



# Council Agenda

## NOTICE OF MEETING

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

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

**Tuesday 27 August 2019 at 7.00pm**

Roberto Bria  
CHIEF EXECUTIVE OFFICER

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

AGENDA

## 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 13 August 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 Mrs Judith Virgo, Ms Edwina Virgo and Mr Peter Virgo  
*Mayor Wilson has approved a deputation from Mrs Judith Virgo, Ms Edwina Virgo and Mr Peter Virgo in relation to the Cedar Avenue Linear Green Space.*

**9. QUESTIONS BY MEMBERS****9.1 Without Notice****9.2 On Notice - Nil****10. MEMBER'S ACTIVITY REPORTS - Nil****11. MOTIONS ON NOTICE**

- 11.1 Motion on Notice – Boundary Reform (Report No: 323/19)  
11.2 Motion on Notice – Street Verge Policy Addition – Councillor Bouchee (Report No: 322/19)

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

- 13.1 Minutes – Jetty Road Mainstreet Committee – 14 August 2019 (Report No: 318/19)  
13.2 Minutes – Audit Committee – 5 June 2019 and Special Audit Committee – 26 June 2019 (Report No: 319/19)

**14. REPORTS BY OFFICERS**

- 14.1 Items in Brief (Report No: 316/19)  
14.2 Installation of Six Additional Dog Tidy Bag Dispensers Across Council (Report No: 315/19)  
14.3 Proposed Footpath – Gladstone Road, North Brighton – Permeable Pavement Option (Report No: 317/19)  
14.4 Moseley Beach Club (Report No: 295/19)  
14.5 Events Debrief 2018-2019 (Report No: 320/19)

**15. RESOLUTIONS SUBJECT TO FORMAL MOTIONS**

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

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

**17. CONFIDENTIAL ITEMS****17.1 Beach Concerts (Report No: 321/19)**

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:

- b. Information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and would, on balance, be contrary to the public interest.

**18. CLOSURE**

**ROBERTO BRIA  
CHIEF EXECUTIVE OFFICER**

Item No: **11.1**

Subject: **MOTION ON NOTICE – BOUNDARY REFORM – MAYOR WILSON**

Date: 27 August 2019

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## **PROPOSED MOTION**

The Mayor proposed the following motion:

- 1. That Administration investigate community support for the realignment of boundaries for the suburbs of Marino and Glengowrie.**
- 2. That the City of Holdfast Bay support an application/s to the South Australian Government Boundaries Commission for a boundary realignment for these suburbs which may be brought by the community and that Administration provide administrative support to a community group who wishes to bring such an application.**

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## **BACKGROUND**

On 1 January 2019 the South Australian Boundaries Commission was formed under changes to the *Local Government Act 1999*. The Commission is an independent body to assess council boundary change proposals. Under this legislation, proposals can be submitted from a number of stakeholders including individual councils and local communities.

The legislation provides an opportunity to better align communities. Importantly, communities themselves can propose boundary changes that better support their community.

City of Holdfast Bay Elected Members have regularly received feedback from Marino and Glengowrie residents advising of their interest in being part of the City of Holdfast Bay.



There is strong social, economic and environment connectivity with these areas and the City. This motion seeks to investigate the support from residents within these suburbs to propose a change to existing boundaries.

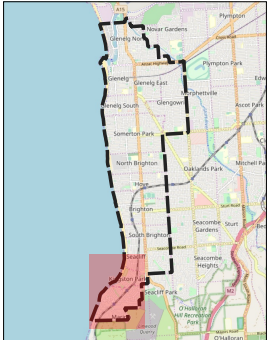
# Boundary Realignment City of Holdfast Bay

Marino



CITY OF  
**HOLDFAST BAY**

-  Current CHB Boundary
-  Proposed CHB Boundary





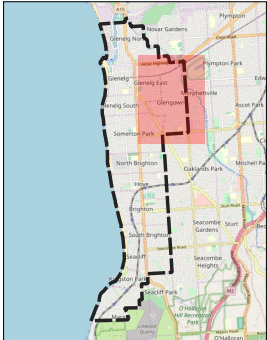
# Boundary Realignment City of Holdfast Bay

Glengowrie



CITY OF  
**HOLDFAST BAY**

-  Current CHB Boundary
-  Proposed CHB Boundary



Item No: **11.2**

Subject: **MOTION ON NOTICE – STREET VERGE POLICY ADDITION – COUNCILLOR BOUCHEE**

Date: 27 August 2019

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### **PROPOSED MOTION**

Councillor Bouchee proposed the following motions:

1. **That any re-development of currently approved synthetic turf on verges be remediated in accordance with Council’s newly adopted Verge Policy under Council supervision and at ratepayer’s expense.**
2. **That an inspection process for the identification of synthetic turf installed without council approval is undertaken over time.**
3. **That arrangements are made in consultation with affected landowner(s) to remove any unapproved or undocumented synthetic turf installations, as examples are discovered and that site-appropriate remediation and revegetation (in accordance newly adopted Verge Policy) of the verge occur immediately following the removal of the synthetic turf, in consultation with the affected landowner(s).**
4. **That the CEO arrange to have a progressive inspection program of currently approved synthetic turf installations on Council verges, in regards to their condition and any detrimental effects that the synthetic turf is having on Council trees and plantings in the verge.**

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### **BACKGROUND**

Due to a review of the Council’s Verge Policy, I believe that these motions will enhance and standardise our position.



Item No: **13.1**

Subject: **MINUTES – JETTY ROAD MAINSTREET COMMITTEE – 14 AUGUST 2019**

Date: 27 August 2019

Written By: General Manager Community Services

General Manager: Community Services, Ms M Lock

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### **SUMMARY**

The Minutes of the Jetty Road Mainstreet Committee meeting held on 14 August 2019 are attached and presented for Council's information.

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

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### **RECOMMENDATION**

**That Council notes the minutes of the Jetty Road Mainstreet Committee of 14 August 2019.**

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### **COMMUNITY PLAN**

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

### **COUNCIL POLICY**

Not applicable.

### **STATUTORY PROVISIONS**

Not applicable.

## **BACKGROUND**

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

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

## **REPORT**

Minutes of the meeting of JRMC held on 14 August 2019 are attached for member's information.

## **BUDGET**

Not applicable.

## **LIFE CYCLE COSTS**

Not applicable.

## CITY OF HOLDFAST BAY

**Minutes of the meeting of the Jetty Road Mainstreet Committee of the City of Holdfast Bay held in the Mayor's Parlour, Glenelg Town Hall, Moseley Square, Glenelg on Wednesday 14 August 2019 at 6:00pm.**

### PRESENT

#### Elected Members

Councillor R Abley

#### Community Representatives

Elite Choice Home Improvements, Ms E Leenearts

Skin Things, Ms L Boys

Attitudes Boutique and Lightbox Gift and Home, Ms G Martin

Cibo Espresso, Mr T Beatrice

Beach Burrito, Mr A Warren (via phone)

#### Staff

Chief Executive Officer, Mr R Bria

General Manager, Community Services, Ms M Lock

Manager City Activation, Ms S Heading

Jetty Road Development Coordinator, Ms A Brown

Strategic Planner, Ms E Kenchington

### 1. OPENING

The Chairman, Ms E Leenearts, declared the meeting open at 5.58pm

### 2. APOLOGIES

2.1 Leave of Absence – Mr C Maios, Councillor W Miller, Mr N Hughes, Mr A Fotopoulos, Mr S Robinson, Mayor A Wilson

2.2 For Absence –

### 3. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

### 4. CONFIRMATION OF MINUTES

#### Motion

**That the minutes of the Jetty Road Mainstreet Committee held on 26 June 2019 be taken as read and confirmed.**

Moved Councillor Abley, Seconded T Beatrice

**Carried**

**5. QUESTIONS BY MEMBERS****5.1 Without Notice****5.1 Glenelg Football Club**

Councillor Abley asked a question of promotional support for Glenelg Football Club from JRMC during their finals campaign.

JRDC responded and taken on notice.

**5.2 With Notice – Nil****6. MOTIONS ON NOTICE – Nil****7. ADJOURNED ITEMS – Nil****8. PRESENTATION –****Jetty Road Masterplan**

Ms Emily Ketchington, Strategic Planner, City of Holdfast Bay Council provided an update on the progress on the detailed designs for Chapel Street Plaza and Hindmarsh Lane.

**9. REPORTS/ITEMS OF BUSINESS****9.1 Monthly Finance Report (Report No: 297/19)**

Jetty Road Mainstreet Committee end of 2018/19 financial year report is prepared by the Jetty Road Development Coordinator presented for information of the members of the Jetty Road Mainstreet Committee.

**Motion**

**That the Jetty Road Mainstreet Committee note this report.**

Moved Councillor Abley, Seconded L Boys

**Carried**

**9.2 Review Code of Practice Meeting Procedures (Report No: 298/19)**

The annual review of the Code of Practice - Meeting Procedures was reviewed in July by Council and endorsed on 9 July. The Code applies to Audit Committee, Executive Committee and Jetty Road Mainstreet Committee and is attached for the JRMC to note.

**Motion**

**That the Jetty Road Mainstreet Committee note this report.**

Moved Councillor Abley, Seconded G Martin

**Carried**

9.3 Marketing Update (Report No: 299/19)

The report provides an update on marketing initiatives being undertaken from the Jetty Road Mainstreet Committee 2019/20 Marketing Plan and initiatives aligned to the delivery of the Jetty Road Glenelg Retail Strategy 2018-2022.

**Motion**

**That the Jetty Road Mainstreet Committee:**

**1. Note this report.**

Moved L Boys, Seconded Councillor Abley

**Carried**

**2. Invest up to \$5000 in new content with SA Weekender on the Seven Network.**

Moved T Beatrice, Seconded G Martin

**Carried**

9.4 Glenelg Rejuvenation Project (Report No: 300/19)

On 26 June the JRMC held a strategic planning workshop. An outcome was for the JRMC to redefine the scope of the Glenelg Jetty Project and incorporate a vision for Glenelg including the Jetty Road Masterplan and Glenelg Town Hall Redevelopment. Two brainstorming sessions were held with representatives of the JRMC on 16 and 17 July at the GU Filmhouse facilitated by the Jetty Road Development Coordinator, to commence work on a vision for Glenelg incorporating the above mentioned major projects. This vision will then be presented to the Elected Members in the coming months.

**Motion**

**1. That the Jetty Road Mainstreet Committee note this report.**

Moved G Martin, Seconded L Boys

**Carried**

**2. That the Jetty Road Development Coordinator and the JRMC continue to finalise the scope of the vision for Glenelg to be endorsed at the 4 September JRMC.**

Moved G Martin, Seconded T Beatrice

**Carried**

9.5 Events Update (Report No: 301/19)

The JRMC in partnership with the City of Holdfast Bay are responsible for implementing and managing a variety of major events to support economic stimulus in the precinct in accordance with the annual marketing and business plan. This report provides an events debrief and a work in progress report on a variety of events.

**Motion****That the Jetty Road Mainstreet Committee note this report.**

Moved Councillor Abley, Seconded T Beatrice

**Carried**

## 9.6 Christmas Decorations (Report No: 302/19)

The Jetty Road Development Coordinator (JRDC) has commenced investigating options for Jetty Road Christmas decorations and activations, seeking quotes from four companies. The JRDC will present concepts at the meeting and seek endorsement to proceed with an agreed concept.

**Motion****That the JRMCM****1. Note this briefing**

Moved T Beatrice, Seconded Councillor Abley

**Carried****2. Endorse Lumino Events as the preferred company to deliver a 2019 Christmas activation for Jetty Road, Glenelg.**

Moved L Boys, Seconded G Martin

**Carried****3. Endorse \$7,485 from 2018/19 carry forward to be allocated to the Christmas Decoration budget.**

Moved A Warren, Seconded Councillor Abley

**Carried**

## 9.7 Trader Workshops (Report No: 303/19)

To support the delivery of the Jetty Road Retail Strategy 2018-2022 priority area of 'Grow the capabilities of the retail sector', the JRMCM implement quarterly trader networking and development opportunities. The Jetty Road Development Coordinator is seeking input from the JRMCM on potential areas of focus for the next round of trader workshops

**Motion****That the JRMCM:****1. Note this briefing**

Moved Councillor Abley, Seconded G Martin

**Carried****2. Committee approve the following workshop topics: Retail Technologies, Customer Service, Visual Merchandising and Styling for Social Media.**

Moved T Beatrice, Seconded Councillor Abley

**Carried**

9.8 Community Safety and Wellbeing (Report No: 304/19)

The Jetty Road Mainstreet Committee (JRMC) hosted a trader briefing on 17 June 2019 with the South Australian Police to provide traders with practical advice on theft prevention, client aggression, hold up prevention and counterfeit money. An outcome from the workshop was to develop an online platform that would be that would be a closed network for Jetty Road traders to report and share information on theft and problematic customers. This online reporting log will be monitored by the JRMC.

**Motion**

**1. That the Jetty Road Mainstreet Committee note this report.**

Moved Councillor Abley, Seconded G Martin

**Carried**

**10. URGENT BUSINESS**

**Mainstreet SA Awards**

Mainstreet SA Awards and applications close on 30 August 2019. The JRMC will submit applications under the following categories:

- Mainstreet Marketing
- Events with expenses of \$50,000
- Best Market and/or Street Activation

**Stakeholder Engagement**

JRDC seeking approval from JRMC in order to develop local stories of our traders to be incorporated in the Jetty Road Trader Newsletter.

**Motion**

**JRMC to approve budget of \$600 for local stories for our traders to be incorporated into Jetty Road Trader Newsletter.**

Moved Councillor Albey, Seconded L Boys

**Carried**

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

The next meeting of the Jetty Road Mainstreet Committee will be held on Wednesday 4 September 2019 in the Glenelg Library Meeting Room, Colley Terrace, Glenelg.

**10. CLOSURE**

The meeting closed at 8.14pm.

**CONFIRMED:** Wednesday 4 September 2019

**CHAIRMAN**

Item No: **13.2**

Subject: **MINUTES - AUDIT COMMITTEE – 5 JUNE 2019 AND SPECIAL MEETING – 26 JUNE 2019**

Date: 27 August 2019

Written By: General Manager Strategy and Business Services

General Manager: Strategy and Business Services, Ms P Jackson

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## **SUMMARY**

The minutes of the meetings of the Audit Committee held on 5 June 2019 and the special meeting held on 26 June 2019 are presented to Council for information and endorsement.

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## **RECOMMENDATION**

1. **That Council receives and notes the minutes of the meeting of the Audit Committee of 5 June 2019, namely:**
    - (a) **That the Audit Committee advises Council it has received and considered a Standing Items Report addressing:**
      - **Monthly financial statements**
      - **Audit/Internal control**
      - **Risk management**
      - **Whistleblowing**
      - **Economy and efficiency audits**
      - **Audit Committee Meeting Schedule for 2019.**
    - (b) **That the Audit Committee endorse the amended Consequence Scale and Descriptions table, attached as Attachment 4 to be updated in the Risk Management Framework.**
    - (c) **That the Audit Committee note that the draft 2019-20 Annual Business Plan and Budget satisfies Council's financial sustainability and performance measures and support its presentation to Council for adoption.**
  2. **That Council receives and notes the minutes of the special meeting of the Audit Committee of 26 June 2019, namely:**

**That following the presentation by each of the shortlisted tenderers for the Internal Audit role, the Committee provided guidance for management to consider in selecting the proposed supplier.**
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**COMMUNITY PLAN**

A Place that Provides Value for Money

**COUNCIL POLICY**

Not applicable

**STATUTORY PROVISIONS**

*Local Government Act 1999*, Sections 41 and 126

**BACKGROUND**

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

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

**REPORT**

Minutes of the meeting of Audit Committee held on 5 June 2019 and the special meeting held on 26 June 2019 are attached for member's information.

**BUDGET**

Not Applicable

**LIFE CYCLE COSTS**

Not Applicable

**Minutes of the meeting of the Audit Committee of the City of Holdfast Bay held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on Wednesday 5 June 2019 at 6:00pm.**

**PRESENT**

**Members**

Presiding Member – Councillor J Smedley  
Councillor R Snewin  
Mr S Spadavecchia – by phone hook-up  
Mr S Tu  
Ms P Davies

**Staff**

Acting Chief Executive Officer – Mr R Bria  
Acting General Manager Business Services – Ms P Jackson  
Manager Finance – Mr J Newton

**Internal Auditor – Bentleys**

Partner, Risk & Assurance Services – David Papa  
Manager, Assurance and Advisory – Dongju Han

**1. OPENING**

The Presiding Member declared the meeting open at 6pm.

**2. APOLOGIES**

- 2.1 Apologies Received
- 2.2 Absent

**3. DECLARATION OF INTEREST**

Members were reminded to declare their interest before each item.

**4. CONFIRMATION OF MINUTES**

**Motion**

**That the minutes of the Audit Committee held on 8 April 2019 be taken as read and confirmed.**

Moved by Councillor Snewin, Seconded by Ms Davies

**Carried**

## 5. ACTION ITEMS

The Action Items were tabled and discussed.

## 6. REPORTS BY OFFICERS

### 6.1 Standing Items (Report No: 209/19)

The Audit Committee is provided with a report on standing items at each Ordinary Meeting.

#### Motion

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

- **Monthly financial statements**
- **Audit/Internal control**
- **Risk management**
- **Whistleblowing**
- **Economy and efficiency audits**
- **Audit Committee Meeting Schedule for 2019.**

Moved Mr Tu, Seconded Councillor Snewin

**Carried**

David Papa and Dongju Han left the meeting after this item.

### 6.2 Risk Management Risk Consequence Table Review (Report No: 208/19)

The Risk Management Framework, Policy and Procedure were endorsed by the Audit Committee on 31 January 2018 and by Council on 13 March 2018.

The Risk Management Framework, Policy and Procedure provide a comprehensive suite of documents that detail Council's approach to risk management activities. These documents outline the key requirements, purpose, scope and responsibilities in relation to risk management and are referenced by the organisation for managing risks.

It is identified that the current 'Consequence Scale and Descriptions' table (the Risk Consequence table), of the Risk Management Framework, has a very low financial threshold for the category 'Business Impact'. This results in reaching 'Catastrophic' (critical) status with a financial loss/ exposure impact of only greater than \$100,000, which is a very low financial level to reach for this category.

It is recommended, after comparing with a sample of Adelaide metropolitan Council's, that the 'Business Impact' category be amended to better reflect a financial range for a 'Catastrophic' rating, to be changed to be greater than \$1 million.

In addition, the following change to the Risk Consequence table is to change the category 'Public Safety' to 'People Safety', which incorporates a more appropriate approach to include the health and safety of people in general, rather than just public safety.

The proposed amended Risk Consequence table is attached with tracked changes for endorsement by the Audit Committee.

### **Motion**

**That the Audit Committee endorse the amended Consequence Scale and Descriptions table, attached as Attachment 4 to be updated in the Risk Management Framework.**

Moved Councillor Snewin, Seconded Ms Davies

**Carried**

### **6.3 Draft 2019-20 Annual Business Plan and Budget (Report No: 210/19)**

The draft 2019-20 Annual Business Plan and Budget was developed on the assumptions and parameters discussed at a Council workshops held in February, March and April 2019. The draft budget satisfies Council's financial sustainability and performance measures.

The Audit Committee at its meeting on 8 April 2019, received, considered and supported the draft 2019-20 Annual Business Plan for public consultation. Subsequent to this meeting on 9 April 2019 Council approved its Draft 2019-20 Annual Business Plan and Budget for public consultation.

Council received a report covering the above outcomes on 28 May 2019 (Report 188/19) and resolved that the submissions be received and noted.

At its meeting on 28 May 2019 Council resolved to include a new footpath project on Gladstone Road North Brighton (Report 200/19) in the 2019/20 capital new budget. The 2019/20 capital budget has therefore increased by \$40,000. This is the only change to the overall draft 2019/20 budget.

The draft 2019/20 Annual Business Plan and Budget is presented to Audit Committee for their comment and support that it satisfies Council's financial sustainability and performance measures.

### **Motion**

**That the Audit Committee note that the draft 2019-20 Annual Business Plan and Budget satisfies Council's financial sustainability and performance measures and support its presentation to Council for adoption.**

Moved Councillor Snewin, Seconded Mr Tu

**Carried**

**7. AUDIT COMMITTEE FORWARD AGENDA****8. OTHER BUSINESS**

## 8.1 Update on Alwyndor

The Acting Chief Executive Officer sought leave of the meeting to consider Agenda Item 8.1 Update on Alwyndor in confidence.

**9. CONFIDENTIAL ITEMS**

## 8.1 Update on Alwyndor

**Motion – Exclusion of the Public – Section 90(3)(a) Order**

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Audit Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Acting Chief Executive Officer and Staff in attendance at the meeting in order to consider item 8.1 Update on Alwyndor in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Audit Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Item 8.1 on the following grounds:
  - a. information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of a person or persons (living or dead) in the matter of/in regards to item 8.1.

Moved Councillor Snewin, Seconded Ms Davies

**Carried**

The Acting Chief Executive Officer gave a verbal update.

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

That having considered Agenda Item 8.1 Update on Alwyndor in confidence under section 90(2) and (3)(a) of the *Local Government Act 1999*, the Audit Committee, pursuant to section 91(7) of that Act orders that the discussion be held in confidence for a period of 24 months and that this order be reviewed every 12 months.

Moved Mr Tu, Seconded Ms Davies

**Carried**

**9.1 Internal Audit Services (Report No: 211/19)****Motion – Exclusion of the Public – Section 90(3)(b) Order**

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* Audit Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Acting Chief Executive Officer and Staff in attendance at the meeting in order to consider Report No: 211/19 – Internal Auditor Services in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* Audit Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 211/19 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 Audit Committee is:**
    - conducting business; or**
    - proposing to conduct business; or**
    - would prejudice the commercial position of the Council.**

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.

Moved Councillor Snewin, Seconded Ms Davies

**Carried**

The term of Councils Internal Auditor Bentleys expires on 1 August 2019. A select tender process has been undertaken to provide internal audit services for a further three years. The outcomes of the tender responses are provided for the Audit Committee to review and provide advice to Administration.

**Motion**

- 1. That Audit Committee note the responses received.**
- 2. That all respondents make a presentation to an evaluation panel comprising:**

- **Acting General Manager Business Services – Ms Pamela Jackson**
- **Manager Financial Services – Mr J Newton**
- **Members of the Audit Committee.**

Moved Mr Tu, Seconded Councillor Snewin

**Carried**

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

**That having considered Agenda Item 9.1 Internal Audit Services (Report No: 211/19) in confidence under section 90(2) and (3)(b) of the *Local Government Act 1999*, the Audit Committee, pursuant to section 91(7) of that Act orders that the report and attachments be held in confidence for a period of 24 months and that this order be reviewed every 12 months.**

Moved Councillor Snewin, Seconded Ms Davies

**Carried**

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

The next meeting of the Audit Committee will be held on Wednesday 28 August 2019 in the Mawson Room, Civic Centre, 24 Jetty Road, Brighton.

**9. CLOSURE**

The Meeting closed at 7.35 pm.

**CONFIRMED      Wednesday 28 August 2019**

**PRESIDING MEMBER**

**Minutes of the special meeting of the Audit Committee of the City of Holdfast Bay held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on Wednesday 26 June 2019 at 6:30pm.**

**PRESENT**

**Members**

Presiding Member – Councillor J Smedley  
Councillor R Snewin  
Mr S Spadavecchia  
Mr S Tu  
Ms P Davies

**Staff**

A/General Manager Business Services – Ms P Jackson  
Manager Finance – Mr J Newton

**1. OPENING**

The Presiding Member declared the meeting open at 6:36pm.

**2. APOLOGIES**

- 2.1 Apologies Received
- 2.2 Absent

**3. DECLARATION OF INTEREST**

Members were reminded to declare their interest before each item.

**4. CONFIDENTIAL**

**4.1 Presentations - Internal Audit Services**

**Motion – Exclusion of the Public – Section 90(3)(k) Order**

- 1. That under provisions of Section 90(2) of the Local Government Act 1999 an order be made that the public be excluded from attendance at this meeting with the exception of the Acting General Manager Business Services and administrative staff in attendance in order to consider in confidence this item.
- 2. That the Acting General Manager Business Services is satisfied that it is necessary that the public be excluded to enable the Audit Committee to discuss and to consider the matter at the meeting on the following grounds:



- k. tenders for the supply of goods, the provision of services or the carrying out of works.
- 3. The Audit Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved Councillor Snewin, Seconded Mr Spadavecchia

Carried

Motion

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

- 4. That having considered Agenda Item: 4.1 in confidence under section 90(2) and (3)(k) of the *Local Government Act 1999*, the Audit Committee, pursuant to section 91(7) of that Act orders that discussion be retained in confidence until the successful tenderer has been appointed.

Moved Councillor Snewin, Seconded Mr Spadavecchia

Carried

- 5. That following the presentation by each of the shortlisted tenderers for the Internal Audit role, the Committee provided guidance for management to consider in selecting the proposed supplier.

Moved Councillor Snewin, Seconded Ms Davies

Carried

**DATE AND TIME OF NEXT MEETING**

The next meeting of the Audit Committee will be held on Wednesday 28 August 2019 in the Mawson Room, Civic Centre, 24 Jetty Road, Brighton.

**6. CLOSURE**

The Meeting closed at 9:15 pm.

**CONFIRMED      Wednesday 28 August 2019**

**PRESIDING MEMBER**

Item No: **14.1**

Subject: **ITEMS IN BRIEF**

Date: 27 August 2019

Written By: Personal Assistant

General Manager: Strategy and Business Services, Ms P Jackson

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## **SUMMARY**

These items are presented for the information of Members.

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

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## **RECOMMENDATION**

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

- 1. Brighton Oval Building Development – Update**
- 

## **COMMUNITY PLAN**

Culture: Supporting excellent, efficient operations

## **COUNCIL POLICY**

Not applicable

## **STATUTORY PROVISIONS**

Not applicable

## **REPORT**

- 1. Brighton Oval Building Development – Update**

An update on the stage 1 and stage 2 of Brighton Oval Development was provided on 23 July 2019. This report provides an update for the month of mid-July till mid-August.

- Rugby building footing is complete. Most of the outside panels have been erected. The internal walls of the ground floor are being completed.

- The designs for the Lacrosse Club and the Football and Cricket club have been completed. The planning approvals are expected in the coming weeks. These clubrooms are scheduled to commence in October 2019 with a forecast completion date of June 2020.
- The designs for the Lacrosse main oval lighting and the training oval are being completed. Tenders will be called in September.
- Administration is preparing a draft strategy to manage the overall advertising at Brighton Oval. This strategy will be presented to the Council next month.
- A website, [www.brightonoval.com.au](http://www.brightonoval.com.au), has been developed to communicate latest developments relating to the project.
- Budget - current forecasts for Stage 1 indicate that the budget is on target. Installation of a transformer for the electrical supply network remains to be the pressure point for the budget. Some of the electrical network costs will be picked up by Stage 2 funds.

#### **Stage 2 update**

- Discussions are continuing with the Federal Department of Infrastructure, Regional Development and Cities to finalize the \$5 million grant via a deed of agreement. This is expected to be approved by the Federal Minister in September. Work packages will be tendered in due course.
- Stage 2 of the masterplan has been reviewed in consultation with the stakeholders. As reported previously some aspects and site layout of the original masterplan have changed since the original plan was endorsed in 2016, as a result of the final Stage 1 designs.
- Administration will bring the updated masterplan back to Council for endorsement in September 2019.

Item No: **14.2**

Subject: **INSTALLATION OF SIX ADDITIONAL DOG TIDY BAG DISPENSERS ACROSS COUNCIL**

Date: 27 August 2019

Written By: Environmental Officer

General Manager: City Assets and Services, Mr H Lacy

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### **SUMMARY**

Council has allocated capital funding in 2019/20 budget to convert the current 25 dog tidy bag dispensers across the City to switch from oxo-degradable to compostable versions and to install a further six (6) new dispensers at selected locations. Administration has nominated six (6) locations with a further seven (7) high priority sites to be recommended for installation in the 2020/21 financial year. Operational budget has also been provided to fund the more expensive compostable bags.

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### **RECOMMENDATION**

#### **That Council:**

- 1. notes the twenty five (25) locations where existing dog tidy bag dispensers will be converted from oxo-biodegradable to compostable bags;**
  - 2. endorses the installation of six (6) new dog tidy bag dispensers out of a proposed total of thirteen (13) new high priority sites at locations indicated on the attached map; and**
  - 3. notes that funding will be sought in 2020/21 capital budget to install the remaining seven (7) new dog tidy bag dispensers at locations shown on the attached map.**
- 

### **COMMUNITY PLAN**

A Place that is Well Planned  
Using resources efficiently

### **COUNCIL POLICY**

By-Law No 5 - Dogs  
Waste Management Policy

## **STATUTORY PROVISIONS**

*Local Government Act 1999*

### **BACKGROUND**

Under By-law No 5 – Dogs, each dog owner is required to carry an appropriate bag for the collection of dog waste whilst on council land. To assist residents, Council has installed dog tidy bag dispensers at twenty five (25) locations across the City of Holdfast Bay. Bags can also be purchased at cost price from the Brighton Civic Centre.

The current dog tidy bags supplied by Council are oxo-biodegradable, which means that they biodegrade over time, however the breakdown products (mainly hydrocarbons and microplastics) can cause harm to marine life if they reach the ocean. The small microplastic particles are particularly problematic to our environment, oceans and marine life.

Council is therefore proposing to convert all twenty five (25) existing dog tidy bag dispensers to compostable bags which will significantly reduce the formation of residual microplastic contamination. Dog waste placed in compostable dog tidy bags can also be placed in a household FOGO (Food Organics Green Organics) kerbside bin for commercial composting, which is of significant benefit to the environment and economy.

In addition, Councillors and community members have variously requested installation of additional dog tidy bag dispensers at various locations. In total, a further thirteen (13) new dispensers are proposed at high priority locations, with six (6) being installed in 2019/20 and a further seven (7) proposed in the 2020/21 financial year.

### **REPORT**

Based on community and councilor requests and feedback from field staff responsible for refilling the dispensers, Administration has selected six (6) sites out of the proposed thirteen (13) new high priority sites for installation in 2019/20. These proposed six (6) locations are shown on the map in Attachment 1 (marked in blue) along with the twenty five (25) existing sites and the seven (7) sites proposed for installation in 2020/21 (marked in yellow).

*Refer Attachment 1*

A tender for the supply of new dispensers and compostable bags was placed on the Tenders SA website and closed 16 August 2019.

### **BUDGET**

A new capital initiative totalling \$7,750 was supplied to fund the purchase and installation of the six (6) new dispensers and to convert the existing twenty five (25) dispensers to compostable bags.

As the new compostable bags cost more than the biodegradable bags, an additional \$15,000 operating budget was added to the 2019/20 Operating Budget line to pay for new and additional bags, increasing current spend from \$13,160 to \$28,160 per annum.

**LIFE CYCLE COSTS**

The ongoing operational costs have been covered under the endorsement of the 2019/2020 new initiative.

A separate budget bid will be submitted in 2020/21 for installation and operating costs for the remaining seven (7) new high priority dog poo bag dispenser sites.



## CURRENT

- |   |   |
|---|---|
| 1. Old Gum Tree Reserve                       | 16. Gregory Reserve                       |
| 2. Fordham Reserve                            | 17. Brighton Oval Dog Club                |
| 3. North Esplanade (King Street end)          | 18. Council Civic Centre, Jetty Road      |
| 4. Wigley Reserve                             | 19. Brighton Jetty                        |
| 5. Sandison Reserve                           | 20. Angus Neill Reserve                   |
| 6. Da Costa Reserve, Glenelg East             | 21. Dover Square Park                     |
| 7. Glenelg Jetty                              | 22. Seacliff Yacht Club Boat Ramp         |
| 8. Pier Street / Jimmy Melrose Walkway        | 23. Kingston Park Caravan Park Kiosk      |
| 9. Partridge House (Penzance Street entrance) | 24. Pine Avenue /Kingston Coastal Reserve |
| 10. Broadway Kiosk                            | 25. Kingston House                        |
| 11. Seaforth Park                             |   |
| 12. John Miller Reserve                       |   |
| 13. Bowker Street Oval                        |   |
| 14. Mawson Oval Reserve                       |   |
| 15. Wattle Reserve                            |   |



## RECOMMENDED

1. Corner Anderson Ave and North Esplanade Shelter
2. Shelter East of Patawalonga
3. Additional Glenelg Jetty
4. Minda Dunes Coast Park
5. Shelter North of Brighton Jetty
6. Portland Street Beach Entrance



## OTHER PRIORITY LOCATIONS

1. Blackburn Avenue Reserve
2. Sutherland Reserve
3. Bickford Terrace beach entrance
4. Alwyndor
5. Jack Chaston Reserve
6. Oleander Street West beach entrance
7. Kingston Park Cliff face trail

Item No: **14.3**

Subject: **PROPOSED FOOTPATH – GLADSTONE ROAD, NORTH BRIGHTON – PERMEABLE PAVEMENT OPTION**

Date: 27 August 2019

Written By: General Manager

General Manager: City Assets and Services, Mr H Lacy

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### **SUMMARY**

Council has allocated capital funding in 2019/20 budget to install a new footpath along the southern side of Gladstone Road North Brighton between the Esplanade and Walsh Street.

Council has requested advice on the technical feasibility and likely costs for the approved footpath to be constructed in permeable pavement design rather than conventional paving.

The report sets out the information requested.

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### **RECOMMENDATION**

**That Council endorses the installation of permeable paving for the proposed new footpath along the southern side of Gladstone Road North Brighton between the Esplanade and Walsh Street at an estimated cost of \$32,600.**

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### **COMMUNITY PLAN**

A Place that is Well Planned  
Using resources efficiently

### **COUNCIL POLICY**

Not Applicable

### **STATUTORY PROVISIONS**

*Local Government Act 1999*



## BACKGROUND

At the Council meeting on 28 May 2019, Council resolved (Resolution No: C280519/1500):

*“That Council:*

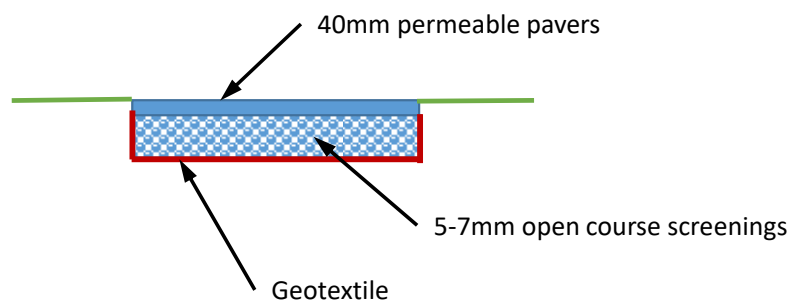
- 1. Approve the establishment of new footpath on the southern side of the Gladstone Road between Walsh Street and the Esplanade.*
- 2. Include a new project in the draft 2019/20 Capital Works program for this work at an estimated cost of \$40,000.”*

Following representations from the community and subsequent community consultation, Council authorised the construction of a new footpath along the southern side of Gladstone Road North Brighton and a budget of \$40,000 was subsequently approved by Council as part of the 2019/20 Capital Works Program.

The original design was based on 1.2m wide concrete block paving supported on a 100mm thick compacted road base foundation. The conventional footpath design did not provide any water harvesting capability. A permeable paving option will provide water harvesting.

Permeable footpaths are designed to allow rainwater to pass through the pavers - special pavers are used which retain the open gap between adjacent pavers – and then be stored in an open graded aggregate base layer. The rainwater can then infiltrate and slowly soak into the underlying soil. This infiltration provides water to street trees and over time can potentially recharge groundwater levels. A simple concept design is shown in figure 1.

Refer Figure 1



**Figure 1: Permeable paving design configuration**

## REPORT

Permeable footpaths are relatively new, but the technology is now well proven. A typical design is based on:

- Excavation of the original material to a depth of about 200mm
- No compaction is applied to the underlying soil
- Geofabric is usually paced in the bottom of the excavation, then the excavation is filled with approximately 150mm of 5-7mm open graded aggregate. This forms the base course on which the permeable pavers are laid
- Interlocking permeable pavers are then laid directly onto the base course
- No sand fill is added to the pavers; allowing the gaps between them to remain open.

Gladstone Road footpath between the Esplanade and Walsh Street is approximately 314m in length, however the street has well established driveways (eg concrete or pavers matching to driveways) hence it is proposed to only install the footpath between these high quality driveways and leave them intact without cutting them with the new footpath. This reduces the overall length of footpath to be installed to approximately 218m.

Costs are added to the basic footpath supply & install rate to allow for traffic control, adjustments to house stormwater lines that might be impacted by the installation of the footpath and additional costs for high quality restoration. These costs are relatively comparable irrespective of whether conventional or permeable paving is used and add about \$25/m<sup>2</sup> to the overall cost.

On this basis, the estimated tender rates for both conventional concrete paving and permeable paving at 1.2m wide are as presented in Table 1 below.

**Table 1: Comparable Footpath Supply and Install Rates**

Option	Supply and Install rate (\$/m <sup>2</sup> )	Estimated Total Cost
Conventional paving	\$100/m <sup>2</sup>	\$26,000
Permeable paving	\$125/m <sup>2</sup>	\$32,600
<b>Increased cost</b>	<b>\$25/m<sup>2</sup></b>	<b>\$6,600</b>

The estimated additional cost in constructing the proposed Gladstone Road footpath using permeable paving in lieu of conventional paving is therefore around \$6,600.

## BUDGET

A new capital initiative totalling \$40,000 was included in the 2019/20 Capital Works Program to fund the supply and installation of a 1.2m wide block paving footpath along the southern side of Gladstone Road Brighton North (between the Esplanade and Walsh Street).

After allowance for retaining existing driveways, the estimated cost is reduced to around \$26,000 if conventional concrete block paving is used versus \$32,600 if permeable paving is adopted.

## LIFE CYCLE COSTS

The ongoing depreciation and maintenance costs for the new footpath are estimated at \$1,000 per year which will be absorbed into the operating budget.

Item No: **14.4**

Subject: **MOSELEY BEACH CLUB**

Date: 27 August 2019

Written By: Manager, City Activation

General Manager: Community Services, Ms M Lock

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### **SUMMARY**

In 2018/19, RD Jones Group successfully operated within the approved Liquor Licence for a period of 73 days from 16 January 2018 through to 1 April 2018 and 121 days from 16 November 2018 through to 17 March 2019 issued by Liquor Licensing – Consumer and Business Services. The latter period was extended from the 2018 activation to capture the 2018 World Lifesaving Championships (held on Glenelg Beach 16 November – 2 December 2018)

Administration has received a formal proposal from the RD Jones Group for the Moseley Beach Club to operate for 106 days from 30 November 2019 until 15 March 2020. The proposed activation foot print is identical to the 2018/19 Moseley Beach Club. RD Jones Group are also proposing a multi-year agreement.

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### **RECOMMENDATION**

#### **That Council:**

- 1. receive and note this review of the beach activation;**
  - 2. approve RD Jones Group, Moseley Beach Club activation subject to conditional use and appropriate Liquor Licensing approval for the 2019/2020 season;**
  - 3. offer a licence for period of 1 + 1 (2 year) arrangement, with a review and approval by administration within 90 days of the previous activation concluding; and**
  - 4. seek Expressions of Interest no later than 90 days prior to the end of the licence agreement in the final year.**
- 

### **COMMUNITY PLAN**

Placemaking: Creating lively and safe places

Community: Providing welcoming and accessible facilities

Community: Fostering an engaged and contributing community

Economy: Supporting and growing local business

Economy: Boosting our visitor economy

## STATUTORY PROVISIONS

Not Applicable.

## BACKGROUND

Council approved in principle support to RD Jones Group (Moseley Bar and Kitchen) on 14 November 2017 (Report No: 417/17) and 14 August 2018 for the Moseley Beach Club activation (Report No: 219/18).

The RD Jones Group, operated the Moseley Beach Club for a 73 day period from 16 January 2018 – 1 April 2018 and 121 day period from 16 November 2018 through to 17 March 2019. The period was extended from the 2018 activation to capture the 2018 World Lifesaving Championships (held on Glenelg Beach 16 November – 2 December 2018).

The 2018/19 operation of the Moseley Beach Club was compromised by four major storm incidents to hit the beach venue, most impactful during the World Lifesaving Championships, with the venue closed for more than 3 weeks throughout the season.

The City of Holdfast Bay, as part of a research project undertaken every 3 years to inform tourism development, engaged Intuito Market Research in December/January 2017. Our research via Intuito found that all 3 market segments, including international visitors, day trippers and residents, would visit Glenelg more often subject to:

- more music concerts and other events,
- a beach restaurant on the sand,
- sunset outdoor markets,
- Jetty Road free of cars on weekends,
- summer food trucks,
- pop up bars or small bars on Jetty Road, and;
- a licensed pop-up bar on Glenelg Beach where on offer.

### Strategic Plan Alignment

The Moseley Beach Club activation aligns with City of Holdfast Our Place Community Plan 2030 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

### Value Proposition/Community Benefit:

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

The Moseley Beach Club also aligns with our four tourism focus areas to facilitate sustainable tourism growth and will impact on the key event deliverables of:

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

### **Commercial Activation of Community Land Policy**

On 13 August 2019, Council resolved the following (C130819/1582):

*“That Council endorse the Commercial Activation of Community Land Policy to also include the Angus Neill Reserve in Section 1.3.1 of the Policy.”*

Attached for Elected Members information is the endorsed Commercial Activation of Community Land Policy. The Moseley Beach Activation align with the principles outlined with the newly adopted policy.

*Refer Attachment 1*

### **ACTIVATION OUTCOMES**

Moseley Beach Club employed 60 new staff, many of whom have been relocated to other RD Jones hotels across South Australia. In addition, more than 30 South Australian musicians were employed to perform during operating hours.

The Moseley Beach Club featured 40 sun lounges and 10 premium sun beds, each with personalised direct service. The venue also had a casual dining area and bar with premium drinks and cocktails as well as fresh, quality produce options.

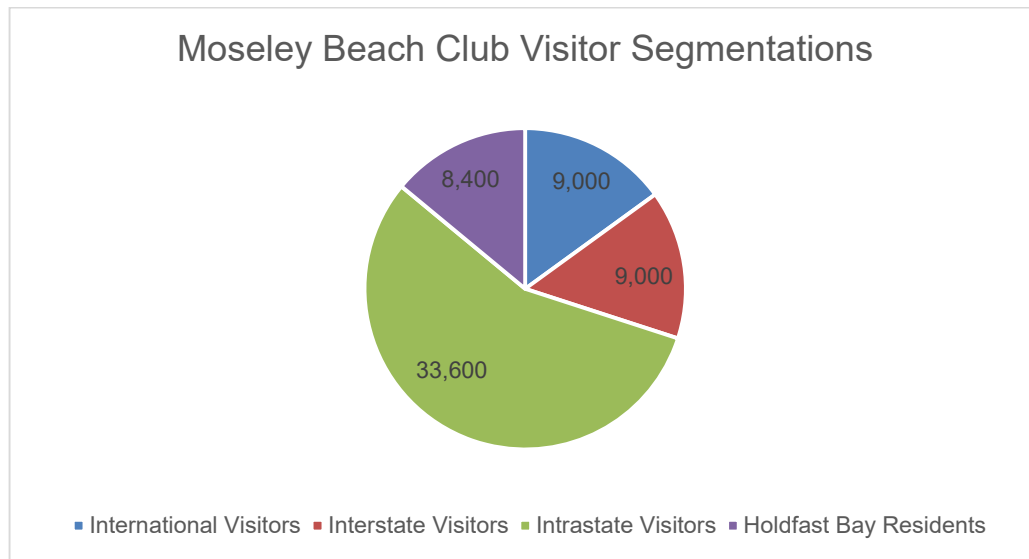
The Moseley Beach Club had live acoustic music on week nights and DJs on the weekend, with a maximum capacity of 350 people.

Additionally many activations were held including:

- Yoga on the beach each weekend, 1,000 overall attendees
- 4 x Foodie Collective dinners, over 200 attendees in total
- Sunset Style Show, 120 attendees, with more than \$10,000 raised for The Butterfly Foundation.

More than 60,000 people attended over the 11 weeks of operation, with an average attendee age of 40. Breakdown of visitation segments are:

- International Visitors - 15% (approx. 9,000) from predominantly UK, Ireland and Norway
- Interstate visitors - 15% or (approx. 9,000)
- Intrastate visitors - 70% of visitors (approx. 42,000)
- Of all intrastate visitors, 20% (approximately 8,400) were local residents of the City of Holdfast Bay.



### **Economic Impact**

International visitors 9,000 x \$112 = \$1,008,000

Interstate visitors 9,000 x \$172 = \$1,548,000

Intrastate visitors 42,000 (8,400 being local residents) x \$113 = \$4,746,000

**Total Visitors = 60,000**

**\*<sup>1</sup>Total Economic Impact - \$7,302,000**

Importantly, more than 50% of all fresh produce was sourced from local suppliers to meet consumer demand.

Social media reach totaled in excess of 10,000,000.

### **Complaints**

Council received three formal complaints regarding the 2018/2019 activation with Administration responding direct to each of the complaints.

### **Research**

In 2018, Council commissioned Intuito Market Research to determine the true level of contentment versus discontent amongst local businesses and residents. Please see below a summary of these results.

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<sup>1</sup> National Visitor Survey and International Visitor Survey from Tourism Research Australia, Department of Resources Energy and Tourism (Aust), Australian Bureau of Statistics (ABS)

## Survey Methodology

Local residents were interviewed using a face-to-face intercept method with 400 interviews conducted 1 - 12 May 2018. 104 local businesses completed an online survey by 13 May 2018.

## Survey summary

- 66% of respondents were female and 34% males
- 25% of people interviewed were aged under 40
- 50% were aged 40-64 years
- 25% were aged 65 and above years.
  
- Around a third low income earners,
- 20% middle income earners,
- third high income and 17 % preferred not to indicate.

66% of Glenelg businesses were surveyed and another 34% were from Council areas other than the City of Holdfast Bay.

## Survey Findings

A quarter of all residents surveyed attended the activation. Those more likely to have attended were from Somerton Park and Seacliff, aged 54 years, professional executives and white collar workers, with high incomes.

Overall, residents see the importance of beach events/activations as high for vibrancy and reputation of the area, attracting visitors, boosting the local economy and recognise that there needs to be diversity of offerings.

56% of all people believe the activation should occur next year with another 21% not sure and 23% opposed with responses indicating the activation was unique, innovative and added value to the current offerings. Those most likely to oppose the activation were aged over 65 years and of lower incomes. 95% of all those that attended recorded a high level of satisfaction and would attend again next year.

Whilst only 13% of businesses surveyed indicated an improvement in traffic and sales, the large majority believe it had a neutral effect on their businesses. Most businesses were unaware of the activation when asked.

44% of all residents believed the activation should be extended to either 100 or 125 days, 28% indicated same duration and 30% shorter. 38.5% of businesses stated the activation should be extended to either 100 or 125 days, 32% indicated same duration and 30% shorter.

## Research Conclusion

Both residents and Holdfast Bay businesses alike understand the value of events and activations to the local community. Whilst there was some negativity recorded in principle to a licensed venue on beach, those that attended the Moseley Beach Club were highly satisfied with the experience and had a positive sentiment. More than half of all residents indicated they were likely to visit the

Moseley Beach Club in 2018/2019, indicating growth in demand for the activation moving forward. This is supported by the significant growth in local residents attending in 18/19 with 8,400 local attendees, up from 1,200 in 2018.

### **2019/2020 Activation Proposal**

Administration has received a formal proposal from the RD Jones Group for the Moseley Beach Club to operate for 106 days from 30 November 2019 until 15 March 2020, with set up from 27 November and pack down concluding 17 March. The proposed activation foot print is identical to that of the 2018/19 Moseley Beach Club.

Proposed Operating times:

- Monday – Friday 10am until 11pm
- Saturday – Sunday 8am – 11pm

RD Jones Group have requested as part of the formal proposal to Council a 1 + 1 + 1 year (3 year) arrangement, at the conclusion of the 3 years, a further 2 year extension, reviewed annually.

Administration have reviewed the formal request and as such recommend that a license be offered for a period of 1 + 1 (2 year) arrangement, with a review and approval by Administration within 90 days of the previous activation concluding.

The 2 year term will support the commercial viability of the activation and ensure ongoing private investment by the RD Jones Group. Continual investment into the activation will ensure the unique offering remains relevant and maintains a competitive advantage over other potential on beach activations across the state.

It is intended that Administration will seek Expressions of Interest (EOI) in the final year of the arrangement. The EOI will be aligned with Council's Procurement Policy and ensure the all proposals and opportunities can be assessed on the merits. This will afford Council the ability to examine the market place and consider all proposals brought forward as part of the EOI.

### **BUDGET**

For the 2019/2020 season the license holder would pay Council a negotiated fee of \$1,500 per week for each full week, or part thereof, the event occupies the agreed section of beach. During the 2020/2021 draft budget planning process fees and charges will be updated for Council consideration which will include recommendation for multiday events and activations citywide. Fees for the 2020 Moseley Beach Activation will be in line with council endorsed fee schedule.

The license holder will pay Council a bond of \$2,200, to be returned only when the beach has been returned to its pre-event condition. Agreed bond is in line with activation as determined by City of Holdfast Bay Depot.

### **LIFE CYCLE COSTS**

Not applicable



# Attachment 1



Trim Container	FOL/19/1214
First Issued / Approved:	13 August 2019
Last Reviewed:	N/A
	C130819/1582
Next Review:	13 August 2021

**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 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
- Angus Neil Reserve

## 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:
- 4.5.1 activities which are illegal, or involving the promotion or advertising of tobacco, or gambling, or likely to promote violence;
  - 4.5.2 activities that do not meet the goals and objectives of the Council plan;
  - 4.5.3 activities that are deemed a significant detriment to the public accessing public space; or
  - 4.5.4 activities that may be significantly detrimental to the land and the environment.
- 4.6** 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:
- 4.6.1 if nuisances, health or public safety issues/concerns emerge as a consequence of the associated commercial operation/use;

## COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

- 4.6.2 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
- 4.6.3 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

Item No: **14.5**  
Subject: **EVENTS DEBRIEF 2018-2019**  
Date: 27 August 2019  
Written By: General Manager, Community Services  
General Manager: Community Services, Ms M Lock

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### **SUMMARY**

The purpose of this report is to provide a brief summary on the 2018 - 2019 events season.

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### **RECOMMENDATION**

**That Council note the report.**

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### **COMMUNITY PLAN**

Placemaking: Creating lively and safe places  
Community: Celebrating culture and diversity  
Community: Fostering an engaged and contributing community  
Economy: Supporting and growing local business  
Economy: Making it easier to do business  
Economy: Harnessing emerging technology  
Economy: Boosting our visitor economy

### **COUNCIL POLICY**

Not Applicable.

### **STATUTORY PROVISIONS**

Not Applicable.

### **BACKGROUND**

Tourism is a key economic driver for the City of Holdfast Bay and has significant positive flow-on effects for the local community. In 2018, visitors contributed \$262 million to the local economy, providing an estimated 1,766 full time equivalent jobs.

One of the City's greatest strengths is its impressive calendar of public events. More than 200 public events and festivals are staged throughout the year, attracting 622,682 event-specific visitors and generating in excess of \$6 million worth of media coverage, reaching an audience of 49.8 million people.

## REPORT

2018/19 saw a 29.8% increase in attendance in major events held across the City of Holdfast Bay. These events are listed in the below table.

Major Events Summary Table

Event	2018/19 Season Attendees
Australia Day	2,000
Anzac Day Dawn Services	10,000
Bay Sheffield	22,000
Brighton Jetty Classic & Sculptures	140,000
Christmas Pageant	35,000
City 2 Bay Fun Run	25,000
New Year's Eve	75,000 (60,000 Glenelg 15,000 Brighton)
Proclamation Day	400
Beach Volleyball	10,000
Tour Down Under street party & start	50,000
Winter Wonderland	18,182
November Street Party	20,000
Beachfront Twilight Markets	3,500
Play at the Bay	1,200
Skyline Ferris Wheel	70,000
Beach Concert x 3	9,000
Glenelg Sunset Markets	20,000
Hounds of Holdfast	3,000
Blessing of the Waters	10,000
Beach Polo	400
Moseley Beach Club	60,000
Life Saving World Championships	6,000 competitors and 30,000 spectators
<b>TOTAL</b>	<b>622,682</b>

### \*SAPOL crowd attendance data

Whilst the majority of events attracted day tripper visitors who on average expend \*\$113 per day, events including Surf Life Saving World Championships, Beach Polo, Beach Concerts, Moseley Beach Club and the Santos Tour Down Under attracted interstate and intrastate overnight visitors who on average spent \*\$172 per night.

\* National Visitor Survey and International Visitor Survey from Tourism Research Australia, Department of Resources Energy and Tourism (Aust), Assessed Event Attendee Statistics City of Holdfast Bay, Australian Bureau of Statistics (ABS)



Day tripper expenditure specifically relating to event attendances within the City of Holdfast Bay contributed an estimated \$70 million into the local economy. Importantly this is a conservative estimate based on methodology used by state and federal government agencies.

2019/2020 events season will be closely monitored to ensure the frequency of events maintains community amenity throughout the year. Only one international event is scheduled for 2019/2020 which is an off beach activity with high yield economic return for the community.

**BUDGET**

Event delivery expenditure was contained within the approved 2018/2019 budget.

**LIFE CYCLE COSTS**

Not applicable