

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 13 August 2019 at 7.00pm

Roberto Bria
CHIEF EXECUTIVE OFFICER



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. ITEMS PRESENTED TO COUNCIL

6. DECLARATION OF INTEREST

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

7. CONFIRMATION OF MINUTES

Motion

That the minutes of the Ordinary Meeting of Council held on 23 July 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**8.3.1 Mr Barry Heffernan - The William Kibby VC Veterans Shed Coordinator**

Mayor Wilson has approved a deputation from Mr Barry Heffernan, The William Kibby VC Veterans Shed Coordinator about the upcoming Veterans Shed Vigil on Sunday 18 August 2019.

9. COUNCIL MEETING ADJOURNMENT

That the Council Meeting be adjourned so that the Strategic Planning and Development Policy Committee can meet at this time.

Moved Councillor _____, Seconded _____ **Carried/Lost**

10. RESUMPTION OF COUNCIL MEETING**11. CONFIRMATION OF STRATEGIC PLANNING & DEVELOPMENT POLICY COMMITTEE RESOLUTIONS****Motion**

[Insert Motions from Strategic Planning and Development Policy Committee]

Moved _____, Seconded _____ **Carried/Lost**

12. QUESTIONS BY MEMBERS**12.1 Without Notice****12.2 On Notice - Nil****13. MEMBER'S ACTIVITY REPORTS****13.1 Mayor's Activity Report for May 2019 – July 2019 (Report No: 292/19)****14. MOTIONS ON NOTICE****14.1 Motion on Notice – Request to Establish Footpath on Gladstone Road North Brighton – Councillor Chabrel (Report No: 286/19)****15. ADJOURNED MATTERS****15.1 Adjourned Report – Council Permission for Structure on Verge (305/19)****16. REPORTS OF MANAGEMENT COMMITTEES, SUBSIDIARIES AND THE DEVELOPMENT ASSESSMENT PANEL****16.1 Draft Minutes – Alwyndor Management Committee – 18 July 2019 (Report No: 307/19)**

17. REPORTS BY OFFICERS

- 17.1 Items in Brief (Report No: 309/19)
- 17.2 Sound Equipment (Report No: 277/19)
- 17.3 Summary of 2018-19 Community Donations Program (Report No: 290/19)
- 17.4 2018-19 Preliminary Funding Statements, 2018-19 Budget Carried Forwards and Activity Reports(Report No: 306/19)
- 17.5 Appointments to the Community Donations Assessment Panels (Report No: 291/19)
- 17.6 Skyline Ferris Wheel (Report No: 296/19)
- 17.7 Commercial Activation of Community Land Policy (Report No: 311/19)

18. 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.

19. URGENT BUSINESS – Subject to the Leave of the Meeting**20. CONFIDENTIAL ITEMS**

- 20.1 Memorial Seats Update (Report No: 222/19)

Pursuant to Section 83(5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- h. Legal advice.

- 20.2 Synthetic Turf on Verges (Report No: 310/19)

Pursuant to Section 83(5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- h. Legal advice.

21. CLOSURE

ROBERTO BRIA
CHIEF EXECUTIVE OFFICER

Item No: **13.1**

Subject: **MAYOR WILSON ACTIVITY REPORT FOR MAY 2019 - JULY 2019**

Date: 13 August 2019

Written By: Executive Assistant to the CEO and Mayor

General Manager: Chief Executive Officer

SUMMARY

Presented for the information of Members is the Activity Report for the Mayor for May 2019 - July 2019.

RECOMMENDATION

That the Mayor's Activity Report for May 2019 - July 2019 be received and noted.

REPORT

Date	Activity	Location
1/05/2019	Discuss Civic Reception for Susan Grace Benny	Glenelg Town Hall - Events Team Office
1/05/2019	JRMC Meeting	Glenelg Library Meeting Room, Colley Terrace
2/05/2019	Boundary Reform Forum	LGA Boardrooms at Local Government House
4/05/2019	Pop in to the Presidents Cocktail party	Glenelg Football Club, ACH Group Stadium
4/05/2019	Glenelg vs Eagles	Glenelg Football Club, ACH Group Stadium
5/05/2019	Special Guest Speaker - Motor Neurone Disease Assoc - "Walk To D-Feet"	Jimmy Melrose Park
6/05/2019	Boundary Reform Discussion	Civic Centre 24 Jetty Road Brighton
7/05/2019	EM - Workshop - Seacliff Park Residential and Centre Development Plan Amendment/Holdfast Community Centre Masterplan	Civic Centre - Kingston Room
7/05/2019	Meeting Tim Pfeiffer re GAROC	Mediterranean Cafe, 2/72 Broadway, Glenelg South
7/05/2019	Arundhati Banerjee South Australian Miss Diamond Australia 2019	Mayor's Office, Civic Centre 24 Jetty Road Brighton
10/05/2019	Catch Up Cr John Smedley	The Organik Store & Café, 37 Broadway, Glenelg

Date	Activity	Location
13/05/2019	Community Centre Network Meeting	Brighton Civic Centre - Mawson Room
13/05/2019	Meeting with 5049 Representatives	Civic Centre 24 Jetty Road Brighton
14/05/2019	Amanda and Roberto Agenda catch up	Civic Centre 24 Jetty Road Brighton
14/05/2019	Pre-Council Workshop - Community Engagement	Glenelg Town Hall - Chamber
14/05/2019	General Council Meeting	Glenelg Town Hall - Chamber
14/05/2019	Bob Patton - to discuss Somerton Bowling Club amendment to motion	Civic Centre 24 Jetty Road Brighton
16/05/2019	Coast FM Interview	Studio
16/05/2019	Workshop for EMs and AMC re: Tierra Review	Alwyndor - Hub
17/05/2019	Adelaide Airport Consultative Committee (AACC)	Royal Flying Doctor Service (RFDS) - Frank England Room, 1 Tower Road, Adelaide Airport SA 5950
17/05/2019	Mayor Amanda Wilson, City of Holdfast Bay, and Minister Speirs	Mediterranean, Corner Broadway and Partridge Streets, Glenelg South
18/05/2019	Glenelg Surf Life Saving Club Annual Awards of Excellence Dinner	Glenelg Surf Life Saving Club, Foreshore Glenelg
20/05/2019	Minda Dunes Pathway	Gladstone Road Car Park
20/05/2019	Telstra on site meeting - relocation	Moseley Square, Glenelg
21/05/2019	EM - Workshop- ABP consultation results and final budget workshop	Brighton Civic Centre - Kingston Room
21/05/2019	Western Business Leaders Executive	Brighton Civic Centre - Kingston Room
22/05/2019	Speaker - Glenelg Community Club Cancer Council Biggest Morning Tea lunch	Glenelg Community Club, Colley Terrace
22/05/2019	Volunteer Mid-year function	The Beachouse Function Room - Level 3
24/05/2019	Somerton Yacht Club presentation and AGM	Somerton Yacht Club
24/05/2019	LGA - UDIA Premier's Luncheon	Adelaide Oval
26/05/2019	Glenelg vs Port Adelaide	Glenelg Football Club, ACH Group Stadium
26/05/2019	GFC President's pre-game luncheon	Glenelg Football Club, ACH Group Stadium
27/05/2019	Fleur – Marino Residents Association	Seller door
28/05/2019	Amanda and Roberto Agenda catch up	Civic Centre 24 Jetty Road Brighton
28/05/2019	Pre-Council Workshop - Quality of Life Survey Results	Glenelg Town Hall - Chamber
28/05/2019	General Council Meeting	Glenelg Town Hall - Chamber
28/05/2019	Executive Committee Meeting	Glenelg Library, Meeting room
31/05/2019	Mayor Amanda Wilson meet with Stephen Patterson MP	Morphett Electorate Office, 4 Byron Street, Glenelg
31/05/2019	Citizenship Ceremony	Partridge House
1/06/2019	Seacliff SLSC Presentation Night	Seacliff SLSC
2/06/2019	Brighton Uniting Church - Induction for new Minister 2 June 2019	Brighton Uniting Church - 443 Brighton Road Brighton
4/06/2019	EM - Workshop - Strategic Plan Review	Brighton Civic Centre - Kingston Room

Date	Activity	Location
4/06/2019	Amanda and Pam - discuss Jetty Road Glenelg and Boundary Reform	Mayor's Office, Civic Centre 24 Jetty Road Brighton
4/06/2019	Barry Heffernan - Catch up	The Strand Glenelg
4/06/2019	Alwyndor Resident's Meeting	Alwyndor
5/06/2019	Minda Coast Park - planting event	Minda Coast Park - on-site
5/06/2019	JRMC Meeting	Glenelg Library Meeting Room, Colley Terrace
6/06/2019	ABC 891 - 2.40 - Re Sculpture known as Rusty or Fish and Chip Man	
9/06/2019	Glenelg Parish 150 birthday	High Street, Glenelg
10/06/2019	Glenelg vs North Adelaide	Glenelg Football Club, ACH Group Stadium
11/06/2019	Amanda and Roberto Agenda catch up	Civic Centre 24 Jetty Road Brighton
11/06/2019	Pre-Council Workshop - Integrated Transport Strategy Consultation	Glenelg Town Hall - Chamber
11/06/2019	General Council Meeting	Glenelg Town Hall - Chamber
11/06/2019	Sharon and Amanda - discuss CEO recruitment	Mayor's Office, Civic Centre 24 Jetty Road Brighton
11/06/2019	Pam Jackson meeting	Civic Centre 24 Jetty Road Brighton
12/06/2019	AGM meeting of the Holdfast Bay Residents Alliance	Brighton Surf Life Saving Club at 147 Esplanade, Brighton
14/06/2019	5049 Coastal Community Meeting	Civic Centre, 24 Jetty Road, Brighton, Mawson Meeting Room
15/06/2019	Marilyn Jetty Swim's 'Get us to 100k' Party!	Brighton Surf Life Saving Club
17/06/2019	Con Maios - JRMC	The Wash
19/06/2019	Winter wonderland – Photo Shoot	On Site Moseley Square
20/06/2019	Coast FM Interview	Studio
20/06/2019	Discussion on the Glenelg Jetty Road Rejuvenation Project	Level 9, SA Water Building, 250 Victoria Square, Adelaide
21/06/2019	Meeting Stephen Patterson	
21/06/2019	Speaker at the Marion VIEW Club	Tonsley Hotel, 1274 South Rd, Clovelly Park
22/06/2019	Brighton Surf Life Saving Club - Gala Dinner	Brighton Surf Life Saving Club
24/06/2019	Cancer Council – Biggest Morning Tea	Café Lune
24/06/2019	Bellamy & Turner – Opening new business	Immersion Brighton Road, Hove
24/06/2019	Catch up between Mayor Coxon and Mayor Wilson	Mediterranean Café - cnr Broadway and Partridge Street Glenelg South
25/06/2019	Amanda and Roberto Agenda catch up	Civic Centre 24 Jetty Road Brighton
25/06/2019	EM - Workshop - Arts and Culture Strategy and Action Plan	Glenelg Town Hall - Chamber
25/06/2019	General Council Meeting	Glenelg Town Hall - Chamber
25/06/2019	Executive Committee Meeting	Glenelg Library, Meeting room
26/06/2019	Strategic Planning Workshop - JRMC	Glenelg Library
26/06/2019	Sod Turning Ceremony Brighton Sporting Complex	Brighton Sporting Complex

Date	Activity	Location
26/06/2019	JRMC Meeting	Glenelg Library Meeting Room, Colley Terrace
28/06/2019	Winter Wonderland Opening Night Twilight Disco Party	Moseley Square, Glenelg
1/07/2019	Rotary Club of Holdfast Bay Changeover Dinner	Marion Club 262, Sturt Road, Marion
2/07/2019	EM - Workshop - Customer Experience Strategy and Jetty Rd Detailed Design	Brighton Civic Centre - Kingston Room
5/07/2019	Colour My World - a Tutti concert	The Theatre, Brighton Performing Arts Centre Brighton Secondary School
6/07/2019	Annual Ladies of Lacrosse Day	Brighton Sporting Oval
6/07/2019	The City of Holdfast Bay Concert Band - Party Mix mid-winter concerts	Kauri Parade Community & Sports Centre Building Function Centre upstairs
8/07/2019	Sealink - Meeting	Mediterranean Cafe Ristorante (Shop 2, 72 Broadway, Glenelg
8/07/2019	Meeting with Nicolle Flint to discuss aligning joint strategic directions over the next three years	Level 1, 724 Marion Road, Marion
8/07/2019	Council - CEO Recruitment Interview/s	Brighton Civic Centre, Kingston Room
9/07/2019	Amanda and Roberto Agenda catch up	CEO's Office
9/07/2019	Pre-Council Workshop - Holdfast Bay Community Centre Master Plan	Glenelg Town Hall - Chamber
9/07/2019	General Council Meeting	Glenelg Town Hall - Chamber
18/07/2019	Coast FM Interview	Studio
23/07/2019	Amanda and Roberto Agenda catch up	Civic Centre 24 Jetty Road Brighton
23/07/2019	Pre-Council Workshop - Memorial Seats	Glenelg Town Hall - Chamber
23/07/2019	General Council Meeting	Glenelg Town Hall - Chamber
25/07/2019	5049 Coastal Community Meeting	Civic Centre, 24 Jetty Road, Brighton, Kingston Meeting Room
27/07/2019	Glenelg vs Adelaide	Glenelg Football Club, ACH Group Stadium
27/07/2019	Glenelg Sunset Markets - Winter Edition	Marquee, Moseley Square
27/07/2019	LADIES DAY - Glenelg Football Club	Glenelg Football Club, ACH Group Stadium
28/07/2019	Glenelg Sunset Markets - Winter Edition	Marquee, Moseley Square
28/07/2019	Cake Cutting - Brighton Group Fitness & PT Birthday	Angus Neill Reserve

Item No: **14.1**

Subject: **MOTION ON NOTICE – REQUEST TO ESTABLISH FOOTPATH ON
GLADSTONE ROAD NORTH BRIGHTON – COUNCILLOR CHABREL**

Date: 23 July 2019

PROPOSED MOTION

Councillor Chabrel proposed the following motion:

That following Council Resolution C280519/1500 which approved the construction of a new footpath on the southern side of Gladstone Road between Walsh Street and the Esplanade, that Administration:

- (a) prepare a report into the feasibility, cost and benefit of changing the construction of the proposed footpath to permeable paving; and**
- (b) defer any construction work on the project until Council has considered the report.**

BACKGROUND

Council carried a climate change motion on 09/07/19 and noted various climate reports which detailed the urgent need for climate change action and that the world had approximately a decade to limit global warming to 1.5 degrees Celsius to avoid serious risks to biodiversity and long term climate stability. Members agreed that it was the responsibility of all governments to act. Accordingly, this motion requests Administration to investigate permeable paving would be a more environmentally sensitive option for this project in order to reduce heat load and transfer stormwater through to aquifers rather than add to run-off to the sea.

Item No: **15.1**

Subject: **ADJOURNED REPORT – COUNCIL PERMISSION FOR STRUCTURE ON VERGE (REPORT NO: 279/19)**

Date: 13 August 2019

Written By: General Manager

General Manager: City Assets and Services, Mr H Lacy

SUMMARY

Council at its meeting on 23 July 2019 resolved to adjourn Report No: 279/19 until the Council meeting to be held on 13 August 2019 with further information to be presented concerning SA Power Networks (SAPN) approval for the art installation and confirming the dimensions and clearances.

This report presents the original report (Report No: 279/19) and the additional information requested by Council.

Debate on this motion recommences at the point that it was adjourned and Councillor Bouchee has spoken to the motion. The seconder, Cr Lindop had reserved her right to speak to the motion. Before Council can consider any further motions on this matter it must determine the adjourned motion.

MOTION:

From 23 July 2019 Council Meeting

1. **That Council endorses the granting of a permit under section 221 of the Local Government Act 1999 for the construction of an art installation located on the Margaret Street verge adjacent 1 Richardson Avenue, Glenelg North to screen the SA Power Networks transformer box and bollards as proposed in Attachment 1 to this report, subject to the permit being:**
 - a. **reviewed annually;**
 - b. **in accord with the terms and conditions outlined in the City of Holdfast Bay Encroachments Policy.**
2. **That the cost and ongoing maintenance of the art installation is met by the current and future landowners of 1 Richardson Avenue, Glenelg North.**

Moved Councillor Lonie, Seconded Councillor Lindop

BACKGROUND

Council at its meeting on 23 July 2019 resolved to adjourn Report No: 279/19 until the Council meeting to be held on 13 August 2019 to enable further information to be presented to Council concerning SAPN approval for the art installation and confirming the dimensions and clearances.

This report presents the original report (Report No: 279/19) and the additional information requested by Council.

Refer Attachment 1

FURTHER INFORMATION

Administration sought and received confirmation from SA Power Networks that they had approved the art installation as submitted to Council following discussions with the property owners and their advisors. A copy of the advice from SAPN is attached.

Refer Attachment 2

Administration also sought confirmation that the dimensions and profiles of the proposed art installation as shown on the plans attached to Report No: 279/19 are correct. Details are as follows:

- clearance between the northern side of the art installation and the property alignment (to adjacent property wall) is 1600mm, which is considered adequate for a public pathway;
- the height of the art installation is typically 1500mm, but with a maximum height of approximately 1650mm for the sliding gate along the northern elevation;
- the proposed washed aggregate footpaths adjacent to the property (to be installed at owners cost) are 1500mm, which is considered acceptable in this location. These have been approved under separate s221 authorisation.
- the render drawings submitted with the proposal are correct, although as the view point is at road level (rather than eye height), the views gives the impression that the structure is larger (higher) than it actually is, being typically 1500mm.

The Australia Post letterbox which is located approximately 5m to the east of the transformer will remain.

Attachment 1



Item No: **14.5**

Subject: **COUNCIL PERMISSION FOR STRUCTURES ON VERGE**

Date: 23 July 2019

Written By: Manager, Development Services

General Manager: City Assets and Services, Mr H Lacy

SUMMARY

Council has received a request from the landowner of 1 Richardson Avenue, Glenelg North for permission to construct an art installation on the verge adjacent the property for the purpose of screening an SA Power Networks transformer box and bollards from view. The art installation is designed to complement the architecture of the dwelling on the adjacent land that is presently under construction. The art installation will be funded and maintained by the proponent, with no technical impediments to its construction. It is recommended that a permit is granted by Council for the art installation, reviewed on an annual basis, in accordance with the terms and conditions of the City of Holdfast Bay Encroachments Policy.

RECOMMENDATION

1. That Council endorses the granting of a permit under section 221 of the Local Government Act 1999 for the construction of an art installation located on the Margaret Street verge adjacent 1 Richardson Avenue, Glenelg North to screen the SA Power Networks transformer box and bollards as proposed in Attachment 1 to this report, subject to the permit being:
 - a. reviewed annually;
 - b. in accord with the terms and conditions outlined in the City of Holdfast Bay Encroachments Policy.
 2. That the cost and ongoing maintenance of the art installation is met by the current and future landowners of 1 Richardson Avenue, Glenelg North.
-

COMMUNITY PLAN

A Place that is Well Planned
A Place that Provides Choices and Enhances Life

COUNCIL POLICY

Encroachments Policy
Verge Management Policy
Arts and Culture Strategy and Action Plan 2019 – 2024

STATUTORY PROVISIONS

Local Government Act 1999

BACKGROUND

A new dwelling is presently under construction at 1 Richardson Avenue, Glenelg North (corner of Margaret Street). An existing SA Power Networks (SAPN) transformer box and associated crash bollards are located on the verge adjacent the dwelling on the Margaret Street frontage. The owners of the new dwelling are seeking permission to screen the transformer box and bollards from view with an art installation that complements the architecture of the new dwelling.

REPORT

Non-essential infrastructure proposed for public roads and footpaths requires Council's approval prior to its installation. The proposal put forward by the landowners of 1 Richardson Avenue, Glenelg North involves the screening of an existing SAPN transformer box and bollards on Council's verge with an art installation that is supported by complementary landscaping and additional bollards. The art installation is comprised of a series of interconnected, right-angled shapes, manufactured using a combination of materials and colours, including painted marine plate, natural oxidized steel, and etched aluminium panels. The maximum height of the tallest element of the art installation is 1650mm, which is slightly taller than the SAPN transformer box.

Refer Attachment 1

The design of the art installation complements the architecture of the dwelling currently under construction, and is not out of character with the broader built environment in the area. The materials chosen are also designed to withstand the harsh marine environment. Council's Assets section has reviewed the proposal from a technical perspective, and SAPN has provided its authorisation. There will be no loss of car parking spaces on Margaret Street (including the Australia Post standing area) or undue reduction in paved footpath area resulting from the installation. There are no driver safety issues caused by the installation, either by way of surface glare or reduction in the lines-of-sight. From a community safety perspective, the open design of the installation will not result in the creation a refuge or concealed area that would encourage crime. The art installation has a broader community benefit in concealing an otherwise austere piece of infrastructure from view, particularly given its location on a gateway street to the North Esplanade.

If supported, the art installation essentially becomes a piece of public art due to its location on council land. Council's Community Art and Culture Coordinator has been consulted on the general appropriateness of the proposal, lending support for the installation. In addition, an assessment

has been undertaken against council's newly adopted Arts and Culture Strategy 2019-2024, which promotes, amongst other initiatives, the identification of new platforms and opportunities for creative expression, and increasing creative expression in the public realm. This piece of art achieves both objectives, whilst also serving as a potential pilot for future privately initiated and funded installations on public land.

The proposal does not require approval under the Development Act 1993, although if granted a permit by Council, will need to adhere to the terms and conditions of the City of Holdfast Bay Encroachments Policy, which involves payment of appropriate annual fees, maintenance of public liability insurance and provision of a certificate of currency for annual renewal of the permit. The proposal before Council is solely for the art installation and bollards, as the installation of synthetic turf, planting and irrigation shown in the plans provided for the broader scope of works received prior approval from Administration.

BUDGET

There is no impact of expenditure on the budget as this is a privately funded initiative.

LIFE CYCLE COSTS

The ongoing maintenance of the art installation will be borne by the current and future landowners of 1 Richardson Avenue, Glenelg North.

Attachment 1

Copy



30th June 2019

City of Holdfast Bay

To Whom it may Concern

As the owner of 1 Richardson Avenue at Glenelg North I write to see your permission regarding the beautification of the electrical transformer on Margaret Street Glenelg North.

As we are now approaching the end of the building process and about to start on the landscaping of the verge and renewal of the pavement we want to address the current electrical transformer and have engaged ABC Advanced Building Constructions P/L who have come up with the attached design to landscape and beautify this area. We are also in discussions with SA Power to ensure that this structure meets their requirements.

From our first submission we have addressed their issues and we believe we now meet their requirements and are expecting their approval. We now seek the approval of the City of Holdfast Bay to put this design on the verge being land owned by the council.

This will have no cost imposition on the Council and will be entirely funded by ourselves.

If you could please look at this favourably and reply to us by email, we would be grateful.

Yours faithfully



Adrienne Cooper

Land Owner

Images of the SAPN transformer box taken from Margaret Street





ABC ADVANCED BUILDING CONSTRUCTIONS P/L

No. 14 Freshwater Drive Port Elliot SA 5212
Phone / Fax: 08 85543167
Mobile: 0414495913
Email: abcconet@bigpond.com

Important note: All drawing dimensions are to be confirmed prior site works, any discrepancies are to be reported to above stated design firm.

Cooper Residence
lot 131 Richardson Ave, Glenelg North

Impression

Project number 21-2019
Drawn by Shane Hendriks

A101

Scale



ABC ADVANCED BUILDING CONSTRUCTIONS P/L

No. 14 Frenchman drive Port Elliot SA 5212
Phone 08 8544 4407
Mobile 0414698913
Email. abconst@bigpond.com



Important note: All drawing dimensions are to be confirmed prior site works, any discrepancies are to be reported to above stated design firm.



Impressions

Project number 21-2019

Drawn by Shane Hendriks

Scale

Cooper Residence
lot 131 Richardson Ave, Glenelg North

A102

Circular garden beds with exposed aggregate border

Lomandra 'Time Tuff'
Lush lime striped upright foliage
at its best from staying green
year round
Height 500mm Width 500mm

Leucophylla 'Silver Nugget'
Compact dwarf shrub that has
tiny hairs growing over its leaves
to give it a silver appearance
Height 300mm Width 300mm

Sesuvio species
Clumping succulent with short, finger
like leaves
Height 100mm Width 300mm

Artificial turf

Lomandra 'Time Tuff'
Lush lime striped upright foliage
at its best from staying green
year round
Height 500mm Width 500mm



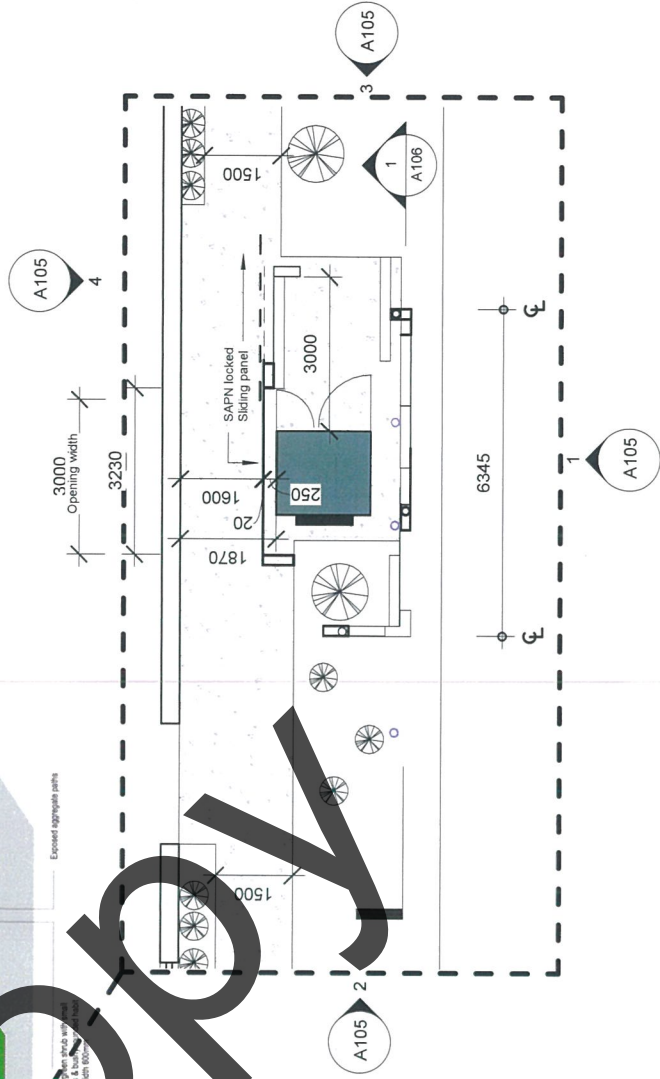
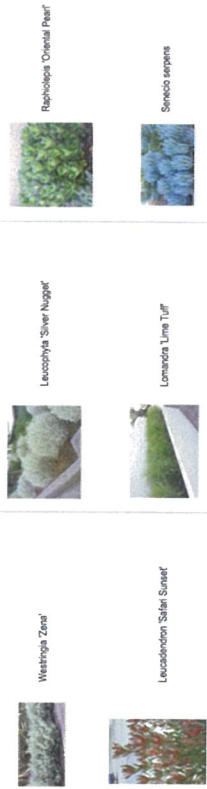
Raphiaea 'Oriental Pearl'
Low growing evergreen shrub with dark
green glossy foliage & rounded habit
Height 500mm Width 500mm

Leucodendron 'Safari Sunset'
Medium sized shrub with erect dense growth
bearing red flowers from autumn to spring
Height 2.5m Width 1.5m

Leucophylla 'Silver Nugget'
Compact dwarf shrub that has
tiny hairs growing over its leaves
to give it a silver appearance
Height 300mm Width 300mm

Exposed aggregate path

Vegetable Planting Schedule



ABC ADVANCED BUILDING CONSTRUCTIONS P/L

No. 14 Frenchman drive Port Elliot SA 5212
Phone: 08 855543167
Mobile: 0414 699935
Email: abconstr@bigpond.com



Important note - All drawing dimensions are to be confirmed prior site works, any discrepancies are to be reported to above stated design firm.

Cooper Residence
lot 131 Richardson Ave, Glenelg North

Site overlay

Project number 21-2019
Drawn by Author

Scale

1 : 100

South Elev.

1 : 50

2

7

1 : 50

North Elev.

1 : 50

4

East Elev.

1:50

3



ABC ADVANCED BUILDING CONSTRUCTIONS P/L

No. 14 Frenchmand drive Port Elliot SA 5212
Phone / Fax. 08 85543167
Mobile. 0414499913
Email. abcconst@bigpond.com

Important note : All drawing dimensions are to be confirmed prior site works , any discrepancies are to be reported to above stated design firm.

Cooper Residence

Lot 131 Richardson Ave, Glenelg North

Elevations

Project number	21-2019
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Drawn by Shane Hendriks

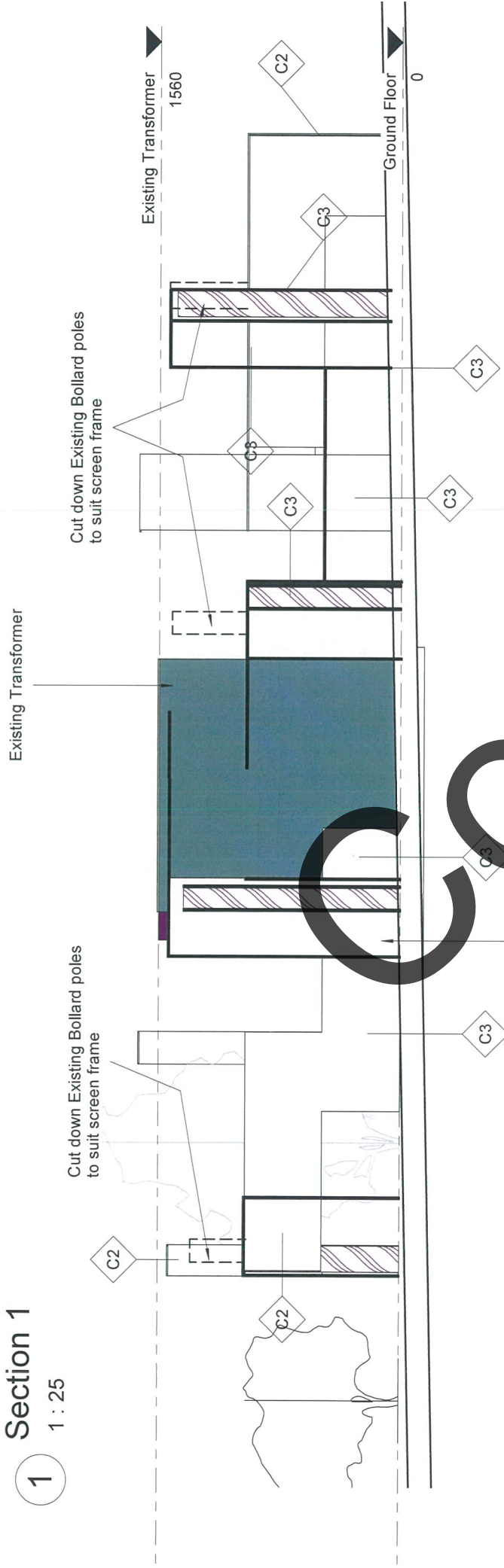
A105

Scale

1 : 50

Section 1

1 : 25



Material Legend

- C1 - 20mm Aluminum Marine Plate epoxy 2 pack Painted blue to colour match existing Alucobond Facade
- C2 - 3mm Corten Steel Natural Oxidized Finish
- C3 - 8mm Aluminum Marine Plate Etched Finish with Nanotec Penetration protector
- Existing Transformer RE cased with SA Power Green

Encased parts sleeve existing Bollards to create a New integrated screening appearance whilst offering required ventilation and retaining bollard protection with an additional guardrail safety for pedestrians and SA power Transformer Equipment.

ABC ADVANCED BUILDING CONSTRUCTIONS P/L



No. 14 Frenchmans drive Port Elliot SA 5212
 Phone: 08 4044 5167
 Mobile: 0414 692913
 Email: abcconst@bigpond.com

Important note: All drawing dimensions are to be confirmed prior site works, any discrepancies are to be reported to above stated design firm.

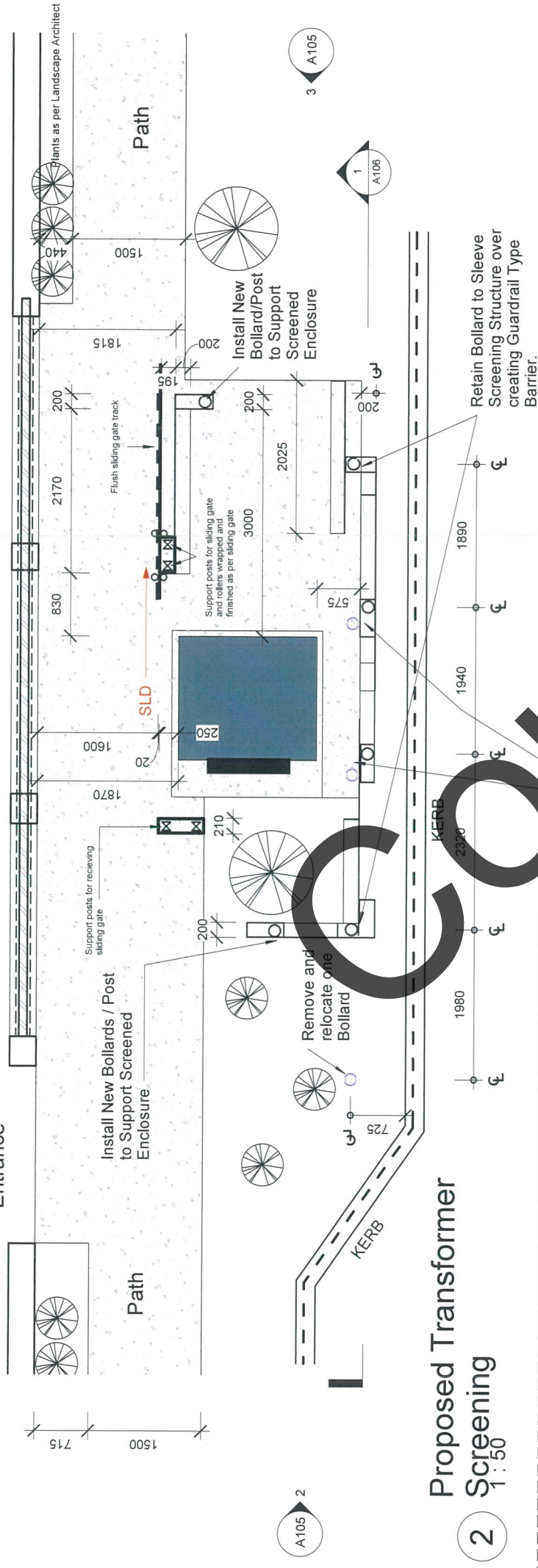
Cooper Residence
 lot 131 Richardson Ave, Glenelg North

Section
 Project number 21-2019
 Drawn by Shane Hendriks

A106

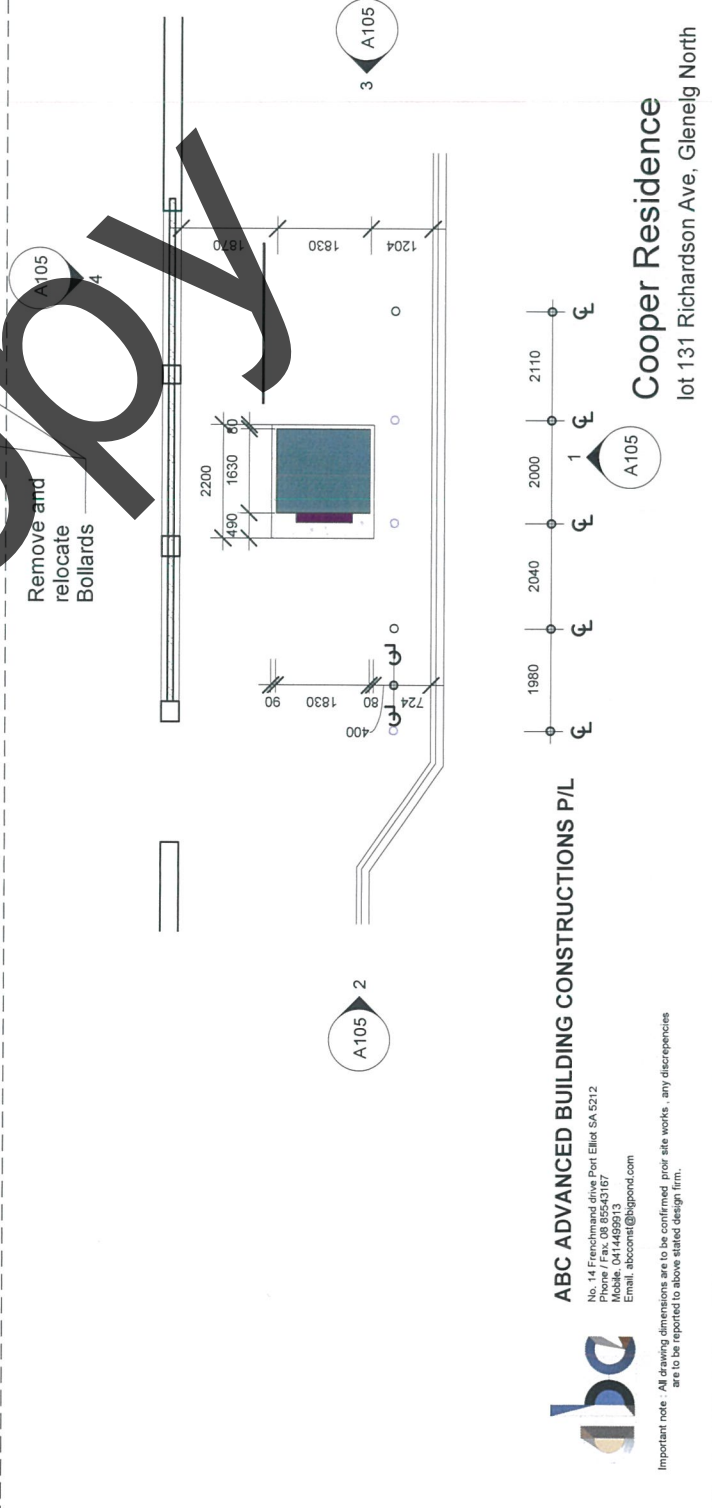
Scale

1 : 25



Existing Transformer

1:100



Attachment 2



From: Malcolm Farmer [<mailto:Malcolm.Farmer@sapowernetworks.com.au>]
Sent: Wednesday, 10 July 2019 10:09 AM
To: Anthony Marroncelli <AMarroncelli@holdfast.sa.gov.au>; abconst <abconst@bigpond.com>;
Jamie Cooper <jamie.cooper@gulfco.com.au>
Subject: RE: 1 Richardson Avenue

Hi Anthony,

SA Power Networks have considered the latest version of the design and approve of the design ie the screening panel on north side of the transformer to be 250mm from transformer and on rollers to allow access to the transformer when required, the 3 metre operating area at the front (east) of the transformer, the relocating of the bollards on the southern side of the transformer and attachment of the screening panels to the relocated bollards to allow 575mm access and the clear space at the back (west) of the transformer to allow air movement around the cooling fins of the transformer.

Shane / Jamie,

There is both high and low voltage underground cables in the vicinity of the pad mounted transformer. Please be aware of the limitations of digging in the vicinity of underground cables – see the attached brochure. An access permit may be required and a Dial Before You Dig request should be undertaken. On the attached scanned document, the red lines indicate high voltage cable and the blue lines low voltage cable.

Regards,

Malcolm Farmer
Senior Network Project Officer St Marys

Direct: 08 8275 0974
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33 Ayliffes Road, St Marys SA 5042
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Item No: **16.1**

Subject: **DRAFT MINUTES – ALWYNDOR MANAGEMENT COMMITTEE – 18 JULY 2019**

Date: 13 August 2019

Written By: Personal Assistant, GM Alwyndor

A/ General Manager: Alwyndor, Mr B Capes

SUMMARY

The draft minutes of the Alwyndor Management Committee meeting held on 18 July 2019 are provided for information.

RECOMMENDATION

1. **That the draft minutes of the Alwyndor Management Committee meeting held on 18 July 2019 be noted.**
 2. **That Council notes the appointment of Mr Kim Cheater as Chairperson and Ms Julie Bonnici as Deputy Chairperson for the year ending 30 June 2020.**
 3. **That Council re-appoints Ms Julie Bonnici, Mr Todd Bamford, and Ms Julia Cudsi to a two-year term as members of the Alwyndor Management Committee.**
 4. **That Council approves updates to the Alwyndor Management Committee Terms of Reference 2010 as outlined at Attachment 3 to this report.**
 5. **That having considered Attachment 2 to Report No: 307/19 Draft Minutes – Alwyndor Management Committee – 18 July 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.

REPORT

At the AMC meeting, the following items were discussed:

- The annual election of Chairperson and Deputy Chairperson and the re-appointment of members to the AMC.
- The Acting General Manager's report, which provided an update on the following standing items:
 - Meeting Date and Task Schedule
 - WHS Report
 - Corporate Risk Register
 - Feedback Analysis Report
 - Legal and Industrial Matters
 - Enterprise Bargaining Agreement Update
 - General Update
 - New Aged Care Standards.
- Council's Instrument of Delegations for the Alwyndor Management Committee and General Manager Alwyndor.
- Three reports were considered in confidence:
 - Short-term Strategy Action Plan
 - Residential Services Update
 - Monthly Financial Report.

The draft minutes of the meeting are attached for Members' information.

Refer Attachments 1 & 2

Annual election of Chairperson and Deputy Chairperson and the re-appointment of members to the AMC

At the first meeting of the Management Committee in every financial year, the AMC appoints a Chairperson and a Deputy Chairperson from amongst the Management Committee Members.

The election was undertaken and it was unanimously determined that Mr Kim Cheater be appointed Chairperson and Ms Julie Bonnici be appointed Deputy Chairperson for the period ending 30 June 2020.

In addition, the AMC may make recommendations to the Council regarding the reappointment of any member at the expiration of the member's term of office which reappointment shall be entirely in the discretion of the Council.

Terms of appointment for three members of the AMC expire at the end of July 2019. The Chairperson sought expressions of interest from members seeking reappointment to the AMC following the expiration of the members' term of office.

The Committee request that Council re-appoint Ms Julie Bonnici, Mr Todd Bamford, and Ms Julia Cudsi as members of the AMC for a further two-year term.

AMC Terms of Reference

It is proposed that the current Alwyndor Management Committee Terms of Reference (endorsed by Council in 2010) be updated to reflect the new Aged Care Standards. The proposed inclusions are shown marked-up in the current Terms of Reference at Attachment 3. A clean copy is provided at Attachment 4.

Refer Attachments 3 & 4

BUDGET

Not Applicable

LIFE CYCLE COSTS

Not Applicable

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 Thursday 18 July 2019 at 6.30pm.

PRESENT

Elected Members

Councillor P Chabrel
Councillor S Lonie

Independent Members

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

Staff

Chief Executive Officer – Mr R Bria
Acting General Manager Alwyndor – Mr B Capes
Personal Assistant – Ms R Gordon
Residential Services Manager – Mr G Harding

Guests

Dr J Grealy, Tierra Health

1. OPENING

The Chairperson declared the meeting open at 6.33pm.

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 - Nil

- 3.2 Leave of Absence - Ms J Cudsi

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

5. CONFIRMATION OF MINUTES

- 5.1 Minutes of the Previous Meeting

Motion

That the minutes of the Alwyndor Management Committee held on 20 June 2019 be taken as read and confirmed.

Moved Cr Lonie, Seconded Cr Chabrel

Carried

- 5.2 Confidential Minutes of the Previous Meeting

Motion

That the confidential minutes of the Alwyndor Management Committee held on 20 June 2019 be taken as read and confirmed.

Moved Ms Bonnici, Seconded Cr Lonie

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 **Appointment of Chairperson and Deputy Chairperson and Re-appointment of Members to the Alwyndor Management Committee (Report No: 23/19)**

At the first meeting of the Management Committee in every financial year, the AMC shall appoint, for an annual term, a Chairperson and a Deputy Chairperson from amongst the Management Committee Members. The incumbent office bearers shall be eligible for reappointment at the expiry of their term, at the AMC's discretion.

The AMC may make recommendations to the Council regarding the reappointment of any member at the expiration of the member's term of office which reappointment shall be entirely in the discretion of the Council.

The Chairperson commended members of the Committee for their commitment to Alwyndor.

Motion

That the Alwyndor Management Committee declares the positions of Chairperson and Deputy Chairperson vacant and appoints the Acting General Manager to act as the Returning Officer for the election of Chairperson and Deputy Chairperson.

Moved Mr Bamford, Seconded Ms Aukett

Carried

The Acting General Manager sought nominations for the positions of Chairperson and Deputy Chairperson.

Chairperson

As there was only one nomination for the position of Chairperson, the Returning Officer declared that Mr Cheater was elected Chairperson of the Alwyndor Management Committee.

Deputy Chairperson

As there was only one nomination for the position of Deputy Chairperson, the Returning Officer declared that Ms Bonnici was elected Deputy Chairperson of the Alwyndor Management Committee.

Motion

That the Alwyndor Management Committee:

- 1. Appoints Mr Kim Cheater to the position of Chairperson for the year ending 30 June 2020; and that Council be advised accordingly.**
- 2. Appoints Ms Julie Bonnici to the position of Deputy Chairperson for the year ending 30 June 2020; and that Council be advised accordingly.**

Moved Mr Whitford, Seconded Cr Lonie

Carried

The Returning Officer then vacated the Chair, and Mr Cheater assumed the role of Chairperson for the remainder of the meeting.

The incoming Chairperson, Mr Cheater thanked Ms Aukett for her leadership of the AMC over the past year.

Member re-appointment

The Chairperson sought expressions of interest from members seeking reappointment to the Alwyndor Management Committee following the expiration of the members' term of office.

Motion

- 3. Recommends to Council the reappointment of Ms Julie Bonnici, Mr Todd Bamford, and Ms Julia Cudsi to a two-year term as a member of the Alwyndor Management Committee.**

Moved Cr Chabrel, Seconded Mr Whitford

Carried

Leave of the Meeting

The Chairperson sought leave of the meeting to change the order of the Reports on the Agenda, Report No: 26/19 Short-term Strategy – Action Plan and Progress – July 2019, then Report No: 27/19 Residential Services Update, then Report No: 25/19 Monthly Financial Report – June 2019.

Leave of the meeting was granted.

8. CONFIDENTIAL

8.1 Short-term Strategy - Action Plan and Progress - July 2019 (Report No: 26/19)

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: 26/19 Short-term Strategy – Action Plan and Progress – July 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: 26/19 Short-term Strategy – Action Plan and Progress – July 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 Cr Chabrel

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.1 Short-term Strategy – Action Plan and Progress – July 2019 (Report No: 26/19) 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 18 months and that this order be reviewed every 12 months.

Moved Mr Bamford, Seconded Mr Whitford

Carried

8.2 **Residential Services Update** (Report No: 27/19)

Exclusion of the Public – Section 90(3)(b) 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: 27/19 Residential Services Update 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: 27/19 Residential Services Update on the following grounds:
 - b. pursuant to section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Alwyndor Management Committee would prejudice the commercial position of Alwyndor in that it may impact Alwyndor's ability to be commercially competitive.

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 Mr Whitford

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

2. That having considered Agenda Item 8.2 Residential Services Update (Report No: 27/19) in confidence under section 90(2) and (3)(b) of the *Local Government Act 1999*, the Alwyndor, pursuant to section 91(7) of that Act orders that the Report, Attachment and Minutes be retained in confidence for a period of 12 months and that this order be reviewed every 12 months.

Moved Ms Aukett, Seconded Mr Bamford

Carried

Mr Harding left the meeting at 8.02pm

8.3 **Monthly Financial Report – June 2019** (Report No: 25/19)

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: 25/19 Monthly Financial Report – June 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: 25/19 Monthly Financial Report – June 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 Cr Lonie, Seconded Mr Bamford

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

- 4. That having considered Agenda Item 8.3 Monthly Financial Report – June 2019 (Report No: 25/19) 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 Bamford

Carried

The order of the meeting resumed.

7.2 Acting General Manager's Report (Report No: 24/19)

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 Committee noted the Acting General Manager's Report.

The Acting General Manager provided an update on the allergy hazard noted at the previous meeting, advising that this was a potential, not actual, hazard and the actions were taken as preventative measures.

The Acting General Manager also informed the Committee of an error on the WHS report advising that the actual figure for Incidents by Department for June should be 2.

The Committee noted the feedback analysis report and indicated that it requires more analysis and refining.

The Acting General Manager provided a verbal update on legal and industrial matters, advising that the result of a case appeal had been received and a Directions Hearing has been scheduled.

Cr Lonie left the meeting at 8.21pm.

Cr Lonie re-joined the meeting at 8.22pm.

The Acting General Manager confirmed that an Enterprise Agreement negotiations meeting was held on 8 July advising that we had received a claim from the ANMF and are awaiting the ASU's claim. The next negotiation meeting will be held in August.

The Acting General Manager advised that the new Finance Manager commences on Monday.

The Committee noted the New Aged Care Standards summary and Standard 8 as provided.

Motion

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. Enterprise Bargaining Agreement Update**
- 7. General Update**
- 8. New Aged Care Standards**

Moved Ms Bonnici, Seconded Cr Lonie

Carried

7.3 Instruments of Delegation for the Alwyndor Management Committee and General Manager Alwyndor (Report No: 28/19)

The City of Holdfast Bay has as part of its annual review of delegations (a legislatively required review), adopted a new Instrument of Delegation under the *Local Government Act 1999* (the Act), due to legislative changes to the Act.

Subsequent to Council adopting these delegations, the delegations from Council to the Alwyndor Management Committee under the Act, which were the same as previous, were re-delegated and to come into effect from 12.00am 1 August 2019.

Council re-delegated powers to the General Manager, Alwyndor under the Act, which were the same as previous.

The Committee noted the report and that the Aged Care Act Delegations were not provided and requested that these be tabled at the next meeting.

Motion

That the Alwyndor Management Committee:

- 1. notes the Instrument Delegation under the *Local Government Act 1999* delegated 25 June 2019 to the Alwyndor Management Committee, effective from 12.00am on 1 August 2019 as per Instrument of Sub-Delegation dated 25 June 2019; and**
- 2. notes the Instrument of Delegation under the *Local Government Act 1999* delegated 25 June 2019 to the General Manager, Alwyndor.**

Moved Cr Lonie, Seconded Ms Aukett

Carried

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

Nil

9. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Thursday 15 August 2019 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove.

10. CLOSURE

The meeting closed at 8.30 pm.

CONFIRMED 15 August 2019

CHAIRPERSON

Attachment 3





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Alwyndor Management Committee Terms of Reference

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ALWYNDOR MANAGEMENT COMMITTEE (AMC)

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TERMS OF REFERENCE

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1. INTRODUCTION

- 1.1 The City of Holdfast Bay, ("the Council") is the trustee of a certain trust, the Dorothy Cheater Trust, constituted by a document dated 22 October 1973 (a copy of which is set out at Appendix A) ("the Trust").
- 1.2 The Council as trustee of the Trust holds certain property used in the conduct of an aged care facility located at 52 Dunrobin Road HOVE SA 5048 and known as Alwyndor Aged Care ("the Facility").
- 1.3 The Council has established, pursuant to Section 41 of the Local Government Act 1999 ("the Act"), a committee of the Council ("Alwyndor Management Committee") for the purpose of assisting the Council in performing its function of carrying out the terms of the Trust and in particular for the purpose of carrying out and managing the day to day operations and administration of the Facility.

2. CONTINUATION OF COMMITTEE

- 2.1 The Alwyndor Management Committee (AMC), as currently constituted, is continued as a committee of the Council pursuant to Section 41 of the Act. This position was confirmed by the Council on 28 November 2006.

3. OBJECTIVES

- 3.1 The objective of the Council in establishing the AMC was the establishment of a committee of Council to assist the Council to perform its functions of carrying out the terms of the Trust and the conduct of the Facility.
- 3.2 The objectives of Council in the conduct of the Facility are:-

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3.2.1 The provision of a range of quality care and accommodation options at the Facility primarily for aged persons including:-

- 3.2.1.1 hostel facilities; and
- 3.2.1.2 nursing home facilities; and
- 3.2.1.3 day therapy facilities; and
- 3.2.1.4 community facilities;

3.2.2 The provision of accommodation options at the Facility primarily for aged persons emphasising:-

- 3.2.2.1 Flexible-use nursing home and hostel accommodation including uses such as respite care, sub-acute care, rehabilitation and palliative care; and
- 3.2.2.2 Dementia care hostel accommodation; and
- 3.2.2.3 Independent (self care) living units;

3.2.3 The provision of services to the community including:

- 3.2.3.1 a community care program;
- 3.2.3.2 rehabilitation and support services;
- 3.2.3.3 services that are not readily available from private health practitioners for aged persons;
- 3.2.3.4 services that are required where no further services are available to aged persons under private health insurance because of the exhaustion of those entitlements;
- 3.2.3.5 programmes to facilitate and educate those aged persons with disabilities in undertaking activities;
- 3.2.3.6 exercise programmes for aged persons to improve mobility, assist with weight loss and for diabetes management; and
- 3.2.3.7 other programmes to assist aged persons with other special needs;

3.2.4 The development of:

- 3.2.4.1 personalised care packages to support aged people who prefer to remain living in their own homes;
- 3.2.4.2 specialised accommodation at the Facility for the purpose of providing nursing care for residents who by reason of infirmity, old age, incapacity or disability have a continuing need for nursing care;

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3.2.4.3 the hostel accommodation and services at the Facility for the purpose of supporting residents and others who have been assessed as having a continuing need for hostel care;

3.2.4.4 a range of rehabilitation and support services for members of the community and residents of the Facility who have been assessed as requiring one or more such services;

3.2.5 The further development of associations and links with key agencies and other providers of residential services in the community to maximise coordination of care;

3.3 The AMC must ensure that the Council, in the management, administration and conduct of the Facility, complies with the terms of the Trust in all respects.

4. FUNCTIONS

4.1 Subject to compliance with all Council policies, plans and procedures, the functions of the AMC are to assist Council as herein described by carrying out and managing the day to day operations and administration of the Facility in accordance with the Trust, the objectives of Council and these Terms of Reference, and without limiting the width thereof and in addition thereto:

4.1.1 To ensure the achievement of the objectives and the development of suitable new objectives for the Facility for the consideration of Council; and

4.1.2 To raise money by means of subscriptions, voluntary contributions, entrance charges to the grounds of the Facility, buildings, rooms and conveniences of the Facility and otherwise for the purpose of carrying out the objectives and functions of the AMC and to accept and receive on behalf of the Council from both the South Australian Government and the Australian Government such financial assistance as provided; and

4.1.3 To exercise any delegated powers, functions and duties; and

4.1.4 To do all other things that are necessary or incidental or conducive to the attainment of the objectives and the exercise, performance or discharge of the functions of the AMC; and-

4.1.5 To ensure that the Facility adheres to all legislative, compliance and contractual obligations, including but not limited to:

4.1.5.1 Ensure consumers are engaged in the development, delivery and evaluation of care and services and are supported in that engagement.

4.1.5.2 Promote and deliver a culture of safe, inclusive and quality care and services.

4.1.5.3 Ensuring effective organisation wide governance systems relating to the following:

(a) information management

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- (b) continuous improvement
- (c) financial governance
- (d) workforce governance, including the assignment of clear responsibilities and accountabilities
- (e) regulatory compliance
- (f) feedback and complaints.

4.1.5.4 Effective risk management systems and practices, including but not limited to the following:

- (a) managing high-impact or high-prevalence risks associated with the care of consumers
- (b) identifying and responding to abuse and neglect of consumers
- (c) supporting consumers to live the best life they can.

4.1.5.5 A clinical governance framework, including but not limited to the following:

- (a) antimicrobial stewardship
- (b) minimising the use of restraint
- (c) open disclosure.

4.1.4

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5. MEMBERSHIP

5.1 The AMC shall consist of –

- 5.1.1 Two (2) Elected Members of the Council as determined and appointed by the Council; and
- 5.1.2 Up to eight (8) other persons as determined and appointed by the Council which members shall be determined by the Council to possess the appropriate skills, knowledge and expertise so as to be of particular benefit to the AMC and the fulfilment of the objectives and carrying out of its functions as set out herein;

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6. TERM OF APPOINTMENT

- 6.1 The term of appointment of all AMC members will, subject to Section 41(5) of the Act and Clause 6.4 herein, be for a term of two (2) years and each AMC member shall be eligible for reappointment upon the expiry of his/her term of office.
- 6.2 The AMC may make recommendations to the Council regarding the reappointment of any member at the expiration of the member's term of office which reappointment shall be entirely in the discretion of the Council.
- 6.3 A Management Committee Member's office will become vacant if –
- 6.3.1 In the case of the Elected Members of the Council appointed by the Council to the AMC - the Elected Member ceasing to hold office as an Elected Member of the Council; and
 - 6.3.2 In the case of the other Management Committee Members appointed in accordance with Clause 5.1.2 –
 - 6.3.2.1 upon the Council removing that person from office; or
 - 6.3.2.2 the member resigning their position from the AMC.
- 6.4 If any Management Committee Member shall be absent for three consecutive meetings of the AMC without leave of the AMC, the AMC may recommend to the Council that it remove that Member from office and appoint another person as a Management Committee Member for the unexpired term. The removal of a Management Committee Member and appointment of another Management Committee Member pursuant to this Clause shall be entirely at the Council's discretion.
- 6.5 In the event of a vacancy in the office of a Management Committee Member, the Council shall, if it deems fit, appoint another person as a Management Committee Member on such terms and conditions as it thinks fit.
- 6.6 Each newly appointed Management Committee Member must participate in the Council approved orientation program for Management Committee Members and must attend all education and training programs as required by the Council from time to time.

7. OFFICE BEARERS

- 7.1 At the first meeting of the Management Committee in every financial year, the AMC shall appoint, for an annual term, a Chairman and a Deputy Chairman from amongst the Management Committee Members who shall be eligible for reappointment at the expiry of their term of office at the AMC's discretion. The Chairman is to be appointed from those members who are not Elected Members of the City of Holdfast Bay.
- 7.2 The Deputy Chairman will act in the absence of the Chairman and if both the Chairman and Deputy Chairman are absent from a meeting of the AMC, the Management Committee members will choose a Committee Member from those present, who are not Elected Members of the City of Holdfast Bay, to preside at the meeting as the Acting Chairman.
- 7.3 The Chairman of the AMC shall be an ex-officio member of all sub-committees of the AMC

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- 8.2 The base rate (per Management Committee meeting) applicable will be determined by the Council annually in June. There will be a 40% loading when chairing Management Committee meetings.
- 8.3 The total honorarium pool shall be capped at a level determined annually in June by the Council and reflected in the annual budget of Alwyndor Aged Care. The payment of the honorarium will temporarily cease should the prescribed cap be reached prior to the completion of any financial year, with members paid on a pro-rata basis in this circumstance.
- 8.4 Claims for payment of the honorarium, shall be based on a signed Record of Attendance Log maintained by the General Manager Alwyndor Aged Care – payable in January and July of each calendar year.

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9. ADMINISTRATION

- 9.1 The Council, in consultation with the AMC, shall employ and appoint a General Manager Alwyndor Aged Care who shall have full responsibilities for the effective management of the Facility reporting to both the AMC, and to the Chief Executive Officer...
- 9.2 The General Manager Alwyndor Aged Care shall be responsible for:-
- 9.2.1 Attending meetings of the AMC and taking minutes of the meeting, having custody of all financial records and documents regarding the AMC and the Facility.
 - 9.2.2 The safe keeping of all funds received in relation to the Facility and ensuring compliance with all policies and procedures of the Council with respect to such funds;
 - 9.2.3 Keeping accurate and up to date books of accounts of all income and expenditure of the Facility;
 - 9.2.4 Ensuring that financial statements for the activities of the Facility and the administration, management and operation of the Facility are prepared as soon as practicable after 30th June in each year, or at such times as directed by the Council.;
 - 9.2.5 Providing a budget review of the activities of the Facility to the Council when required by the Council's Executive Manager Finance and Corporate;
 - 9.2.6 The safekeeping of cash and property of residents;
 - 9.2.7 Providing advice to the Council in relation to the recruitment and selection of all staff at the Facility;

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- 9.2.8 The submission of a written report to each monthly meeting of the AMC on matters necessary to the sound management and good governance of the Facility;
- 9.2.9 Ensuring the proper management and administration of the Facility in accordance with the directions of the Council, the Alwyndor Management Committee, the Trust and the objectives set out in these Terms of Reference.

10. MEETINGS

10.1 Meeting Procedures

- 10.1.1 Meetings of the AMC will be conducted in accordance with the Local Government Act 1999, Part 3 of the Local Government (Procedures at Meetings) Regulations 2000, these Terms of Reference ("TOR") and any applicable Code of Practice adopted by the Council.
- 10.1.2 In so far as the Local Government Act 1999, Part 3 of the Local Government (Procedures at Meetings) Regulations 2000, the Council's Code of Practice as applicable to the AMC and the Terms of Reference do not specify a procedure to be observed in relation to the conduct of a meeting of the AMC, then the AMC may determine its own procedure.
- 10.1.3 In accordance with and subject to the Local Government Act 1999 and the Local Government (Procedures at Meetings) Regulations 2000, all meetings of the AMC shall be open to the public.

10.2 Meeting Minutes

- 10.2.1 Minutes of the AMC meetings will be presented to the next meeting of the Council
- 10.2.2 Minutes of the AMC meetings shall be placed on Council's website as soon as practicable after the completion of the meeting.
- 10.2.3 The General Manager Alwyndor Aged Care shall supply Council and all AMC members with a copy of the minutes of the proceedings of the meeting within 5 days of a meeting of the AMC.

10.3 Meeting Detail

- 10.3.1 Meetings of the AMC shall be held at least once per month with the exception of January, unless the AMC determines to hold a meeting in January, and may be held at such further times as determined by the AMC.
- 10.3.2 Each AMC Member shall be given three clear days notice in writing of the time and place of an ordinary meeting of the AMC and four hours notice of the time and place of a special meeting of the AMC.

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- 10.3.3 Each notice of meeting shall be accompanied by an agenda for such meeting.
- 10.3.4 Each notice of meeting and agenda for each AMC meeting shall be placed on the Council's website
- 10.3.5 A special meeting can be called by the Chief Executive Officer of the Council at the request of the Chairperson or at least two members of the AMC to deal with urgent business at any time. A request for a special meeting must include details of the time, place and purpose of the meeting which will be included in the notice of the special meeting.
- 10.3.6 All decisions of the AMC shall be made on the basis of a majority decision of the AMC members present.
- 10.3.7 A quorum will be half of the Board Members plus one, ignoring any fractions.. No business can be transacted at a meeting of the AMC unless a quorum is present.

11. FINANCIAL MANAGEMENT

- 11.1 Financial records of the Facility will be maintained by the General Manager on behalf of the AMC and the AMC will comply with the financial policies and procedures adopted by Council.
- 11.2 In accordance with the preparation of the annual Council budget cycle, the AMC will present to the Council for its consideration and adoption, a proposed annual budget for its activities including those matters relating to the administration, management, capital works and operations of the Facility for the ensuing financial year before adoption by Council of its annual budget.
- 11.3 The financial year shall be from 1 July to 30 June in the following year.
- 11.4 The AMC will report regularly to Council regarding the financial performance of the Facility at the times and in the manner determined by Council.
- 11.5 The AMC must develop a Strategic Management Plan which includes a long term financial plan for a period of at least 10 years. The Plan is to be presented to Council for adoption, and will be reviewed by the AMC annually. A report on the outcomes of the annual review is to be presented to Council.
- 11.6 The whole of the funds generated by the Facility shall be applied or appropriated in the conduct of the Facility in accordance with the terms of the Trust and in the pursuit of the objectives and no part thereof shall be appropriated for the purpose of profit or gain of individual members of the AMC, the Council, staff, residents or any other person.

12. SUB-COMMITTEES

- 12.1 The AMC may appoint such sub-committees as it sees fit to assist it with carrying out its functions as set out herein. Any subcommittee must regularly report to the AMC on its activities.

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13. OTHER MATTERS

12.13.1 The Conflict of Interest Provisions under the Local Government Act 1999 shall apply to all members of the AMC as if members of the AMC were Members of Council.

12.13.2 The general duties contained in Section 62 of the Local Government Act 1999 apply to all members of the AMC as if members of the AMC were members of Council.

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Attachment 4





ALWYNDOR MANAGEMENT COMMITTEE (AMC)

TERMS OF REFERENCE

1. INTRODUCTION

- 1.1 The City of Holdfast Bay, ("the Council") is the trustee of a certain trust, the Dorothy Cheater Trust, constituted by a document dated 22 October 1973 (a copy of which is set out at Appendix A) ("the Trust").
- 1.2 The Council as trustee of the Trust holds certain property used in the conduct of an aged care facility located at 52 Dunrobin Road HOVE SA 5048 and known as Alwyndor Aged Care ("the Facility").
- 1.3 The Council has established, pursuant to Section 41 of the Local Government Act 1999 ("the Act"), a committee of the Council ("Alwyndor Management Committee") for the purpose of assisting the Council in performing its function of carrying out the terms of the Trust and in particular for the purpose of carrying out and managing the day to day operations and administration of the Facility.

2. CONTINUATION OF COMMITTEE

- 2.1 The Alwyndor Management Committee (AMC), as currently constituted, is continued as a committee of the Council pursuant to Section 41 of the Act. This position was confirmed by the Council on 28 November 2006.

3. OBJECTIVES

- 3.1 The objective of the Council in establishing the AMC was the establishment of a committee of Council to assist the Council to perform its functions of carrying out the terms of the Trust and the conduct of the Facility.
- 3.2 The objectives of Council in the conduct of the Facility are:-
 - 3.2.1 The provision of a range of quality care and accommodation options at the Facility primarily for aged persons including:-
 - 3.2.1.1 hostel facilities; and
 - 3.2.1.2 nursing home facilities; and

- 3.2.1.3 day therapy facilities; and
- 3.2.1.4 community facilities;
- 3.2.2 The provision of accommodation options at the Facility primarily for aged persons emphasising:-
 - 3.2.2.1 Flexible-use nursing home and hostel accommodation including uses such as respite care, sub-acute care, rehabilitation and palliative care; and
 - 3.2.2.2 Dementia care hostel accommodation; and
 - 3.2.2.3 Independent (self care) living units;
- 3.2.3 The provision of services to the community including:
 - 3.2.3.1 a community care program;
 - 3.2.3.2 rehabilitation and support services;
 - 3.2.3.3 services that are not readily available from private health practitioners for aged persons;
 - 3.2.3.4 services that are required where no further services are available to aged persons under private health insurance because of the exhaustion of those entitlements;
 - 3.2.3.5 programmes to facilitate and educate those aged persons with disabilities in undertaking activities;
 - 3.2.3.6 exercise programmes for aged persons to improve mobility, assist with weight loss and for diabetes management; and
 - 3.2.3.7 other programmes to assist aged persons with other special needs;
- 3.2.4 The development of:
 - 3.2.4.1 personalised care packages to support aged people who prefer to remain living in their own homes;
 - 3.2.4.2 specialised accommodation at the Facility for the purpose of providing nursing care for residents who by reason of infirmity, old age, incapacity or disability have a continuing need for nursing care;
 - 3.2.4.3 the hostel accommodation and services at the Facility for the purpose of supporting residents and others who have been assessed as having a continuing need for hostel care;
 - 3.2.4.4 a range of rehabilitation and support services for members of the community and residents of the Facility who have been assessed as requiring one or more such services;

- 3.2.5 The further development of associations and links with key agencies and other providers of residential services in the community to maximise coordination of care;
- 3.3 The AMC must ensure that the Council, in the management, administration and conduct of the Facility, complies with the terms of the Trust in all respects.

4. FUNCTIONS

- 4.1 Subject to compliance with all Council policies, plans and procedures, the functions of the AMC are to assist Council as herein described by carrying out and managing the day to day operations and administration of the Facility in accordance with the Trust, the objectives of Council and these Terms of Reference, and without limiting the width thereof and in addition thereto:
 - 4.1.1 To ensure the achievement of the objectives and the development of suitable new objectives for the Facility for the consideration of Council; and
 - 4.1.2 To raise money by means of subscriptions, voluntary contributions, entrance charges to the grounds of the Facility, buildings, rooms and conveniences of the Facility and otherwise for the purpose of carrying out the objectives and functions of the AMC and to accept and receive on behalf of the Council from both the South Australian Government and the Australian Government such financial assistance as provided; and
 - 4.1.3 To exercise any delegated powers, functions and duties; and
 - 4.1.4 To do all other things that are necessary or incidental or conducive to the attainment of the objectives and the exercise, performance or discharge of the functions of the AMC; and
 - 4.1.5 To ensure that the Facility adheres to all legislative, compliance and contractual obligations, including but not limited to:
 - 4.1.5.1 Ensure consumers are engaged in the development, delivery and evaluation of care and services and are supported in that engagement.
 - 4.1.5.2 Promote and deliver a culture of safe, inclusive and quality care and services.
 - 4.1.5.3 Ensuring effective organisation wide governance systems relating to the following:
 - (a) information management
 - (b) continuous improvement
 - (c) financial governance
 - (d) workforce governance, including the assignment of clear responsibilities and accountabilities

- (e) regulatory compliance
- (f) feedback and complaints.

4.1.5.4 Effective risk management systems and practices, including but not limited to the following:

- (a) managing high-impact or high-prevalence risks associated with the care of consumers
- (b) identifying and responding to abuse and neglect of consumers
- (c) supporting consumers to live the best life they can.

4.1.5.5 A clinical governance framework, including but not limited to the following:

- (a) antimicrobial stewardship
- (b) minimising the use of restraint
- (c) open disclosure.

5. MEMBERSHIP

5.1 The AMC shall consist of –

- 5.1.1 Two (2) Elected Members of the Council as determined and appointed by the Council; and
- 5.1.2 Up to eight (8) other persons as determined and appointed by the Council which members shall be determined by the Council to possess the appropriate skills, knowledge and expertise so as to be of particular benefit to the AMC and the fulfilment of the objectives and carrying out of its functions as set out herein;

6. TERM OF APPOINTMENT

- 6.1 The term of appointment of all AMC members will, subject to Section 41(5) of the Act and Clause 6.4 herein, be for a term of two (2) years and each AMC member shall be eligible for reappointment upon the expiry of his/her term of office.
- 6.2 The AMC may make recommendations to the Council regarding the reappointment of any member at the expiration of the member's term of office which reappointment shall be entirely in the discretion of the Council.
- 6.3 A Management Committee Member's office will become vacant if –

- 6.3.1 In the case of the Elected Members of the Council appointed by the Council to the AMC - the Elected Member ceasing to hold office as an Elected Member of the Council; and
- 6.3.2 In the case of the other Management Committee Members appointed in accordance with Clause 5.1.2 –
 - 6.3.2.1 upon the Council removing that person from office; or
 - 6.3.2.2 the member resigning their position from the AMC.
- 6.4 If any Management Committee Member shall be absent for three consecutive meetings of the AMC without leave of the AMC, the AMC may recommend to the Council that it remove that Member from office and appoint another person as a Management Committee Member for the unexpired term. The removal of a Management Committee Member and appointment of another Management Committee Member pursuant to this Clause shall be entirely at the Council's discretion.
- 6.5 In the event of a vacancy in the office of a Management Committee Member, the Council shall, if it deems fit, appoint another person as a Management Committee Member on such terms and conditions as it thinks fit.
- 6.6 Each newly appointed Management Committee Member must participate in the Council approved orientation program for Management Committee Members and must attend all education and training programs as required by the Council from time to time.

7. OFFICE BEARERS

- 7.1 At the first meeting of the Management Committee in every financial year, the AMC shall appoint, for an annual term, a Chairman and a Deputy Chairman from amongst the Management Committee Members who shall be eligible for reappointment at the expiry of their term of office at the AMC's discretion. The Chairman is to be appointed from those members who are not Elected Members of the City of Holdfast Bay.
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- 12.1 The AMC may appoint such sub-committees as it sees fit to assist it with carrying out its functions as set out herein. Any subcommittee must regularly report to the AMC on its activities.

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- 13.2 The general duties contained in Section 62 of the Local Government Act 1999 apply to all members of the AMC as if members of the AMC were members of Council.

Item No: **17.1**

Subject: **ITEMS IN BRIEF**

Date: 13 August 2019

Written By: Personal Assistant

General Manager: Strategy and 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. Letter from Hon Corey Wingard MP, in response to Roberto Bria, Chief Executive Officer's letter regarding Operational Hours of Glenelg Police Station**
-

COMMUNITY PLAN

Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

REPORT

1. Letter from Hon Corey Wingard MP, regarding Operational Hours of Glenelg Police Station

A letter from the Hon Corey Wingard MP, Member for Gibson, Minister for Police, Emergency Services and Correctional Services, has been received in response to Roberto Bria, Chief Executive Officer's letter of 10 May 2019, regarding operational hours of Glenelg Police Station with a copy to Mr Stephen Patterson MP.

Both letters are attached for Members information.

Refer Attachment 1

Attachment 1



Hon Corey Wingard MP



**Government
of South Australia**

Minister for Police,
Emergency Services and
Correctional Services

Minister for Recreation,
Sport and Racing

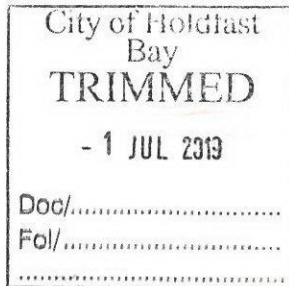
GPO Box 668
ADELAIDE SA 5001
DX 450

T: (08) 8463 6641
F: (08) 8463 6642

E: MinisterWingard@sa.gov.au

19POL0455
Your ref: C230419/1454

Mr Roberto Bria
Chief Executive Officer
City of Holdfast Bay
PO Box 19
BRIGHTON SA 5048



Dear Mr Bria

Thank you for your recent correspondence regarding the operational hours of the Glenelg Police Station. I note that you have also provided a copy of the correspondence to Mr Stephen Patterson MP, Member for Morphett.

After receiving your correspondence I discussed the matter with Mr Patterson.

I echo the message that Mr Patterson has communicated to Council and his electorate that since March 2018 the Marshall Liberal Government has been working hard to deliver on all of our election commitments. On behalf of the Marshall Liberal Team, Mr Patterson took two key commitments to the people of Morphett:-

1. To have a strong police presence in the electorate of Morphett; and
2. To extend the Glenelg Police Station hours over the peak tourist season.

As you would be well aware, the Marshall Liberal Government has delivered on both of these commitments.

The Government has also delivered on its promise to extend the hours at the Henley Beach Police station all year round.

Mr Patterson informs me that he has regular meeting with Senior Police from SAPOL's Western District. I am advised that Police believe that the current hours are working well. The attention that SAPOL are giving to increase mobile and foot patrols is also an important factor in policing in Glenelg and surrounding areas.

I appreciate you taking the time to write to me in relation to this matter. I would encourage the Council to continue to work with Mr Patterson should the need arise.

In the meantime, I will continue to work with SAPOL to ensure that our entire community has both safe public spaces and peaceful living.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Corey Wingard', with a stylized flourish at the end.

Hon Corey Wingard MP

Minister for Police, Emergency Services and Correctional Services

29 / 7 / 2019

cc: Mr Stephen Patterson MP, Member for Morphett



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

Council Resolution: C230419/1454

10 May 2019

Hon. Corey Wingard
Member for Gibson
Level 2, 1 Milham Street
OAKLANDS PARK SA 5046
Email: gibson@parliament.sa.gov.au

RE: Operational Hours of Glenelg Police Station

Dear Mr Wingard,

Following a recent Council Resolution I write seeking to ascertain as to why the operational hours of Glenelg Police Station remain at 9:00 am and 5:00 pm Monday to Friday (only being extended during the months of November to February), while the operation hours of Henley Beach Station have now been extended to 8:00 am to 11:00 pm, and other Police Stations within Western Region are open 24/7.

Glenelg is one of only two (2) declared tourism precincts in South Australia, and Council believes that the continuation of these reduced hours will result in an increase in anti-social behaviour and criminal activity within the precinct.

The community seeks both safer public spaces and peaceful living, and Council is concerned that neither will occur should the reduced hours continue.

Yours sincerely,

Roberto Bria
Acting Chief Executive Officer

CC: Mr Stephen Patterson – Member for Morphett (morphett@parliament.sa.gov.au)



Item No: **17.2**

Subject: **SOUND EQUIPMENT**

Date: 13 August 2019

Written By: Manager, City Activation

General Manager: Community Services, Ms M Lock

SUMMARY

Administration to investigate the options of a cost effective portable sound amplification system equipment.

RECOMMENDATION

That Council note this report.

COMMUNITY PLAN

Community: Providing welcoming and accessible facilities
Community: Fostering an engaged and contributing community
Culture: Providing customer-centred services

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

At the Council Meeting on 29 January 2019 a Motion on Notice was put forward by Councillor Clancy (Report No 20/19) regarding sound equipment with the following resolutions:

- "1. That Council provide proper sound equipment which is easy to use so that Staff and Members of Council at their training and meetings, and people attending all functions of council are able to hear what is being said.*

2. *That this be part of the check off sheet for all functions and that all speakers be advised that if they are wishing to participate that they must use the microphone.*
3. *That it be included in the 2019-2020 budget if administration do not believe it can be provided for within this budget.*
4. *That a report come back to Council regarding cost to council for recommendations 1, 2 and 3."*

REPORT

Council currently has in-built Public Address system in the Council Chambers within the Glenelg Town Hall. It was presented at the recent Council Meeting, 25 June 2019, in the report Live Streaming of Council Meetings (Report No: 226/19), the options in order to upgrade the existing Council chamber technology from analogue to digital to enable live streaming. Further investigation is currently being undertaken by Administration to determine costs associated with options to setup a basic audio upgrade to digital technology within the Council Chambers.

Furthermore Council also has in-built Public Address systems in the large Brighton meeting room, the Kingston Room. When meetings, presentations or other events are held in Council spaces it is the organisers responsibility to ensure that the equipment is used so that all attendees can adequately hear proceedings. However as part of event support afforded to external organisers all sound amplification will need to be tested by Council staff prior to the commencement of scheduled functions and activities within Council buildings.

To facilitate amplified sound in Council rooms where an inbuilt system isn't available, it is recommended that Council purchase two portable systems that can be used in spaces in Brighton and Glenelg such as the Mayor's Parlour in the Glenelg Town Hall. Due to the portability of these systems they can also be used for events and presentations outside of Council facilities such as small community events, media launches and other civic functions with approximately 50 guests in attendance.

The booking of these systems, with one based in Brighton and one based in Glenelg can be managed by the functions booking sheet.

BUDGET

Based on current quotes it is not expected that the costs for the two systems will exceed \$5,000 and can be managed within the 2019/2020 budget.

LIFECYCLE COSTS

Not applicable.

Item No: **17.3**

Subject: **SUMMARY OF 2018-19 COMMUNITY DONATIONS PROGRAM**

Date: 13 August 2019

Written By: Community Development Coordinator

General Manager: Community Services, Ms M Lock

SUMMARY

Council provides an annual budget of \$50,000 for the Community Donations Program, Youth Achievement Sponsorship Funding and Community Chest Donations. In the 2018-19 financial year, \$35,000 was allocated to the Community Donations Program to support local clubs, groups, artists, schools and organisations in a range of areas. The program is designed to support and encourage community initiatives and projects within the City of Holdfast Bay. An allocation of \$15,000 was provided to the Community Chest and Youth Sponsorship fund. The Community Donations program consists of three (3) categories: Community Recreation and Wellbeing Donations, Events and Festivals Donations and Arts and Cultural Donations, with the following amounts received by applicants.

Donation Categories	Project Recipients	Donation Received
Total Community Recreation and Wellbeing	7	\$15,109
Total Events and Festivals Donations	2	\$10,000
Total Arts and Cultural Donations	2	\$5,500
Community Chest	14	\$5,940
Youth Sponsorship	64	\$9,585
TOTAL	89	\$46,134
Remaining Funds		\$3,866

RECOMMENDATION

That Council notes the summary report of the 2018-19 funding program.

COMMUNITY PLAN

Community: Building a healthy, active and resilient community
Community: Celebrating culture and diversity
Community: Providing welcoming and accessible facilities
Community: Fostering an engaged and contributing community
Economy: Boosting our visitor economy

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

Council provides annual financial support through the Community Donations Program to support local clubs, community groups, individuals and organisations in a range of areas including sport, recreation, environment, events, community development, art, and culture. The program is designed to support and encourage community initiatives and projects within the City of Holdfast Bay that will positively influence the community and that meet and identified need.

REPORT

Applications were assessed in accordance with the Community Donations Program Guidelines and criteria which include:

- Overall quality of the application
- Benefit to the community
- Strategic link to the Our Place 2030 Strategic Plan
- Previous donations received from Council
- Innovative nature of the project
- Capacity for self-funding and/or other funding source opportunities
- Council's own budgetary constraints.

COMMUNITY RECREATION AND WELLBEING DONATIONS

Applications are for up to 50% of the cost of the project to a maximum of \$5,000.

Group	Project	Donation Requested	Donation Received
Somerton Park Tennis Club	Growing junior participation in tennis	\$2,350	\$2,350
Volleyball SA	Seacliff Beach Volleyball Courts	\$2,000	\$2,000
Holdfast Bay Music Centre	Microphones, mixing desk and foldback speakers	\$1,359	\$1,359
City of Holdfast Bay Concert Band	Performance Workshops for Holdfast Bay Concert Band musicians	\$2,091	\$2,091
Holdfast Bay Dog Centre	Installing lights on ground	\$1,655	\$1,655
Kingston Park With One Voice Choir	Reducing social isolation for vulnerable residents through singing and sharing food	\$5,000	\$5,000
Somerton Park Surf Life Saving Club	Member First Aid	\$1,654	\$1,654
TOTAL		\$15,109	\$15,109

EVENTS AND FESTIVALS DONATIONS

Applications are for up to 50% of the cost of their event to a maximum of \$5,000.

Group	Event/Festival	Donation Requested	Donation Received
Water Polo SA	Beach Polo 4's – Water Polo Participation	\$5,000	\$5,000
Brighton Bowling Club	Brighton Bowling Club Centenary Celebrations	\$5,000	\$5,000
TOTAL		\$10,000	\$10,000

ARTS AND CULTURAL DONATIONS

Applications were submitted under two (2) categories: Arts and Cultural Development Projects and Public Arts Projects. Under Arts and Cultural Development Projects, applicants can apply for up to 70% of the cost of their project to a maximum of \$3,500. Under Public Arts projects applicants can apply for up to 100% of project costs to a maximum of \$2,000.

Group	Project	Category	Donation Requested	Donation Received
Tutti Arts	Blinded By The Light	Dev Project	\$3,500	\$3,500
Seacliff Community Recreation Association	Community Engagement Sculpture at the Seacliff Recreation Centre	Public Art	\$2,000	\$2,000
GN Community Garden	Inability to complete community art project by due date. Funds returned and will reapply in 2019/20	Public Art	\$2,000	0
TOTAL			\$7,500	\$5,500

COMMUNITY CHEST DONATIONS

Applications were accepted throughout the year for Community Chest Donations of up to \$500. Community Chest Donations are small 'one off' payments to assist individuals and organisations within the Council area with costs associated with community development initiatives such as small community events and projects that will have benefits to the surrounding community. There were 14 successful applications totalling \$5,940.

YOUTH ACHIEVEMENT SPONSORSHIP

The Youth Achievement Sponsorship Program recognises and encourages the achievements of young people in the community. Council provide sponsorship for young people residing in the City of Holdfast Bay, 21 years and under, who are representing their sport or cultural activity at State and/or National level.

Applications are accepted throughout the year and are subject to budgetary limitations and available funds. In 2018/19 there were 64 recipients totalling \$9,585 in funding.

BUDGET

Nil

LIFE CYCLE COSTS

Not Applicable

Item No: **17.4**

Subject: **2018-19 PRELIMINARY FUNDING STATEMENTS, BUDGET CARRIED FORWARDS AND ACTIVITY REPORTS**

Date: 13 August 2019

Written By: Management Accountant

General Manager: Strategy & Business Services, Ms P Jackson

SUMMARY

This report provides preliminary funding statements for the 2018/19 financial year including explanations of the interim results and major budget variations as well as detailing yet to be finalised projects to be brought forward and budgeted for in 2019/20. Also presented is a summary of the external grant funding received during the year, as well as a report detailing the organisation's progress in achieving the new initiatives and capital program as set out in the annual business plan for 2018/19.

The preliminary result for municipal operations shows an operating surplus of \$1,856,078, compared with the adopted forecast surplus of \$537,245 resulting in a positive budget variance of \$1,318,833.

The municipal operational variance results are detailed by business unit within this report. The major variances compared to the adopted forecast are summarised as follows:

Major Municipal Operational Variances	Amount
Lower employment costs	\$130,045
Lower materials, contract, other expenditure & equity share	\$9,445
Yet to be finalised operational projects	\$475,400
Lower interest on borrowings expense	\$44,389
Lower depreciation expense	\$57,306
Timing of Financial Assistance Grants	\$338,670
Higher Caravan Park user income	\$183,606
Higher investment income	\$40,965
Higher car park user income	\$39,007
Total variance to forecast	\$1,318,833

The preliminary result for Alwyndor operations shows an operating deficit of \$400,226 compared with the adopted forecast deficit of \$326,000 resulting in a negative budget variance of \$74,226. Major budget variances have occurred in employee costs which are offset by additional income generated through Consumer Directed Care packages.

The consolidated result for both operations shows an operating surplus of \$1,455,852, compared with the adopted surplus forecast of \$211,245 resulting in a positive budget variance of \$1,244,607.

RECOMMENDATION

That Council:

- 1. notes the provisional unaudited 2018/19 funding statements and carried forward budgets;**
 - 2. notes the 2018-19 Annual Business Plan activity summary;**
 - 3. notes the 2018-19 external grant funding summary; and**
 - 4. approves the carried forward amounts from the 2018/19 budget to the current year 2019/20 budget of \$475,400 operating expenditure, \$8,753,259 capital expenditure and \$1,039,090 capital income.**
-

COMMUNITY PLAN

Culture: Being financially accountable

COUNCIL POLICY

Treasury Management

STATUTORY PROVISIONS

Local Government (Financial Management) Regulations 2011

BACKGROUND

The financial management regulations require an annual report showing the audited results of the Council for the previous financial year compared with the estimated financial results set out in the budget.

Preliminary unaudited funding statements have been prepared in order to inform the Council in a timely manner of financial performance for 2018/19.

A full set of audited 2018/19 financial statements will be presented to Council in October when the financial statements have been finalised, considered by the Audit Committee and audited in the prescribed format.

REPORT**Preliminary 2018/19 Funding Statements**

Preliminary unaudited funding statements with explanatory variance notes for the year ended 30 June 2019 are provided.

Refer Attachment 1

Non-cash items not included in Funding Statements

A number of end-of-year non-cash items are required to be accounted for and are not included in the funding statements. They will have an impact on the final financial position including the balance sheet and include asset revaluations, the Southern Region Waste Resource Authority (SRWRA) equity gain, in-kind library grants, net gain/loss on disposal of assets and provision for asset impairment.

SRWRA Equity Gain

Council has a 15% equity share in SRWRA. The final equity share is dependent on the audited financial result for SRWRA and is yet to be finalised.

Net Gain/Loss on disposal of assets

A number of assets were disposed of during 2018/19 including machinery, vehicles and property. In addition a number of infrastructure assets were replaced or renewed while still having remaining useful lives. While the amounts are non-cash the accounting for these assets is yet to be finalised.

Impairment of Assets

The Australian Accounting Standard (AASB 139) requires an annual assessment of whether any financial asset is impaired. Impairment means the carrying amount of the asset is more than the amount that is expected to be recovered. This assessment will be completed as part of the finalisation of the financial statements.

Carried Forward Budget Amounts

Council adopted its 2019/20 annual business plan and budget in June 2018. During the 2018/19 year, Council regularly reviewed its budget and adopted a revised operating forecast of \$537,245 surplus for Municipal activities and a \$326,000 deficit for Alwyndor activities.

A number of capital and operational projects are yet to be finalised at the 30 June 2019. A full detailed listing, including explanations, of these projects which will require funding to be brought forward from 2018/19 to 2019/20 are included in Attachment 2.

Refer Attachment 2

Jetty Road Mainstreet Budget

The Jetty Road Mainstreet budget is fully funded from a separate rate, event sponsorships and event sale income. Due to the separate funding arrangements the remaining unspent balance of \$55,191 is required to be carried forward.

Capital Expenditure

The overall capital expenditure incurred is \$10,875,982 less than forecast. The total amount of incomplete capital projects to be carried forward is \$8,753,259 and the individual project amounts are listed in attachment 2 including comments on the status of each project. The four largest projects are Jetty Road, Glenelg, Masterplan and construction \$1.27m, Minda Coast Park \$2.43m, Brighton Oval Clubrooms \$2.1m and Glenelg Town Hall Upgrades \$1.22m.

Capital Income

A number of capital income budgets are also required to be carried forward to part fund capital projects. The major budget amount refers to the sale of Council land of \$1.0m.

Carried forward funding – Municipal Operations

The net carried forward budget amount is to be funded from available cash and previously approved borrowings. Council's Treasury Management Policy prescribes the use of available cash before drawing down any new borrowings. As at 30 June 2018 Council had uncommitted available cash of \$1,809,211.

The 2018/19 revised budget provided for new borrowings totalling \$5.7m. No new borrowings were made during the year as there was sufficient available cash to meet actual expenditure. In order to fund the carried forward budgets it is proposed to borrow the balance being \$3,450,970 during 2019/20 in accordance with the Treasury Management Policy.

The following summary outlines the funding breakdown:

Project	2018/19 Carried Forward \$
<i>Total Operating Expenditure</i>	475,400
<i>Total Capital Expenditure</i>	8,753,259
<i>Less Total Capital Income</i>	(1,039,090)
Total Funding Requirement	8,189,569
<u>Funding source:</u>	
<i>Uncommitted Cash and Cash Equivalents @ 30 June 2019</i>	1,809,211
<i>Committed Cash and Cash Equivalents – funding for Brighton Oval & Minda Coast Park</i>	2,929,388
<i>New loan borrowings (as required during 2019/20)</i>	3,450,970

Commercial Activities

Comparative financial reports to 30 June 2019 have been provided for councils major commercial activities including Brighton Caravan Park, Partridge House and Partridge Street car park.

Refer Attachment 3

Financial Indicators/Ratio Analysis

The results contained in this report are preliminary and include a number of non-cash items yet to be finalised therefore a full ratio analysis would not be meaningful. A full set of financial indicators will be included as a note to the completed audited financial statements which will be presented to the Audit Committee and Council during October and November 2019.

External Grant Funding Summary

For the 2018-19 financial year (at the fourth quarter) Council received \$8,901,578 in external grant funding (not including any operating subsidies from Alwyndor). This consists of:

- \$8,496,063 in capital grants
- \$149,163 in operating and other projects
- \$2,539,061 in recurring grants.

The attached schedule provides the details of our external grant position. This shows the total for the fourth quarter, during which \$1,027,999 had been received.

Refer Attachment 4

Advance payments for both Financial Assistance Grants (General and Roads) were received in the fourth quarter of 2018-19, for the 2019-20 financial year, totaling \$602,411. The Supplementary Roads Grant funding for both 2019/20 and 20/21 was also received in the fourth quarter, comprising \$367,956.

In the fourth quarter, Council applied for and was successful in securing \$5million from the Office of Recreation and Sport for Brighton Oval, \$1.77 million for Jetty Road Glenelg from the Places for People Grant Fund, \$3,000 from the Department of Veterans Affairs for an exhibition at the Glenelg Air Raid Shelter.

Council was unsuccessful in securing funding to repair the rock wall at South Brighton from the Coastal Protection Board, and remoting sensing imagery for development compliance and safety (pools). Council was also unsuccessful in securing funding for Wigley Reserve under the Open Space Grant program.

Council has applied for \$100,000 under the MaC project grant scheme for the Sturt River Biodiversity Partnership and \$12,000 for the Kurna Exhibition at the Bay Discovery Centre from the History Trust of SA.

Council will continue to monitor grant opportunities with the aim for applying for funding where applicable and suitable.

2018-19 Annual Business Plan Activity Summary

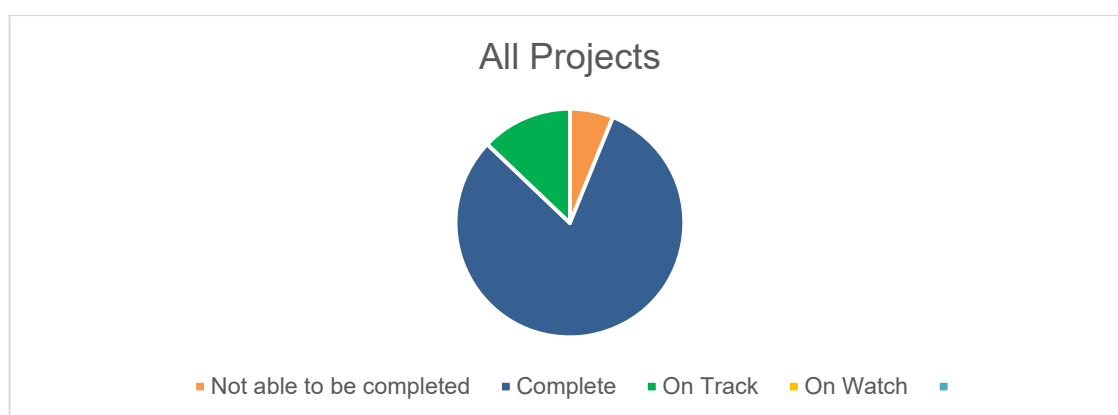
The Annual Business Plan and each of the projects within it, are linked to the Council's Strategic Plan, and the five pillars within it which comprise:

- Community – a healthy, creative and connected community
- Environment – A community connected to our natural environment
- Economy – A diverse and resilient local economy
- Placemaking – An accessible, lively and safe coastal city that celebrates our past to build for our future
- Culture – An effective customer-centered organization

In keeping with these strategic linkages the progress summaries are presented as five reports, each with projects connected to their relevant pillars. A summary is included as a cover page.

Refer Attachment 5

Not able to be completed	10	6%
Complete	133	82%
On Track	19	12%
Total	162	100%



Of the 10 projects identified as 'not able to be completed', 8 will be carried into 2019/20 for completion. Two of the projects were identified as no longer required.

An exception report on all uncompleted projects is included as an attachment to this report.

Refer Attachment 6

BUDGET

This report provides an analysis of Council's 2018/19 preliminary funding statements and confirms the carried forward projects and latest preliminary result prior to external audit. The 2019/20 forecast will be amended to include all approved carried forward budgets.

The forecast Municipal operating surplus for 2019/20 is currently \$252,376. With a carried forward operating expenditure budget from 2018/19 of \$475,400 the forecast operating result for 2019/20 will decrease to a deficit of \$223,024. However, this forecast deficit is offset by the \$1.8m surplus in 2018/19 which over the two year period places Council in a strong financial position.

LIFE CYCLE COSTS

This report has no direct implication for full life cycle costs.

Attachment 1





City of Holdfast Bay

Municipal Funds Statement as at June 2019

2018 - 2019 Original Budget \$'000	Year to Date			Note
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000	
(763)	(747)	(736)	(10) Administrative Services	
1,637	1,637	1,977	(340) FAG/R2R Grants	1
(1,087)	(925)	(847)	(78) Financial Services	2
(9,033)	(9,033)	(8,976)	(57) Financial Services-Depreciation	3
(247)	(247)	(348)	100 Financial Services-Employee Leave Provisions	4
(753)	(667)	(622)	(45) Financial Services-Interest on Borrowings	
230	230	95	135 Financial Services-SRWRA	5
34,292	34,246	34,222	23 General Rates	
(1,999)	(1,744)	(1,604)	(139) Governance & Risk	6
(647)	(561)	(558)	(3) Human Resources	
(2,732)	(3,048)	(2,841)	(207) Strategy & Innovation	7
(675)	(509)	(540)	31 Business Development	
(968)	(968)	(898)	(70) Community Development	8
(347)	(347)	(327)	(19) Community Engagement Admin	
(886)	(819)	(767)	(52) Community Events	9
(289)	(309)	(332)	23 Community Services Administration	
(206)	(166)	(143)	(23) Community Transport	
(8)	(78)	84	(163) Community Wellbeing	10
(545)	(557)	(546)	(11) Customer Service	
-	(77)	(21)	(56) Jetty Road Mainstreet	11
(1,435)	(1,395)	(1,392)	(3) Library Services	
17	(25)	79	(104) SA HACC	12
(325)	(325)	(285)	(40) Tourism & Marketing Admin	
(1,471)	(1,648)	(1,636)	(11) Asset Management	
(1,494)	(1,449)	(1,434)	(15) Assets and City Services	
36	36	75	(39) Cemeteries	
590	817	872	(55) City Regulation	13
935	935	982	(47) Commercial - Brighton Caravan Park	
7	7	(26)	33 Commercial - Partridge House	
392	392	358	34 Commercial - Recreational Clubs Leases	
(903)	(799)	(727)	(72) Development Services	14
(569)	(486)	(472)	(15) Environmental Services	
(407)	(607)	(510)	(97) Infrastructure Maintenance	15
(64)	(64)	(56)	(8) Property Maintenance	
(7,310)	(7,461)	(7,319)	(142) Public Spaces	16
(3,515)	(3,515)	(3,738)	222 Waste Management	17
816	816	816	- Less full cost attribution - % admin costs capitalised	
272	537	1,856	(1,319) =Operating Surplus/(Deficit)	
9,033	9,033	8,976	57 Depreciation	
17	17	266	(249) Other Non Cash Items	
9,050	9,050	9,242	(191) Plus Non Cash Items in Operating Surplus/(Deficit)	
9,322	9,587	11,098	(1,510) =Funds Generated from Operating Activities	
9,585	8,070	6,347	1,723 Amounts Received for New/Upgraded Assets	18
1,202	1,363	374	989 Proceeds from Disposal of Assets	19
10,787	9,433	6,721	2,712 Plus Funds Sourced from Capital Activities	
(5,499)	(6,324)	(4,608)	(1,716) Capital Expenditure on Renewal and Replacement	
(17,059)	(15,359)	(6,199)	(9,160) Capital Expenditure on New and Upgraded Assets	
(22,558)	(21,683)	(10,807)	(10,876) Less Total Capital Expenditure	20
208	208	208	- Plus:Repayments of loan principal by sporting groups	
208	208	208	- Plus/(less) funds provided (used) by Investing Activities	
(2,240)	(2,454)	7,220	(9,674) = FUNDING SURPLUS/(REQUIREMENT)	
Funded by				
-	-	(1,193)	1,193 Increase/(Decrease) in Cash & Cash Equivalents	
-	2,151	7,284	(5,133) Non Cash Changes in Net Current Assets	
(3,381)	(5,745)	-	(5,745) Less: Proceeds from new borrowings	
1,141	1,141	1,130	11 Plus: Principal repayments of borrowings	
(2,240)	(2,454)	7,220	(9,674) =Funding Application/(Source)	

Note 1 – Financial Assistance Grant - \$340,000 (21%) favourable

The Supplementary Roads Grant has been received in advance for 2019/20 and 2020/21. Under accounting standards these advance payments have been included as revenue in 2018/19 even though they relate to future years. This will result in a timing issue of \$368,000 over three financial years.

Note 2 – Financial Services - \$78,000 (8%) favourable

Positive cash flow and investment of \$4.8m from Dept. of Planning, Transport and Infrastructure for the Minda Coast Park project has resulted in additional interest on investments (\$41,000) as well as savings on debt collection costs and the provision for doubtful debts (\$27,000).

Note 3 – Financial Services – Depreciation - \$57,000 (1%) favourable

Following a revaluation of Council's Open Space assets the annual depreciation charge is lower than originally budgeted for.

Note 4 – Financial Services – Employee Leave Provisions - \$100,000 (41%) unfavourable

Final movements in the provisions made for Annual Leave and Long Service Leave owed to employees.

Note 5 – Financial Services - SRWRA - \$135,000 (59%) unfavourable

Council's equity share in the Southern Region Waste Resource Authority (SRWRA) for 2018/19 is dependent on their audited financial result which is yet to be finalised. Estimate has been made based on latest SRWRA budget update.

Note 6 – Governance & Risk - \$139,000 (8%) favourable

Savings on: election expenses (\$97,000), Elected Members' allowances (\$31,000) and telecommunication costs (\$11,000).

Note 7 – Strategy & Innovation - \$207,000 (7%) favourable

Savings on IT leasing costs which were partially used to offset additional IT hardware capital purchases (\$63,000). Fewer applications for Shopfront Character Grants (\$72,000) - \$25,000 to be carried forward for 2018/19 applications still being processed. The Integrated Transport & Movement Strategy will be completed in 2019/20 – unspent budget to be carried forward (\$50,000).

Note 8 – Community Development - \$70,000 (7%) favourable

Savings on employment costs due to vacancies (\$26,000), minor savings on various community programs (\$15,000) and phase 2 of the Holdfast Bay Community Centre masterplan is due for completion in August 2019 – unspent budget to be carried forward (\$20,000).

Note 9 – Community Events - \$52,000 (6%) favourable

Additional revenue raised from concerts on the beach, running of a ferris wheel and various summer markets and events (\$30,000), savings on various events including Australia Day (\$11,000), Bay Sheffield (\$8,000) and Christmas Pageant (\$6,000).

Note 10 – Community Wellbeing - \$163,000 (209%) favourable

Underspent on: professional services used (\$50,000), employment costs due to vacancies (\$35,000), Domestic Assistance program (\$25,000) and the Access and Inclusion Strategy project (\$30,000) – unspent budget to be carried forward.

Note 11 – Jetty Road Mainstreet - \$56,000 (73%) favourable

Underspend on Winter Wonderland (\$33,000), Tour Down Under (\$10,000) and Christmas Pageant (\$5,000) events. Due to separate funding arrangements unspent budget to be carried forward.

Note 12 – SA HACC (Lifelinks) - \$104,000 (418%) favourable

Overall underspend on community programs offered throughout 2018/19 due to a Community Wellbeing review of resources and services to assess business procedures and service outputs. Importantly service outputs in 2018/19 were exceeded and service delivery customer satisfaction remained high – unspent budget to be carried forward.

Note 13 – City Regulation - \$55,000 (7%) favourable

Unbudgeted for SA Health funding received to increase the current immunisation program (\$34,000) and additional car park ticket machine income generated (\$32,000).

Note 14 – Development Services - \$72,000 (9%) favourable

Savings on: employment costs due to vacancies (\$20,000), contributions to external agencies (\$24,000) and the Heritage Grant scheme (\$11,000).

Note 15 – Infrastructure Maintenance - \$97,000 (16%) favourable

Savings on maintenance costs for Patawalonga lock (\$39,000) and access ramps (\$14,000). The Olli Bus Trial project will be completed in 2019/20, including the removal of temporary infrastructure – unspent budget to be carried forward (\$44,000).

Note 16 – Public Spaces - \$142,000 (2%) favourable

Savings on: employment costs due to vacancies (\$83,000) and electricity charges (\$80,000).

Note 17 – Waste Management - \$222,000 (6%) unfavourable

Includes a provision made for estimated additional costs on the disposing of recyclable materials in 2018/19 due to the China Sword policy.

Note 18 – Amounts Received for New/Upgraded Assets - \$1,723,000 (21%) unfavourable

Budgeted grant funding in 2018/19 of \$1.7m for Jetty Road, Glenelg, Masterplan Stage 1 will not be received. The capital expenditure budget to be carried forward to 2019/20 has been reduced by an equivalent amount.

Note 19 – Proceeds from Disposal of Assets - \$989,000 (73%) unfavourable

Sale of Council land budgeted for \$1m did not take place in 2018/19 – budget to be carried forward.

Note 20 – Capital expenditure - \$10,876,000, (50%) favourable

There are positive variances on a number of capital projects. Some projects have been completed with a saving, including \$241,000 on the completion of the Street Light LED Conversion program. A number of projects were not completed at the 30 June 2019. Details of these and the amount requested to be carried forward to 2019/20 are listed in Attachment 2.



City of Holdfast Bay

Capital Expenditure Summary by Budget Item to June 2019

2018-19 Original Budget \$'000	Year to Date			
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000	
(816)	(816)	(816)		- Full Cost Attribution
(280)	(320)	(381)	61	Information Technology
(94)	(94)	(67)	(27)	Commercial and Economic Enterprises
-	-	(8)	8	Tourism
(86)	(86)	(94)	8	Brighton Library
(8)	(8)	(8)	-	Community Centres General Admin
-	(90)	(28)	(62)	Sport and Recreation
(12)	(12)	(11)	-	Depot and Stores
(401)	(873)	(690)	(183)	Machinery Operating
(642)	(762)	(732)	(30)	Road Construction and Re-seal Program
(60)	(122)	(80)	(42)	Car Park Construction
(246)	(244)	(199)	(45)	Footpath Program
(2,750)	(853)	(515)	(337)	Stormwater Drainage Program
(70)	(77)	(84)	7	Traffic Control Construction Program
(661)	(707)	(656)	(50)	Kerb and Water Table Construction Program
(110)	(110)	(100)	(10)	Other Transport - Bus Shelters etc.
(5,439)	(3,895)	(1,546)	(2,349)	Reserve Improvements Program
(1,711)	(2,038)	(612)	(1,426)	Land, Buildings and Infrastructure Program
(3,726)	(4,526)	(1,276)	(3,250)	Streetscape Program
(50)	(50)	-	(50)	Street Lighting
(5,396)	(5,898)	(2,902)	(2,997)	Foreshore Improvements Program
-	(102)	(1)	(101)	Caravan Park - General
(22,558)	(21,683)	(10,807)	(10,876)	Total

Note: Details of yet to be finalised capital projects are provided in Attachment 2



Alwyndor Aged Care Funds Statement as at 30 June 2019

2018-19 Original Budget \$'000	Year to Date			<i>DRAFT</i>	Note
	Adopted Forecast \$'000	Actual YTD \$'000	Variance \$'000		
3,723	3,681	3,890	(209) User Charges		1
10,224	10,334	10,269	65 Operating Grants and Subsidies		2
424	478	502	(24) Investment Income		
3,145	3,178	3,198	(20) Reimbursements		
1,934	2,007	2,137	(130) Other Income		3
19,450	19,678	19,996	(318) Operating Revenue		
(14,039)	(13,986)	(14,475)	489 Employee Costs - Salaries & Wages		4
(4,248)	(4,719)	(4,587)	(132) Materials, Contracts and Other Expenses		5
(70)	(126)	(148)	22 Finance Charges		
(907)	(1,173)	(1,187)	14 Depreciation		
(19,264)	(20,004)	(20,397)	393 Less Operating Expenditure		
186	(326)	(400)	74 =Operating Surplus/(Deficit)		
907	1,173	1,187	(14) Depreciation		
127	78	70	8 Provisions		
1,034	1,251	1,257	(6) Plus Non Cash Items in Operating Surplus/(Deficit)		
1,220	925	857	68 =Funds Generated from Operating Activities		
(889)	(889)	(309)	(580) Capital Expenditure on New and Upgraded Assets		6
(889)	(889)	(309)	(580) Less Total Capital Expenditure		
331	36	548	(512) = Funding SURPLUS/(REQUIREMENT)		
Funded by					
331	36	548	(512) Increase/(Decrease) in Cash & Cash Equivalents		
331	36	548	(512) =Funding Application/(Source)		

**Alwyndor Aged Care – Notes
June 2019**

1 User Chargers – \$209,000 favourable

The July residential billing has been included in the report due to the timing of debtors.

2 Operating Grants and Subsidies - \$65,000 unfavourable

ACFI's are steadily increasing however they have not reached the forecasted figures. The total for the year is above budget.

3 Other Income – \$130,000 favourable

Reimbursement Income and Other Income is generated from Consumer Directed Care packages. Level 1 and 2 packages have reduced in June however Level 3 and 4 packages have increased.

4 Employee Costs – \$489,000 unfavourable

Additional resources required to assist in supporting the move towards the new accreditation standards.

5 Materials, Contracts and Other Expenses – \$132,000 favourable

Not all invoices for June were available at the time of this report but will be included for year end processing.

6 Capital Expenditure on New and Upgraded Assets – \$580,000 favourable

Capital expenditure is less than forecasted. This is due to outstanding June invoices which have been entered after the date of this report and due to the overall budget being underspent for the year.

Attachment 2



	2018/19 Budget \$	2018/19 Net Result \$	2019/20 Carried Forward \$
Operational Project			
SA HACC (Life Links) Program - Grant Funded <i>Surplus funds not spent in 2018/19.</i>	24,945	(79,253)	104,198
Community Wellbeing Program - Grant Funded <i>Surplus funds not spent in 2018/19.</i>	48,403	(84,117)	132,520
Access & Inclusion Strategy <i>External consultant to be engaged in 2019 to continue the work started on the Disability Awareness Survey.</i>	30,000	-	30,000
Jetty Road Mainstreet <i>Balance of unspent allocated funds for 2018/19</i>	77,167	21,976	55,191
Holdfast Bay Community Centre Masterplan <i>Final consultation and report due in July/August 2019.</i>	30,000	12,460	17,540
Integrated Transport and Movement Strategy <i>Transport consultancy firm engaged to complete the final stages of this project.</i>	90,000	40,048	49,952
Shopfront Character Grant Scheme <i>A number of applications were received in June 2018 which will be processed in July and August.</i>	100,000	28,307	25,000
Olli Bus Trial <i>Trial has now been completed, but related infrastructure has yet be removed. Once final costs are known any savings will be distributed among contributing partners.</i>	50,000	5,953	44,047
Public Art & Design Funding - Grant Funded <i>Waiting on paperwork from the last successful artist in order to process payment.</i>	9,000	7,500	1,500
Food to Green Waste Program - Grant Funded <i>Final expenditure to be completed by November for the inspection of bins.</i>	39,404	31,745	7,659
Textile Project - Grant Funded <i>Part of the Women in Waste award and grant, final expenditure to be completed in 2019.</i>	16,133	8,340	7,793
Total Operating Expenditure	515,052	-7,041	475,400
Net operational carry forwards requested			475,400

Capital Project	2018/19 Budget \$	2018/19 Spent \$	2019/20 Carried Forward \$
Stormwater Drainage Program <i>Cost savings on the 2018/19 program are to be used for additional stormwater projects during 2019/20.</i>	852,845	515,377	337,468
Kerb Construction Program <i>DDA pram ramp construction program not completed.</i>	25,000	2,765	22,235
Car Park Construction <i>Mawson Oval car park reseal due for completion in 2019.</i>	42,730	-	42,730
Footpath Construction Program <i>A number of footpaths have been identified for minor repairs.</i>	101,406	61,465	39,941
Bus Shelter Renewal Program <i>Budget to be used for additional bus shelter renewals during 2019/20.</i>	30,000	14,950	15,050
Brighton Oval Clubrooms and Changing Facilities <i>Construction works have started with the project due for completion in August 2020.</i>	2,740,919	644,315	2,096,604
Glenelg Town Hall <i>Various restoration and improvement works on the Glenelg Town Hall including design works for the Bay Discovery Centre.</i>	1,295,000	77,165	1,217,835
Jetty Road Masterplan - Design and Construction <i>Design works underway with construction due to start in 2020.</i>	1,580,697	310,542	1,270,155
Playspace and Equipment - Various Locations <i>Repair works required on playground equipment at Kingston Coastal and John Miller reserves. Delays on Kauri Parade playspace due to bad weather, now to be completed July 2019.</i>	180,000	92,439	87,561
Open Space Signs <i>Final works on Colley Reserve sign to be completed July 2019.</i>	80,000	77,814	2,186
Improvements to Gullies and Biodiversity Corridor <i>Ongoing program to continue in to 2019/20..</i>	150,000	101,070	48,930
Glenelg Oval Masterplan Design & Stage 1 Works <i>Stage 1 to commence with the Holdfast Tennis Club in July 2019.</i>	150,000	9,850	140,150
Seacliff SLSC Observation Tower <i>Construction works started and to be completed by September 2019.</i>	70,000	36,646	33,354

Capital Project	2018/19 Budget \$	2018/19 Spent \$	2019/20 Carried Forward \$
Minda Coast Park <i>Construction to be completed in September/October 2019.</i>	5,241,684	2,812,023	2,429,661
Kingston Park Masterplan <i>Next stage of this project to commence early 2019/20 following Council approved amendment to the masterplan - grant funded project.</i>	696,570	67,100	629,470
Brighton Caravan Park upgrade <i>Investigation and design works for Stage 2 of the Brighton Caravan Park due to commence during 2019/20.</i>	102,389	1,440	100,949
Brighton Caravan Park Wi-Fi <i>Additional works to be carried out at the Caravan Park including the installation of cabin aeralis.</i>	94,000	67,125	26,875
Partridge House Improvements <i>Final works to be undertaken in the first few months of 2019/20 including the installation of a new bin.</i>	6,695	4,590	2,105
Cemetery Improvements <i>Final stages of the project to be completed during 2019/20.</i>	30,000	25,000	5,000
Major Plant & Equipment <i>Road maintenance truck (Flocon) and replacement vehicle on order and waiting delivery.</i>	873,354	689,922	205,000
Total Capital Expenditure	14,343,289	5,611,598	8,753,259
Sale Income - Major Plant & Vehicles <i>Trade-in of existing road maintenance truck due to be replaced.</i>	(248,396)	(283,345)	(39,090)
Sale of Council Land <i>Various legalistive requirements to be fulfilled before sale of land can go ahead. To be completed in 2019/20.</i>	(1,000,000)	-	(1,000,000)
Total Capital Income	(1,248,396)	(283,345)	(1,039,090)
Net capital carry forwards requested			7,714,169

Attachment 3



BRIGHTON CARAVAN PARK		Actual \$	Actual \$
		01/07/17 to 30/06/18	01/07/18 to 30/06/19
Revenue From Cabins and Sites			
Oceanview Spa Villas	121,091		123,054
Waterview Villas	305,064		301,691
Seaside Cabins	157,438		143,225
Budget Cabin - No Ensuite	67,352		57,693
Special Access Hillside Cabin	28,297		24,383
Hillside Cabins	68,650		35,231
Powered Grass Sites	286,048		296,165
Unpowered Sites	20,933		2,009
Premium Powered Sites	121,490		136,623
Powered Slab Sites	365,070		371,518
Beachfront Powered Grass Sites	119,017		134,051
Sea Breeze Cabins	527,826		539,132
Miscellaneous Income	24,840		28,733
		2,213,116	2,193,506
Operational Costs			
Management costs	(849,209)		(766,630)
Repairs and Maintenance	(68,632)		(115,684)
Marketing/Website	(26,673)		(25,130)
Site Operational Costs	(59,149)		(79,532)
Office Operational Costs	(90,564)		(77,020)
Water	(21,249)		(22,417)
Electricity	(45,556)		(76,305)
Gas	(39,073)		(36,904)
Insurance	(4,214)		(5,211)
		(1,204,319)	(1,204,832)
Earnings Before Interest, Tax and Depreciation (EBITD)		1,008,797	988,674
Depreciation		(160,920)	(160,920)
Earnings Before Interest and Tax (EBIT)		847,877	827,754
EBIT Margin		38.3%	37.7%

OCCUPANCY RATES		Actual %	Actual %
		01/07/17 to 30/06/18	01/07/18 to 30/06/19
Accommodation Type			
Cabins	63.54%		59.27%
Sites	56.33%		53.98%
Average Total		60.97%	58.23%

PARTRIDGE HOUSE		Actual \$ 01/07/17 to 30/06/18	Actual \$ 01/07/18 to 30/06/19
Revenue From Functions and Room Hire			
Wedding Ceremony Only		29,082	40,261
Wedding Ceremony with Reception		15,964	4,159
Catering Contract		12,575	16,501
Catering - Internal		16,609	2,909
Funeral Service		29,300	39,891
Private Function		24,375	17,368
Corporate Meeting		2,386	1,382
Community Benefit Group		37,941	36,344
Equipment Hire		7,837	13,098
		<u>176,070</u>	<u>171,913</u>
Operational Costs			
Employment Costs		(114,202)	(114,034)
Repairs and Maintenance		(14,601)	(21,476)
Marketing/Website		(7,608)	(7,264)
Property Operational Costs		(21,630)	(20,567)
Office Operational Costs		(7,825)	(4,265)
Electricity		(7,613)	(9,001)
		<u>(173,480)</u>	<u>(176,607)</u>
Earnings Before Interest, Tax and Depreciation (EBITD)		2,589	(4,694)
Depreciation		(37,089)	(37,089)
Earnings Before Interest and Tax (EBIT)		(34,500)	(41,783)
EBIT Margin		(19.6%)	(24.3%)

NUMBER OF EVENTS BY TYPE		Actual No. 01/07/17 to 30/06/18	Actual No. 01/07/18 to 30/06/19
Event Type			
Wedding *		42	46
Funeral		71	87
Community Function		327	414
Private Function		42	43
Conference/Meeting		27	24
Total Number of Events		509	614
* Wedding income received on a prepayment basis			

PARTRIDGE STREET CAR PARK	Actual \$ 01/07/17 to 30/06/18	Actual \$ 01/07/18 to 30/06/19
Car Parking Revenue	115,457	133,240
Operating Costs	(102,050)	(104,590)
Operating Costs - Property	(34,832)	(36,018)
Earnings Before Interest, Tax and Depreciation (EBITD)	(21,425)	(7,368)
Depreciation	(118,815)	(118,815)
Earnings Before Interest and Tax (EBIT)	(140,240)	(126,183)
EBIT Margin	(121.5%)	(94.7%)

CAR PARK USAGE	Actual No. 01/07/17 to 30/06/18	Actual No. 01/07/18 to 30/06/19
Car Park		
Eastern Car Park - No. of Transactions	161,539	132,331
Western Car Park - No. of Transactions	133,022	127,263
Total No. of Transactions	294,561	259,594

Attachment 4



SUCCESSFUL APPLICATIONS											
Grant - Capital											
Bid Title	Grant Total	Received in Previous Financial Year(s)	2018-19 Total	Received 2018-19 - Quarters 1 & 2	Received 2018-19 Quarter 3	Received 2018-19 Quarter 4	Received for future financial years	Total Received during 2018-19	Project Date	Acquittal Date	Status
Brighton Oval Sporting Complex - received June 2018	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ -				\$ -	1/07/2018	30/06/2020	Grant Awarded
Coast Park Minda Dunes - received March 2018	\$ 4,241,684	\$ 4,241,684	\$ 4,241,684	\$ -				\$ -	1/07/2018	30/06/2019	Grant Awarded
CPTED - Partridge House (Lighting and CCTV)	\$ 60,000.00	\$ 54,000	\$ 6,000	\$ 6,000				\$ 6,000	1/06/2016	30/07/2018	Grant Awarded
Fund My Neighbourhood - Brighton Community Garden - received in 17/18	\$ 50,000	\$ 50,000	\$ 50,000	\$ -				\$ -	2/07/2018	30/06/2019	Grant Awarded
Brighton Oval Sporting Complex - Outdoor Training Facilities	\$ 36,000				\$ 36,000		\$ 36,000	\$ 40,000	1/07/2019	31/01/2020	Grant Awarded
Changing Places Accesible Toilet for Chapel St Plaza	\$ 100,000				\$ 100,000		\$ 100,000	\$ 100,000	2/07/2019	30/06/2020	Grant Awarded
Brighton Community Garden	\$ 49,600	\$ 49,600	\$ 49,600								Grant Awarded
Jetty Road Stage 1 Construction	\$ 1,770,458					\$ 1,770,458	\$ 1,770,458	\$ 1,770,458	2019/20	30/06/2020	Grant Awarded
	Total	\$ 6,395,284	\$ 6,347,284	\$ 6,000	\$ 136,000	\$ 1,770,458	\$ 1,773,458	\$ 2,017,458			

Grant - Non-Cash Receipt Council Owned Assets											
Bid Title	Grant Total	Received in Previous Financial Year(s)	2018-19 Total	Received 2018-19 - Quarters 1 & 2				Total Received for 2018-19	Project Date	Acquittal Date	Status
Libraries Capital Materials Funding	\$ 121,508	Recurring	\$ 121,508	In kind contribution				\$ -	1/07/2018	30/06/2019	Grant Awarded
	Total	\$ -	\$ 121,508	\$ -				\$ -			

Grant - Operating Project and other											
Bid Title	Grant Total	Received in Previous Financial Year(s)	2018-19 Total	Received 2018-19 - Quarter 1 & 2	Received 2018-19 Quarter 3	Received 2018-19 Quarter 4	Received for future financial years	Total Received during 2018-19	Project Date	Acquittal Date	Status
Arts SA Public Art & Design Seed Funding Grant-received in 17/18	\$ 9,000	\$ 9,000	\$ 9,000	\$ -				\$ 9,000	1/07/2018	30/06/2019	Grant Awarded
Green Bag Retail program - received in advance in 17/18	\$ 69,298	\$ 69,298	\$ 69,298	\$ -				\$ -	1/07/2018	30/06/2019	Grant Awarded
New Years Eve Event (\$30,000 in original 18/19 budget)	\$ 20,000	\$ -	\$ 20,000	\$ 20,000				\$ 20,000	19/10/2018	30/06/2019	Grant Awarded
Food to Green Waste - received in advance in 17/18	\$ 32,235	\$ 32,235	\$ 32,235	\$ -				\$ -	1/07/2018	30/06/2019	Grant Awarded
Community Heritage Grant - Zorita conservation project	\$ 13,630	\$ -	\$ 13,630	\$ 13,630				\$ 13,630	18/09/2018	30/06/2019	Grant Awarded
Saluting their Service exhibition Glenelg Air Raid Shelter	\$ 3,000		\$ 3,000				\$ 3,000	\$ 3,000			
Textile Project	\$ 5,000	\$ -	\$ 5,000	\$ 5,000				\$ 5,000	1/07/2017	30/06/2019	Grant Awarded
	Total	\$ 110,533	\$ 152,163	\$ 38,630				\$ 50,630			

Grant - Recurring											
Bid Title	Grant Total	Received in Previous Financial Year(s)	2018-19 Total	Received 2018-19 - Quarters 1 & 2	Received 2018-19 Quarter 3	Received 2018-19 Quarter 4	Prepaid for future FY	Total Received during 2018-19	Project Date	Acquittal Date	Status
Commonwealth Home Support Program (CHSP)	\$ 950,914	Recurring	\$ 950,914	\$ 452,724	\$ 260,461	\$ 251,912		\$ 965,097	1/07/2017	30/06/2018	Grant Awarded
Financial Assistance Grant - General Purpose	\$ 758,886	Recurring (\$389,410 advanced payment in 2017-18)	\$ 369,476	\$ 184,738	\$ 92,369	\$ 468,629	\$ 376,259	\$ 1,121,995	1/07/2017	30/06/2018	Grant Awarded
Financial Assistance Grant - Roads	\$ 381,773	Recurring (\$229,200 advanced payment in 2017-18)	\$ 152,573	\$ 76,286	\$ 38,143	\$ 38,143	\$ 226,152	\$ 378,724	1/07/2017	30/06/2018	Grant Awarded
Libraries Board Grant - Brighton Library	\$ 66,943	Recurring	\$ 66,943	\$ 66,943				\$ 66,943	1/07/2017	30/06/2018	Grant Awarded
Libraries Board Grant - Glenelg Library	\$ 66,943	Recurring	\$ 66,943	\$ 66,943				\$ 66,943	1/07/2017	30/06/2018	Grant Awarded
NRM Biodiversity and Coastal Project Officer	\$ 123,000	Recurring	\$ 123,000	\$ 72,000	\$ 48,000	\$ 3,000		\$ 123,000	1/07/2017	30/06/2018	Grant Awarded
Roads to Recovery funding (2014-2019 program)	\$ 300,354	Final program payment	\$ 300,354	\$ 300,354				\$ 300,354	1/07/2017	30/06/2018	Grant Awarded
Supplementary Roads Grant	\$ 183,978	Recurring	\$ 183,978	\$ 183,978			\$ 367,956	\$ 183,978	1/07/2017	30/06/2018	Grant Awarded
SA HACC	\$ 324,880	Recurring	\$ 324,880	\$ 243,659		\$ 81,220		\$ 243,659	1/07/2017	30/06/2018	Grant Awarded
	Total	\$ 618,610	\$ 2,539,061	\$ 1,647,625	\$ 438,973	\$ 842,904	\$ 970,367	\$ 3,450,693			

Total of Grant Funding for 2018-19 Confirmed				\$ 9,160,016
Total received in 2017-18 applicable to 2018-19				\$ 7,124,427
Total Received 2018-19 - Quarter 1 & 2				\$ 1,692,255
Total Received 2018-19 - Quarter 3				\$ 574,973
Total Received 2018-19 - Quarter 4				\$ 2,613,362
Total Received in 2018-19 for future financial years				\$ 2,743,825
Total Grant Funding received				\$ 13,163,479

Attachment 5



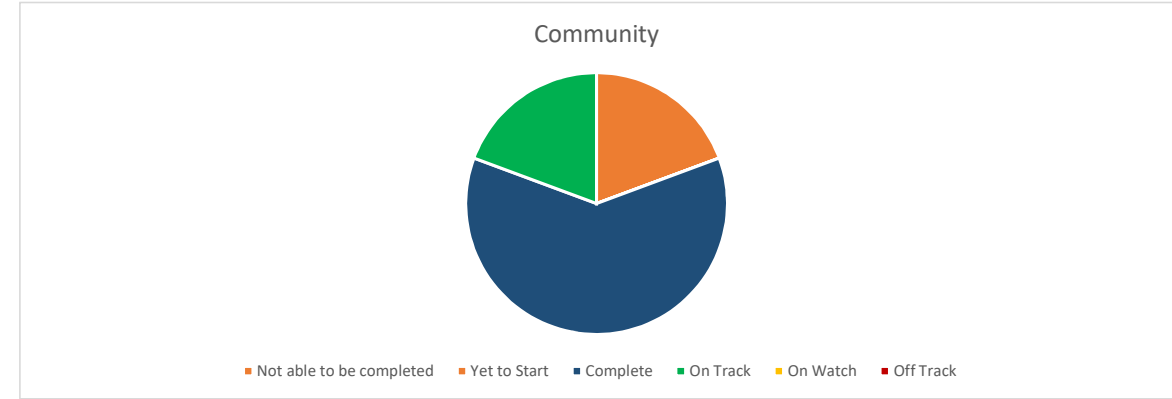
City of Holdfast Bay - Business Plan - Status Report

As at: June 2019

\$XL1_US\PP\PGS\PPGL_BusinessPlan_Status.XLSX







COMMUNITY
A healthy, creative,
connected community







Community Summary		
Not able to be completed	6	19%
Yet to Start	0	0%
Complete	19	61%
On Track	6	19%
On Watch	0	0%
Off Track	0	0%
Total	31	100%



Community - Capital Works								
Action	Title	Description	Project Status Desc	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00181	Playground- Bindara Reserve (Softfall, slides, platforms, stairs, safety barriers, wheel chair access, rocker, swing set), Brighton	Playground- Bindara Reserve (Softfall, slides, platforms, stairs, safety barriers, wheel chair access, rocker, swing set), Brighton	Complete	Rajiv Mouveri	2/07/2018	12/12/2018	<div></div>	
ACT00183	Playground- Alf Smedely / Mel Baker Reserve (Rocker, Slide, Swing Set), Glenelg North	Playground- Alf Smedely / Mel Baker Reserve (Rocker, Slide, Swing Set), Glenelg North	Complete	Rajiv Mouveri	6/03/2018	5/11/2018	<div></div>	
ACT00187	Playground- Angus Neill Reserve (Swing set, large megatoy play system, rocker, rocking boat, boogie board), Seacliff	Playground- Angus Neill Reserve (Swing set, large megatoy play system, rocker, rocking boat, boogie board), Seacliff	Complete	Matthew Rechner		17/08/2018	<div></div>	
ACT00188	Playground- Susan Grace Benny Reserve (Swing Set and slide), Seacliff Park	Playground- Susan Grace Benny Reserve (Swing Set and slide), Seacliff Park	Complete	Ross Whitfield	1/10/2018	28/02/2019	<div></div>	
ACT00189	Playground- Play Equipment - Various locations, various location	Playground- Play Equipment - Various locations, various location	Complete	Ross Whitfield			<div></div>	
ACT00190	Public art- sculpture purchase or commission from the Brighton Sculptures Festival	Select or commission an artwork from the Brighton Jetty Classic Sculptures Festival for permanent public display along the Artscape Corridor.	Complete	Matthew Rechner	15/01/2019	11/06/2019	<div></div>	
ACT00192	CARRY FORWARD - Playground- Various playground fixtures - Anzac Hwy/S	CARRY FORWARD - Playground- Various playground fixtures - Anzac Hwy/S	Complete	Ross Whitfield	8/05/2018	5/11/2018	<div></div>	
ACT00195	CARRY FORWARD - Fencing- Brighton caravan park - post and rail fence	CARRY FORWARD - Fencing- Brighton caravan park - post and rail fence	Complete	Rajiv Mouveri	10/12/2018		<div></div>	Not required on northern side due to rescoping. Bollards or another solution
ACT00196	CARRY FORWARD - Fencing - Adelphi Cres - Pat. F'shore - Fencing	CARRY FORWARD - Fencing - Adelphi Cres - Pat. F'shore - Fencing	Complete	Ross Whitfield		1/07/2018	<div></div>	
ACT00218	Library Books - Annual Library Book Replacement	Library Books - Annual Library Book Replacement	Complete	David Lambert	1/07/2018	6/06/2019	<div></div>	
ACT00220	Brighton Public Library, Jetty Road - Sewer line works.	Main sewer replacement or lining	Complete	Rajiv Mouveri	13/09/2018	30/09/2018	<div></div>	
ACT00224	Glenelg Municipal Library Air Conditioning replacement	Replace 3 x Reverse Cycle Split Ducted Air Conditioning Units. Connect new unit to Building Management System. Install extended access platform & internal roof access.	Complete	Rajiv Mouveri	13/09/2018	15/11/2018	<div></div>	
ACT00391	CARRY FORWARD - Kauri Parade Community and Sports Complex		Complete	Rajiv Mouveri	1/07/2018		<div></div>	General allocation only - for defects liability period adjustments
ACT00392	CARRY FORWARD - Partridge House Improvements		On Track	Scott Reardon	7/11/2018		<div></div>	works to be completed in July/August

Community - New Initiative								
Action	Title	Description	Project Status Desc	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00261	Brighton Library Wednesday Opening	Brighton Library Wednesday Opening	Complete	David Lambert	4/07/2018	4/07/2018	<div></div>	

ACT00269	Art and Culture Strategy	The Art & Culture Strategy will guide the future philosophy, coordination, promotion and management of arts and culture across the City of Holdfast Bay. This will identify and provide the guiding principles for a 5 year	Complete	Matthew Rechner	12/09/2018	30/06/2019		
ACT00279	Cemetery Improvements	Design and development of new ashes memorial sites; redesign of the extension of burial areas; A full audit and reconciliation of the cemetery records with what is on site	On Track	Rajiv Mouveri	1/10/2018			Final stages to be complete in 19/20
ACT00288	Purchase of defibrillators for Council buildings	Purchase of defibrillators	Complete	Matthew Rechner		30/03/2019		
ACT00255	Kauri Parade Playspace installation	Consultation and installation to be undertaken early 2019. New playspace at Kauri Parade Complex to replace the equipment that was removed as part of the site redevelopment. The site is identified in Draft Playspace Research and Guidelines as an area of under supply and recommended for playspace creation. An application was submitted through the Fund My Neighbourhood program for a new playspace at this location but was unsuccessful. Council staff have been contacted by local residents about the need for a playspace at this site as was originally part of the Masterplan and community consultation.	Complete	Matthew Rechner	15/05/2019			

Community - Carry Forward New Initiative								
Action	Title	Description	Project Status Desc	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00376	Public Realm and Open Space Strategy		Complete	Warwick Deller-Coombs	6/02/2018	28/08/2018		

Community - On Track								
ACT00275	Access & Inclusion Strategy and Five Year Action Plan	The Disability Bill 2017 stipulates that a disability access and inclusion plan must be prepared by all state authorities (including Local Government Authorities constituted under the Local Government Act 1999). The Disability Access & Inclusion Strategy & Action Plan will guide and set out the reasonable measures Council will employ to give effect to the State Disability Access & Inclusion Plan, guidelines and regulations over a five year program following the development of the plan.	On Track	Monica Du Plessis	4/02/2019			Project has commenced. Phase 1 comprised staff internal engagement, last quarter 18/19. For phase 2 a consultant specialising in legislative requirements will be engaged in the first quarter of 19/20. Phase 3 comprises broader community engagement, scheduled for 2nd quarter 19/20.
ACT00276	Glenelg Town Hall Museum and Gallery Upgrade	Glenelg Town Hall Museum and Gallery Upgrade - Council to procure architectural services to develop new concept plans and indicative design options for interior redevelopment, to align with international museum and gallery standards and incorporate indigenous heritage within the museum/historical narrative. Throughout the 2015-2016 financial year the Bay Discovery Centre had over 58,874 visitors, approximately 5.8% of the 1,000,000 visitors to Holdfast Bay during the same period. Redevelopment of the Bay Discovery Centre & Ground Floor Gallery would provide an opportunity to engage new audiences and encourage repeat visitation by enhancing the visitor experience whilst in destination. Heritage/Cultural Tourism visitors are high yield visitors	On Track	Sally Heading	9/04/2018			Woods Bagot have been appointed to undertake the design plans for the museum and gallery upgrade. New timelines have been developed to include a comprehensive stakeholder and community engagement scheduled to be completed October/November 2019.
ACT00257	Holdfast Bay Community Centre Masterplan	To undertake the masterplan process leading to the redevelopment of the site to provide an appropriate and modern Holdfast Bay Community Centre A purpose-built facility will provide a safe and welcome hub that will support a wide range of community development programs and services, respond to the diverse community need in the future and increase community satisfaction A purpose-built Centre will reduce ongoing issues with maintenance and provide more efficient use of Council resources	On Track	Matthew Rechner	12/11/2018			Initial stakeholder consultation has been undertaken and second Elected Member workshop held. Project design team is now refining initial concept designs to then finalise masterplan. Final masterplan due for Council endorsement in August 2019.

ACT00283	Kauri Parade Sport Complex Management	<p>Following the close of the Kauri Parade Sports Complex Management EOI, this initiative seeks funding to employ a new staff member at a level 4 (0.5FTE) to:</p> <p>1) manage the day-to-days of the facility; 2) promote the function area of the complex; and 3) while working directly with user groups of Complex and Council’s Active Communities, establish relationships with external sporting and event stakeholder groups on a State and National level in order to activate the space.</p>	On Track	Scott Reardon				Report to be submitted in late July 2019 to recommend endorsement of applicant following tender process or alternative management structure.
ACT00260	Brighton Oval Masterplan Stage 1 implementation	<p>Brighton Oval Master plan implementation Progress with detailed design and construction of club room buildings as per Council motion 10 July 2018</p>	On Track	Rajiv Mouveri	3/09/2018			Construction has started on the Brighton Oval redevelopment, with the Brighton Rugby Club building now underway. This building is scheduled for completion in late 2019 with the Football / Cricket club rooms and Lacrosse clubrooms scheduled for completion in mid 2020. Administration are finalising detailed plans and budgets for the remaining site upgrades which including car parking, playspace, community open space, fitness equipment, lighting upgrades etc. These works will take place towards the end of the building construction program.

Community - Not able to be completed								
Action	Title	Description	Project Status Desc	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00184	Fitouts and Fittings/Sporting - Tennis court plexi pave surface - Sutherland Park - Bath Street, Glenelg South	Fitouts and Fittings/Sporting - Tennis court plexi pave surface - Sutherland Park - Bath Street, Glenelg South	Not able to be completed	Rajiv Mouveri	1/10/2018	30/11/2018	●	Further works identified
ACT00185	Playground- Dulcie Perry Park (Seesaw, Rocker and Swing set), North Brighton	Playground- Dulcie Perry Park (Seesaw, Rocker and Swing set), North Brighton	Not able to be completed	Rajiv Mouveri	1/11/2018		●	Transferred into upgrade for 19/20
ACT00186	Metal barbecue with 2 hotplates replacement	Replacement BBQ as prioritized in the asset management plans.	Not able to be completed	Rajiv Mouveri			●	Audit Identified it wasn't required
ACT00267	Lockers for the Homeless	The Lockers for the Homeless project aims to support St Andrews by the Sea Uniting Church in their work with the homeless in the City of Holdfast Bay. Anecdotal evidence, census data and statistics confirm a steady increase in the amount of people with 'no fixed address' living in Glenelg (an increase of 230% over a three year period). St Andrews church is the primary provider of support in the City of Holdfast Bay. Lockers would provide secure storage for personal belongings that are currently left in alleys, doorways and grocery carts, and would alleviate resulting violence and theft within the homeless community, which then has to be managed by St Andrews who already work with stretched financial and human resources. St Andrews will feel supported by Council as they continue offering their services without having to deal with behaviour resulting from this current unmet need.	Not able to be completed	Monica Du Plessis	31/10/2018		●	Funds diverted to an alternate program for the homeless by Council resolution
ACT00256	Wigley Reserve Playspace and Fitness Hub Redevelopment - consultation and design 18/19	Detailed designs and costings for the redevelopment of this playspace (18/19) to increase the capacity and play value of the site and create a destination playspace that will help ease congestion of Glenelg Foreshore Playspace. Redevelopment (19/20) will include the playspace structure, shade sails, static outdoor gym equipment, fencing and amenities. The aim is to create a unique space that offers a point of difference from surrounding spaces and includes recreation infrastructure e.g. renewal of outdoor exercise equipment. The current playspace has reached the end of its lifecycle and is in poor condition with significant rust evident on outdoor gym equipment and fencing. Plan for detailed designs and costing to be completed in 2018/2019 with construction of the playspace to occur in 2019/2020. Project team plan on applying for DPTI grant funding to assist in project delivery.	Not able to be completed	Matthew Rechner	3/07/2018		●	Council was unsuccessful in its grant funding application. A report will be going to Council to determine project funding options.
ACT00258	Glenelg Oval Masterplan Stage 1	Detailed designs and costings for the redevelopment of this playspace (18/19) to increase the capacity and play value of the site and create a destination playspace that will help ease congestion of Glenelg Foreshore Playspace. Redevelopment (19/20) will include the playspace structure, shade sails, static outdoor gym equipment, fencing and amenities. The aim is to create a unique space that offers a point of difference from surrounding spaces and includes recreation infrastructure e.g. renewal of outdoor exercise equipment. The current playspace has reached the end of its lifecycle and is in poor condition with significant rust evident on outdoor gym equipment and fencing. Plan for detailed designs and costing to be completed in 2018/2019 with construction of the playspace to occur in 2019/2020. Project team plan on applying for DPTI grant funding to assist in project delivery.	Not able to be completed	Matthew Rechner	3/07/2018		●	Project is fully funded in the 19/20 budget

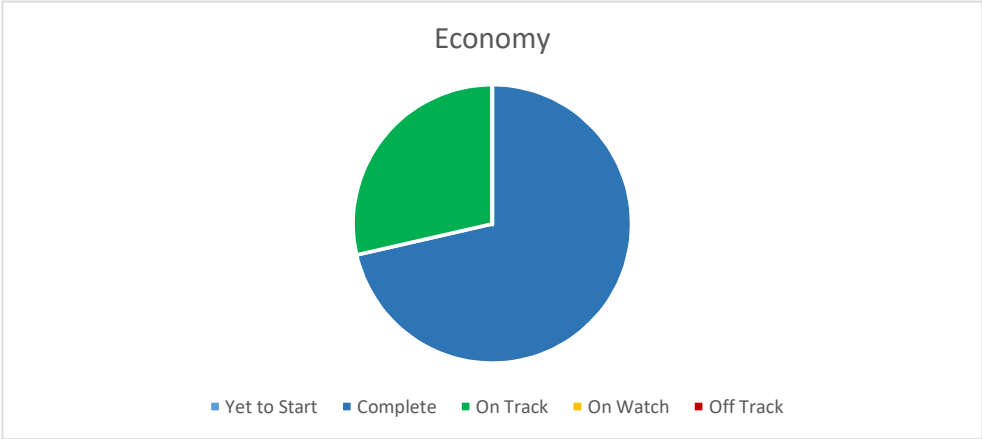
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ECONOMY
A diverse and resilient
local economy



Economy Summary		
Yet to Start	0	0%
Complete	5	71%
On Track	2	29%
On Watch	0	0%
Off Track	0	0%
Total	7	100%

Economy - New Initiative								
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00262	Small Business Development Grant	The Business Grant program assists new and existing businesses in Holdfast Bay to innovate and to further develop and grow their business. Following a Council decision in 2016/17 financial year to allocation \$50,000	Complete	Pamela Jackson	2/07/2018		<div></div>	
ACT00263	Digital Training and Support for Small Business	The Digital Training and Support program for small businesses is designed to assist and align businesses online activities with their business goals and increase their knowledge and capabilities to improve bottom line results in a constantly changing environment.	Complete	Pamela Jackson	2/07/2018		<div></div>	
ACT00268	Business Development Partner Position	In 2017/18 the Business Development Partner position was created to champion the business and economic development objectives of the Council and to facilitate a thriving and sustainable local economy by fostering economic growth within the City of Holdfast Bay. The continuation of this role in 2018/19 will be critical to the implementation of the strategic objectives that deliver the goals of the Council Plan in relation to economic development and related areas; - To lead and establish programs and projects for businesses that provide increased economic and social benefits to the city.	Complete	Pamela Jackson	1/07/2018		<div></div>	
ACT00285	Licence Plate Recognition (LPR) in timed areas (Council owned vehicle operated).	Licence Plate Recognition (LPR) in timed areas (Council owned vehicle operated).	Complete	Adrian Hill	10/08/2018	15/01/2019	<div></div>	
ACT00287	International events (Lifesaving Championships)	Year 2 of the 2017-18 New Initiative: International events. This year the focus will be predominately on the 2018 international Lifesaving Championships. Refer to 2017-18 Business Case.	Complete	Sally Heading	2/07/2018	28/02/2019	<div></div>	

Economy - On Track								
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00379	Brighton Caravan Park - Stage 2 investigation and design		On Track	Scott Reardon	4/03/2019			The Stage 2 Investigation and Design phase for redevelopment of the Brighton Caravan Park is currently underway. Administration has sought initial feedback from the current managers of the Park, as well as from industry bodies. Further preliminary designs are expected within the coming months, which will include opportunities for additional car parking.
ACT00282	Brighton Caravan Park Wi-Fi	This initiative seeks funding to install new unlimited WiFi infrastructure at Brighton Caravan for access by guests of the park.	On Track	Scott Reardon	1/06/2018			Final works to be completed early in the new financial year

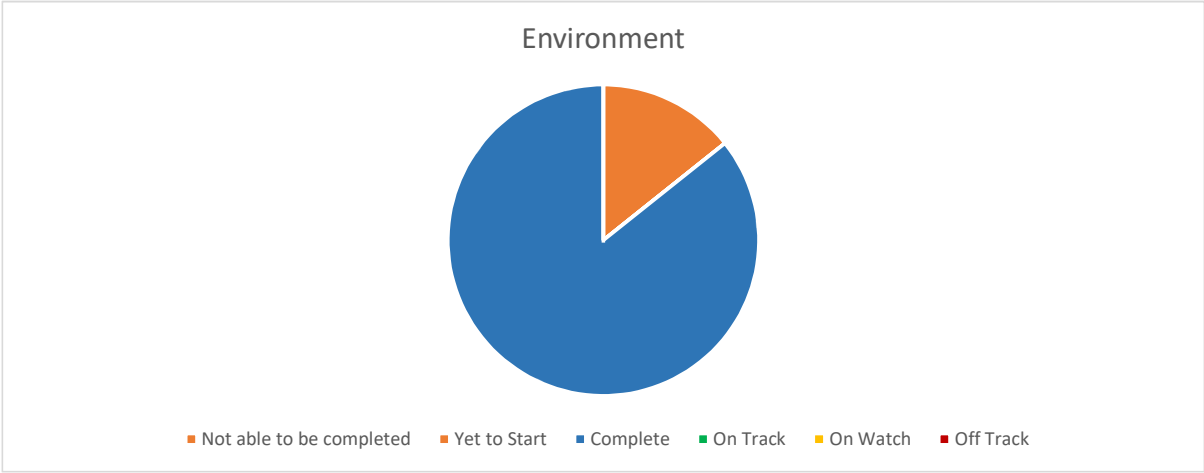
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ENVIRONMENT
A community connected
to our natural environment





Environment Summary	
Not able to be completed	2
Yet to Start	0
Complete	12
On Track	0
On Watch	0
Off Track	0
Total	14

Environment - Capital Works							
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Rating	Notes
ACT00182	Services/Water- Drinking water and pump control in Wigley Reserve and Brian Nadilo Reserve, Glenelg	Services/Water- Drinking water and pump control in Wigley Reserve and Brian Nadilo Reserve, Glenelg	Complete	Ross Whitfield		●	
ACT00197	Fitouts & Fittings - Coastal Fencing - Various Locations, Various	Fitouts & Fittings - Coastal Fencing - Various Locations, Various	Complete	Rajiv Mouveri	2/07/2018	●	
ACT00199	CARRY FORWARD - Fencing - Coastal fencing - Kingston/ Pier St Foreshore	CARRY FORWARD - Fencing - Coastal fencing - Kingston/ Pier St Foreshore	Complete	Rajiv Mouveri	1/10/2018	●	
ACT00200	Stormwater - Corner Augusta and Miller Stormwater	Stormwater - Corner Augusta and Miller Stormwater	Complete	Rajiv Mouveri	20/08/2018	●	
ACT00201	Stormwater - Stormwater Pits - Various locations	Stormwater - Stormwater Pits - Various locations	Complete	Rajiv Mouveri		●	
ACT00388	CARRY FORWARD - Stormwater Drainage Program		Complete	Rajiv Mouveri	3/09/2018	●	

Environment - New Initiative							
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Rating	Notes
ACT00270	Improvements to Barton Gully, Gilbertson Gully and Pine Gully	<p>Implement 1st Stage of Barton Gully Masterplan/Gilbertson Gully Masterplan/Pine Gully Masterplan</p> <p>Linked directly to the Pillar Plan - Environment Pillar – Objective 1 – Protect Biodiversity – Task 2. Implement Gully Masterplans</p> <ul style="list-style-type: none">•Formalise and reconstruct all trails in Pine Gully as per the Master plan•Formalise priority usage trails in Gilbertson Gully as per the Master plan•Construct formal pathways in southern Barton Gully & Install interpretive signs and way finding totems as per Master plan <p>This initiative will see an improvement to the amenity, functionality and landscape quality of these indigenous environments whilst providing safe, connectivity through the open space realm.</p>	Complete	Rajiv Mouveri	23/07/2018	<div></div>	
ACT00272	Sand bag groyne installation at Brighton beach	<p>Continuation of Brighton Beach Groynes Project will install 2 more of sand bag groynes on Brighton beach (continue north of existing groynes). There is a need for more sand groynes on this beach.</p> <p>we are working with the Coastal Protection Board to preserve and enhance beach . They will provide the necessary expertise and sand bags.</p>	Complete	Rajiv Mouveri		<div></div>	
ACT00274	WSUD Program	<p>Commence staged improvements to four streets (Partridge Street, Durham Street, Portland Street, Weewanda Street) applying Waster Sensitive Design elements providing a number of benefits.</p> <ul style="list-style-type: none">•Mitigate flooding•Improve amenity and vegetation•Contribute to cooling Urban Heat Islands•Create a more sustainable environment<ul style="list-style-type: none">• Reduce pollutant loads entering the marine environment• Replenish depleting groundwater <p>Improvements are required due to recognised flooding issues and lack of permeable space currently existing. Upgrades are to assist in achieving canopy coverage gains and improved amenity.</p>	Complete	Rajiv Mouveri	1/10/2018	<div></div>	
ACT00278	Foreshore irrigation infrastructure upgrade	<p>Staged Project- 5years - Software and mainline infrastructure upgrade. Why? - improved control, monitoring and reporting functions across councils irrigation assets for the function of using water efficiently and minimising waste.</p>	Complete	Ross Whitfield		<div></div>	
ACT00281							
	Street light conversion to LED	<p>Replace the existing street lights with LED to reduce the energy use and reduce the carbon emission.</p>	Complete	Rajiv Mouveri	2/07/2018	<div></div>	Project completed. Budget saving of \$24K

Environment - Carry Forward New Initiative							
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Rating	Notes
ACT00386	Stormwater Retention Plan		Complete	Rajiv Mouveri	3/09/2018	<div></div>	

Environment - Not able to be completed							
ACT00280	Stormwater Management Plan Implementation	<ul style="list-style-type: none">•Continue construction of outfalls recommended by the Stormwater Management Plan (SMP);•Commence the program of gross pollutant trap construction;•Commence program of lateral drainage upgrades recommended by the SMP;•Establish rainfall and flow monitoring stations;	Not able to be completed	Rajiv Mouveri	3/09/2018		The implementation of this project depends on the financial support of the Stormwater Management Authority. After a number of meetings and correspondences, SMA has not supported the grant application. We are now liaising with the City of Marion to identify a way forward to progress this project.
ACT00271	Establish a Biodiversity Corridor	Formally establish a bio-diversity corridor based on the Baseline biodiversity Data for the city (being prepared this year). establish connectivity between fragmented habitats along the corridor. Create & Install 10 Interpretive Signs in a trail format throughout the city's conservation sites Environment Pillar – Objective 4 – Environmentally Connected Community – Task 3. Install interpretive signage including native flora & fauna information in our conservation areas and native gardens	Not able to be completed	Rajiv Mouveri	16/07/2018		Project delayed due to residents concerns.

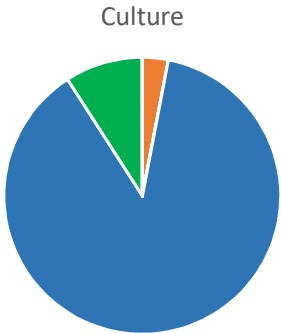
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CULTURE
An effective, customer-centred organisation



Culture Summary		
Not able to be completed	1	3%
Yet to Start	0	0%
Complete	29	88%
On Track	3	9%
On Watch	0	0%
Off Track	0	0%
Total	33	100%

Culture - Capital Works								
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00202	Plant And Equipment/ Car Fleet - S240 BJB Suzuki Grand Vitara 4WD 2.4L 5Dr 4Spd Auto contact Peter Ohare.	Plant And Equipment/ Car Fleet - S240 BJB Suzuki Grand Vitara 4WD 2.4L 5Dr 4Spd Auto contact Peter Ohare.	Complete	Rajiv Mouveri	14/01/2019	7/03/2019	●	
ACT00203	Plant And Equipment/ Car Fleet - S371 BIS Suzuki Grand Vitara 4WD 2.4L 5Dr 4Spd Auto contact Alan Stanley.	Plant And Equipment/ Car Fleet - S371 BIS Suzuki Grand Vitara 4WD 2.4L 5Dr 4Spd Auto contact Alan Stanley.	Complete	Rajiv Mouveri	14/01/2019	7/03/2019	●	
ACT00204	Plant And Equipment/ Car Fleet - S327 BOD - Mazda CX5 C 6 Speed Auto Meteor Grey Diesel AWD, contact Trish Aukett.	Plant And Equipment/ Car Fleet - S327 BOD - Mazda CX5 C 6 Speed Auto Meteor Grey Diesel AWD, contact Trish Aukett.	Complete	Rajiv Mouveri	1/08/2018	21/09/2018	●	
ACT00205	Plant And Equipment/ Car Fleet - S251 BEB - Mazda CX5 MAXX Sport AWD White - contact Pam Andritsakis	Plant And Equipment/ Car Fleet - S251 BEB - Mazda CX5 MAXX Sport AWD White - contact Pam Andritsakis	Complete	Rajiv Mouveri	31/01/2019		●	
ACT00206	Plant And Equipment/ Car Fleet - S576 BNT - Volkswagon Tiguan 162TSI Highline Auto AWD - CEO	Plant And Equipment/ Car Fleet - S576 BNT - Volkswagon Tiguan 162TSI Highline Auto AWD - CEO	Complete	Rajiv Mouveri	1/07/2018	30/12/2018	●	
ACT00207	Plant And Equipment/ Car Fleet - S510 BEK - Toyota Corolla Ascent Sport 1.8L 5 Door, contact A. Marroncelli.	Plant And Equipment/ Car Fleet - S510 BEK - Toyota Corolla Ascent Sport 1.8L 5 Door, contact A. Marroncelli.	Complete	Rajiv Mouveri		27/02/2019	●	
ACT00208	Plant And Equipment/ Car Fleet - S325 BON - Toyota Camry Hybrid 2.5L Red sedan -Rajiv.	Plant And Equipment/ Car Fleet - S325 BON - Toyota Camry Hybrid 2.5L Red sedan -Rajiv.	Complete	Rajiv Mouveri	2/01/2019		●	
ACT00209	Plant And Equipment/ Car Fleet - S529 BOE - Toyota Camry Altise 2.5L Red sedan -Ken O'Neil.	Plant And Equipment/ Car Fleet - S529 BOE - Toyota Camry Altise 2.5L Red sedan -Ken O'Neil.	Complete	Rajiv Mouveri	2/01/2019		●	
ACT00210	Plant And Equipment/ Car Fleet - S516 BEK - Toyota Camry Hybrid Petrol Automatic White Sedan - Pool Car-Car 2	Plant And Equipment/ Car Fleet - S516 BEK - Toyota Camry Hybrid Petrol Automatic White Sedan - Pool Car-Car 2	Complete	Rajiv Mouveri	2/01/2019		●	
ACT00211	Plant And Equipment/ Car Fleet - S880 BON - Toyota Camry Hybrid Petrol Automatic White Sedan - Pool Car-Car 5	Plant And Equipment/ Car Fleet - S880 BON - Toyota Camry Hybrid Petrol Automatic White Sedan - Pool Car-Car 5	Complete	Rajiv Mouveri	2/01/2019		●	

ACT00212	Plant And Equipment/ Car Fleet - S134 BOB - Toyota Corolla Ascent Sport 1.8L Blue 5 Door, Pool Car-Car 7	Plant And Equipment/ Car Fleet - S134 BOB - Toyota Corolla Ascent Sport 1.8L Blue 5 Door, Pool Car-Car 7	Complete	Rajiv Mouveri		28/02/2019	<div></div>	
ACT00213	Plant And Equipment/ Car Fleet - S547 BCJ - Toyota Camry Hybrid 2.5L White sedan -Pool Car-Car 9	Plant And Equipment/ Car Fleet - S547 BCJ - Toyota Camry Hybrid 2.5L White sedan -Pool Car-Car 9	Complete	Rajiv Mouveri			<div></div>	
ACT00214	IT Equipment - IT equipment	IT Equipment - IT equipment	Complete	Stephen Skehan	1/07/2018	22/06/2019	<div></div>	
ACT00215	Plant And Equipment/ Minor Plant - Regulatory Services - Ticket Machines - Pay & Display	Plant And Equipment/ Minor Plant - Regulatory Services - Ticket Machines - Pay & Display	Complete	Adrian Hill		13/08/2018	<div></div>	
ACT00217	CARRY FORWARD - Plant And Equipment/ Heavy Vehicles - Remaining Executive Vehicle Budget	CARRY FORWARD - Plant And Equipment/ Heavy Vehicles - Remaining Executive Vehicle Budget	Complete	Rajiv Mouveri	1/06/2018		<div></div>	
ACT00219	Brighton Civic Centre - Services/ Electrical	Brighton Civic Centre - Services/ Electrical - Server Room A/C, Duress system, AV Equip	Complete	Rajiv Mouveri	1/09/2018		<div></div>	
ACT00221	Brighton Surf Club - exterior - Roller Shutter replacement.	Large roller shutter.	Complete	Rajiv Mouveri	4/09/2018	26/10/2018	<div></div>	
ACT00222	Brighton Surf Life Saving Club - 2 x Hotwater Systems replacement	Replace the 2 hotwater services that are at end of life.	Complete	Rajiv Mouveri	1/09/2018	17/09/2018	<div></div>	
ACT00223	Glenelg Oval - Former St John Ambulance Building/ Training Centre - electrical mains	Electrical mains replacement or under grounding of existing.	Complete	Rajiv Mouveri	1/08/2018	30/09/2018	<div></div>	
ACT00225	Underground Air Raid Shelter - underpinning and wall repairs	Repairs to eastern wall of air raid shelter public toilet.	Complete	Rajiv Mouveri	1/09/2018	5/10/2018	<div></div>	
ACT00227	Buildings - Community & Sport Bldgs, Exloo floor dryers - end of life \$3k/dryer 2 dryers per Exeloo	Buildings - Community & Sport Bldgs, Exloo floor dryers - end of life \$3k/dryer 2 dryers per Exeloo	Complete	Rajiv Mouveri	3/09/2018		<div></div>	
ACT00228	Buildings - Lift communication devices upgrade for NBN roll-out - four locations.	Buildings - Lift communication devices upgrade for NBN - G/Lib,Part Carpark, GTh, B/Surf	Complete	Rajiv Mouveri	2/11/2018	28/02/2019	<div></div>	
ACT00229	Glenelg Oval - Shade Structures - HY Sparks Grandstand.	Glenelg Oval - Shade Structures for former HY Sparks Grandstand.	Complete	Rajiv Mouveri	3/08/2018	28/02/2019	<div></div>	
ACT00232	Works identified from audit, various	Works identified from audit, various	Complete	Rajiv Mouveri			<div></div>	

Culture - Carry Forward Capital Works								
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00375	Brighton Civic Centre Renovation Works - Painting and ancillary works	Painting and restoration work Brighton Civic Centre	Complete	Rajiv Mouveri		1/09/2018	<div></div>	

Culture - New Initiative								
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00259	SmartyGrants online grant application and assessment software	As a Council, we provide a variety of funding opportunities to our residents and community groups. Currently these funding initiatives are applied for via writable PDF forms and all information is entered manual into excel databases. This process is labour intensive and allows for easy mistakes to be made by applicants such as missing fields of the application processes, which requires following up. Many Council's across SA and Australia have moved to an online grant management system called SmartyGrants.	Complete	Matthew Rechner	3/07/2018	30/06/2019	<div></div>	
ACT00264	Local Government Elections	Local Government Elections were conducted in November 2018. in accordance with the the Local Government Act 1999 and the Local Government (Elections) Act 1999. All invoices have now been received by ECSA and paid.	Complete	Nicole Roberts	10/08/2018	30/06/2019	<div></div>	

ACT00273	One off condition assessment of building stock	<p>A comprehensive condition assessment of a particular area (buildings and facilities) to improve the reliability of the asset register and the capital works program. This project will:</p> <p>1)Improve the quality of our data to better align with other asset classes</p>	Complete	Rajiv Mouveri	1/10/2018		<div></div>	
ACT00277	Business Transformation - Service Delivery Innovation (Year 2)	<p>Early identification of defective assets requiring replacement or repair. In 2017/18 Council approved funding for the first year of a Business Transformation program which involved the upgrade of our Technology One corporate enterprise platform to gain efficiency within the operation of Council and a foundation to deliver services electronically.</p> <p>This new initiative is to continue with the second year of the Digital Transformation strategy. The funding is required to contract project management capability required to manage the program implementation.</p>	Complete	Maritta Saris	2/07/2018		<div></div>	

Culture -On Track								
ACT00230	Glenelg Town Hall/ Bay Discovery Centre - Remedial Works - Electrical/Plant & Equipment.	Balcony A/C 5a&5b replacement, salt-damp remedial works plus internals.	On Track	Rajiv Mouveri	16/10/2018		●	Air-conditioning specification being developed, tender to follow if required, works to be delivered with GTH restoration works.
ACT00233	Glenelg Town Hall - Restoration Assessment and Remedial Works.	Glenelg Town Hall - Stage 1 Restoration Assessment and Remedial Works. Stage 1 - Clock Tower, balcony facade.	On Track	Rajiv Mouveri	2/07/2018		●	Specification for stage 1 - "Clock Tower and southern facade" in final stages - ready for Heritage SA approval process mid March. Procurement of works to follow. Delivery of work expected to run into 2019/20 financial year.
ACT00216	CARRY FORWARD - Plant And Equipment/ Heavy Vehicles - XKN 785 - Mitsubishi FUSO 6 CYL - City Works (Replace with 7.5T)	CARRY FORWARD - Plant And Equipment/ Heavy Vehicles - XKN 785 - Mitsubishi FUSO 6 CYL - City Works (Replace with 7.5T)	On Track	Rajiv Mouveri	1/08/2018		●	Tender awarded, est. delivery Oct 2019

Culture - Not able to be completed								
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00226	City of Holdfast Bay Council Works Depot, Wilton Avenue - structure - underpinning	Underpinning and repair works to the eastern wall in the main truck shed.	Not able to be completed	Rajiv Mouveri	15/08/2018		●	Works on the north western boundary complete. Additional damage has been identified on the Depots western wall at the southern end this includes structural elements that need to be repaired. Developing scope to repair in 2019/2020.

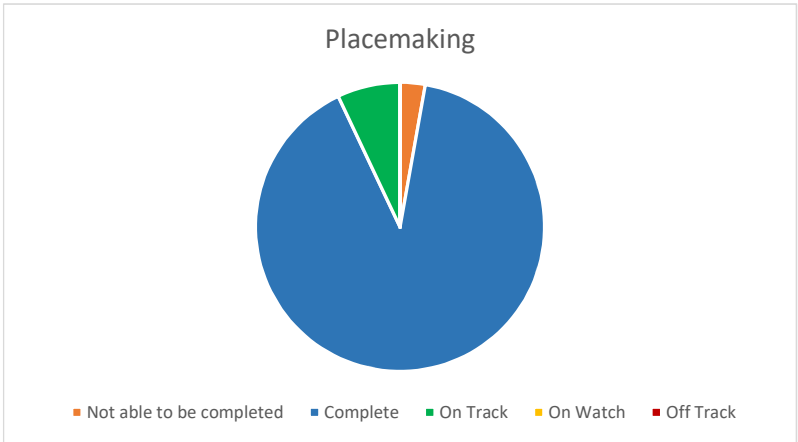
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PLACEMAKING
An accessible, vibrant and
safe coastal city that
celebrates our past to build
for our future








Placemaking Summary		
Not able to be completed	2	3%
Complete	64	90%
On Track	5	7%
On Watch	0	0%
Off Track	0	0%
Total	71	100%


Placemaking - Capital Works								
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00119	RESEALS - Cornish Street, Glenelg North	RESEALS - Cornish Street, Glenelg North	Complete	Rajiv Mouveri	1/12/2018	11/02/2019	●	
ACT00120	RESEALS - Douglas Grove, Glenelg North	RESEALS - Douglas Grove, Glenelg North	Complete	Rajiv Mouveri	14/09/2018	5/10/2018	●	
ACT00121	RESEALS - Green Lane, Somerton Park	RESEALS - Green Lane, Somerton Park	Complete	Rajiv Mouveri	28/11/2018	29/11/2018	●	
ACT00122	RESEALS - Myrtle Road, South Brighton	RESEALS - Myrtle Road, South Brighton	Complete	Rajiv Mouveri	16/08/2018	24/08/2018	●	
ACT00123	RESEALS - Newhaven Terrace, South Brighton	RESEALS - Newhaven Terrace, South Brighton	Complete	Rajiv Mouveri	3/08/2018	10/09/2018	●	
ACT00124	RESEALS - Merriton Street, Glenelg North	RESEALS - Merriton Street, Glenelg North	Complete	Rajiv Mouveri	12/10/2018	2/11/2018	●	
ACT00125	RESEALS - Yuill Street, Glenelg	RESEALS - Yuill Street, Glenelg	Complete	Rajiv Mouveri	9/11/2018	11/11/2018	●	
ACT00126	RESEALS - Goldsworthy Crescent, Glenelg North	RESEALS - Goldsworthy Crescent, Glenelg North	Complete	Rajiv Mouveri	17/10/2018	19/10/2018	●	
ACT00127	RESEALS - Patawalonga Frontage/Stanley roundabout, Glenelg North	RESEALS - Patawalonga Frontage/Stanley roundabout, Glenelg North	Complete	Rajiv Mouveri	11/10/2018	13/10/2018	●	
ACT00128	RESEALS - Lamington Avenue, Seacliff Park	RESEALS - Lamington Avenue, Seacliff Park	Complete	Rajiv Mouveri	10/08/2018	17/08/2018	●	
ACT00129	RESEALS - Lamington Avenue, Seacliff Park	RESEALS - Lamington Avenue, Seacliff Park	Complete	Rajiv Mouveri	15/08/2018	17/08/2018	●	
ACT00130	RESEALS - Margaret Street, Somerton Park	RESEALS - Margaret Street, Somerton Park	Complete	Rajiv Mouveri	12/11/2018	14/11/2018	●	
ACT00131	RESEALS - Alison Street, Glenelg North	RESEALS - Alison Street, Glenelg North	Complete	Rajiv Mouveri	3/10/2018	28/09/2018	●	
ACT00132	RESEALS - Tod Street, Glenelg North	RESEALS - Tod Street, Glenelg North	Complete	Rajiv Mouveri	20/12/2018	20/12/2018	●	
ACT00133	RESEALS - Milton Street , Glenelg	RESEALS - Milton Street , Glenelg	Complete	Rajiv Mouveri		11/02/2019	●	
ACT00134	RESEALS - Boundary Road/ Partridge roundabout, Somerton Park	RESEALS - Boundary Road/ Partridge roundabout, Somerton Park	Complete	Rajiv Mouveri	1/12/2018	15/11/2019	●	
ACT00135	MAJOR PATCHING - Marine Parade, Seacliff	MAJOR PATCHING - Marine Parade, Seacliff	Complete	Rajiv Mouveri		18/02/2019	●	
ACT00136	MAJOR PATCHING - Sturt Street, Glenelg North	MAJOR PATCHING - Sturt Street, Glenelg North	Complete	Rajiv Mouveri	20/12/2018	20/12/2018	●	
ACT00137	MAJOR PATCHING - Cedar Avenue (intersection), Brighton	MAJOR PATCHING - Cedar Avenue (intersection), Brighton	Complete	Rajiv Mouveri	1/11/2018	11/02/2019	●	
ACT00138	MAJOR PATCHING - Singleton Road Intersection, Kingston Park	MAJOR PATCHING - Singleton Road Intersection, Kingston Park	Complete	Rajiv Mouveri	1/11/2018	18/02/2019	●	

ACT00139	MAJOR PATCHING - Patawalonga Frontage, Glenelg North	MAJOR PATCHING - Patawalonga Frontage, Glenelg North	Complete	Rajiv Mouveri	13/10/2018	14/10/2018	●	
ACT00140	KERB & WATERTABLES - Douglas Grove, Glenelg North	KERB & WATERTABLES - Douglas Grove, Glenelg North	Complete	Rajiv Mouveri	19/09/2018	5/10/2018	●	
ACT00141	KERB & WATERTABLES - Gardiner Avenue, Warradale	KERB & WATERTABLES - Gardiner Avenue, Warradale	Complete	Rajiv Mouveri	1/11/2018	5/11/2018	●	
ACT00142	KERB & WATERTABLES - Green Lane, Somerton Park	KERB & WATERTABLES - Green Lane, Somerton Park	Complete	Rajiv Mouveri	1/11/2018	15/11/2018	●	
ACT00143	KERB & WATERTABLES - Myrtle Road, South Brighton	KERB & WATERTABLES - Myrtle Road, South Brighton	Complete	Rajiv Mouveri	1/08/2018	14/08/2018	●	
ACT00144	KERB & WATERTABLES - Newhaven Terrace, South Brighton	KERB & WATERTABLES - Newhaven Terrace, South Brighton	Complete	Rajiv Mouveri	1/08/2018	8/08/2018	●	
ACT00145	KERB & WATERTABLES - Sturt Street, Glenelg North	KERB & WATERTABLES - Sturt Street, Glenelg North	Complete	Rajiv Mouveri	25/10/2018	9/11/2018	●	
ACT00146	KERB & WATERTABLES - Merriton St, Glenelg North	KERB & WATERTABLES - Merriton St, Glenelg North	Complete	Rajiv Mouveri	13/10/2018	31/10/2018	●	
ACT00147	KERB & WATERTABLES - Yuill Street, Glenelg	KERB & WATERTABLES - Yuill Street, Glenelg	Complete	Rajiv Mouveri	1/11/2018	12/11/2018	●	
ACT00148	KERB & WATERTABLES - Goldsworthy Crescent, Glenelg North	KERB & WATERTABLES - Goldsworthy Crescent, Glenelg North	Complete	Rajiv Mouveri	24/09/2018	8/10/2018	●	
ACT00149	KERB & WATERTABLES - Patawalonga Frontage/Stanley roundabout, Glenelg North	KERB & WATERTABLES - Patawalonga Frontage/Stanley roundabout, Glenelg North	Complete	Rajiv Mouveri	17/09/2018	8/10/2018	●	
ACT00150	KERB & WATERTABLES - Lamington Avenue, Seacliff Park	KERB & WATERTABLES - Lamington Avenue, Seacliff Park	Complete	Rajiv Mouveri	15/08/2018	30/08/2018	●	
ACT00151	KERB & WATERTABLES - Lamington Avenue, Seacliff Park	KERB & WATERTABLES - Lamington Avenue, Seacliff Park	Complete	Rajiv Mouveri	15/08/2018	30/08/2018	●	
ACT00152	KERB & WATERTABLES - Margaret Avenue, Somerton Park	KERB & WATERTABLES - Margaret Avenue, Somerton Park	Complete	Rajiv Mouveri	15/10/2018	5/11/2018	●	
ACT00153	KERB & WATERTABLES - Alison Street, Glenelg North	KERB & WATERTABLES - Alison Street, Glenelg North	Complete	Rajiv Mouveri	4/09/2018	28/09/2018	●	
ACT00154	KERB & WATERTABLES - Tod Street, Glenelg North	KERB & WATERTABLES - Tod Street, Glenelg North	Complete	Rajiv Mouveri	12/11/2018	10/12/2018	●	
ACT00155	KERB & WATERTABLES - Brighton rd - House 92-180, Glenelg East	KERB & WATERTABLES - Brighton rd - House 92-180, Glenelg East	Complete	Rajiv Mouveri	3/07/2018	8/04/2019	●	
ACT00158	KERB & WATERTABLES - Boundary Road/ Partridge roundabout, Somerton Park	KERB & WATERTABLES - Boundary Road/ Partridge roundabout, Somerton Park	Complete	Rajiv Mouveri	15/10/2018	5/11/2018	●	
ACT00159	KERB & WATERTABLES - Milton Street , Glenelg	KERB & WATERTABLES - Milton Street , Glenelg	Complete	Rajiv Mouveri	15/11/2018	7/12/2018	●	
ACT00160	KERB & WATERTABLES - General Kerb Repairs, Various	KERB & WATERTABLES - General Kerb Repairs, Various	Complete	Rajiv Mouveri	1/07/2018	30/06/2019	●	
ACT00161	KERB & WATERTABLES - DDA Pram Ramps, Various	KERB & WATERTABLES - DDA Pram Ramps, Various	0	Rajiv Mouveri	15/11/2018		●	Program not completed. To be carried forward
ACT00162	FOOTPATHS & CYCLEWAYS - LF Mattner Avenue - 001, Glenelg North	FOOTPATHS & CYCLEWAYS - LF Mattner Avenue - 001, Glenelg North	Complete	Rajiv Mouveri	24/09/2018	25/10/2018	●	
ACT00163	FOOTPATHS & CYCLEWAYS - RF Mattner Avenue - 001, Glenelg North	FOOTPATHS & CYCLEWAYS - RF Mattner Avenue - 001, Glenelg North	Complete	Rajiv Mouveri	24/09/2018	25/10/2018	●	
ACT00164	FOOTPATHS & CYCLEWAYS - LF Moten Avenue - 002, Glenelg North	FOOTPATHS & CYCLEWAYS - LF Moten Avenue - 002, Glenelg North	Complete	Rajiv Mouveri	12/09/2018	21/09/2018	●	
ACT00165	FOOTPATHS & CYCLEWAYS - RF Moten Avenue - 002, Glenelg North	FOOTPATHS & CYCLEWAYS - RF Moten Avenue - 002, Glenelg North	Complete	Rajiv Mouveri	12/09/2018	21/09/2018	●	
ACT00166	FOOTPATHS & CYCLEWAYS - LF Shannon Avenue - 001, Glenelg North	FOOTPATHS & CYCLEWAYS - LF Shannon Avenue - 001, Glenelg North	Complete	Rajiv Mouveri	5/11/2018	22/11/2018	●	
ACT00168	FOOTPATHS & CYCLEWAYS - RF Brighton Road, Glenelg	FOOTPATHS & CYCLEWAYS - RF Brighton Road, Glenelg	Complete	Rajiv Mouveri	2/04/2019	1/05/2019	●	
ACT00169	FOOTPATHS & CYCLEWAYS - LF Brighton Road, Glenelg	FOOTPATHS & CYCLEWAYS - LF Brighton Road, Glenelg	Complete	Rajiv Mouveri	2/04/2019	1/05/2019	●	
ACT00170	FOOTPATHS & CYCLEWAYS - Footpath General Repairs, Various	FOOTPATHS & CYCLEWAYS - Footpath General Repairs, Various	Complete	Rajiv Mouveri	1/11/2018	30/06/2019	●	
ACT00171	CARPARK - Kauri Parade Sports Centre Car Park, Seacliff	CARPARK - Kauri Parade Sports Centre Car Park, Seacliff	Complete	Rajiv Mouveri		13/02/2019	●	
ACT00172	BUS SHELTERS - Supply & Install 3 x Bus Shelters, Various	BUS SHELTERS - Supply & Install 3 x Bus Shelters, Various	Complete	Rajiv Mouveri	1/11/2018	16/11/2018	●	

ACT00176	CARRY FORWARD - Kibby Reserve Community Centre Car Park	CARRY FORWARD - Kibby Reserve Community Centre Car Park	Complete	Rajiv Mouveri	30/06/2018	1/08/2018	●	
ACT00177	CARRY FORWARD - Waratah Ave Seacliff - kerb	CARRY FORWARD - Waratah Ave Seacliff - kerb	Complete	Rajiv Mouveri	1/06/2018	14/08/2018	●	
ACT00178	CARRY FORWARD - Waratah Ave Seacliff - seal	CARRY FORWARD - Waratah Ave Seacliff - seal	Complete	Rajiv Mouveri	1/07/2018	14/08/2018	●	
ACT00179	STREET LIGHTING - Marlborough Street	STREET LIGHTING - Marlborough Street	Complete	Rajiv Mouveri			●	
ACT00180	STREET LIGHTING - Old Beach Road	STREET LIGHTING - Old Beach Road	Complete	Rajiv Mouveri			●	
ACT00193	CARRY FORWARD - Fitouts & Fittings/Signs- Reserve info signs - 7 posts - various locations	CARRY FORWARD - Fitouts & Fittings/Signs- Reserve info signs - 7 posts - various locations	Complete	Ross Whitfield	1/07/2018		●	
ACT00198	Fitouts & Fittings/ Signs - Coastal Signs - Various Locations, Various	Fitouts & Fittings/ Signs - Coastal Signs - Various Locations, Various	Complete	Ross Whitfield			●	
ACT00234	Partridge House CCTV and Lighting - carry forward	Installation of exterior grounds lighting and CCTV equipment.	Complete	Rajiv Mouveri		31/07/2018	●	
ACT00389	CARRY FORWRD - Road Construction Program		Complete	Rajiv Mouveri		11/04/2019	●	
ACT00390	CARRY FORWARD - Footpath General Repairs		Complete	Rajiv Mouveri	1/07/2018	30/06/2019	●	General allocation only
ACT00395	KERB & WATERTABLES - Brighton rd - House 8-20	KERB & WATERTABLES - Brighton rd - House 8-20	Complete	Rajiv Mouveri	2/03/2019	4/04/2019	●	
ACT00396	KERB & WATERTABLES - Kauri Parade	KERB & WATERTABLES - Kauri Parade	Complete	Rajiv Mouveri	15/03/2019	8/04/2019	●	

Placemaking - Carry Forward New Initiative								
<i>Action</i>	<i>Title</i>	<i>Description</i>	<i>Project Status</i>	<i>Responsible Officer</i>	<i>Actual Start Date</i>	<i>Complete Date</i>	<i>Rating</i>	<i>Notes</i>
ACT00173	CARRY FORWARD - Coast Park - Kingston Park - 7A + 7B, Kingston Park	CARRY FORWARD - Coast Park - Kingston Park - 7A + 7B, Kingston Park	Complete	Rajiv Mouveri	1/07/2018		●	Public art and carpark reseal carry forward
ACT00378	Streetscape Improvements - Jetty Road Glenelg		Complete	Matthew Rechner	25/01/2019	23/05/2019	●	The final green room planter boxes were installed at the beginning of May and the Green Room elements along Jetty Road have now been rejuvenated with a repaint.

Placemaking -On Track								
ACT00377	Kingston Park Coastal Reserve Masterplan		On Track	Pamela Jackson	2/07/2018			The masterplan has been reviewed and recommendations endorsed by Council. A brief is currently being developed to commence the tender process for the amendment of the masterplan.
ACT00286	Minda Coast Park	Construction of the Minda section of Coast Park	On Track	Pamela Jackson	30/10/2018			Project is tracking well. Concrete pouring has finished with boardwalks and plazas now under construction. The anticipated completion date and opening is early October 2019.
ACT00265	Jetty Road Glenelg Masterplan - Detailed design for Chapel Street Plaza and Coast Part 1&2 projects	<p>Jetty Road Glenelg Masterplan - Detailed design for Chapel Street Plaza and Coast Part 1&2 projects</p> <p>The project comprises detailed design of the entire Moseley Square Integration project comprising both parts 1 & 2 of the "Coastal Zone" as designated in the Jetty Road Glenelg Masterplan.</p> <p>This new initiative for Jetty Road Glenelg implementation of the Coast Zone (originally PA00014) has been divided into two parts - design for Coast Part 1 & 2 (PA00014) and construction of Coast Part 1 (PA00052)</p> <p>Following notification on the unsuccessful funding result, Chapel Street Plaza has also been included in this initiative for detailed design.</p> <p>The detailed design costs that are budgeted are as follows: Chapel Street = \$320,000 Coast 1 & 2 = \$427,500</p>	On Track	Emily Kenchington	27/08/2018			Stage 1 (Chapel Street Plaza and Hindmarsh Lane) 70% designs package completed in June. On 21 June it was announced that Chapel Street Plaza has been awarded \$1.77 million from the Places for People Grant fund for construction. Council workshop undertaken on 2 July providing update on Stage 1 designs. A traffic analysis is currently being conducted for the corner of Jetty Road and Colley Terrace as further input into the design of stage 2.
ACT00266	Integrated Transport Strategy	<p>Integrated Transport Strategy</p> <p>The integrated transport strategy will create a framework for the future planning and development of our transport network to 2030 and beyond.</p> <p>The ITS will draw on research, data analysis, stakeholder and community input to recommend transport and land use actions to achieve better connected and more walkable neighbourhoods within Holdfast.</p> <p>The document will also provide guidance on prioritising and implementing actions and measures of policy success.</p>	On Track	Pamela Jackson	14/08/2018			Community was engaged from 18 June to 8 July gathering their knowledge on the issues for transport and movement in CHB, ideas for solutions, and your visions for 10-20 years. The contributions to the initial engagement will inform the drafting of an integrated transport strategy. An Origin destination study to be undertaken to better inform management of key issues.
ACT00191	Fitouts & Fittings/Signs- Open Space Signs - Various Locations, various location	Fitouts & Fittings/Signs- Open Space Signs - Various Locations, various location	On Track	Rajiv Mouveri	2/07/2018			Colley Reserve sign to be completed in July

Placemaking - Not able to be completed								
Action	Title	Description	Project Status	Responsible Officer	Actual Start Date	Complete Date	Rating	Notes
ACT00167	FOOTPATHS & CYCLEWAYS - RF Darwin Street - 002, Glenelg North	FOOTPATHS & CYCLEWAYS - RF Darwin Street - 002, Glenelg North	Not able to be completed	Rajiv Mouveri				Assessed as not required

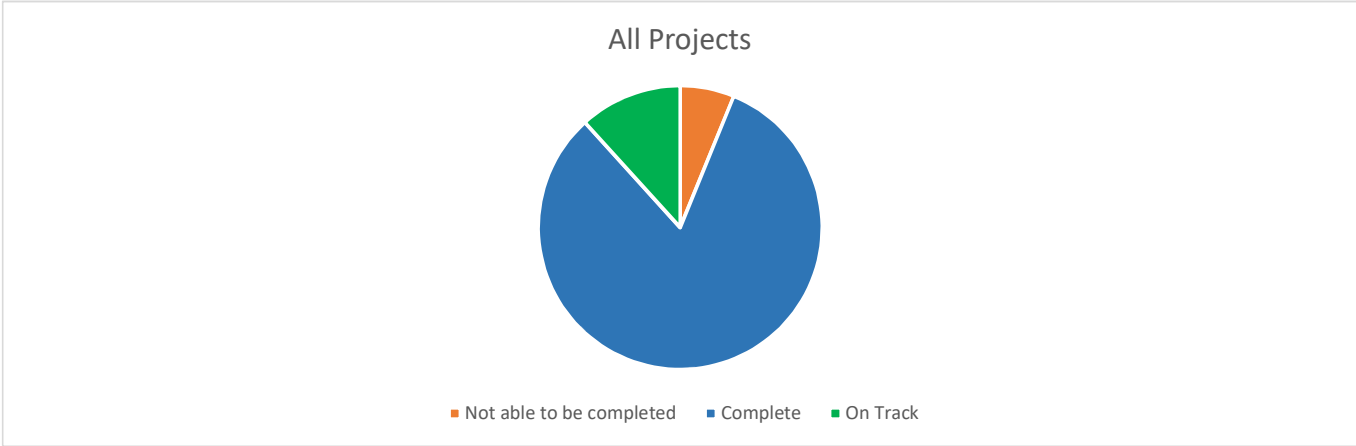
ACT00284	Jetty Road Glenelg Masterplan - Construction of Chapel Street Plaza and Mosely Square integration Part 1	<p>Jetty Road Glenelg Masterplan - Construction of Chapel Street Plaza and Mosely Square integration Part 1</p> <p>This new initiative for Jetty Road Glenelg implementation of the Coast Zone (originally PA00014) has been divided into two parts - design for Coast Part 1 & 2 (PA00014) and construction of Coast Part 1 (PA00052)</p> <p>Construction of Chapel Street Plaza project has also been included as part of this new initiative , following the announcement that the grant fund</p>	Not able to be completed	Pamela Jackson				<div><div></div></div>	<p>This project has been refined to be construction of Chapel Street Plaza and Hindmarsh Lane only. This project received SA Government funding in June 2019. Construction is anticipated to commence in early 2020.</p>
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Attachment 6



City of Holdfast Bay - Business Plan - End of financial year report 2018-19

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2018-19 Business Plan Summary		
Not able to be completed	10	6%
Complete	133	82%
On Track	19	12%
Total	162	100%

Incomplete "Our New Projects"	18	11%
Incomplete Capital Works Projects	11	7%

Culture -On Track				
ACT00230	Capital Works Program	Glenelg Town Hall/ Bay Discovery Centre - Remedial Works - Electrical/Plant & Equipment.	On Track	Air-conditioning specification being developed, tender to follow if required, works to be delivered with GTH restoration works.
ACT00233	Capital Works Program	Glenelg Town Hall - Restoration Assessment and Remedial Works.	On Track	Delivery of work expected to run into 2019/20 financial year.
ACT00216	Capital Works Program	CARRY FORWARD - Plant And Equipment/ Heavy Vehicles - XKN 785 - Mitsubishi FUSO 6 CYL - City Works (Replace with 7.5T)	On Track	Tender awarded, est. delivery Oct 2019

Culture - Not able to be completed				
Action	Type	Title	Project Status	Notes
ACT00226	Capital Works Program	City of Holdfast Bay Council Works Depot, Wilton Avenue - structure - underpinning	Not able to be completed	Works on the north western boundary complete. Additional damage has been identified on the Depots western wall at the southern end this includes structural elements that need to be repaired. Developing scope to repair. in 2019/2020.

Placemaking -On Track				
ACT00377	Project	Kingston Park Coastal Reserve Masterplan	On Track	The masterplan has been reviewed and recommendations endorsed by Council. A brief is currently being developed to commence the tender process for the amendment of the masterplan.
ACT00286	Major Project	Minda Coast Park	On Track	Project is tracking well. Concrete pouring has finished with boardwalks and plazas now under construction. The anticipated completion date and opening is early October 2019.
ACT00265	Major Project	Jetty Road Glenelg Masterplan - Detailed design for Chapel Street Plaza and Coast Part 1&2 projects	On Track	Stage 1 (Chapel Street Plaza and Hindmarsh Lane) 70% designs package completed in June. On 21 June it was announced that Chapel Street Plaza has been awarded \$1.77 million from the Places for People Grant fund for construction. Council workshop undertaken on 2 July providing update on Stage 1 designs. A traffic analysis is currently being conducted for the corner of Jetty Road and Colley Terrace as further input into the design of stage 2.

ACT00266	Project	Integrated Transport Strategy	On Track	Community was engaged from 18 June to 8 July gathering their knowledge on the issues for transport and movement in CHB, ideas for solutions, and your visions for 10-20 years. The contributions to the initial engagement will inform the drafting of an integrated transport strategy. An Origin destination study to be undertaken to better inform management of key issues.
ACT00191	Capital Works Program	Fitouts & Fittings/Signs- Open Space Signs - Various Locations, various location	On Track	Colley Reserve sign to be completed in July

Placemaking - Not able to be completed				
Action	Type	Title	Project Status	Notes
ACT00167	Capital Works Program	FOOTPATHS & CYCLEWAYS - RF Darwin Street - 002, Glenelg North	Not able to be completed	Assessed as not required
ACT00161	Capital Works Program	KERB & WATERTABLES - DDA Pram Ramps, Various	Not able to be completed	Program not completed. To be carried forward
ACT00284	Major Project	Jetty Road Glenelg Masterplan - Construction of Chapel Street Plaza and Mosely Square integration Part 1	Not able to be completed	This project has been refined to be construction of Chapel Street Plaza and Hindmarsh Lane only. This project received SA Government funding in June 2019. Construction is anticipated to commence in early 2020.

Economy - On Track				
Action	Type	Title	Project Status	Notes
ACT00379	Project	Brighton Caravan Park - Stage 2 investigation and design	On Track	The Stage 2 Investigation and Design phase for redevelopment of the Brighton Caravan Park is currently underway. Administration has sought initial feedback from the current managers of the Park, as well as from industry bodies. Further preliminary designs are expected within the coming months, which will include opportunities for additional car parking.
ACT00282	Project	Brighton Caravan Park Wi-Fi	On Track	Final installation to be completed in July

Environment - Not able to be completed				
ACT00280	Program	Stormwater Management Plan Implementation	Not able to be completed	The implementation of this project depends on the financial support of the Stormwater Management Authority. After a number of meetings and correspondences, SMA has not supported the grant application. We are now liaising with the City of Marion to identify a
ACT00271	Project	Establish a Biodiversity Corridor	Not able to be completed	Project delayed due to residents concerns.

Community - On Track				
ACT00275	Project	Access & Inclusion Strategy and Five Year Action Plan	On Track	Project has commenced. Phase 1 comprised staff internal engagement, last quarter 18/19. For phase 2 a consultant specialising in legislative requirements will be engaged in the first quarter of 19/20. Phase 3 comprises broader community engagement, scheduled for 2nd quarter 19/20.

ACT00276	Major Project	Glenelg Town Hall Museum and Gallery Upgrade	On Track	Woods Bagot have been appointed to undertake the design plans for the museum and gallery upgrade. New timelines have been developed to include a comprehensive stakeholder and community engagement scheduled to be completed October/November 2019.
ACT00257	Project	Holdfast Bay Community Centre Masterplan	On Track	Initial stakeholder consultation has been undertaken and second Elected Member workshop held. Project design team is now refining initial concept designs to then finalise masterplan. Final masterplan due for Council endorsement in August 2019.
ACT00260	Major Project	Brighton Oval Masterplan Stage 1 implementation	On Track	Construction has started on the Brighton Oval redevelopment, with the Brighton Rugby Club building now underway. This building is scheduled for completion in late 2019 with the Football / Cricket club rooms and Lacrosse clubrooms scheduled for completion in mid 2020. Administration are finalising detailed plans and budgets for the remaining site upgrades which including car parking, playspace, community open space, fitness equipment, lighting upgrades etc. These works will take place towards the end of the building construction program.
ACT00279	Project	Cemetery Improvements	On Track	Final stages to be complete in 19/20
ACT00185	Capital Works Program	Playground- Dulcie Perry Park (Seesaw, Rocker and Swing set), North Brighton	On Track	Transferred into upgrade for 19/20
ACT00267	Project	Lockers for the Homeless	On Track	Funds diverted to an alternate program for the homeless by Council resolution
ACT00283	Service	Kauri Parade Sport Complex Management	On Track	A report regarding the management of the Kauri Parade will be submitted to Council for determination in February 2019. Report to be submitted in late July 2019 to recommend endorsement of applicant following tender process or alternative management structure.
ACT00392	Capital Works Program	CARRY FORWARD - Partridge House Improvements	On Track	works to be completed in July/August

Community - Not able to be completed

ACT00258	Project	Glenelg Oval Masterplan Stage 1	Not able to be completed	Project is fully funded in the 19/20 budget
ACT00184	Capital Works Program	Fitouts and Fittings/Sporting - Tennis court plexi pave surface - Sutherland Park - Bath Street, Glenelg South	Not able to be completed	Further works identified
ACT00186	Capital Works Program	Metal barbecue with 2 hotplates replacement	Not able to be completed	Audit Identified it wasn't required
ACT00256	Project	Wigley Reserve Playspace and Fitness Hub Redevelopment - consultation and design 18/19	Not able to be completed	Council was unsuccessful in its grant funding application. A report will be going to Council to determine project funding options.

Item No: **17.5**

Subject: **APPOINTMENTS TO THE COMMUNITY DONATIONS ASSESSMENT PANELS**

Date: 13 August 2019

Written By: Community Development Coordinator

General Manager: Community Services, Ms M Lock

SUMMARY

This report seeks endorsement for nominations from Elected Members for the Community Donations Program Assessment Panels. There are 3 assessment panels, each overseeing the assessment of the Community Recreation and Wellbeing Donations, Events and Festivals Donations and Arts and Cultural Donations. Panels will consist of Council staff, interested stakeholders with a level of expertise in a grant category and an Elected Member.

RECOMMENDATION

That Council nominates:

1. Councillor _____ to assess the distribution of Community Recreation and Wellbeing Donations Funds.
 2. Councillor _____ to assess the distribution of Events and Festivals Donations Funds.
 3. Councillor _____ to assess the distribution of Arts and Cultural Donations Funds.
-

COMMUNITY PLAN

Building a healthy, active and resilient community
Celebrating culture and diversity
Providing welcoming, accessible facilities
Fostering an engaged, contributing community

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

*Local Government Act 1999***BACKGROUND**

Council provides annual financial support through the Community Donations Program to support local clubs, groups, individuals and organisations in a range of areas including sport, recreation, environment, events, community development, art and culture. The program is designed to support and encourage community initiatives and projects within the City of Holdfast Bay, which will positively influence the community and that meet an identified need. There are three (3) grant programs within the Community Donations Program which are Community Recreation and Wellbeing, Events and Festivals, and Arts and Cultural Donations.

REPORT

Administration is seeking endorsement for nominations from Elected Members for the Community Donations Program Assessment Panels. There are 3 assessment panels, each overseeing the assessment of the Community Recreation and Wellbeing Donations, Events and Festivals Donations and Arts and Cultural Donations. Each panel will consist of Council staff members from relevant departments, interested stakeholders with a level of expertise in a grant category and an Elected Member.

Applications for grant funding will be assessed according to:

- Overall quality of the application
- Benefit to the community
- Strategic link to the Our Place 2030 Strategic Plan
- Previous donations received from Council
- Innovative nature of the project
- Capacity for self-funding and/or other funding source opportunities
- Council's own budgetary constraints.

Applications are then ranked within their categories as per Assessment Panel scoring and feedback. Successful projects are then recommended for endorsement of funding by Council.

BUDGET

\$35,000

LIFE CYCLE COSTS

Not applicable.

Item No: **17.6**

Subject: **SKYLINE FERRIS WHEEL**

Date: 13 August 2019

Written By: Manager, City Activation

General Manager: Community Services, Ms M Lock

SUMMARY

The City of Holdfast Bay has received an event application from Xtra Ordinary Events to bring the SkyLine Observation Wheel back to Glenelg for the next three years for an extended period over the summer months after a successful debut in 2019.

RECOMMENDATION

That Council approves the City of Holdfast Bay entering into a licence agreement of 1+1+1 three year arrangement with Xtra Ordinary Events to operate the giant Ferris Wheel in Glenelg Moseley Square.

COMMUNITY PLAN

Economy: Boosting our visitor economy

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

From January to February 2019 Xtra Ordinary Events operated the Skyline Ferris Wheel in Moseley Square. In this period 70,000 people rode the wheel with 43.5% from Adelaide; 5.5% Glenelg; 27% from South Australia; 21% interstate and 3% international visitors.

The wheel generated a significant amount of interest and quickly became a social media attraction. The popularity was such that the operating period was extended to February 24, from its original February 10 finishing date. In 2019 Xtra Ordinary events started relationships with Jetty Road traders for promotions and will continue to work with local traders in future years.

Due to its 2019 success Xtra Ordinary Events has applied for an return to Glenelg with an extended operating period.

The 2019 activation generated income of \$52,923.86 to Council. This proposal would add a minimum of 5-8 weeks trading.

REPORT

SkyLine is the tallest travelling portable observation wheel in Australia at 35 metres high, with 24 gondolas that seat up to 144 people at capacity (including 1 x accessible gondola). The wheel features a fully programmable lighting package which is also an attraction for those in the vicinity, without having to actually ride the wheel.

Due to the success of 2019 Xtra Ordinary Events are proposing to have SkyLine set up from the Monday prior to the Glenelg Christmas Pageant each year and operate until the end of February, with an option to extend trading to Easter each year. The proposed hours would be the same as 2019 of 0930 – 2200.

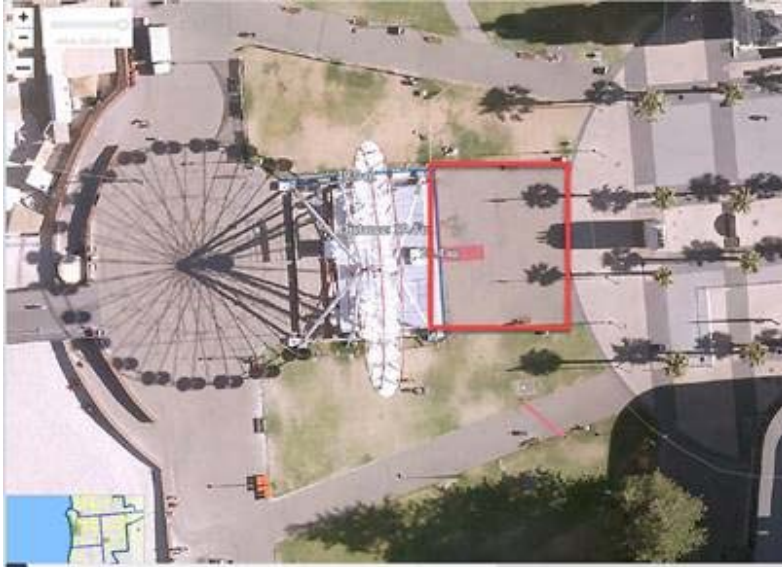
The City of Holdfast Bay will support by providing access to power, relocation of some memorial seats within the area and provision of additional bins.

The footprint remains the same as 2019 of 21m frontage x 17m deep with all back of house and staff amenities housed within this space.

As the new dates take in New Year's Eve the City of Holdfast Bay's Event Management Specialist proposes a slight amendment to the placement of the wheel:

2019 location:



Proposed location for 2019/2020:**Risk Assessment:**

- Potential exposure to complaints by external parties including residents and regular park users pertaining increased activity, accessibility and noise levels.

Risk Mitigation: External communicate conducted at least two weeks prior to ensure residents are informed. Regulatory Services to brief inspectors to approach dog walkers and park users advising of event details in addition a public notice will be placed within various publications to ensure beach users are informed. Monitoring of noise levels.

- Reserve restoration due to increased foot traffic from paved areas onto grass.

Risk Mitigation: Event Management to work collaboratively with City of Holdfast Bay Depot to ensure infrastructure placement reduces impact on irrigation & degradation of grassed reserves.

Objectives

Holdfast Bay Council engaged Intuito Market Research to undertake extensive market research in December/January 2017 to provide direction to Council as to where investment should be made that will encourage repeat visitation and expenditure into and within the area.

The service aligns with City of Holdfast Bay current Our Place Strategic Plan 2030 key elements as outlined below to ensure visitors increase expenditure and length of stay.

Economy; A diverse and resilient local economy

4. Boosting our visitor economy

> Increase the number of visitors to Holdfast Bay: target increase – 15 % by 2022

Tourism Vision

The City of Holdfast Bay is committed to a lively, diverse, safe and accessible tourism destination for visitors and residents alike whilst ensuring sustainability and economic benefits for our immediate community and region.

Four focus areas underpinning the vision to ensure sustainable tourism growth within the City of Holdfast Bay are:

- Driving demand
- Visitor experience
- Tourism innovation and sustainability
- Consultation and partnerships

It is intended that the proposed service aligns with all four focus areas to facilitate sustainable tourism growth and actively promotes visitor dispersal across the city.

Target Market

High yielding CHB residents and visitors with an interest in food and drink, specifically women of high disposable income.

- Aged 25 to 45 years
- Local residents, overnight visitors from regional South Australia and interstate in particular -Victoria and New South Wales
- Looking for authentic and unique experiences to share with friends
- Familiar with Australia's music, food and drink scene
- Use social media such as Facebook and Instagram

Visitors are defined as residents of Adelaide suburbs and regions outside of the City of Holdfast Bay.

BUDGET

It is recommended a charge of \$3,150 per week, or part thereof for the duration, as well as 10% of all revenue after \$30,000 grossed each week paid to Council.

Xtra Ordinary Events will also include one free day per year for the community (groups to be determined eg community groups, special needs, elected members, volunteers etc).

LIFE CYCLE COSTS

Not applicable.

Item No: **17.7**

Subject: **COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY**

Date: 13 August 2019

Written By: General Manager Strategy & Business Services

General Manager: Strategy & Business Services, Ms P Jackson

SUMMARY

In August 2018 Council endorsed the Open Space and Public Realm Strategy. An action of the Strategy was the development of a policy that guided the use of open space for commercial purposes. This report seeks endorsement of the Commercial Activation of Community Land Policy.

RECOMMENDATION

That Council endorse the Commercial Activation of Community Land Policy.

COMMUNITY PLAN

Placemaking: Creating lively and safe places
Economy: Supporting and growing local business
Economy: Boosting our visitor economy

COUNCIL POLICY

City of Holdfast Bay Community Land Register
City of Holdfast Bay Liquor Licensing Policy
City of Holdfast Bay Unsolicited Proposals Policy
City of Holdfast Bay Fees and Charges

STATUTORY PROVISIONS

Local Government Act 1999
Liquor Licensing Act 1997

BACKGROUND

In August 2018 Council endorsed the Open Space and Public Realm Strategy. A Key Action of the Strategy was to:

“Investigate opportunities to implement and support a range of programs and initiatives within the municipality where economic outcomes can occur from the utilising of open space for events and temporary/casual lease activity that build business capacity and sustainability without significant alienation of open space from ongoing public use.”

In support of this action it was identified that a policy be developed that guided the commercial activation of community land.

REPORT

A broad review of other Councils, both intra and interstate, was conducted to understand how community land and open space was being utilised for commercial purposes and the policy in place to support such activity. The review identified a diverse and wide ranging approach depending on the focus of each Council. Some were focused on the use of the beach, while others included broader community land. Some were restrictive in the use of community land for commercial activation while others promoted this activity. The review identified a need to develop a policy that meets the needs of the City of Holdfast Bay.

Following on from this review, engagement was undertaken with Elected Members to understand the Council’s position on the activation of community land for commercial purposes. Through this engagement the clear message was that Council supported the commercial activation of community land, however, it needed to be balanced with the residents and wider community needs to access and enjoy these public spaces. Council is committed to the principle that community land is inherently for the use and benefit of the City of Holdfast Bay residents and wider community. Council also recognises an imperative to support commercial activation due to its importance in supporting the local economy, attracting visitors to the City and supporting entrepreneurial initiatives. However, this support needs to be balanced with the appropriateness of the activity, the community infrastructure to support the activity, the continued access by the community to the public space and the frequency of events/activities within the same time and location.

Based on the feedback received a Commercial Activation of Community Land Policy has been drafted.

Refer Attachment 1

The draft Policy sets out to balance the expectations of the community in relation to access of public spaces, with the importance of activating these spaces. In order to achieve this, the draft Policy looks to focus commercial activation in areas of the City that can support this type of activity due to the surrounding infrastructure and size of the space. As a result the policy identifies the following areas:

- Wigley Reserve
- Colley Reserve
- Brian Nadilo Reserve
- John Miller Reserve

- Jimmy Melrose Park & Foreshore Reserve
- Patawolonga
- Moseley Square
- Seacliff Plaza
- Brighton Jetty and surrounding Plaza
- The Beach.

The draft Policy allows for Council to consider and approve commercial activity outside of these areas if it is deemed appropriate. Once the Policy is approved, an Appendix will be attached to the Policy that provides maps of the areas.

The draft Policy also sets out the criteria to which applications for commercial activation will be assessed. This includes:

- nature of the commercial activity
- appropriateness of the activity for the location identified
- scale of operation, including its duration;
- the frequency and type of other events during the period of the proposed activity
- impact on the public land; and
- impact on the community, including but not limited to noise and traffic.

Attachment 1



COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

Trim Container	TRIM Container Number
First Issued / Approved:	Date of first issue/approval
Last Reviewed:	Date of last review
	Resolution Number
Next Review:	Review Date

1. PREAMBLE

This policy outlines Council's responsibilities and powers in relation to the third party activation of Community Land for commercial purposes.

1.1 Background

The City of Holdfast Bay is one of South Australia's premier seaside destinations and tourist precincts that accommodates local, regional and overseas travelers. Due to the nature of the location, its commerciality, and the fact that Council receives numerous applications from businesses and entrepreneurs seeking to temporarily activate portions of the area for business purposes, it has become necessary for Council to formalise its position regarding the commercial activation of community land.

1.2 Purpose

This policy sets out the terms of reference and provides a framework for the exercise of Council's powers, assessment mechanisms and intervention rights pertaining to the temporary exclusive commercial use of community land. While this policy seeks to encourage the activation and entrepreneurial use of community land, Council is required to regulate such activities in order to balance it with the needs and expectations of community. Additionally, Council is required to implement guidelines in addition to those outlined in the Community Land Register in order to ensure that the parameters of any/all commercial activities are compatible within a legislative and policy context.

1.3 Scope

1.3.1 This policy applies to the following areas within the City of Holdfast Bay:

- Wigley Reserve
- Colley Reserve
- Brian Nadilo Reserve
- John Miller Reserve
- Jimmy Melrose Park & Foreshore Reserve
- Patawolonga
- Moseley Square
- Seacliff Plaza
- Brighton Jetty and surrounding Plaza
- The Beach

COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

1.3.2 Council may consider and approve commercial activity outside of the areas identified in Section 1.3.1 if it meets the strategic objectives of Council and the principles identified in this Policy.

1.3.3 This policy does not apply to:

- Council-organised or not-for-profit events;
- Council –owned assets subject to a lease or license agreement; and
- Any/all other areas within the City whether classified as Community Land, operational land, public roads, paths, and any other such land.

1.4 Definitions

1.4.1 **Commercial Activity/Use** means any good, service or activity provided for any fare, fee, rate or charge by any business or other undertaking, intended for commercial gain.

1.4.2 **Community Land** means local government land classified as community land under Chapter 11 of the *Local Government Act 1999*.

1.4.3 **Community Land Management Plan** means Community Land Management Plan as defined by the *Local Government 1999*.

1.4.4 **Council** means a Council within the meaning of the *Local Government Act 1999*.

1.4.5 **Dry Area** means Dry Area within the meaning of the *Liquor Licensing Act 1997*.

1.4.6 **Liquor** means liquor within the meaning of the *Liquor Licensing Act 1997*.

1.4.7 **Local Authority** means Council.

1.4.8 **Operational Land** means all land owned by, or in the care and/or control of Council, that which is not classified as Community Land by exclusion.

1.4.9 **Major Impact Activity** means commercial activity that is large scale due to: the size of the area it occupies; the number of visitors the activity attracts; the number of days over which the activity occurs; and/or the activity restricts community access to the surrounding area and amenity.

1.5 Strategic Reference

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

Environment: Protecting Biodiversity

Culture: Supporting excellent, efficient operations

COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

2. PRINCIPLES

- 2.1** Council is committed to the principle that Community Land is inherently for the use and benefit of the City of Holdfast Bay residents and wider community.
- 2.2** Council and Administration (by delegation) may authorise the temporary use of certain areas of Community Land for commercial activity if and when such use:
 - 2.2.1** is aligned with Council strategic direction and/or objectives;
 - 2.2.2** supports the local economy;
 - 2.2.3** promotes entrepreneurial activity and innovation; and
 - 2.2.4** attracts visitors to the City.
- 2.3** Council and Administration (by delegation) will consider when assessing applications:
 - 2.3.1** the appropriateness of the type and size of the activity in relation to the location;
 - 2.3.2** the frequency and type of other events during the period of the proposed activity;
 - 2.3.3** the appropriate level of community infrastructure to support the activity e.g. parking;
 - 2.3.4** continued access by the community to the surrounding area of the proposed activity; and
 - 2.3.5** at a minimum it generates revenue for Council to compensate for the impact on the land and the detrimental effects of any temporary closure.

3. COMMUNITY LAND MANAGEMENT

- 3.1** For the purpose of clarification of Section 1.3 of this policy, all areas in which this policy relates are classified as Community Land.
- 3.2** Brian Nadilo Reserve, Colley Reserve, Jimmy Melrose Park & Foreshore Reserve, John Miller Reserve, the Patawolonga, Wigley Reserve and the Beach areas are sub-classified as 'Regional Open Space'.
- 3.3** In accordance with the relevant Community Land Management Plan, 'Regional Open Space' authorises commercial activities for both community and special events, and permits the operation of commercial operations.
- 3.4** The commercial use of Regional Open Spaces seeks to encourage economic growth of business and tourism, and generate increased local employment opportunities through the promotion and provision of targeted events, tourism infrastructure, attractions, as well as touring products and services.
- 3.5** Commercial activity on the Beach will be focused to the area of the Beach north of the Glenelg Jetty, however applications for other areas along the Beach will be considered if the type and size of the activity is appropriate for the proposed location.

COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

- 3.6** It should be noted that while Brighton Jetty and Plaza, Moseley Square and Seacliff Plaza are not listed on the Community Land Register, any such commercial activity authorised thereon, should be aligned with Section 3.3 of this Policy.

4. TERMS AND CONDITIONS OF USE

- 4.1** All applications will be assessed, by Administration on behalf of Council, to determine their impact according to the following criteria:
- 4.2.1 nature of the commercial activity;
 - 4.2.2 appropriateness of the activity for the location identified;
 - 4.2.2 scale of operation, including its duration;
 - 4.2.3 the frequency and type of other events during the period of the proposed activity;
 - 4.2.4 impact on the public land; and
 - 4.2.5 impact on the community, including but not limited to noise and traffic.
- 4.2** Approval for all commercial activities with major impact will require full Council approval with charges to be determined at Council's discretion.
- 4.3** All compliant commercial activities with minor and medium impact will:
- 4.3.1 be approved by Administration under Section 200 of the *Local Government Act 1999*, "Use of community land for business purposes"; and
 - 4.3.2 will incur user charges for conducting commercial activity on Community Land, as set annually by Council.
- 4.4** All locations to which this policy applies, are declared Dry Area established under section 131 of the *Liquor Licensing Act 1997*, as such, any/all proposed commercial activities that include the provision of Liquor must obtain all subsequent approvals in accordance with both Council's current Liquor Licensing Policy, and the *Liquor Licensing Act 1997*;
- 4.5** Restrictions - commercial activities that will not be approved:
- 4.7.1 activities which are illegal, or involving the promotion or advertising of tobacco, or gambling, or likely to promote violence;
 - 4.7.2 activities that do not meet the goals and objectives of the Council plan;
 - 4.7.3 activities that are deemed a significant detriment to the public accessing public space; or
 - 4.7.4 activities that may be significantly detrimental to the land and the environment.
- 4.9** At the time of application, or any time thereafter, Council reserves the right to cancel, suspend or revoke any approved commercial use, or amend any associated conditions:
- 4.8.1 if nuisances, health or public safety issues/concerns emerge as a consequence of the associated commercial operation/use;

COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

- 4.8.2 if fees payables are in arrears for 30 days, or proof of current public liability insurance is not provided or if any conditions of this policy or licence are breached; or
- 4.8.3 in case of changes in policy or legislation.

5. REFERENCES

5.1 Legislation

- *Local Government Act 1999*
- *Liquor Licensing Act 1997*

5.2 Other References

- City of Holdfast Bay Community Land Register
- City of Holdfast Bay Liquor Licensing Policy
- City of Holdfast Bay Unsolicited Proposals Policy
- City of Holdfast Bay Fees and Charges