Council has consequently resolved to request that the legislation be reviewed and changed to prevent businesses from parking their vehicles on a public road for the purposes of storage.

Yours sincerely,


Justin Lynch
Chief Executive Officer

Rundle Street in Adelaide features many Local Heritage Places

MAY 2019



COMMUNITY GUIDE TO HERITAGE & CHARACTER IN THE NEW PLANNING SYSTEM

EQUAL PROTECTION, MORE CONSISTENT DECISION-MAKING

Heritage and character is important to the social and cultural fabric of our community. It is a big part of what makes Adelaide and some of our regional towns unique.

We have 17 State Heritage Areas and 2,295 State Heritage Places identified under specific legislation. There are another 7,000 Local Heritage Places.

There are also a number of historic, streetscape and character 'areas' across council regions that have similar sounding names and that aim to conserve community character. In addition to this, there are approximately 12,000 sites that have been identified as 'contributing' to this character.

Currently the way all these items are treated varies across the state, and the results are similarly inconsistent. Some heritage and character policy works well, other heritage and character policy does not. This has also been identified in the State Parliament's recent heritage inquiry.

*Glenelg Jetty is listed as a
Local Heritage Place*



The State Government believes it is crucially important to ensure heritage and character places and spaces receive the protections they deserve, and that there is better and more consistent guidance as to how these places are conserved, maintained and enhanced over time.

With the introduction of South Australia's new planning system, we have a chance to identify the best approach to heritage and character preservation and embed this in future planning policy.

For the first time we will be able to map all of our heritage and character places accurately and thoroughly and treat the same types of places consistently – while still allowing for unique local differences.

How this will be achieved is identified in this Community Guide.

Heritage and character in the Planning and Design Code

The Planning and Design Code (the Code) is the cornerstone of South Australia's new planning system, and will offer a single set of planning policies ('rules') for

assessing development applications across the state. The Code will replace all of the individual planning policies held by councils (called Development Plans) by mid-2020.

The Code is being progressively introduced across South Australia in three phases, commencing in land outside of council boundaries (outback and coastal waters) in mid-2019 before moving to regional council areas in late 2019 and concluding in metropolitan Adelaide in mid-2020.

The community will have multiple opportunities to preview and comment on proposed planning policy that relates to heritage and character in the new Code throughout 2019, prior to each implementation phase (outlined above).

Further information

For more information on the Planning and Design Code or upcoming opportunities to have your say, please see the SA Planning Portal at www.saplanningportal.sa.gov.au.



STATE HERITAGE AREAS

WHAT HAPPENS NOW

State Heritage Areas are clearly defined regions with extensive natural or cultural elements significant to South Australia's identity.

Examples of State Heritage Areas include the township of Hahndorf, Belair National Park and Moonta Mines. There are currently 17 State Heritage Areas listed in the South Australian Heritage Register.

Although State Heritage Areas are protected under the *Heritage Places Act 1993*, places within these Areas may be altered or developed as long as the work is sympathetic to the heritage of the area. Currently most councils maintain a record of their own State Heritage Areas in their Development Plans.

Any proposal to undertake development within a State Heritage Area must be referred to the Heritage Minister. Exemptions to this include certain types of simple development that have no bearing on the heritage value of the Area. However the Heritage Minister is only empowered to provide advice on such development proposals, not a final direction. This means that the ultimate decision regarding new development within a State Heritage Area rests with the council.

At the moment, councils have their own individual policies and assessment processes to guide development within a State Heritage Area, as there is not currently a single, state-wide policy for the treatment of such Areas.

WHAT WILL HAPPEN IN THE NEW SYSTEM?

In the new planning system, our current State Heritage Areas will continue to be protected under the *Heritage Places Act 1993*. They will also continue to be listed in the South Australian Heritage Register.

However, instead of councils maintaining a record of their own State Heritage Areas, these will now be accurately mapped in the state-wide **Planning and Design Code** (the Code) and the **State Atlas**.

The Code will contain a single, universal policy for State Heritage Areas that will apply across South Australia. Such a policy does not currently exist. This will bring consistency to the way that State Heritage Areas are addressed by councils.

Further, although any proposal to undertake development within a State Heritage Area will continue to be referred to the Heritage Minister, the Minister will now have greater authority to direct decision-making (i.e. if the Minister recommends that an application be refused, the application cannot progress).

Port Pirie Museum



STATE HERITAGE PLACES

WHAT HAPPENS NOW

State Heritage Places are places that embody important aspects of the state's history and/or are of significant cultural value.

Examples of State Heritage Places include the Port Pirie Museum, the Old Gum Tree at Glenelg and the Adelaide Festival Theatre. There are currently 2,295 State Heritage Places listed in the South Australian Heritage Register.

For a site to be recognised as a State Heritage Place, it has to meet certain criteria in the *Heritage Places Act 1993*. Currently most councils maintain a record of their own State Heritage Places in their Development Plans.

Any proposal to alter or demolish a State Heritage Place must be referred to the Heritage Minister, however the Heritage Minister is only empowered to provide advice, not a final direction. This means that the ultimate decision regarding the alteration or demolition of a State Heritage Place rests with the council (or sometimes the **State Commission Assessment Panel**¹).

These planning authorities may use different assessment processes to determine what kind of development can take place within a State Heritage Place, as there is not currently a single, state-wide policy for the treatment of such Places.

WHAT WILL HAPPEN IN THE NEW SYSTEM?

In the new planning system, the criteria for State Heritage Places will not change. They will also continue to be listed in the South Australian Heritage Register.

However, instead of councils maintaining a record of their own State Heritage Places, these will now be accurately mapped in the state-wide **Planning and Design Code** (the Code) and the **State Atlas**.

The Code will contain a single, universal policy for State Heritage Places that will apply across South Australia. Such a policy does not currently exist. This will bring consistency to the way that State Heritage Places are addressed by planning authorities such as councils and the State Commission Assessment Panel.

Further, although any proposal to alter or demolish a State Heritage Place will continue to be referred to the Heritage Minister, the Minister will now have greater authority to direct decision-making (i.e. if the Minister recommends that an application be refused, the application cannot progress).

The Elder Smith Wool Store in Port Adelaide



LOCAL HERITAGE PLACES

WHAT HAPPENS NOW

Local Heritage Places are structures or buildings that demonstrate important local historical attributes or contribute to the historical themes of a local area.

Examples of Local Heritage Places include the Elder Smith Wool Store in Port Adelaide, the Angaston District Cemetery in the Barossa, and the Post Office in Dry Creek. There are currently more than 7,000 Local Heritage Places listed in the South Australian Heritage Register.

For a site to be recognised as a Local Heritage Place, it has to meet certain criteria in the *Development Act 1993*. Currently most councils maintain a record of their own Local Heritage Places.

Any proposal to alter or demolish a Local Heritage Place is assessed by the local council (or sometimes the **State Commission Assessment Panel**), who makes the final decision about whether or not a proposal can go ahead.

Different councils use different policies and assessment processes to determine what kind of development can occur within a Local Heritage Place, as there is not currently a single, state-wide approach to the treatment of such Places.

WHAT WILL HAPPEN IN THE NEW SYSTEM?

In the new planning system, all current Local Heritage Places will continue to be protected under the new *Planning, Development and Infrastructure Act 2016*. They will also continue to be listed in the South Australian Heritage Register.

However, instead of councils maintaining a record of their own Local Heritage Places, these will now be accurately mapped in the state-wide **Planning and Design Code** (the Code) and the **State Atlas**.

The Code will contain a single, universal policy for Local Heritage Places that will apply across South Australia. Such a policy does not currently exist. This will bring consistency to the way that Local Heritage Places are assessed.

Demolition of a Local Heritage Place will only be considered if the place in question has little heritage value, is structurally unsound or is economically unviable. Before demolition can take place, an assessment of heritage value will be undertaken.

The new planning system will also make it easier for Local Heritage Places to be adapted for modern uses, with a view to retaining them in the community and giving them new purpose.

Rose Park in Burnside



HISTORIC CONSERVATION ZONES

WHAT HAPPENS NOW

Historic Conservation Zones are local areas that exhibit discernible historic character that is worthy of retention for present and future generations.

Historic Conservation Zones are split up into areas or streets that have their own Desired Character Statement, such as Rose Park in Burnside, Fitzroy Terrace in Prospect and Livingston Street in Naracoorte. There are currently 140 Historic Conservation Zones in South Australia.

While there is no legislative criteria for the creation of an Historic Conservation Zone, the State Government has developed guidelines to help establish them. Each council maintains a list of its own Historic Conservation Zones.

Any proposal to alter or demolish a building within an Historic Conservation Zone is assessed by the local council, who makes the final decision on whether or not such a proposal can go ahead.

Different councils use different policies and assessment processes to determine what kind of development can occur within an Historic Conservation Zone, as there is not currently a single, state-wide approach to the treatment of such Zones.

WHAT WILL HAPPEN IN THE NEW SYSTEM?

In the new planning system, all current Historic Conservation Zones will continue to be protected under the new *Planning, Development and Infrastructure Act 2016*.

Historic Conservation Zones will now be accurately mapped in the state-wide **Planning and Design Code** (the Code) and the **State Atlas**.

The Code will contain a single, universal policy for Historic Conservation Zones that will apply across South Australia. Historic Conservation Zones will become known as Local Heritage Areas. Such a policy for these Areas does not currently exist. This new policy will bring consistency to the way that Historic Conservation Zones are currently treated.

Any proposal to alter or demolish a building within an Historic Conservation Zone (which will become known as a Local Heritage Area) will be assessed by the planning authority alongside a single set of criteria which will consider the building's existing heritage values, the extent to which these values are mirrored in other neighbourhoods, and the nature of the replacement building.

Elston Street in Brooklyn Park



CONTRIBUTORY ITEMS

WHAT HAPPENS NOW

Contributory Items are specific examples of built form that represent a particular historical period and/or architectural character.

Contributory Items typically exist within Historic Conservation Zones, but they themselves have no set criteria and are not recognised in the *Development Act 1993*. As such, no new Contributory Items have been recorded by councils or added to the South Australian Heritage Register since 2012.

Currently there are 12,000 Contributory Items listed by councils across South Australia. Examples of Contributory Items include homes on Elston Street in Brooklyn Park, the War Memorial Garden in Echunga and the Clarendon Bakery.

Any proposal to alter or demolish a Contributory Item is currently assessed by the local council. As Contributory Items are not recognised under law, their conservation is entirely at the discretion of the local council.

WHAT WILL HAPPEN IN THE NEW SYSTEM?

In the new planning system, Contributory Items will no longer exist. This is because there is no legislative criteria for them.

However, the vast majority of Contributory Items will be afforded a level of protection under the new state-wide policy for Local Heritage Areas. This means they will no longer be recorded as individual items but will instead be considered within the context of an entire Local Heritage Area.

Prior to the new planning system being introduced, some Contributory Items may be eligible to become Local Heritage Places, however they will have to undergo a rigorous heritage assessment and meet the criteria for a Local Heritage Place, as outlined in the *Development Act 1993*.

In the future state, any proposal to alter or demolish a former Contributory Item will be assessed by the local council according to the new Local Heritage Areas policy. As part of this assessment, the council will consider the item's existing heritage values, the extent to which these values are mirrored in other neighbourhoods, and the nature of any replacement development.



CHARACTER AREAS

WHAT HAPPENS NOW

Character Areas are local areas that exhibit desirable character attributes that give a community its identity. Not to be confused with heritage areas, Character Areas do not necessarily represent a specific cultural legacy or history, but rather capture a desired visual appearance. Unlike heritage, character can be enhanced by new development that strengthens desirable character traits.

Character Areas may be called different things by different councils, but are typically split into 'precincts' that have their own unique development guidelines in order to retain a specific streetscape "look." An example of such an area is Ballara Street in Mile End.

Currently there is no legislated criteria for the creation of a Character Area and councils determine their own Character Areas and accompanying policy.

Council approval for demolition within a Character Area is not required. This is because the general emphasis of council policy is on maintaining the 'look and feel' of character through replacement dwellings, and not by preserving existing dwellings.

Different councils use different assessment processes to determine what kind of new development can occur within a Character Area, as there is not currently a single, state-wide approach to the treatment of such Areas.

WHAT WILL HAPPEN IN THE NEW SYSTEM?

In the new planning system, all current Character Areas will continue to be protected under the new *Planning, Development and Infrastructure Act 2016*.

Character Areas will now be accurately mapped in the state-wide **Planning and Design Code** (the Code) and the **State Atlas**.

The Code will contain a single, universal policy for Character Areas that will apply across South Australia. Such a policy for these Areas does not currently exist. This new policy will bring consistency to the way that Character Areas are currently treated by councils. However, the special individual characteristics of these Areas will still be reflected in **zone** and **subzone** policies.

As in the former planning system, demolition within a Character Area will not require planning approval. However, proposals for replacement dwellings within a Character Area will undergo rigorous assessment according to the new Character Areas policy. This will help ensure that such development maintains or enhances the existing character of the area.

GLOSSARY

Planning and Design Code

The Planning and Design Code will be the single source of planning policy for the state, and will consolidate and replace the individual planning policies held by councils (and out-of-council areas) across South Australia.

State Atlas

The State Atlas is an interactive mapping tool that shows the zones and policies that apply to land across South Australia and the types of development that the Department of Planning, Transport and Infrastructure is currently assessing or has approved.

State Commission Assessment Panel

The State Commission Assessment Panel is an advisory committee set up to assess specific development applications that are particularly complex, irregular or large in scale and impact across the state.

Zones

Zones identify envisaged land uses within specified land boundaries, in effect outlining 'what' can happen in an area.

Subzones

Subzones exist within zones and may include more specific policy to guide development at the neighbourhood level, to ensure that it reflects important local characteristics. The prevailing purpose of the overarching zone must still be achieved.



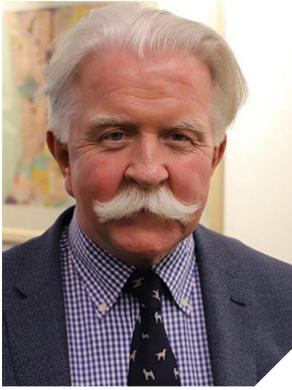
STATE PLANNING COMMISSION OVERVIEW OF NEIGHBOURHOOD GROWTH & CHANGE

INTRODUCTION

In preparing for the release of phase 2 of the Planning and Design Code (the Code), the State Planning Commission is looking to address significant community concerns around heritage and character, residential development and design in the planning system. As such, the Commission is publishing a suite of materials, ahead of a People and Neighbourhood discussion paper, which not only articulate the issues but propose some solutions for transition into the Code.

By addressing these topics now, we want to provide you with a broad understanding of these key transitional concepts before the draft Code for regional South Australia is made available in mid-2019. Your input into these matters via two statutory consultation periods for phase 2 and 3 of the Code will assist the Commission in building better planning policy and delivering better outcomes for communities in the new planning system.

The Commission is cognisant of the inquiry into heritage by the Environment Resources and Development Committee of State Parliament and will consider the report's recommendations and any implications for the Code in transitioning national, state and local heritage items over the coming months.



MICHAEL LENNON
CHAIR, STATE PLANNING COMMISSION

We have come to understand that the world is not static at any one point of time. It changes, grows, adapts, circumstances emerge and adapts again. In this sense cities are also organisms. They rarely stand still.

In planning, our job together is to create the future that we want and not to be predetermined by other factors.

In South Australia and in metropolitan Adelaide we face several key challenges that will affect our living environments. This is not just the economy and the big questions of climate change or jobs. This is about our streets and neighbourhoods, and the way that we live.

One of these challenges is our demography.

It is a triumph of medical science that life expectancy has now added a significant number of years to the lives we all lead. What this means however is that the population of South Australia is aging. In fact we have the highest proportion of single person households and the highest proportion of people aged over 65 years of any mainland state.¹

This has serious implications for how many people we will have to house and what their living circumstances will be. We want people to be able to choose to spend the last years of their life in their own homes, or in suitable accommodation within their neighbourhood, close to established social networks.

We also know that our fertility rates are at all-time lows. Nationally, the average number of babies per woman is 1.76, and falling. In South Australia the average is 1.68 - the lowest rate in the country.²

These circumstances, together with a relatively low proportion of international (11,600) and interstate (-5,100) net migration for Adelaide³, is contributing to our relatively modest population growth rate.

Whilst this may vary because of international migration and immigration targets, in general we understand that these factors will lead to an aging population and a smaller number of people in each of our houses.

In addition, where we are choosing to live is changing very quickly. This is not driven by policy but by the

individual choices we, our friends and our children are making.

Until recently, the growth in Adelaide was largely driven by the outward expansion of the city, the so called 'fringe growth'. This has contributed to a linear metropolitan plain of almost 90kms for a population of just over a million people.

What has changed is an individual preference and market demand to live closer to the city with approximately 76 per cent of new housing growth occurring in our established suburbs⁴. This is a positive thing as it refreshes, changes and revitalises our streets and neighbourhoods, whilst giving us the chance to replenish and upgrade what we have.

Importantly however it also challenges the way that we live because smaller household sizes tend to have more diverse living options. The traditional house with a separate piece of land is progressively, as in almost every other western city, being replaced by more diverse housing forms – units, apartments, townhouses and the like.

This in turn raises other questions for us to deal with especially around the **quality of infill**.

It is very clear from all of our conversations there are significant community concerns around at least four areas:

- traffic on local streets,
- loss of vegetation and tree canopy,
- site coverage when existing buildings are replaced with more dense building forms, and
- overshadowing and the loss of privacy.

The Commission has also identified a number of challenges within the current SA Residential Code that has led to a dominance of double garages, a lack of landscaping, and low streetscape amenity across our suburbs.

We are proposing a range of solutions in the Code to improve residential infill such as a reduction in driveway set-backs and widths, deep soil provisions and the inclusion of design features in street-facing building facades.

1. Australian Bureau Statistics, 2016 Census
2. InDaily 'SA birth rate lowest in Australia' 17 December 2018
3. Australian Bureau Statistics, Drivers of Capital City Population Growth, 2017-2018
4. The 30-Year Plan for Greater Adelaide, 2017 Update



Underneath all of this however is an emerging concern around the preservation of **heritage and character**.

In the new planning system we want to give every assurance that areas and places of state and local heritage significance will be preserved and will immediately be transferred into the new Code. As part of this transfer, historic conservation zones will move to local heritage areas, enabling groups of properties which together have heritage value to be afforded a level of protection.

In addition, we need to resolve what we mean by 'character' of an area – the associations which create distinct identities and allow us to forge personal relationships with an area.

In the past 20 years we have created a vast confusion over the status of 'Contributory Items' in the planning system - what it means for property owners, what it means for neighbours, and what it means for communities.

The Commission wants to clear this up and provide transparent, certain and widely understood ways in which these properties can be utilised in the future.

Two proposals are central to this. Firstly, we are going to open a process through which local authorities can nominate a Contributory Item for local heritage listing

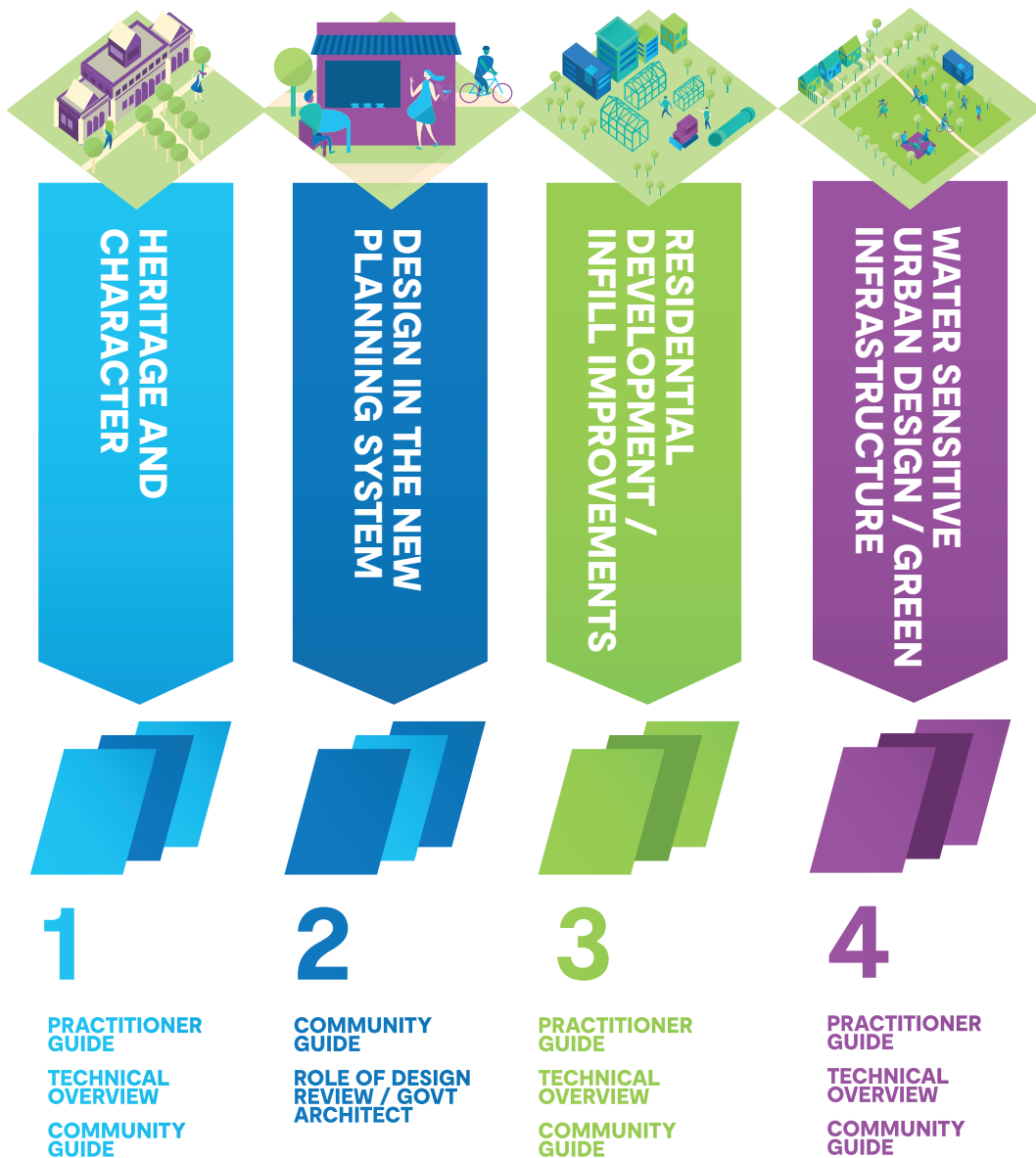
if they meet established criteria. Development Plan Amendments will be able to be progressed allowing those items to get local heritage protection.

Secondly, for items which are not about local heritage but are part of the broader character of a neighbourhood we need to better understand what it is that we are seeking to preserve or enhance. Is it about the materials used, is it about the built form, is it about heights and setbacks, or is it about the rhythm of the street?

Whatever it is, we must be clear that we are changing and adapting, and understand what we want to retain and where we can evolve and improve. But we need to be specific about what that is. It is not enough to choose on the basis of personal taste what should or should not be retained. By articulating this, we can then codify what we value and express it through policy in the Code.

In addition, the Commission wants to assert the importance of good design in replacement dwellings where this occurs. It causes me and the Commission deep concern where a view is expressed that an existing character cannot be improved upon by a new building. That implies a level of confidence in ourselves which is not acceptable. We can do better as a community and a society and we continually do.

This diagram illustrates the key topics and indicative materials the State Planning Commission is releasing in preparation for Phase 2 of the new Planning and Design Code.



Good design improves the way our buildings, streets and places work making them more sustainable, more accessible, safer and healthier. How people feel about their neighbourhood is directly related to the interface between private and public space. The inclusion of natural light and ventilation, building orientation to reduce heat, and access to open walkable spaces are essential in creating places in which communities can grow and prosper and are further outlined in the *Community Guide to Design in the Planning System*.

In this age of climate change, the Commission is also committed to the development and delivery of a contemporary suite of **water-sensitive urban design (WSUD)** and **green infrastructure (GI)** policies that can deliver better water conservation, improved storm-water management and increased tree canopy cover. We acknowledge the need for further discussion and research in this area and the need to codify these policies in the new planning system.



SO IN SUMMARY:

- Infill issues and streetscape impacts from challenges in the current residential code and zones will be identified and addressed in the new Code
- State and Local Heritage Areas and Places will be unquestionably preserved, with Historic Conservation Zones moved to Local Heritage Areas
- If a Contributory Item should be local heritage it will go through a Development Plan Amendment process
- For areas identifying character in our streets and neighbourhoods we will codify this and create overlays
- We will assert the importance of design into our thinking to a greater extent than previously possible
- Further research and consideration on WSUD and GI will occur as we transition to the new planning system.

In terms of opportunity for input, there are two remaining statutory consultation stages leading to the finalisation of the Code. People should be assured there is no threat of any change before those formal timeframes for the new Code are put in place.

Councils will be asked to review Contributory Items, to look at codification and the expression of character and how design can be elevated in the new system. Through these methods we are confident that South Australia's unique character through its streets, suburbs and neighbourhoods is not only preserved but built upon for future generations.

This is an opportunity to show how great not only our suburbs are but how they are going to be in the future.

Michael Lennon

Chair, State Planning Commission

Item No: **14.2**

Subject: **HEALTHY SOUTH RESEARCH PROJECT – A PARTNERSHIP WITH FLINDERS UNIVERSITY**

Date: 14 May 2019

Written By: Manager Community Wellbeing

General Manager: Community Services, Ms M Lock

SUMMARY

The City of Holdfast Bay is partnering with the Southgate Institute at Flinders University to test the feasibility of embedding health in all policies, to ensure healthy urban environments and health focussed community services. The purpose of which is to stem the rapid increase in non-communicable diseases in the southern area of Adelaide. The project has three (3) stages, referred to as “Work Packages”. The third of the three (3) ‘packages’ invites representation and support from Members at a Healthy South Summit towards the end of the 2019 calendar year.

RECOMMENDATION

That Council note the report.

COMMUNITY PLAN

Community: Building a healthy, active and resilient community

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

The key theme of the research is to test the feasibility of embedding health in all policies, to ensure healthy urban environments and community services, with the purpose of stemming the rapid increase in non-communicable diseases in the southern area of Adelaide.

The Health inequality ratio has increased by 43.4% in the last twenty (20) years in the southern region of Adelaide, with chronic diseases such as Diabetes, Chronic Obstructive Pulmonary Disease, Cardiovascular Disease and Mental Illness being the leading causes. These are diseases that can be successfully controlled through lifestyle changes and supportive built environments.

In August 2018 then Chief Executive Officer, Mr Justin Lynch, upon request from Professor Fran Baum from the Southgate Institute at Flinders University, wrote a letter of support for a 'Rapid Applied Research Translation for Health Impact Grant' application, identifying the alignment with Council's Strategic Plan, *Our Place: 2030 Strategic Plan*. The Institute was successful in winning the research grant in January 2019. The project has a twelve (12) month timeline, to be finalised by December 2019.

The Manager Community Wellbeing, Council's representative on the Steering Committee for the project, attended a meeting on Tuesday 19 March 2019. At this meeting, an overview of the project was provided, with timelines and expectations from collaborating partners discussed.

REPORT

The South Australian Public Health Planⁱ 2019-2024 states that "good health and positive wellbeing are essential for any thriving community. Everyday life is improved by public health systems and services that support a clean, safe and healthy environment. In order to develop a sustainable health system for the future, we need to reduce the burden of disease and associated costs to our community by focusing on protecting and promoting health and wellbeing and preventing illness."

The City of Holdfast Bay has an ageing population, with a median age of 46 years, which is higher than the median age for Southern Adelaide (41 years) as a whole. People aged 65+ years make up 23.9% of the population, of which 8% is aged 80 years and older. It is important to note that 28.3% of residents are currently aged 45-64 years. Over the next fifteen (15) to twenty five (25) years, this group will be the aged cohort in Holdfast Bay.

It is well documented that over 75%ⁱⁱ of older Australians wish to remain living independently at home for as long as possible. Those who do move, are usually forced to do so as a result of declining health and even then put off moving for as long as possible, often only moving into residential aged care at the age of 90 years.

Overwhelmingly, the burden of disease in SA is from non-communicable diseases such as Diabetes, Arthritis, Heart Disease and Mental Illness. The challenge is to create healthy communities, where people are at low risk of developing chronic disease.

Health in All Policies (HiAP) is about promoting healthy public policy, based on the understanding that health is not merely the product of health care activities, but is influenced by a wide range of social economic, political, cultural and environmental determinants of health. The South Australian HiAP initiative is an approach to working across Government to better achieve public policy outcomes and deliver co-benefits for agencies involved including improving population health and wellbeing.

One of the priorities of the Healthy South project is focussed on urban planning because of its very significant impact on mental and physical health. Following on from this significant body of work, the South Australian Health in All Policies (HiAP) initiative has already undertaken with the Department of Planning, Transport and Infrastructure (DPTI) in the development of the 30 Year Plan. This element of the project will see the development of a 'Healthy Urban Planning Assessment Tool', to audit how the urban development strategies being implemented in the south align with, or contradict the goals outlined in regional public health plans. The assessment tool will provide implementation-ready advice to the HiAP/DPTI working group, regarding which aspects of implementation are currently working well and should continue, which aspects should be changed and how the required changes can be achieved.

Another priority, is to document and map existing health promotion activities and identify opportunities to remove barriers and increase opportunities for people, to participate in health focussed activities that support the renewed interest in disease prevention and health promotion activity within SA Health. This aspect of the project is in alignment with the Social Needs Analysis project currently being undertaken by the Council and will include collaboration with Alwyndor.

The purpose of the Social Needs Analysis project, commissioned by Council, is to evaluate and determine the value of the community services provided for City of Holdfast Bay residents. The aim is to determine whether the services and programs offered are the right fit for their current residents, and ascertain the demand for these and other services for their community in the future. The Healthy South project data and findings will inform the Council's Social Needs Analysis.

Of particular relevance within the Healthy South project are the three (3) 'Work Packages' that will require support and commitment from the City of Holdfast Bay. Detailed information is provided in the Attachment to this report, but is summarised as follows:

Refer Attachment 1

Work Package 1: Supporting health sector reform and leadership

An audit will be undertaken to map all community services within the southern region, with service providers (including Council), requested to provide information on current service offerings that have a health promotion focus. This will involve interviews and populating a template with relevant information.

Work Package 2: Stewardship for health – creating healthier urban environments to reduce non-communicable disease risk

Development of a healthy urban planning assessment tool, to judge the likely effectiveness of the 30 Year Plan for Greater Adelaide in creating a healthy environment. This will involve interviews and focus groups to develop and test the tool.

Work Package 3: Convening a Healthy South Summit

The culmination of the work undertaken in Work Packages 1 and 2, with findings discussed and recommendations determined through consultation with parties in attendance. The key audience for the summit are 'decision makers' who can influence the implementation of Health in All Policies (HiAP) across the southern region of Adelaide.

The culmination of the work undertaken will be a Healthy South summit, where findings will be discussed and recommendations determined through consultation with parties in attendance.

BUDGET

Council will provide in-kind support with no direct financial contribution to the project.

LIFE CYCLE COSTS

The project will result in strategies to reduce the burden of non-communicable disease across the southern region, which will have a policy implication. All costs are contained within the research grant, with no direct financial cost to Council.

ⁱ State Public Health Plan 2019-2024

ⁱⁱ Housing Decisions of Older Australians (2015)



Funding Application Form

Applications close: 27th August 2018 – 5:00pm ACST

1. TITLE OF PROJECT

Healthy South: Testing the feasibility of the rapid translation of Health in All Policies (HiAP) ideas to create healthy urban environments, create health promoting health services and stem the non-communicable disease epidemic in the southern area of Adelaide

2. CHIEF INVESTIGATOR

NAME: <i>Title / First / Surname</i>	Professor Fran Baum
CONTACT DETAILS: <i>Email/Phone</i>	fran.baum@flinders.edu.au 08 7221 8410
ROLE IN THIS PROJECT:	CI Baum will lead the management of the project, supervise the research staff, liaise regularly with all partners, facilitate PAG meetings, oversee data collection, oversee and co-write project outputs, and facilitate dissemination of findings.
% OF TIME TO BE SPENT ON THIS PROJECT	0.2FTE

Employing Organisation / Institution of CI

(CI is required to be employed by and plan to work within one of the SA Centre partners for the duration of this research)

SA Health (incorporating the LHNs)	<input type="checkbox"/>	SAHMRI	<input type="checkbox"/>
University of Adelaide	<input type="checkbox"/>	University of South Australia	<input type="checkbox"/>
Flinders University	<input checked="" type="checkbox"/>	Cancer Council SA	<input type="checkbox"/>
Adelaide PHN	<input type="checkbox"/>	Country SA PHN	<input type="checkbox"/>
Aboriginal Health Council of SA	<input type="checkbox"/>	Health Consumers Alliance of SA	<input type="checkbox"/>

3. CO-INVESTIGATORS

Our co-investigator team brings a range of experience that is directly relevant to the grant. Collectively the co-investigators bring skills and experience in undertaking translational research concerning the ways in which healthy communities are created and in reorientating health system so that it acts to prevent as well as cure disease (see details of expertise below). The project will build the capacity of several emerging researchers in the field of health policy translation.

The composition of our research team, combined with our project partners, demonstrates a strong collaborative approach. This approach will ensure that the research will be informed by the expertise of experienced researchers, policy makers, health administrators and service providers.



Rapid Applied Research Translation for Health Impact Grant

Title/First Name/ Surname	Current Appointment	Organisational affiliation	Role and expertise to this project (including percentage of time to be spent on this project)
Dr Toni Delany-Crowe	Research Fellow	Southgate Institute for Health, Society and Equity, Flinders University	<p>Expertise: MCR with detailed understanding of HiAP, assessment of public policies, qualitative methods and project management.</p> <p>Role: Management of and data collection on WP2, analysis and writing</p> <p>% of time to be spent on project: 0.4FTE</p>
Dr Helen van Eyk	Senior Research Fellow	Southgate Institute for Health, Society and Equity, Flinders University	<p>Expertise: Health policy analysis, study of health system change process, and detailed understanding of HiAP. HvE brings health systems research experience and senior policy management experience within SA Health.</p> <p>Role: Management of WP1 & 3, analysis and writing WP1</p> <p>% of time to be spent on project: 0.2FTE</p>
Ms Carmel Williams	Manager	Prevention and Population Health Branch, South Australian Department of Health and Wellbeing	<p>Expertise: Health promotion practice, and implementation of HiAP.</p> <p>Role: Engagement in WP2 and advice on WP1&3.</p> <p>% of time to be spent on project: 0.05 FTE</p>
Dr. Toby Freeman	Senior Research Fellow	Southgate Institute for Health, Society and Equity, Flinders University	<p>Expertise: Health service research with a focus on equity since 2002, project management, partnering with Aboriginal health services, policy engagement, knowledge translation, expertise in qualitative and quantitative methods and strong networks and track record in collaborating with health services in the Southern region.</p>

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			<p>Role: Advice on WP1 & 3 and especially on Aboriginal health Time: 0.05FTE</p>
Professor Colin MacDougall	Professor of Public Health		<p>Expertise: Healthy public policy, experience as Chief Planning Officer in the SA Health system (covering the South), and theory and practice of knowledge exchange and transfer.</p> <p>Role: Advice on WP3, interviewing senior policy makers and contribute to analysis and writing. % of time to be spent on the project: 0.2 FTE</p>
Dr Matt Fisher	Senior Research Fellow	Southgate Institute for Health, Society and Equity, Flinders University	<p>Expertise: Health policy and social determinants of health, policy implementation, and expert on policy to address Aboriginal and Torres Strait Islander health and social housing policy.</p> <p>Role: Advice on WP3, interviewing senior policy makers and contribute to analysis and writing. % of time to be spent on project: 0.05FTE</p>
Dr Connie Musolino	Research Officer	Southgate Institute for Health, Society and Equity, Flinders University	<p>Expertise: ECR with qualitative research experience.</p> <p>Role: Research officer % of time to be spent on project: 0.5FTE</p>
Dr Michael McGreevy	Research Associate	Southgate Institute for Health, Society and Equity, Flinders University	<p>Expertise: ECR with expertise in urban planning and detailed understanding of urban planning processes used in state and local government.</p> <p>Role: MM will guide the urban planning aspects of WP2, lead the development of the healthy urban planning tool and assessment of the 30 Year Plan implementation, and conduct interviews.</p>

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			% of time to be spent on project: 0.5FTE
Ms Maria Barredo	A/Regional Manager Clinical Services	Aboriginal Family Clinic Southern Adelaide Local Health Network	Expertise: Expertise in Aboriginal Health service management (8 years) and CQI (in Aboriginal Health), strong understanding of socio-cultural determinants of health and policy implementation (particularly Aboriginal and Torres Strait Islander health). Role: Oversee interviews with Aboriginal Family Clinic staff and focus groups with clients. % of time to be spent on project: 0.05FTE
Professor Paddy Phillips	Chief Medical and Public Health Officer	Department of Health and Wellbeing	Expertise: Public sector leadership in health sector change and executive engagement with HiAP and WHO. Role: Leading translation from each WP to practice % of time to be spent on project: 0.05FTE
Professor Jonathan Craig	Vice President and Executive Dean	College of Medicine and Public Health., Flinders University	Expertise: Academic leader and wide ranging research and education experience. Role: Leading engagement of Flinders Uni College of Medicine and Public Health with this initiative. % of time to be spent on project: 0.05FTE

Yes All Co-investigators listed are aware they have been included in this application and have agreed to participate in this study.

4. HEALTH SERVICES / INDUSTRY INVOLVED IN THIS PROJECT

Name of Health Service/Organisation and potential impact
Southern Area Local Health Network
South Australian Council Of Social Services

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Heart Foundation
Local Government Association of SA
City of Onkaparinga
City of Holdfast Bay
Healthy Cities Onkaparinga

Yes A letter of support from each Health Service or Industry involved in this project has been attached to this application, indicating their agreement to be involved and the expected impact from their perspective.

5. PRIORITY AREAS ASSOCIATED WITH RESEARCH APPLICATION

Please indicate which of the SA Centre Priorities and MRFF Priorities this research application addresses. Please check all applicable.

NOTE: Applications must align with at LEAST ONE SA Centre priority area, as well as at LEAST ONE MRFF priority areas.

SA Centre Priorities	MRFF Priorities
<input type="checkbox"/> Translation of Evidence based practice – To normalise relative utilisation of health services in SA known to be high	<input checked="" type="checkbox"/> Clinical pathways and care transition, building collaboration across the care continuum, enhancing data integration and strengthening health services, implementation, and public and preventative research capacity and activity
<input type="checkbox"/> Translational pipeline – clinical trials; commercialisation	<input type="checkbox"/> Reducing clinical variation, data linkage and integration
<input type="checkbox"/> Data Delivery/Access	<input checked="" type="checkbox"/> Improving the health of vulnerable groups including those with chronic co-morbidities, those towards the end of life and disadvantaged ethnic and Indigenous groups
<input checked="" type="checkbox"/> Development, implementation and audit of evidence-based pathways – for known high morbidity and mortality	<input type="checkbox"/> Wound management
<input type="checkbox"/> Colorectal cancer	
<input checked="" type="checkbox"/> Aboriginal Health	
<input checked="" type="checkbox"/> Healthy Ageing	
<input checked="" type="checkbox"/> Heart Disease and Rehabilitation	
<input checked="" type="checkbox"/> Mental Health	
<input type="checkbox"/> The first 1000 days of life	
<input type="checkbox"/> Stroke	
<input type="checkbox"/> Diabetes	

6. SHORT TITLE OF PROJECT AND PLAIN ENGLISH SUMMARY (*Maximum 300 words*)

Healthy South

This project will examine the feasibility of a Healthy South initiative that will adapt a whole-of-community approach to creating health, wellbeing and low risk environments for non-communicable diseases.

The research will focus on stimulating collaborative both upstream and downstream action and it will examine whether evidence and practice can be rapidly disseminated, while identifying any blocks to doing so. The research will comprise three work packages (WP).

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WP1 will examine the potential for a Healthy South initiative. It will use knowledge transfer and exchange frameworks to enhance and extend upstream activities by mapping existing health promotion activity in southern metropolitan Adelaide; using the epidemiological profile to develop goals; identifying enablers and overcoming barriers to the health system playing a major stewardship role for a Healthy South. It will also examine the social, economic and health system benefits from investments in primary health care that aims to improve population health and health equity, including Aboriginal and Torres Strait Islander health.

WP2 will examine how urban planning (already influenced by the HiAP approach in SA) in the South can shape healthy environments to support residents' wellbeing and reduce risk of NCDs; in particular diabetes, cardiovascular disease and mental illness. It will construct and apply a healthy urban planning assessment tool to judge the likely effectiveness of the 30 Year Plan for Greater Adelaide in creating a healthy environment.

WP3 will use a collaborative process, informed by knowledge transfer and systems approaches, to recommend a plan to improve health equity in the southern area of Adelaide.

The research will produce recommendations for the SA Government, local government and NGOs about practical ways that policy and practice can be improved to support South Australians' wellbeing and reduce the burden of NCDs.

7. IS THIS APPLICATION AN EXTENSION OF AN ACTIVE PROJECT?

If yes, please provide an outline of the active project/program (no more than 200 words), including an indication of existing funding sources.

This project builds on the following recent and active projects:

ARC DP1200101510 assessed Australian health sector policies. The findings revealed that although evidence on the social determinants of health and equity is abundant and often discussed in policy, it is rarely translated into action. This research will inform the project on health system barriers to health promotion.

ARC DP160100244 includes an analysis of all urban planning policies in Australia to determine their potential to promote health. This will inform practice-ready recommendations about how implementation of the SA 30 Year Plan can improve health and equity outcomes.

NHMRC 1027561 highlighted scope for extension of the SA HiAP approach regionally and to improve engagement of local structures including health services, local government, NGOs, and the Aboriginal community.

A PhD study supervised by Baum and Freeman adopted a complex adaptive systems approach and found the crucial element lacking for effective health promotion was health sector leadership (1).

NHMRC 1121092 is working in partnership with the Southern Aboriginal Health Team and this work will build on that collaboration.

The proposed project will provide timely evidence and practice based research translation strategies to apply learnings from all five projects to stimulate change in southern Adelaide.

8. BACKGROUND AND PROJECT PLAN (Maximum 1000 words, with max. of one page of references)

The Project Plan should describe:

- *The problem that is being addressed by the proposal;*
- *The significance of the proposed project and demonstration that it is a key area of need for health system reform/intervention in South Australia;*
- *The proposal's appropriateness for generating significant evidence for policy, service change and/or practice;*



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- *Project design including project objectives, detailed strategies, a clear impact pathway, timeline for delivery and indicators of success;*
- *Timeline and milestones that will be used to determine the progress and success of the project.*

Background

The south of Adelaide has a long internationally recognised history of innovation in health promotion practice including Healthy Cities Onkaparinga (2), innovative community health services (3, 4), community roundtables (5) and local government community development. Concurrently, SA Health has led the world in the development of SA Health in All Policies (SA HiAP). Although there was disinvestment in disease prevention and health promotion activity within SA Health after the McCann review (6), there is now renewed interest in these. Researchers at the Southgate Institute have conducted multiple research projects that can inform the development of this renewed interest and assist the development of a Healthy South initiative. This is supported by the Flinders University College of Medicine and Public Health's social vision and its aim of community engagement and action on health equity.

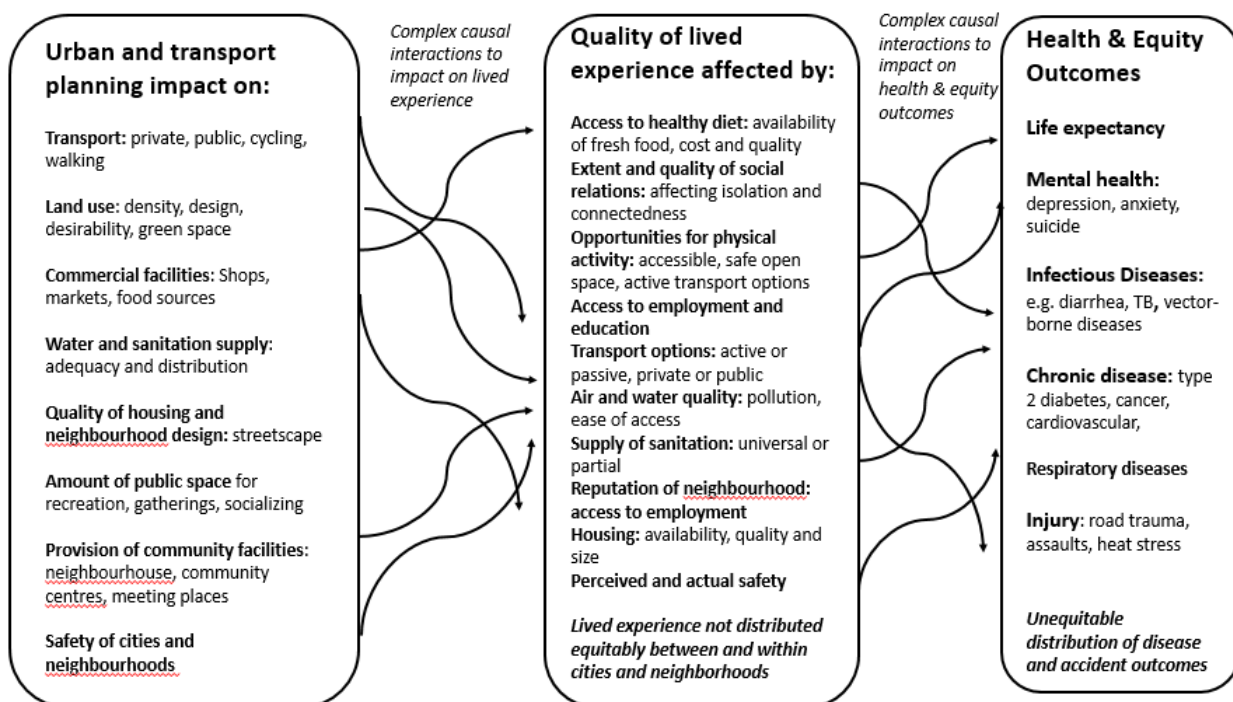
SA Health in All Policies

The SA HiAP initiative from 2007 (7-14) has been effective in shifting thinking and practice towards health promoting action across multiple agencies of the SA Government. SA HiAP works predominantly with State Government sectors other than Health to encourage them to consider health impact in their policy development. The NHMRC evaluation of HiAP noted that the engagement of other sectors of government had been high but there was scope for more formal involvement of health care agencies and of community organisations (7). These aspects will form part of HiAP's future work under the soon to be endorsed WHO Collaborating Centre on HiAP (chaired by CI Phillips) and will become core business activities for the HiAP team.

Stewardship and leadership for health

The WHO (15-17) has long argued that healthy populations are most likely to result when the health sector is able to exert both stewardship and leadership. Stewardship concerns determining and then working to mitigate the health impact of sectors other than Health. Most stewardship concerns upstream action to prevent health problems before they arise (18). Leadership maximises opportunities to prevent disease and promote health within the health system. Both functions hold the promise of creating healthy communities and so reducing the burden on acute care services (19). Equitable engagement with Aboriginal health sector organisations and community members can improve policy development to address Indigenous health (20). Overwhelmingly, the burden of disease in SA is from non-communicable diseases, including mental illness. Our challenge is therefore to create healthy environments that put people at low risk of developing chronic disease. Our focus for achieving healthy stewardship will be on urban planning both because of its very significant impact on mental and physical health (see Figure 1) (21-23) and because SA HiAP has already had significant engagement with the Department of Planning, Transport and Infrastructure (DPTI) and is keen to move this work to a higher level. Our project will help them do this.

Figure 1: Impact of urban planning on health



Source: Baum, forthcoming (24)

Overarching goal

1. Examine the feasibility of a Healthy South initiative which adapts a whole-of-community approach to creating health, wellbeing and low risk environments for non-communicable diseases through upstream and downstream collaborative action.

Objectives

1. Leadership for health (Work Package 1)
 - a. Use the epidemiological profile of the southern population to describe disease patterns, change over time, and health inequities.
 - b. Document and map existing health promotion activity in the southern area of Adelaide.
 - c. Identify the potential for enhancement and extension of health promotion activities.
 - d. Identify the enablers and barriers to health systems stewardship and leadership for a Healthy South and determine ways in which barriers could be overcome.
2. Stewardship for Health (Work Package 2)
 - a. In partnership with SA HiAP examine urban planning and the 30 Year Plan as upstream determinants of health in the south of Adelaide and assess the extent to which they are likely to create environments which are low risk for chronic disease.
3. Healthy South (Work Package 3)
 - a. Use knowledge transfer and exchange principles to determine which structures would best encourage collaborative links between sectors and agencies in the southern region.
 - b. Consult with southern residents about their perspectives on creating a Healthy South.
 - c. Hold a summit to report research results and determine further actions for translation of ideas.

Methods

1. Work Package 1
 - a. Conduct an audit of health promotion activity in the southern area of Adelaide reviewing and assessing relevant documents of service activities, supplement with data from interviews and map the health promotion system using a casual loop diagram.
 - b. Apply the epidemiological profile of the south to describe disease patterns, change over time, and health inequities.

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- c. Conduct interviews (N=30) with actors from local government, NGOs, schools, health services, and state government agencies concerning the enablers and barriers to effective health system leadership and stewardship and how health promotion action could be made more effective.
2. Work Package 2
 - a. Analyse the implementation of the 30 Year Plan and its impact on urban planning by constructing and applying a healthy urban planning assessment tool. The tool will build upon existing research on urban liveability and consider the following elements: housing, street infrastructure (walkability and accessibility), transport, safety, social inclusion, educational facilities, public spaces, leisure and culture, food and natural environments (including green cover) (23, 25-27).
3. Work Package 3
 - a. Desk based assessment and insights from interviews in WP2 concerning optimal structures for health promotion in southern Adelaide developed in consultation with HiAP, SALHN, local government and NGO staff.
 - b. Community consultation (focus groups) including with Aboriginal community (led by CI Barredo).
 - c. Hold a Healthy South Summit (November 2019) to present findings and provide a forum for public discussion.

Timeline

	Jan 19	Feb 19	Mar 19	Apr 19	May 19	June 19	July 19	Aug 19	Sept 19	Oct 19	Nov 19	Dec 19
Ethics applications												
WP1: Mapping health promotion activity												
WP1: Epidemiological profile												
WP1: Interviews												
WP1: Data analysis												
WP1 deliverable: SALHN briefing												
WP2: Develop and apply tool												
WP2: Develop recommendations												
WP2 deliverable: Recommendations & Tool												
WP3: Desktop assessment												
WP3: Community consultations												
WP3: Develop recommendations												
WP3 deliverable: Healthy South Summit												
Whole project deliverable: Final report												
PAG meetings												

9. COLLABORATION ACROSS THE CARE CONTINUUM (*Maximum 500 words*)

This section should describe:

- Existing links to the health service or system in the area need;
- System integration between acute and primary care sectors, where relevant;
- Collaborations with clinicians, policy makers, health administrators, service providers, other researchers and consumers.

A Project Advisory Group (PAG) will advise on project methods and translation of findings. The PAG will be central to the planning of the Healthy Summit and will include representatives of key organisations.

Existing links

The SA HiAP team and Southgate Institute have had a formal partnership since 2009 to evaluate HiAP, resulting in joint publishing and very effective translation of research findings to SA and internationally (especially through CI Williams' training with WHO). Staff at the Southgate Institute have extensive collaborative engagement with organisations in the southern region. These include Holdfast Bay, Marion and Onkaparinga Councils, the southern Aboriginal Health Team, SALHN PHC services and NGOs.

System integration

The project will play a pivotal role in bringing together HiAP and SALHN staff, thereby linking the policy development and acute care functions of the SA Government.

WP1 uses a systems framework to determine the potential for greater health promotion activity in the south. Recent policy drivers suggest that the time is ripe to embark on such an exercise and there is considerable appetite to do so.

WP2 will enable existing collaboration between SA HiAP and DPTI to be further deepened through the development of a healthy urban planning assessment tool, enabling feedback from current practice to the planning system in state and local government to inform decision making taking account of health and equity.

Collaborations

Pre-existing partnerships between the Southgate Institute, SALHN, the SA HiAP team, Adelaide PHN, SACOSS and local government in the south will support the rapid translation of research evidence into policy and practice. The pre-existing partnerships will provide a foundation for effective collaboration, strengthening the focus on healthy public policy in the south, and producing generalisable lessons for the SA metropolitan area.

The project will support HiAP's role in the implementation of the 30 Year Plan, thereby strengthening its focus on the social determinants of health and healthy public policy. Production of practice ready recommendations will strengthen the ongoing collaboration between HiAP and DPTI.

The Heart Foundation has had a long term interest in the impact of urban planning on cardiovascular health and their involvement in this project will strengthen translation of findings into action.

SACOSS, the peak body for the non-government health and community services sector, will provide advice on the social, political, environmental and economic factors which lead to inequitable health outcomes, and will assist translation to NGOs.

Healthy Cities Onkaparinga has a long-standing relationship with Southgate and will advise on community needs and consultation and provide a community perspective on strengthening health promotion and community engagement.

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The Flinders University College of Medicine and Public Health's strategic plan is founded on a social vision. This project will involve medical and public health students in the research, providing opportunities to work in partnership with local community organisations, local governments, SALHN service and SA HiAP.

Collaborations with WHO to translate the knowledge generated from this study to urban regions will enable SA to further develop its reputation for innovative translational research on HiAP and PHC.

10. Please provide a brief justification (no more than 200 words) of how this research project addresses the priority areas identified in Section 4.

This project addresses multiple priority areas. The project will facilitate action to improve urban planning. This will have multiple downstream effects (Figure 1) including prevention of mental and physical chronic disease. Monitoring the impact of the 30 Year Plan on populations living in outer suburbs is essential. Doing so will contribute to understanding about evidence-based pathways between urban environments and high morbidity and mortality. Importantly, our research plan provides capacity to both identify problems, and *stimulate change* in implementation practice. This will be a powerful contributor to health and equity in the south.

This project will address the priority areas through building collaboration for healthy public policy, by assessing the potential for improved systems responses to health promotion and making recommendations for implementation. Fostering stronger linkages between SALHN, HiAP, local government and NGOs will increase the likelihood of the south becoming an exemplary healthy region.

Over the long term, addressing the social determinants of chronic diseases and mental health will lead to reduced hospital demand. This is particularly likely if SALHN are able to reorientate their services towards a PHC model that will prevent or halt the progression of serious, and costly, health problems, such as anxiety and depression.

11. **HEALTH IMPACT OF PROJECT** (*Maximum 1000 words*)

Describe:

- *The anticipated impact on patient care, health service delivery, the health system and/or policy and population health and wellbeing;*

Include details on:

- *Your engagement with and support from health services in SA*
- *How the outcomes will be used to inform or guide sustainable changes to systems or services*
- *How will the evidence be translated into practice*
- *At what scale will the translation take place e.g. host organisation, system-wide, state-wide, possible national linkages*
- *How information on project outcomes will be disseminated to key stakeholders*
- *The transferability, sustainability and scalability of the translation, beyond the project term*

This research will provide a framework and practical recommendations for a Healthy South initiative to create an environment to reduce risk of chronic disease and promote health and wellbeing.

Work Package 1: Supporting health sector reform and leadership

The research will provide an assessment of current SALHN capacity to prevent illness and promote community wellbeing. From this, an Executive level briefing will be written about the potential for SALHN to provide improved leadership and stewardship for health and wellness in the southern region. A key focus of the briefing will be on strategies to reduce the burden of NCDs across the southern region. If adopted this advice will lead to improved health, and reduced health system costs.

The project will also facilitate increased interaction between HiAP and SALHN staff. This will benefit SALHN by generating ideas about how an NCD prevention focus can be integrated with their core business. It will support HiAP staff by improving understanding about how HiAP can usefully contribute to improving health system capacity - an area that is currently underdeveloped in the SA HiAP model. If areas of mutual benefit can be defined, there is a possibility that SALHN would agree to become a Public Health Partner Authority under the SA Public Health Act. This would involve SALHN committing to promoting population health and preventing illness. Such an agreement would ensure sustained interaction and support between HiAP and SALHN. Achieving greater understanding of how a HiAP lens can improve health systems via this research would also provide the basis for eventually broadening the scope of HiAP across health systems in all regions of SA, thereby expanding NCD prevention activity.

Work Package 2: Stewardship for health- Creating healthier urban environments to reduce NCD risk

Figure 1 shows the complex interactions through which the urban environment can contribute to NCD risk, particularly cardiovascular disease, cancer, respiratory disease, depression, anxiety and diabetes. This project will provide an audit of the potential risks generated by current urban planning practice. The healthy planning urban assessment tool will provide implementation-ready advice to the HiAP/DPTI working group overseeing implementation of the 30 Year Plan about which aspects of implementation are currently working well and should continue, which aspects should be changed and how the required changes can be achieved. The research will involve Holdfast Bay, Marion and Onkaparinga Councils in determining how the urban development strategies being implemented in the south align with, or contradict, the goals outlined in their regional public health plans. Recommendations will be provided to the councils about how they can contribute to healthier urban development and about barriers to healthy urban planning.

It is expected that the findings from the tool will influence short and long term implementation practice to foster healthier urban environments, and reduce NCD risk. Evidence produced from the tool will directly support HiAP in their stewardship role by documenting evidence based pathways that can be used immediately to address NCD risk during 30 Year Plan implementation. The audit will also have an impact over the longer term by equipping HiAP staff with the evidence they need to think critically about the adequacy of current urban planning regulations, potentially prompting future advocacy for regulation change to reduce NCD risk even further. While the application of the tool will be focussed in southern metropolitan Adelaide in this study, once developed its use can be extended to other regions. Such extension would address NCD risks across all regions of Adelaide being developed under the 30 Year Plan. The healthy planning urban assessment tool will be available to guide the practice of urban planners. It will provide practical support for urban planners to assess the NCD risks associated with planning processes, and encourage planners to adopt health promoting practices. This tool will support the creation of healthy urban environments well beyond the term of the project. The tool may also be useful in informing future urban planning policy and regulation changes.

The intersectoral policy and practice relevance of both the audit and the planning tool will be ensured by our inclusion of the HiAP manager (CW) and an urban planner (MM) in the project team, the formal support of Holdfast Bay and Onkaparinga Councils and the National Heart Foundation, which has a long-term interest in and commitment to healthy urban environments, and by our regular engagement with the PAG.

Supporting partnerships for NCD prevention

WP1 will consider how other organisations besides SA Health can support illness prevention in the south. This is expected to involve strengthening links between SALHN, HiAP, the LGA, local councils and NGOs in the south to stimulate increased cross-sector illness prevention activity. Our efforts in this area are supported by the composition of the research team and partnership with SALHN CEO, HiAP manager (CW) and Chief Public Health Officer (Phillips) as coinvestigators, Adelaide PHN, SACOSS, the Heart Foundation and Healthy Cities Onkaparinga.

The social vision of Flinders University College of Medicine and Public Health will be central to its strategic plan and this project will allow students to be involved in projects in the south which have health equity and disease prevention at their heart.

Strengthening SA's links to WHO

This project will strengthen synergies between two WHO collaborating centres being negotiated: Flinders University WHO Collaborating Centre on the determinants of health and SA Health Collaborating Centre on

HiAP. This project will enable HiAP to work more closely with a regional health service and so develop their expertise in this area, and the WHO link will enable rapid translation globally.

Convening a Healthy South Summit

Findings will be shared as they emerge e.g. sharing the audit findings with HiAP and DPTI, and through regular briefings to SALHN. The project will culminate in a summit for all key stakeholders in the southern region. At the summit the research team will present findings and facilitate participants to determine how a sustainable health and wellness promotion system can be developed in the south involving multiple partners, potentially led by SALHN and informed by HiAP.

12. PROJECT TEAM (*Maximum 500 words*)

Describe:

- *The skills of the project team*
- *A project team's relevant track record relevant to this project and ability to complete the proposed project within a twelve-month period;*
- *How the team will ensure collaboration with the health services sector to enable impact; and*
- *The potential to build capacity within the project team.*

Skills and track record

Led by CI Baum, Southgate Institute researchers have extensive experience in intersectoral policy research and translation. Their expertise will inform and provide significant resources for the development of the Healthy South initiative. CIs Baum, Freeman and van Eyk have worked extensively in southern Adelaide on applied health system research. Baum's research from the 1980s has produced multiple academic and policy-relevant publications including on Healthy Cities Onkaparinga, and detailed studies of health performance and assessment of PHC services. Freeman managed an NHMRC project on PHC in the south and van Eyk completed a PhD on health service change in the region.

CIs Baum, van Eyk, Delany-Crowe and Williams possess detailed understanding of HiAP and have published widely. Williams manages implementation of HiAP in SA and regularly consults for WHO on HiAP. Williams will provide critical understanding of knowledge translation and leadership on health sector stewardship. Baum has led a 5 year evaluation of HiAP which Delany-Crowe and van Eyk have managed and MacDougall was a CI. This team has combined academic and policy experience in highly translational research presented at an NHMRC translation symposium.

CI Barredo's expertise in Aboriginal Health services will assist in ensuring culturally appropriate research translation.

The CIs are skilled in mixed methods research and policy analysis. Baum, Delany-Crowe, MacDougall, Fisher, McGreevy are currently collaborating on an ARC project examining every urban planning policy in Australia for its health promotion potential.

CI McGreevy brings vital experience in urban planning across SA local and state governments to lead the development of the healthy planning assessment tool.

CI Phillips and Craig hold senior executive positions in the public service and university. They will bring their highly developed leadership and executive skills, and will be crucial to overseeing translation into practice.

Collaboration for impact

The CIs' track records in collaborating with health services in the southern region is crucial to understanding how healthy communities are created and how health systems can prevent as well as cure disease. Collaboration with the health services sector is built into the project as shown by the support offered by SA Health, the SA HiAP team, SALHN and its Aboriginal Health Team.

Promoting health is a task beyond the health sector and the health promotion system involves local government and NGOs. Local government is required to construct health and wellbeing plans and these have potential to enhance the work of health services. SACOSS and the Heart Foundation recognise the importance of this grant to health equity and will assist with translation to health policy.

Potential to build capacity

ECRs and MCRs are involved in all aspects of the research and will gain significant skills in designing and executing policy and practice relevant research. The project will build their capacity in health policy translation, and build collaborations between researchers and the health sector.

Public servants will develop research skills and apply them to their work.

All team members will gain capacity in conducting research designed to translate rapidly into policy and practice.

13. CONSUMER ENGAGEMENT (*Maximum 250 words*)

Describe your consumer and community engagement strategy associated with this project

Work Package 3 will conduct community consultation through the use of focus groups with community members. Given the gap between Aboriginal and non-Aboriginal peoples' life expectancies we are especially keen to consult with Aboriginal people. Subject to ethics approval we will include focus groups with the Aboriginal community through the SALHN Aboriginal Family Clinic, led by CI Barredo. Interviews with key actors from local government, NGOs, schools, health services, and state government agencies will also build the research team's understanding of community members' experience.

A Project Advisory Group (PAG) will be formed involving key stakeholders in the southern area from: SA Health, SAHLN, community and health sector NGOs and southern local government councils. The members will advise the research team on issues in the research environment, and support evidence translation and dissemination. SACOSS, Healthy Cities Onkaparinga and the Heart Foundation work closely with service providers working on the frontline and community members vulnerable to poor health in Adelaide. They have extensive links with community groups and will assist with engagement and dissemination to the broader community.

We will hold a Healthy South Summit in November 2019 to present findings of the research and provide a forum for public discussion. The forum will be open to interested community members. The project team will use their extensive networks in the South to recruit community members including existing links with Health Consumers SA and project partner Healthy Cities Onkaparinga.

14. BUDGET

The budget for this application should be clearly itemised and ranked in terms of priority in the table below.

It is anticipated that this funding scheme will be highly competitive, and the number of applications will exceed funding capacity.

The funds offered will not be supplemented. No additional claims may be made to extend awarded packages. Funding provided will apply for the duration of the award.

Amounts granted are exclusive of GST.

Request for funding for personnel must be fully justified, including the salary requested.

Please add additional lines to the budget table as required.

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BUDGET ITEM (INCLUDING DETAILS) AND SHORT JUSTIFICATION	AMOUNT (\$) REQUESTED
PERSONNEL	
<p>M McGreevy: Research Project Officer: Res A, 0.5FTE, 9mths</p> <p>We require a researcher with expertise in urban planning policy development and implementation to lead development of the healthy urban planning tool and assessment of the 30 Year Plan. As an urban planner with health research experience, McGreevy is well placed to undertake data collection and analysis for WP2, to develop the urban planning tool, to liaise directly with urban planners during translation, and to write up the findings in ways that will be relevant to urban planners. These tasks will require a commitment of 0.5FTE for 9 months. <i>(ESSENTIAL)</i></p>	40,246
<p>CI Barredo: 4 weeks 0.4FTE</p> <p>This funding will be used to buy-out the time of CI Barredo from the SALHN Aboriginal Health Team. She brings expertise and experience working in the Aboriginal Health service of SALHN and will oversee and participate in the research engagement and community consultation of Aboriginal and Torres Strait Islander community members. She and the Aboriginal Health Team will also contribute to the Aboriginal Ethics application, undertake community consultations with Aboriginal communities for WP3, and advise on the overall relevance of research outputs to Aboriginal health services. <i>(ESSENTIAL)</i></p>	3,692
<p>T Delany-Crowe: Research Level B: 0.2FTE 6mths</p> <p>We require an experienced project manager to oversee WP2, who can successfully manage complex, intersectoral translation research. Delany-Crowe has demonstrated success in guiding projects towards direct research translation. In the first 6 months of the project Delany-Crowe will project manage WP2, write ethics applications, liaise with key stakeholders and support McGreevy with tool development and refinement. <i>(ESSENTIAL)</i></p>	14,179
<p>T Delany-Crowe: Research Level B: 0.6FTE 6mths</p> <p>In the second half of the project Delany-Crowe will continue to provide project management for WP2, generate policy ready recommendations, liaise with stakeholders and play a key role in organising the Summit and writing the project report. <i>(ESSENTIAL)</i></p>	42,537
<p>Research Level A: 0.45FTE, 9mths</p> <p>We will require a researcher to undertake work at research Level A for 9 months of the project. In this role the researcher will support the project managers and investigators by contributing to data collection for WPs 1&3, undertaking data analysis, writing the briefings, and contributing to the Summit. <i>(ESSENTIAL)</i></p>	35,971
<p>H van Eyk Level C.4: 0.2FTE, 12mths</p> <p>We require an experienced researcher with high-level expertise in health systems research and practical experience as a senior policy manager in the government sector to oversee the management of WPs 1&3 over the 12-month project. Helen van Eyk brings critical understanding of HiAP which is crucial to this role. The role will include general project management, overseeing data collection, undertaking data analysis, overseeing development of briefings and writing up. <i>(HIGHLY DESIRABLE)</i></p>	22,136
<p>Research Project Support Officer: HEO5, 0.1FTE 12mths</p> <p>We need administrative support, to allow the researchers and CIs to focus on delivering on successful and timely project completion over the 12 month period. In this role the Support Officer will provide administrative support for WPs 1,2 &3, liaise with transcribers, schedule meetings, support the PAG committee, and facilitate Summit preparations. <i>(HIGHLY DESIRABLE)</i></p>	9,202



Rapid Applied Research Translation for Health Impact Grant

SUB TOTAL PERSONNEL	\$167,963
RESEARCH COSTS	
<p>Interviews with Policy Partners:</p> <ul style="list-style-type: none"> • <i>Transcription: 30 x 1hr interviews @ \$2.50/minute = \$4,500</i> • <i>Travel: to conduct 30 interviews, approx. 40kms/interview @ \$0.70/km = \$840</i> <p>Interviews will be audio recorded, and sent to SmartDocs for transcribing. This is necessary so they can be included in the dataset for analysis. Interviews are estimated to take 60 minutes on average and cost \$2.50 per minute. We have used SmartDocs extensively for our transcriptions at Southgate and have found them to be very high quality and reliable. <i>(ESSENTIAL)</i></p>	\$5,340
<p>Focus Groups</p> <ul style="list-style-type: none"> • <i>Transcription: 5 groups, 8 community members per gp, 2hrs ea @ \$3/min = \$1,800</i> • <i>Honorarium: 5 groups, 8 community members per group. 40 vouchers @ \$30ea = \$1,200</i> • <i>Catering: light lunch for 40ppl @ \$20ea = \$800</i> <p>The Focus Groups transcription is estimated to be for 2 hours each and costs \$3 per minute. This is slightly more expensive because of the added complexity of multiple people with different voices.</p> <p>Face to face focus groups are the optimal way to engage with participants and will incur travel costs. Recompense for time is standard practice in research and individuals should not be out of pocket for their efforts at contributing for a public good.</p> <p>A light lunch is requested to stimulate conversation and build rapport <i>(ESSENTIAL)</i></p>	\$3,800
<p>Healthy South Summit</p> <ul style="list-style-type: none"> • <i>Catering \$50/person 70ppl = \$3,500</i> • <i>Room hire = \$650</i> • <i>Audio Visual = \$140</i> • <i>Sundry expenses = \$300</i> <p>The Summit will be focused on stimulating engagement and achieving direct research translation. A small budget is required for a day's catering, room hire at a southern Adelaide location, audio visual equipment and a small budget for Welcome to Country, speaker expenses, and parking. <i>(ESSENTIAL)</i></p>	4,590
SUB TOTAL RESEARCH COSTS	13,730
<p>Infrastructure Levy 10%</p> <p>The University Infrastructure Levy is charged to partly cover the indirect or overhead costs that relate to the general infrastructure associated with the functioning of the University. The costs include but are not necessarily limited to financial, personnel and payroll services, legal, contractual and administrative services, buildings and grounds maintenance, utility costs, library, computing and telecommunications, laboratories, workshops, insurance and indemnity cover. <i>(ESSENTIAL)</i></p>	18,169
TOTAL BUDGET (excluding GST)	\$199,863

Please use this text box if you have additional information to include regarding your budget.



Rapid Applied Research Translation for Health Impact Grant

15. Does this research have potential to leverage additional strategic funding?

Yes

No

Any additional comments – no more than 150 words.

This project has the potential to lead to additional strategic funding relating to the following:

1. Development of the Healthy South concept through project funding to SALHN, local government and NGOs to take the findings from this project and apply to their service planning and development.
2. Research funding applications to further the work on the Healthy Urban Planning Assessment Tool and its application in different settings.
3. Further funding to research the application of HiAP principles and practice to the potential for health sector leadership and stewardship. WHO requires guidance in this area and would be supportive of further research to understand the potential. The NHMRC is the most likely source of funding for further research.



16. CERTIFICATION

Certification by Chief Investigator I certify that all details in this application are correct and agree to carry out the project in accordance with the Rapid Applied Research Translation for Health Impact Guidelines.

SIGNATURE: F.E. Bar.
Chief Investigator

Date: 27 8 18.

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Appendix 1

5 page CV of Lead CI:

Prof Fran Baum

CV of Lead Chief Investigator – Prof Fran Baum (last 5 years, max 5 pages)

Present employment arrangements and position

Fran Baum is a Matthew Flinders Distinguished Professor of Public Health and foundation Director of the Southgate Institute of Health, Society and Equity at Flinders University (since 2009). The Southgate Institute has a core research staff of 24 researchers and a network membership of over 100. Under her leadership, Southgate Institute has gained an international reputation for conducting innovative research on the social and economic determinants of health and being an intellectually vibrant group with strong links to policy makers. Baum has a strong record of mentoring early and mid-career post-doctoral researchers and of supervising doctoral theses. She is a Fellow of the Academy of Social Science in Australia, of the Australia Academy of Health and Medical Science and of the Australia Health Promotion Association. She is a former National President and life member of the Public Health Association of Australia.

Relevance of the expertise to the proposal, including track record of prior collaboration and research translation

Baum's leadership position in applying social science skills to the study of the social and economic determinants of health and health equity in Australia was recognized with the award of an ARC Federation Fellowship focusing on health equity. In 2012 she was appointed as a Matthew Flinders Distinguished Professor by the VC - an award for professors "who are of exceptional eminence and breadth of achievement, and who have made an outstanding contribution to their field of scholarship". Throughout her career Prof Baum has been an advisor to Australian governments and the World Health Organization, and is recognised internationally as shown by her peer nomination as one of top 300 female leaders in global health and frequent invitations to give plenary addresses.

Baum has been advisor and consultant to Australian governments and to WHO on Healthy Cities, Health in All Policies and the social and economic determinants of health and has a strong record of research translation to policy and practice. Most notably she served as a Commissioner on the WHO Commission on Social Determinants of Health (CSDH) which gave her unique insight to international and national policies and practices relating to the social determinants of health and primary health care and provides her with a policy platform she has been able to use in the last five years to promote research translation. She receives many invitations to give keynote and plenary addresses in Australia and overseas, especially from professional associations. Since 2013 she has published 83 journal articles, 8 book chapters and a substantial revision for the 4th Edition of a book, and in December 2018 her new book *Governing for Health* (NY: Oxford University Press) will be published.

Prof Baum was lead investigator on the research project "Does a Health in All Policies approach improve health, wellbeing and equity?", a five year (2012-2017) \$1m NHMRC funded project conducted by the Southgate Institute. Baum led the research team, which included academic researchers and public servants from the Southgate Institute, SA Health and other South Australian, interstate and international institutions. The research drew on policy theory to study the implementation of a complex cross government approach through a retrospective and prospective systematic evaluation of the South Australian HiAP initiative. A theory based program logic model was developed as an innovative mechanism to evaluate HiAP as a complex intersectoral policy process, and to assess its contributions to longer term outcomes. The research was participative and iterative, and involved building and maintaining collaborative relationships between researchers and policy actors to facilitate the co-production of knowledge. The findings from this research form an important backdrop to the current research proposal and will enable Baum and her team to rapidly translate findings to the current proposal. The partnerships forged with the public servants will also continue through this project and assist the translation process.

In the past 5 years Baum has been involved in a number of community and policy engagement exercises. In Sept. 2016 she ran a citizen jury on responses to a Health Impact Assessment of McDonalds Australia. Her NHMRC grant researching Comprehensive PHC involved a close partnership with six PHC sites in SA and the NT including an Aboriginal controlled health service and this project held a number of highly successful research symposium attended by researchers and policy makers. She has also participated in WHO meetings on health systems and health promotion. The CRE Health Equity runs a series of policy engagement events most recently in Adelaide 2017 attended by around 100 policy actors and its panel discussion broadcast on ABC Radio National Big Ideas. She is a founding member of the Social Determinants of Health Alliance and in 2013 spoke at its launch in Parliament House, Canberra. In September 2018 she is leading her research team in hosting three policy transfer events in relation to primary health care: a breakfast in Parliament House in Canberra to be attended by politicians, senior public servants and senior executives of key health NGOs and professional associations; a symposium at ANU in Canberra and in Adelaide.

Evidence of impact and research leadership

Impact on practice and policy: Baum's research has been influential in shaping community health and public health policy in Australia. The research she led on Primary Health Care, Healthy Cities and Health in

All Policies is widely cited and used to develop similar projects in the US, Europe and Asia and by the World Health Organisation. She works closely with policy makers and practitioners in her research and has made an impact through policy symposia and reports which are written for a non-academic audience. Her invitation from the Director General of WHO to become a Commissioner on the Commission on the Social Determinants of Health was in recognition of the policy relevance of her research on the social determinants. She has used this experience as a platform to continue as a highly effective advocate for SDH policies and practice. Under her leadership the Southgate Institute has established a virtual Health Equity Hub which will contain all the policy transfer outputs produced from the Institute's research. This is an example of her ongoing commitment to policy and practice transfer.

Invitations to give keynote addresses: Baum is regularly invited to give keynotes and plenary addresses and has given 52 such presentations since 2013. She views these occasions as a chance to have an impact through presenting the findings from her research. These presentations have been to a wide variety of professional associations including the Australian Health Promotion Association WHO 8th Global Conference on Health Promotion, Institute of Tropical Medicine, Prince Mahidol Award Conference, 6th Global Conference of the Alliance for Healthy Cities, Health Poverty Action UK, Inaugural Susser-Stein Distinguished Lecture Public Health Association of South Africa, NACCHO Annual Members conference, and the National Women's Health Summit.

Media: Baum is regularly interviewed on electronic media about her research and is a regular contributor to blogs including Croakey and The Conversation. In terms of the social determinants of health Baum has made a very significant contribution to national debates about health policy

Highly cited and used textbook: Baum's impact upon University teaching reached thousands in the emerging workforce. Impact data (2014-15) from best-selling textbook *The New Public Health* show sales of 13,411 proving willingness to pay (~A\$140 per copy). Nineteen university subjects adopted the book as set texts, with enrolments between 70-400 students each. At least seven subjects designed curriculum in line with the SDH concepts. NPH is cited in over 1200 publications and is known as "the most comprehensive, authoritative source on 'New' Public Health" (Oxford Uni. Press).

The Southgate Institute was one of the case studies selected by Flinders University to submit to the ARC as evidence of research impact. The following account of its impact under Baum's leadership compiled for the ARC submission indicates the positive perception from a range of policy actors:

It was an immense shift for policymakers to adopt a social model of health, and several organisations confirmed Southgate's role in this. Dr Tessa Boyd-Caine, CEO- Health Justice Australia said: "*In 2009, it was extremely difficult to engage government policy-makers about SDH. The success of research leaders like Fran Baum is evident in the significant shift to acknowledge and incorporate SDH in Government policy and programs across Australia*".

Ross Womersley, CEO, SA Council of Social Service added: "*Southgate's SDH work was instrumental in SACOSS' advocacy, and helped build informed discussion across SA community services. Its leadership and research has been crucial in working to get the health system changed for people experiencing poverty and inequity.*"

Siobhan Harpur, CEO Public Health, Tasmanian Government reports: "*There has been an impact in Tasmania in understanding the determinants of health, which were not routinely considered in State policy- there is a noticeable change in the understanding and use of the language of the determinants and equity.*"

Prof Peter Sainsbury, former Director of Population Health in a NSW Local Health District adds: "*Southgate research has been instrumental in influencing SDH action. Although it takes a while to demonstrate impact on people's health, I believe it influenced planning processes and the built environment in NSW....*"

Southgate's research informed State legislation in 2011. Danny Broderick, Local Government Association (SA), who drafted the legislation, reports: "*Southgate research made a significant contribution to the SA Public Health Act (2011). The SDH focus would have been difficult to progress without Southgate – as reflected in the Minister's speech introducing the legislation, and in the statutory State Public Health Plan (2013) which directs councils' plans.*"

Impact on Local Government also occurred, explained by Marion council Mayor Dr Felicity-Ann Lewis: "*The unrelenting examination of how SDH impact communities has provided critical information for LGs. By collaborating with Southgate, Marion council were able to develop community development processes that are still operating successfully today.*"

Rapid Applied Research Translation for Health Impact Grant

Each of these policy maker testimonies address an area of work (urban planning, health service reorientation to taking account of social determinants of health and the role of local government in health) which are central to the Healthy South proposal.

Leadership: Baum's inspiring leadership and capacity building ability is well-recognised in public health. This is demonstrated by her strong roles in professional and civil society nationally and internationally, including as President of the Public Health Association of Australia and Global Chair of the People's Health Movement. She has led research teams for 30 years with great success and mentored over 100 ECRs and PhDs. In her Institute, young staff are nurtured and inspired to achieve their best (including two ARC Future Fellows). Baum has successfully led large NHMRC and ARC projects for many years with each leading to both academic publications and translational outputs including policy briefs and reports designed for practitioners and policy makers. This project will require careful and considered leadership to simultaneously work with health system, local government and NGO leaders about the value to be gained from an effective health promotion system and to ensure that the research is conducted in a timely manner and is suitable to informing the policy and practice developmental work required. Baum has the skills to do this as shown by her past performance in leading research projects which are able to inform policy debates. The project will offer her the chance to work with ECRs and MCRs in developing skills at research which is able to translate rapidly into practice. She will also use her extensive networks in the southern area of Adelaide, where she has worked for 30 years, to ensure a deep penetration into the relevant networks and to engage key players.

Past grants of relevance to the proposal

From 2013-2017 Baum has generated \$12,185,223 from external peer-reviewed funding and \$2,544,871 from Flinders University internal grants. Most significantly the grants include an NHMRC Centre of Research Excellence on Social Determinants of Health Equity (CRE Health Equity). She led the development of this application as CIA and is co-Director of the Centre. The policy relevance of her CRE is recognized by the fact that former Prime Minister Julia Gillard accepted an invitation to launch it in April 2015. Selected grants from major funding bodies over the past 5 years:

1. DVCR Near Miss funding for NHMRC Project Grant: 2016-2017, "Assessing the health impacts of transnational corporations": F Baum, \$15,380.00
2. Faculty Medicine Nursing and Health Science Seeding Grants: 2016-2017 "Piloting methods to assess the health impacts of transnational corporations in the extractive industry sector". CIs: F Baum, M Fisher, J Anaf. \$19,780
3. ARC Discovery, 2016-2018. Policy orientation of non-health sectors to social determinants of health. F Baum, C MacDougall, P Harris, D Marinova, D McDermott, M Fisher, M Whitehead, PIs: P Sainsbury, C Williams, L Wright, A Krieg. \$699,500.
4. NHMRC CRE, 2015-2020. Centre Of Research Excellence On Social Determinants Of Health Equity (CRESDHE): Policy research on the social determinants of health equity. F Baum, S Friel, A Kay, D McDermott, R Labonte, A Ziersch, L Strazdins, P Harris, T Mackean, L Newman, \$2,471,076
5. NHMRC Project Grant, 2014-2016. Regional Primary Health Care Organisations: population health planning, participation, equity and the extent to which initiatives are comprehensive. F Baum, S Javanparast, J Fuller, R Reed, A Ziersch, T Freeman, T Mackean. \$1,016,001
6. ARC Discovery, 2012-14. Theorising and understanding how policy processes affect uptake of evidence on social determinants of health and equity in Australian health policy, F Baum, C MacDougall, L Newman, D McDermott, J Popay, M Marmot. \$300,000
7. NHMRC Project, 2012-16. Does a Health in All Policies approach improve health, wellbeing and equity? F Baum, E Harris, I Kickbusch, C MacDougall, D McDermott, A Lawless. \$968,325
8. APHCRI, 2012-13. The impact of a Rapid Equity Focussed Health Impact Assessment (EFHIA) on local planning for after hours care to better meet the needs of vulnerable populations. E. Harris, F Baum, M Wise, J Furler, A Lawless, P Harris, B Harris-Roxas, S Denis, L Kemp. \$150,000
9. NHMRC Project Grant 2009-2013. Evaluating the effectiveness of comprehensive primary health care in local communities. F Baum, R Labonté, D Sanders, D Legge, G Jolley, A Lawless, M Bentley. \$1,542,000.
10. ARC Federation Fellowship 2009-2013. Reducing health inequities and social exclusion: improved theory, understanding and policies. F Baum. \$1,638,730.

Past publications of relevance to the proposal

Baum's work is widely cited by other researchers (GS H-index 45). Her widely cited (1221 GS) book, 'The New Public Health', (4th edition, 2016), is a well-reviewed central reference on the political economy of health including the social and economic determinants and includes chapters on the health system and application of health promotion. Since 2013 she has published 83 peer reviewed articles and 2 books and a selection relevant to the proposal are listed here:

Books

1. Baum, F. (2018) *Governing for Health*, New York: Oxford University Press
2. Baum, F. (2016) *The New Public Health* (4th Edition). Melbourne: Oxford University Press:

Refereed Journal articles

1. Schram, A., Friel, S., **Baum, F.**, Freeman, T., Fisher, M. & Harris, P. (2018) Digital infrastructure as a determinant of health equity: an Australian case study of the implementation of the National Broadband Network. *Australian Journal of Public Administration*. DOI: doi.org/10.1111/1467-8500.12323
2. Freeman, T., Fisher, M., **Baum, F.**, & Friel, S. (2018) Healthy Infrastructure: Australian National Broadband Network policy implementation and its importance to health equity. *Information, Communication, and Society*. pp 1-18. DOI: 10.1080/1369118X.2018.1434555
3. Lee, J., Schram, A., Riley, E., Harris, P., **Baum, F.** et al. (2018) Addressing health equity through action on the social determinants of health: a global review of policy outcome evaluation methods. *International Journal of Health Policy and Management*, 7(7): 581–592, doi: <https://doi.org/10.15171/ijhpm.2018.04>
4. Anaf, J., **Baum, F.** and Fisher, M. (2018) A citizens' jury on regulation of McDonald's products and operations in Australia in response to a corporate health impact assessment. *Australian & New Zealand Journal of Public Health*. Doi: 10.1111/1753-6405.12769
5. Bentley, M.W., Freeman, T.A., **Baum, F.E.** and Javanparast, S. (2018). Interprofessional teamwork in comprehensive primary healthcare services: Findings from a mixed methods study. *Journal of Interprofessional Care*, 32(3): 274-283.
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7. Freeman, T., Javanparast, S., **Baum, F.** A Ziersch, T Mackean. (2018) A framework for regional primary health care to organise actions to address health inequities, *International Journal of Public Health*. 63(5): 567-575. doi 10.1007/s00038-018-1083-9
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9. **Baum, F.** and Friel, S. (2018) Politics, policies and processes: a multidisciplinary and multi-methods research program on policies on the social determinants of health inequity in Australia. *BMJ Open*, 7(12): e017772. Doi:10.1136/bmjopen-2017-017772
10. Baker, P., Friel, S., Kay, A., **Baum, F.**, Strazdins, L. et al. (2018). 'What Enables and Constrains the Inclusion of the Social Determinants of Health Inequities in Government Policy Agendas? A Narrative Review', *International Journal of Health Policy and Management*, 7(2): 101-111, Doi: <http://dx.doi.org/10.15171/ijhpm.2017.130>
11. Riley, E., Harris, P., Sainsbury, P., Kent, J. & **Baum, F.** (2018). Including health in environmental impact assessments of three mega transport projects in Sydney, Australia: a critical, institutional, analysis. *Environmental Impact Assessment Review*. Vol 68, 109-116. Doi 10.1016/j.eiar.2017.09.002
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13. Henderson, J., Javanparast, S., Mackean, T., Freeman, T., **Baum, F.** et al. (2018) Commissioning and equity in primary care in Australia: views from Primary Health Networks, *Health & Social Care in the Community*, 26(1): 80-89, DOI: 10.1111/hsc.12464
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17. **Baum, F.** and Friel, S. (2017) Politics, policies and processes: a multidisciplinary and multi-methods research program on policies on the social determinants of health inequity in Australia. *BMJ Open*, 7(12) e017772. doi:10.1136/bmjopen-2017-017772
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20. Harris, P., Kent, J., Sainsbury, P., Thow, A. M., **Baum, F.** et al. (2017) Creating 'healthy built environment' legislation in Australia; a policy analysis. *Health Promotion International*. doi: 10.1093/heapro/dax055
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Appendix 2

Signed Letters of Support

- 1. The Heart Foundation**
- 2. City of Holdfast Bay**
- 3. Healthy Cities Onkaparinga**
- 4. City of Onkaparinga**
- 5. Southern Adelaide Local Health Network (SALHN)**
- 6. Local Government Association of SA**
- 7. South Australian Council Of Social Service (SACOSS)**



22nd August 2018

Prof. Fran Baum
Southgate Institute for Health, Society, and Equity
Flinders University
GPO Box 2100
ADELAIDE SA 5001

National Heart Foundation
of Australia (South Australian
Division) Inc
ABN 70 140 886 652

155-159 Hutt Street
Adelaide SA 5000

PO Box 7174 Hutt Street
Adelaide SA 5000

Telephone (08) 8224 2888
Facsimile (08) 8223 1416

For heart health information
1300 36 27 87
www.heartfoundation.org.au

Dear Fran,

Re: Heart Foundation support for *Healthy South: Testing the feasibility of the rapid translation of HiAP ideas to create healthy urban environments, create health promoting health services and stem the non-communicable disease epidemic in the southern area of Adelaide.*

I am pleased to offer Heart Foundation SA support for your research funding application.

The Heart Foundation is a charity dedicated to fighting the single biggest killer of Australians – Heart Disease. For over 50 years, we've led the battle to save lives and improve the heart health of all Australians. Our strategy is underpinned by five pillars: Prevention, Support and Care, Research, Strengthening our Organisation and Our People.

The Heart Foundation has had a long-term interest in the impact of urban planning on cardiovascular health as demonstrated through our multiple policy recommendations, guidelines and tools (*Healthy Spaces and Places, 2009; Evidence Review: Low Density Development, 2014; Healthy by Design – SA, 2012 and our Healthy Active by Design website*). In South Australia we have worked consistently alongside academics, local and state government departments, the health sector and consumers to advocate for healthy urban environments. We see this project as an extension of our research and advocacy work.

The Heart Foundations' role in this project will be to offer guidance and support through membership on the Project Advisory Committee. We expect that the findings of this project will deliver the following benefits:

- Build local collaboration with health services, community organisations, local government, policy actors and academics to increase upstream evidence to improve health, particularly for vulnerable groups in South Australia;
- Lead to preventative research and activity through examining the health and equity implications of the 30-Year Plan for Greater Adelaide for the Southern Metropolitan Area;
- Raise awareness of the built environment and its importance in relation to health.

If you have any questions, please contact Tuesday Udell on tuesday.udell@heartfoundation.org.au

Yours sincerely,

Imelda Lynch
Chief Executive Officer
Heart Foundation SA



holdfast.sa.gov.au

Brighton Civic Centre 24 Jetty Road, Brighton SA 5048

PO Box 19 Brighton SA 5048

P 08 8229 9999 F 08 8298 4561

Glenelg Customer Service Centre and Library

2 Colley Terrace, Glenelg SA 5045

23 August 2018

Prof. Fran Baum
Southgate Institute for Health, Society, and Equity
Flinders University
GPO Box 2100
Adelaide SA 5001

Dear Fran,

Re: Provision of support for the project *Healthy South: Testing the feasibility of the rapid translation of HiAP ideas to create healthy urban environments, create health promoting health services and stem the non-communicable disease epidemic in the southern area of Adelaide*

I am pleased to support your application for research funding for the project named above.

This project will consider how a Health in All Policies (HiAP) approach can be applied to improve health in the Southern metropolitan area of Adelaide. The project will focus on achieving rapid evidence translation to influence upstream social determinants of health and stimulate downstream action.

This research proposal aligns with many of the key objectives outlined in the five focus areas of the City of Holdfast Bay's *Our Place: 2030 Strategic Plan*. These include building an active, healthy community and creating an accessible, vibrant, walkable and safe coastal city.

The City of Holdfast Bay council has a strong track record of working collaboratively with education and research institutions on projects that directly benefit the community. It is our belief that the results of this research will again be of great interest to community members in the Holdfast Bay City area. We expect that the findings of this project will deliver the following benefits:

- Improve community consultation processes with local government and the health sector in the development of health policy and illness prevention
- Strengthen practice in creating healthy urban environments in the City of Holdfast Bay
- Inform ongoing implementation of the 30 Year Plan in Southern Adelaide

If you have any questions, please contact Ms Monica du Plessis, Manager Community Wellbeing.

Yours sincerely,

Justin Lynch
Chief Executive Officer



Prof. Fran Baum
Southgate Institute for Health, Society, and Equity
Flinders University
GPO Box 2100
Adelaide SA 5001

**Healthy Cities Onkaparinga
c/- 98 Brentwood Drive
Huntfield Heights
SA 5163**

24th August 2018

Dear Fran,

Re: *Testing the feasibility of the rapid translation of HiAP ideas to create healthy urban environments, create health promoting health services and stem the non-communicable disease epidemic in the southern area of Adelaide- Healthy Cities Onkaparinga support*

We are writing to confirm our support for the above named grant application to The SA Academic Health Science and Translation Centre. The project is led by Flinders University, Southgate Institute for Health, Society, and Equity.

The project aims to examine how a Health in All Policies approach can improve health in the Southern metropolitan area of Adelaide. It will focus on delivering rapid evidence translation to influence upstream social determinants of health and stimulate downstream action.

Healthy Cities Onkaparinga (formerly Healthy Cities Noarlunga) is a coalition of agencies and community members, which addresses health issues using the World Health Organisation's 'Ottawa Charter for Health Promotion' as its primary reference. We provide community members with the opportunity to raise important health issues with representatives from the public and private sectors and we work with these groups to address the health issues. Healthy Cities projects promote innovation and change in local health policy and advocate new approaches to public health.

Healthy Cities Onkaparinga will contribute to the project through the Project Advisory Committee, advising on the potential impacts of the 30 Year Plan for Greater Adelaide on Onkaparinga community members and population health. We will also advise on appropriate strategies for increasing community engagement with SALHN.

We expect that the findings of this project will deliver the following benefits

- Improve community, local government and health sector consultation processes with local government on population health and health equity issues
- Support local collaborations to work towards NCD prevention
- Improve mechanisms for community engagement with SALHN
- Increase opportunities for all sectors of government and community to collaborate on planning, implementing and monitoring Health in All Policies approaches.

If you have any questions, please contact me at gwyn.jolley@flinders.edu.au

Yours sincerely,



Dr Gwyn Jolley
Deputy Chair, Healthy Cities Onkaparinga



Your Ref:

Our Ref:

24 August 2018

Prof. Fran Baum
Southgate Institute for Health, Society, and Equity
Flinders University
GPO Box 2100
Adelaide SA 5001

Dear Fran,

Re: Letter of support for *Healthy South: Testing the feasibility of the rapid translation of HiAP ideas to create healthy urban environments, create health promoting health services and stem the non-communicable disease epidemic in the southern area of Adelaide*

We support your application for research funding from the SA Academic Health Science and Translation Centre for the project named above.

The City of Onkaparinga is the largest metropolitan council in South Australia and covers a varied landscape including central and southern suburban areas, and rural and urban areas along the southern coast. We have many public health challenges and opportunities in relation to urban design.

Onkaparinga 2035 is our community plan that sets a vision for the region and sets direction for responding to the social, economic and political needs of our communities. In relation to realising the vision of the plan of Strong Vibrant Communities, the impacts of 30 Year Plan for Greater Adelaide on population health and health equity in our region are of particular interest to us.

We are very interested to stay abreast of your research findings as they emerge, and to ensure the project is being undertaken in ways that best support the needs of our communities in Onkaparinga.

Among other positive impacts we ultimately anticipate that the findings of this project will provide pathways to improved public health outcomes for southern communities through better recognition of the impacts of urban form on wellbeing.

For any further contact regarding our support of the funding application and project please contact me on 8384 0192 or mike.brown@onkaparinga.sa.gov.au

Yours sincerely

Mike Brown
Social Planner



City of Onkaparinga
PO Box 1
Noarlunga Centre
South Australia 5168
www.onkaparingacity.com

Noarlunga office
Ramsay Place
Noarlunga Centre
Telephone (08) 8384 0666
Facsimile (08) 8382 8744

Aberfoyle Park office
The Hub
Aberfoyle Park
Telephone (08) 8384 0666
Facsimile (08) 8382 8744

Willunga office
St Peters Terrace
Willunga
Telephone (08) 8384 0666
Facsimile (08) 8382 8744

Woodcroft office
175 Bains Road
Morphett Vale
Telephone (08) 8384 0666
Facsimile (08) 8382 8744



SALHN Doc no: A993710

SOUTHERN ADELAIDE LOCAL HEALTH NETWORK
CHIEF EXECUTIVE OFFICER

Adjunct Professor Susan O'Neill

Flinders Medical Centre
Level 2, Office of the Chief Executive Officer
Flinders Drive, Bedford Park SA 5042

Professor Fran Baum
Southgate Institute for Health, Society, and Equity
Flinders University
GPO Box 2100
Adelaide SA 5001

Tel: (08) 8204 4066
Fax: (08) 8204 5834

Dear Professor Baum

LETTER OF SUPPORT FOR: WOULD A SYSTEM WIDE APPLICATION OF A SOCIAL HEALTH SCREENING TOOL, IMPROVE PATIENT CARE AND MAKE THE SA HEALTH SYSTEM MORE SENSITIVE TO THE EFFECTS OF THE SOCIAL DETERMINANTS OF HEALTH?

Southern Adelaide Local Health Network (SALHN) provides care for more than 350 000 people living in the southern metropolitan area of Adelaide, as well as providing a number of state-wide services, and services to those in regional areas. More than 7 000 skilled staff provide high quality patient care, education, research and health-promoting services. A main objective of SALHN is for public health services in the southern Adelaide region to focus on improving patients' access and flow to ensure quality service delivery for the community.

The project aims to collect brief social health information from consenting patients in a number of clinical settings in metropolitan Adelaide, to determine its usefulness in helping health professionals understand how social and economic factors affect patients' health. The study will explore if health professionals can use this information in clinical settings to give individualised advice and make referrals to non-medical services and community supports, to ease the effects of these social conditions and provide the best care possible.

The social health tool will be piloted in clinical settings within SALHN sites, including the Margaret Tobin Centre, Marion GP Plus and the Flinders Centre for Innovation in Cancer.

The aim is to generate evidence on the efficacy of the social health screening tool (SHST) to aid patient care and recovery in clinical settings and to demonstrate the value of integrating SHST data into the patient electronic health records in the future. SALHN staff will offer advisory support to the research team and contribute to research translation.

We expect the findings of this of this project will deliver the following benefits:

Health system impacts

- Collecting SHST data would help identify which social determinants affect the likelihood of readmission to hospital and frequent users of health services.
- This data would generate significant evidence to inform policy and direct future service and practice.
- A systematic approach to collecting this data may improve time efficiency in busy clinics.

If you have any questions, please do not hesitate to contact me.

Yours sincerely



Adjunct Professor Susan O'Neill
Chief Executive Officer
Southern Adelaide Local Health Network

27 August 2018

In reply please quote our reference: ECM 664891 LB

27 August 2018

Prof. Fran Baum
Southgate Institute for Health, Society, and Equity
Flinders University
GPO Box 2100
Adelaide SA 5001

Dear Professor Baum

LGA support for Healthy South: Testing the feasibility of the rapid translation of HiAP ideas to create healthy urban environments, create health promoting health services and stem the non-communicable disease epidemic in the southern area of Adelaide

I am pleased to support the Flinders University Southgate Institute in their application for research funding from the SA Academic Health Science and Translation Centre.

The Local Government Association (LGA) of South Australia is a membership organisation which provides quality service and leadership relevant to the needs of our 68 member councils for the benefit of the South Australian community. This research project aims to examine how health can be promoted in the South, particularly via stimulating health promoting urban design. The project will focus on delivering rapid evidence translation, which will support the work of the LGA and South Australian councils.

The LGA will contribute to the project via participation on the Project Advisory Committee. This role suits the LGA because we are in a strong position to support the dissemination of findings through our extensive local government networks and we are committed to providing leadership on health prevention, for example assisting councils with their Regional Public Health Plans.

We anticipate that the findings of this project will deliver the following benefits:

- stimulate illness prevention activity at the local level by examining the health and equity implications of the 30 Year Plan for Greater Adelaide for the southern metropolitan area, and informing future policy implementation;
- providing a tool that can provide practical support to enhance urban design; and
- the research will inform LGA advice about how urban development strategies can be implemented by local government in the South Australia.

If you have any questions, please contact me on the details below.

Yours sincerely



Lea Bacon
Director Policy

Telephone: (08) 8224 2025

Email: lea.bacon@lga.sa.gov.au

Prof. Fran Baum
Southgate Institute for Health, Society, and Equity
Flinders University
GPO Box 2100
Adelaide SA 5001



Marjorie Black House
47 King William Road
Unley SA 5061

P. 08 8305 4222
F. 08 8272 9500
E. sacoss@sacoss.org.au
www.sacoss.org.au

ABN 93 197 662 296

22 August 2018

Dear Fran,

Re: Letter of support for *Healthy South: Testing the feasibility of the rapid translation of HiAP ideas to create healthy urban environments, create health promoting health services and stem the non-communicable disease epidemic in the southern area of Adelaide*

I am pleased to offer our organisational support for, and collaboration on, the proposed research translation project.

The South Australian Council of Social Service (SACOSS) is the peak body for the non-government health and community services sector in South Australia. SACOSS is a powerful and representative voice that leads and supports our community to take actions that achieve our vision of equity, justice, opportunity and shared wealth for all South Australians.

This project will consider whether a Health in All Policies (HiAP) approach can be applied to improve health in the Southern metropolitan area of Adelaide. It will focus on achieving rapid evidence translation to influence upstream social determinants of health and stimulate downstream action.

SACOSS will contribute to the project by participating on the Project Advisory Committee; providing advice to the research team on the research environment, providing feedback on research findings, participating in the Healthy South Summit, and supporting dissemination of results. SACOSS is in a strong position to support the analysis and dissemination of findings through our wide networks, and our extensive experience in tackling inequities in South Australia.

It is our belief that the results of this research will be of great interest to community members, health sector organisations and governments. We expect that the findings of this project will deliver the following benefits.

- Improve community consultation processes in the development of health policy and illness prevention
- Provide evidence to support advocacy within the non-government sector

- Build local collaboration with health services, community organisations, local government, policy actors and academics to increase upstream evidence to improve health, particularly for vulnerable groups in South Australia
- Lead to preventative research and activity through examining the health and equity implications of the 30 Year Plan for Greater Adelaide for the southern metropolitan area

Furthermore, this research will enable SACOSS to continue working with the Southgate Institute and it will strengthen our links with other stakeholders in South Australia.

If you have any questions, please contact SACOSS Health Policy Lead – Dr Catherine Earl, email catherine@sacoss.org.au or phone 8305 4225.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Ross Womersley', with a large, sweeping flourish at the end.

Ross Womersley,
Chief Executive Officer
South Australian Council of Social Service



holdfast.sa.gov.au

Brighton Civic Centre 24 Jetty Road, Brighton SA 5048

PO Box 19 Brighton SA 5048

P 08 8229 9999 F 08 8298 4561

Glenelg Customer Service Centre and Library

2 Colley Terrace, Glenelg SA 5045

23 August 2018

Prof. Fran Baum
Southgate Institute for Health, Society, and Equity
Flinders University
GPO Box 2100
Adelaide SA 5001

Dear Fran,

Re: Provision of support for the project *Healthy South: Testing the feasibility of the rapid translation of HiAP ideas to create healthy urban environments, create health promoting health services and stem the non-communicable disease epidemic in the southern area of Adelaide*

I am pleased to support your application for research funding for the project named above.

This project will consider how a Health in All Policies (HiAP) approach can be applied to improve health in the Southern metropolitan area of Adelaide. The project will focus on achieving rapid evidence translation to influence upstream social determinants of health and stimulate downstream action.

This research proposal aligns with many of the key objectives outlined in the five focus areas of the City of Holdfast Bay's *Our Place: 2030 Strategic Plan*. These include building an active, healthy community and creating an accessible, vibrant, walkable and safe coastal city.

The City of Holdfast Bay council has a strong track record of working collaboratively with education and research institutions on projects that directly benefit the community. It is our belief that the results of this research will again be of great interest to community members in the Holdfast Bay City area. We expect that the findings of this project will deliver the following benefits:

- Improve community consultation processes with local government and the health sector in the development of health policy and illness prevention
- Strengthen practice in creating healthy urban environments in the City of Holdfast Bay
- Inform ongoing implementation of the 30 Year Plan in Southern Adelaide

If you have any questions, please contact Ms Monica du Plessis, Manager Community Wellbeing.

Yours sincerely,

Justin Lynch
Chief Executive Officer



Item No: **14.3**

Subject: **GLENELG OVAL MASTER PLAN – STAGE ONE**

Date: 14 May 2019

Written By: Community Recreation and Sport Coordinator

General Manager: Community Services, Ms M Lock

SUMMARY

The endorsed Glenelg Oval Master Plan 2017 provides the long term vision for the development of this site, its implementation is estimated at \$20 million. The Master Plan's implementation has been divided into three (3) stages, Stage One (1) incorporating the Holdfast Tennis Club; Margaret Messenger Reserve; and improvements to on street car parking. The New Initiative Bid currently under consideration for the implementation of Stage One (1) covers the Holdfast Tennis Club works only.

In previous reports to Council, various grant opportunities were identified and applied for, to assist with the costs of implementing this stage of the Master Plan. This report provides an overview of:

- External funding opportunities explored;
 - Works to be undertaken utilising funds allocated by Council in the 2018/2019 budget;
 - The New Initiative Bid currently under consideration in the 2019/2020 Annual Business Plan Budget process; and
 - The scope of works proposed to be undertaken in 2019/2020.
-

RECOMMENDATION

That Council note the report.

COMMUNITY PLAN

Community: Building a healthy, active and resilient community
Community: Providing welcoming and accessible facilities
Community: Fostering an engaged and contributing community

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

The Holdfast Tennis Club redevelopment, identified as key works of Stage One (1) of the Glenelg Oval Master Plan, will result in the:

- Replacement of the existing clubroom;
- Realignment and resurfacing of the eight (8) tennis courts;
- Fencing replacement; and
- Provision of upgraded lighting to six (6) tennis courts.

The cost of these works being in the vicinity of \$890,000. These works are required as the clubroom has reached the end of its useful life and existing courts do not comply with Tennis Australia guidelines. Various funding sources were identified to assist with the costs of undertaking these works. At its meeting on 26 September 2017, Council resolved:

- “1. Approves external funding proposals be submitted to the Office for Recreation and Sport in October 2017 and February 2018 for the redevelopment of the tennis courts and clubrooms at Holdfast Tennis Club.
2. Commit to \$255,690 in the 2018/19 budget subject to 50% funding being approved through the Office for Recreation and Sport to redevelop the Holdfast Tennis Clubrooms.
3. Consider the funding requirements in future annual budget processes to upgrade the Holdfast Tennis Club courts, clubrooms and outstanding elements of the stage 1 Glenelg Oval Masterplan.”

Funding applications were submitted to the State Government (Office for Recreation, Sport and Racing), the Federal Government (Sport Infrastructure Grant Program) and to Tennis Australia's Court Rebate Scheme. All funding applications submitted to the State and Federal Governments have been unsuccessful. Funding has been approved from Tennis Australia's Court Rebate Scheme, for \$15,000.

REPORT

Master Plan

Glenelg Oval, is a highly valued facility, providing a wide range of community, sporting and recreational pursuits and is one (1) of three (3) sporting hubs within the City of Holdfast Bay. A Master Plan for this site was undertaken and subsequently endorsed by Council (C110717/848, 11 July 2017) providing a long term vision for this precinct's ongoing use and development.

The project cost of the proposed Master Plan is estimated at \$20 million and would require a significant financial contribution from Council and external funding from various State and Federal funding programs to undertake all stages of the Master Plan. With this in mind, the Master Plan's implementation was divided into three (3) stages, demonstrated in Attachment 1 of this report.

Refer Attachment 1

Stage One (1) of the Plan's implementation incorporates the entire eastern zone of the precinct and includes the:

- Redevelopment of Holdfast Tennis Club;
- Upgrade of the Margaret Messenger Reserve; and
- Improved on street car parking.

External Funding Opportunities

Various funding opportunities for Stage One (1) were identified and reported to Council, it was anticipated that these funding sources could generate in the vicinity of \$700,000. As per the Council Resolution (C260917/916, 26 September 2017), Administration submitted applications to the State and Federal Governments and Tennis SA.

Three (3) applications have been submitted to the Office for Recreation, Sport and Racing, via the:

- Sporting Surfaces Funding Program - a once off grant program offered in 2017/18 for the establishment/replacement of sporting playing surfaces, to increase grassroots and female participation in sport; and
- Community Recreation and Sport Facilities Funding Program – applications for up to 50% of the total project cost for major sporting facility developments with committed matched funding for the remaining project costs.

Applications sought funding for the redevelopment of the Holdfast Tennis clubroom, lighting and fencing upgrades with an estimated cost of \$511,380. Council's contribution needed to be 50% of this total cost, therefore Council committed \$255,690 in the 2017/18 budget for these works. Unfortunately these applications were unsuccessful. Feedback provided was that the:

- Funding rounds were oversubscribed; and
- Redevelopment of this facility catered only for tennis and the courts were not multipurpose (i.e not shared with a netball or basketball club).

An application was also submitted to the Federal Government through the Sport Infrastructure Grant Program. Advice received on the 22 December 2018, was that the application:

- Was unsuccessful in the first funding round due to the program being oversubscribed by \$300 million; and
- Remains eligible for consideration in the second funding round.

Further advice was received from the Federal Government on 29 April 2019 that the:

- Application was not successful in the second funding round;
- Grant program experienced overwhelming interest with over 2,050 applications totalling over \$396 million; and
- Funding body cannot provide individual feedback on unsuccessful applications.

An application was made to the Tennis Australia's National Court Rebate Scheme resulting in the allocation of \$15,000 for the court upgrade, noting this is the maximum level of funding available. The intention of this funding being to enable the provision of 'Hot Shots' line marking, supporting the provision junior tennis participation programs at this facility.

Project Timelines

It is noted that some of the works originally proposed to be incorporated in Stage One (1) are reliant on works being undertaken in later stages of the Master Plan's implementation. As a result some of these works will need to be deferred, meaning that Stage One (1) will be implemented in two (2) phases:

- Priority works (Stage 1A) – the redevelopment of Holdfast Tennis Club; and
- Works deferred (Stage 1B) - upgrade to Margaret Messenger Reserve, improvements to on street parking and the off-street parking. The off-street parking is reliant on the relocation of the visitor change rooms (the old St Johns building) which cannot occur until the completion of Stage Two (2), but will require being funded as part of Stage Two (2).

The timing of works to be undertaken in Stage One A (1A) are proposed as follows:

- Task 1 - Concept finalisation
Timeframe: completed
The preliminary concept designs of the works to the clubroom and courts are illustrated in Attachment 2 of this report. It is noted that these illustrations are indicative only and will be used to inform the development of detailed designs.

Refer Attachment 2

- Task 2 - Detailed design
Timeframe: completion July 2019
Scope of works: development of detailed designs for the:
 - clubroom;
 - courts - including drainage; and
 - civil works - which includes fencing, tennis court lighting, landscaping.

These works will utilize Council funding in the 2018/2019 budget, noting that some of these funds will need to be carried forward to the 2019/2020.

- Task 3 - Procurement
Timeframe: completion September 2019

- Task 4 - Construction
Timeframe: Anticipated completion September 2020
Works to be completed within twelve (12) months to minimise displacement of the club during the tennis season. It is noted that works will be undertaken over two (2) financial years.

Consultation

The following consultation will be undertaken through the implementation of Stage 1A of the Master Plan's implementation:

- Tennis Club and Tennis Australia – will be involved in the design process to ensure that the clubroom and court designs comply with Tennis Australia guidelines and club needs. The Club will also receive regular briefings and updates in relation to the timing of construction works;
- Building and planning approvals – consultation with residents living in proximity to the courts will receive notifications in relation to the installation of the new court lights and the clubroom design and construction;
- Glenelg Football Club – meetings will be held with the club in relation to the earth works required to be undertaken on the oval mounding and the relocation of existing advertising signage;
- Your View – project updates will be provided, a similar approach to that taken for the Brighton Oval Master Plan's implementation; and
- Elected Member project brief to Council on the status of the project and the provision of detailed designs.

BUDGET

As the final funding application to the Sport Infrastructure Grant Program has been unsuccessful all external funding opportunities for this project have been exhausted, meaning Council will have to provide all remaining funds to undertake the works proposed.

The preliminary designs (Attachment 2) and cost estimates have been used to inform the New Initiative Bid (bid number PA00065) for \$889,900 submitted for consideration in the 2019/2020 budget process.

Council has allocated \$100,000 in 2018/2019 for this project, with these funds to be utilised in coming months for the development of detailed designs for the clubroom and the tennis courts. The development of these designs will be undertaken in consultation with the Tennis Club's designated representatives.

It is noted that in the 2017/18 budget Council also allocated \$255,690 for the redevelopment of the Holdfast Tennis clubroom, lighting and fencing. These funds have not been used as works could not proceed until the outcome of the Office Recreation, Sport and Racing funding applications was known. These funds will not be required as the applications were unsuccessful and the New Initiative Bid (PO00065) is for the total cost of works for the Holdfast Tennis Club upgrades.

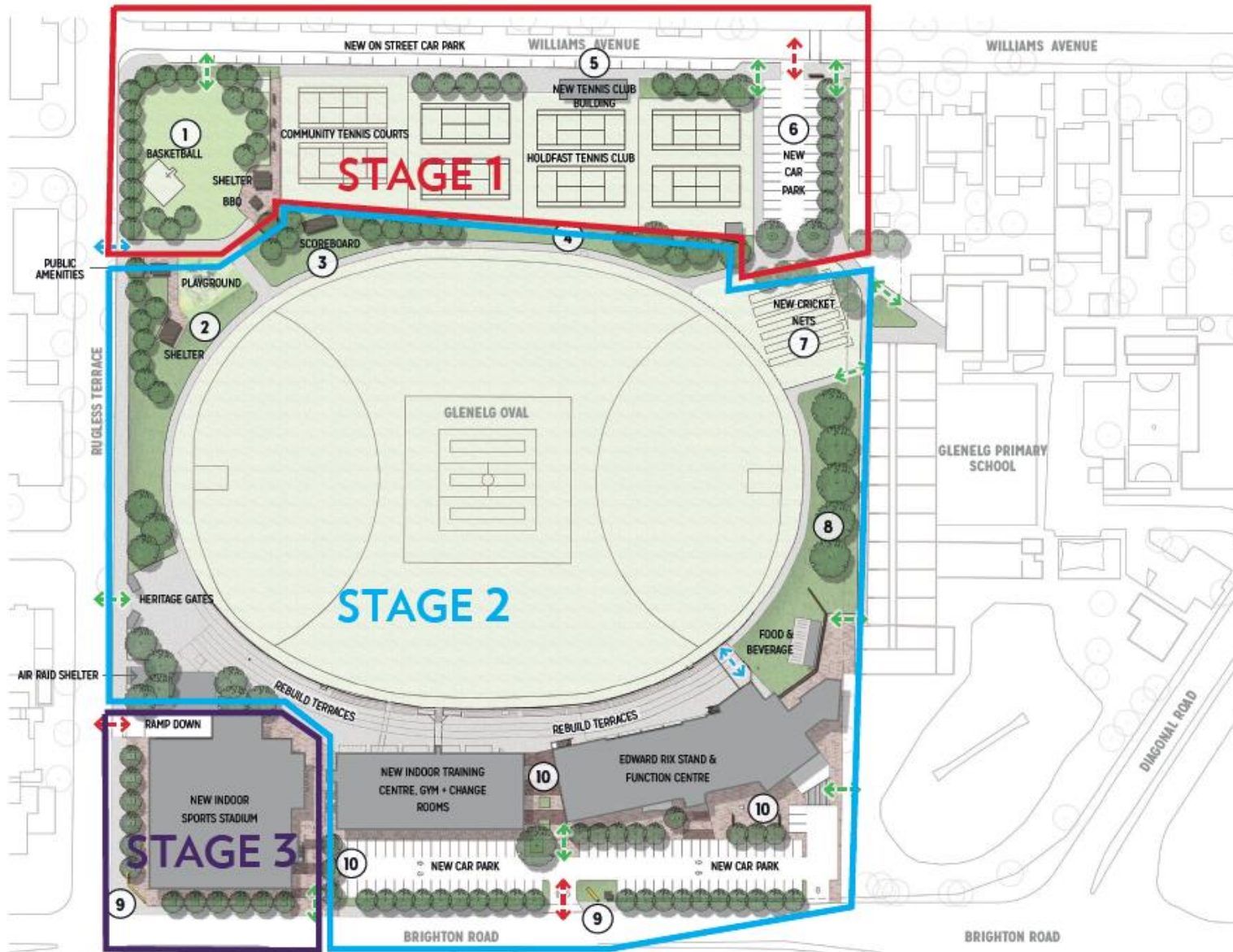
Stage 1B works will be deferred and considered in future budget processes.

LIFE CYCLE COSTS

Annual maintenance costs will be determined during the detailed design phase for the redevelopment of the Holdfast Tennis facility.

GLENELG OVAL LANDSCAPE MASTER PLAN

CITY OF HOLDFAST BAY

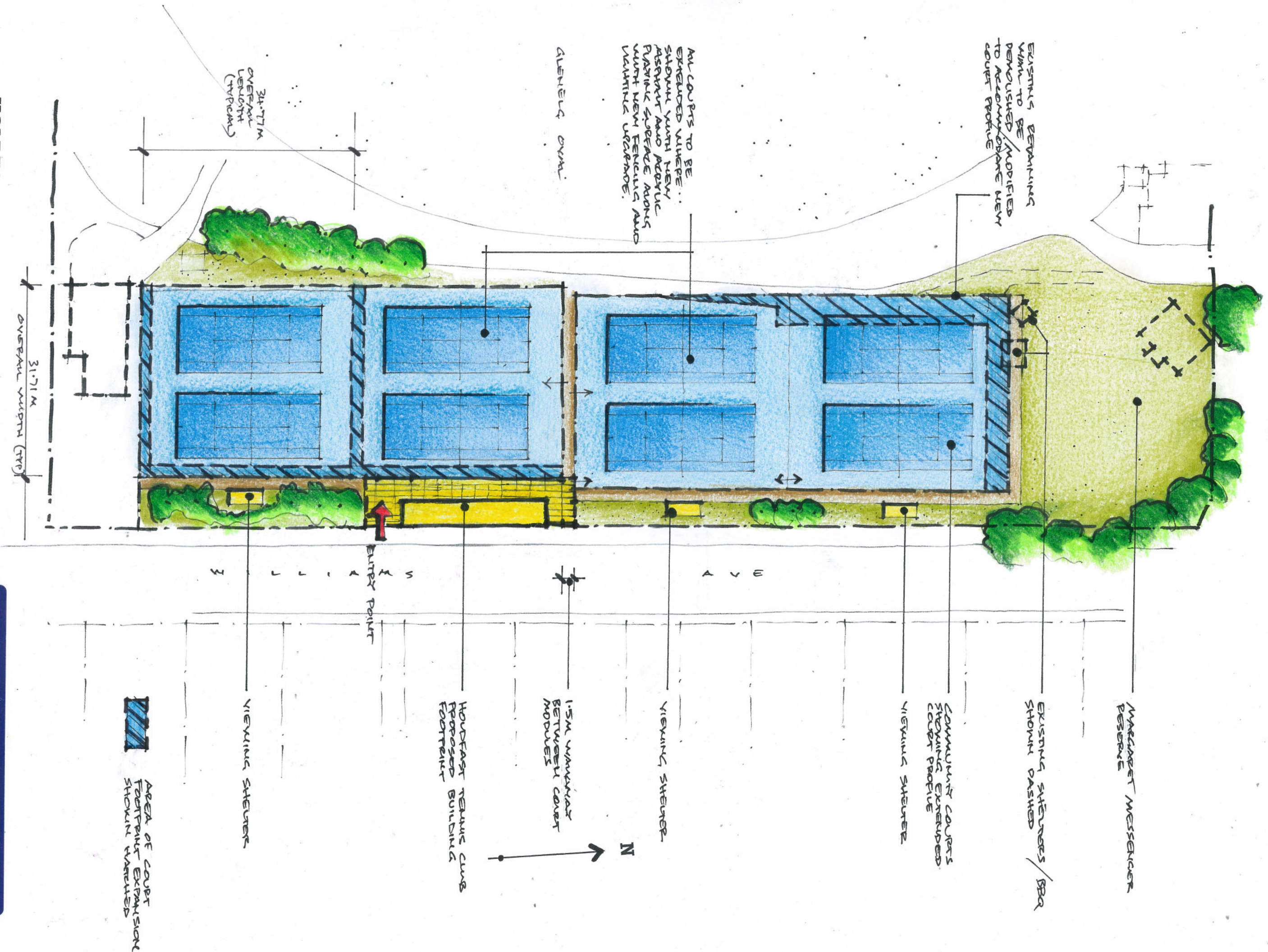


KEY MOVES

- 1 Upgrade Margaret Messenger Reserve, provide new entry points, retain existing shelter, BBQ and 3 on 3 basketball court
- 2 Provide new playground, shelter, public amenities and tree planting
- 3 Install new scoreboard and reduce northern end of existing stone retaining wall to improve access to Glenelg Oval
- 4 Retain existing mound and provide new tree planting and path to oval edge
- 5 Provide new tennis club building, courts and tree planting
- 6 Provide defined entry pathway to Glenelg Primary School with new car parking, signage, tree planting and paving
- 7 Install new cricket nets
- 8 Remove existing retaining wall, provide a path to the oval edge with new tree planting and reduce mound to improve access from Glenelg Primary School
- 9 Provide new signage/entry walls and tree planting to Brighton Road/Williams Road and retain selected existing trees
- 10 Provide entry plazas to new and existing buildings and formalise the central entry plaza for Glenelg Oval

ENTRIES

- Pedestrian
- Pedestrian + Maintenance
- Vehicle



EXISTING REMAINING WIND TO BE MODIFIED TO ACCOMMODATE NEW COURT PROFILE

ALL COURTS TO BE EXTENDED WHERE... STAY WITH NEW ASPHALT AND APPLY PLASTIC SURFACE ABOVE WITH NEW FENCING AND LIGHTING UPGRADE.

GLENFIELD OWN.

34.77M OVERALL LENGTH (TYPICAL)

31.71M OVERALL WIDTH (TYP)

MARGARET MESSENGER RESERVE

EXISTING SHEDS / SBA SHOWN DASHED

COMMUNITY COURTS SHOWING EXTENDED COURT PROFILE

VIEWING SHELTER

VIEWING SHELTER

1.5M MINIMUM BETWEEN COVER MODULES

HOLDFAST TENNIS CLUB PROPOSED BUILDING FOOTPRINT

VIEWING SHELTER

AREA OF COURT FOOTPRINT EXPANSION SHOWN HATCHED

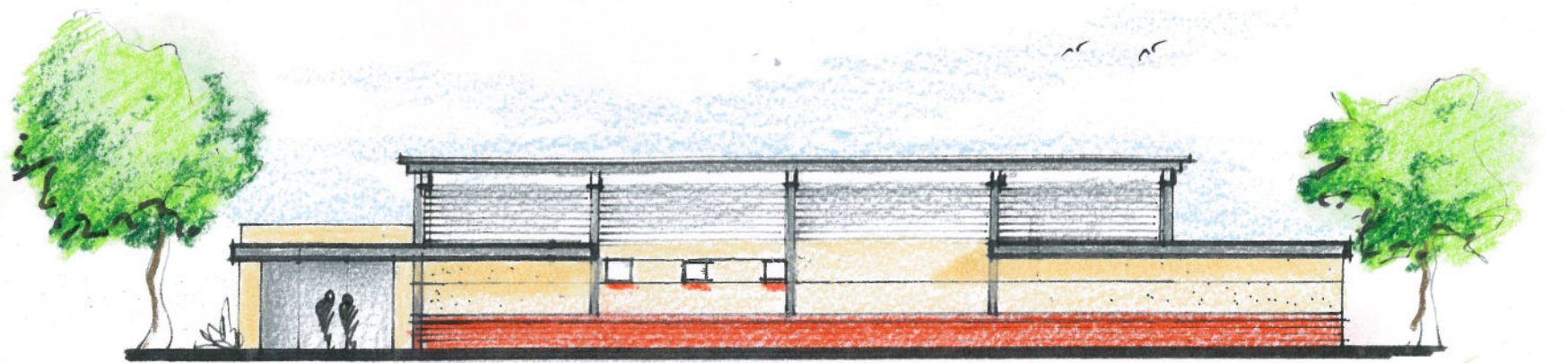
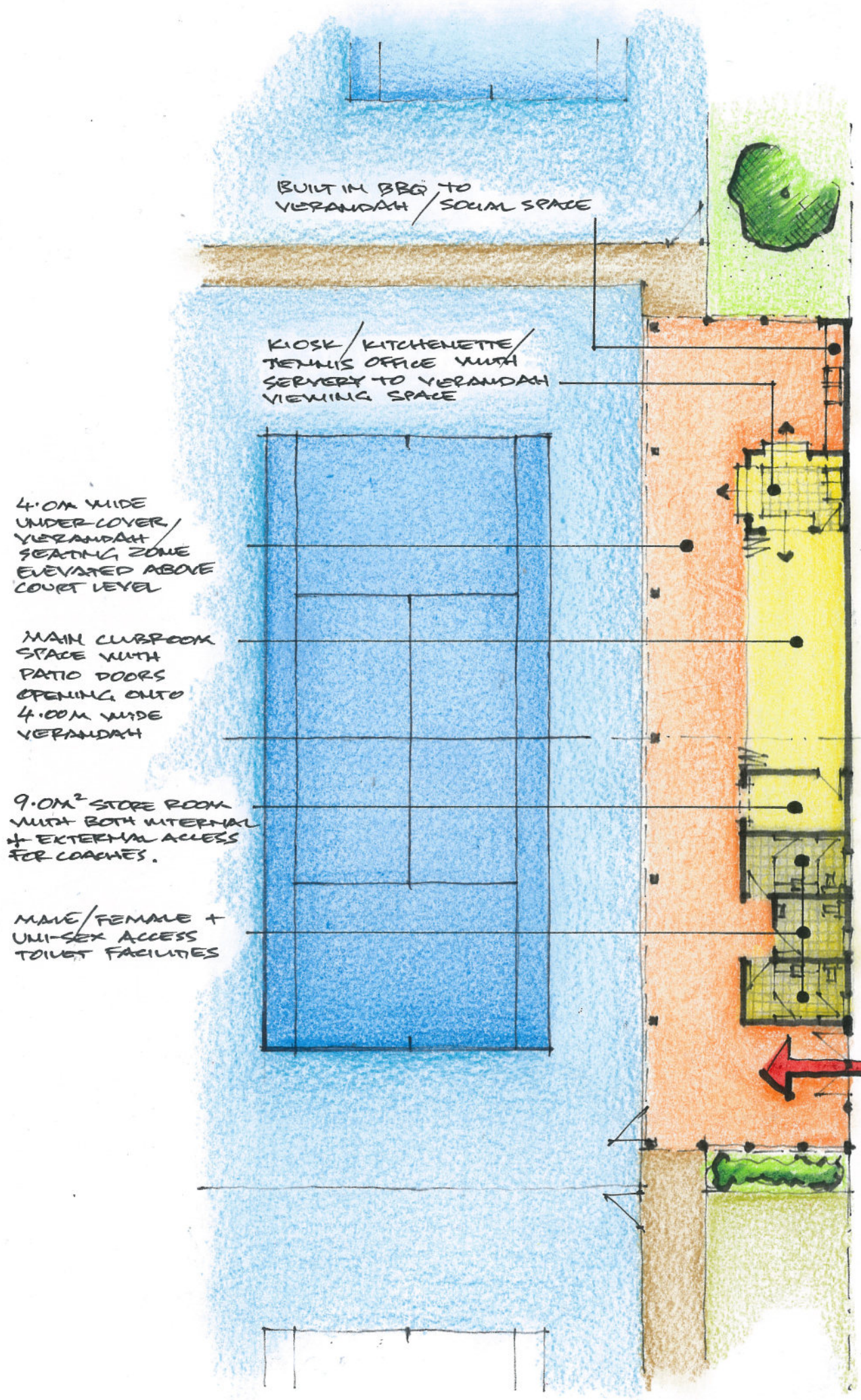
HOLDFAST TENNIS CLUB PROPOSED CONCEPT SITE PLAN

Scale as shown

September 2017



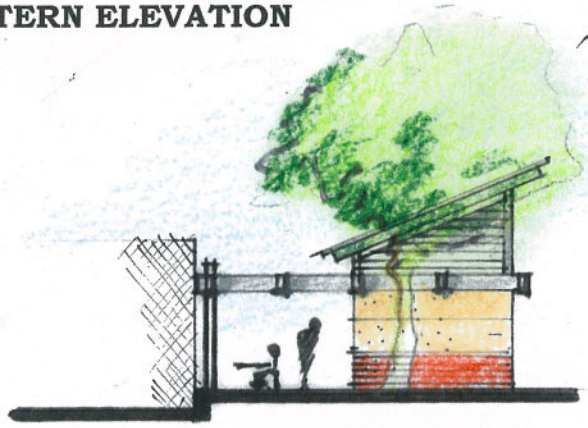
Masterplanning • Architectural Concept Design • Project Facilitation



EASTERN ELEVATION



WESTERN ELEVATION



SOUTHERN ELEVATION



NORTHERN ELEVATION



**HOLDFAST TENNIS CLUB
PROPOSED CLUBHOUSE CONCEPT PLAN and ELEVATIONS**

1:200 @ A3

September 2017

Item No: **14.4**

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

Date: 14 May 2019

Written By: Traffic Consultant, Ms J Moreau

General Manager: City Assets and Services, Mr H Lacy

SUMMARY

At their meeting on 11 September 2018, the previous Council considered a proposal to install bicycle lanes on the section of Anzac Highway, between Brighton Road and Adelphi Terrace at Glenelg. The proposal also included safety improvements to the roundabout at Gordon Street and Old Tapleys Hill Road.

Elected Members were unconvinced that the design's road safety benefits outweighed negatives in relation to estimated traffic delays at the roundabout currently and into the future. Council resolved that no further action be taken.

The State Government requested Council undertake further investigation given the project had funding support through the Australian Government's Black Spot Program.

This report updates Council on this project, including a summary of the background since 2014 and investigation into three design options that the current Council considered at a workshop on 19 February 2019. This workshop also presented the traffic impact for each option.

This report seeks authorisation from Council to proceed with the original design option which has been endorsed by the Department for Planning, Transport and Infrastructure (DPTI).

Authorisation is also sought for the Mayor and Acting Chief Executive Officer to sign the Funding Deed.

RECOMMENDATION

That Council:

- 1. Approve implementation of Design Option 1 for installation of bicycle lanes on Anzac Highway between Brighton Road and Adelphi Terrace, including reconstruction of the roundabout at Gordon Street and Old Tapleys Hill Road at an estimated total cost of \$275,169 (excl GST) noting that:**
 - a) Grant funding of \$268,563 (excl GST) will be provided from the Black Spot Fund;**

- b) Remaining funds of \$6,606 (excl GST) will be provided from Council's 2019/20 Line Marking maintenance budget.**
- 2. Authorise the Mayor and Acting Chief Executive to sign the Black Spot Funding Deed and any other necessary documentation on behalf of Council and affix the seal as required.**
- 3. Notes that Council Administration proposes to notify local residents, businesses and the broader community of the proposed project including the roundabout reconstruction.**
-

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

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.

One of the locations identified as high priority for infrastructure improvements was Anzac Highway, between Brighton Road and Adelphi Terrace, Glenelg/Glenelg North. This is an exceptionally popular cyclist route. There are no on-road bicycle lanes along this section of Anzac Hwy, resulting in significant discontinuity in the cycling network and link to existing bicycle lanes to the east of Brighton Road and west of Adelphi Terrace. A review of crash history was undertaken along the road section and the roundabout at Anzac Highway with Gordon Street/Old Tapleys Hill Road recorded a high crash rate for both motorists and cyclists.

Installation of bicycle lanes on this section of Anzac Hwy was 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. It is recommended that bicycle lanes are installed to physically separate cyclists from other road users. In terms of cycling network connectivity, bicycle 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.

2014-2015

Council successfully applied for a grant application to prepare concept and detailed design to deliver the Anzac Highway Bicycle Lanes project. Report No. 333/14 and Motion C141014/1267 advised of a \$53,333 contribution from the State Government and \$26,667 from Council.

In 2014, Council identified the need for cyclist road safety improvements along Anzac Hwy, between Brighton Road and Adelphi Tce. The project arose due to the following:

- The roundabout at Anzac Highway, Old Tapleys Hill Road and Gordon Street was identified as a cyclist blackspot under the State Government Black Spot Program assessment criteria, and
- The section of Anzac Highway, between Brighton Road and Adelphi Terrace, represented a significant missing link in the cycling network on an exceptionally popular cycling route.

Council engaged consultant InfraPlan to investigate concept design options, in conjunction with input and feedback from Council and the Department of Planning, Transport and Infrastructure (DPTI).

2016-2017

The detailed design was completed by consultant InfraPlan, Option A, with an estimated total construction cost of \$300,000 (ex GST).

Council was successful in obtaining \$200,001 under the South Australian Black Spot Program - Cycling Projects to deliver the project with Council contributing the remaining funds via in kind project management. *Refer Report No. 134/16. Motion C240516/406.*

Council subsequently called tenders for the work, however, the lowest tender price was \$361,788 (ex 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.

Council reapplied for Black Spot Funding for 2018-19.

2018

The original proposal and 2 alternative options were presented to a Council workshop on 11 September 2018. Report No. 310/18 was provided for Council consideration at the subsequent full council meeting. The report indicated that Council had been successful in obtaining the majority of the funding \$268,563 (excluding GST) under the 2018-19 Australian Government Black Spot Programme. The estimated total project cost is \$275,169 (excluding GST), resulting is a

project shortfall of \$6,606 (excluding GST). This shortfall was to be covered from an existing line marking maintenance budget for 2018-19.

Following consideration of the report Council subsequently resolved (Motion C110918/1282) that the report be noted and no further action taken at this time. Council Administration subsequently advised DPTI that the project would be withdrawn.

DPTI Administration then contacted Council advising that due to the safety concerns with cyclists at the project location and, that the project was majority funded by the Australian Government, that they requested Council investigate alternative options to deliver the project.

Council Administration then re-engaged the original design consultant InfraPlan, to formulate other options for the project, in consultation with DPTI.

2019

On 12 February 2019, a further workshop was held and a discussion paper prepared by InfraPlan outlining 3 design options was considered. Modelled traffic impacts for each option using current and predicted 2031 future traffic volumes were presented.

Option A (the 2014 preferred design solution approved by DPTI for funding) was again identified as the best option. Concern was raised that the reduction of traffic lanes at the roundabout would result in increased traffic congestion and delays.

A summary of the design options is provided below:

Option 1 - Recommendation

The original design Option A as approved by DPTI and funded by the State Government is summarized as follows:

- Provides bicycle lanes with safety buffer area between the traffic lane and on-street parking, along both sides of Anzac Highway, between Brighton Road and Adelphi Terrace.
- Roundabout with Gordon Street and Old Tapleys Hill Road:
 - improved geometry, reduction in conflict points, reduced traffic speeds and improved safety for all road users.
 - approaches to the roundabout are reduced from two lanes to a single lane, with a left turn lane provided to Gordon Street and retaining the two lanes eastbound on Anzac Highway.
- On-street parking changed between Brighton Road and Gordon Street section, but with no loss of parking.

Modelling confirms that this option provides acceptable levels of service both now and into the future with minor increases in queue lengths during AM and PM peaks on Gordon Street.

This option is recommended as it achieves the project aims and is supported by DPTI, providing cycling continuity in dedicated bicycle lanes and safety improvements for all road users at the roundabout.

Refer Attachment 1

Option 2

Is the original design, between Brighton Road and the roundabout; and, at the roundabout.

West of the roundabout to Adelphi Terrace, two traffic lanes will be retained and as a result no bicycle lanes will be installed and only bicycle logos added to the carriageway (which is an advisory treatment only).

This option does not provide continuity for cyclists along this exceptionally popular cycling route. It is not consistent with the project aim and funding to improve safety and reduce conflict with motorists and cyclist having to use the same road space.

Refer Attachment 2

Option 3

Is the original design, in providing bicycle lanes with safety buffer area between the traffic lane and on-street parking, along both sides of Anzac Hwy between Brighton Road and Adelphi Terrace.

However, at the roundabout retains two traffic lanes on three legs and one lane at Old Tapleys Hill Road. As a result, to provide two lanes west between the roundabout and Adelphi Tce, the centre median parking area on Anzac Hwy would need to be converted from angled to parallel parking, resulting in the loss of 25 car parks. Also a significant increase in unfunded project costs to >\$500k.

This option is cost prohibitive. It does not achieve safety improvements for all road users at the roundabout, which is an identified Black Spot for crashes and has a considerable impact on loss of existing on-street parking spaces.

Refer Attachment 3

REPORT

Design Option 1 is recommended as it provides a road layout that benefits and improves safety for all road users - motorists, cyclists and pedestrians – whilst resulting in a minor increase in queue lengths and delay times during AM and PM peaks.

Collision data at the roundabout is shown in the table below. The collision data shows that although vehicle collisions remained static, the number of collisions involving cyclists has significantly increased.

Year	Total collisions	Collisions involving cyclists
2009-2013	42	3
2013-2017	41	9

Design Option 1 creates a safer and slower speed environment west of Brighton Road and will visually enhance and distinguish the road environment on entering the Glenelg area as a place to be, a destination, rather than the continuation of an arterial road link.

Design Option 1 can be summarised as follows:

- Bicycle lanes with safety buffer area between traffic lane and parking along both sides of Anzac Hwy.
- Important cycling connectivity link provided along Anzac Highway between the existing cycling provision at Brighton Road to the east and west at Adelphi Terrace.
- Green road surfacing in bicycle lanes across side road junctions and on approaches and departure to traffic signals to highlight the presence of cyclists.
- Changes to parking between Brighton Road and the roundabout only. Existing 60 degree angle parking changed to 45 degrees and some parallel parking, with no loss of on street parking.
- Reconstruction of the roundabout with improved geometry, to reduce conflict points, improve visibility, reduce speed and increase safety for all road users.
- Anzac Highway westbound to Glenelg reduced to one through lane at the roundabout. Left turn only lane introduced to Gordon Street.
- Anzac Highway eastbound to Brighton Road maintains two through lanes at roundabout.
- Gordon Street and Old Tapleys Hill Road reduced to one lane on entry and exit at the roundabout.
- Improved safety for pedestrians with improved visibility, reduced crossing width and DDA compliant kerb ramps at the roundabout.
- Cyclist ramps at roundabout to provide choice to either use the roundabout on road or off road and use footpath areas.
- The design impacts to traffic movement and queuing are minor and within commonly accepted traffic engineering parameters based on the traffic modelling undertaken.
- The following summarises the modelled traffic impacts of Design Option 1 on peak hour traffic movement and queuing:

Anzac Highway, Gordon Street and Old Tapleys Hill Road Roundabout

- Average time a vehicle is waiting to enter the roundabout increases by up to 2.3 seconds (30%) in 2018 and 3.2 seconds (40%) in the future 2031 scenario.
- Level of Service representing an overall level of performance where 'A' is best, and 'F' is worst remains at 'A' during the 2018 scenario, but decreases to 'B' in the future scenario.

- The longest queue expected in the busiest 3 minutes of the peak hour and on the busiest approach to the intersection increases by up to 4 vehicles in 2018 and by 5 vehicles in the future scenario.
- Minor increases in average queue lengths during peak times are observed.

Anzac Highway and Adelphi Terrace Signalised Intersection

- Average time a vehicle is waiting to enter the signalised intersection increases by up to 0.6 seconds (4%) in 2018 and 0.7 seconds (5%) in the future 2031 scenario.
- Level of Service representing an overall level of performance where 'A' is best, and 'F' is worst remains at 'C' during the 2018 scenario and in the future scenario.
- Longest queue expected in the busiest 3 minutes of the peak hour and on the busiest approach to the intersection increases by up to 1 vehicle in 2018 and by 2 vehicles in the future scenario.
- These impacts to traffic are within commonly accepted traffic engineering parameters and as such, Design Option 1 is a viable option to implement that would have only minor impacts on traffic, including minimal delays to bus route timing.

Community Consultation

The only previous public notification of this project was an article in the Guardian Messenger on 1 June 2016. The wider community, including impacted residents and local business owners, will need to be notified of Council's intention to proceed with the project subject to Council approval.

BUDGET

The estimated total cost of the project is \$275,169 (excluding GST).

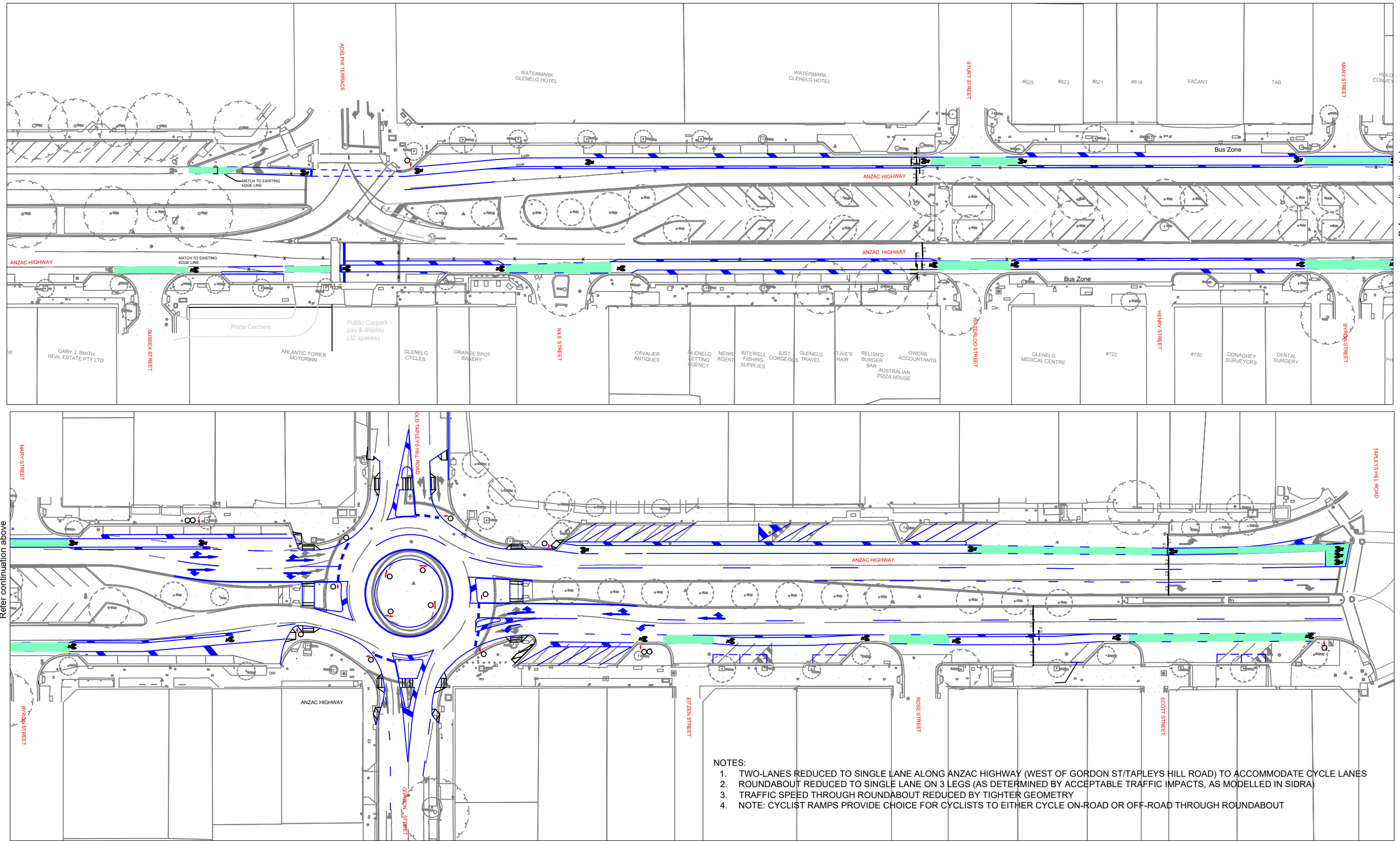
Council has been successful in obtaining \$268,563 (excluding GST) funding under the 2018-19 Australian Government Black Spot Program. Council is required to contribute \$6,606 (excluding GST) in funding which can be funded from the existing line marking maintenance budget for 2019-20.

Council is required to enter into a funding deed to access the Black Spot funding.

Refer Attachment 4

LIFE CYCLE COSTS

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



Refer continuation below

Refer continuation above

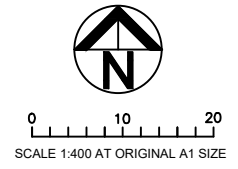
- NOTES:
1. TWO-LANES REDUCED TO SINGLE LANE ALONG ANZAC HIGHWAY (WEST OF GORDON ST/TAPLEYS HILL ROAD) TO ACCOMMODATE CYCLE LANES
 2. ROUNDABOUT REDUCED TO SINGLE LANE ON 3 LEGS (AS DETERMINED BY ACCEPTABLE TRAFFIC IMPACTS, AS MODELLED IN SIDRA)
 3. TRAFFIC SPEED THROUGH ROUNDABOUT REDUCED BY TIGHTER GEOMETRY
 4. NOTE: CYCLIST RAMPS PROVIDE CHOICE FOR CYCLISTS TO EITHER CYCLE ON-ROAD OR OFF-ROAD THROUGH ROUNDABOUT

NOT FOR CONSTRUCTION

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

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

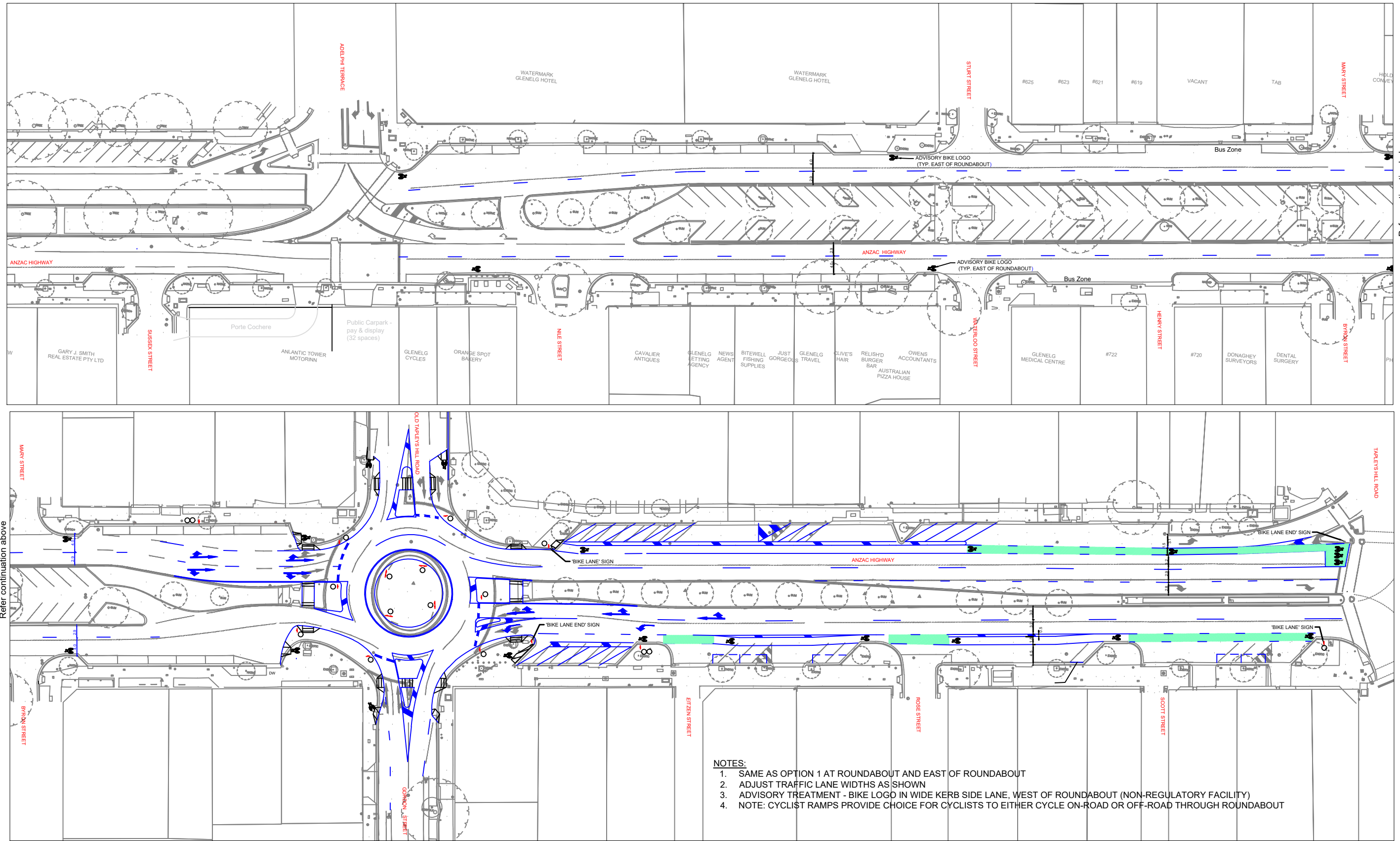
InfraPlan (Aust) Pty Ltd
 Level 1, 22-26 Vardon Avenue
 Adelaide SA 5000
 P (08) 8227 0372
 E admin@infraplan.com.au



REVISIONS			
No.	Description	By	Date
1	Option 1 - Approved by DPTI for funding	GB	4-3-15

CITY OF HOLDFAST BAY
 ANZAC HIGHWAY: SUSSEX ST TO TAPLEYS HILL RD
 Bicycle facilities - Concept Design
OPTION 1
 APPROVED BY DPTI FOR FUNDING

Project No.	IP18.035
Dwg Ref.	Option 1
Date	DEC 2018
Scale	1:400 (A1)
Sheet No.	Rev.
1 of 3	1



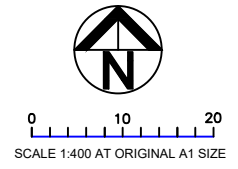
- NOTES:**
1. SAME AS OPTION 1 AT ROUNDABOUT AND EAST OF ROUNDABOUT
 2. ADJUST TRAFFIC LANE WIDTHS AS SHOWN
 3. ADVISORY TREATMENT - BIKE LOGO IN WIDE KERB SIDE LANE, WEST OF ROUNDABOUT (NON-REGULATORY FACILITY)
 4. NOTE: CYCLIST RAMPS PROVIDE CHOICE FOR CYCLISTS TO EITHER CYCLE ON-ROAD OR OFF-ROAD THROUGH ROUNDABOUT

NOT FOR CONSTRUCTION

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

infraPlan
 traffic - transport - urban policy - consultation
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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



REVISIONS			
No.	Description	By	Date
1	Option 2 - ALTERNATIVE OPTION FOR REVIEW	GB	DEC 2018

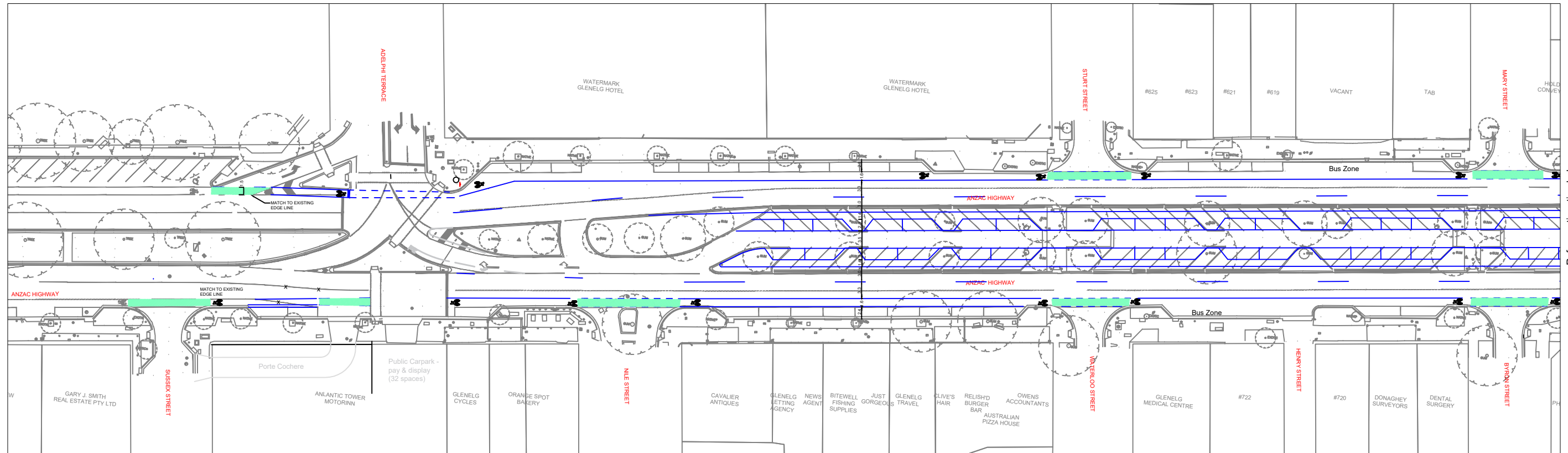
CITY OF HOLDFAST BAY
 ANZAC HIGHWAY: SUSSEX ST TO TAPLEYS HILL RD
 Bicycle facilities - Concept Design

OPTION 2
 ADVISORY TREATMENT OPTION

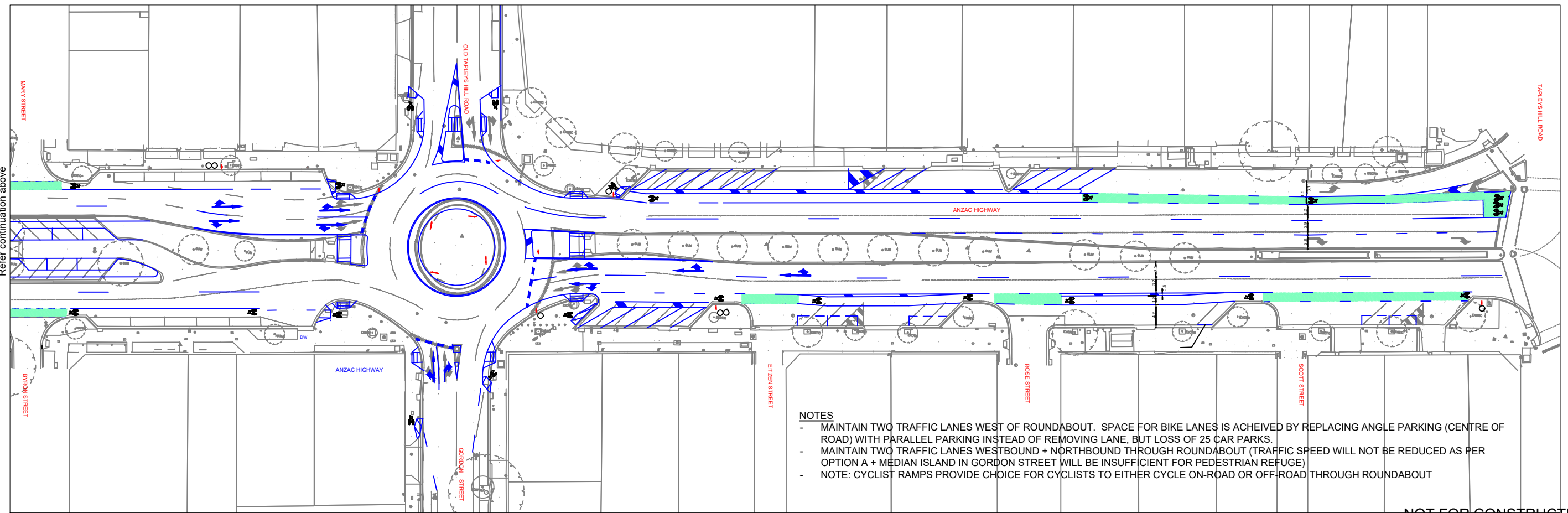
Project No.	IP18.035
Dwg Ref.	Option 2
Date	DEC 2018
Scale	1:400 (A1)
Sheet No.	Rev.
2 of 3	1

Refer continuation above

Refer continuation below



Refer continuation below



Refer continuation above

NOTES

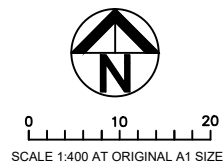
- MAINTAIN TWO TRAFFIC LANES WEST OF ROUNDABOUT. SPACE FOR BIKE LANES IS ACHIEVED BY REPLACING ANGLE PARKING (CENTRE OF ROAD) WITH PARALLEL PARKING INSTEAD OF REMOVING LANE, BUT LOSS OF 25 CAR PARKS.
- MAINTAIN TWO TRAFFIC LANES WESTBOUND + NORTHBOUND THROUGH ROUNDABOUT (TRAFFIC SPEED WILL NOT BE REDUCED AS PER OPTION A + MEDIAN ISLAND IN GORDON STREET WILL BE INSUFFICIENT FOR PEDESTRIAN REFUGE)
- NOTE: CYCLIST RAMPs PROVIDE CHOICE FOR CYCLISTS TO EITHER CYCLE ON-ROAD OR OFF-ROAD THROUGH ROUNDABOUT

NOT FOR CONSTRUCTION

Surveyed	Altsurv	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	OPTION 3 - ALTERNATIVE OPTION FOR REVIEW	GB	DEC 2018

CITY OF HOLDFAST BAY	
ANZAC HIGHWAY: SUSSEX ST TO TAPLEYS HILL RD Bicycle facilities - Concept Design	
OPTION 3	
CENTRE OF ROAD PARKING MODIFICATIONS	

Project No.	IP18.035
Dwg Ref.	Option 3
Date	DEC 2018
Scale	1:400 (A1)
Sheet No.	Rev.
3 of 3	1



Government of South Australia

Department of Planning,
Transport and Infrastructure

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

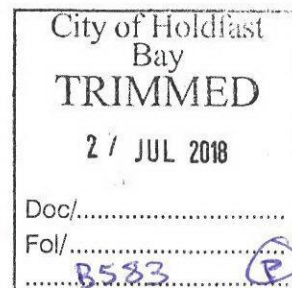
The Australian Government has announced the South Australian projects approved for funding under the 2018/2019 Australian Government Black Spot Programme.

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.

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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

Item No: **14.5**

Subject: **MARINE PARADE SEACLIFF - BARRIER FENCE**

Date: 14 May 2019

Written By: Traffic and Transport Technical Officer

General Manager: City Assets and Services, Mr H Lacy

SUMMARY

Residents have raised concerns regarding the safety of children on Marine Parade Seacliff which runs adjacent to Angus Neill Reserve as a result of the new playspace being closer to the road.

At the Council meeting on 29 January 2019, Council Report No. 19/19 discussed six options for improving safety. Council resolved (Resolution Number C290119/1362) to *'approve consultation with residents regarding Option 3: the installation of a 30m portion of fencing on the footpath adjacent the playspace to provide a barrier between children and the road.'*

As a result, 18 surveys were delivered to residents and property owners on Marine Parade between Young Street and Portland Street; with the survey also available to the general public via Council's *YourView* website. Results of the survey are presented in this report with a recommendation to proceed.

Of the 18 surveys sent to residents and property owners, 10 respondents supported the proposal and 1 respondent neither supported nor objected to the proposal. On *YourView* 31 respondents supported the proposal and 12 respondents did not support the proposal.

RECOMMENDATIONS

- 1. Council approves the installation of a 30m section of fencing on Marine Parade on the footpath adjacent the Angus Neill Reserve playspace.**
 - 2. Additional funding of \$6,300 (ex GST) be approved as part of the 2018/19 Capital Works Program and included in Budget Review 3.**
 - 3. Council Administration notifies residents and property owners of the decision.**
-

COMMUNITY PLAN

Placemaking: Creating lively and safe places

COUNCIL POLICY

Asset Management Policy
Community Consultation and Engagement Policy

STATUTORY PROVISIONS

Local Government Act 1999

BACKGROUND

Residents had raised concerns regarding the safety of children at Marine Parade which runs adjacent Angus Neill Reserve as a new playspace had been installed in proximity of this road.

Council Motion 315/18 requested *'that a report be brought back to Council examining a change in the speed limit on Marine Parade Seacliff, between Young and Portland streets, from 50kph to 25kph and placement of signage on the street to advise motorists that they are entering a playground area.'*

Background to this motion indicated that: *'This section of road runs directly parallel to Angus Neill Reserve. There is no fence to contain children and because parking is on the eastern side of the road, cars travel on the western side right next to the park. Residents have advised of near misses when balls go onto the road. Since the playspace redevelopment there has been an increase in attendance. It is also a risk that when pre-schoolers scale the wall and the parents are on the flat, that they run off. Hence the car speed needs to be reduced and motorists made aware they are entering a play ground area.'*

The requested report (Report No. 19/19) was considered by Council at its meeting of 29 January 2019. Six (6) options for improving safety were included:

1. Applying to the Department of Planning, Transport and Infrastructure for a reduction in speed limit;
2. Installing signage to advise motorists that they are entering a play ground area;
3. Installing a 30m portion of fencing on the footpath immediately adjacent the new playspace;
4. Removing the yellow line on the western side of the road and installing a yellow line on eastern side of the road;
5. Installing raised pavement; and,
6. Installing road humps.

After considering the report, Council resolved as follows (Resolution Number C290119/1362):

1. Council endorses Option 2: installation of Children Warning signs with supplementary Play Ground signs on Marine Parade on the northern and southern approaches to Angus Neill Reserve.
2. Council approves consultation with residents regarding Option 3: the installation of a 30m portion of fencing on the footpath adjacent the playspace to provide a barrier between children and the road.

REPORT

Installation of the Children Warning signs with supplementary Play Ground signs on Marine Parade on the northern and southern approaches to Angus Neill Reserve has been completed.

In relation to community consultation on the proposed installation of a 30m barrier fence, Administration issued 18 surveys direct to residents and property owners on Marine Parade between Young Street and Portland Street.

Refer Attachment 1

Of the 18 surveys sent to residents and property owners, 10 respondents supported the proposal and 1 respondent neither supported nor objected to the proposal.

Refer Attachment 2

The survey was also loaded onto Council's YourView website and publicised by social media and through signage at the Angus Neill Reserve. From the YourView site, 31 responses were received supporting the proposal with a further 12 responses not supporting the proposal.

The main issues raised by respondents were that that road humps or a reduced speed limit should apply on Marine Parade. This option was presented to Council in the report considered by Council (Report Number 19/19), however Council did not endorse either of those options at the time.

Two respondents also mentioned extending the fence. Concern was expressed that a child could run around the end of a 30m long fence and still reach the road. Fully fencing the reserve boundary would require a fence of approx 130m in length plus a number of gated access points to fence the Marine Pde frontage (estimated to cost around \$32,000 ex GST).

The current proposal is to install a 30m length of 0.9m high fencing on the edge of the footpath adjacent to the playground, which is considered as a reasonable barrier between children and the adjacent road.

Installing the fence on the footpath immediately adjacent the grass will prevent any obstruction to maintaining the Reserve's grass, maintain a minimum of 1.5m footpath width for pedestrians walking along the footpath and allow pedestrians to cross the road from residences or vehicles parked on the eastern side of Marine Parade unobstructed.

BUDGET

If Council adopts the recommendation to supply and install of 30 metres of 0.9m high aluminium pool fencing in a black finish is estimated to cost \$6,300 (ex GST) which will need to be allocated within 2018/19 capital works (new) program. This could be approved by Council as part of Budget Review 3.

LIFE CYCLE COSTS

Ongoing maintenance of this fence will be funded from existing asset maintenance budgets.

18 March 2019

To the Resident
Marine Parade
SEACLIFF SA 5049

Dear Sir/Madam,

Council has received concerns regarding road safety on Marine Parade, Seacliff, between Young Street and Portland Street, adjacent the new playspace at Angus Neill Reserve.

This section of road runs directly parallel to Angus Neill Reserve. There is no fence to contain children and because parking is on the eastern side of the road, cars travel on the western side right next to the park. Residents have advised of near misses when balls go onto the road. Since the playspace redevelopment there has been an increase in attendance. It is also a risk that when pre-schoolers scale the wall and the parents are on the flat, that they run off.

To advise drivers of the presence of children and the playground, Council has installed fluorescent yellow green Children Warning signs with supplementary Playground signs on Marine Parade on the northern and southern approaches to Angus Neill Reserve at Young Street and Portland Street.

At their meeting on 29 January 2019, Council resolved to consult with residents regarding the installation of a 30m portion of fencing on the footpath adjacent the playspace to provide a barrier between children and the road. The installation of this fencing will eliminate any chance of children running from the playspace directly onto the footpath (5m from the playspace) or road (6.5m from the playspace).

A sketch of the fence location and an example of the proposed black aluminium fencing is provided overleaf. Similar fencing is installed on footpaths at many school access points within the City providing a barrier between the footpath and road. As the fencing is only 0.9m high and permeable, the proposed fence will have minimal impact on the amenity.

To assist Council in this matter, it would be appreciated if you could consider this proposal, complete the enclosed survey form and return it in the reply paid envelope by Friday 29 March 2019. Your participation in the survey is appreciated and you will be advised of the survey results and outcomes soon after the closing date.

If you have any queries regarding the proposal, please contact me on 8229 9943.

Yours sincerely,



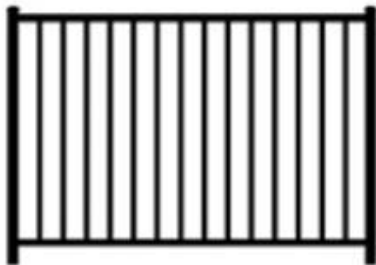
Damian Landrigan
TRAFFIC & TRANSPORT TECHNICAL OFFICER



Proposed barrier fence on Marine Parade adjacent playspace area



Example Barrier Fence





**PROPOSED INSTALLATION OF 30 METRE BARRIER FENCE
ON MARINE PARADE AT ANGUS NEILL RESERVE ADJACENT THE NEW PLAYSPACE**

Install barrier fence as proposed on the attached sketch.

I/We **SUPPORT** the proposal as described above

I/We **DO NOT SUPPORT** the proposal as described above

COMMENTS:

Resident

Property Owner

Name: _____

Property Address: _____, SEACLIFF

Contact telephone: _____

Email: _____

Thank you for participating in the survey and please return completed form in the reply paid envelope by Friday 29 March 2019.

The information you supply in this submission will be used to assist Council in its decision making. This information, including personal information, may be included in a Council report which is available to the public. You can find more information on how the City of Holdfast Bay manages your personal information in the City's Privacy Policy, available on our website

www.holdfast.sa.gov.au

MARINE PARADE FENCE - SURVEY RESPONSE SUMMARY MARCH/APRIL 2019

Property No.	Support FENCE	Object to FENCE	Neither Support or Object to FENCE	Comments
9 Marine Parade	1			
1/37 Young Street	1			Could you add speed humps to Marine Parade? Some/Not many do not drive carefully.
1 Marine Parade			1	1.The barrier fence is not long enough, an ideal fence would be long enough to cover the eastern side of the Park with several self-closing gates to allow access to the seats. 2. One or two speed humps would help to stop speeding vehicles racing up Marine Pde. 3. A speed limit of a similar speed to school crossings and playground areas. 4. A notice in the playground to warn people to be vigilant of their young children as there have been some close encounters with youngsters, with no road sense, running on to the road. In some of these cases the children have been stopped by concerned onlookers.
3b Marine Parade	1			A speed hump would be an advantage to reduce speed!
2/37 Young Street	1			We have lived behind Angus Neil Reserve for 15 years. We have appreciated the spacious natural feel with no fence but realise it is a concern that there is a risk of children running on to the road. It's really good that the children warning signs have been installed. (We have 7 grandchildren who have used the park frequently but youngest now 6 years old).
3/37 Young Street	1			We would like to see a lower speed limit or speed humps as an alternative.
7 Marine Parade	1			The original pine log fence along the whole footpath has never been replaced, so this is a good start to increase safety. By far, the greatest use of this footpath is south of the steps, so an upgrade of the entire footpath and kerbs would also improve safety. Yucca trees on the public road outside No. 3 restrict parking and mean larger vehicles have to travel even closer to this section of footpath.
3a Marine Parade	1			Children are often on footpath on Marine Pde at southern end of park (sliding down hill & playing ball sports) also therefore to make entire street safe we would like to see: 1. speed restriction to 20km/h. 2. Residential traffic only i.e. no parking on street. 3. Speed humps installed.
4/37 Young Street	1			Would prefer the fence to be glass.
5 Marine Parade	1			As well as the Children Warning signs perhaps Council should consider the addition of speed humps to control traffic speed which on occasions can be excessive for the narrow parade.
14 Marine Parade	1			To be more effective place the fence behind the seats, extend 3 metres north and to the top of the steps. Install an additional 10 metres south of the steps. Years ago there was a low wood barrier the entire lengths (30+ years).
SUMMARY OF CONSULT				
TOTAL DELIVERED	18	100%		
TOTAL RESPONSES RECEIVED	11	61.11%		
No. SUPPORTING FENCE	10	55.56%		
No. OBJECTING TO FENCE	0	0.00%		
No. NEITHER SUPPORTING NOR OBJECTING TO FENCE	1	5.56%		

Property No.	Support FENCE	Object to FENCE	Neither Support or Object to FENCE	Comments
No. RETURNED TO SENDER	0	0.00%		

Item No: **14.6**

Subject: **WOMBAT CROSSING UPGRADE - ESPLANADE, BRIGHTON**

Date: 14 May 2019

Written By: Traffic and Transport Technical Officer

General Manager: City Assets and Services, Mr H Lacy

SUMMARY

The Department for Planning, Transport & Infrastructure (DPTI) has contacted Council with a proposal to part fund the upgrade of the existing wombat crossing on the Esplanade adjacent to the Brighton Surf Life Saving Club (BSLSC). This follows community concerns about safety at the crossing and representations to the local MP Hon Corey Wingard, Member for Gibson to improve the crossing.

DPTI have reviewed the safety of the crossing with Council staff and identified safety improvements, primarily installation of flashing yellow lights, upgrades to street lighting and improved pavement marking/colours which will make the crossing stand out more for motorists which in turn will reduce the risk of drivers hitting pedestrians. The improvements will also bring the crossing in line with current DPTI standards.

The estimated total project cost is \$128,000 (ex GST) which is primarily being funded by DPTI, however Council is being asked to contribute \$30,000 (ex GST) to cover street lighting, signage and line marking components of the proposed upgrade. Council would traditionally cover the costs for any pedestrian crossing works on a local road.

DPTI is proposing to undertake local community consultation including with BSLSC. Council will project manage the construction.

RECOMMENDATIONS

- 1. Council endorse upgrading of the existing pedestrian crossing at the Esplanade Brighton (adjacent to the Brighton Surf Life Saving Club) in partnership with DPTI to improve safety.**
- 2. Council note the overall project cost is estimated at \$128,000 (excl GST) with \$30,000 to be funded by Council to cover the costs of improved street lighting, signage and line marking for the crossing upgrade and \$98,000 to be funded by DPTI to cover the cost of flashing yellow lights and pavement alterations.**
- 3. Council approve a project funding allocation of \$30,000 in the 2019/20 Capital Works program as Council's contribution towards the project.**

4. Council notes that:

- a) **DPTI will undertake resident and community consultation regarding the upgrade, including consultation with BSLSC.**
 - b) **Council Administration will project manage construction.**
-

COMMUNITY PLAN

Placemaking: Creating lively and safe places

COUNCIL POLICY

Asset Management Policy

STATUTORY PROVISIONS

Local Government Act 1999

Road Traffic Act 1961

AS1742.10 Pedestrian control and protection

*DPTI's Manual of Legal Responsibilities and Technical Requirements for Traffic Control Devices
Part 2 - Code of Technical Requirements*

BACKGROUND

Following representations from local residents and the Brighton Surf Life Saving Club to the Hon Corey Wingard, Member for Gibson, a funding commitment was made to upgrade the existing wombat crossing on the Esplanade, Brighton adjacent to the Surf Life Saving Club (BSLSC). Community and Club concerns were that the existing pedestrian crossing was not clearly visible to motorists and as a result a high number of near misses were occurring.

Following a review by DPTI and Council staff, it was concluded that the crossing's colour, location and poor signage meant that it tended to blend into the streetscape and potentially be seen as a speed hump, rather than a pedestrian crossing.

Improvements including flashing yellow lights, changes to pavement marking/colour, new signage and improved lighting were considered essential to reduce the risk to pedestrians. The improvements would also bring the crossing in line with DPTI current technical standards.

DPTI has proposed that the improvements be undertaken in partnership with Council, which will enable DPTI to fund a substantial part of the work which would normally be Council's responsibility on a local road. Council originally installed the crossing in the early 2000s.

As the project is on the local road network, Council owns the existing wombat crossing and will take ownership of any infrastructure associated with the crossing upgrade, Council will project manage construction.

After the upgrade, any maintenance to the wombat crossing's flashing lights will be conducted by DPTI at Council's cost and Council will be responsible for any electricity costs, as is the case with all other traffic lights within the City.

REPORT

DPTI engaged Tonkin Consulting to conduct an independent assessment of the crossing in the form of a report, which included two concept designs to improve safety at the crossing and an indicative costing on the preferred option.

Refer Attachment 1

Tonkin's report recommends upgrading the following aspects of the crossing:

- Flashing yellow lights to be installed to improve driver awareness of the crossing;
- Replacement of existing red pavers with darker pavers to improve contrast with white line marking, to improve driver awareness of the crossing;
- Street lighting upgraded to conform with current Australian Standards.

Flashing Yellow Lights

A key component of the upgrade is the installation of flashing yellow lights to improve safety at the crossing.

DPTI's *Manual of Legal Responsibilities and Technical Requirements for Traffic Control Devices Part 2 - Code of Technical Requirements* (The Code) states that in relation to wombat crossings:

Continuously operating twin alternating flashing yellow signals may supplement the Pedestrian Crossing (R3-1) signs where:

- (i) it is necessary to increase the visibility of the crossing,*
- (ii) the AADT (Annual Average Daily Traffic) volume is greater than 5000 vehicles, or*
- (iii) the crossing is located near a school and is supervised by monitors.*

The northbound approach to the crossing is at a crest and, due to the reported 'near misses' it would appear necessary to increase visibility of the crossing. Council has conducted traffic counts on the Esplanade at the crossing which show daily traffic volume as high as 6,500 vehicles per day. Also, the surf club transport their life saving equipment across the road at this point, and with children representing a high portion of surf club members, the location can be considered in a similar context to that of a school.

As the crossing is active at all times, the Code states that wombat crossings must have *continuously operating* twin alternating flashing yellow signals. However, DPTI have proposed for the lights to flash on demand, with detection by radar. On demand lights will support the activities of the club and all pedestrian movements, and the lights will not flash unnecessarily, which was a major concern for local residents. Radar detection will provide motorists with at least 40 metres of travel distance to slow down and stop in order to give way to pedestrians.

Improved Street Lighting

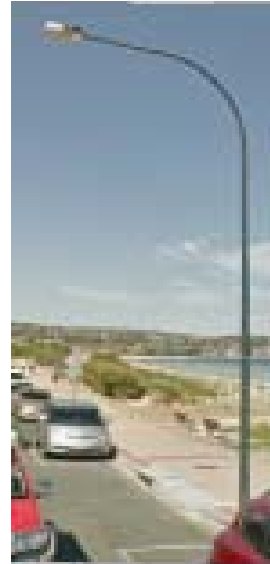
An evaluation of the lighting levels was undertaken to determine if the prominence of the crossing could be enhanced during the night-time.

The possibility of upgrading the luminaires of the existing lighting to achieve the lighting level of 40 luminance required in AS 1158.4:2015 was investigated. It was found that an upgraded luminaire would not achieve the required vertical light intensity due to the remote location and the short height of the existing light poles.

Two street lighting concepts were developed to achieve the lighting level required by the Australian Standard.

Concept 1 - has two standard light poles (refer to adjacent image of a standard light pole on Esplanade) with MIDI 150w LED luminaires located at a distance of 3m to 4.5m from the edge of the platform and at a height of 6.5m and an outreach of 3m. As these street lights need to be located 3m-4.5m from the edge of the crossing platform, any street light posts installed on the eastern side of the crossing, at the frontage of BSLSC, would adversely impact on movement of the boats to and from the club storage areas. The installation of two light poles on the western, or beach side, of the crossing was possible to achieve the required lighting standard; however as the lights point back toward residences, the possibility of the light spill creating nuisance for neighbouring properties was increased. The flashing yellow lanterns would also have to be installed on separate poles as DPTI standards require the flashing lights to be installed on the edge of the wombat crossing. This concept was therefore not supported.

Refer Attachment 1 Appendix B



Concept 2 - has two floodlights mounted at a height of 7m to 8m (refer to adjacent image of this methodology implemented in Walkerville, South Australia). As these floodlights can be installed on the edge of the wombat crossing, they would not impact on movement of the boats to and from the club storage areas. They also have the advantage of being able to mount the flashing yellow lights and pedestrian signage on the one pole, which minimises infrastructure requirements and reduces visual clutter as only 2 posts would be required instead of 4. The disadvantage of the floodlights are that they result in high levels of horizontal luminance and the possibility exists of glare interfering with the vision of approaching drivers and creating light nuisance for neighbouring properties. The final lighting design will need to mitigate these issues, stipulating the mounting angle of the floodlight; and, if required, the use of shielding. This is the proposed option.

Refer Attachment 1 Appendix C



Contrasting Pavers

The current visual contrast between the platform pavement and the striped pavement markings is currently poor as the pavers are a red clay paver. The lack in contrast between the red paver and the white pavement markings reduces driver awareness of the crossing. A number of options were considered to improve the contrast, consisting of the following:

- Alternative surface treatment
- Paint block pavers
- Replace pavers with asphalt
- Replace pavers with alternative colour pavers

The preferred option is to replace the existing pavers with a similar type and pattern, but darker colour. The darker colour will provide an improved contrast between the pavement and the white pavement markings.

Consultation

DPTI have indicated that they will undertake community and resident consultation, including consultation with BSLSC once council has considered the project proposal. Draft consultation letter and the concept plan proposed to be sent to residents are attached.

Refer Attachments 2 & 3

BUDGET

DPTI have estimated the total cost of the project at \$128,000 (excl GST).

It is proposed that Council fund \$30,000 of this total cost for improved street lighting, signage and line marking components of the proposed upgrade. DPTI is proposing to fund the remaining \$98,000 of the total project cost to cover installation of upgraded paving and flashing yellow lights.

As this crossing is on a local road, Council would traditionally cover the costs for any pedestrian crossing works.

If Council adopts the recommendations and approves the crossing upgrade, a new project allocation of \$30,000 (ex GST) will need to be included within the draft 2019-2020 Capital Works program to fund the works.

LIFE CYCLE COSTS

Ongoing maintenance and operating costs for the upgraded wombat crossing, including the new flashing lights and improved street lighting, will need to be funded from Council's Operating Budget. At this point in time, it is anticipated that these ongoing costs can be absorbed into existing budget allocations, but should the maintenance requirements of the new street and/or flashing lights prove excessive, then additional budget allocations will be requested at a Budget Review in 2019/20 financial year.

Safety Crossing at Brighton Surf Lifesaving Club

Concept Design Report

Department of Planning, Transport and Infrastructure

4 April 2019

Ref: 20181786



Building exceptional
outcomes together



Document History and Status

Rev	Description	Author	Reviewed	Approved	Date
1	For client review	AN/CH	CH	CH	5 April 2019
2	Appendix C revised	AN/CH	CH	CH	8 April 2019
3	Amendments	AN/CH	CH	CH	16 April 2019

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Project: Safety Crossing at Brighton Surf Lifesaving Club | Concept Design Report
Client: Department of Planning, Transport and Infrastructure
Ref: 20181786

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Appendices

Appendix A – Lighting level modelling

Appendix B – Concept 1

Appendix C – Concept 2

Appendix D – Estimate of Construction Cost



1 Design Investigations

The Department of Planning, Transport and Infrastructure (DPTI) in collaboration with the City of Holdfast Bay (CoHB), have engaged Tonkin to develop two concept designs to improve the Wombat Crossing adjacent to the Brighton Surf Lifesaving Club on the Esplanade in Brighton.

Improvements to be considered are the provision of flashing lanterns, enhanced pavement markings, use of coloured paving materials and minor kerb extensions.

1.1 Geometric Design

The possibility for extending the existing kerb buildouts to further reduce the width of the carriageway and reducing the length of road to be crossed by pedestrians was investigated. After a review of the site it was determined that due to site constraints, the alteration of the existing kerb alignment was not recommended due to high cost associated with the work and its potential to negatively impact the visual appearance of the streetscape. The recommendation not to extend the kerb buildouts was accepted by CoHB.

1.2 Signal and Lighting Design

1.2.1 Lighting Pedestrian Crossings

An evaluation of the lighting levels, and a subsequent lighting design, was undertaken to determine if the prominence of the crossing could be enhanced during the night-time.

The lighting design consisted of examining two components; the luminaires required to adequately light the crossing to the required standard and the installation of flashing crossing lanterns.

The possibility of upgrading the luminaires of the existing lighting to achieve the lighting level of 40 illuminance required by AS 1158.4:2015 was investigated. It was found that an upgraded luminaire wouldn't achieve the required vertical illuminance due to the remote location of and the short height of the existing light poles.


The lighting design undertaken showed that two light poles with MIDI 150w LED luminaires would be required, located at a distance of 3m to 4.5m from the edge of the platform and at a height of 6.5m and an outreach of 3m.

To allow for the movement of the boats being carried from the Brighton Surf Lifesaving Club across the wombat crossing, the use of floodlights positioned at the edge of the wombat crossing platform was considered. The use of floodlights to provide lighting for a wombat crossing has been used previously in South Australia, with the floodlights fixed to either a light pole or as part of the flashing lantern assembly, as shown in the pictures below.

The results of the modelling of the lighting levels for the existing and a proposed staggered lighting arrangement are shown in Appendix A.



Table 1.1 – Examples of the use of floodlights for lighting wombat crossings

Walkerville Terrace, Walkerville	Mount Barker Road, Hahndorf
	

It was found that the floodlights would provide the lighting levels needed if mounted at height of 7 to 8m. However, this results in extremely high levels of horizontal illuminance, up to 110 lux. Whilst no maximum levels are stated within the standard, there exists the possibility of glare interfering with the vision of approaching drivers and creating light nuisance for neighbouring properties. The next stage of design will need to mitigate these issues, stipulating mounting angle of the floodlight and, if required, the use of shielding.

1.2.2 Flashing Lanterns

The use of solar powered flashing lanterns was considered. The use of solar panels, mounted on brackets, and a battery to supply power during times of low or no sunlight would need to be provided, located underground to reduce street clutter and protection from accidental or deliberate damage.

Advice sought from experienced lighting engineers and contractors identified that during the winter months the solar panel size needed to provide sufficient power would be impractical, particularly when considering the bracket and pole strengths needed to resist the wind loading of a coastal environment.

As the street lighting luminaires are required to be connected to the power network, it was agreed with CoHB that the flashing lanterns should also be connected to the existing power network and that the use of solar power should not be pursued.

There is an option for a combination pole which consists of the flashing lanterns and the luminaire on a single pole, reducing the number of poles required and unnecessary street clutter. The use of a combination pole was preferred by DPTI and CoHB.

The Code of Technical Requirements (The Code) requires the flashing lanterns to be located at the edge of the wombat crossing platform. As the combination pole supports the flashing lanterns it will dictate their position in relation to the wombat crossing. DPTI-TASS confirmed that the flashing lanterns need to be located at the edge of the platform.

1.3 Vehicle Detection

The brief included a desire to use radar to detect vehicles travelling on the Esplanade approaching the wombat crossing to activate the flashing lanterns. On demand radar activated lanterns will support the activities of the club and all pedestrian movements, and the lights will not unnecessarily flash.



Radar detection has been determined to provide several benefits over the more traditional hardwired loop detection system. It can be adjusted for sensitivity to improve detection of cyclists approaching the crossing (as low as 4km/hr). This is a popular area for road riding and amateur training cyclists, often corresponding with times of high pedestrian demand. Another benefit of the radar technology is that it can be adjusted to trigger the light actuation at varying distances which the loops cannot. It is also likely to be significantly cheaper to install.

In discussions with DPTI, it is recommended that the detectors have a capability of sensing vehicle movement as slow as 4km/h and to a distance of 150m in advance of the crossing.

1.4 Crossing Contrast

The current visual contrast between the platform pavement and the striped pavement markings is currently poor, reducing driver awareness of the crossing. A number of options were considered to improve the contrast, consisting of the following:

- Alternative surface treatment
- Paint block pavers
- Replace pavers with asphalt
- Replace pavers with alternative colour pavers

The preferred option by Council was to replace the existing pavers with a similar type and pattern, but darker colour. The darker colour provides an improved contrast between the pavement and the white pavement markings.

1.5 Brighton Surf Lifesaving Club Considerations

The Brighton Surf Lifesaving Club (BSLC) cross at the wombat crossing to carry their boats from the club to the beach, the length of the boats being carried requires the use of the full width of the footpath outside of the BSLC building, traversing from the roller doors to the wombat crossing. The need to accommodate this manoeuvre prevents placement of light poles in the eastern footpath from the wombat crossing to the northern edge of the northern roller door. Unfortunately, this area is the ideal location for a light pole to achieve the required lighting levels. However, locating both light poles in the western footpath, 3m to 4m from the edge of the wombat crossing still achieves the required lighting level.

2 Concept Design

Considering the above, two concept designs were developed.

2.1 Concept 1

This concept locates both light poles in the western footpath, with the R3-1 sign supplemented by flashing yellow signals located as required by The Code at the leading edge of the wombat crossing. When compared to Concept 2 this results in more street furniture and a more cluttered look. More details of this option are provided below, the drawing is contained in Appendix B.

- 1 flashing lantern on either side of the wombat crossing (located on the left-hand side on the approach)
- Two 6.5m high MIDI 150w LED street lights located on the western side of the crossing. Both of these are located on the same side providing a symmetrical appearance. Both have a 3m outreach
- Radar detection system to detect vehicles
- Replacement of existing platform pavers with darker charcoal pavers
- Cleaning of concrete ramps to provide contrast



2.2 Concept 2

This concept combines the luminaire, R3-1 signs and flashing lantern onto a single pole, with one pole located in each footpath either side of the crossing. When compared to Concept 1 this results in less street furniture and a less cluttered look. As discussed above, the location of the light pole requires a floodlight to be used, though achieving the lighting levels this type of light will need careful adjustment of the angle of the floodlight and the use of shielding to prevent glare and nuisance light.

- More details of this option are provided below, the drawing is contained in Appendix C.
- Two combo poles located on the left-hand side at each approach to the crossing. These consist of a flashing lantern combined with a 7m -8m mounted floodlight
- Radar detection system to detect vehicles
- Replacement of existing platform pavers with darker charcoal pavers
- Cleaning of concrete ramps to provide contrast

Concept 2 has been identified as the preferred option by DPTI and CoHB and a preliminary cost of the implementation of this option has been estimated.

3 Cost estimate

A preliminary cost estimate has been produced for the preferred option, Concept 2. The estimate is based on quotes provided by two local contractors who have recently installed similar lighting and wombat crossing flashing lanterns in South Australia. These suppliers recommend high grade materials to prevent corrosion associated with a coastal environment, this has resulted in additional cost that has been accounted for.

The estimates are for all supply, installation and connection, including all electrical works. The wombat platform pavers are to be replaced, for durability it is recommended that the pavers are to be no larger in area than 250mm x 250mm and 60mm thick.

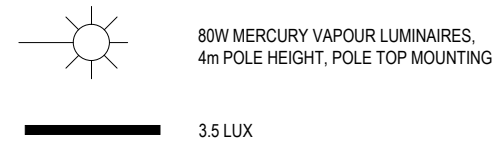
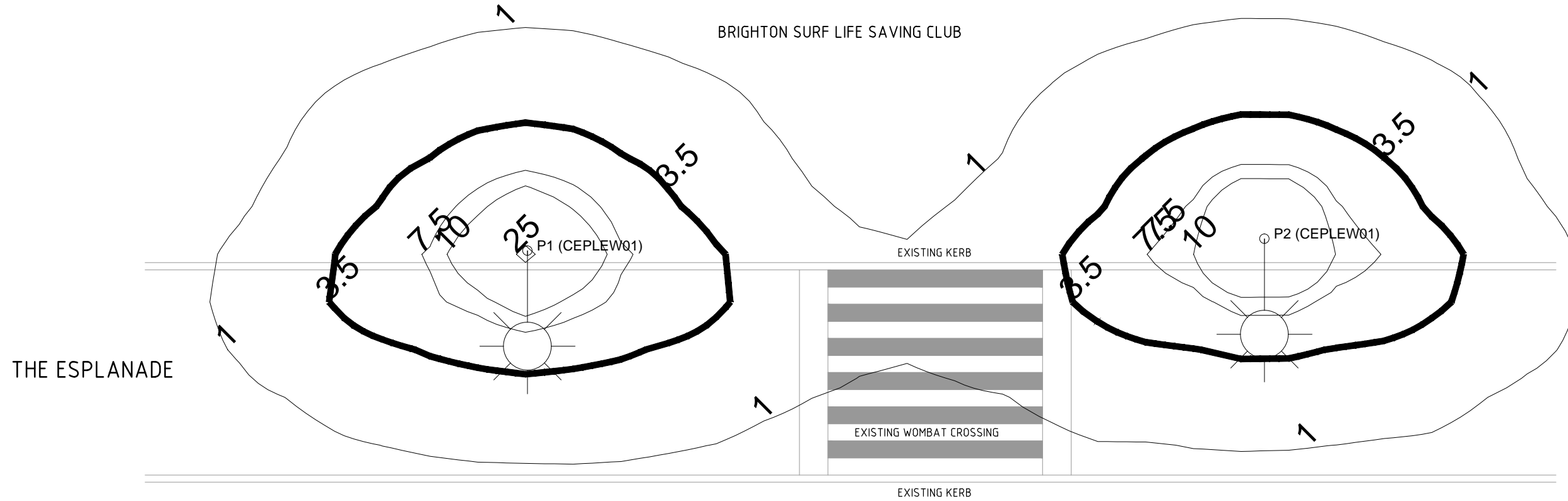
The estimated cost for Concept 2 is \$144,100 inclusive of a 20% contingency to allow for unexpected underground impediments. A breakdown of the estimate is provided in Appendix D.



Appendix A – Lighting level modelling



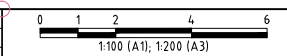
FOR CONTINUATION REFER SHEET ##



**HORIZONTAL ILLUMINANCE - WOMBAT CROSSING
3.5 LUX MINIMUM**

THIS DRAWING IS TO BE VIEWED IN COLOUR AS SOME FEATURES / SYMBOLS ARE DIFFERENTIATED BY COLOUR. DRAWING NOT TO BE RELIED ON IF PRINTED IN GREYSKALE.

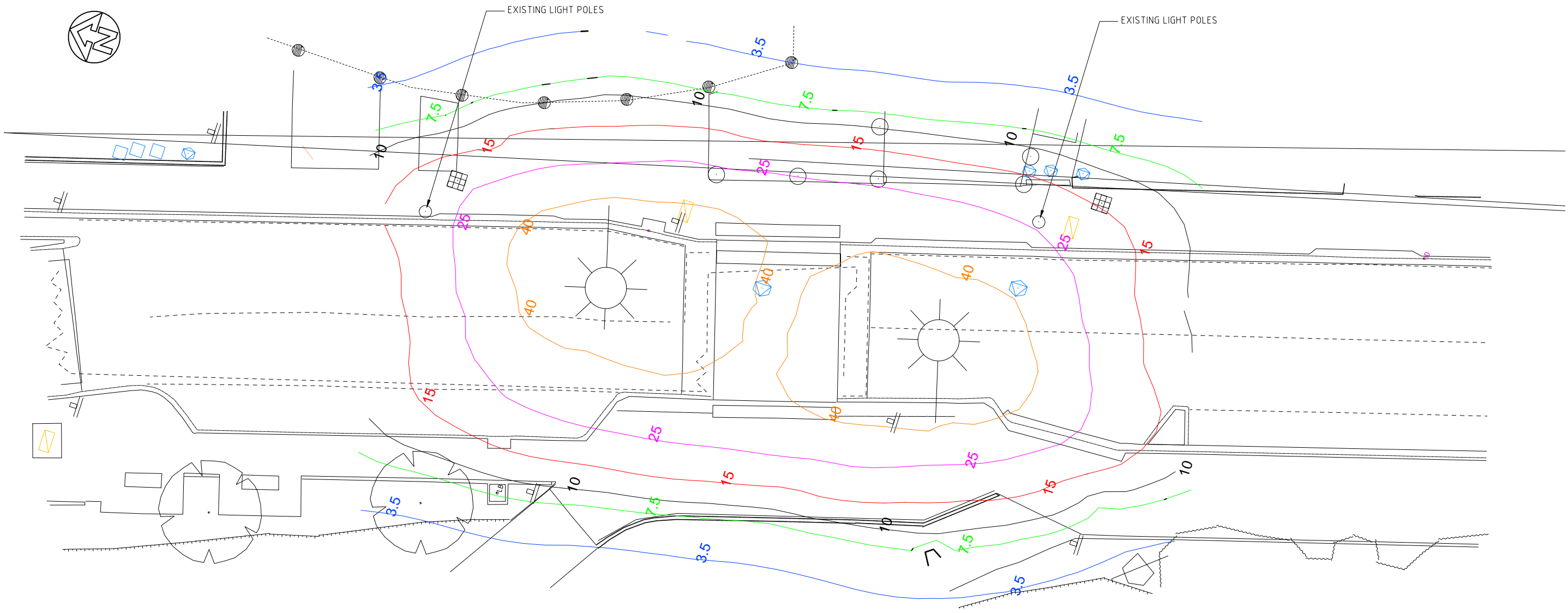
REV	AMENDMENT / REASON FOR ISSUE	DATE	DES.	DWN.	DWGCHK.	VERIFIED	APPROVED



PUBLIC UTILITIES:
THE SERVICES SHOWN ARE DERIVED FROM PLANS OBTAINED FROM THE RELEVANT SERVICE AUTHORITIES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ARRANGE WITH THE RELEVANT SERVICE AUTHORITIES FOR CONFIRMATION OF SERVICES AND THEIR LOCATION BEFORE EXCAVATION WORK COMMENCES.



PRELIMINARY			
SHEET SIZE	A1	CITY OF HOLDFAST BAY	
SCALE:	1:100	WOMBAT CROSSING	
ORIGINAL SURVEY BY		THE ESPLANADE, BRIGHTON	
SURVEY DATE:		ISOLUX CONTOURS	
COORDS & DATUM		FILENAME:	
COORDS TO (MGA94 ZONE54)		20181786_ISOLUX.DWG	JOB NUMBER
ALL LEVELS TO A.H.D.			20181786
			SHEET NUMBER
			SK-01
			REVISION

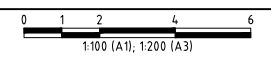


 NEW 150W LED LUMINAIRE,
6.5m POLE HEIGHT, 3m OUTREACH
 3.5 LUX

HORIZONTAL ILLUMINANCE - WOMBAT CROSSING
3.5 LUX MINIMUM

THIS DRAWING IS TO BE VIEWED IN COLOUR AS SOME FEATURES / SYMBOLS ARE DIFFERENTIATED BY COLOUR. DRAWING NOT TO BE RELIED ON IF PRINTED IN GREYSKALE.

REV	AMENDMENT / REASON FOR ISSUE	DATE	DES.	DWN.	DWGCHK.	VERIFIED	APPROVED



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100mm ON ORIGINAL DRAWING - DO NOT SCALE DRAWING

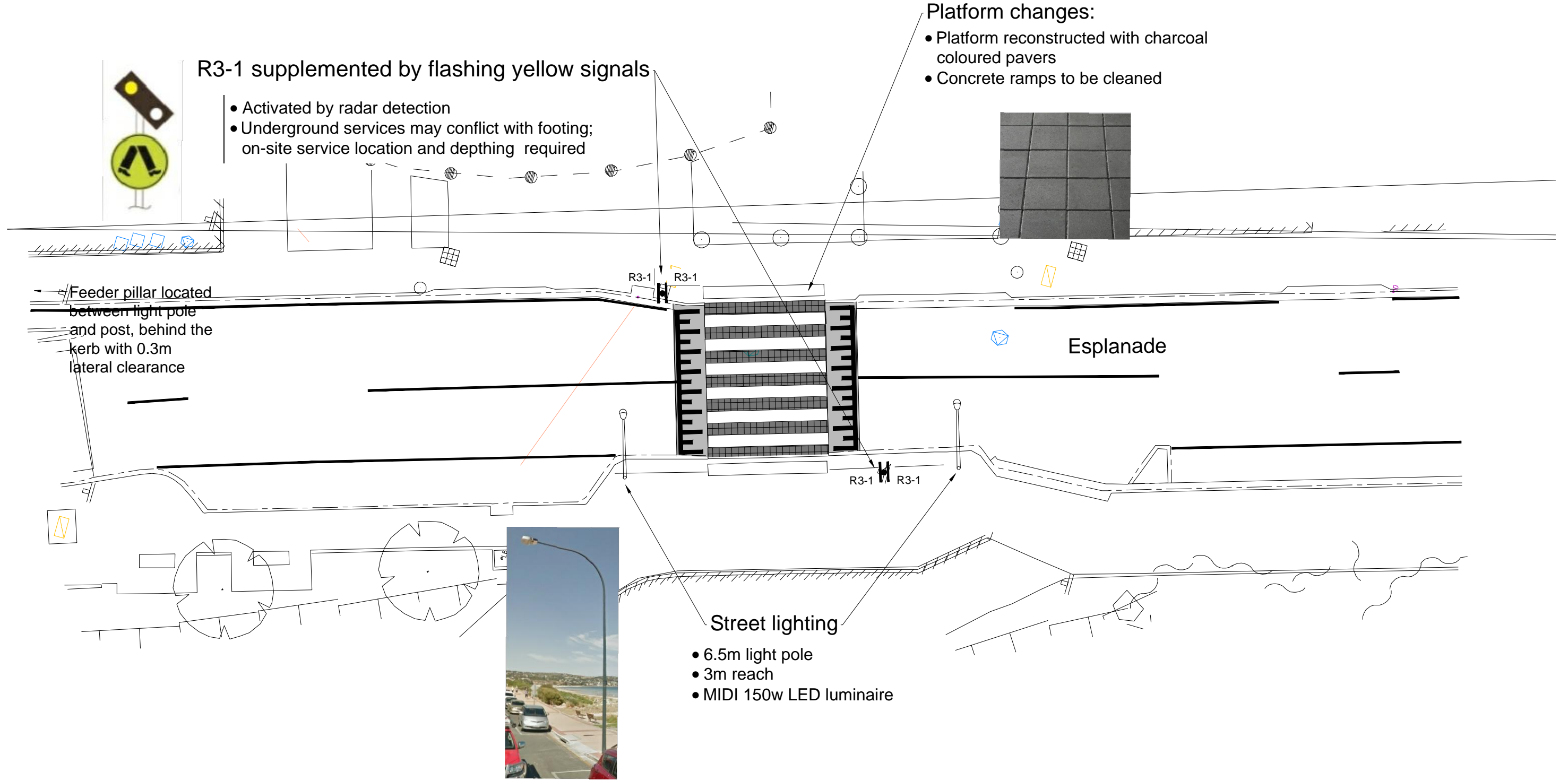


SHEET SIZE A1		CITY OF HOLDFAST BAY		
SCALE: 1:100		WOMBAT CROSSING		
ORIGINAL SURVEY BY		THE ESPLANADE, BRIGHTON		
SURVEY DATE:		ISOLUX HORIZONTAL ILLUMINANCE		
COORDS & DATUM		FILENAME:	JOB NUMBER	SHEET NUMBER
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ALL LEVELS TO A.H.D.		REVISION		



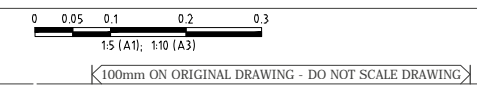
Appendix B – Concept 1

Brighton Surf Life Saving Club



THIS DRAWING IS TO BE VIEWED IN COLOUR AS SOME FEATURES / SYMBOLS ARE DIFFERENTIATED BY COLOUR. DRAWING NOT TO BE RELIED ON IF PRINTED IN GREYSCALE.

PRELIMINARY



SCALE: COORDS & DATUM SHEET SIZE
 SURVEYED: COORDINATES TO MGA94 ZONE: A1
 SURVEY DATE: ALL LEVELS TO A.H.D.



PUBLIC UTILITIES:
 THE SERVICES SHOWN ARE DERIVED FROM PLANS OBTAINED FROM THE RELEVANT SERVICE AUTHORITIES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ARRANGE WITH THE RELEVANT SERVICE AUTHORITIES FOR CONFIRMATION OF SERVICES AND THEIR LOCATION BEFORE EXCAVATION WORK COMMENCES.



City of Holdfast Bay / DPTI
 Wombat Crossing Upgrade - Esplanade, Brighton
 Concept Design 01 - Stand alone flashing yellow signals

REV	AMENDMENT / REASON FOR ISSUE	DATE	DES.	DWN.	DWGCHK.	VERIFIED	APPROVED
C	Lighting details amended	16/4/2019	CH	CH			
B	Feed pillar text added, advance warning sign removed	5/04/19	CH	CH			
A	Preliminary for discussion	26/2/19	CH	CH			CH

FILENAME:	JOB NUMBER	SHEET NUMBER	REVISION
20181786_CONCEPT01.DWG	20181786	01	C



Appendix C – Concept 2

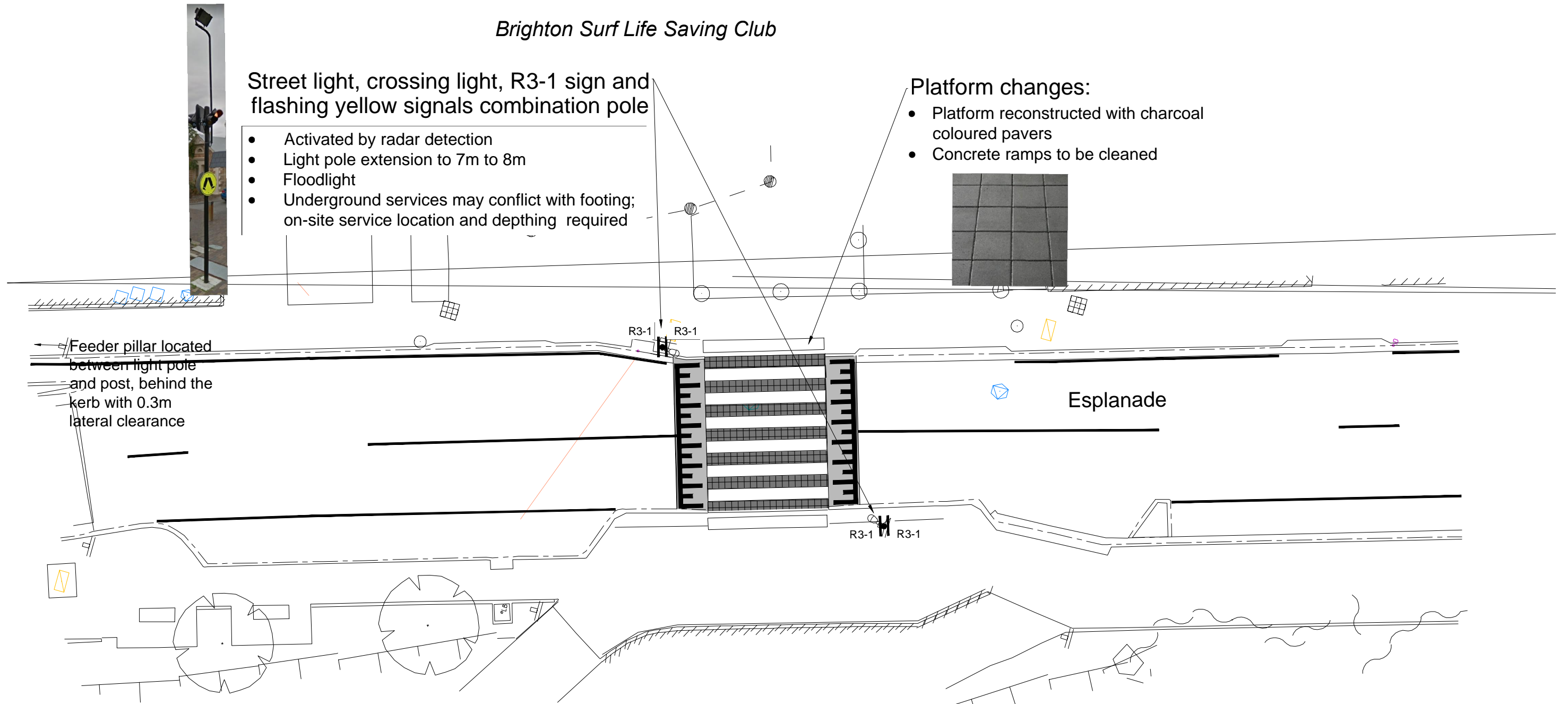
Brighton Surf Life Saving Club

Street light, crossing light, R3-1 sign and flashing yellow signals combination pole

- Activated by radar detection
- Light pole extension to 7m to 8m
- Floodlight
- Underground services may conflict with footing; on-site service location and depthing required

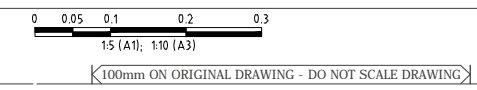
Platform changes:

- Platform reconstructed with charcoal coloured pavers
- Concrete ramps to be cleaned



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PRELIMINARY



SCALE: COORDS & DATUM SHEET SIZE
 SURVEYED: COORDINATES TO MGA94 ZONE A1
 SURVEY DATE: ALL LEVELS TO A.H.D.



PUBLIC UTILITIES:
 THE SERVICES SHOWN ARE DERIVED FROM PLANS OBTAINED FROM THE RELEVANT SERVICE AUTHORITIES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ARRANGE WITH THE RELEVANT SERVICE AUTHORITIES FOR CONFIRMATION OF SERVICES AND THEIR LOCATION BEFORE EXCAVATION WORK COMMENCES.



City of Holdfast Bay / DPTI
 Wombat Crossing Upgrade - Esplanade, Brighton
 Concept Design 02 - Light and flashing yellow signal combination pole

REV	AMENDMENT / REASON FOR ISSUE	DATE	DES.	DWN.	DWGCHK.	VERIFIED	APPROVED
D	Lighting details amended	16/4/19	CH	CH			
C	Image of combi pole added	8/4/19	CH	CH			
B	Feeder pillar text added, advance sign removed	5/4/19	CH	CH			
A	Preliminary for discussion	26/2/19	CH	CH			

FILENAME:	JOB NUMBER	SHEET NUMBER	REVISION
20181786_CONCEPT02.DWG	20181786	02	D



Appendix D – Estimate of Construction Cost

Estimate of Construction Cost

Project: City of Holdfast Bay - Esplanade Wombat Crossing Brighton
Date: 18/03/2019
Revision: B
Summary of works: Concept Design 02: Paver replacement, flashing light/street light installation, electrical

Item No	Description	Comment	Unit	Qty	Rate	Cost
1.0	Preliminaries					
1.1	Preliminaries		%		10%	\$ 10,650.48
	Sub-Total					\$ 10,650.48
2.0	Paver Replacement					
2.1	Remove Existing Pavers		m ²	46	\$ 10.00	\$ 460.00
2.2	Re-prime and Replace Pavers	250 x 250 x 60 pavers	m ²	46	\$ 90.00	\$ 4,140.00
	Sub-Total					\$ 4,600.00
3.0	Signalling/Electrical					
3.1	Install and commission Wombat crossing signal infrastructure, including; coastal corrosion materials, DPTI ground mount switchboard controller, unmetered connection to SAPN, trenching, installation of pits and conduits for the signals.		Item	1	\$ 68,600.00	\$ 68,600.00
3.2	Streetlight extension pole, fixing and LED luminaire		Item	2	\$ 3,500.00	\$ 7,000.00
3.3	2 aspect flashing lantern		Item	2	\$ 2,200.00	\$ 4,400.00
3.4	Install Radar Detection		Item	1	\$ 2,800.00	\$ 2,800.00
3.5	Electrical Connection		PC	1	\$ 7,500.00	\$ 7,500.00
3.6	Additional trenching to feeder pillar position, including excavation, conduit and reinstatement		lm	30	\$ 280.00	\$ 8,400.00
	Sub-Total					\$ 98,700.00
4.0	Miscellaneous					
4.1	Concrete ramp cleaning		sqm	25.6	\$ 8.00	\$ 204.80
4.2	R3-1 sign		each	4	\$ 250.00	\$ 1,000.00
4.3	Pavement markings	Stripes and piano key	Item	1	\$ 2,000.00	\$ 2,000.00
	Sub-Total					\$ 3,204.80
5.0	Construction supervision					\$ 2,929
6.0	Contingency	20%				\$ 24,017
					Sub-Total	\$ 144,101
					GST	\$ -
					CITF Levy	\$ -
					Grand Total	\$ 144,101

Note: To be used for project feasibility and budget development purpose only.



UPGRADE TO THE PEDESTRIAN CROSSING AT BRIGHTON SURF LIFESAVING CLUB, ESPLANADE BRIGHTON

**SAFETY AND SERVICE
DIVISION**

GPO Box 1533
Adelaide SA 5001

ABN: 92 366 288 135

Dear Resident,

The Department of Planning, Transport and Infrastructure (DPTI) is delivering an election promise to upgrade the wombat crossing adjacent to the Brighton Surf Lifesaving Club on the Esplanade at Brighton.

The Club identified the risk to children and adults crossing the Esplanade at the Club and reported frequent 'near misses'.

DPTI has worked in partnership with the City of Holdfast Bay and using independent expert advice has developed a proposal to greatly improve the visibility of the crossing. This will include the installation of radar operated flashing lights, new surface paving on the wombat crossing platform, improved line marking and signage, and upgraded street lighting. This will allow people using the crossing and those driving to clearly see each other, making it safer for everyone.

The design includes measures to minimise the visual impact of the lights. The flashing lights will operate when triggered by an approaching car driver or bicycle rider, using a radar detection system, rather than continuously.

The total project cost is \$128,000, with \$98,000 funded by DPTI and \$30,000 from the City of Holdfast Bay specifically for the street lighting upgrade.

Council will notify residents two weeks prior to work commencing.

A concept plan is attached for your information. If you would like to provide feedback or require further information please contact DPTI by COB **Wednesday 29th May 2019** via:

- telephone: Matthew Mayes 83432088
- email: dpti.way2go@sa.gov.au, or
- you can provide written feedback and send it to:
 - DPTI, Reply Paid 1533, ADELAIDE SA 5001

Yours sincerely

Margaret Howard
Manager
Living Neighbourhoods and Travel Behaviour Section

May 2019



Enc. Concept Design

HAND DELIVER TO IMPACTED RESIDENTS

DRAFT

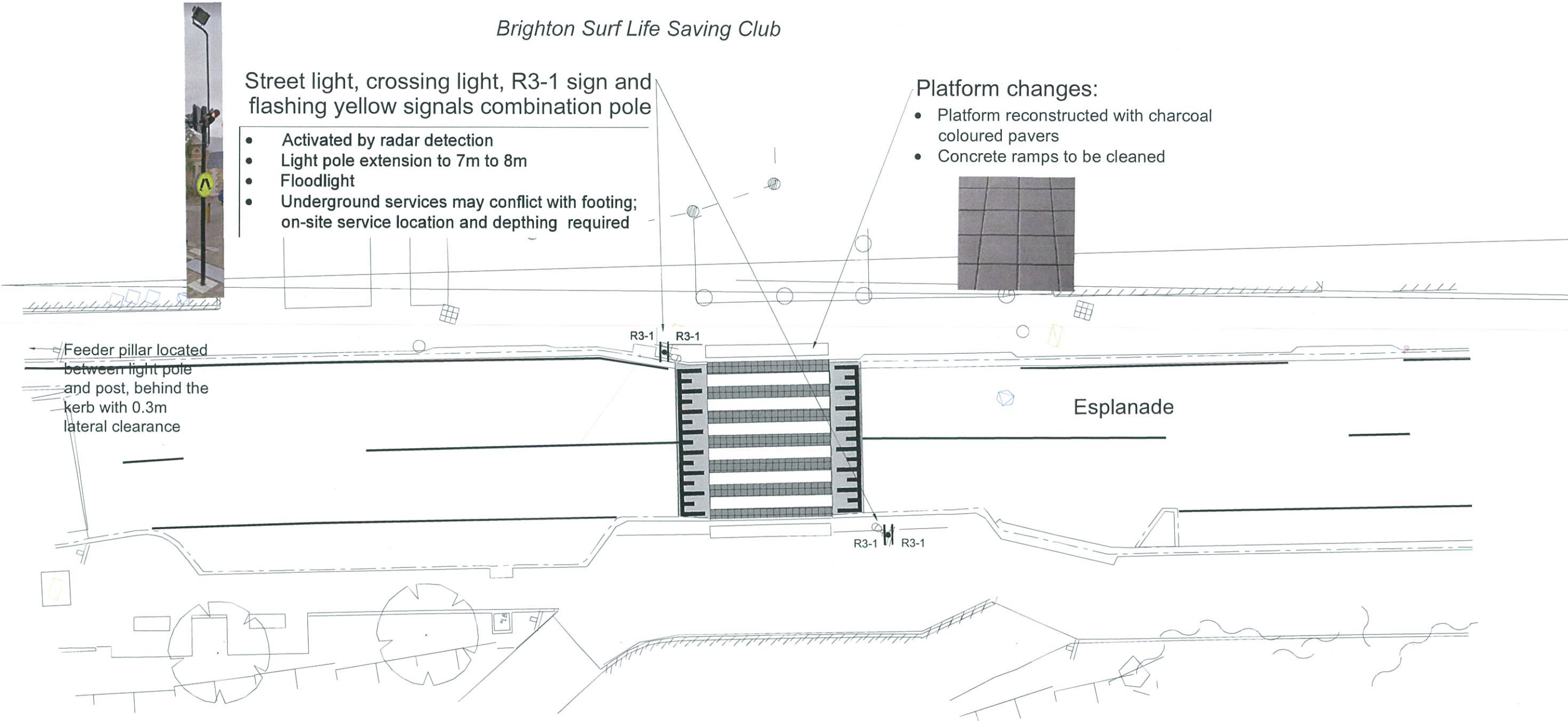
Brighton Surf Life Saving Club

Street light, crossing light, R3-1 sign and flashing yellow signals combination pole

- Activated by radar detection
- Light pole extension to 7m to 8m
- Floodlight
- Underground services may conflict with footing; on-site service location and depthing required

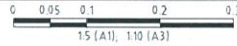
Platform changes:

- Platform reconstructed with charcoal coloured pavers
- Concrete ramps to be cleaned



THIS DRAWING IS TO BE VIEWED IN COLOUR AS SOME FEATURES / SYMBOLS ARE DIFFERENTIATED BY COLOUR. DRAWING NOT TO BE RELIED ON IF PRINTED IN GREYSCALE.

PRELIMINARY



SCALE: 1:5 (A1), 1:10 (A3)
 SURVEYED: []
 SURVEY DATE: []

COORDS & DATUM: COORDINATES TO MGA94 ZONE 7
 ALL LEVELS TO A.H.D.
 SHEET SIZE: A1

PUBLIC UTILITIES:
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City of Holdfast Bay / DPTI
 Wombat Crossing Upgrade - Esplanade, Brighton
 Concept Design 02 - Light and flashing yellow signal combination pole

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FILENAME:	JOB NUMBER	SHEET NUMBER	REVISION
20181786_CONCEPT02.DWG	20181786	02	D

Item No: **14.7**

Subject: **SOMERTON BOWLING CLUB – FINANCIAL ASSISTANCE**

Date: 14 May 2019

Written By: Manager Finance

A/General Manager: Business Services, Ms P Jackson

SUMMARY

At its meeting on 9 April 2019 Council requested a report on the options available to assist the Somerton Bowling Club with its current financial position. Since 2007 the Club has upgraded its clubrooms and facilities through member support and Council on-lent borrowings. During this time the Club has not received major external grant support toward improving its facilities. The Club is seeking Council support to improve its financial position and thereby enable it to engage in future grant submissions and secure grant funding.

A number of options exist to assist the club including debt consolidation and relief as well as grant submission education and support.

RECOMMENDATION

- 1. That the option to consolidate the existing Council funded Somerton Bowling Club loans to be amortised over 13.5 years be offered to the Club to assist its financial position and cash flow.**
 - 2. That Council continue to offer grant application and educational assistance to enable the Somerton Bowling Club to improve its facilities and sustainability.**
-

COMMUNITY PLAN

Community: Building a healthy, active and resilient community
Community: Fostering an engaged and contributing community
Culture: Being financially accountable

COUNCIL POLICY

Treasury Management Policy
Borrowing Guidelines for Community Organisations.

STATUTORY PROVISIONS

Local Government Act 1999.

BACKGROUND

Previous financial support and Council reports.

February 2007 (report 49/07)

Council on-lent \$300,000 to the Club for significant upgrade and refurbishment of clubroom facility. In July 2012 the club reduced the principal by \$200,000 due to a bequest (Report 254/12). Current principal outstanding is \$11,357.50 with six monthly instalments of \$1,763.31 and 3.5 years loan term remaining.

November 2010 (report 442/10)

Council on-lent \$81,755 to the Club to fund final costs associated with the upgrade and clubroom refurbishment. This loan was fully paid off in November 2018. The six monthly instalments were \$6,267.74.

December 2012 (report 487/12)

As part of the Community Donations Program the club sought a \$4,138.75 donation towards the installation of a drainage system and paving. The Council approved amount was \$2,483.25.

January 2016

Council Granted the Club \$5,000 to replace the bore water pump from the environmental operating grants budget.

September 2016 (report 217/16)

Council on-lent \$21,300 to the Club to provide funds to repair and replace outdoor lighting systems. Current principal outstanding is \$17,724.92 with six monthly instalments of \$1,318.40 and 8 years loan term remaining.

August 2017 (report 262/17)

Council on-lent \$50,000 to assist in the installation of new lighting poles. Current principal outstanding is \$46,296.76 with six monthly instalments of \$2,271.05 and 13.5 years loan term remaining.

April 2019 (report 139/19)

Motion on Notice – Councillor Patton - requesting a report be brought to Council on options to assist the Somerton Bowling Club with its current financial position for Council's consideration.

REPORT

This report considers options to assist the Somerton Bowling Club with its current financial position.

The unaudited financial statements for the Somerton Bowling Club for the year ended 31 March 2019 have been submitted to Council.

Refer Attachment 1

To assess the financial performance of the Club a common financial ratio analysis has been undertaken. The analysis includes overall liquidity, solvency and profitability. The results indicate worsening solvency and profitability.

Costs have increased in employee on-costs, equipment maintenance, player payments and coaching. This has been compounded by reduced profitability in the catering activities and reduced sponsorship. Since 2017 available cash reduced by \$60,374 to \$41,482 as at 31 March 2019.

The Club has three loans with Council with a total principal outstanding of \$75,379.18. The yearly repayments for the three loans total \$10,705.52. The remaining loan terms range from 3.5 years to 13.5 years. The interest rates are variable and reviewing annually. They are based on the LGFA Cash Advance Debenture rate plus 0.5% administrative premium.

Financial performance and position

The following common financial ratios have been applied to the financial results and position.

Liquidity Ratio

Current Ratio = current assets/current liabilities. If the ratio is 1 it means the club has the exact amount of current assets to pay of its current debts.

Result	Period ended 31/3/19	Period Ended 31/3/18	Period Ended 31/3/17	Analysis/Comments
Current Assets	\$74,209	\$98,882	\$128,545	Since March 2017 cash has reduced from \$101,856 to \$41,482
Current Liabilities	\$69,744	\$60,939	\$57,189	Trade creditors and employee on-costs have increased
Current Ratio	1.06	1.62	2.25	Overall reduction in liquidity

Solvency Ratios

Long term debt to total capital. Equates to long term debt divided by total liabilities and total members funds. Lower percentages means the majority of the club is financed by member funds.

Consolidated result	Period ended 31/3/19	Period Ended 31/3/18	Period Ended 31/3/17	Analysis/Comments
Long term debt	\$67,797	\$75,379	\$46,671	Reflects borrowings from Council
Total liabilities plus member funds	\$309,538	\$354,139	\$320,012	Retained profits reduced due to \$45,824 operating loss
Percentage	21.9%	21.3%	14.6%	Higher percentages indicate worsening profitability.

Debt to Equity Ratio. Equates to total long term liabilities divided by total member's funds. Lower ratios indicate stronger debt management.

Consolidated result	Period ended 31/3/19	Period Ended 31/3/18	Period Ended 31/3/17	Analysis
Long term liabilities	\$67,797	\$75,379	\$46,671	
Member funds	\$171,997	\$217,821	\$216,152	
Ratio	0.39	0.35	0.22	Increased debt and reduced equity has increased this ratio.

Profitability Ratios

Profit margin. Measured by net income divided by total revenues.

Consolidated result	Period ended 31/3/19	Period Ended 31/3/18	Period Ended 31/3/17	Analysis
Net income – Profit/(Loss)	(\$45,824)	(\$3,331)	\$40,069	Net profit from commercial activities and sponsorship reduced. Equipment maintenance, player payments and coaching costs significantly increased.
Total revenues	\$215,642	\$237,972	\$242,985	
Percentage	(21.3%)	(1.4%)	16.5%	Significant reduction in profitability.

A number of options exist to provide financial relief to the Club and improve its short term cash flow.

Options

1. *Consolidate the Council loans and extend the repayment term to 13.5 years.*

Through combining the three loans with the same expiry date of the longest loan (being 13.5 years) the annual repayment amount would be \$7,326. This would result in an annual reduction of \$3,380 in loan repayments.

2. *Consolidate the Council loans and grant an interest only repayment period.*

The term of the interest only period would depend on the cash flow needs of the Club and the support of Council. By way of example by consolidating the three loans over 13.5 years and granting a three year interest only period the club would have an annual repayment of \$3,090 for three years, being an annual reduction of \$7,615. Thereafter the loan would revert to an annual interest and principal amount of approximately \$8,900.

The following table gives an indication of the comparative impact of this option when the loans are consolidated with differing interest only terms.

Current annual (principal & interest) repayments on individual loans \$10,705				
<i>Consolidate Loans - \$75,379 over 13.5 years at current 4.1% interest rate</i>	<i>Interest only period</i>	<i>Annual repayments</i>	<i>Reduced repayments for interest only period</i>	<i>Annual repayments after interest only period</i>
	No interest only period	\$7,326	Nil	\$7,326
	1 year	\$3,090	\$4,236 - over 1 year	\$7,764
	2 years	\$3,090	\$8,472 – over 2 years	\$8,280
	3 years	\$3,090	\$12,708 – over 3 years	\$8,900
	4 years	\$3,090	\$16,944 – over 4 years	\$9,650

3. *Write-off part or whole of the Council debt.*

Depending on the on-going financial circumstances and the long term financial viability of the club Council has the option to reduce the principal amount owing by writing off either part or the whole debt.

4. *Review lease of premises amount.*

The Club leases the property from Council paying \$3,048.10 per annum. Council could waive or reduce the rent payable for a nominated period of time.

5. *Grant application assistance.*

Council provides assistance to the Club in developing funding applications. Two recent applications have been prepared to the Office of Recreation, Sport and Racing Active Club Grant program. They include applications for retractable shade structures and a coring machine. Council staff have provided assistance in reviewing the draft applications, supporting documents, strategic information and provided overall guidance including letters of support.

Council has also provided advice in relation to applying for Council grant funds through the Community Chest and Community Donations program. The Club will be applying for a donation to assist in funding the coring machine.

6. *Educational support.*

The Office of Recreation, Sport and Racing offer a no-cost program "Starclub" to support clubs in improving their governance and sustainability. The program is a self-assessed on-line resource which help clubs identify what they are doing well and possible areas for development. Council staff can assist the club in joining and using the program.

Recommended option

All the options provide financial assistance and support to the Club. The recommended option is to consolidate the existing loans and extend the repayment term to 13.5 years, while continuing to provide grant application and educational assistance. Other options or a combination of options can also be chosen and recommended at Councils discretion.

This recommendation provides the club with an annual reduction of \$3,380 in loan principal and interest repayments, while continuing to service the loan. This option will have minimal impact on Council's key financial targets. Councils operating result, net financial liabilities and interest cover ratio will not be adversely affected.

BUDGET

Councils 2018/19 and draft 2019/20 budget include principal and interest repayments from the club based on the current loan terms. The option to consolidate the loans will have a minor impact on the budget and will not adversely affect Council's main financial indicators.

LIFE CYCLE COSTS

The arrangement will have minimal impact on Council's financial performance in the future.

Somerton Bowling Club Inc.

ABN: 41 848 112 583

STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDING 31 MARCH 2019

INCOME	2019	2018
	\$	\$
Net proceeds - Bar Account	91,707	94,555
Net proceeds - Nights Owls	50,569	51,331
Net proceeds - Social Bowls & Tournaments	22,665	29,926
Net proceeds - Fundraising	14,451	12,143
Net proceeds - Catering Account	(11,541)	(551)
Subscriptions	28,115	26,688
Sponsorship	10,629	17,818
Donations	2,935	2,665
Hire Club Rooms	2,545	1,664
Apparel	(395)	231
Interest	356	509
Other Income	3,606	993
TOTAL INCOME	215,642	237,972
EXPENDITURE		
AGM Expenses	418	531
Audit Fees	2,000	2,000
Bank charges	353	345
Cash Register fees	1,341	908
Club amenities	9,294	10,379
Consultants Fees	-	3,780
Computer expenses	4,106	3,922
Depreciation - plant & equipment	25,055	26,491
Greens Contractor	33,658	68,803
Greens & Equipment Maintenance	14,088	1,579
Greens Wages	37,476	-
Honoraria	3,800	4,000
Insurances	7,549	7,831
Interest paid	4,796	2,475
Light, power & gas	21,442	20,970
Long Service Leave	5,696	-
Merchant Fees	1,922	1,363
Player payments & Coaching	35,739	15,295
Pennant Costs & Team Registrations	7,502	6,675
Printing, stationery & postage	3,059	2,244
Rent	3,048	3,001
Repairs and replacements House	2,225	3,633
Security	2,195	1,112

Somerton Bowling Club Inc.

ABN: 41 848 112 583

**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDING 31 MARCH 2019**

EXPENDITURE (continued)	2019	2018
	\$	\$
Sundry Expenses	3,037	1,923
Telephone	2,931	1,895
Wages - Cleaning	10,255	10,757
Waste Collection	3,686	2,186
Water and sewer rates	14,794	12,461
Write off Capital Expenditure	-	24,744
TOTAL EXPENDITURE	261,465	241,303
OPERATING LOSS FOR THE YEAR	(45,824)	(3,331)
Retained Profits at the Beginning of the Year	212,821	216,152
Retained Profits at the End of Year	166,997	212,821

Somerton Bowling Club Inc.

ABN: 41 848 112 583

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2019

	Note	2019 \$	2018 \$
CURRENT ASSETS			
Cash & cash equivalents	2	41,482	69,547
Trade Debtors		10,250	12,100
Insurance Claim Receivable		7,700	-
Inventories	3	14,777	17,235
TOTAL CURRENT ASSETS		74,209	98,882
NON-CURRENT ASSETS			
Property, Plant & Equipment	4	235,329	255,257
TOTAL NON-CURRENT ASSETS		235,329	255,257
TOTAL ASSETS		309,538	354,139
CURRENT LIABILITIES			
Trade Creditors & Accruals	5	36,472	26,289
PAYG & Superannuation	5	6,958	3,776
GST		8,036	5,249
Long Service Leave Provision		5,696	-
Short-term borrowings	6	12,582	25,625
TOTAL CURRENT LIABILITIES		69,744	60,939
NON-CURRENT LIABILITIES			
Long-term borrowings	6	67,797	75,379
TOTAL NON-CURRENT LIABILITIES		67,797	75,379
TOTAL LIABILITIES		137,541	136,318
NET ASSETS		171,997	217,821
MEMBERS' FUNDS			
Reserves		5,000	5,000
Retained profits		166,997	212,821
TOTAL MEMBERS' FUNDS		171,997	217,821

The accompanying notes form part of these financial statements

Item No: **14.8**

Subject: **KINGSTON PARK RESERVE MASTER PLAN**

Date: 14 May 2019

Written By: A/General Manager, Business Services

A/General Manager: Business Services, Ms Pamela Jackson

SUMMARY

The Kingston Park Reserve Master Plan was endorsed in October 2015. Since that time construction has been completed on Stages 1 and 2. Engagement with key stakeholders on progressing further stages of the Master Plan had identified a number of key concerns. In light of the matters raised, Council endorsed to undertake a review of the Master Plan prior to undertaking further detailed design. This report outlines the findings of that review and recommends to amend the existing Master Plan concept.

RECOMMENDATION

1. **That Council approve to amend the Kingston Park Reserve Master Plan to include:**
 - **maintaining the existing footprint of the carpark;**
 - **removing the Kiosk and Interpretative Centre;**
 - **reducing the size and scale of the playground; and**
 - **removing the multi-use court.**

2. **That Council approve the following initiatives to support the development of the Kingston Park Master Plan and surrounding amenity:**
 - **replacing the existing fence on the southern side of the carpark and commence revegetation of that site;**
 - **introducing 3 hour timed parking for the carpark;**
 - **converting a portion of the camping ground site within the Caravan Park to parking for patrons during peak periods;**
 - **investigating additional parking spaces along Strickland and Burnham Roads;**
 - **investigating additional parking within the Brighton Caravan Park as part of the Stage 2 redevelopment;**
 - **investigating the use of technology to manage the carpark and provide wayfinding;**
 - **supporting a temporary kiosk until a decision is made on a permanent kiosk;**
 - **undertaking a study of the feasibility of a kiosk at Kingston Park;**

- **investigating other locations in the area for the site of a permanent kiosk.**
-

COMMUNITY PLAN

Placemaking: Creating lively and safe places

Placemaking: Developing walkable connected neighbourhoods

Placemaking: Building character and celebrating history

Community: Celebrating culture and diversity

Economy: Boosting our visitor economy

Environment: Protecting Biodiversity

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Aboriginal Heritage Act 1988

BACKGROUND

In October 2015 Council endorsed the development of a final Kingston Park Foreshore Master Plan.

Refer Attachment 1

The Master Plan identified seven stages of project implementation.

- Stage 1 Coast Park path between Surf Life Saving Club and car park.
- Stage 2 Coast Park path between the car park and the City of Marion boundary
- Stage 3 Car Park (adjacent caravan park) reconfiguration and pedestrian crossing and walkway to monument car park
- Stage 4 Kiosk, Interpretive Centre, screening of pumping station and revegetation and reinstatement of Tjilbruke Spring site
- Stage 5 Adventure playground and activity node
- Stage 6 Extension and reconfiguration of the Monument car park to the east of the site
- Stage 7 Remainder of landscaping, viewing platforms, pathways, and interpretive and wayfinding signage

Since endorsing the plan Council sought funding for and completed Stages 1 & 2, the construction the Coast Park, in 2018. Two grant applications for detailed design of the adventure playground, through the DPTI Places for People funding rounds, have been unsuccessful.

In progressing the Master Plan, Council has continued to engage with key stakeholder whom have interest in the site, namely Kurna Traditional Owners and the 5049 Coastal Community. There these engagements, concern had been raised by both stakeholder groups regarding elements of

the current Master Plan, particularly Stages 3, 4, and 5. As a result, at the meeting on 29 January 2019 Council endorsed to review the Kingston Park Reserve Master Plan (Resolution No: C290119/1352).

REPORT

The review of the Kingston Park Reserve Master Plan involved the following:

- Review of the current Master Plan (2015) and feedback received through community consultation;
- Review of the previous Master Plan (1999) and feedback received through community consultation;
- Review of the Kingston Park Urban Design Framework (2007) and feedback received through community consultation;
- Study of the car park adjacent the Reserve and on-street parking located along Burnham Road;
- Engagement with Kurna Traditional Owners
- Engagement with the 5049 Coastal Community

In addition, consideration was given to: the current and future infrastructure constraints and requirements of the site; and the factors that have changed since the Master Plan was endorsed in 2015 and their possible impacts on the design contained within the Master Plan. In considering the factors that have changes particular attention was given to the construction of the CoastPark path being completed, changes to the Aboriginal Heritage Act 1988 (SA) and the success of the Brighton Caravan Park.

The most influential change to the Master Plan is the changes to the Aboriginal Heritage Act. Kingston Park Reserve is an area of very important cultural significance to Traditional Owners. The Tjilbruke Spring and surrounding reserve is a registered Aboriginal Heritage site. It is registered due to its anthropological, archaeological and culture significance to Aboriginal people. Changes to the Act intends to recognise Aboriginal people as primary decision makers about their own heritage, and encourages land use proponents to speak directly with Traditional Owners about their plans and empower approved recognised Aboriginal bodies to make agreements about Aboriginal cultural heritage. Therefore the input by Traditional Owners is crucial to reaching agreed outcomes culturally significant sites such as Kingston Park.

In addition, the success of the Brighton Caravan Park has placed increased pressure on parking within Kingston Park. The average total occupancy rate in 2014/15, at the time the Master Plan was endorsed, was 43%. In 2017/18 the average total occupancy rate has increased to 61%, with occupancy during peak periods over 90%. This has resulted in increased use of parking spaces at the Reserve by Caravan Park users. This was supported by the results of the parking study, undertaken for a 48 hour period from 11 January, which showed that close to half the carpark was occupied over night by patrons of the Caravan Park. In addition, the study showed that significant numbers of cars were parking on the Reserve and that the Reserve was being used by visitors as an "over flow" carpark.

The review focused on those elements contained within stages 3, 4 and 5 of the Master Plan, namely: the carpark, the kiosk and Interpretative Centre, the playground and the multi-use court. Outlined below is a summary of feedback received by the two stakeholder groups and the recommendation for each element.

(a) Carpark

The 5049 Coastal Community raised concerns regarding public safety and wanted a study conducted of the site. Further, the community group sought an extension of the existing carpark footprint, with timed parking in the carpark to discourage caravan park patrons from parking extended period and allowing for parking churn for local residents and beach-goers. The group also requested Council investigate alternative parking for visitors and patrons of the Caravan Park.

Kaurna Traditional Owners sought to remove the “over flow” parking on the Reserve due to the vicinity to the Tjilbruke Spring. In addition Traditional Owners provided a clear position that they would not support the expansion of the carpark encroaching on the Reserve, in order to preserve the Tjilbruke Spring site and its surrounds.

Considering all factors as part of the review it is recommended that Council undertake the following in relation to the carpark:

- The footprint of the carpark remain unchanged in an amended Master Plan;
- Replace the existing fence on the southern side of the carpark to stop access to parking on the Reserve and commence revegetation of that site;
- The carpark have 3 hour timed parking and enforcement of the area be undertaken;
- Portion of the camping ground site within the Caravan Park be converted to parking for patrons during peak periods;
- Investigation be undertaken to identify any additional parking spaces to be created along Strickland and Burnham Roads;
- Stage 2 of the Brighton Caravan Park redevelopment include additional parking for Hillside Cabins and the Administration building; and
- Investigation be undertaken of the use of emerging technology to manage the carpark and provide wayfinding.

(b) Kiosk

The 5049 Coastal Community provided a clear position that a kiosk amenity was important for the continued wellbeing of the community as it provided a meeting place for residents. The community group wished for a permanent kiosk on site that provided service all year round with longer opening hours. The group’s preference was for the kiosk to be located in the area identified in the current Master Plan.

The Traditional Owners opposed the development of a kiosk at the location identified in the Master Plan due to the disturbance required in relation to the Tjilbruke Spring.

Traditional Owners did not support the Interpretative Centre identified in the Master Plan. The Traditional Owners preference is to revegetate the site and return to a natural state.

Considering all factors, including the infrastructure difficulties with supporting an Interpretative Centre, it is recommended that Council undertake the following in relation to the kiosk:

- The Kiosk and Interpretative Centre be removed from an amended Master Plan;
- A temporary kiosk amenity remain until a decision regarding a permanent kiosk is made;
- A study be undertaken on the feasibility of a kiosk at the site; and
- Investigation be undertaken to identify other locations for a permanent kiosk at the site.

(c) Playground

Both the 5049 Coastal Community and Traditional Owners raised concerns with the size of the playground identified in the Master Plan. The concerns related to the impact of a metropolitan sized playground on the Reserve, with a preference with something smaller that connected with the natural environment.

Considering all factors, it is recommended that Council amend the Master Plan to allow for smaller, nature play style equipment with an interpretative design.

(d) Multi-use Court

The Traditional Owners requested the removal of the multi-use court, due to the use being in conflict with the cultural relationship of the site which is of mourning and reflection. The 5049 Coastal Community identified the court has value to the community. Council staff believe the area is adequately supplied with courts at Kauri Parade and Kingston House and would like to return that area of the Reserve to a natural state.

Considering all factors it is recommended that Council amend the Master Plan to remove the multi-use court.

BUDGET

A budget for the amendment of the Master Plan has been included in the 2019/20 Annual Business Plan process.

LIFE CYCLE COSTS

Not applicable.

Item No: **14.4**

Subject: **KINGSTON PARK FORESHORE DRAFT MASTER PLAN CONSULTATION RESULTS**

Date: 27 October 2015

Written By: Strategic Planner Policy

General Manager: Business Services, Mr I Walker

SUMMARY

On 23 June 2015, Council endorsed the Draft Kingston Park Foreshore Master Plan for wider community and State Government agency consultation.

This report summarises the outcomes of the community consultation and engagement and recommend changes to the draft Master Plan as a result of this consultation and anticipated project staging priorities prior to undertaking further detailed design work.

RECOMMENDATION

- 1. That Council notes the results from the consultation and engagement on the Kingston Park Foreshore Draft Master Plan, summarised in Attachment 1, 2 and 3 to Report Number 317/15.**
 - 2. That an updated Design Estimate costing be obtained from Rider Levett Bucknall (RLB) based upon the recommended changes and options to the Master Plan outlined in Report Number 317/15.**
 - 3. That a revised Staging Priorities Plan and final 'Kingston Park Foreshore Master Plan' be prepared based upon the recommended changes outlined in Report Number 317/15 and a copy be provided to the relevant State Government agencies prior to undertaking detailed design works.**
 - 4. That future detailed design documentation for the Kingston Park Foreshore Master Plan be staged and subject to future funding.**
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COMMUNITY PLAN

A Place that is Well Planned
A Place that Provides Choices and Enhances Life
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

COUNCIL POLICY

The Coast Park project is a State Government led initiative. Consequently there is no Council - level policy applicable to the initiative. While the minimum consultation requirements under Council's *Community Consultation and Engagement Procedure* were not applicable, consultation was still undertaken with respect to the general Consultation Requirements.

STATUTORY PROVISIONS

Not applicable.

BACKGROUND

On 23 June 2015, Council considered Report No: 205/15 which detailed the history of the Kingston Park Coast Park (known as Precinct 7) and provided a revised Draft Master Plan that included the Coast Park shared use pathway and the upgrade of the Kingston Park Coastal Reserve (known as the Kingston Park Foreshore Draft Master Plan). Council subsequently endorsed the draft Master Plan for wider community and State Government agency consultation which has now concluded.

REPORT

Consultation on the Kingston Park Foreshore Draft Master Plan occurred between 17 August and 31 August 2015. Two drop-in information sessions were held at the Seacliff Surf Life Saving Club on Wednesday 26 August.

Broadly, the consultation and engagement strategy included the following:

- an invitation to view and provide feedback on the draft Master Plan in the Guardian Messenger on the 18 August, an advertising banner on Council's website and *YourView Holdfast* online engagement platform;
- a number of banners located around the Kingston Park Coastal Reserve, including at the Brighton Road / Scholefield Road entry alerting users of the proposal and providing details for making comment and viewing more detailed information concerning the project;

- 375 written invitations to comment on the draft plan forwarded to all persons that previously received letters during the initial consultation stage, including Karna representatives, community interest groups, relevant State Government agencies (including a copy of the Master Plan) and selected property owners within 500 metres of the precinct;
- registered users seeking updates on projects via email (1,400 people on the database) and use of the City of Holdfast Bay Twitter account for the duration of the engagement period;
- two drop-in information sessions (2-4pm and 6-8pm) were held at the Seacliff Surf Life Saving Club on Wednesday 26 August to enable both people who work business hours and who are available during the day to participate;
- an invitation for Council staff to provide comment.

Copies of the Master Plan and Report were also made available for viewing at Council's Civic Centre, the Glenelg and Brighton Libraries and on Council's website and an information pamphlet and survey form seeking feedback on key issues was also produced (see Attachment 5).

During the consultation period, Council received 50 email, online and hard copy responses. The drop-in sessions on Wednesday 26 August attracted 55 people. Council received over 560 visits to the *YourView* Engagement website with over 480 downloads of the relevant documents (the Draft Master Plan was downloaded 150 times and the Report downloaded 180 times). This is considered to be a relatively high level of engagement and feedback compared to other consultations Council has recently undertaken, however it should be noted that this represents only around 1% of the total population of the City of Holdfast Bay notwithstanding that feedback was received from people living outside of the Council area.

Key Outcomes and Consultation Information

A summary of the consultation and engagement findings is located at Attachment 1.

Refer Attachment 1

A detailed summary of comments from the drop-in sessions is located at Attachment 2.

Refer Attachment 2

A detailed breakdown of individual submissions with responses and proposed actions is located at Attachment 3.

Refer Attachment 3

As part of the consultation and engagement process, a survey form was also developed which posed five key questions. A copy of the survey form is located at Attachment 4.

Refer Attachment 4

As part of the consultation and engagement process, a brochure summarising the draft Master Plan was developed. A copy is located at Attachment 5.

Refer Attachment 5

The survey questions were derived from feedback during the initial stakeholder engagement sessions and are listed below, along with the top three responses where relevant:

1. What features are do you see as important to you when evaluating the priorities for Coast Park? (rate in order of preference)

77% - Extension and redesign of Monument Car Park
74% - Multi-purpose hard court
68% - Caravan Park Car Park redesign

2. What material would you prefer to see for the shared-use Coast Park pathway?

28% - Square pavers with continuation of existing colour scheme
24% - Timber boardwalk
23% - Sand coloured concrete aggregate

3. The Master Plan proposes a new multi-use hard court. What active hard court recreation facilities would you like to see in the precinct? (multiple choice)

Tennis court
Volleyball court
Basketball court

4. What sort of shade would you like to see over the Adventure Playground play equipment?

82% - Natural trees
18% - Shade structure ie shade sails

Staging Priorities

The Draft Master Plan Report proposed breaking up the project into seven (7) discrete stages, which may be funded separately or as a whole project. The Coast Park shared use pathway is intended to be constructed first (as it is the primary reason for the Master Plan) and will be likely completed in two sections; from south of the Seacliff Surf Life Saving Club to the Caravan Park Car Park and from there to the Council boundary with Marion at Burnham Road (boundary between Kingston Park and Marino).

During the community consultation and engagement period Council sought feedback from the community about what they saw as important for staging priorities for the Master Plan (other than the shared use pathway). Of the top three responses, two were associated with the upgrading of the Monument Car Park and Caravan Park Car Park redesign / upgrade, with the third being the multi-purpose hard court. This indicates that from the feedback received, car parking is considered to be a priority when it comes to upgrade works in the precinct along with a new multi-purpose hard court facility. This could be partially explained by the current condition of the existing tennis courts which are considered to be poor.

Coast Park shared Use Pathway, Nodes and Boardwalk Components

Feedback received regarding the shared use pathway was generally positive. The survey results suggest that there is a relatively even split with respect to the material used for the pathway. Currently the Draft Master Plan proposes the shared use pathway to be comprised primarily of concrete sand-coloured aggregate, including some timber boardwalk nodes around access points and a section of timber boardwalk over the drain outlet to the south of the Seacliff Surf Life Saving Club as well as over the Tjilbruke Spring outlet point. If it was determined by Council that the recycled plastic ('replas') material for the nodal points and boardwalk components is preferred, consideration should be given to a change in colour (from the blue currently used) to a more natural colour along with the balustrading posts with marine-grade stainless steel rails to soften the appearance of the boardwalk.

Several submissions indicated that there are not enough bins, taps and showers along the existing Coast Park and it was difficult to determine from the Draft Master Plan if this 'soft' infrastructure was going to be present along the shared use pathway. The Seacliff Surf Life Saving Club has also raised some concerns with the proposed pathway in front of the Club which they would like to see as more of a wider plaza type area (as was previously shown and consulted on in the 2011 Concept Plan) along with an area for a shower, taps and possibly a grassed section (as currently exists) to wash down beach craft such as canoes and stand up paddle boards.

Car Parking

A significant amount of feedback was centered on car parking within the Precinct. The proposed Draft Master Plan seeks to reconfigure and upgrade the existing Monument carpark at the top of Cameron Avenue. The existing car park would be reconfigured and upgraded to accommodate up to 12 formalised car parking spaces. This has direct access to the Caravan Park carpark via the steps. The Caravan Park carpark is also proposed to be reconfigured and narrowed to align with standard car park sizes, making it safer by complying with the relevant Australian Standards and providing additional room for an amenity node. This would also facilitate disabled parking spaces. Currently there are 31 car parks and this figure would likely be reduced to 28 spaces depending on the design. Constraints to making that car park bigger or re-orientating it include a registered aboriginal burial site immediately to the north and the Tjilbruke Spring (another registered site) to the south. As this is a 'Draft' Master Plan, a traffic study assessment and detailed car park re-design have not yet been undertaken.

Currently, there are approximately 185 car parking spaces within 350 metres to the north of the current Caravan Park carpark (Seacliff Yacht Club carpark), 150 metres to the east (Monument carpark) and 450 metres to the south (southern portion of Burnham Road). These are shared between a variety of users at different times of the day and night with different land uses having different demands at certain times of the year.

Given the topography of the Coastal Reserve, the Aboriginal cultural heritage constraints of the precinct, the desire to retain as much open space as possible and the intent of Coast Park to encourage and promote active transportation (walking, riding, running), achieving an increase in off-street parking is challenging and not necessarily the primary intent of the Master Plan which is the continuation of the Council's Coast Park shared use pathway and the upgrade of the Kingston Park Coastal Reserve.

Multi-use Hardcourt

Feedback received regarding the proposed multi-use court was generally positive. Despite a number of tennis courts being available within 750 metres of the Coastal Reserve (two recently resurfaced courts at Kingston House and twelve competition-grade courts being constructed at Kauri Parade sporting complex), a tennis court was the most selected response, followed by volleyball court and basketball court. The proposed multi-use hard court as shown on the Master Plan would facilitate tennis, volleyball and basketball. Different nets would need to be erected and removed for tennis and volleyball and the associated operational logistics should be considered further at the detailed design stage. Some of the feedback suggested having two courts and, while this is a possibility, additional open space area may need to be allocated for this on the plans.

Toilets

The draft Master Plan proposes to remove the existing toilet block adjacent Burnham Road in the Coastal Reserve to the east of the tennis courts and replace with up to three sets of Exeloo toilets dispersed throughout the precinct. One of these sets of toilets is proposed to be located just south of the Seacliff Surf Life Saving Club. Another set of toilets is proposed to be incorporated into the eastern side of the kiosk (a three-pan Exeloo toilet) including male, female and disabled/parent room. This Exeloo will be externally accessible so that it can be accessed even when the kiosk and interpretive centre are closed. Toilets proposed in the southern end of the precinct were indicated as a 'potential location' for a third set of toilets. A review of the number of facilities within the entire precinct suggests that two could be sufficient; one at the northern end and another within close proximity to the caravan park car park and kiosk facility. A third facility could be incorporated later down the track if the demand was sufficient.

The Tjilbruke Spring Site / Aboriginal Heritage

The intent of the Coastal Reserve upgrade is to increase the opportunities for local residents and the broader community to enjoy the space while honouring the site's cultural significance and retaining the valuable open space. One of the submissions received during the consultation and engagement period noted that the preliminary cost estimate prepared by RLB didn't make

allowances for the revegetation for the upgrade of the Tjilbruke Spring site. The Draft Master Plan Report identifies a number of funding opportunities which could be accessed for the various stages of the project to assist in achieving financial sustainability and would include enhancement / revegetation of the Tjilbruke Spring site.

Kiosk and Interpretative Centre

The intent of the Draft Master Plan was to find a suitable location for a kiosk and possible interpretative centre that was still within close proximity to the Caravan Park and that did not interfere with registered sites of significance, was not located over easements and was accessible for all types of users. A toilet facility for a variety of users was also a requirement. Feedback received regarding the kiosk and interpretative centre was generally very positive. Previous opposition to the relocation of the existing kiosk appears to have diminished, perhaps as a result of the revised Draft Master Plan process which explained that SA Water, a key stakeholder, would not support the rebuilding of a new kiosk in its current location over the existing easement which houses significant infrastructure for the area. In principle, support was given by the Aboriginal groups for the new proposed location but this will need to be fully confirmed.

Activity areas and play equipment

Several of the submissions received during the consultation and engagement period queried the need and scale of the proposed 'adventure' play space area on the draft Master Plan. The plans indicate up to nine pieces of play equipment including slides on mounding, spider web, junior play equipment, hamster wheel, tire swing, sandpit with sand sorting table, balance beams, swings (including disabled swing) and interactive sculpture. A review of the open space 'ratio' and amount of area allocated to play space and more formalised activities is recommended.

A number of submissions also suggested that an additional beach access point from the playground area should be included. At this location throughout the year, when the tide is high there is no beach and when the tide is low the beach is predominantly exposed rocks. However, further consideration will be given to an additional beach access point at this suggested location in the final Master Plan.

Shade and other matters

The results from the survey indicated that the vast majority of people supported using trees for natural shade of the play equipment spaces rather than shade structures. This should be given consideration in the redevelopment of the Coastal Reserve, however it is acknowledged that this is reliant upon larger trees that will grow with a canopy that produces sufficient shade and which don't pose significant risk to users of that space.

A few queries were also raised regarding the existing memorial seats. It is intended to retain these plaques (not necessarily the actual seats) and replace with new seating along the pathway. Another submission raised the "Loo" memorial plaque near the southern end of the precinct. This could be retained in the pathway at its current location.

Recommended changes to the Master Plan

Based on the above, the following changes are proposed to the Master Plan:

- Revise proposed Staging Plan to prioritise upgrading / reconfiguring the Monument and Caravan Park Car Park along with the construction of the multi-use hard court.
- Review the design of the area directly in front of Seacliff Surf Life Saving Club to incorporate a larger paved area with shower, taps and wash-down area for crafts such as paddle boards, kayaks which could include a grassed area (similar to what exists).
- Provide further details of soft infrastructure such as rubbish bins and shower locations in the final Master Plan, however seek to include a shower at every second beach access point / node as well as a bin and seating at every beach access point.
- That a traffic study be commissioned during the summer months between January to March when the area is at its peak to assess car parking capacity within a defined area before undertaking further detailed design work on the carparks.
- Retain the proposed multi-use court and ensure that it can accommodate tennis, basketball and volleyball.
- Provide an option for a double tennis court (similar size footprint as the two existing tennis courts) in a revised Cost Estimate prior to any detailed design.
- Retain sewer provisions for a toilet facility in the southern end of the precinct but remove the Exeloo labelled 'potential location'.
- Further dialogue to occur with Aboriginal groups with respect to revegetation / enhancement of the Tjilbruke Spring site. Additional dialogue will also occur with the Department of State Development - Aboriginal Affairs and Reconciliation.
- Subject to further dialogue with the relevant Aboriginal groups, retain the proposed kiosk and interpretative centre in the location shown on the Draft Master Plan in the final version.
- Review the amount and location of the play equipment in the Coastal Reserve as part of the final Master Plan and consider the open space 'ratio' and amount of area allocated to play space and more formalised activities.
- Investigate the suitability of an additional beach access point from the playground area in the final Master Plan.

- Include the existing memorial seat plaques in new seating along the shared use pathway.
- Include the “Loo” memorial plaque near the southern end of the precinct in the new shared use pathway at its current location.

Seek a revised Cost Estimate with the following:

- The Coast Park shared use pathway ‘as proposed’ with the current mixture of materials, including the aggregate, timber nodes and timber boardwalk over the Tjilbruke Spring outlet.
- An option for ‘replac’ boardwalk for the nodal points and any bridges where indicated on the plans.
- The provision for power supply conduit alongside the shared use pathway.

BUDGET

Council was notified in August by the Department of Planning, Transport and Infrastructure that it was unsuccessful in its latest application for grant funding to continue the Coast Park construction through Precinct 6 (finishing off the boardwalk in front of the Seacliff Beach Hotel) and for the first part of Precinct 7 (south of the Seacliff Surf Club to the Caravan Park Car Park).

No funding has been allocated in 2015/16 for any further changes and subsequent detailed design work for the Draft Master Plan as a whole. However, there are funds available in the Policy and Strategic Planning budget to enable minor adjustments to the Draft Master Plan and to obtain a revised Design Estimate costing from RLB.

The previous report (Report Number 205/15 – Item 14.3) detailed a number of funding opportunities that could be accessed for the various stages of the project to assist in achieving financial sustainability. These include:

- DPTI – The Planning and Development Fund - Open Space Program and Places for People Program
- Coast Protection Board – Coast Protection Fund
- Department of Environment, Water and Natural Resources – Significant Environmental Benefit Grants
- Office for Recreation and Sport – Community Recreation and Sport Facilities Program
- Australian Government Department of the Environment Indigenous Heritage Program
- Australian Government – Department of Infrastructure and Regional Development Community Grants Program.

DPTI have alluded to grant funding becoming more competitive and it may not be unreasonable for Council to assume that future State Government grants will be provided for the remaining sections of Coast Park. It may therefore be prudent for Council to consider funding the remaining Coast Park work of Precinct 7 in future budgets without it being contingent on matched funding from the State Government.

FULL LIFE CYCLE COSTS

On-going maintenance costs of the constructed Coast Park and Kingston Park Coastal Reserve will be considered during the detailed design phase with respect to the extent and type of furniture and material options available.

CONCLUSION

The Kingston Park Foreshore Draft Master Plan proposes two significant projects; completing the Kingston Park section of the Coast Park and redeveloping the Coastal Reserve. The project provides benefits extending beyond the City of Holdfast Bay to the community at large, offering unrestricted and open access to the State's premium coastal areas and immeasurable benefits to tourism and business within Holdfast Bay. As a package, the Master Plan is more likely to attract external funding once these further amendments are made. Importantly, as the project is proposed to be staged, priority should be given to constructing the shared use pathway to Council's boundary to complete one of the last remaining sections of Coast Park.

Attachment 1