

NOTICE OF MEETING

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

Electronic means in a virtual meeting room

The meeting will be live streamed via a link on our website:

<https://www.holdfast.sa.gov.au/council/council-meetings>

Tuesday 28 April 2020 at 6.00pm

Roberto Bria
CHIEF EXECUTIVE OFFICER



Ordinary Council Meeting Agenda

1. OPENING

The Mayor will declare the meeting open at 6:00pm.

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. SERVICE TO COUNTRY ACKNOWLEDGEMENT

The City of Holdfast Bay would like to acknowledge all personnel who have served in the Australian forces and services, including volunteers, for our country.

4. 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.

5. APOLOGIES

5.1 Apologies Received

5.2 Absent

6. ITEMS PRESENTED TO COUNCIL

7. 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.

8. CONFIRMATION OF MINUTES

Motion

That the minutes of the Ordinary Meeting of Council held on 14 April 2020 be taken as read and confirmed.

Moved Councillor _____, Seconded Councillor _____

Carried

9. PUBLIC PRESENTATIONS

9.1 **Petitions** - Nil

9.2 **Presentations - Nil**

9.3 **Deputations - Nil**

10. QUESTIONS BY MEMBERS

10.1 **Without Notice- Nil**

10.2 **On Notice**

10.2.1 Question on Notice - Lifesaver Lollies – Councillor Lindop (Report No: 104/20)

11. MEMBER'S ACTIVITY REPORTS - Nil

12. MOTIONS ON NOTICE - Nil

13. ADJOURNED MATTERS - Nil

14. REPORTS OF MANAGEMENT COMMITTEES AND SUBSIDIARIES

14.1 Draft Minutes – Alwyndor Management Committee – 19 March 2020 and 16 April 2020 (Report No: 99/20)

15. REPORTS BY OFFICERS

15.1 Items in Brief (Report No: 94/20)

15.2 Bike Jump Line Site Analysis (Report No: 103/20)

15.3 Dover Square Reserve (Report No: 97/20)

15.4 Dog Registration Fees for 2020-2021 (Report No: 95/20)

15.5 Commemoration of Gladys Mathwin at Brighton Oval (Report No: 96/20)

15.6 Local Government Act Emergency Variations – Public Access and Public Consultation (Report No: 98/20)

15.7 Adelaide100 Walking Trail Proposal (Report No: 102/20)

15.8 Budget Update and Annual Business Update – as at 31 March 2020 (Report No: 105/20)

16. 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.

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

18. CONFIDENTIAL ITEMS

18.1 Unsolicited Proposal – New Private Hospital and Specialist Centre (Report No: 101/20)

Pursuant to Section 90(2) 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:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

19. CLOSURE

**ROBERTO BRIA
CHIEF EXECUTIVE OFFICER**

Item No: **10.2.1**

Subject: **QUESTION ON NOTICE – “LIFESAVER LOLLIES” SCULPTURE**

Date: 28 April 2020

QUESTION

Councillor Lindop asked the following question:

“Could Administration please provide an update on the “Lifesaver Lollies” sculpture which has been removed from its position in front of the Seacliff Life Saving Club along the Coast Path.

Background

Walking along the Coast Path past the Seacliff Surf-Lifesaving Club I noticed that this much loved “Lifesaver Lollies” Sculpture had been removed, and had enquiries from residents about if it was currently being “repaired” and if and when it was going to be “put back?”

ANSWER – Community, Arts and Culture Coordinator

The Life Savers on Patrol Sculpture was removed from the Seacliff Esplanade and is currently being stored at the Depot.

The sculpture had deteriorated considerably and the artwork needed to undergo a review to ensure that it is still suitable for permanent public display. This included a risk assessment, damage to work, deterioration and future maintenance requirements.

The review has been undertaken with the outcome being that the Life Saver Sculpture will be rejuvenated by the Depot and then reinstalled along the Seacliff Esplanade sometime in May 2020.

Item No: **14.1**

Subject: **DRAFT MINUTES – ALWYNDOR MANAGEMENT COMMITTEE – 19 MARCH 2020 AND 16 APRIL 2020**

Date: 28 April 2020

Written By: Personal Assistant, GM Alwyndor

General Manager: Ms B Davidson-Park, Alwyndor

SUMMARY

The draft minutes of the Alwyndor Management Committee meeting held on 19 March 2020 and 16 April 2020 are provided for information.

RECOMMENDATION

1. **That the draft minutes of the Alwyndor Management Committee meeting held on 19 March 2020 and 16 April 2020 be noted.**
 2. **That having considered Attachments 3 and 4 to Report No: 99/20 Draft Minutes – Alwyndor Management Committee – 19 March 2020 and 16 April 2020 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 3 and 4 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
Economy: Supporting and growing local business

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 and business of Alwyndor Aged Care Facility.

If an Elected Member requires further detail, the public Agenda and papers to the AMC are available on the Council's website and on the Hub, while the confidential papers are only available to the Elected Members on the Hub in the Alwyndor Committee section.

BUDGET

Not Applicable.

LIFE CYCLE COSTS

Not Applicable.

Attachment 1



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 19 March 2020 at 6.45 pm.

PRESENT

Elected Members

Councillor Philip Chabrel
Councillor Susan Lonie

Independent Members

Chairperson – Mr Kim Cheater
Deputy Chair – Ms Julie Bonnici
Mr Kevin Whitford

Staff

General Manager Alwyndor – Ms Beth Davidson-Park
Personal Assistant – Ms Marisa Dinham

1. OPENING

The Chairperson declared the meeting open at 6.42pm.

2. KAURNA ACKNOWLEDGEMENT

With the opening of the meeting the Chairperson stated:

We acknowledge the Kurna 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 Kurna People today.

3. APOLOGIES

For Absence - Ms Julia Cudsi
Ms Trish Aukett

3.2 Leave of Absence - Nil

Members noted the resignation received from T Bamford, and the intention from T Aukett not to re-nominate for another term. The AMC accepted both the resignation and the advice from T Aukett and thanked both for their extended service to the Alwyndor Management Committee.

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

5. CONFIRMATION OF MINUTES

5.1 Minutes of Previous Meeting

Motion

That the minutes of the Alwyndor Management Committee held on 20 February 2020 be taken as read and confirmed.

Moved by K Whitford, Seconded by Cr Chabrel

Carried

5.2 Confidential Minutes of Previous Meeting

Motion

That the confidential minutes of the Alwyndor Management Committee held on 20 February 2020 be taken as read and confirmed.

Moved by Cr Chabrel, Seconded by K Whitford

Carried

6. REVIEW OF ACTION ITEMS

6.1 Action Items

The General Manager confirmed that the presentation of the Staff Survey results to Council was well received. Cr Chabrel stated that Council members had found the information very positive.

6.2 Confidential Action Items

7. REPORTS/ITEMS OF BUSINESS

7.1 General Manager's Report (Report No: 07/2020)

7.1.1 Enterprise Bargaining, Industrial and staffing matters

The General Manager provided members with an update of recent industrial and staffing matters.

7.1.2 RC submission – this item was withdrawn.

7.1.3 COVID-19 update

Noted that plans are being developed to ensure that Alwyndor undertakes all emergency response measures.

The General Manager presented members with contingencies around the impact of COVID-19 with it being noted that in the areas of staffing shortages, Support Workers and Therapy Assistants would be utilised in addition to offering additional hours to part time Carers to backfill where possible to further reduce Agency staff usage.

Hospitality contingencies are currently being developed.

Potential financial impacts were discussed with it being noted that all costs would be allocated to a separate cost centre.

7.1.4 AMC Recruitment of new members

Noted that the notation '*as relevant to the Aged or Community Care industry*' should be removed and members are to resubmit their skills matrix where necessary.

Noted that recruitment would be for a minimum of 2 members dependent on applications.

Motion

That the Alwyndor Management Committee:

- 1. Note the update on Enterprise Bargaining, Industrial and staffing matters**
- 2. Note that the item regarding the further submission made by Alwyndor to the Royal Commission Consultation Paper: Aged care program redesign - services for the future, Stage 2 was withdrawn.**
- 3. Note Alwyndor's continuous review and operational actions in response to COVID 19 – corona virus.**
- 4. Approve the recruitment process for new AMC members.**

Moved J Bonnici, Seconded K Whitford

Carried

8. CONFIDENTIAL ITEMS

8.1 General Manager's Report (Report No: 08/20)

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's and Attachments to General Manager's Report, Report No. 08/2020 Report 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: 48/19 Monthly Financial Report – November 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 K Whitford, Seconded J Bonnici

Carried

J Bonnici left the meeting 8.46pm

The Alwyndor Management Committee meeting immediately adjourned for want of a quorum at 8.47pm to be reconvened on 16 April 2020.

The meeting was reconvened 16 April 2020 at 6.47pm.

8.2 Monthly Financial Report – February 2020 (Report No: 9/20)

Noted that the financials will be updated in the April report.

RETAIN IN CONFIDENCE - Section 91(7) Order

1. That having considered Agenda Item 8.2 Monthly Financial Report – February 2020 (Report No: 09/2020) 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 K Whitford, Seconded Cr P Chabrel

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Thursday 16 April 2020 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove

11. CLOSURE

The meeting closed at 6.49pm.

CONFIRMED 21 May 2020

CHAIRPERSON

DRAFT

Attachment 2



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 and via Microsoft Teams on Thursday 16 April 2020 at 6.42 pm.

PRESENT

Elected Members

Councillor Philip Chabrel
Councillor Susan Lonie

Independent Members

Chairperson – Mr Kim Cheater
Deputy Chair - Julie Bonnici
Mr Kevin Whitford

Staff

General Manager Alwyndor – Ms Beth Davidson-Park
Finance Manager – Ms Leisa Humphrey
Personal Assistant – Ms Marisa Dinham

1. OPENING

The Chairperson declared the meeting open at 6.42pm and reminded members of the resolution of the Special Meeting held 1 April 2020 regarding meetings held via audio-visual communications:

- a. Each of the Members taking part in the meeting, must at all times during the telecommunications meeting be able to hear and be heard by each of the other Members present.*
- b. At the commencement of the meeting, each Member must announce his/her presence to all other Members taking part in the meeting.*
- c. A Member must not leave a telecommunications meeting by disconnecting his/her telephone, audio-visual or other communication equipment, unless that Member has previously notified the Chair of the meeting.*

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 – Julia Cudsi

3.2 Leave of Absence - Nil

4. DECLARATION OF INTEREST

Members were reminded to declare any interest before each item.

ADJOURNMENT

The meeting held on 19 March 2020 was adjourned for want of a quorum. The Chair reconvened the March meeting commencing at 6.47pm where the Committee left off at Item 8.1.

MEETING RESUMPTION

The 16 April 2020 meeting resumed at 6.50pm at Item 5. Confirmation of Minutes.

5. CONFIRMATION OF MINUTES

5.1 Minutes of Previous Meeting

Motion

That the minutes of the Alwyndor Management Committee Special Meeting held on 1 April 2020 be taken as read and confirmed.

Moved by Cr Chabrel, Seconded by K Whitford,

Carried

6. REVIEW OF ACTION ITEMS

6.1 **Action Items**

Status of actions noted.

6.2 **Confidential Action Items**

7. REPORTS/ITEMS OF BUSINESS

7.1 General Manager's Report (Report No: 11/2020)

7.1.1 COVID-19 Update

The General Manager provided members with an overview of the ongoing monitoring and activities and continuous review and update of the Business Continuity Plan.

Emergency Legislation enacted 10 April 2020 was noted, the areas impacting on Alwyndor were that residents may now leave Alwyndor to attend a family funeral ie in addition to a medical or dental appointment, also that influenza vaccinations are mandatory for anyone entering an aged care service from 1 May 2020. A query was asked about the technicalities regarding and proof of Influenza vaccination and associated access restrictions. The General Manager advised that Alwyndor will accept Statutory Declarations or receipts from providers.

Motion:

1. Note the information regarding COVID 19 pandemic response actions and planning as at April 2020.
2. Approve the Strategic Planning process continue via a Special Meeting to be facilitated via an appropriate online communication platform.

Moved Cr P Chabrel, Seconded Cr S Lonie

Carried

8. CONFIDENTIAL ITEMS

8.1 General Manager's Report (Report No: 12/20)

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's and Attachments to General Manager's Report, Report No. 12/2020 Report 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: 12/20 General Manager's Report 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 J Bonnici, Seconded Cr Chabrel

Carried

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.1 General Manager's Report (Report No: 12/20) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved K Whitford, Seconded Cr P Chabrel

Carried

8.2 Monthly Financial Report – March 2020 (Report No:13/2020)

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

Moved Cr P Chabrel, Seconded J Bonnici

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.2 Monthly Finance Report – March 2020 (Report No: 13/20) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved K Whitford, Seconded Cr P Chabrel

Carried

8.3 Draft Budget - 2020/21 Update (Report No:14/2020)

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Alwyndor Management Committee Members upon the basis that the Alwyndor Management Committee consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Alwyndor Management Committee will receive, discuss or consider:

- d. commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and would, on balance, be contrary to the public interest.

Moved K Whitford, Seconded J Bonnici

Carried

Motion

RETAIN IN CONFIDENCE - Section 91(7) Order

5. That having considered Agenda Item 8.2 Draft Budget – 2020/21 Update (Report No: 14/20) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 18 months and that this order be reviewed every 12 months.

Moved Cr S Lonie, Seconded J Bonnici

Carried

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Alwyndor Management Committee will be held on Thursday 21 May 2020 in the Meeting Room, Alwyndor Aged Care, 52 Dunrobin Road, Hove and via Audio-visual technology.

11. CLOSURE

The meeting closed at 8.07pm.

CONFIRMED 21 May 2020

CHAIRPERSON

DRAFT

Item No: **15.1**

Subject: **ITEMS IN BRIEF**

Date: 28 April 2020

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. **Planning Reforms Update**
 2. **Brighton Oval Redevelopment Update**
 3. **Wigley Reserve Playspace and Fitness Hub Supply and Install Contract**
 4. **Grants Update**
 5. **Premier's Response to Request for Funding Assistance**
-

COMMUNITY PLAN

Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Not applicable

STATUTORY PROVISIONS

Not applicable

REPORT

1. **Planning Reforms Update**

COVID-19 Response

The sudden onset of the COVID-19 pandemic has resulted in several emergency changes to planning legislation in recent days to ensure that one of the few industries that remains active during the crisis, being the construction industry, can continue to function despite broader social distancing measures in-place. Such changes include the ability to conduct Council Assessment Panel meetings remotely, and enabling public consultation to occur online. Although not directly influenced by the COVID-19 pandemic, there was also a change made to the planned introduction date for the Planning and Design Code, extended from 1 July 2020 to late September 2020.

Planning and Design Code Status

Following Council's formal submission to the Draft Planning and Design Code endorsed at its Meeting held on 25 February 2020, the State Planning Commission is yet to provide its summary and formal response to submissions. Notwithstanding, Council Administration continues to liaise with the State Planning Commission in relation to better aligning the generic land use policies in the Planning and Design Code to Holdfast Bay's specific urban character. For example, the Glenelg Historic Conservation Area, which was initially proposed to transition to the General Neighbourhood Zone, will now be elevated to a Suburban Neighbourhood Zone with a Historic Area Overlay, which is more in-line with the existing Historic Area provisions.

Another negotiated outcome will see the area along the Esplanade (from Somerton Park to Seacliff) retain its existing zoning provisions, which it had lost as part of the consultation version of the Draft Planning and Design Code. Another change will see the Glenelg Frontage Area, which was proposed to be zoned Suburban Activity Centre, now adopt Marine and Infrastructure Zone provisions to retain its existing character. Wigley Reserve, Colley Reserve and the Beach is to be changed to Open Space Zone, and the remaining area to be Urban Renewal Zone, which again is more consistent with the existing built form and responds directly to Council's concerns raised through its submission.

Council awaits a formal response to other concerns raised in the formal submission, including how the State Planning Commission intends to address Council's opposition to the proposed rezoning of the Light Industry Zone to the Suburban Employment Zone, which would allow significant changes to allow more bulky goods and diminish the capacity for light industries to function and co-locate.

ePlanning System (the Planning Portal)

South Australian planning practitioners were given their first demonstration of the ePlanning System's (Planning Portal's) capability at a Zoom workshop hosted by the State Planning Commission held on 8 April 2020. As previously reported, the Planning Portal will become the centralised place for all of South Australia's planning and development matters, including the lodgement and assessment of Development Applications. Councils were given their first real insight as to what measures will be required to connect existing and disparate council operating systems to the State's centralised Planning Portal. Regrettably, there is no direct functionality possible between the single Planning Portal and the various council-based operating systems.

Notwithstanding, the City of Holdfast Bay is actively working on measures to ensure that it can provide a seamless planning service to its customers via the Planning Portal without compromising the integrity and access to information retained in its own database.

Staff Readiness Update

Development Services staff continue to prepare for the introduction of the various reforms by undertaking weekly training undertaken by the Local Government Association, and positioning themselves to attain the mandatory accreditation requirements under the Planning, Development and Infrastructure Act. With current social distancing measures in-place, the training has been via online platforms such as Zoom. Much of the training to date has been technical and tailored for the practitioner, focusing on the functionality of the Planning Portal. Away from the centralized training, there has been a great deal happening behind the scenes amongst council staff to ensure that the process-driven changes, such as new customer service standards, letters, forms, and templates are ready for the start of the new system.

2. Brighton Oval Redevelopment Update

Last update on the Stage 1 and Stage 2 of Brighton Oval redevelopment covered progress till March 2020.

Stage 1 (Building Construction) Update

- The building construction program is on track to be completed by 30 June 2020.
- Practical completion of the Rugby building was reported earlier. The Certificate of Occupancy for that building was received on 14 April 2020. Whilst the building is available for occupation, there are still a few other works continuing. All works are scheduled to be completed by the end of April.
- Rectification of minor defects identified with the building with 152 already completed by Cook and 65 in progress. This includes things like chipped paint, doors slightly out of alignment, etc. This is typical for any major building project. Note that the defects identification and rectification is an on-going process during the defect liability period ie 12 months from practical completion.
- Power connection from the new transformer to the Rugby building has been established and all systems including fire hydrant and lift have been tested and commissioned.
- The Rugby Club are in the late stages of installing their kitchen and bar fit-out. Cool rooms and beer systems are installed. Audio visual equipment (TV screens, etc) are still to be fitted. We have asked the club to finish their work by 30 April.

- Lacrosse building is nearing completion. The internal walls have been painted, carpets and vinyls have been laid, the building is about two weeks from completion as expected. However, the lift is not installed as the delivery of the lift has been delayed due to a shipping delay. The building is now expected to be completed by the end of May 2020 with the Certificate of Occupancy expected in early June. This date is still within Cook's original construction program.
- The Football and Cricket building is approximately three weeks behind the Lacrosse building. Currently the concrete pathway around the building perimeter is being constructed. The lift for the football/cricket building is also delayed due to shipping delays. The building is expected to be completed in mid-June. Certificate of occupancy expected in early July 2020.
- Once practical completions of these two buildings (Lacrosse, Football and Cricket) are achieved, the clubs will be undertaking the installation of kitchen, bar and cool room fitouts.

Stage 2 (Civil Works) Upgrade

- Council's Stage 2A civil contractor is well advanced on completing the civil and landscape works around the clubroom. The completed works include carpark, power supply connection, outside paths (except for 1 small area) and fire service connection. Works in progress and due for completion by 30 April include landscaping, half-court basketball court, upgrade skate park, minor paving works and relocation of an electrical cabinet away from the front of the clubrooms.
- The next priority is to undertake the civil works around the Lacrosse Building in anticipation of building completion forecast for end of May. Tenders have been called and a contractor is expected to be engaged in the coming days.
- The detailed design for the whole of stage 2 except the Hightet Avenue improvements has been completed. It is expected that tenders will be called for these works by end of April 2020.
- A contractor has been engaged to install the new field lighting for the Lacrosse club. Score boards for all three fields have been purchased and will be installed in the coming months.

Budget Report

- Budget for stage 1 (buildings) and stage 2 (civil works) are currently on track. Although the electrical reticulation costs have been higher than the budgeted sums, delivery of the overall project within budget is still anticipated. Requests for minor changes or variations by the clubs and other stakeholders are being considered where possible.

Lease Negotiations and Communications

- We continue to negotiate minor changes to the Rugby (and other club) leases. Last week we provided our final marked up version of the draft lease inclusive of some minor corrections and changes requested by the clubs. The updated draft has been reviewed by our lawyers and continues to align with the approval by Council a few weeks ago. The draft has been forwarded to the club for endorsement ready for signing.
- COVID19 and potential impacts are being discussed with each respective sporting club. Administration will continue to work closely with the clubs and monitor effects of the current crisis.
- The website, www.brightonoval.com.au, provides project progress for the community.

Football/Cricket building, Rugby building, and Lacrosse in clockwise

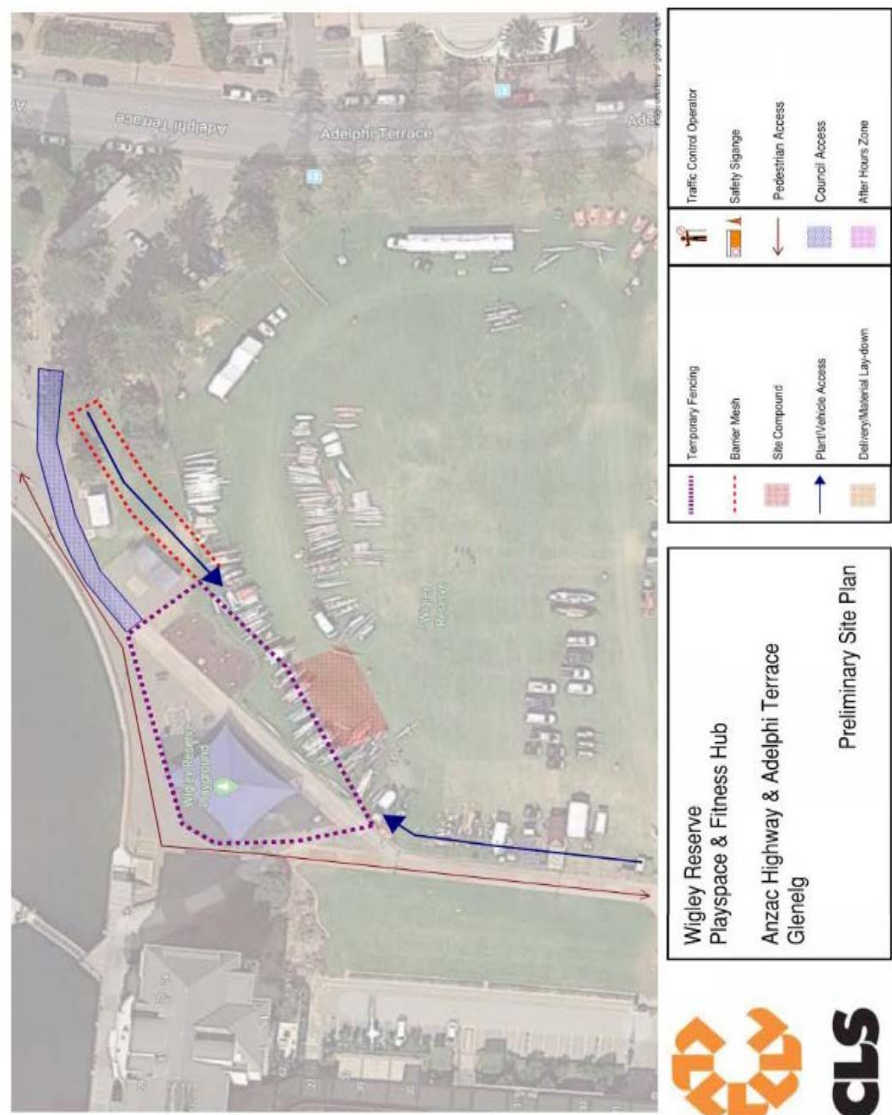


3. Wigley Reserve Playspace and Fitness Hub

The tender for Supply and Install of Wigley Reserve Playspace and Fitness Hub, as per construction ready drawings and specifications, was open from 20 January to 18 February 2020. A tender assessment process was conducted with staff from Assets, Active Communities and Open Space and Trees. Consolidated Landscape Services (CLS) were selected as the successful contractor. CLS are a SA based landscaping business who have been in operation for 19 years and have extensive experience in the supply and install of playspaces and large landscape projects. Site works are

expected to commence on the 6 April at which time the existing playspace and fitness station will be closed to the public. The pedestrian and cycle path on the northern and western edge of Wigley Reserve will still be open. Final site handover is scheduled to occur by 30 September 2020.

Construction Site Map:



4. Grants Update

For the 2019-20 financial year (at the third quarter) Council has received \$10,904,091 in external grant funding (not including any operating subsidies from Alwyndor).

This consists of:

- \$1,000,000 in capital grants received by Quarter 3;
- \$8,312,237 in capital grants received in previous financial years for use this financial year;
- \$63,000 in operating and other projects; and
- \$1,914,873 in recurring grants.

Refer Attachment 1

In the second quarter, Administration applied for \$100,000 in funding from the Stormwater Management Authority for a gross pollutant trap, Wattle Street Hove.

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

Community Grants

The City of Holdfast Bay applies for grants on behalf of community centres and gardens. In this quarter Administration has applied for:

1. Grants SA

- Glenelg Community Centre (Tables, Chairs, outdoor programs) \$10,000;
- Glenelg North Community Centre (Tables, Chairs, Monthly community markets programs) \$10,000; and
- North Brighton Community Garden (Sensory Garden, outdoor oven, community programs) \$10,000.

2. Seniors Grants

- Glenelg Community Centre (Mobile Virtual Reality equipment and programs) \$10,000; and
- Glenelg North Community Centre (Mobile Virtual Reality equipment and stationary bikes) \$10,000.

3. Jetstar

- North Brighton Community Garden (Food Pantries, workshops and community garden directory) \$30,000.

4. Budget Direct

- North Brighton Community Garden (Food Pantries throughout Holdfast Bay area) \$10,000.

5. Office of Recreation & Sport

- Disability Inclusion Program (Collaborating cross North, West and South Council areas with local disability groups and sporting clubs) \$25,000; and
- Lesbian, Gay, Bisexual, Transgender, Queer and Intersex (LGBTQI) Inclusion Policy (across sporting clubs and community groups) \$15,000.

Administration expects to hear whether these applications have been success in Quarter 3, 2020.

We have received confirmation that Glenelg North Community Centre has been offered \$9,700 from the Seniors Grants to purchase Virtual Reality Equipment.

Administration have applied for two (2) grants on behalf of Council with the Office for Recreation, Sport and Racing:

- Disability Inclusion Program (Collaborating cross North, West and South Council areas with local disability groups and sporting clubs) \$25,000; and
- LGBTQ Inclusion Policy (across sporting clubs and community groups) \$15,000.

Administration will receive advice in the next few weeks if these applications have been successful.

5. Premier's Response to Request for Funding Assistance

On 17 March 2020, Mayor Amanda Wilson wrote to Premier Steven Marshall requesting urgent funding assistance due to the impact of the COVID -19 pandemic on the tourist sector in the City of Holdfast Bay.

The Premier responded on 15 April 2020 where he detailed the South Australian Governments' \$1 billion economic stimulus package which included \$19 million in Small Business Grants and personal and professional development opportunities through the SA Tourist Commission.

Refer Attachment 2

Attachment 1



SUCCESSFUL APPLICATIONS													
Grant - Capital													
Bid Title	Grant Total	Received in Previous Financial Year(s)	2019-20 Total	Received 2019-20 Quarter 1	Received 2019-20 Quarter 2	Received 2019-20 Quarter 3	Received 2019-20 Quarter 4	Received for future financial years	Total Received during 2019-20	Project Date	Acquittal Date	Funding Body/Grant Program	Status
Brighton Oval Sporting Complex SA Government- received June 2018	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000		\$ -				\$ -	1/07/2018	30/06/2020		Grant Awarded
Brighton Oval Sporting Complex - Outdoor Training Facilities	\$ 40,000	\$ 40,000	\$ 40,000						\$ -	1/07/2019	31/01/2020		Grant Awarded
Brighton Oval Sporting Complex Federal Funding	\$ 5,000,000		\$ 5,000,000		\$ 1,000,000				\$ 1,000,000	1/11/2019	31/01/2021		Grant Awarded
Brighton Oval Sporting Complex AFL Funding	\$ 75,000	\$ 75,000	\$ 75,000						\$ -	1/11/2019	31/01/2021		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
Changing Places Accessible Toilet for Chapel St Plaza	\$ 100,000		\$ 100,000						\$ -	2/07/2019	30/06/2020		Grant Awarded
Pedestrian Safety Improvement Grant	\$ 185,095	\$ 185,095	\$ 185,095						\$ -				Grant Awarded
Jetty Road Stage 1 Construction	\$ 1,770,458	\$ 1,770,458	\$ 1,770,458						\$ -	2019/20	30/06/2020		Grant Awarded
Coastal Management Strategy	\$ 13,000		\$ 13,000						\$ -				
Total	\$ 13,425,237	\$ 8,312,237	\$ 13,425,237	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000				

Grant - Non-Cash Receipt Council Owned Assets													
Bid Title	Grant Total	Received in Previous Financial Year(s)	2019-20 Total	Received 2019-20 Quarter 1					Total Received during 2019-20	Project Date	Acquittal Date	Funding Body/Grant Program	Status
Libraries Capital Materials Funding	118892	Recurring	118892	In kind contribution					\$ -	1/07/2019	30/06/2020	Public Library Board	Grant Awarded
Total	\$ 118,892	\$ -	\$ 118,892	\$ -					\$ -				

Grant - Operating Project and other													
Bid Title	Grant Total	Received in Previous Financial Year(s)	2019-20 Total	Received 2019-20 Quarter 1	Received 2019-20 Quarter 2	Received 2019-20 Quarter 3	Received 2019-20 Quarter 4	Received for future financial years	Total Received during 2019-20	Project Date	Acquittal Date	Funding Body/Grant Program	Status
Kaurna Exhibition Bay Discovery Centre	\$ 12,000		\$ 12,000	\$ 12,000	\$ 1,000				\$ 13,000				Grant Awarded
HACC operating grant	\$ 30,000		\$ 30,000	\$ 30,000					\$ 30,000				Grant Awarded
2019 New Years Eve Celebrations	\$ 20,000		\$ 20,000		\$ 20,000				\$ 20,000	31/12/2019	7/12/2020		Grant Awarded
Total	\$ 62,000	\$ -	\$ 62,000	\$ 42,000	\$ 21,000				\$ 63,000				

Grant - Recurring														
Bid Title	Grant Total		2019-20 Total	Received 2019-20 Quarter 1	Received 2019-20 Quarter 2	Received 2019-20 Quarter 3	Received 2019-20 Quarter 4	Received for future financial years	Total Received during 2019-20	Project Date	Acquittal Date	Funding Body/Grant Program	Status	Status
Commonwealth Home Support Program (CHSP)	\$ 950,914	Recurring	\$ 241,295	\$ 248,533	\$ 244,914				\$ 734,742	30/10/2020	30/06/2020		Commonwealth Department of Health	Grant Awarded
Financial Assistance Grant - General Purpose	\$ 758,886	Recurring	\$ 99,735	\$ 99,735	\$ 99,735				\$ 299,205	1/07/2017	30/06/2018		South Australian Local Government Grants Commission	Grant Awarded
Financial Assistance Grant - Roads	\$ 381,773	Recurring		\$ 372,852					\$ 372,852	1/07/2017	30/06/2018		South Australian Local Government Grants Commission	Grant Awarded
Libraries Board Grant - Brighton Library	\$ 70,232	Recurring		\$ 70,232					\$ 70,232	1/07/2017	30/06/2018	Public Library Board	Public Library Board	Grant Awarded
Libraries Board Grant - Glenelg Library	\$ 70,232	Recurring		\$ 70,232					\$ 70,232	1/07/2017	30/06/2018	Public Library Board	Public Library Board	Grant Awarded
NRM Biodiversity and Coastal Project Officer	\$ 125,255	Recurring	\$ 56,000						\$ 56,000	1/07/2019	30/06/2020	Adelaide Mt Lofty Ranges NRM Board	NRM Board	Grant Awarded
Supplementary Roads Grant	\$ 183,978	Recurring	\$ 41,370	\$ 41,370	\$ 41,370				\$ 124,110	1/07/2017	30/06/2018			Grant Awarded
SA HACC	\$ 250,000	Recurring	\$ 64,063	\$ 123,437					\$ 187,500	30/08/2020	30/06/2020		Department for Families and Communities	Grant Awarded
Total	\$ 2,791,270	\$ -	\$ 502,463	\$ 1,026,391	\$ 386,019	\$ -	\$ -	\$ -	1,914,873					

Total of Grant Funding for 2019-20 Confirmed				\$ 16,397,399
Total received in 2018-19 applicable to 2019-20				\$ 8,312,237
Total Received 2019-20 - Quarter 1				\$ 544,463
Total Received 2019-20 - Quarter 2				\$ 2,047,391
Total Received 2019-20 - Quarter 3				\$ 386,019
Total Received 2019-20 - Quarter 4				\$ -
Total Received in 2019-20 for future financial years				
Total Grant Funding received				\$ 11,290,110

Grant funding applications												
Bid Title	Amount Applied For		Department						Fund		Status	Column5
Stormwater Management Plan Implementation	\$	100,000.00	Stormwater Management Authority						Gross Pollutant Trap		Applied	
Sturt River Biodiversity Corridor partnership	\$	100,000.00	Department of Environment and Water						Greener Neighbourhoods		Unsuccessful	
Kaurna Exhibition Bay Discovery Centre	\$	12,000.00	History Trust SA						MaC Project Grant		Successful	
	Total	\$	212,000.00									

Attachment 2





THE HON STEVEN MARSHALL MP
PREMIER OF SOUTH AUSTRALIA

B538075

Mayor Amanda Wilson
City of Holdfast Bay
PO Box 19
BRIGHTON SA 5048
Email: lgallacher@holdfast.sa.gov.au

Dear Mayor Wilson,

Amanda

I write to thank you for your recent correspondence and I sincerely apologise for the delay in responding to you.

Novel Coronavirus (COVID-19) is presenting a once-in-a-lifetime health and economic challenge for Australia and the world. I appreciate this is already significantly impacting local businesses in your area, as we all adjust to a progressive but temporary shutdown of our current way of life.

As the community response to recent bushfires showed, our State is resilient, and I am confident we will bounce back strongly from this latest setback.

The state and federal governments are working closely together to support small and medium businesses during the COVID-19 pandemic. The South Australian Government has announced an economic stimulus package of \$1 billion. Measures include:

- Payroll tax relief – a six-month waiver for all businesses with an annual payroll (grouped) of up to \$4 million
- Waiver of liquor licence fees for 2020-21 for those hotels, restaurants, cafes and clubs forced to close as a result of new social distancing restrictions
- Land tax relief – individuals and businesses with outstanding quarterly bills for 2019-20 will be able to defer payments for six months
- \$300 million Business and Jobs Support Fund – supporting individual businesses and industry sectors directly affected by COVID-19
- \$250 million Community and Jobs Fund – supporting community organisations, sport, arts and recreational bodies, non-profit organisations and as well as some industry sectors whose operations have been impacted by the virus, as well as helping with training of South Australians seeking new skills and employment.
- \$19 million in Small Business Grants, distributed in the form of \$10,000 grants to small businesses that employ but are under the payroll tax threshold.

For details on how to apply to the Funds, I would encourage businesses to email BusinessandJobsSupportFund@sa.gov.au or CommunityandJobsSupportFund@sa.gov.au.

To apply for the Small Business Grants, businesses should visit <https://www.treasury.sa.gov.au/Growing-South-Australia/COVID-19>.

The Small Tourism Business Grant Fund is also open for applications, as is the Regional Events Grant Fund. Further information can be found at: <https://tourism.sa.gov.au/news-and-media/news/2020/apr/03/57m-boost-for-local-tourism-operators>.

Small tourism businesses in the City of Holdfast Bay should consider applying for these funds to support them through this downturn.

Small businesses may also be interested in accessing personal and professional development opportunities through the Digital Training Program and the Resilience and Rebound Project, also offered through SA Tourism Commission. Both of these programs will provide advice and support to help businesses and staff endure through the hibernation period and to rebound when the restrictions are lifted.

The South Australian Government is also bringing forward investment in key infrastructure projects, including nature-based tourism projects, local government infrastructure, road upgrades and maintenance, and country hospital and social housing maintenance programs.

This package will provide an immediate injection of funding to support the State's economy and build confidence in the wider community and the business sector.

The Federal Government's Stimulus package includes a number of further initiatives to support business cashflow, subsidise apprentice and trainee wages, business investment incentives, support displaced staff and a significant increase in the instant asset write-off threshold.

Further information on these Federal Government measures, as well as others, is available at <https://treasury.gov.au/coronavirus>.

The Federal Government also recently announced the Job Keeper payment, that will provide \$1,500 per fortnight per eligible employee to support businesses to keep their employees in jobs. Importantly, not-for-profit entities (including charities) and self-employed individuals that meet the business turnover tests are eligible to apply for the payments. Information on this payment and how to register your interest is available at <https://www.business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business/jobkeeper-payment>.

Small businesses should be encouraged to access these measures where possible to support themselves and their organisations during this challenging time.

As the fight against this virus continues, we will keep under review the need for any further support to businesses.

Unfortunately, not every South Australian business will make it through this unprecedented crisis – and for that, I am truly sorry. However, I am committed to ensuring as many of our businesses as possible, and the people employed within them, survive and are supported to gear up again once the effects of the virus subside.

Once again, thank you for taking the time to write to me on this important matter.

Yours sincerely,

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

Hon Steven Marshall MP
PREMIER OF SOUTH AUSTRALIA

15 / 7 / 2020

Item No: **15.2**

Subject: **BIKE JUMP LINE SITE ANALYSIS**

Date: 28 April 2020

Written By: Community Recreation and Sport Coordinator

General Manager: Community Services, Ms M Lock

SUMMARY

In January 2020, Council received revised concept plans for the proposed Bike Jump Line at Cedar Ave, Brighton. Council resolved at its meeting on 25 March 2020 to endorse Administration to seek an alternative suitable site for the Bike Jump line and cease any further investigations on the Cedar Avenue site.

Following Council's endorsement, Administration have since assessed four sites deemed to have suitable attributes needed for a facility of this type. These sites were Fordham, Les Scott and Susan Grace Benny Reserves and Adelphi Terrace (adjacent to pump station). Subsequent to the assessment on the alternative sites Council could resolve to continue investigations on Cedar Avenue site.

This report outlines the analysis criteria and the suitability for this type of facility located within the City of Holdfast Bay.

RECOMMENDATION

That Council:

- 1. Note the site analysis findings for Fordham, Les Scott and Susan Grace Benny Reserves and Adelphi Terrace.**
 - 2. Ceases any further investigation for this Bike Jump Line proposal at the alternative locations of Fordham, Les Scott and Susan Grace Benny Reserves and Adelphi Terrace.**
 - 3. Endorse Administration to proceed with seeking external, independent assessment of the Cedar Ave, Brighton site.**
-

COMMUNITY PLAN

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

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

As part of Council's 19/20 budget process, the Bike Jump Line was included in the draft budget that went to community engagement. Following community engagement, the new initiative proposals were presented to and endorsed by Council (June 2019).

Initial draft concept plans of the proposed jump line facility were provided to Council in August 2019 and due to a number of significant trees on the proposed site restricting positioning of the track and jumps, the proponent requested an extension to revise the concept plans. Council received the revised concept plans on Wednesday 29 January 2020.

Following receipt of the revised draft concept plans, Council resolved at the meeting on 25 February 2020 (Resolution No. C250220/1746),

"That Council:

- 1. notes the revised Concept Plans; and*
- 2. endorse Administration to seek an alternative suitable site for the Bike Jump line and cease any further investigation on the Cedar Avenue site."*

REPORT**Proposal Details**

The proposed Brighton Jump Line located on Cedar Avenue is motivated by the success of the existing Brighton Bike Pump Track. The aim is to create an adventure hub for riders where they can find real challenges in a friendly and encouraging environment. The proposed Jump Line would consist of a beginner and an intermediate / advanced track.

The proposal consists of two separate lines of jumps: a beginner line of four jumps (total length of under 40m) and an intermediate / advanced line of eight jumps (total length of around 105m). Both tracks end with a berm and return track to the mound which include prefabricated steel and wooden slats (launching and landing ramp).

For the proposed design to fit on site, the proponent would require permission from DPTI to shift the existing railway fence line to the east, to match the position of the adjacent car park's fence. That space would then be used as a return track to the starting mound for the riders. Failing which, a narrow path of around .75m would be made on the inside of the current fence. The cost of this fence removal and repositioning is unknown at this stage and would be an additional request to DPTI.

Site Analysis and Criteria

Administration reviewed all the City's open space with consideration to spatial analysis, demand analysis and immediate stakeholders / current users.

Council's reserves are of varying sizes, however, majority of these reserves do not currently cater for the full length (105m x 40m) of the proposed bike jump line. The concept plans would need to be modified to ensure the jump line fits within the site boundary but also doesn't take up majority reserve, limiting space and functionality of the reserve in question and most importantly, not limit accessibility for other users.

Other areas of open space which are large enough in size already facilitate a high number of events and other activations and as such were deemed not appropriate for further investigation.

Four alternative sites were identified as possible locations for the proposed bike jump line. These were, Fordham, Les Scott and Susan Grace Benny Reserves and Adelphi Terrace (adjacent to the pump station).

The four sites were assessed on the following criteria:

Spatial Analysis	Demand Analysis	Stakeholder Analysis
<ul style="list-style-type: none"> - Site dimensions - Scope of proposal - Car parking - Physical site constraints - Environment - Location (amenities) 	<ul style="list-style-type: none"> - Use of asset - Times of use - Proximity to 'like' facilities 	External <ul style="list-style-type: none"> - Proponents - Local community/residents - Governing body/industry stakeholders - Land owners

Refer to Attachment 1

Fordham, Les Scott and Susan Grace Benny Reserves and Adelphi Terrace were selected for site assessments based on open space with opportunity to maximise activation with a jump line development. Based on the assessment criteria, each of the locations were not suitable for a bike jump line for various reasons.

There were significant issues around space, trees on site, lack of off-street parking, amenities and neighbouring residents. Both Fordham Reserve and Susan Grace Benny are surrounded by residential properties. Given the sensitivity of Cedar Avenue, similar issues may arise with local residents and their proximity to the above mentioned reserves. Although Adelphi Terrace /

Patawalonga foreshore meets some site criteria, it is a highly significant Cultural Heritage Site and is not recommended for development of this nature.

In line with the analysis criteria, each of the reserves would still require soil testing, engineer's reports and a specific site plan drawn for the jumps and planning prior to progressing.

Although at this time, there is not an appropriate location to facilitate the build of an advanced bike jump line, there may be other opportunities within the City to facilitate similar activities in the near future. In line with Council's Open Space and Public Realm Strategy, it is important that we plan and provide flexible and quality spaces, allowing provision for organised and non-organised activity.

Open Space

The purpose of the Council's Open Space and Public Realm Strategy is to ensure Council has a holistic view and definition of open space that reflects the wide range of community uses and environmental imperatives. It provides a clear hierarchy for management purposes and suggests possible enhancements to specific locations.

Largely consistent with the findings and recommendations of the 2012 Open Space and Public Realm Strategy, the updated 2018 strategy notes the greatest challenge continuing to face the City of Holdfast Bay is the provision of more open space, with a finite public land supply that has many competing demands.

With limited open space and land supply, Council provides a variety of recreation based youth opportunities for local residents and the wider community to access. This includes, coast path for walking, running and cycling, Council's community and sporting facilities that are home to a variety of sporting codes (structured and unstructured), numerous half-court basketball courts, community tennis courts, Brighton skate park and the existing Brighton bike pump track.

Existing supply of bike infrastructure

The City of Holdfast Bay and neighbouring Councils are well catered for in regards to off-road cycling infrastructure which youth within our City can access.

Refer to Attachment 2

Neighbouring Bike Facilities (under a 10km radius from Brighton)

Each of the facilities below provide a variety of recreation activities from beginner to advance and all within a 10km radius of Brighton. The above Councils (City of Marion, City of Onkaparinga and West Beach Trust) have a significant amount of land to be able to provide facilities such as these.

Brighton - West Beach Park's Skate and BMX Park: 9.7km

- Located to the immediate north of our boundary with the City of West Torrens
- 4m vertical ramp, one of the biggest vertical ramps in the Southern Hemisphere. Includes a large and beginners' skate / scooter bowl.
- BMX track with a series of jumps.

Brighton - O'Halloran Hill Mountain Bike Trails: 5.5km

- Range of mountain bike trails suitable for all abilities. The trails are graded easy, intermediate and advanced. Total of four 'easy' trails, suitable for children.
- Advanced riders, there are three intermediate trails and two advanced.

Brighton - Shepherds Hill Recreation Park: 6.9km

- Variety of tracks to suits a range of abilities, with a beginner bike park, BMX track, pump track as well as the off road trails throughout the hills.
- The Bowl area provides beginner and intermediate pump tracks with a range of jumps and tracks to suit riders from beginner and advanced.

Brighton - Oakland's Park Recreation Plaza: 5.1km

- The recreation plaza provides a purpose built road way, suited to bikes and scooters.
- The skate park design offers a variety of challenges, including, quarter pipes, flat banks, rollover hip, volcano, rail beams, grind rails and straight/curved edges.

Next Steps

Following the assessment on the alternative sites Council could resolve to continue investigations on Cedar Avenue. If endorsed, community engagement and a number of detailed investigations will need to be undertaken to determine the feasibility of the proposal, including:

- Soil testing
- Engineer's reports
- Permission from the Native Vegetation Council
- Heritage procedures for managing Aboriginal and European culture heritage sites
- Planning approval
- Approval for land use by DPTI (along with negotiations for a license extension)

A report will then be prepared for Council summarising the above activities and recommendations and a preferred way forward.

BUDGET

As part of Council's 19/20 budget process, a budget of \$71,000 was endorsed to construct the Bike Jump Line.

If this proposal is to proceed, a budget carry forward will be required. In addition to this, approximately 15% of the existing budget will need to be utilised for design preliminaries, leaving only \$60,350 to tender for the design and construction of the facility. Given the complexity of the attest designs proposed, it is envisaged the remaining budget would not be adequate to complete the project as currently design and proposed by the proponent.

The plans for this proposal have not been costed due to still being in concept phase. A full costings exercise will need to be undertaken on finalisation of designs based on any latent site conditions that would be identified in soil testing and geotechnical investigations.

LIFE CYCLE COSTS

To be determined once full costings have been undertaken.

Attachment 1



Sport & Recreation Planning Framework

Bike Jump Line – Adelphi Terrace



Spatial Analysis	
Land ownership	Council
Existing site dimensions	Proposed concept plan measurements does not fit within existing site
Recommended size of project	105m x 40m
Facility / project needs	Toilets, amenities, parking
Car parking needs	On street available only
Physical site constraints <ul style="list-style-type: none"> - Trees - Easements - Utilities Services - Entry / exit points 	<ul style="list-style-type: none"> - Various trees on site (arborist would need to undertake site visit to identify any significant trees) - Pump (as shown in photos) would need to be accessed
Environment <ul style="list-style-type: none"> - Biodiversity - Flood mapping - Soil / contamination - Weather considerations 	<ul style="list-style-type: none"> - Soil testing would need to be undertaken - Refer to Councils stormwater management plan
Location <ul style="list-style-type: none"> - Proximity to amenities (toilets, shops) - Public transport, path/road networks/connectivity 	<ul style="list-style-type: none"> - Close to walking and cycling paths - close to Adelphi Tce residents
Demand Analysis	
Who will use the asset	Variety of ages and abilities
Fixtures/times of use	Day use only
Surrounding 'like' facilities	500m away from West Beach Park Skate & BMX
Stakeholder Analysis	
Proponents	Existing pump track is maintained by Council and volunteers Volunteers - travel from Brighton to maintain
Community / public	Community interest
Governing body / association	N/A
Internal departments / feedback	Maintenance and service levels provided at a high standard in this zone

Sport & Recreation Planning Framework

Project: Bike Jump Line – Fordham Reserve



Spatial Analysis	
Land ownership	Council
Existing site dimensions	Proposed concept plan measurements does not fit within existing site
Recommended size of project	105m x 40m
Facility / project needs	Toilet, amenities and parking
Car parking needs	On street available only
Physical site constraints <ul style="list-style-type: none">- Trees- Easements- Utilities Services- Entry / exit points	<ul style="list-style-type: none">- Various trees on site (arborist would need to undertake site visit to identify any significant trees)- Various entry/exist points as reserve is long and narrow. Street access from both sides of the reserve
Environment <ul style="list-style-type: none">- Biodiversity- Flood mapping- Soil / contamination- Weather considerations	<ul style="list-style-type: none">- Soil testing would need to be undertaken- Refer to Councils stormwater management plan
Location <ul style="list-style-type: none">- Proximity to amenities (toilets, shops)- Public transport, path/road networks/connectivity	Very close proximity to residents. Residents homes back right onto the reserve (Eastern side)
Demand Analysis	
Who will use the asset	Variety of ages and abilities
Fixtures/times of use	Day use
Surrounding 'like' facilities	West Beach Park Skate & BMX within 1km
Stakeholder Analysis	
Proponents	Existing pump track is maintained by Council and volunteers. Volunteers - travel from Brighton to maintain
Community / public	Community interest
Governing body / association	N/A
Internal departments / feedback	Possible upgrade of existing playspace

Sport & Recreation Planning Framework

Project: Bike Jump Line – Susan Grace Benny Reserve



Spatial Analysis	
Land ownership	Council
Existing site dimensions	Size of reserve is suitable for this type of facility
Recommended size of project	105m x 40m
Facility / project needs	Toilets, amenities and parking
Car parking needs	On street parking available – all side of the reserve
Physical site constraints <ul style="list-style-type: none"> - Trees - Easements - Utilities Services - Entry / exit points 	<ul style="list-style-type: none"> - Minimal, if any trees would need to be removed - There are 5 entry points to this reserve
Environment <ul style="list-style-type: none"> - Biodiversity - Flood mapping - Soil / contamination - Weather considerations 	<ul style="list-style-type: none"> - Soil testing would need to be undertaken
Location <ul style="list-style-type: none"> - Proximity to amenities (toilets, shops) - Public transport, path/road networks/connectivity 	<ul style="list-style-type: none"> - Public transport – Brighton Rd & Seacombe Rd - No public amenities within walking distance
Demand Analysis	
Who will use the asset	Variety of ages and abilities
Fixtures/times of use	Day use
Surrounding 'like' facilities	Refer to attachment 2 – map
Stakeholder Analysis	
Proponents	Existing pump track is maintained by Council and volunteers. Volunteers - travel from Brighton to maintain
Community / public	Community interest
Governing body / association	N/A
Internal departments / feedback	Playspace already on site, possibility of making this space a youth hub

Sport & Recreation Planning Framework

Project: Bike Jump Line – Les Scott Reserve



Spatial Analysis	
Land ownership	Council
Existing site dimensions	Proposed concept plan measurements does not fit within existing site
Recommended size of project	105m x 40m
Facility / project needs	Toilets, amenities and parking
Car parking needs	Minimal parking – would be parking in front of residential homes and across the road at Kauri Sports Complex
Physical site constraints <ul style="list-style-type: none"> - Trees - Easements - Utilities Services - Entry / exit points 	Site is too restrictive for this type of proposal
Environment <ul style="list-style-type: none"> - Biodiversity - Flood mapping - Soil / contamination - Weather considerations 	Site is too restrictive for this type of proposal
Location <ul style="list-style-type: none"> - Proximity to amenities (toilets, shops) - Public transport, path/road networks/connectivity 	Access to amenities at Kauri Community and Sport Centre, only when centre is open (would need to cross Road).
Demand Analysis	
Who will use the asset	Variety of ages and abilities
Fixtures/times of use	Day use
Surrounding 'like' facilities	Refer to attachment 2 – map
Stakeholder Analysis	
Proponents	Existing pump track is maintained by Council and volunteers. Volunteers - travel from Brighton to maintain
Community / public	Community interest
Governing body / association	N/A
Internal departments / feedback	Proposed project with City of Marion?

Attachment 2



Attachment 2 – Surrounding Bike Facilities



Item No: **15.3**

Subject: **DOVER SQUARE RESERVE**

Date: 28 April 2020

Written By: Team Leader Sport and Recreation Planning & Youth and Recreation Coordinator

General Manager: Community Services, Ms M Lock

SUMMARY

Dover Square Reserve is a popular space for passive recreation and it is highly used by the local community. Over time, petitions and reports regarding conflict of use between dog owners and other recreational users have been submitted to Council. As a result, minor works such as installation of gates and fences have been implemented to manage the space. Due to the high level of interest from the community, it is recommended that Council undertake a community engagement process with three options that aim to provide safety and achieve equity of use between all recreational users at Dover Square Reserve.

RECOMMENDATION

That Council endorses Administration to undertake a community engagement process with options to resolve/reduce user conflict at Dover Square Reserve, and provide equitable access to the reserve for all user groups.

COMMUNITY PLAN

Placemaking: Creating lively and safe places
Placemaking: Developing walkable connected neighbourhoods
Placemaking: Building character and celebrating history
Community: Building a healthy, active and resilient community
Community: Fostering an engaged and contributing community
Environment: Protecting Biodiversity
Environment: Fostering an environmentally connected community

COUNCIL POLICY

Dog Management Policy
Customer Feedback and Complaints Policy
Community Consultation and Engagement Policy

STATUTORY PROVISIONS

Dog and Cat Management Act 1995

BACKGROUND

Brief history of activities at Dover Square Reserve:

- 2006 a small playground was installed.
- 2007 (June) a petition was received by Council which resulted in the installation of gates around the reserve fencing for safety of children using space
- 2011 some additional elements were installed to the playspace
- 2013 (November) a petition was received to reinstate gates on reserve fencing and install fencing around playground
- 2014 reserve gates were reinstated following requests from dog exercisers
- 2017 (June) petition was received to install fencing around playground for safety of children initiated by dog owners
- 2017 a playground fence was installed. Reports of vandalism to gates occurred
- 2018 (April) community engagement was undertaken for a proposal to create Brighton Community Garden at Dover square Reserve. Engagement highlighted the large number of user issues at the site and resulted in a petition against the garden proposal by those wishing to exercise dogs.

At the Council meeting on 12 November 2019 a Question on Notice was raised by Councillor Bradshaw requesting limiting hours for dogs off their leads in Dover Square (Report No: 430/19).

On 25 February 2020 a Motion on Notice requested (Motion C250220/1774):

That administration provide a report to Council by 30 April 2020 on Dover Square Park including:

1. *current condition of the amenities and their life expectancy;*
2. *any plans a for upgrading the facilities, including the turf/grass;*
3. *options to achieve equitable use of the reserve by dog owners and other recreational users; and*
4. *the condition and maintenance schedule for the Heritage listed Almond Grove adjacent to the Dover Square Reserve, alongside the Tennis Courts.*

REPORT

Condition & Life Expectancy

The existing play equipment at Dover Square Reserve was installed in 2006 with additional elements being installed in 2011. As assessed in the Playspace Action Plan 2018-2029 audit in 2018, the playspace elements are currently in fair condition. The playspace has a medium to high level of usage due to its close proximity to the Dover Square Tennis Club, Dover Kindergarten and

high use by local residents. The play equipment is expected to reach the end of its asset lifespan in 2 to 3 years (2022/2023 financial year).

The remaining reserve amenities are early to mid-life. Some of the seating along the southern and eastern edges of the square, including a BBQ and associated signage are due to be replaced in the next 5 years. A list the expected life and expiry dates of the assets within Dover Square Reserve can be found in Attachment 1 – Dover Square Reserve Asset Details.

Refer to Attachment 1

Future Plans

The Dover Square Playspace is scheduled for an upgrade as per the medium term actions during the 2022/2023 financial year in the Playspace Action Plan 2019-2029.

Turf remediation along the southern path boundary in Dover Square Reserve is required due to soil compaction. There are many small patches of turf that appear to have been dug out which will require topdressing, likely due to the wear and tear from dogs. Turf remediation activities would likely include aerating, topdressing and seeding (targeted). This work has previously been undertaken on a yearly basis and will again be undertaken prior to April 30 2020.

Council's Animal Management Directions Plan 2017-2021 is due to be reviewed in 2020-2021. Community consultation is likely to occur within the next 12 months as part of this review.

Options to Achieve Equitable Use

Administration recommend undertaking community consultation with the public outlining three possible options to reduce user conflict at Dover Square Reserve and improve equity of access and use by all users. These options are listed below.

Option A – Minor works and fencing alterations

Option A includes the installation of a new fence through the reserve running North/South, allocating one side of the reserve for dog exercising and the other side for play and recreation.

This option would include the removal of the fencing around the playground which currently blocks access between the playspace and open space. This will also provide more open space for children to play including a kick about area, along with options for unstructured nature play amongst the established trees. This option would recommend the installation of seating, shelter and BBQ facilities in the 'recreation area' for families to enjoy.

During community engagement Administration would ask for feedback on the removal of gates and/or fencing from the 'recreation area' boundary to eliminate possible dog off leash use.

In 2019 a similar initiative to install a fence to prevent conflict between dogs and children was successfully implemented at Dumbarton Avenue Reserve in the City of Marion. A fence was installed to provide separation between the dog friendly area and the playground which enabled safe and equitable use of the reserve.

Option B – Implementing dog off leash restrictions

Option B is the implementation of dog off leash restrictions, requiring dogs to be on leash at all other times which is similar to restrictions in place along the beaches. This will require regular policing, particularly in the early stages of implementation.

Community consultation results undertaken by the City of Marion for the Dumbarton Avenue Reserve project included one comment highlighting their preference to provide times of use restrictions instead of fencing. Holistic results from this consultation indicated that 87% of respondents supported the separation of the playground from the dog friendly area and 85% of respondents preferred the fencing option to provide this separation.

Option C – Connect Dover Square Reserve to the Almond Grove

Option C includes permanently closing a portion of road on the south eastern corner between Dover Square Reserve and the Almond Grove and the installation of a fence through the middle of the reserve, allocating one side of the reserve for dog exercising and the other side for play and recreation.

This option will provide an opportunity to expand the open space and increase play and recreation opportunities. During community engagement Administration would ask for feedback on the removal of gates and/or fencing from the 'recreation area' boundary to eliminate possible dog off leash use.

The Almond Grove currently has some native trees and an unofficial dirt bike track. This option would make better use of the largely underutilised Almond Grove and extend play and recreation opportunities at this site, including opportunities for nature play.

Further investigation regarding traffic access, loss of car parking and congestion would be required. This option would be more costly than options A and B but would link the Almond Grove parcel of land with Dover Square and create more community open space and opportunities for all users.

Almond Grove Condition & Maintenance

Although there is a somewhat historical element within the Almond Grove, there is no such “heritage” listing for any trees (including the almond grove) at this location.

The trees were assessed in January 2019 and it was found that the trees were in varying conditions. It was recommended that 9 trees be removed at this time, 6 of which were almond trees. Removal of 6 trees was undertaken in June 2019 and were replaced with Banksia and Eucalyptus species.

Refer to Attachment 2 and 3

There is no specific maintenance schedule in place for the remaining trees as they exist in a road reserve. A visual inspection of the area is conducted on a monthly maintenance cycle.

BUDGET

The draft 2020-2021 Annual Business Plan currently includes \$60,000 for ‘Dover Square Reserve Improvements’ to facilitate shared use for dog owners, playground/park users. This project has been raised to incorporate additional fencing and other infrastructure to ensure dogs and park users feel safe and have access to shade, water, facilities, seating and lawn.

Following community engagement, administration will present the engagement findings to Council along with a recommendation for Dover Square Reserve. Dependent on which option is recommended, an indicative budget will be provided for consideration.

LIFE CYCLE COSTS

Not applicable.

Attachment 1



Operating Status	Asset	Description	Details	Expiry Date	Useful Life (Years)
In Use	010148	Dog Bag Dispenser - Dover Square	Services - Waste - Dog bag dispenser - Broadway, Dover Square	30-Jun-2019	10
In Use	010145	sign - Dover Square	Sign - clean up after dog - Dover Square	30-Jun-2019	20
In Use	010141	Soft Fall - Dover Square	Playground - Softfall - Chipbark - Dover Square	01-Jul-2022	11
In Use	010165	sign - Dover Square Tennis Club	Sign - Community tennis court sign - Dover Square Tennis Club	30-Jun-2024	20
In Use	017121	Playing Surface - Dover Square Tennis Cl	Sporting Surfaces - Tennis court - Plexipave - Dover Square Tennis Club	01-Jul-2024	7
In Use	017125	Playing Surface - Dover Square Tennis Cl	Sporting Surfaces - Tennis court - Plexipave - Dover Square Tennis Club	01-Jul-2024	7
In Use	100043	Playing Surface - Dover Square Tennis Cl	Sports Surfaces - Tennis Court - Synpave tennis Sports Surfaces, two tone variation - Dover Square Tennis Club	01-Jul-2024	9
In Use	100044	Playing Surface - Dover Square Tennis Cl	Sports Surfaces - Tennis Court - Synpave tennis Sports Surfaces, two tone variation - Dover Square Tennis Club	01-Jul-2024	9
In Use	010130	Barbecue - Dover Square	Services - BBQ - Metal BBQ with 1 hotplate - Dover Square	30-Jun-2026	20
In Use	010142	Park Bench - Dover Square	Seating - Park Bench - Metal based with timber slats - Dover Square	30-Jun-2027	25
In Use	010164	Park Bench - Dover Square Tennis Club	Seating - Park Bench - Metal based with timber slats - Dover Square Tennis Club	30-Jun-2027	25
In Use	010137	Playground Equipment - Dover Square	Playground - Playground Equipment - Rocker - Dover Square	30-Jun-2031	20
In Use	010133	Lighting - Dover Square	Services - Electrical & Lighting - Lighting - Stobie pole with single light attachment - Dover Square	01-Jul-2031	26
In Use	017112	Sporting equipment - Dover Square Tennis	Sporting Structures -Tennis Court - Net and poles - Dover Square Tennis Club	01-Jul-2031	13
In Use	017124	Sporting equipment - Dover Square Tennis	Sporting Structures -Tennis Court - Net and poles - Dover Square Tennis Club	01-Jul-2031	13
In Use	100046	Sporting equipment - Dover Square Tennis	Sporting Structures -Tennis Court - Net and poles - Dover Square Tennis Courts	01-Jul-2031	13
In Use	010143	Picnic Setting - Dover Square	Seating - Benches - Standard metal framed timber slat picnic setting with table and 2 benches - Dover Square	30-Jun-2032	25
In Use	017120	Sporting equipment - Dover Square Tennis	Sporting Structures -Tennis Court - Net and poles - Dover Square Tennis Club	01-Jul-2032	14
In Use	010147	Shelter - Dover Square	Shelter - Timber frame with iron roofing - Dover Square	30-Jun-2033	30
In Use	010136	Playground Equipment - Dover Square	Playground - Playground Equipment - Swing set - Dover Square	01-Jul-2033	22
In Use	010138	Playground Equipment - Dover Square	Playground - Playground Equipment - Climbing wire/rope pyramid - Dover Square (Broadway)	01-Jul-2033	22
In Use	010163	Shelter - Dover Square Tennis Club	Shelter - Timber framed - Dover Square Tennis Club	01-Jul-2033	30
In Use	010135	Playground Equipment - Dover Square	Playground - Playground Equipment - including, swing, balance apparatus, climbing apparatus and monkey bars - Dover Square	01-Jul-2035	24
In Use	010139	Playground Equipment - Dover Square	Playground - Playground Equipment - Spinner pole - Dover Square	01-Jul-2035	29
In Use	010140	Playground Equipment - Dover Square	Playground - Playground Equipment - Rocker - 4 way - Dover Square	01-Jul-2035	29
In Use	010149	Irrigation - Dover Square	Services - Water - Irrigation - Dover Square	01-Jul-2036	34
In Use	010582	sign - Dover Square	Sign - Reserve name sign - Dover Square	01-Jul-2037	23
In Use	104171	Playground Equipment - Dover Square	Playground - Playground Equipment - Rocker - Dover Square	30-Jun-2038	20
In Use	104172	Playground Equipment - Dover Square	Playground - Playground Equipment - Rocker - Dover Square	30-Jun-2038	20
In Use	105913	Playground Equipment - Dover Square	Playground - Playground Equipment - Rocker - Pelican - Dover Square	30-Jun-2038	20
In Use	010132	Fencing - Dover Square	Fencing - Low rise metal tubular fencing with cyclone mesh inserts surrounding reserve with 6 gates -Dover Square	01-Jul-2038	35
In Use	105630	Ashphalt - Dover Square Tennis Club	Sporting Surfaces - Tennis court - Ashphalt - Dover Square Tennis Club	30-Jun-2039	21
In Use	105631	Ashphalt - Dover Square Tennis Club	Sporting Surfaces - Tennis court - Ashphalt - Dover Square Tennis Club	30-Jun-2039	21
In Use	105632	Ashphalt - Dover Square Tennis Club	Sporting Surfaces - Tennis court - Ashphalt - Dover Square Tennis Club	30-Jun-2039	21
In Use	105633	Ashphalt - Dover Square Tennis Club	Sporting Surfaces - Tennis court - Ashphalt - Dover Square Tennis Club	30-Jun-2039	21
In Use	010166	Paving - Dover Square Tennis Club	Pathway - Concrete pavers alongside tennis courts	01-Jul-2043	42
In Use	101940	Surface - Dover Square Carpark	Surface - Dover Square Carpark - Carpark Hotmix Bitumen Surface Type	29-Jun-2045	27
In Use	010134	Paving - Dover Square	Pathway - Path - Paved path 2m wide - Dover Square	01-Jul-2047	46
In Use	010146	Paving - Dover Square	Pathway - Paving picnic areas - Brick - Broadway, Dover Square	01-Jul-2047	46
In Use	105835	Mesh fencing - Dover Square Tennis Club	Cyclone mesh tennis fencing - Folkestone Road, Dover Square Tennis Club	30-Jun-2058	40
In Use	105836	Mesh fencing - Dover Square Tennis Club	Cyclone mesh tennis fencing - Folkestone Road, Dover Square Tennis Club	30-Jun-2058	40
In Use	017114	Playing Surface - Dover Square Tennis Cl	Sporting Surfaces - Tennis court - Base - Dover Square Tennis Club	01-Jul-2064	46
In Use	017118	Playing Surface - Dover Square Tennis Cl	Sporting Surfaces - Tennis court - Base - Dover Square Tennis Club	01-Jul-2064	46
In Use	017122	Playing Surface - Dover Square Tennis Cl	Sporting Surfaces - Tennis court - Base - Dover Square Tennis Club	01-Jul-2064	46
In Use	017126	Playing Surface - Dover Square Tennis Cl	Sporting Surfaces - Tennis court - Base - Dover Square Tennis Club	01-Jul-2064	46

Attachment 2



Attachment 2

Dover Square Pocket Park - Listed Removals



Dover Square Pocket Park – Pictured removals



1.



2.



3.



4.



5.



6.



7.



8.



9.

Replacement Plantings



1. *Eucalyptus camaldulensis*
2. *Eucalyptus microcarpa*
3. *Banksia marginata*
4. *Banksia marginata*
5. *Banksia marginata*
6. *Banksia marginata*

Attachment 3



Heritage Listed Trees – City of Holdfast Bay

LOCATION	DESCRIPTION	OWNERSHIP
Alfreda Street BRIGHTON	Row of Eucalypts; Mature trees	Council
448 Brighton Road BRIGHTON	Three Moreton Bay Fig Trees; The three trees in their entirety and an appropriate curtilage	Council
410-420 Brighton Road HOVE	Row of Stone Pine Trees on Stopford Road, Hove; All sixteen trees in this row	Council
16-18, 4-8 Burnham Road KINGSTON PARK	Kingston Park, Monument, Spring and Norfolk Island Pine Trees; The whole of Kingston Park Reserve	Council
Ilfracombe Avenue NORTH BRIGHTON	Avenue of River Red Gum Trees ; All mature River Red Gums along Ilfracombe Avenue	Council
33 Wheatland Street SEACLIFF	Public Square and Moreton Bay Fig Trees; The whole of the existing allotment/reserve	Council
2A Angove Road SOMERTON PARK	River Red Gum; overall form of the tree	Private
42-48 Scarborough Street SOMERTON PARK	Row of Moreton Bay Fig Trees; Entire row of Moreton Bay Fig trees	Private
Tarlton Street SOMERTON PARK	Pine Trees (Seaforth Park); overall form of both trees	Council
Broadway SOUTH BRIGHTON	Olive Grove Relics; All the remnant Olive Trees in Broadway	Council
43 MacFarlane Street GLENELG NORTH	Old Gum Tree Site (Supposed site of the proclamation of the establishment of government in 1836)	Council

Item No: **15.4**

Subject: **DOG REGISTRATION FEES FOR 2020-2021**

Date: 28 April 2020

Written By: Manager Regulatory Services

General Manager: City Assets and Service, Mr H Lacy

SUMMARY

Dog registration fees for the City of Holdfast Bay provide the funding for administration of the *Dog and Cat Management Act 1995* ("Act"). The cost associated with administering this Act will increase significantly as a result of the pricing changes for dog and cat detention. Therefore a number of changes to our existing processes are required to ensure Council can reduce these costs and not increase dog registration fees. This report seeks endorsement of proposed changes and the adoption of dog registration fees for 2020/21.

RECOMMENDATION

That Council:

- 1. approve the proposed annual dog registration fees for 2020-2021 as detailed in Table 1 of this report and that these proposed fees be advised to the Dog and Cat Management Board and included in Council's 2020-2021 Fees and Charges; and**
 - 2. endorse changes to the Animal Management Plan and Cat Management Policy to reflect changes dog and cat management strategies proposed in this report.**
-

COMMUNITY PLAN

Community: Building a healthy, active and resilient community

Economy: Making it easier to do business

Environment: Using resources efficiently

Culture: Providing customer-centred services

Culture: Being financially accountable

COUNCIL POLICY

[Animal Management Directions Plan 2017 – 2021](#)

[Cat Management Policy](#)

STATUTORY PROVISIONS

Dog and Cat Management Act 1995 ("Act")
Local Government Act 1999

BACKGROUND

Previous Relevant Reports

- Council Report No.: 191/19; Item No.: 14.4, 'Dog Registration Fees for 2019-2020', 29 May 2019.

Dog registration fees for the City of Holdfast Bay provide funding for the administration of the *Dog and Cat Management Act 1995 ("Act")* across the City. This includes administration of the registration process (including contributions to the Dog and Cat Management Board), managing barking dogs and dogs at large; collecting and impounding stray dogs; investigating dog attacks; and managing dogs on beaches, in reserves and public places. Facilities for dogs, including the provision of dog bag dispensers and water points are also included in the service.

The costs of providing these services increase annually due to higher charges, expansion of facilities and expanded services. In principle, the cost of administering and providing the dog management service and facilities should be covered by revenues from dog registration fees and any fines paid.

In addition to the increase in demand for services, a number of financial factors are likely to impact the dog and cat management in 2020/21.

Fees for the detention of dogs and cats are forecast to increase from approximately \$12,000 pa to an estimated \$116,450 pa in 2020/21 (based on this year's dog and cat detention figures) as the RSPCA are proposing significant increases in their fees due to rapidly increasing costs and removal of previous subsidies.

It is also proposed to set the 2020/21 dog registration fees at the same level as 2019/20 in recognition of financial impacts of the COVID19 crisis on the Holdfast Bay community.

This report therefore sets out options for savings and changes to service delivery.

REPORT

Fee Increase

On 29 May 2019, Council approved a plan to increase dog registration fees by \$10.00 in 2020.

This \$10.00 fee increase was applied for a non-standard dog (not de-sexed and microchipped) registration and was the maximum fee. In accord with provisions of the Dog and Cat Management Act, discounts are then applied for other categories of dog registrations including:

- Dogs that are de-sexed and microchipped - 50% discount (most dog owners)
- Obedience trained dogs – additional discounts

- Aged Pensioner concessions - additional discounts
- Guide dogs – no fee

Current Registration Revenue & Associated Expenditure

In 2019/20, Council registered 4,600 dogs within the City. Total revenue for 2019/20 (including registration revenue of \$148,200 and fines/recoverables of \$20,800) is forecast at \$169,000.

The budgeted expenditure for 2019/20 was forecast at \$192,410 meaning that the current service would run at an operating loss of \$23,410.

The cost of impounding and rehoming services has been increased from \$12,000 in 2019/20 to \$22,000 in the draft 2020/21 budget, however the likelihood is that this will need to increase to between \$34,053 to \$116,450 depending on the impounding service utilized and the level of rehoming.

Dog & Cat Management Board Contributions

Under the *Dog and Cat Management Act 1995*, registration of dogs is managed centrally via the Dog and Cat Management Board's DACO system. The Dog and Cat Management Board collects all registration fees and deduct a management fee (currently 24%) before remitting the remaining revenue to council to fund dog and cat management expenses.

Proposed Fee Structure and strategies to reduce costs

Dog management is a key service within the City of Holdfast Bay. The urbanised nature of Council's residential areas and the popularity of the beaches means that the demands on Community Safety Officers are increasing. The introduction of the beach patrols in 2019/20 has helped absorb this demand and reduce the number of complaints received this year.

Under the Dog and Cat Management Regulations, Council has the ability to set their own dog registration fees. Currently, Council's fee structure is lower than a number of other Metropolitan Councils (such as Charles Sturt Council, Mitcham and Burnside).

To reduce the impact on the community in response to the COVID19 it is proposed to keep the 2020/21 fees the same as the existing 2019/20 fees (see Table 1):

Table1: Proposed Dog Registration Fees for 2020/2021

Category	2019/20 Fee	Proposed 2020/21 Fee	Comments
Assistance Dogs	0	0	
Business Registration	30	30	
Desexed	64	64	
Desexed concession	32	32	
Microchipped	80	80	

Microchipped/desexed	48	48	Majority of dog owners
Microchipped/desexed/trained	41	41	
Microchipped/desexed/trained/concession	20	20	
Microchipped/desexed/concession	24	24	Majority of concession holders
Microchipped/trained	49	49	
Microchipped/trained/concession	24	24	
Microchipped/concession	37	37	
Non standard	95	95	Maximum fee with only approx. 64 residents
Non standard/concession	48	48	
Trained	73	73	
Trained/concession	36	36	

Currently only 64 residents pay the maximum non-standard dog registration fee. Discounts are applied to encourage dog owners to de-sex and microchip their dogs.

Council has utilized the RSPCA's Lonsdale facility to provide impounding and rehoming services for dogs and cats detained across the City. RSPCA has advised that they will be increasing their fees for all detention services from 1 Jul 2020. Based on current forecasts of dog and cat detentions, Council's costs would increase by up to \$116,450 based on the forecast numbers and demand.

To reduce this cost, it is proposed that Council significantly reduce the numbers of dogs and cats taken to the RSPCA's Lonsdale site and instead adopt new cat and dog management strategies.

Cat Management Strategy

The Animal Management Plan (page 24) and Cat Policy indicate that Council will provide a cat trapping service. In order to reduce costs it is proposed to remove this service and instead focus activity on more up-to-date cat management approach focused around:

- Education of cat owners about responsible cat ownership and management
- Prevention strategies – including increased microchipping, deterrents to cats roaming (incl fence rollers, smell deterrents, etc), owners to contain cats overnight, cat runs, etc
- Enforcement

Under the proposed cat management strategy, cat owners will be encouraged to restrict their cats to their own premises using a range of prevention measures. Residents experiencing cat problems would be encouraged to photograph the offending and then approach the cat's owner and request that the cat be restrained on premise. If an owner cannot be identified, the resident will be encouraged to deploy a range of deterrents to keep the cat out of their property. In limited cases, Council may deploy cat traps and if a cat is caught, it will be sent to the RSPCA for rehoming. If a resident traps a cat, they will be responsible for taking the cat to the vet or RSPCA and all associated costs, rather than Council.

This will save Council approximately \$60,000 pa and encourage residents to undertake preventative strategies (ie to prevent the cat from coming onto their property). West Torrens Council already use this method and it works well with no additional cost to their Council.

Note, that during COVID19 restrictions, the RSPCA is unable to accept cats and therefore Council has no choice but to not provide cat traps at this time. If Council did continue to provide this service, it would be necessary to take any trapped cats to a vet to be euthanized. Therefore we have taken the more humane option. The RSPCA has expressed their support for this approach.

Dog Management Strategy

Under the Dog and Cat Management Act, council is required to hold any dog for up to 72 hours following its capture. Dogs that have a microchip are normally transported direct to the resident by Council's Community Safety Officer and a nominal charge incurred for the first return. Where the owner of a micro-chipped dog cannot be contacted, or where the dog has to be temporarily housed at a vet, the owner must collect their dog from the vet and will be charged for the animal impounding costs. If it is a repeat offence, a fine will also be issued for animal wandering at large.

For dogs that are not microchipped, the dog will be taken to a vet and impounded for 72 hours. Details of the dog including a photo will be lodged on a variety of lost animal websites to give the owners the maximum opportunity to find and retrieve their dog. If the owner does find the dog, they collect it from the vet and must pay the animal storage costs. Repeat offenders will also be issued with a fine.

Where a dog is not claimed with 72 hours, Council will transfer the dog from the vet to the RSPCA for rehoming. Council will pay for the impounding costs to the vet as well as the rehoming cost to RSPCA.

Administration is establishing a panel of vets who wish to participate in Council's dog and cat management scheme. Some vets are able to provide services across all times of the day, night and weekends.

BUDGET

Dog and Cat Management costs and revenues for 2019/20 and forecast for 2020/21 are listed in Table 2 below:

Table 2: Dog and Cat Management Revenues & Costs

Budget	2019/20	2020/21
Forecast Revenue	(\$169,000)	(\$188,200)
Estimated Costs	\$180,410	\$197,180
Impounding Costs	\$12,000	\$22,000
Net Cost/(Surplus)	\$23,410	\$30,980

For 2020/21 year, budgeted impounding costs have been increased to \$22,000, however due to changes in the availability and cost structure of RSPCA and alternative impounding services, it is likely that the costs may have to increase to between **\$34,053 and \$116,450** depending on the service model adopted. This will be reviewed in budget discussions after Council's providers finalise their offerings.

LIFE CYCLE COSTS

The costs will be reviewed annually and are influenced by demands on Community Safety Officers.

Item No: **15.5**

Subject: **COMMEMORATION OF GLADYS MATHWIN AT BRIGHTON OVAL**

Date: 28 April 2020

Written By: Manager, Active Communities

General Manager: Community Services, Ms M Lock

SUMMARY

With the removal of the Gladys Mathwin Memorial Grandstand as part of the Brighton Oval Master Plan redevelopment, the Mathwin family have requested that Gladys Mathwin again be officially commemorated on site.

RECOMMENDATION

That Council resolve to:

- 1. name the redeveloped entrance to Brighton Oval, off Highet Ave, the “Gladys Mathwin Memorial Entrance”, or**
 - 2. name the new playspace to be located immediately south of the Football / Cricket rooms, the “Gladys Mathwin Memorial Playspace”, with signage placed on the playspace fence, or**
 - 3. install a memorial plaque on the exterior of the new Football / Cricket building signifying the former location of the Gladys Mathwin Memorial Grandstand, or**
-

COMMUNITY PLAN

Community: Building a healthy, active and resilient community

Community: Providing welcoming and accessible facilities

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

As part of the Brighton Oval Master Plan redevelopments, the Gladys Mathwin Memorial Grandstand was demolished to make way for the new Football/Cricket club rooms. The grandstand was built in 1968 and prior to demolition was in a poor state of repair with significant structural repairs needing to be undertaken, along with non-compliant access and change rooms. As such, the grandstand was demolished and new facilities built.

Mr John and Mrs Gladys Mathwin were both heavily involved in community life, with John elected as Mayor five times over his 14 year service to Council. His wife Gladys was involved in different community organisations including the Good Neighbour Council and the Seacliff Mothers and Babies' Health Association, yacht and other sporting clubs. In 1968, during Mr Mathwin's fourth term, Mrs Mathwin suddenly passed away aged 42. In her memory, and in recognition of her service to the community as Mayoress, the then recently constructed grandstand at Brighton Oval was named in her honor in 1969.

Refer Attachment 1

In subsequent years, the Seacliff kindergarten building was also named Gladys Mathwin House. The Kindergarten took its name after Mrs Mathwin's death where she held the position of Vice-President and patroness of the Seacliff Mothers and Babies' Health Association (which partnered with the kindergarten). As an aside, Council has also formally recognised John Mathwin's service to the community in the naming of John Mathwin Reserve, where the Kauri Sports and Community Centre is now located.

REPORT

Although Gladys Mathwin had no direct involvement with the Brighton Districts and Old Scholars Football Club (Brighton Bombers Football Club), the grandstand was named in her memory, likely due to the close timing of her passing, and the completion of the then un-named Grandstand. To Administration's knowledge, there was no formal agreement in place if the grandstand was ever removed that another building or facility would be renamed in her memory.

To this day, the Mathwin family are actively involved within the Brighton Oval precinct, specifically as members the Brighton Lacrosse Club. Of all the new buildings on site, this would be the most appropriate for the renaming in her honour to replace the grandstand due to her family's current day involvement. However, it must be noted that Mrs Mathwin did not have any involvement with the Brighton Lacrosse Club. The potential naming of the new Lacrosse building was discussed with the Brighton Lacrosse Club, whose Life Members formally opposed this suggestion. The Brighton Lacrosse Club Life Members advised Council Administration that their firm view is that the building they lease be referred to as the Brighton Lacrosse Club and not named after one particular family or any specific individual.

Administration have been in contact with the representatives from the Mathwin family and met with them to discuss their preferred outcome. The Mathwin family have requested that Gladys Mathwin again be officially commemorated at Brighton Oval, but acknowledge the opposition to

the naming of the Brighton Lacrosse Club in their mother's memory and are open to other suggestions in terms of honouring their mother. The Mathwin family have formally requested the following options be considered by Council:

1. The redeveloped football / cricket building bear the Gladys Mathwin name.
2. Naming of the oval(s) as the Gladys Mathwin Oval(s).
3. Naming of the proposed playground in her name.
4. Naming of the Brighton Lacrosse Clubrooms in Gladys Mathwin's honour despite the reluctance of the present life members of that club for that to happen.

Given the position of the Brighton Lacrosse Club Life Members and Gladys Mathwin having no association with the Rugby Club or Football / Cricket Club, the following options are for consideration available for Council's consideration:

1. Name the redeveloped entrance to Brighton Oval, off Highet Ave, the "*Gladys Mathwin Memorial Entrance*". New signage is being installed at this location as part of Stage 2 and can be designed to incorporate her name.
2. Name the new playspace to be located immediately south of the Football / Cricket rooms, the "*Gladys Mathwin Memorial Playspace*", with signage placed on the southern fence.
3. Install a memorial plaque on the exterior of the new Football / Cricket building signifying the former location of the Gladys Mathwin Memorial Grandstand
4. Resolve not to name a new asset (building, playspace etc) or locale after Gladys Mathwin.

BUDGET

Any costs associated with amending existing signage would be minimal and funded through existing operating budgets. Any costs associated with installing new signage would also be minimal and covered through project capital budgets.

LIFE CYCLE COSTS

Not Applicable.

Attachment 1



\$52,000 GRANDSTAND IS TRIBUTE TO A MIGRANT MAYORESS

A \$52,000 grandstand opened recently at Adelaide's Brighton Oval commemorates a former Manchester migrant who became Mayoress of Brighton.

The Gladys Mathwin Memorial Grandstand was opened by Mr John Mathwin, now in his fourth term as Mayor of Brighton. Mrs Mathwin died last year.

The Mathwins, who migrated to Australia in 1951, lived for two years at the former Gepps Cross Hostel in Adelaide.

They bought land at Seaclyff Park, Brighton, and built most of their own home.

Mr Mathwin is a painter and decorator.

Mrs Mathwin was associated with many organisations in Brighton and, with her husband, was a member of the Marion and Brighton branch of the South Australian Good Neighbour Council.

Before becoming Mayor of Brighton, Mr Mathwin was a member of the Good Neighbour Council's State Executive.

He is still a member of the Good Neighbour Movement. A former South Australian

Governor, Sir Edric Bastyan, once asked Mrs Mathwin how many children she had.

She replied: 'I have five—two English and three "dinky-di's".'

'I'll remember that,' said the Governor.



Mr John Mathwin (right) and the president of the South Australian Good Neighbour Council, Sir Keith Wilson, pictured before the opening ceremony.

Item No: **15.6**

Subject: **LOCAL GOVERNMENT ACT EMERGENCY VARIATIONS – PUBLIC ACCESS AND PUBLIC CONSULTATION**

Date: 28 April 2020

Written By: Team Leader Governance

General Manager: Strategy and Business Services, Ms P Jackson

SUMMARY

The second variation to the *Local Government Act 1999* (the LG Act) has been received through the *Public Access and Public Consultation Notice No 2 (Notice No 2)* made by the Minister for Transport, Infrastructure and Local Government on 8 April 2020.

These variations are in addition to those contained in Report No. 88/20 (Update to Code of Practice- Meeting Procedures and Code of Practice- Access to Meetings and Documents- Special Meeting held on 7 April 2020).

The key effects from Notice No.2 are that Councils are now required to formally close the principal offices if they have been temporarily closed, provided certain requirements are met and Council is now excused from undertaking certain mandatory public meetings in respect of certain types of public consultation. These variations are temporary and will cease to apply 28 days after all relevant State major emergency declarations end.

Council is required to endorse the changes in light of the COVID-19 public health emergency in relation to closure of the principal office, alternative arrangement to access services, inspection of documents and the amended Community Consultation and Engagement Policy.

RECOMMENDATION

That Council:

1. **pursuant to Section 45(2) of the *Local Government Act 1999*, as substituted under the *Public Access and Public Consultation Notice (No 2) 2020*, being satisfied that it is reasonably necessary as a result of the public health emergency declared by the Chief Executive of the Department for Health and Wellbeing on 15 March 2020 (and the related major emergency declared under the Emergency Management Act 2004 on 22 March 2020 and extended on 2 April 2020), the Council, for the period the *Public Access and Public Consultation Notice (No 2) 2020* closes the principal office of the Council effective from 27 March 2020 until further notice or until emergency declarations end, whichever is sooner;**

2. enables alternative arrangements for the local community to access the services of the Council which are ordinarily available at the principal office of the Council, which are detailed on Council's main website (and may include contact by phone, written correspondence, theMyHoldfast App, Council's website (e.g. report an issue, make a payment) or via email (mail@holdfast.sa.gov.au) or such other mechanisms as are available and useful;
 3. in relation to any obligation under the *Local Government Act 1999* to make a document available for inspection at the principal office of the Council, documents be available for inspection on Council's website and, if not available via the website, to be provided on request in electronic or hard copy (with the exception of the assessment record where only copies of entries in the assessment record will be provided, on payment of a fee); and
 4. pursuant to Section 50(5a) of the *Local Government Act 1999*, as inserted under the Public Access and Public Consultation Notice (No 2) 2020, endorses the amended Community Consultation and Engagement Policy by including the provisions as highlighted in the Policy.
-

COMMUNITY PLAN

Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Community Consultation and Engagement Policy

STATUTORY PROVISIONS

Local Government Act 1999

Public Access and Public Consultation Notice (No 2) 2020

BACKGROUND

Under the ordinary application of Section 45 of the LG Act, members of the public must be able to access the physical premises of a Council's principal office to transact business during hours determined by the Council. As Council offices closed from 27 March 2020 the Council must make alternative arrangements to enable the local community to access the services of the council that are ordinarily available at the principal office of the council, and must inform the local community of these arrangements. Council must also make available documents for inspection.

The LG Act (when unmodified by Notice No. 2) requires Councils to hold public meetings as part of its public consultation upon its draft annual business plan and upon various types of changes to Council rating practices. Notice No. 2 varies the operation of the LG Act so as to remove these requirements for public meetings. However, members of the public must still be able to provide written submissions in the course of all such public consultation. Notice No. 2 varies the operation of section 50 of the LG Act such that Councils may alter their public consultation policies or substitute a new policy, without undertaking public consultation.

REPORT

Notice No. 2 now varies the operation of Section 45 of the LG Act such that a council may entirely close the principal office if it is satisfied that this is reasonably necessary as a result of the COVID-19 public health emergency. Public consultation is not required for this step to be taken. Prior to the Gazettal of Notice No. 2, legal advice indicated that closure of Council officers was a legitimate administrative action. Since the publication of Notice No. 2, new legal advice recommends a retrospective motion of closure, which this report accordingly recommends.

Council has a vast majority of documents available for inspection on Council's webpage so this will the requirement to make documents available is largely satisfied by the City of holdfast Bay. However, in the event that a document is not available it will be provided on request in electronic or hard copy. Details will be made available on Council's webpage.

An exception applies to the assessment records as the obligation to make the assessment record available for inspection at the principal office is suspended, and there is no requirement that any alternative access arrangement be provided during the operation of Notice No 2. However, Councils must still provide copies of entries in the assessment record on payment of a fee.

Notice No 2 temporarily abolishes mandatory public meetings required so Council has amended its Community Consultation and Engagement Policy to reflect this. Councils' policy has been amended to remove mandatory consultation and additional changes have been made in relation to:

- Availability of documents to the public for legislative consultations, which were previously available at the Civic Centre and libraries. Summary documents will now be available at selected Foodlands for collection, and full copies of documents will be made available on request;
- Council won't undertake any form of face to face or in person public consultation activity; and
- Council will only publish a notice on the council website and on the public notice board inviting interested persons to make written submissions within the period stated in the notice.

The changes to the policy are shown in blue in the attached Community Consultation and Engagement Policy.

Refer Attachment 1

These variations contained in this report are temporary and will cease to apply 28 days after all relevant State major emergency declarations end.

BUDGET

Not applicable

LIFE CYCLE COSTS

Not applicable

Attachment 1



Trim Container	FOL/17/1049
First Issued / Approved:	22/06/2010
Last Reviewed:	28/04/2019
	C280420/.....
Next Review:	30/04/2022

1. PREAMBLE

The City of Holdfast Bay is committed to open, accountable and responsive decision making, which is informed by effective communication and consultation between the council and the community.

1.1 Background

Community engagement, critical in the successful development of sustainable policies and decisions in government, the private sector and the community, is also critical in the ongoing planning, implementation, evaluation and decision making processes of Council services and the management of community resources.

Community consultation supports our Value of Engaging with, developing and recognising the valuable contribution of members of our community to the well-being of our City.

1.2 Purpose

1.2.1 The objectives of this Policy are to:

- a. Promote positive relations between the Council and the community.
- b. Guide effective engagement between the Council and the community.
- c. Enable the community to be informed about and participate in Council planning and decision making.
- d. Provide the framework for appropriately structured, targeted and delivered community engagement as part of Council's decision making.
- e. Support Council decision making which is open, transparent, responsive, inclusive and accountable to the community.

1.2.2 This Policy has been supplemented to include provisions made on 8 April 2020 by the Minister for Transport, Infrastructure and Local Government who issued a notice pursuant to section 302B of the Local Government Act 1999, the Public Access and Public Consultation Notice (No 2) 2020 (**Notice No 2**) varying or suspending the operation of the specified provisions of the Local Government Act 1999 as set out in Schedule 1 to Notice No 2. Notice No 2 commenced operation on 8 April 2020.

COMMUNITY CONSULTATION AND ENGAGEMENT POLICY

For the period Notice No 2 has effect (as provided for in Notice No 2), this Public Consultation Policy is altered as set out below and those alterations have effect notwithstanding any other provision in this Policy to the contrary.

For the avoidance of doubt, save for the alterations to the Policy as set out below, the Policy otherwise applies to public consultation undertaken by the Council for the purposes of the Local Government Act 1999.

These provision are shown in blue and will remain in operation during the current public health emergency (COVID-19) and whilst the Minister's Notice No 2 remains in operation.

Pursuant to Section 45(2) of the *Local Government Act 1999*, as substituted under the *Public Access and Public Consultation Notice (No 2) 2020*, being satisfied that it is reasonably necessary as a result of the public health emergency declared by the Chief Executive of the Department for Health and Wellbeing on 15 March 2020 (and the related major emergency declared under the *Emergency Management Act 2004* on 22 March 2020 and extended on 2 April 2020), the Council, for the period the *Public Access and Public Consultation Notice (No 2) 2020* has effected the closure of the principal office of the Council effective from *Friday 27 March 2020*.

1.3 Scope

Policy applies to Elected Members, employees, contractors and agents or consultants acting on behalf of Council.

1.4 Definitions

Act means the *Local Government Act 1999*.

Community means all people who, own property, live, work, study or conduct business in, or who visit, use or enjoy the services, facilities and public places of the City of Holdfast Bay.

Community Engagement means the community in decision making processes, which is critical in the successful development of acceptable policies and decisions in government, the private sector and the community.

Consultation means two way communications designed to obtain public feedback about ideas on rationale, alternatives and proposals to inform decision making.

Council means the City of Holdfast Bay. For the purposes of these alterations the Council includes an officer or employee of the Council acting within the scope of that person's ordinary functions and duties except in circumstances where these alterations expressly require a matter to be considered at a meeting of the Council.

COMMUNITY CONSULTATION AND ENGAGEMENT POLICY

Policy means this Community Consultation & Engagement Policy.

Regulations means the *Local Government (General) Regulations 2013*.

1.5 Strategic Reference

Community: Fostering an engaged and contributing community

2. PRINCIPLES

2.1 The City of Holdfast Bay is committed to effective, ongoing and timely community engagement as an integral part of local governance and key decision making.

2.2 Council will be proactive in informing and seeking the views of its community, taking into account the specific needs of different sections of the community, ensuring appropriate strategies, including digital engagement, are developed to maximise the opportunities for participation of all members of the community.

2.3 Council will be honest about the degree of influence the community is able to exercise in any particular community engagement event or process.

- a. Council acknowledges that different sections of the community will have different levels of interest in an individual issue and will tailor its engagement strategies accordingly.
- b. Council's desire to engage the community will be balanced with other influences such as budgetary constraints.
- c. Council will define the parameters of the community engagement process for each specific topic, in line with legislative requirements and best practice, and will use community engagement techniques selected to fulfil the "promise" of the defined engagement process.

2.4 Council will incorporate the principles of the International Association for Public Participation (IAP2) in all of its community engagement practices, both in those areas affected by legislation and in those areas where employees or Council have determined, as a matter of good practice, to consult with the community.

2.4.1 The Council will not undertake any form of face-to-face or in person public consultation activity (including without limitation a door knock, focus group, forum, briefing session, workshop, open house, community panel, conversation café, round table or symposium) in relation to any matter for which the *Local Government Act 1999* requires the Council to follow the steps set out in its public consultation policy.

The Council will not undertake any form of face-to-face or in person public consultation activity (including items listed above) in relation to any matter for which this Policy would, but for this provision, require the Council to hold such an activity.

To the extent this Policy would otherwise require the Council to hold a face-to-face or in person public consultation activity in relation to a matter, the Council will instead publish a notice on its website and on the council notice board

COMMUNITY CONSULTATION AND ENGAGEMENT POLICY

inviting interested persons to make written submissions in relation any matter within the period stated in the notice where legislatively required to do so (which will not be less than 21 days after the publication of the notice, unless the matter is considered by the Council to require urgent consideration and it is not otherwise contrary to the *Local Government Act 1999* to consult for a lesser period). The Council will consider the submissions.

- 2.5 For the purpose of this policy the following promises apply:
- a. Inform – One way communication providing balanced and objective information to assist understanding about something that is going to happen
 - b. Consult – two way communications designed to obtain public feedback about ideas on rationale, alternatives and proposals to inform decision making – Council will listen and acknowledge concerns and aspirations and provide feedback.
 - c. Involve – participatory process designed to help identify issues and views to ensure that concerns and aspirations are understood and considered prior to decision making – Council will work with the community to ensure that its concerns and aspirations are directly reflected in the alternatives developed.
 - d. Collaborate – working together to develop understanding of all issues and interests to work out alternatives and identify preferred solutions – Council will look to the community for direct advice and innovation in formulating solutions.
- 2.6 Where required by the Local Government Act, or any other Act, Council will at all times meet at least the minimum requirements for public consultation as identified in the Act.

For Legislative consultations only, temporary arrangements will be made for the duration of this period for Council to provide summary documents to be made available at selected Supermarkets located with City of the Holdfast Bay.

In relation to any obligation under the *Local Government Act 1999* to make a document available for inspection at the principal office of the Council, a summary of the document (with details on how to obtain the full document) will be made available to collect at *the local Foodlands' and Romeo's Foodland*:

Romeo's Foodland, 101-103 Partridge St, Glenelg South SA 5045
Foodland Hove 349 Brighton Rd, Hove SA 5048
Foodland Seacliff 228 Seacombe Rd, Seacliff Park SA 5049

OR

Full documentation is available on the Council website to download at www.holdfast.sa.gov.au, or via phone, mail or email request.

COMMUNITY CONSULTATION AND ENGAGEMENT POLICY

2.7 The publication in a newspaper circulating within the area of the council and on the Council's website of a notice describing the matter under consideration and inviting interested persons to make submissions in relation to the matter within a period stated in the notice. This period must be consistent with at least the minimum period of time as stated in the relevant section of the Act.

2.7.1 The Council will not publish a notice in a newspaper circulating in the area of the Council inviting interested persons to attend a public meeting or meeting of the Council in relation to any matter within the scope of Sections 123, 151 or 156 of the *Local Government Act 1999* for which public consultation is required under the *Local Government Act 1999*. The Council will not hold such a public meeting or invite persons to attend a meeting of the Council to ask questions or make submissions on the matter.

The Council will publish a notice on the council website and on the public notice board inviting interested persons to make written submissions within the period stated in the notice (which will not be less than 21 days after the publication of the notice) in relation any matter within the scope of Sections 123, 151 or 156 of the *Local Government Act 1999* for which public consultation is required under the *Local Government Act 1999*. The Council will consider the submissions at a meeting of the Council.

2.8. For the purposes of determining the period of public consultation, the time between the 15 December and the 15 January inclusive in any year, will not be counted when determining the consultation period; and

2.9 The Council will consider any submissions received from the public during a consultation period.

3. REFERENCES

3.1 Legislation

- *Local Government Act 1999*

3.2 Other References

- Local Government Association (SA) Community Engagement Handbook – a Model Framework for Leading Practice in Local Government in South Australia. (2008)
- Community Consultation and Engagement Procedure
- [Public Access and Public Consultation Notice \(No 2\) 2020 \(Notice No 2\)](#)

Item No: **15.7**

Subject: **ADELAIDE100 WALKING TRAIL PROPOSAL**

Date: 28 April 2020

Written By: Youth and Recreation Coordinator

General Manager: Community Services, Ms M Lock

SUMMARY

Walking SA have requested Council's approval to establish signage for the Adelaide100® project within the City of Holdfast Bay. The Adelaide100® is a 100km circuit walk that traverses the city and the suburbs of Adelaide. The walk can be started from any point along the circuit, and spans from the beautiful coastline, through the CBD and suburbs, and into the Adelaide Hills. The circuit utilises existing trails and promotes local accommodation and services.

The proposal requests 27 posts with post decals to be installed within the City of Holdfast Bay. Once installed these items would become the property of Council with maintenance assistance from Walking SA.

RECOMMENDATION

That Council endorses:

- 1. the installation and ownership of the Adelaide100 walking trail signage, through the City of Holdfast Bay at the prescribed locations;**
 - 2. in-kind support in the form of Council staff time to install trail signage within the City of Holdfast Bay, at an estimated budget of \$4,500 + GST; and**
 - 3. financial support for the purchase of posts and decals at a budget of \$1,050 + GST, to be funded from existing Community Program budget.**
-

COMMUNITY PLAN

Placemaking: Developing walkable connected neighbourhoods

Community: Building a healthy, active and resilient community

Economy: Supporting and growing local business

Economy: Boosting our visitor economy

Environment: Fostering an environmentally connected community

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

BACKGROUND

The concept of the Adelaide100 was born in 2012 and has since been taken on as a project by Walking SA. The Adelaide100 is a long distance loop trail taking in the hills, coast, waterways and city. It is designed around accommodation, food outlets and conveniences being available along the way. The trail is approximately 126km in length and can be completed over 6 to 7 days carrying a day pack only. It has an Airport diversion for international and regional visitors. There are plenty of short portions which are attractive walks in their own right.

Refer to Attachment 1

Key features of the Adelaide100® project:

- Diversity of terrain: the trail encompasses coast lines, hills and parklands.
- Utilisation of existing walking trails: eliminating additional major infrastructure costs usually associated with creating such a circuit;
- Accessibility: easily accessed from the airport, CBD, public transport and major attractions;
- Flexibility: the trail can be completed over a 5 or 6 day continuous period or completed in sections at different times;
- Economic boost: local businesses, including accommodation, cafes/restaurants and other services will benefit from the tourism uplift along the trail;
- Tourism: many unique tourist points are traversed along the trail, including Glenelg Beach, the summit of Mount Lofty, Cleland Conservation Park, Adelaide Zoo, Adelaide's beaches, Adelaide Hills wineries, unique indigenous locations and historic points;
- Wide-ranging appeal: walkers of many differing levels of fitness can access the varied sections of the trail, from the flat of the coastal trail, the gentle slope of the linear park along the river and the slightly steeper bush trails through the Adelaide Hills.

REPORT

Walking SA are requesting Council's approval and authority to install signage for our portion of the Adelaide100 trail, which would become the property of the City of Holdfast Bay once installed. Walking SA will supply and install the signage if required, however any assistance Council can

provide in this area would be appreciated. Areas of the trail have already been completed in the Cities of Campbelltown, Tea Tree Gully and Port Adelaide Enfield with the relevant Council's assistance with installation and supply of materials.

The City of Holdfast Bay could provide in-kind support via staff time and expertise, to install signage along our area of the trail (estimated cost \$4,500 + GST) and/or provide funding towards the purchase of posts and decals to attach to posts for our section (cost \$1,050 + GST from existing Community Program budget). If Council determines to provide in-kind support for this project, a separate budget must be allocated outside of existing depot operational budget lines.

There are 27 posts and post decals proposed to be installed within the City of Holdfast Bay. Approximate locations for these have been mapped with the final position to be determined in consultation with Council staff. It is proposed, the decals will either be installed on new posts or existing Council fence or signage infrastructure, including consideration of integration with the proposed Minda Coast Park signage. Regarding maintenance and replacement of posts and decals, on notification from Administration of any damaged or missing infrastructure, Walking SA would replace these items at nil cost to Council.

Refer to Attachments 2 to 4

The Adelaide100® Project is funded by Wellbeing SA, Government of South Australia, with additional funding from the Office of Recreation, Sport and Racing, and in-kind support from other key stakeholders. As part of this project, Walking SA will develop a web site, social media content, and promotional material highlighting the different features and sections of the trail, businesses along the trail, and events (including launch events) as different sections are completed.

BUDGET

Purchase of posts and decals for the length of Adelaide100 trail within the City of Holdfast Bay - cost of \$1,050 + GST.

In-kind staff time to install signage along the trail - cost \$4,500 + GST.

LIFE CYCLE COSTS

Nil. Ongoing maintenance cost covered by Walking SA.

Attachment 1

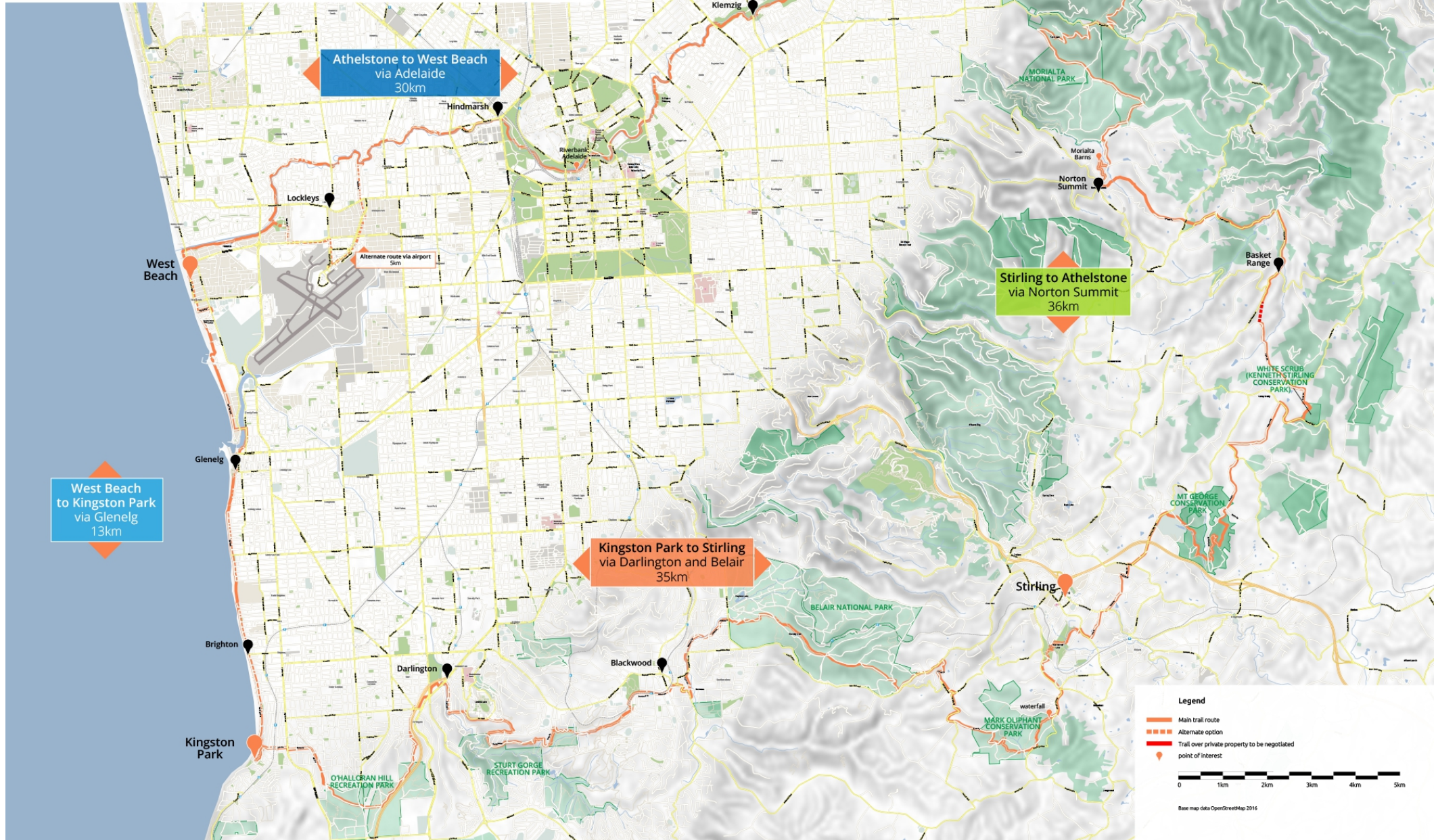




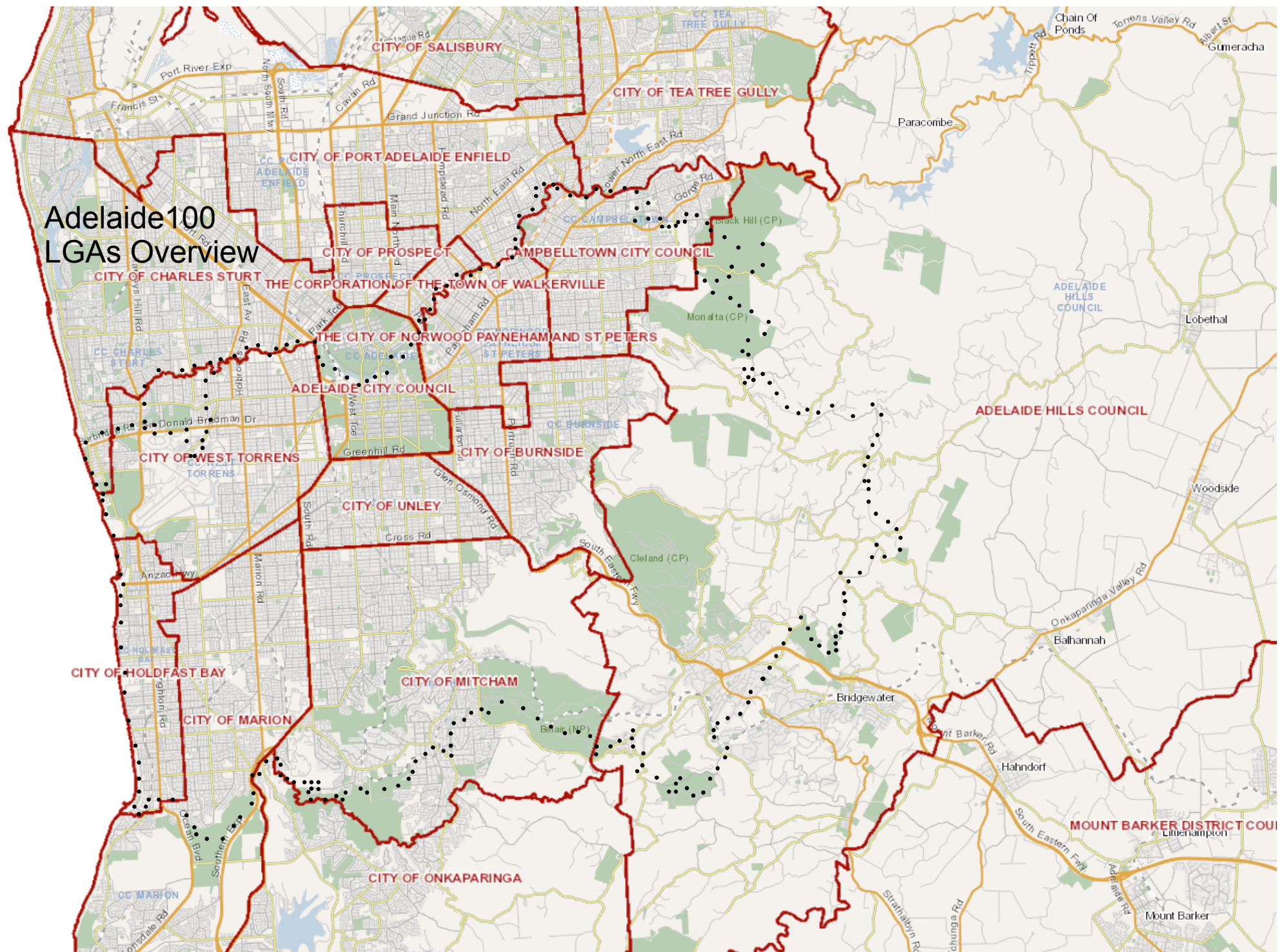
Proposed Adelaide 100 Trail Route

Map version 7/10/2016

Design and development of the Adelaide100 is an initiative of Walking SA.
More people walking more often.



Adelaide 100 LGAs Overview



Attachment 2



Adelaide100 - Anderson Avenue to Riverside Drive

Property Stakeholder

Waymarkers

Route

City of Holdfast Bay

27



City of Marion

14



DEW - O'Halloran Hill

5



Anderson Avenue to Repton Road

Route Continuation

City of West Torrens



Adelaide100 - Anderson Avenue to Riverside Drive

Property Stakeholder

Waymarkers

Route

City of Holdfast Bay

27



City of Marion

14

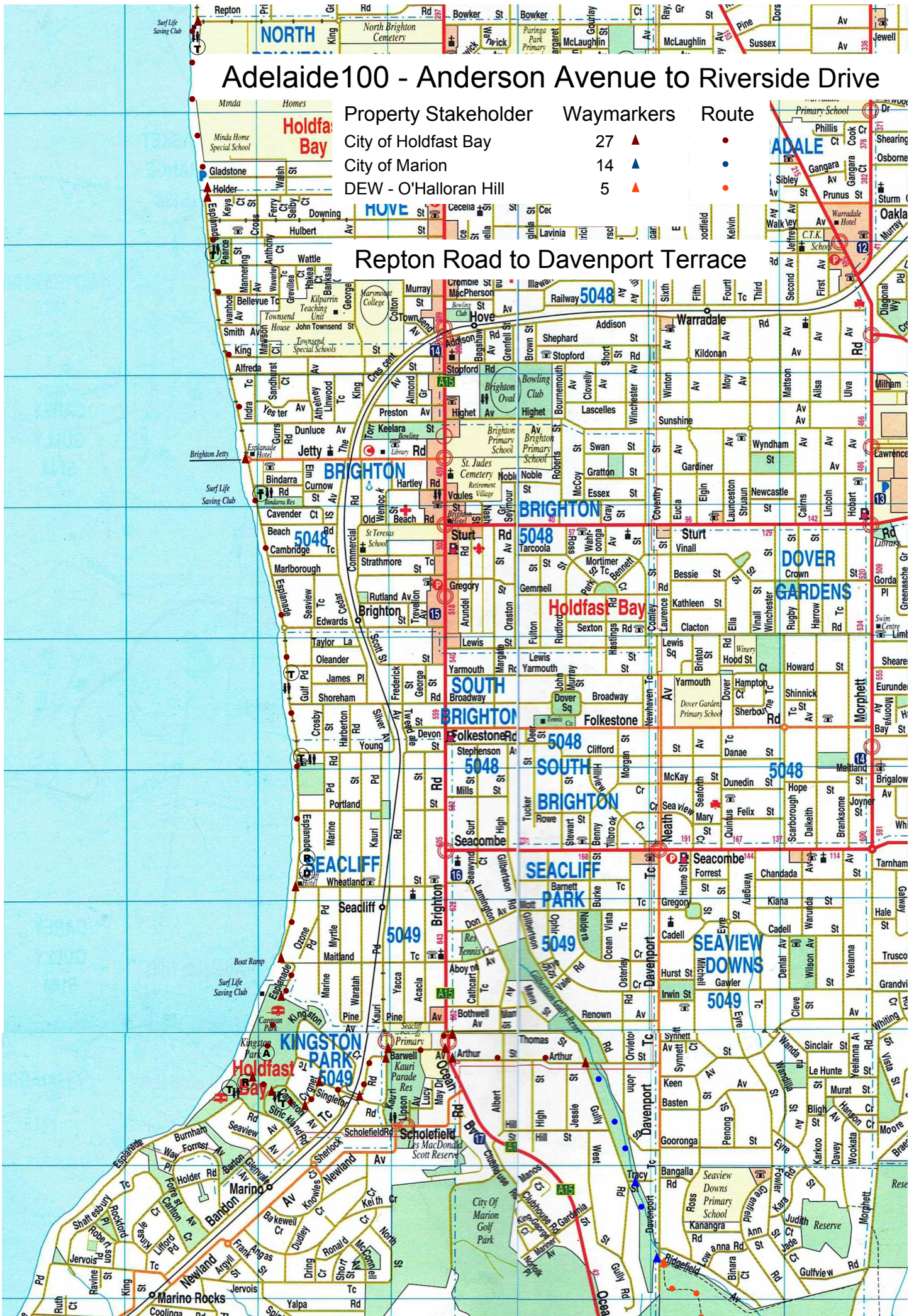


DEW - O'Halloran Hill

5






Repton Road to Davenport Terrace



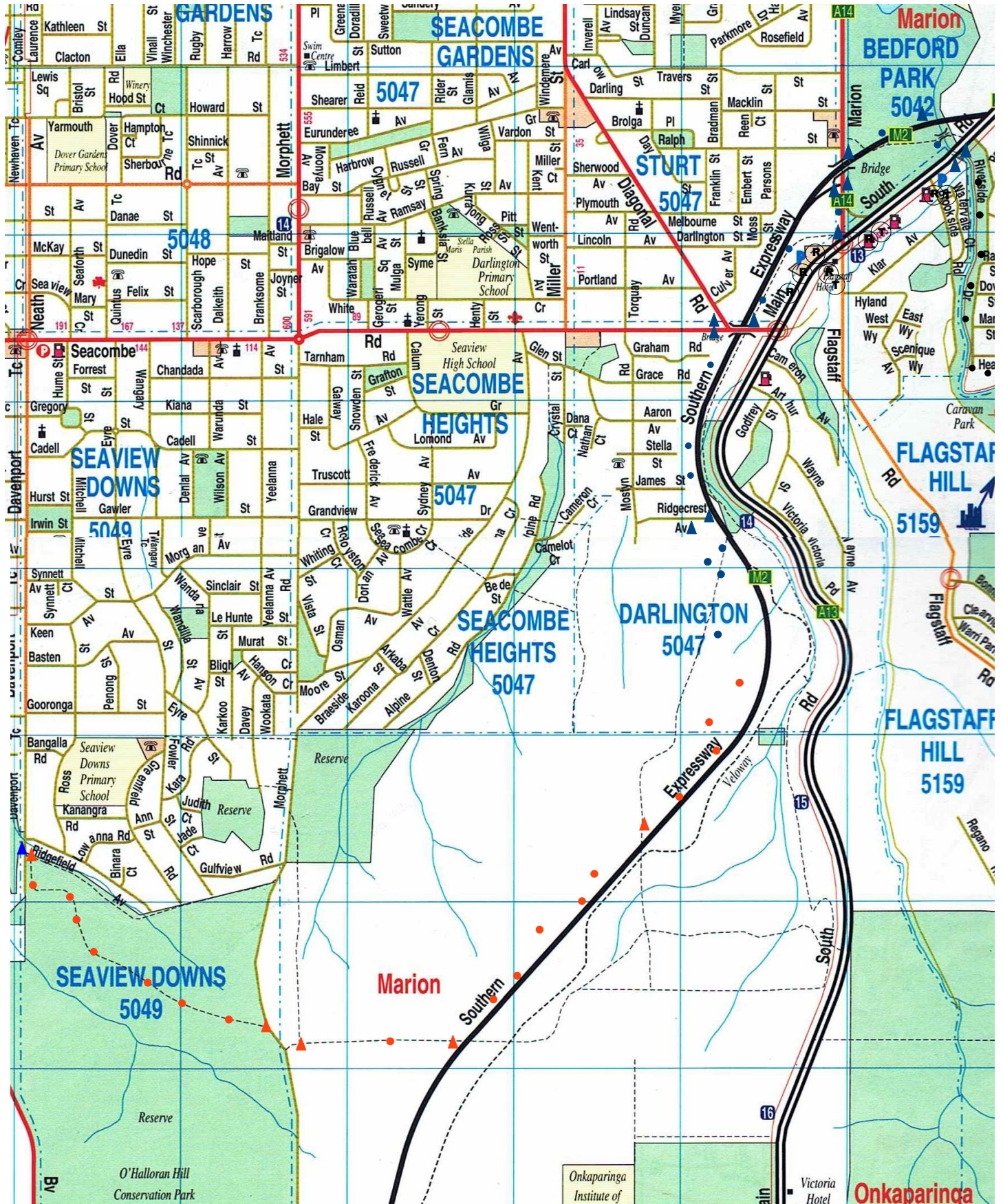
Attachment 3



Adelaide100 - Anderson Avenue to Riverside Drive

Property Stakeholder	Waymarkers	Route	
City of Holdfast Bay	27 		Route Continuation
City of Marion	14 		
DEW - O'Halloran Hill	5 		
			City of Mitcham

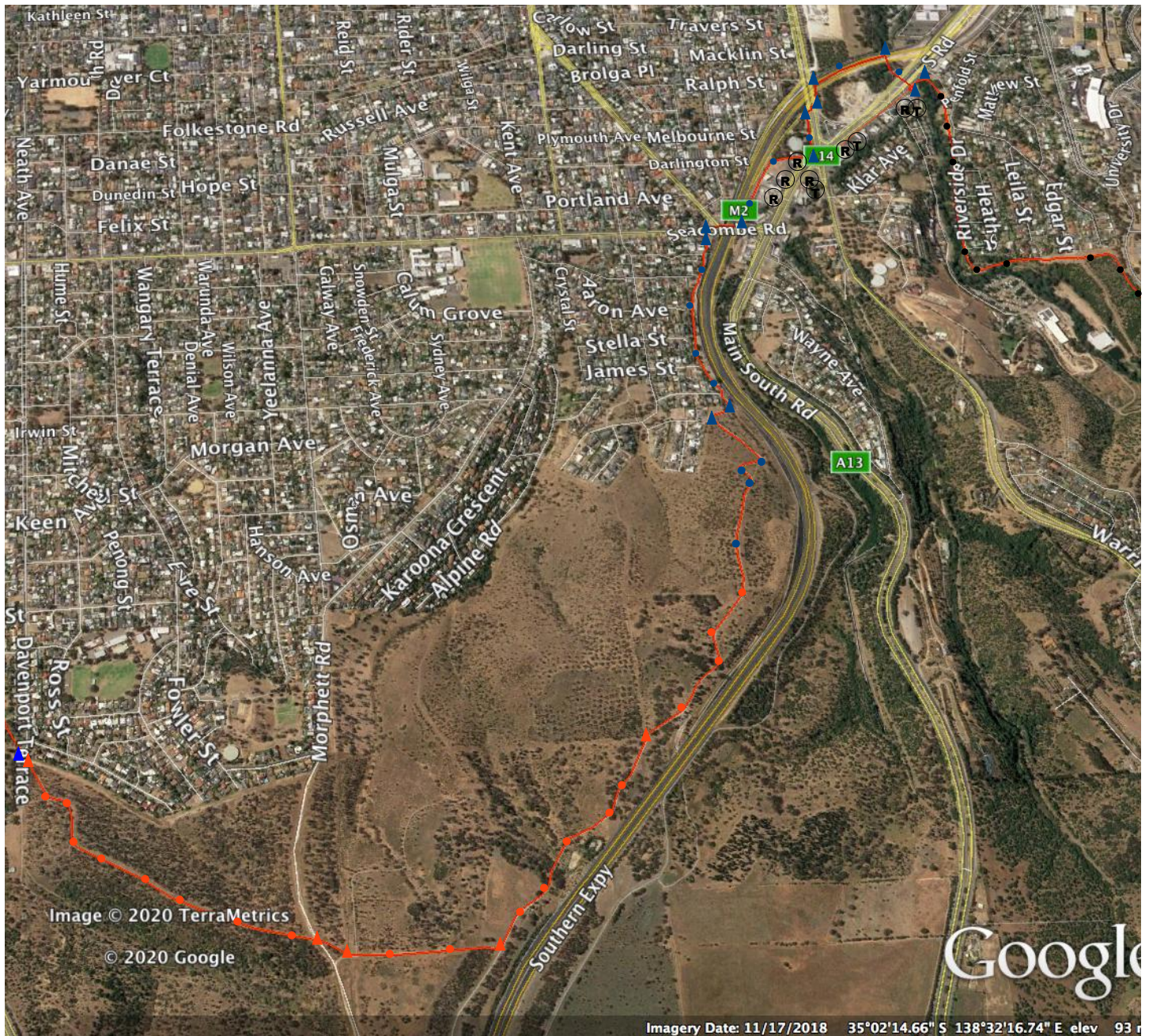
Davenport Terrace to Riverside Drive



Adelaide100 - Anderson Avenue to Riverside Drive

Property Stakeholder	Waymarkers	Route	
City of Holdfast Bay	27 ▲	●	
City of Marion	14 ▲	●	Route Continuation
DEW - O'Halloran Hill	5 ▲	●	City of Mitcham ●

Davenport Terrace to Riverside Drive



Attachment 4



Adelaide100 Signage



Logo



Decal Design

The First Post: From Debneys Road to Norton Summit via the unmade road reserve Monument Road. Me with vollunteers.



Addison Ave Campbelltown 4Feb20: From Black Hill to the River Torrens Linear Park via Thorndon Park. Campbelltown City Council and me.



Item No: **15.8**

Subject: **BUDGET UPDATE AND ANNUAL BUSINESS PLAN UPDATE – AS AT 31 MARCH 2020**

Date: 28 April 2020

Written By: Management Accountant

General Manager: Strategy and Business Services, Ms P Jackson

SUMMARY

This report covers the third update of Council's 2019/20 budget conducted as at 31 March 2020.

A comprehensive review of Municipal budgets has increased the forecast operating deficit by \$287,759 to \$427,863. This deficit, due to the impact of the COVID-19 pandemic and budget carry forwards, is offset by the \$1.9m surplus in 2018/19 which over the two year period still places Council in a strong financial position.

Due to social restrictions currently in place, as a result of COVID-19, major unfavourable variances are expected in car parking and caravan park revenue. Leasing income has also been reduced to account for the 3 month rent free period provided by Council to their leaseholders. This has been partly offset by identified savings in waste management, electricity charges and employment costs.

Capital expenditure has decreased by \$303,681 as budgets have been adjusted to reflect actual costs on completed projects.

Attached are financial reports for Municipal and Alwyndor operations, commercial activities and progress summaries and analysis of Annual Business Plan projects.

RECOMMENDATION

- 1. That Council notes the third 2019/20 budget update for Council's municipal operations including:**
 - (a) an increase in the forecast operating deficit for 2019/20 of \$287,759 from \$140,104 to \$427,863;**
 - (b) a decrease in forecast capital expenditure of \$303,681 from \$34.922 million to \$34.618 million;**
 - (c) a decrease in forecast capital revenue of \$54,525 from \$11.505 million to \$11.450 million; and**
 - (d) an increase in forecast net financial liabilities of \$38,603 at 30 June 2020 from \$27.232 million to \$27.271 million.**

2. That Council notes the third 2019/20 budget update for Alwyndor operations including:
 - (a) an increase in the forecast operating deficit for 2019/20 of \$790,716 from an operating deficit of \$180,076 to an operating deficit of \$970,792;
 - (b) a decrease in forecast capital expenditure for 2019/20 of \$143,484 from \$844,063 to \$700,579; and
 - (c) an increase in the forecast funding required for 2019/20 of \$572,109 from a funding surplus of \$280,537 to a funding requirement of \$291,572.
3. That Council note the Annual Business Plan quarterly update for March 2020.

COMMUNITY PLAN

Culture: Being financially accountable

COUNCIL POLICY

Not applicable.

STATUTORY PROVISIONS

Local Government (Financial Management) Regulations 2011, Regulation 9.

BACKGROUND

The Local Government (Financial Management) Regulations 2011 require three specific budget performance reports to be prepared and considered by Councils including:

1. Budget Update (at least twice per year);
2. Mid-year Budget Review (once per year); and
3. Report on Financial Results (after completion and audit of annual financial statement of previous financial year).

The three reports collectively are intended to provide a comprehensive reporting process that allows Council to track performance against the financial targets it established in its annual budget.

REPORT

The current forecast projections comprise the original budget adopted by Council at its meeting on 11 June 2019, items carried forward from 2018/19 adopted by Council on 13 August 2019, the first budget update as at 30 September 2019 adopted by Council on 22 October 2019 and the second budget update as at 31 December 2019 adopted by Council on 11 February 2020.

Following a review of these budgets a number of proposed variations have been identified for both Municipal and Alwyndor operations.

Municipal Operations

As part of Council's response to the COVID-19 pandemic a resolution was passed to assist residents by ensuring; no penalties for late payment of Rates till 31 August, waiving of rental payments for commercial and club leaseholders till 30 June, deferment of sporting club loans for 6 months, waiving of fees and charges for reserve hire, outdoor dining permits and encroachment fees till 30 June and the reduction of fees for food inspections by 25% (Council resolution – SC070420/1764). Restrictions due to the pandemic have been introduced by Federal and State Governments that will also have an impact on the revenue that Council will receive during the remainder of the financial year.

To account for these changes a comprehensive review was undertaken to identify both the expected cost of the COVID-19 outbreak and any savings that could be recognised at this budget update to offset the loss in revenue. Other budget variances identified as part of normal operations have also been included.

Further details of the individual amounts along with notes are attached to this report.

Refer Attachment 1

Major variances include an estimated reduction to the revenue budget of \$262,000 for car parking, \$233,000 for the Brighton Caravan Park and \$239,000 for lease income from Council owned properties. This has been offset by savings of; \$155,000 in employment costs due to temporary vacancies, \$110,000 in the provision made for waste recycling charges and \$107,000 in electricity charges.

The result is an increase to the forecast operating deficit of \$287,759 to \$427,863. Though the forecast for the 30 June is a deficit this is offset by the \$1.9m surplus in 2018/19 which over the two year period places Council in a strong financial position.

Alwyndor Operations

A number of major variances have been identified since the 31 December 2019 budget update. These include additional expenditure of \$340,000 for Residential Accreditation and Homecare Compliance and a further \$160,000 for quality improvement costs such as training and ongoing policy and care plan review. These additional amounts were considered at the February meeting of the Alwyndor Management Committee.

Subsequently, the unanticipated impact of COVID-19 is estimated to require an additional amount of \$186,000 along with an anticipated reduction in interest earned of \$160,000. Opportunities for additional Federal Government funding as a part of the COVID-19 support package are currently being sought.

The result of these budget adjustments is an increase to the forecast operating deficit of \$790,716 to \$970,792.

Further details of the amounts and notes along with funding statements for both Council Municipal and Alwyndor operations have been prepared and are attached to this report.

Refer Attachment 1

The statements comprise six columns:

- The 2019/20 original full year budget.
- The current year to date revised forecast.
- Actual to 31 March 2020.
- Year to date variance to 31 March 2020.
- The current approved full year revised forecast comprising the original budget, items carried forward from 2018/19 and the budget update to 31 December 2019.
- Proposed budget forecasts variances arising from this budget update.
- Note References.

Major year-to-date variances have been accounted for as part of this budget update. The remaining year-to-date variances are the result of budget timings.

Major capital variances

A number of major projects are expected to be incomplete as at 30 June 2020 and include the following:

- Brighton Oval Masterplan – stage 2
- Glenelg Town Hall renovations
- Stormwater Management Plan implementation
- Jetty Road, Glenelg Masterplan construction
- Holdfast Tennis Club redevelopment
- Kingston Park and Brighton Caravan Park design and construction
- Buffalo Site improvement works
- Major plant and equipment on order, but not yet delivered

The amounts will be detailed in future finance reports when committed costs are known.

Financial Assistance Grant - timing

In June 2019 the Federal Government announced that it would bring forward the payment of 50 percent of the 2019-20 Financial Assistance Grants. Council received \$602,411 advance payment in June 2019. The timing of this payment required it to be recorded as income in the 2018/19 financial year. The effect of this is a corresponding reduction in the operating result for 2019/20. Advice has not been received on whether the 2020/21 Financial Assistance Grant will be brought forward and paid in June 2020 and as such no budget adjustment has been included for this item.

Commercial Activities

Comparative financial reports to 31 March 2020 have been provided for councils major commercial activities including Brighton Caravan Park, Partridge House and Partridge Street carpark.

Refer Attachment 2

Financial Indicators

Financial indicators have been prepared including an operating surplus ratio, net financial liabilities ratio and asset sustainability ratio.

The operating surplus ratio is determined by calculating the operating surplus/(deficit) before capital amounts as a percentage of total operating revenue.

The net financial liabilities ratio is determined by calculating total liabilities less financial assets as percentage of total operating revenue.

Another relevant measure of ability to service debt is the interest cover ratio. The interest cover ratio is measured by calculating net financial interest as a percentage of the total operating revenue. A ratio of 5 per cent indicates that for every \$100 of revenue \$5 is spent in net interest payments. The current interest cover ratio indicates that Council is in a strong financial position to manage debt.

The asset sustainability ratio is determined by calculating capital expenditure on the renewal or replacement of existing assets, excluding new capital expenditure as a percentage of depreciation. This ratio measures the extent to which existing infrastructure and assets are being replaced.

The following tables provide updated forecasts for these and other major ratios for Council, Alwyndor and the consolidated result for both entities at 31 March 2020.

Municipal Funds	Target – from 2019/20 Annual Budget/LTFP	Original Budget Forecast	Revised Budget Forecast
Operating Result*	≥ 0	\$252,376	(\$427,863) Deficit
Operating Ratio**	≥ 0%	0.5%	(0.9%)
Net Financial Liabilities ratio***	≤ 75%	60%	57%
Interest Cover Ratio****	< 5%	1.2%	1.3%
Asset Sustainability Ratio *****	90% -110%	127%	149%

***Operating Result** is the result from total operating income less total operating expenses before asset disposals, amounts received for assets and changes in the valuations of assets.

****Operating Ratio** expresses the operating result as a percentage of total operating income.

*****Net Financial Liabilities Ratio** expresses total liabilities less total financial assets as a percentage of total operating income.

******Interest Cover Ratio** expresses finance costs including interest on borrowings less interest on investments as a percentage of total operating revenue excluding interest on investments.

*******Asset Sustainability Ratio** is defined as net capital expenditure on the renewal and replacement of existing assets expressed as a percentage of the asset management plan required expenditure.

Ratio – Alwyndor Funds	Target – from 2019/20 Annual Budget/LTFP	Original Budget Forecast	Revised Budget Forecast
Operating Result	≥ 0	(\$180,076)	(\$970,792) Deficit
Net Financial Liabilities ratio	NA	77%	73%
Asset Sustainability Ratio	90% -110%	72%	57%

Ratio – Consolidated Funds *	Target – from 2019/20 Annual Budget/LTFP	Original Budget Forecast	Revised Budget Forecast
Operating Result	≥ 0	\$72,300 Surplus	(\$1,398,655) Deficit
Operating Ratio	$\geq 0\%$	0.1%	(2.1)%
Net Financial Liabilities ratio	$\leq 75\%$	66%	63%
Interest Cover Ratio	$\leq 5\%$	0.3%	0.6%
Asset Sustainability Ratio	90% -110%	127%	138%

*Amounts and ratios include Alwyndor operations.

Additional financial indicators have been identified for Alwyndor operations which give a better measure of financial performance. These measures and indicators have been included in the table below as at 31 March 2020.

Additional Alwyndor Performance Indicators	Target	Actual to 31 March 2020	Notes
Bed occupancy rate – year-to-date average	97.5%	98.44%	
Cash Liquidity Level – ability to refund bonds/refundable accommodation deposits (RAD's)	Minimum of \$2m	\$4m @ call	
Accommodation Bond/RAD Level – to ensure it is increasing to provide financial reserves for future capital expenditure	\$31.2m	\$34.8m (11.5% increase)	
Cash to total revenue	6.33%	2.67%	1
Percentage of full pension funded beds – this determines eligibility for Federal Government refurbishment supplement funding	55 beds – 41%	55 beds – 41%	
Resident Financial Position – surplus/(deficit) position per resident	(\$11.96) deficit per resident per day	(\$26.55) deficit per resident per day	2

Notes

1. Due to operating deficit.
2. The previously reported target of \$3.70 deficit per resident per day was incorrect and has been updated in this report to reflect the adopted 2019/20 target deficit of \$11.96. The actual deficit is currently \$26.55 which is due to the increased care hours for staff and agency to assist with accreditation, provide training and improve service quality.

Annual Business Plan Quarterly Update

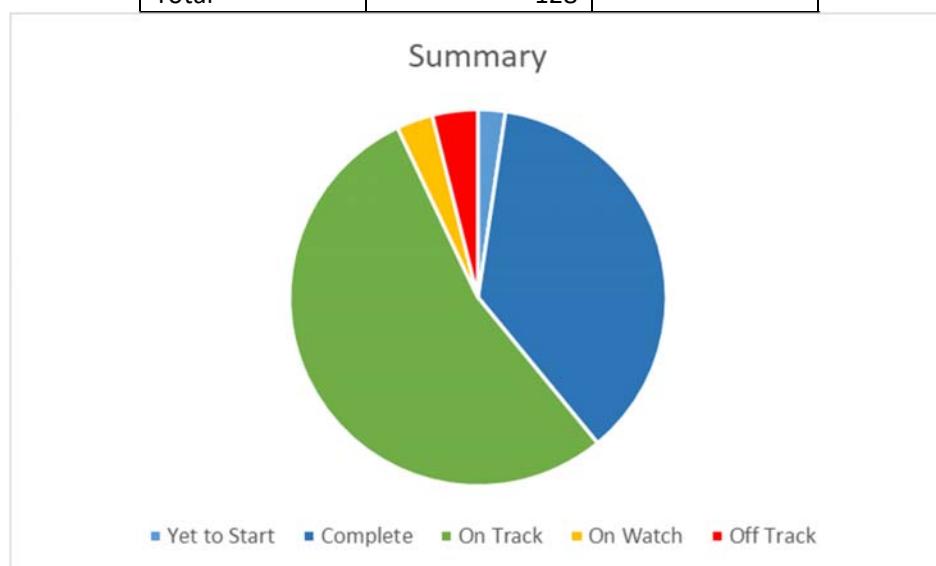
As at 31 March 2020, five projects are off track, i.e. will not be completed by the end of the financial year, most of these stalled due to isolation measures associated with COVID-19.

One project, the advanced pump track, is on watch awaiting a Council decision. All other on watch projects are at risk of not being completed by the end of the financial year.

A summary of the progress of On Track and Completed projects is provided below, all of these are projected to be complete by the end of the year, based on the current restrictions. Similarly, the three projects yet to start were scheduled as such and will be completed by the end of the financial year. Further details are attached to this report.

Refer Attachment 3

Progress	Total	Percent
Yet to Start	3	2%
Complete	47	37%
On Track	69	54%
On Watch	4	3%
Off Track	5	4%
Total	128	

**BUDGET**

The content and recommendation of this report indicates the effect on the budget.

LIFE CYCLE COSTS

The nature and content of this report is such that life cycle costs are not applicable.

Attachment 1



City of Holdfast Bay **Municipal Funds Statement as at March 2020**

2019 - 2020 Original Budget \$'000	Year to Date				2019 - 2020 Adopted Forecast \$'000	Proposed Forecast Adjustment \$'000	Note
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000				
(758)	(581)	(587)		6 Administrative Services	(744)	(17)	1
1,443	783	796	(13)	FAG/R2R Grants	1,516	-	
(994)	(733)	(740)		7 Financial Services	(975)	(14)	2
(9,288)	(6,846)	(6,843)	(3)	Financial Services-Depreciation	(9,288)	-	
(252)	-	-	-	Financial Services-Employee Leave Provisions	(252)	-	
(655)	(249)	(229)	(20)	Financial Services-Interest on Borrowings	(637)	-	
230	-	-	-	Financial Services-SRWRA	230	-	
35,317	35,556	35,563	(7)	General Rates	35,280	(33)	3
(1,509)	(1,052)	(1,057)	5	Governance & Risk	(1,311)	97	4
(675)	(511)	(587)	76	Human Resources	(675)	(76)	5
(2,965)	(2,737)	(2,845)	108	Strategy & Innovation	(3,358)	(121)	6
(546)	(445)	(425)	(20)	Business Development	(563)	(12)	7
(955)	(652)	(691)	39	Community Development	(974)	66	8
(352)	(269)	(233)	(36)	Community Engagement Admin	(352)	-	
(864)	(628)	(628)	-	Community Events	(814)	23	9
(296)	(267)	(268)	1	Community Services Administration	(379)	(24)	10
(186)	(130)	(125)	(4)	Community Transport	(186)	(8)	11
(6)	(92)	(45)	(48)	Community Wellbeing	(169)	19	11
-	105	115	(10)	SA HACC	(104)	36	11
(620)	(417)	(392)	(24)	Customer Service	(564)	25	12
-	69	116	(47)	Jetty Road Mainstreet	(55)	-	
(1,503)	(1,095)	(1,025)	(71)	Library Services	(1,503)	57	13
(339)	(254)	(246)	(9)	Tourism & Marketing Admin	(339)	8	14
(1,862)	(1,245)	(1,220)	(25)	Asset Management	(1,862)	24	15
(1,412)	(1,112)	(1,044)	(68)	Assets and City Services	(1,395)	(7)	16
49	67	109	(42)	Cemeteries	49	64	17
715	569	881	(313)	City Regulation	727	(249)	18
1,018	808	863	(55)	Commercial - Brighton Caravan Park	1,018	(233)	19
(2)	(1)	26	(27)	Commercial - Partridge House	(2)	11	20
456	329	321	8	Commercial - Recreational Clubs Leases	541	(241)	21
(902)	(556)	(521)	(35)	Development Services	(892)	97	22
(826)	(556)	(523)	(32)	Environmental Services	(842)	5	23
(583)	(506)	(469)	(37)	Infrastructure Maintenance	(608)	(26)	24
(18)	(12)	(12)	-	Property Maintenance	(21)	(10)	25
(7,519)	(4,973)	(5,118)	144	Public Spaces	(7,370)	142	26
(3,921)	(2,730)	(2,613)	(118)	Waste Management	(4,098)	110	27
832	-	-	-	Less full cost attribution - % admin costs capitalised	832	-	
252	9,635	10,303	(668)	=Operating Surplus/(Deficit)	(140)	(288)	
9,288	6,846	6,843	3	Depreciation	9,288	-	
22	-	-	-	Other Non Cash Items	22	-	
9,310	6,846	6,843	3	Plus Non Cash Items in Operating Surplus/(Deficit)	9,310	-	
9,563	16,481	17,146	(665)	=Funds Generated from Operating Activities	9,170	(288)	
3,524	6,007	5,978	29	Amounts Received for New/Upgraded Assets	10,108	(58)	28
357	88	106	(18)	Proceeds from Disposal of Assets	1,396	4	29
3,881	6,096	6,084	12	Plus Funds Sourced from Capital Activities	11,505	(55)	
(7,916)	(6,198)	(4,020)	(2,178)	Capital Expenditure on Renewal and Replacement	(9,431)	103	
(14,975)	(10,503)	(9,627)	(876)	Capital Expenditure on New and Upgraded Assets	(25,491)	200	
(22,891)	(16,701)	(13,647)	(3,054)	Less Total Capital Expenditure	(34,922)	304	30
203	200	192	8	Plus:Repayments of loan principal by sporting groups	203	-	
203	200	192	8	Plus/(less) funds provided (used) by Investing Activities	203	-	
(9,244)	6,075	9,775	(3,700)	= FUNDING SURPLUS/(REQUIREMENT)	(14,045)	(39)	
Funded by							
(10,190)	(2,817)	(2,817)	-	Increase/(Decrease) in Cash & Cash Equivalents	(1,962)	-	
-	8,374	12,021	(3,647)	Non Cash Changes in Net Current Assets	2,886	-	
-	-	-	-	Less: Proceeds from new borrowings	(13,029)	(39)	
-	-	-	-	Less: Net Movements from Cash Advance Debentures	-	-	
947	518	571	(53)	Plus: Principal repayments of borrowings	947	-	
(9,244)	6,075	9,775	(3,700)	=Funding Application/(Source)	(14,045)	(39)	

Note 1 – Administrative Services - \$17,000 reallocation

Reallocation of salary budget. Overall employment savings across Council of \$155,000.

Note 2 – Financial Services - \$14,000 unfavourable

Reduced interest earned on investments.

Note 3 – General Rates - \$33,000 unfavourable

As part of Council's response to COVID-19 no more fines and charges to be raised against the late payment of rates (\$20,000) and successful objections of rate valuations higher than budgeted for (\$13,000).

Note 4 – Governance & Risk - \$97,000 favourable

Salary savings due to temporary vacancies (\$45,000), lower than budgeted for Elected Members expenditure (\$27,000) and reduced costs to hold Council meetings (\$20,000).

Note 5 – Human Resources - \$76,000 unfavourable

Increased maternity leave costs (\$47,000) and rebate received from the Local Government Authority's Workers Compensation Scheme lower than originally estimated (\$39,000) - offset by various savings.

Note 6 – Strategy & Innovation - \$121,000 unfavourable

Additional legal and professional costs associated with; Heritage Development Plan Amendment (DPA) (\$16,000), Seacliff Park DPA (\$22,000), Origin Destination Survey for the Integrated Transport Strategy (\$54,000) and the IT graduation program (\$50,000) which is offset by salary savings within the department.

Note 7 – Business Development - \$12,000 unfavourable

Completion of a number of events – Winter Wonderland, Markets and Tour Down Under – has resulted in a small budget variation.

Note 8 – Community Development - \$66,000 favourable

Salary savings due to temporary vacancies (\$25,000) and savings on cancelled, or completed, projects and events (\$37,000) - including volunteers function, Race Around the Bay, Kaurua meetings and Holdfast Bay Community Centre Masterplan.

Note 9 – Community Events - \$23,000 favourable

Overall savings on completed events – including Australia Day, Proclamation Day, New Year's Eve, Christmas Pageant and October Street Party.

Note 10 – Community Services Administration - \$24,000 reallocation

Reallocation of salary budget. Overall employment savings across Council of \$155,000.

Note 11 – Community Transport/Wellbeing & SA HACC - \$47,000 favourable

A reallocation of budgets within the Community Wellbeing function to align with community demands. Savings on salary costs (\$12,000) and the Access & Inclusion Strategy project (\$34,000).

Note 12 – Customer Service - \$25,000 favourable

Salary savings due to temporary vacancies.

Note 13 – Library Services – \$57,000 favourable

Salary savings (\$50,000) and reduced costs for holiday programs due to COVID-19 restrictions (\$6,000).

Note 14 – Tourism & Marketing Admin - \$8,000 favourable

Aboriginal trainee grant no longer required.

Note 15 – Asset Management - \$24,000 favourable

Savings on electricity costs due to new contract (\$41,000) offset by additional cleaning and sanitisation costs due to the COVID-19 pandemic (\$20,000).

Note 16 – Assets & City Services - \$7,000 unfavourable

Additional expenditure required for preparation of the Asset Management Plan (\$20,000) and adjustment to Hoarding Fees budget (\$55,000) offset by salary savings (\$37,000), additional bus shelter advertising income (\$14,000) and various other identified savings (\$17,000).

Note 17 – Cemeteries - \$64,000 favourable

Higher than budgeted for revenue received from cemetery operations during this financial year.

Note 18 – City Regulation - \$249,000 unfavourable

Reduction in car parking revenue (\$262,000), outdoor dining fees (\$37,000) and food inspections (\$10,000) due to COVID-19 restrictions. This is partially offset by salary savings (\$25,000), additional hoarding fee income (\$23,000) and dog registration fees (\$9,000).

Note 19 – Commercial – Brighton Caravan Park - \$233,000 unfavourable

Estimated revenue from Brighton Caravan Park reduced to account for COVID-19 restrictions.

Note 20 – Commercial – Partridge House \$11,000 favourable

Limited operations at Partridge House due to COVID-19 mean lower salary costs for casuals (\$17,000) and other minor savings (\$4,000) offset by a reduced revenue budget (\$10,000).

Note 21 – Commercial – Recreational Clubs Leases - \$241,000 unfavourable

As part of Council's response to COVID-19 lease payments due for the period April to June 2020 have been waived which combined with the cessation of a number of leases earlier in the financial year have resulted in reduced revenue for; commercial leases (\$152,000), encroachment fees (\$35,000) and sporting club leases (\$52,000).

Note 22 – Development Services - \$97,000 favourable

Savings identified in; legal costs (\$41,000), salaries due to a temporary vacancy (\$36,000), fewer applications for the Heritage Grant (\$25,000), sitting fees for the Council Assessment Panel (\$13,000) and various other savings (\$14,000). This has been offset by a reduction in estimated planning fee income due to the COVID-19 pandemic (\$32,000).

Note 23 – Environmental Services - \$5,000 favourable

Saving on the completion of the Textile Project and other minor variances.

Note 24 – Infrastructure Maintenance - \$26,000 unfavourable

Due to a staff vacancy and a back-log in traffic investigations additional expenditure required for traffic consultancy works (\$60,000) offset by a saving on the completion of the Olli Bus Trial project (\$34,000).

Note 25 – Property Maintenance - \$10,000 unfavourable

Additional software licence costs for CCTV operations due to an increase in the number of locations.

Note 26 – Public Spaces - \$142,000 favourable

Reduced electricity costs due to new contract and LED lighting program (\$107,000) and legal costs associated with the SAPN payout lower than anticipated (\$46,000). Offset by minor variances (\$11,000).

Note 27 – Waste Management - \$110,000 favourable

Allowance made in the 2018/19 financial statements for 'China Sword' related recycling costs was higher than actual costs once received this financial year.

Note 28 – Amounts Received for New/Upgraded Assets - \$58,000 unfavourable

Reduction of grant income budgets to reflect actual amounts received for Jetty Road, Glenelg, Masterplan (\$30,000) and Kibby Avenue pedestrian crossing (\$13,000), plus unspent amount of grant received for the Seacliff pedestrian crossing to be returned to Department Planning, Transport and Infrastructure (\$15,000).

Note 29 – Proceeds from Disposal of Assets - \$4,000 favourable

Additional income received on the trade-in of Council vehicles.

Note 30 – Capital Expenditure - \$304,000 favourable

Savings on completed projects including:

- \$122,000 – pedestrian crossings on the Esplanade at Angus Neill reserve and Brighton Surf Lifesaving Club.
- \$98,000 – road related infrastructure replacement program.
- \$60,000 – stormwater pit and pipe renewal program.
- \$25,000 – various building related projects.

City of Holdfast Bay **Capital Expenditure Summary by Budget Item to March 2020**

2019-20 Original Budget \$'000	Year to Date			2019-20 Adopted Forecast \$'000
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000	
(832)	-	-	- Full Cost Attribution	(832)
(660)	(467)	(399)	(68) Information Technology	(660)
-	(27)	(8)	(19) Commercial and Economic Enterprises	(27)
(95)	(75)	(78)	3 Brighton Library	(95)
(120)	-	-	- Community Bus	(120)
-	-	(12)	12 Sport and Recreation	(629)
(3)	-	-	- Community Loop Bus	-
(10)	-	(1)	1 Depot and Stores	(10)
(780)	(249)	(325)	76 Machinery Operating	(985)
(1,334)	(1,334)	(671)	(663) Road Construction and Re-seal Program	(1,334)
-	(43)	(43)	- Car Park Construction	(43)
(393)	(366)	(287)	(79) Footpath Program	(433)
(2,667)	(683)	(332)	(351) Stormwater Drainage Program	(1,410)
(295)	(533)	(223)	(310) Traffic Control Construction Program	(573)
-	(5)	(6)	1 Signage Program	(5)
(1,152)	(1,165)	(1,218)	53 Kerb and Water Table Construction Program	(1,175)
(40)	(55)	(50)	(5) Other Transport - Bus Shelters etc.	(55)
(9,908)	(6,981)	(6,462)	(518) Reserve Improvements Program	(16,873)
(1,883)	(1,899)	(1,240)	(659) Land, Buildings and Infrastructure Program	(3,141)
(2,615)	(285)	(184)	(101) Streetscape Program	(3,885)
(102)	(2,532)	(2,109)	(423) Foreshore Improvements Program	(2,532)
-	(3)	-	(3) Caravan Park - General	(104)
(22,891)	(16,701)	(13,647)	(3,054) Total	(34,922)



Alwyndor Aged Care Funds Statement as at 31 March 2020

2019-20 Original Budget \$'000	Year to Date				2019-20 Adopted Forecast \$'000	Proposed Forecast Adjustment \$'000	Note
	Adopted Forecast \$'000	Actual YTD \$'000	Variance \$'000				
3,971	2,628	2,898	(270)	User Charges	3,527	264	
10,339	7,744	7,908	(164)	Operating Grants and Subsidies	10,340	257	
491	368	265	103	Investment Income	491	(160)	
3,074	1,779	2,124	(345)	Reimbursements	2,410	256	
1,753	2,126	2,147	(21)	Other Income	2,860	18	
19,628	14,646	15,342	(697)	Operating Revenue	19,628	635	1
(13,915)	(10,075)	(10,146)	71	Employee Costs - Salaries & Wages	(13,494)	(266)	2
(4,591)	(3,739)	(4,728)	989	Materials, contracts and other expenses	(5,012)	(1,143)	3
(125)	(94)	(69)	(24)	Finance Charges	(125)	27	
(1,177)	(871)	(905)	34	Depreciation	(1,177)	(44)	
(19,808)	(14,779)	(15,849)	1,069	Less Operating Expenditure	(19,808)	(1,425)	
(180)	(134)	(506)	373	=Operating Surplus/(Deficit)	(180)	(791)	4
1,177	871	905	(34)	Depreciation	1,177	44	
128	96	11	85	Provisions	128	31	
1,305	967	916	51	Plus Non Cash Items in Operating Surplus/(Deficit)	1,305	75	
1,124	834	410	424	=Funds Generated from Operating Activities	1,124	(716)	
(844)	(317)	(197)	(120)	Capital Expenditure on New and Upgraded Assets	(844)	143	
(844)	(318)	(197)	(121)	Less Total Capital Expenditure	(844)	143	
280	515	212	302	= Funding SURPLUS/(REQUIREMENT)	280	(572)	
Funded by							
280	515	212	302	Increase/(Decrease) in Cash & Cash Equivalents	280	(572)	
280	515	212	302	=Funding Application/(Source)	280	(572)	

Alwyndor Aged Care – Notes March 2020

1 Revenue

The proposed forecast recognises an increase in revenue of \$635k from budget.

Home Care income has increased due to a number of clients transferring to a higher level of Home Care Package. Although the number of total packages remain below budget, the program is forecast to earn an additional \$463k of income compared to budget, a reduction from the original forecast due to COVID-19. Alwyndor is experiencing a reduction of service hours by approximately 30% which is consistent with wider industry experience. \$252k of this revenue increase relates to client reimbursements listed below.

Residential income forecast has been updated to reflect \$310k increase in funding due to ongoing improvement in occupancy rates and \$28k increase in funding as a part of the Federal Government COVID-19 Aged Care support package. This is offset by a reduction in interest income of \$160k.

Healthy Living group classes have been cancelled due to COVID-19. A reduction has also been seen in individual services. As a result, the forecast reflects a \$67k reduction in revenue which is offset by \$60k additional Government funding including a 'one off' Wellness and Reablement grant of \$55k received in February 2020.

2 Employee Costs - Salaries & Wages

The forecast for Employee costs has increased by \$266k. This increase is primarily due to residential accreditation, home care compliance accreditation and quality improvement initiatives including intensive training and ongoing policy and care plan review processes.

3 Materials, contracts and other expenses

The increase of \$1.1m from budget is due to the following:

- Agency costs \$747k
Significant costs were incurred in Agency to assist with residential accreditation and increased training. These costs were not budgeted for and have made a significant impact on the forecast for the year. In addition to accreditation, Agency costs were incurred for quality improvement, training and ongoing policy review. An approach has been implemented to reduce agency hours however the impact of mandatory COVID-19 self-isolation requirements delayed achieving this in March.

- Home Care client reimbursements \$252K
Reimbursements are cost neutral as the costs are covered by funds from Home Care packages.
- Accommodation, maintenance and utilities \$50K
Higher due to an increase in running costs over the last 18 months.
- Professional fees \$94K
Increased due to the engagement of consultants earlier in the year to review and assist with the accreditation.

4 Operating Deficit

The adopted budget deficit position of \$180k was revised in February 2020 to \$636K mainly due to the impacts of additional expenditure incurred for the following:

- Residential Accreditation & Homecare Compliance: \$340K
- Quality improvement costs such as training and ongoing policy and care plan review: \$160K

This was considered at the February meeting of the Alwyndor Management Committee and as such was not included in the Holdfast Bay 2nd quarter budget review to Council. Since that time an additional \$335K has been forecast to our end of year position due to:

- unanticipated impact of COVID-19: \$186K
- reduction in interest income: \$160K

We are exploring opportunities for additional Federal Government funding support.

**City of Holdfast Bay
Municipal Funds Statement as at March 2020**

	July		August		September		October		November		December		January		February		March		YTD Revised	Actual
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	YTD
	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000	\$,000
Administrative Services	(24)	(32)	(195)	(209)	(49)	(45)	(40)	(39)	(41)	(43)	(71)	(58)	(59)	(70)	(46)	(53)	(56)	(37)	(581)	(587)
FAG/R2R Grants	-	-	137	141	-	-	-	-	437	514	-	-	73	-	137	141	-	-	783	796
Financial Services	(32)	(42)	(250)	(249)	(64)	(77)	(60)	(25)	(70)	(53)	(61)	(66)	(71)	(99)	(58)	(58)	(68)	(71)	(733)	(740)
Financial Services-Depreciation	-	-	-	-	(2,340)	(2,289)	-	-	-	-	(2,241)	(2,290)	-	-	-	-	(2,265)	(2,264)	(6,846)	(6,843)
Financial Services-Interest on Borrowings	62	66	(3)	(4)	1	1	(22)	(4)	(216)	(214)	(68)	(68)	(1)	(1)	(2)	(3)	1	-	(249)	(229)
General Rates	36,340	36,483	(319)	(333)	167	22	2	-	(316)	(323)	9	9	(19)	2	(325)	(309)	17	10	35,556	35,563
Governance & Risk	(205)	(286)	(128)	(126)	(43)	(23)	(145)	(157)	(106)	(171)	(131)	(12)	(148)	(162)	(108)	(25)	(37)	(95)	(1,052)	(1,057)
Human Resources	(6)	(63)	(81)	(52)	(89)	(98)	(32)	(41)	(63)	(82)	(72)	(76)	(60)	(75)	(39)	(50)	(69)	(51)	(511)	(587)
Strategy & Innovation	(787)	(364)	(233)	(905)	(257)	(173)	(254)	(198)	(161)	(182)	(295)	(275)	(306)	(301)	(175)	(239)	(269)	(208)	(2,737)	(2,845)
Business Development	(133)	(24)	19	(74)	(58)	(28)	(38)	(47)	(41)	(61)	(48)	(43)	(68)	(58)	(32)	(56)	(46)	(34)	(445)	(425)
Community Development	(37)	(47)	(86)	(75)	(66)	(70)	(70)	(84)	(61)	(73)	(118)	(93)	(81)	(65)	(70)	(78)	(63)	(107)	(652)	(691)
Community Engagement Admin	(42)	(35)	(32)	(23)	(33)	(23)	(20)	(25)	(27)	(25)	(22)	(20)	(45)	(30)	(26)	(26)	(22)	(25)	(269)	(233)
Community Events	(59)	(25)	(54)	(74)	(55)	(48)	(11)	(96)	(80)	(70)	(70)	(19)	(170)	(247)	(67)	(57)	(62)	(13)	(628)	(648)
Community Services Administration	(16)	(17)	(33)	(35)	(29)	(30)	(22)	(24)	(22)	(27)	(36)	(34)	(46)	(35)	(22)	(35)	(42)	(30)	(267)	(268)
Community Transport	(12)	(9)	(21)	(17)	(11)	(10)	(13)	(11)	(13)	(11)	(13)	(13)	(18)	(21)	(16)	(20)	(14)	(14)	(130)	(125)
Community Wellbeing	148	179	(126)	(99)	(97)	(69)	123	154	(85)	(105)	22	(64)	118	142	(71)	(80)	(125)	(102)	(92)	(45)
Customer Service	(31)	(32)	(62)	(57)	(42)	(41)	(42)	(41)	(43)	(50)	(41)	(37)	(62)	(68)	(49)	(26)	(44)	(42)	(417)	(392)
Jetty Road Mainstreet	(102)	529	593	(76)	(91)	(43)	(67)	(62)	(28)	(96)	(47)	(35)	(101)	(45)	(29)	(44)	(60)	(13)	69	116
Library Services	(90)	(98)	(185)	(182)	(129)	(125)	(21)	15	(88)	(125)	(143)	(122)	(178)	(162)	(123)	(118)	(137)	(108)	(1,095)	(1,025)
SA HACC	69	57	(19)	15	(13)	(10)	62	50	(13)	(10)	(14)	49	61	(16)	(13)	(9)	(14)	(10)	105	115
Tourism & Marketing Admin	(19)	(23)	(37)	(36)	(25)	(25)	(33)	(24)	(24)	(24)	(29)	(26)	(39)	(39)	(24)	(24)	(25)	(25)	(254)	(246)
Asset Management	(64)	(72)	(114)	(131)	(143)	(58)	(158)	(176)	(146)	(158)	(134)	(154)	(162)	(123)	(168)	(184)	(154)	(163)	(1,245)	(1,220)
Assets and City Services	(76)	(67)	(150)	(139)	(134)	(102)	(97)	(140)	(106)	(96)	(131)	(125)	(140)	(123)	(107)	(124)	(172)	(127)	(1,112)	(1,044)
Cemeteries	-	13	3	13	(5)	10	11	24	19	6	(3)	15	(1)	(12)	7	21	36	18	67	109
City Regulation	18	7	(2)	99	74	31	153	191	90	101	76	14	47	110	73	102	41	227	569	881
Commercial - Brighton Caravan Park	87	93	(36)	(143)	-	24	50	136	84	90	101	107	134	483	257	(102)	131	175	808	863
Commercial - Partridge House	20	17	(7)	(11)	(6)	(3)	5	11	-	5	(1)	(3)	3	8	(13)	8	-	(5)	(1)	26
Commercial - Recreational Clubs Leases	60	31	30	23	23	29	50	32	28	25	18	15	61	85	32	57	26	24	329	321
Development Services	(28)	(23)	(89)	(47)	(63)	(59)	(52)	(75)	(63)	(8)	(73)	(63)	(104)	(143)	(75)	(52)	(10)	(49)	(556)	(521)
Environmental Services	23	9	(52)	(41)	(57)	(59)	(50)	(70)	(85)	(94)	(115)	(79)	(20)	(48)	(105)	(63)	(95)	(79)	(556)	(523)
Infrastructure Maintenance	(33)	(25)	(89)	(85)	(41)	(44)	(42)	(84)	(40)	(28)	(115)	(104)	(58)	(30)	(37)	(31)	(51)	(38)	(506)	(469)
Property Maintenance	-	(3)	-	-	(1)	-	-	-	-	-	(6)	(1)	(3)	(4)	-	(2)	(3)	(2)	(12)	(12)
Public Spaces	(461)	(550)	(582)	(547)	(543)	(556)	(649)	(648)	(480)	(532)	(496)	(494)	(581)	(683)	(564)	(537)	(618)	(572)	(4,973)	(5,118)
Waste Management	(46)	(78)	(325)	(278)	(342)	(309)	(318)	(295)	(331)	(325)	(340)	(394)	(345)	(353)	(381)	(265)	(301)	(315)	(2,730)	(2,613)
=Operating Surplus/(Deficit)	34,523	35,568	(2,527)	(3,759)	(4,562)	(4,301)	(1,800)	(1,752)	(2,093)	(2,245)	(4,708)	(4,520)	(2,388)	(2,182)	(2,243)	(2,342)	(4,568)	(4,144)	9,635	10,303
Depreciation	-	-	-	-	2,340	2,289	-	-	-	-	2,241	2,290	-	-	-	-	2,265	2,264	6,846	6,843
Plus Non Cash Items in Operating Surplus/(Deficit)	-	-	-	-	2,340	2,289	-	-	-	-	2,241	2,290	-	-	-	-	2,265	2,264	6,846	6,843
=Funds Generated from Operating Activities	34,523	35,568	(2,527)	(3,759)	(2,222)	(2,012)	(1,800)	(1,752)	(2,093)	(2,245)	(2,467)	(2,229)	(2,388)	(2,182)	(2,243)	(2,342)	(2,303)	(1,880)	16,481	17,146
Amounts Received for New/Upgraded Assets	36	2,122	1,900	-	-	2,855	3,071	-	-	1,000	1,000	-	-	-	-	-	-	-	6,007	5,978
Proceeds from Disposal of Assets	-	-	-	-	-	-	39	40	-	39	1	-	25	-	23	27	1	-	88	106
Plus Funds Sourced from Capital Activities	36	2,122	1,900	-	-	2,855	3,110	40	-	1,039	1,001	-	25	-	23	27	1	-	6,096	6,084
Capital Expenditure on Renewal and Replacement	(168)	(62)	(199)	(171)	(529)	(247)	(1,136)	(416)	(876)	(815)	(642)	(683)	(779)	(446)	(716)	(367)	(1,152)	(812)	(6,198)	(4,020)
Capital Expenditure on New and Upgraded Assets	(52)	(1,017)	(1,978)	(1,044)	(1,115)	(643)	(1,133)	(1,289)	(1,846)	(989)	(993)	(2,442)	(935)	(777)	(1,353)	(280)	(1,098)	(1,147)	(10,503)	(9,627)
Less Total Capital Expenditure	(220)	(1,080)	(2,177)	(1,215)	(1,644)	(890)	(2,270)	(1,705)	(2,723)	(1,804)	(1,635)	(3,124)	(1,715)	(1,223)	(2,069)	(646)	(2,249)	(1,959)	(16,701)	(13,647)
Plus:Repayments of loan principal by sporting groups	-	-	3	-	4	4	184	183	2	2	-	-	-	-	3	-	4	3	200	192
Plus/(less) funds provided (used) by Investing Activities	-	-	3	-	4	4	184	183	2	2	-	-	-	-	3	-	4	3	200	192
= FUNDING SURPLUS/(REQUIREMENT)	34,339	36,611	(2,801)	(4,975)	(3,862)	(42)	(775)	(3,234)	(4,814)	(3,008)	(3,101)	(5,354)	(4,078)	(3,405)	(4,286)	(2,962)	(4,547)	(3,837)	6,075	9,775
Funded by																				
Increase/(Decrease) in Cash & Cash Equivalents	1,237	1,237	908	908	1,138	1,138	(2,196)	(2,196)	(759)	(759)	549	549	(2,385)	(2,385)	(1,472)	(1,472)	163	163	(2,817)	(2,817)
Non Cash Changes in Net Current Assets	33,090	35,361	(3,744)	(5,918)	(5,003)	(1,183)	1,406	(1,053)	(4,271)	(2,466)	(3,836)	(6,089)	(1,705)	(1,032)	(2,849)	(1,525)	(4,713)	(4,055)	8,374	12,021
Plus: Principal repayments of borrowings	12	12	34	34	3	3	15	15	216	216	186	186	13	13	35	35	3	56	518	571
=Funding Application/(Source)	34,339	36,611	(2,801)	(4,975)	(3,862)	(42)	(775)	(3,234)	(4,814)	(3,008)	(3,101)	(5,354)	(4,078)	(3,405)	(4,286)	(2,962)	(4,547)	(3,837)	6,075	9,775

Attachment 2



BRIGHTON CARAVAN PARK		Actual \$ 01/07/18 to 31/03/19	Actual \$ 01/07/19 to 31/03/20
Revenue From Cabins and Sites			
Oceanview Spa Villas		94,136	90,814
Waterview Villas		243,969	234,504
Seaside Cabins		113,668	120,292
Budget Cabin - No Ensuite		46,108	6,798
Special Access Hillside Cabin		18,159	22,530
Hillside Cabins		33,155	35,876
Powered Grass Sites		241,271	253,393
Unpowered Sites		2,072	-
Premium Powered Sites		107,434	118,385
Powered Slab Sites		292,981	303,995
Beachfront Powered Grass Sites		108,951	141,664
Sea Breeze Cabins		437,332	416,116
Miscellaneous Income		22,083	46,749
		<u>1,761,318</u>	<u>1,791,113</u>
Operational Costs			
Management costs		(589,855)	(594,156)
Repairs and Maintenance		(98,095)	(46,289)
Marketing/Website		(18,699)	(27,162)
Site Operational Costs		(74,125)	(60,345)
Office Operational Costs		(26,563)	(33,955)
Water		(26,656)	(6,176)
Electricity		(57,998)	(62,810)
Gas		(17,593)	(11,368)
Insurance		(5,211)	(5,776)
		<u>(914,795)</u>	<u>(848,036)</u>
Earnings Before Interest, Tax and Depreciation (EBITD)		846,524	943,077
Depreciation		(120,690)	(120,690)
Earnings Before Interest and Tax (EBIT)		725,834	822,387
EBIT Margin		41.2%	45.9%

OCCUPANCY RATES		Actual % 01/07/18 to 31/03/19	Actual % 01/07/19 to 31/03/20
Accommodation Type			
Cabins		62.71%	62.06%
Sites		58.43%	65.27%
Average Total		61.14%	63.13%

PARTRIDGE HOUSE		Actual \$ 01/07/18 to 31/03/19	Actual \$ 01/07/19 to 31/03/20
Revenue From Functions and Room Hire			
Wedding Ceremony	45,730		40,350
Catering	7,109		6,539
Funeral Service	23,255		63,530
Private Function	10,155		26,735
Corporate Meeting	2,291		-
Community Benefit Group	27,221		24,880
Equipment Hire	12,689		-
		128,449	162,033
Operational Costs			
Employment Costs	(86,917)		(83,072)
Repairs and Maintenance	(17,216)		(11,315)
Marketing/Website	(4,160)		(5,671)
Property Operational Costs	(15,234)		(13,751)
Office Operational Costs	(4,096)		(998)
Electricity	(6,677)		(6,685)
		(134,300)	(121,492)
Earnings Before Interest, Tax and Depreciation (EBITD)		(5,851)	40,542
Depreciation		(27,817)	(27,817)
Earnings Before Interest and Tax (EBIT)		(33,668)	12,725
EBIT Margin		(26.2%)	7.9%

NUMBER OF EVENTS BY TYPE		Actual No. 01/07/18 to 31/03/19	Actual No. 01/07/19 to 31/03/20
Event Type			
Wedding *	44		25
Funeral	63		75
Community Function	315		255
Other Events	49		65
Total Number of Events	471		420

* Wedding income received on a prepayment basis

PARTRIDGE STREET CAR PARK	Actual \$ 01/07/18 to 31/03/19	Actual \$ 01/07/19 to 31/03/20
Car Parking Revenue	95,766	91,260
Operating Costs	(68,373)	(71,837)
Operating Costs - Property	(25,684)	(21,459)
Earnings Before Interest, Tax and Depreciation (EBITD)	1,709	(2,036)
Depreciation	(89,111)	(89,111)
Earnings Before Interest and Tax (EBIT)	(87,403)	(91,147)
EBIT Margin	(91.3%)	(99.9%)

CAR PARK USAGE	Actual No. 01/07/18 to 31/03/19	Actual No. 01/07/19 to 31/03/20
Car Park		
Eastern Car Park - No. of Transactions	94,141	109,119
Western Car Park - No. of Transactions	96,947	89,447
Total No. of Transactions	191,088	198,566

Attachment 3



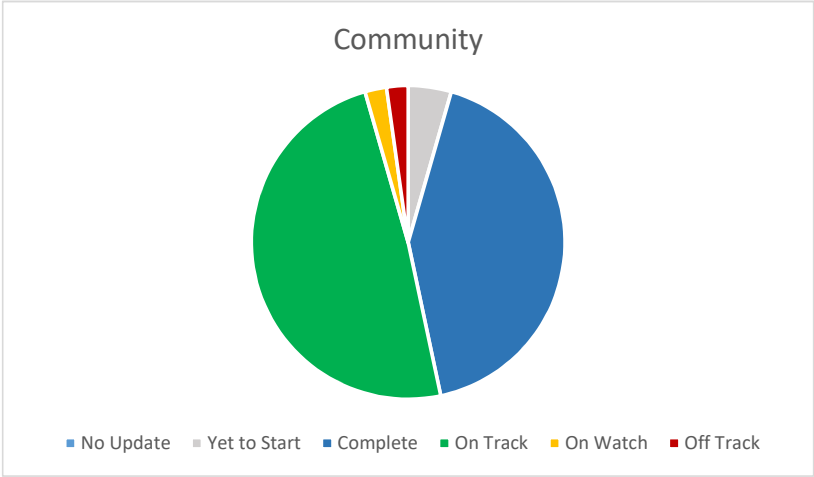
City of Holdfast Bay - Community - Status Report

As at April 2020

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COMMUNITY
A healthy, creative,
connected community




Community Summary	
No Update	0
Yet to Start	2
Complete	19
On Track	22
On Watch	1
Off Track	1
Total	45

Community - Capital Works								
Action	Title	Project Status	Project Status Desc	Responsible Officer	Start Date	Due Date	Rating	Notes
Program	SEATING	On Track	Implementation	Ross Whitfield	1/08/2019	1/06/2020	●	Last two picnic settings to be installed at Wheatland street and one bench at Hartley rd
ACT00810	Bollard - Removable metal bollards	On Track	Implementation	Ross Whitfield	1/11/2019	2/06/2020	●	
ACT00811	Bollard lights	Yet to Start	Yet to Start	Mathew Walsh	1/11/2019	1/12/2019	●	
ACT00812	Irrigation - Wigley Reserve Glenelg	On Track	On Track	Ross Whitfield	1/09/2019	30/06/2020	●	On track for completion by EOFY
ACT00813	Services - Water - Irrigation - Kiwanis Park North Brighton	Complete	Complete	Ross Whitfield	1/09/2019	1/10/2019	●	Irrigation upgrade not required. Will look to transfer funds to other projects
ACT00814	Public Reserve Lighting	On Track	On Track	Mathew Walsh	1/10/2019	15/04/2020	●	
ACT00815	OPEN SPACE FENCING	On Track	On Track	Mathew Walsh	1/06/2020	30/06/2020	●	
ACT00817	PLAY-Glenelg Foreshore Playspace - Trampoline Glenelg	Complete	Complete	Ross Whitfield	1/11/2019	1/12/2019	●	Not required
ACT00818	OPEN SPACE SIGNS	Complete	Complete	Matthew Walsh	4/05/2020	30/05/2020	●	Completed
ACT00819	Sporting Surfaces - Tennis court Mawson Oval Reserve Brighton	Off Track	Off Track	Rajiv Mouveri			●	Ongoing discussions with McAuley Primary School, next meeting 30 April. Project will need continue into next financial year
ACT00820	PLAY-Wattle Avenue, Wattle Reserve (Basketball ring and concrete court, volleyball nets and post) - Renewal component of new initiative Brighton	Complete	Complete	Matthew Walsh			●	Completed












ACT00821	Sporting Surfaces - Tennis court - Court Surface - Kauri Seacliff	On Track	On Track	Rajiv Mouveri	1/07/2019	30/11/2019		
ACT00822	Sporting Surfaces - Tennis court - Sutherland Seacliff	Complete	Complete	Rajiv Mouveri				Completed
ACT00830	BUILDINGS-Glenelg Oval - Edward Rix Stand	On Track	On Track	Mathew Walsh	1/08/2019	31/01/2020		Almost Complete
ACT00831	BUILDINGS-20004 - Glenelg Library - Foreshore, Glenelg	Complete	Complete	Mathew Walsh	2/09/2019	30/11/2019		Completed
ACT00832	BUILDINGS-20006 - Bay Discovery Centre & Gallery, Glenelg Town Hall - Subject to progression of masterplan Glenelg	On Track	On Track	Mathew Walsh	1/10/2019	29/02/2020		
ACT00833	BUILDINGS-20005 - Brighton Library - 20 Jetty Road, Brighton Brighton	Complete	Complete	Mathew Walsh	7/10/2019	30/11/2019		Completed
ACT00835	BUILDINGS-Holdfast Bay Community Centre - Child Care/Kinder gym - Craft Area Hove	On Track	On Track	Mathew Walsh	1/01/2020	29/05/2020		
ACT00836	Partridge House - Lighting / Waterproofing Pond	On Track	On Track	Mathew Walsh	1/11/2019	30/06/2020		
ACT00837	BUILDINGS-20050 - Ringwood Community Centre - 14 Jetty Road, Brighton Brighton	Complete	Complete	Mathew Walsh	14/10/2019	31/10/2019		Completed
ACT00838	BUILDINGS-20054 - Seacliff Youth Centre - 32-34 Yacca Road, Seacliff Seacliff	Complete	Complete	Mathew Walsh	1/04/2020	1/06/2020		Completed
ACT00839	BUILDINGS-20069 - Brighton Table Tennis Clubrooms - 3-3A Grantham Road, Somert Somerton Park	Complete	Complete	Mathew Walsh	31/10/2019	29/02/2020		Completed
ACT00840	BUILDINGS-20074 - Croquet Clubrooms - Brighton Oval, 410-422 Brighton Road, Br Brighton	Yet to Start	Yet to Start	Mathew Walsh	1/04/2020	1/05/2020		Will be completed
ACT00841	BUILDINGS-Brighton Bowling Club Brighton	Complete	Complete	Mathew Walsh				Completed
ACT00842	BUILDINGS-Brighton Seacliff Yacht Club Seacliff	Complete	Complete	Mathew Walsh	4/09/2019			Completed
ACT00843	BUILDINGS-Brighton Tennis Club Brighton	Complete	Complete	Mathew Walsh	28/10/2019	16/12/2019		Completed
ACT00849	BUILDINGS-20044 - Glenelg North Community Centre (Glenelg City Band) - Alison Glenelg North	Complete	Complete	Mathew Walsh	1/10/2019	31/01/2020		Completed
ACT00850	Partridge House - Air-conditioning Units 1&2	On Track	On Track	Mathew Walsh	1/08/2019	30/06/2020		
ACT00851	BUILDINGS-Glenelg Oval - Greenkeepr's Shed/Equipment Shed - Security Upgrade Glenelg	Complete	Complete	Mathew Walsh	1/04/2020	15/06/2020		Completed




ACT00864	Annual Book Replacement	On Track	On Track	David Lambert				Annual library item replacement expenditure is on track. Standing Orders established for the financial year.
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Community - Carry Forward Capital Works

Action	Title	Project Status	Project Status Desc	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00869	CARRY FORWARD - Partridge House Improvements	On Track	On Track	Fabienne Reilly	9/12/2019	31/01/2020		These funds will be used to cover unsightly bins at the back of the house.

Community - New Initiative

Action	Title	Project Status	Project Status Desc	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00650	Wigley Reserve Playspace and Fitness Hub Construction	On Track	On Track	Matthew Rechner	1/07/2019	28/08/2020		Supply and install tender open from 20 January to 11 February. Contract will be awarded by 28 February with construction to occur from April to September 2020.
ACT00651	Wattle Reserve Multi-use court upgrade	Complete	Complete	Matthew Rechner	3/06/2019	27/12/2019		Complete
ACT00652	Glenelg Oval Masterplan Stage 1 Holdfast Tennis Club	On Track	On Track	Matthew Rechner	1/07/2019	30/06/2020		Contract awarded, build about to commence
ACT00653	Mobile Digital Hub	On Track	On Track	David Lambert	1/07/2019	30/06/2020		Your View project site has been published and news feed items continue to be added. Pre planning for technology sessions continuing. Purchasing of materials continuing. 63% of budget expended.
ACT00657	Aboriginal Traineeship Grant	Complete	Complete	Sharon Somerville				VIC was unable to deliver this
ACT00658	Social needs and Community Infrastructure Planning and analysis report update	On Track	On Track	David Lambert	1/07/2019	31/12/2019		Draft received
ACT00660	Dulcie Perry Reserve Playspace Redevelopment	Complete	Complete	Matthew Rechner	1/07/2019	30/06/2020		Complete
ACT00662	Brighton Cricket Club training nets upgrade NOW FUNDED IN FEDERAL GRANT	On Track	On Track	Matthew Rechner				Construction of the practice nets will commence once the football/cricket club building has been demolished in July 2020.
ACT00688	Access and Inclusion Strategy Stage One Implementation	On Track	On Track	Mathew Walsh	21/10/2019	30/06/2020		About to Commence
ACT00689	Bike Jump Line	On Watch	On Watch	Matthew Rechner	1/07/2019	30/06/2020		Awaiting Council decision
ACT00694	Brighton Oval Stage 1 Completion	On Track	On Track	Rajiv Mouveri	15/04/2019	30/06/2020		Construction of the first building (rugby club) is nearing completion. Construction program is on track. Construction of the Rugby building is on schedule with completion forecast for January 2020.

Community - Carry Forward New Initiative								
Action	Title	Project Status	Project Status Desc	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00871	CARRY FORWARD - Cemetery Improvements	On Track	Design	Fabienne Reilly	9/03/2020	30/06/2020		
ACT00876	CARRY FORWARD - Holdfast Bay Community Centre Masterplan	Complete	Complete	Matthew Rechner	2/07/2018	30/06/2020		Council resolved no further action
ACT00877	CARRY FORWARD - Access & Inclusion Strategy and Five Year Action Plan	On Track	On Track	Monica Du Plessis	1/11/2018	30/06/2020		Draft received

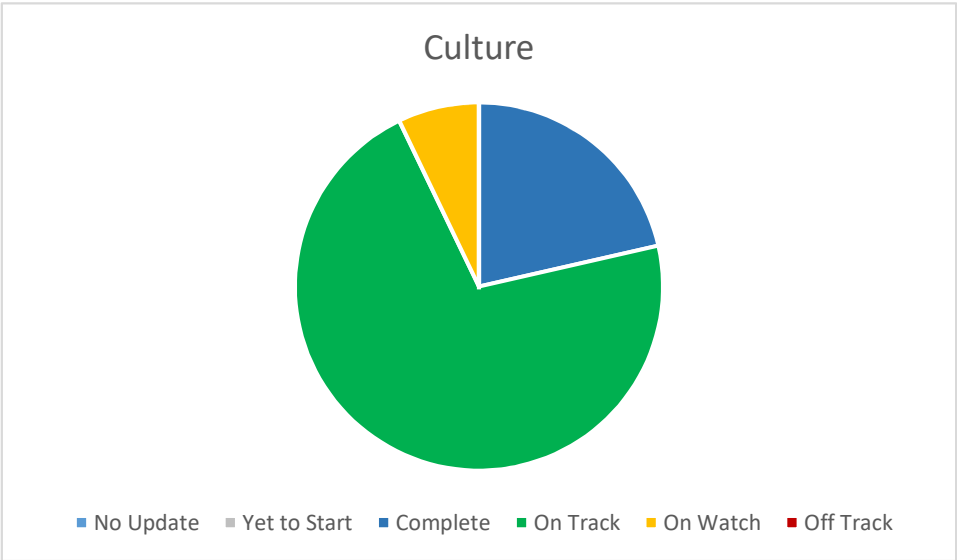
City of Holdfast Bay - Culture - Status Report

As at April 2020

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CULTURE
An effective, customer-centred organisation



Culture Summary	
No Update	0
Yet to Start	0
Complete	3
On Track	10
On Watch	1
Off Track	0
Total	14

Culture - Capital Works								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00829	BUILDINGS-Condition Audit Remedial Works various	On Watch	Design	Mathew Walsh	1/09/2019	30/06/2020	●	Insufficient budget
ACT00834	BUILDINGS-20012 - Council Depot Workshop/Administration 16-20 Seaforth Avenue Somerton Park	On Track	Implementation	Mathew Walsh	1/08/2019	31/03/2020	●	Work on western wall replacement is almost complete.
ACT00848	BUILDINGS-Broadway Kiosk Glenelg South	Complete	Complete	Mathew Walsh	1/08/2019	31/12/2019	●	Complete
ACT00853	Vehicle Replacement Program - Reg Services Vehicles	On Track	Design	Rajiv Mouveri			●	Grand Vitara no longer available, exploring other options with regs staff.
ACT00854	Vehicle Replacement Program - Utility Vehicles	On Track	Implementation	Rajiv Mouveri	26/08/2019	28/02/2020	●	Four vehicles have been delivered. Remaining 7 to be delivered by end of march.
ACT00855	Vehicle Replacement Program - Community Bus	On Track	Design	Rajiv Mouveri			●	Design and internal consultation commenced
ACT00856	Vehicle Replacement Program - CEO Vehicle	Complete	Complete	Rajiv Mouveri			●	Completed
ACT00857	Desktop Replacement	On Track	Implementation	Pam Jackson			●	Hardware delivered late January 2020 and progressive laptop image builds and deployment to the business taking place over next two months.

ACT00858	Firewall Replacement	Implementation	Implementation	Pam Jackson				
ACT00859	Switches and Wifi	On Track	Design	Pam Jackson				Network review completed

Culture - Carry Forward Capital Works								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00867	CARRY FORWARD - Plant And Equipment/ Heavy Vehicles - XKN 785 - Mitsubishi FUSO 6 CYL - City Works (Replace with 7.5T)	Complete	Complete	Rajiv Mouveri	1/07/2018	30/06/2020	●	Complete

Culture - New Initiative								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00659	Customer Service Strategy 2019-2021	On Track	Implementation	Ross Whitfield	31/01/2019	28/12/2021	●	
ACT00668	Business Transformation	On Track	Implementation	Pam Jackson	1/07/2019	30/06/2020	●	Information Management strategy has been reviewed by leadership and final document for approval by SLT being developed. ECM project on target, Request Management has completed most of Regulatory Services mapping and prototype being developed by Akto early February 2020, DXP meetings training will be delivered early February 2020.has been stalled due to atenerative working environment
ACT00687	Seacliff Public Toilets Design	On Track	Implementation	Mathew Walsh	1/11/2019	31/07/2020	●	Almost complete
ACT00692	Asset Management Plan Update	On Track	Implementation	Michael de Heus	3/06/2019	31/03/2020	●	Draft received

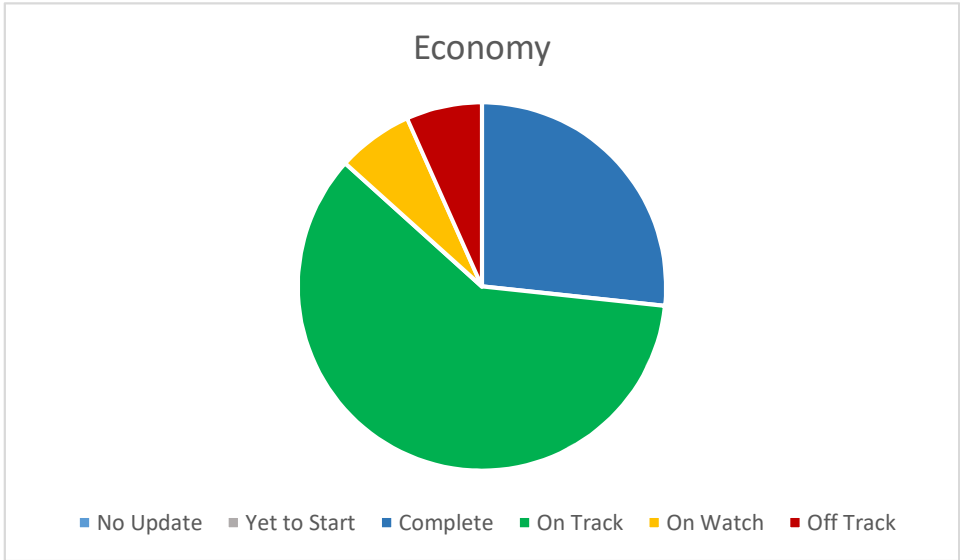
City of Holdfast Bay -Economy - Status Report

As at: April 2020

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ECONOMY
A diverse and resilient
local economy






Economy Summary	
No Update	0
Yet to Start	0
Complete	4
On Track	9
On Watch	1
Off Track	1
Total	15

Economy - Capital Works								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00816	Brighton Caravan Park - Gazebo of permapine post construction comprising timber framed high pitch corrugated iron roof, paved base and lattice handrails - Kingston Crescent Seacliff	Complete	Not required	Mathew Walsh	1/09/2019	1/10/2020	●	Gazebo is in good repair. No replacement required.
ACT00847	BUILDINGS-20142 - Partridge St East Car Park Glenelg	Complete	Complete	Mathew Walsh	1/10/2019	31/12/2019	●	Complete
ACT00852	BUILDINGS-20142 - Partridge St East Car Park Glenelg - Lighting Upgrade	Complete	Complete	Mathew Walsh	4/11/2019	30/06/2020	●	
ACT00860	Ticket Machines - Pay and Display	On Track	Implementation	Adrian Hill	1/07/2019	30/06/2020	●	Review machines and repairs as required

Economy - New Initiative								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00655	Event Attraction and Investment Fund	Off Track	Stalled	Sally Heading			●	Stalled due to pandemic
ACT00656	Event Coordinator - Position Continuation	Complete	Complete	Sally Heading			●	

ACT00664	Digital Training	On Track	Implementation	Ania Karzek	1/07/2019	30/06/2020		<p>There has been a steep increase in the percentage of businesses transacting online with 75% of all businesses doing so in 2019 compared to only 35% in 2017.</p> <p>Training programs held 20 & 25th Feb at Kauri Community Centre.</p> <p>Funds have also been assigned to link the business directory with the mobile App. The App allowed consumers to see which businesses are nearby on a google locator.</p>
ACT00665	Small Business Development Grants	On Track	Implementation	Ania Karzek	1/07/2019	30/06/2020		On Track.
ACT00666	Circular Economy Audit	On Track	Implementation	Ania Karzek	1/08/2019	30/06/2020		<p>Project scope has been finalised with Flinders University and work has commenced on the project. Research and mapping undertaken during Jan/Feb of Somerton Park.</p>
ACT00667	Western Adelaide Alliance Initiatives	On Track	Implementation	Ania Karzek	1/07/2019	30/06/2020		<p>The Western Adelaide Activation Plan has been developed for the next three years. Projects have been identified in key areas focusing on health, ageing and disability, visitor economy, defence, living in the west and grown western Adelaide.</p>
ACT00685	Glenelg Foreshore - Additional Electricity Supply	On Track	Design	Mathew Walsh	31/08/2019	30/06/2020		
ACT00693	Southern Adelaide Business Advisory Services	On Track	Implementation	Ania Karzek	1/07/2019	30/06/2020		<p>The new program commences 1 November and businesses can book an appointment with specialist advisors in the following disciplines;</p> <p>Digital; general advisory; HR & Workforce planning; Export & Innovation.</p> <p>The following link https://www.holdfast.sa.gov.au/business/southern-business-mentoring-program provides an insight to the Advisors and booking facility through Eventbrite.</p>

Economy - Carry Forward New Initiative								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00872	Brighton Caravan Park Renewals	On Track	Implementation	Fabienne Reilly	24/02/2020	30/06/2020		
ACT00874	CARRY FORWARD - Brighton Caravan Park - Stage 2 investigation and design	On Watch	Design	Fabienne Reilly	1/03/2019	30/06/2020		Awaiting Kingston Park Masterplan scope
ACT00878	CARRY FORWARD - Shopfront Grant 18-19	On Track	Implementation	Ania Karzek	3/09/2018	30/06/2020		

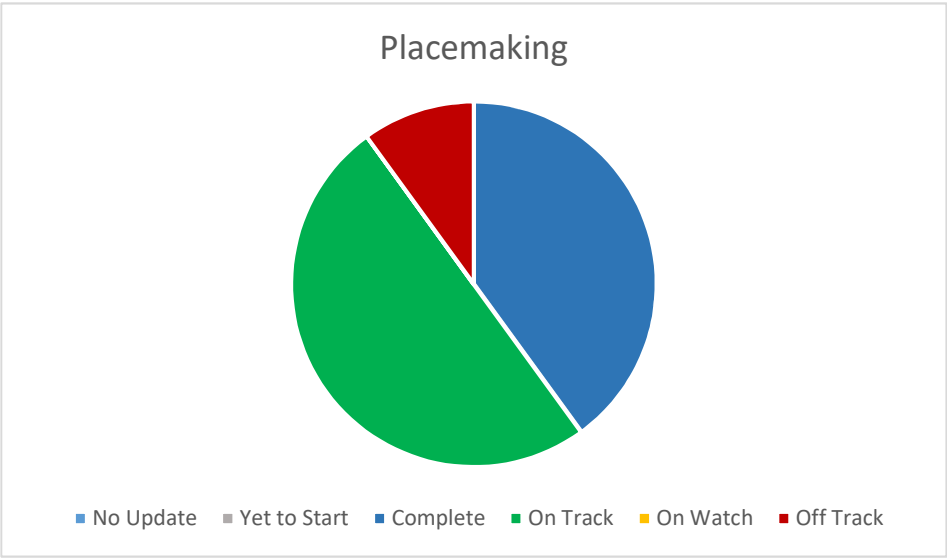
City of Holdfast Bay - Placemaking - Status Report

As at April 2020

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






Placemaking Summary	
No Update	0
Yet to Start	0
Complete	12
On Track	15
On Watch	0
Off Track	3
Total	30

Placemaking - Capital Works								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
Program	Roads	On Track	On Track	Richard Jaunay		30/06/2020	●	1 road left to complete, 2 not required
Program	Carparks	Complete	Complete	Richard Jaunay		30/06/2020	●	Complete
Program	Footpaths	Complete	Complete	Richard Jaunay		30/06/2020	●	Complete. 1 cancelled. Replaced with additional works
Program	Traffic Control construction	On Track	Implementation	Richard Jaunay		30/06/2020	●	Kibby Ave under construction
Program	Kerb & Watertable	On Track	Implementation	Richard Jaunay		30/06/2020	●	1 to complete
Program	Bus Shelters	Complete	Complete	Richard Jaunay		30/06/2020	●	Complete
ACT00797	Traffic control devices	On Track	On Track	Michael de Heus	1/11/2019	1/06/2020	●	
ACT00801	CCTV - Glenelg Server Hard drives end of life replacement Glenelg	Complete	Complete	Mathew Walsh	1/09/2019	1/06/2020	●	Complete
ACT00828	BUILDINGS-Toilet Block, Kingston Park - Fitout Kingston Park	Complete	Complete	Mathew Walsh	16/09/2019	31/12/2019	●	Complete

ACT00844	BUILDINGS-20105 - Exeloo - Bindarra Reserve (1) Brighton	Complete	Complete	Mathew Walsh	16/09/2019	31/12/2019		Complete
ACT00845	BUILDINGS-20119 - Exeloo - John Miller Park Somerton Park	Complete	Complete	Mathew Walsh	16/09/2019	31/12/2019		Complete
ACT00846	BUILDINGS-20136 - Toilet Block – Glenelg - GTH Northern Walkway Glenelg	On Track	Implementation	Mathew Walsh	1/11/2019	31/01/2020		

Placemaking - Carry Forward Capital Works

Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00865	CARRY FORWARD - KERB & WATERTABLES - DDA Pram Ramps, Various	On Track	Implementation	Rajiv Mouveri	1/07/2018	30/06/2020		
ACT00866	CARRY FORWARD - Fitouts & Fittings/Signs- Open Space Signs - Colley Reserve	Complete	Complete	Michael de Heus	1/07/2018	31/07/2020		Complete
ACT00682	Glenelg Town Hall External Conservation Works - Stage 1	On Track	Implementation	Mathew Walsh	31/03/2020	30/06/2020		

Placemaking - New Initiative

Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00661	KNCHA meetings and associated costs	Implementation	Implementation	Jennifer Reynolds				Ongoing support
ACT00663	Kingston Park Masterplan Review	On Track	Design	Ania Karzek	1/07/2019	30/06/2020		Consultation has been undertaken with key stakeholders. A brief for Masterplan design adjustments is currently under development.
ACT00682	Glenelg Town Hall External Conservation Works - Stage 2	Off Track	Yet to Start	Mathew Walsh	31/03/2020	30/06/2020		Will need to be completed in 20/21
ACT00683	Traffic control studies	On Track	Implementation	Michael de Heus	15/07/2019	30/06/2020		
ACT00686	Jetty Road Glenelg Masterplan - Stage 1Construction (Chapel St Plaza and Hindmarsh Lane)	On Track	Tendering	Ania Karzek	3/02/2020	31/12/2020		
ACT00691	Buffalo site - Amenity Improvements	Off Track	Off Track	Michael de Heus	22/07/2019	30/06/2020		project stalled as part of Pandemic measures
ACT00695	Pedestrian Crossing – Angus Neil Reserve Esplanade Seacliff	On Track	Implementation	Michael de Heus	1/07/2019	30/06/2020		Installation of the Wombat Crossing is complete except for the light poles and electrical connections.
ACT00696	Parkinson Reserve Community Space Safety Upgrade	On Track	On Track	Mathew Walsh	1/11/2019	31/05/2020		
ACT00698	Gladstone Road Footpath	Complete	Complete	Michael de Heus	15/07/2019	29/02/2020		Complete
ACT00700	Signage for Jetty Rd Brighton	Complete	Complete	Ania Karzek	1/07/2019	10/01/2020		Council decision to cease works and set funds aside for other activities in Jetty Road Brighton

ACT00684	Accelerated footpath renewal program	Complete	Complete	Rajiv Mouveri	10/06/2019	30/06/2020		Complete
ACT00680	Additional Traffic Control Devices	On Track	Tendering	Michael de Heus	10/06/2019	29/02/2020		
ACT00701	Support for Jetty Road Brighton Winter Solstice Activation	Off Track	Design	Ania Karzek	1/10/2019	22/06/2020		Unable to proceed due to pandemic restrictions

Placemaking - Carry Forward New Initiative								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00873	CARRY FORWARD - Minda Coast Park	On Track	Implementation	Ania Karzek	30/10/2018	30/04/2020	●	Signage company 'Sign of the Times' was selected through a tender process on 3 February 2020 to manufacture and install the interpretive, regulatory and directional signs at Minda Coast Park. The Smart Technology is progressing with a laser counter identified that will be able to track total users as well as speeds across the entire width of the pathway.
ACT00875	CARRY FORWARD - Integrated Transport Strategy	On Track	Implementation	Ania Karzek	18/01/2018	30/06/2020	●	The Origin Destination study results seem to indicate rat-running is not due to through-traffic and that local road traffic is for trips that require spending some time in CHB. This is being further teased out to improve evidence to underpin strategy selection.
ACT00880	CARRY FORWARD - Detailed Design for Chapel Street Plaza and Coast Part 1&2	Complete	Complete	Ania Karzek	1/08/2018	1/11/2019	●	Detailed design for Chapel St & Hindmarsh Lane approved by Council December 2019. Tender for construction to be released.

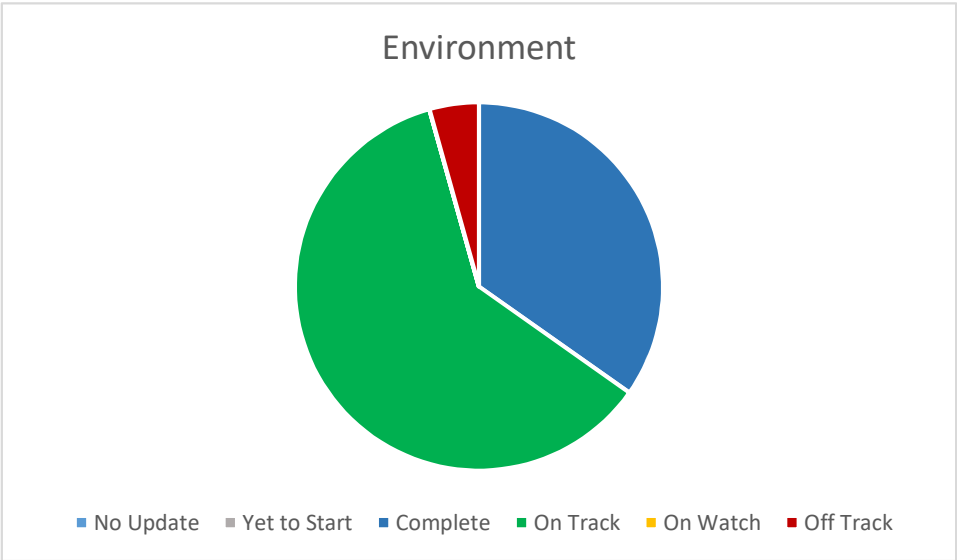
City of Holdfast Bay - Environment - Status Report

As at April 2020

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ENVIRONMENT
A community connected
to our natural environment



Environment Summary	
No Update	0
Yet to Start	0
Complete	8
On Track	14
On Watch	0
Off Track	1
Total	23

Environment - Capital Works								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00800	BINS	Complete	Complete	Ross Whitfield	1/10/2019	1/06/2020	●	Complete
ACT00823	COASTAL - Signage	Complete	Complete	Rajiv Mouveri			●	Complete
ACT00824	COASTAL - Drinking fountain - unique. Whyte Street	On Track	Implementation	Ross Whitfield			●	
ACT00825	COASTAL - Fencing	Complete	Complete	Mathew Walsh			●	Not required
ACT00826	COASTAL - Steel Piling System - Steel rung access ladders into Lock	Complete	Complete	Mathew Walsh	1/12/2019	30/06/2020	●	Not required
ACT00827	COASTAL - Glenelg Jetty Repairs	On Track	Implementation	Michael de Heus			●	
ACT00861	STORMWATER - Pump Station Farrell St - Confined Space GLENELG SOUTH	Complete	Complete	Michael de Heus	12/08/2019	24/09/2019	●	Complete
ACT00862	STORMWATER - Pipes and pits - Various Locations VARIOUS	On Track	Implementation	Michael de Heus	21/10/2019	20/12/2019	●	
ACT00863	STORMWATER - Headwall Repairs/ Replacement - Extensive damage to two coastal headwalls VARIOUS	On Track	Implementation	Michael de Heus	28/10/2019		●	

Environment - New Initiative								
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Due Date	Rating	Notes
ACT00669	Gully Master Plan implementation	On Track	Implementation	Michael de Heus	1/07/2019	30/06/2020	●	
ACT00670	Improve Coastal Dunes Biodiversity	On Track	Implementation	Michael de Heus	1/07/2019	30/06/2020	●	Contract awarded, pending planting season (May - June)
ACT00671	Increasing tree canopy	On Track	Implementation	Michael de Heus	8/07/2019	30/06/2020	●	All the streets for these additional trees have been audited and trees ordered ready
ACT00672	Develop plan to increase beach width.	On Track	Implementation	Michael de Heus	1/07/2019	30/06/2020	●	Contract has been awarded
ACT00673	Sand groyne installation (Groynes 5 + 6)	Complete	Complete	Michael de Heus	30/12/2019	30/04/2020	●	Project complete
ACT00674	Stormwater Management Plan Implementation	On Track	Implementation	Michael de Heus	1/07/2019	30/06/2020	●	Wattle St GPT
ACT00675	Energy Audit and Program	On Track	Implementation	Michael de Heus	10/06/2019	25/06/2020	●	Final report received. Carbon Accounting underway
ACT00676	Implement the Water Sensitive Urban Development Master Plan	On Track	Implementation	Michael de Heus	1/10/2019	30/04/2020	●	WSUD being implemented Partridge Street, Design Augusta Street
ACT00677	Convert additional street & park lighting to LED	Off Track	Yet to Start	Mathew Walsh	1/11/2019	15/06/2020	●	Unable to complete this FY
ACT00678	Continuing to support Food 2 Green Program	On Track	Implementation	Michael de Heus	30/08/2019	30/06/2020	●	Rebates offered to both Glenleg South (\$5,000) and Brighton Foodland (\$10,000) for purchase of 12 months supply of compostable bags. Remaining \$5000 to be spent on council issued rolls of 75
ACT00679	Develop environmental strategy	On Track	Implementation	Michael de Heus	1/07/2019	30/06/2020	●	On track. A separate Kaurua consultation was held in early Jan 2020.
ACT00681	GPT cleaning	On Track	Implementation	Ross Whitfield			●	Contracted cleansing works are underway. Young street, Wigley Reserve, Brighton Jetty, Moseley Square and Pier st GPT's are completed
ACT00690	Additional Dog Bag Dispensers	Complete	Complete	Ross Whitfield	1/07/2019	30/06/2020	●	Complete
ACT00697	Additional Inspector patrols along the foreshore area	Complete	Complete	Adrian Hill	22/09/2019	31/03/2020	●	Complete