

# AGENDA

## NOTICE OF MEETING

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

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

**Tuesday 23 June 2020 at 7.00pm**

Roberto Bria  
CHIEF EXECUTIVE OFFICER



## Ordinary Council Meeting Agenda

### 1. OPENING

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

### 2. KAURNA ACKNOWLEDGEMENT

*We acknowledge 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. 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 9 June 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**

10.2 **On Notice** - Nil

**11. MEMBER'S ACTIVITY REPORTS** - Nil

**12. MOTIONS ON NOTICE**

12.1 Rescission Motion – Footpath Encroachment – Purchase of Land – Portion of 15 Pine Avenue, Kingston Park (C290119/1365)– Councillor Lonie (Report No: 167/20)

**13. ADJOURNED MATTERS** - Nil

**14. REPORTS OF MANAGEMENT COMMITTEES AND SUBSIDIARIES**

14.1 Minutes – Jetty Road Mainstreet Committee Meeting – 3 June 2020 (Report No: 162/20)

14.2 Draft Minutes – Alwyndor Management Committee – 21 May 2020 (Report No: 159/20)

14.3 Information Report – Southern Region Waste Resource Authority Board Meeting– 1 June 2020 (Report No: 166/20)

**15. REPORTS BY OFFICERS**

15.1 Items in Brief (Report No: 165/20)

15.2 Approval of Expenditure in 2020-21 Pending Approval of the Annual Business Plan and Budget (Report No: 164/20)

15.3 Monthly Financial Report – 31 May 2020 (Report No: 163/20)

15.4 Brighton Road Traffic Investigation – Bollards (Report No: 110/20)

15.5 Disabled Carpark Space – Glenelg Community Centre (Report No: 145/20)

15.6 Appointment to the Council Assessment Panel (Report No: 160/20)

**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 Entertainment Proposal (Report No: 132/20)

*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:*

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

18.2 Broadway Kiosk – Application for Rent Relief (Report No: 151/20)

*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:*

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

18.3 New Management Agreement – Somerton Surf Lifesaving Club Inc. (Report No: 161/20)

*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.

Item No: **12.1**

Subject: **MOTION ON NOTICE – RESCISSION MOTION – FOOTPATH ENCROACHMENT – PURCHASE OF LAND – PORTION OF 15 PINE AVENUE, KINGSTON PARK [C290119/1365] – COUNCILLOR LONIE**

Date: 23 June 2020

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### **PROPOSED MOTION**

Councillor Lonie proposed the following motion:

**That Council rescind the motion (C290119/1365) in relation to Report No: 18/19 being that Council remove the section of footpath at 15 Pine Avenue Seacliff.**

If carried, then I propose:

**That Council:**

- 1) Approves the purchase of approximately 11.84m squared of land that is part of 15 Pine Ave, Kingston Park, at a cost of approximately \$18,000 which includes the cost of construction of a crossover.**
- 2) Authorises the Mayor and CEO to affect the land purchases and to affix the Seal and sign any associated documentation.**
- 3) Subject to transfer of the subject land, approves a road opening in accordance with Roads (Opening and Closing) Act 1991.**
- 4) Authorises additional capital expenditure in the 2020/21 Capital Works Program of up to \$25,000 for the purchase of the land and associated costs.**

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### **BACKGROUND**

In early 2019, Council considered a request from the owner of 15 Pine Ave Kingston Park for Council to purchase a portion of land along the frontage of his allotment which creates an irregular boundary between the allotment and the street (refer attached photo).

Council has previously constructed a 1.2m wide footpath parallel to the kerb line in front of 15 Pine Ave, but due to the irregular nature of allotment's front boundary, the footpath in fact partially encroached onto the private land. Attached photos refer.

*Refer attachment 1*

The case was made that purchasing a small portion of the private allotment would allow council to regularize the boundary, creating a more sensible property/road boundary that reflects the road alignment, enables a consistent verge to be established for the whole street and allows the footpath to be retained for community benefit.

Whilst the area is not a busy location, Council has built footpaths on both sides of the road which service a number of residential properties and connect to the newly opened Pine Gully access path approximately 20m away. It would be sensible to retain the full functional use of both footpaths for the community's benefit.

This will particularly important when the Pine Gully pedestrian crossing over the Seaford rail line is reopened.

Should Council not support the acquisition, the property owner is planning to progress landscaping of their front yard which includes a plan to establish a small retaining wall which with the current boundary alignment, would protrude into what most local residents perceive as the road verge.

Council has already received a number of complaints for Kingston Park residents that the temporary fence line established by the property owner to highlight the boundary problems (refer attached photo), appeared ridiculous and obstructed the footpath. Normalising the allotment boundary so that it is parallel to the kerb line is seen as the sensible option.

A copy of the original report No: 18/19 (Council meeting 29/1/2019) can be accessed on the Hub.

The property owner has indicated that they would accept the same commercial terms as proposed in early 2019, which comprised 3 elements:

- |  |                 |
|--|-----------------|
| • cost of 11.84m <sup>2</sup> land parcel being purchased                                | \$16,000        |
| • driveway crossover (included as a part of the negotiated package for sale of the land) | \$ 2,000        |
| • estimated transaction costs incl survey, legal, registration costs                     | <u>\$ 7,000</u> |
|  | \$25,000        |

This pricing is considered reasonable given that Council will retain the land in perpetuity.

**PREVIOUS COUNCIL MINUTE****14.14 Footpath Encroachment – Purchase of Land – Portion of 15 Pine Avenue, Kingston Park (Report No: 18/19)**

*Council's footpath adjoining the residential block at 15 Pine Avenue, Kingston Park encroaches some 11.84 square metres onto that private property.*

*The property owner is willing to sell the portion for a price of approximately \$18,000 which includes the cost of construction of a cross over. The alternative option is to reduce the width of the foot path or the roadway. This remediation is estimated to cost approximately \$15,000 but will reduce the road width.*

*This report recommends that Council purchase the encroachment area for the price sought by the land owner. Note that Council will also need to pay all transaction costs (ie. conveyancing, road opening process, etc) of about \$7,000.*

**Motion**

**C290119/1365**

***That the footpath be removed in front of 15 Pine Avenue, Seacliff.***

*Moved Councillor Clancy, Seconded Councillor Bouchee*

**Carried**

**Administration Comment:**

Council considered the original Report No: 18/19 which recommended acquisition of a small parcel of private land along the frontage of 15 Pine Ave on 29 January 2019. An alternative motion was however moved, seconded and subsequently carried (Motion C290119/1365) as above).

A rescission motion was moved under Motions on Notice (Report 60/19) at the following meeting on 12 February 2019, but was lost.

Meeting Regulation Section 12 allows a new rescission motion to be moved after the expiration of 12 months or after the next general election, whichever is sooner. The appropriate clause is:

- (4) *If a motion under subregulation (3) is lost, a motion to the same effect cannot be brought—*
- (a) *until after the expiration of 12 months; or*
  - (b) *until after the next general election,*
- whichever is the sooner.*

Despite requests to the property owner, Administration has not been able to remove the footpath paving from the private property as the owner has refused access. About 6 months ago, the owner painted a yellow line and erected a number of star droppers along his legal boundary to highlight the nonsensical nature of his boundary when compared to the footpath and road (refer photos in Attachment 1).

In good faith, he has recently contacted Ward Councillors, and then subsequently Administration, seeking to resolve the matter in a mutually agreeable manner. He has indicated his willingness to accept an offer to sell the original agreed portion of his property to council on similar terms to the original offer in January 2019.

Administration support the purchase of the portion of land along the frontage of 15 Pine Ave Seacliff as outlined in Attachment 2 as this will resolve an unacceptable situation which impacts local residents and council's reputation. A number of complaints have been received by Council noting the irregular situation and requesting resolution.

*Refer Attachment 2*



# Attachment 1



## ATTACHMENT 1

**Photo 1: Looking east**

(Note: Council would acquire land approximately from the last star dropper).





**Photo 2: Looking west towards driveway**

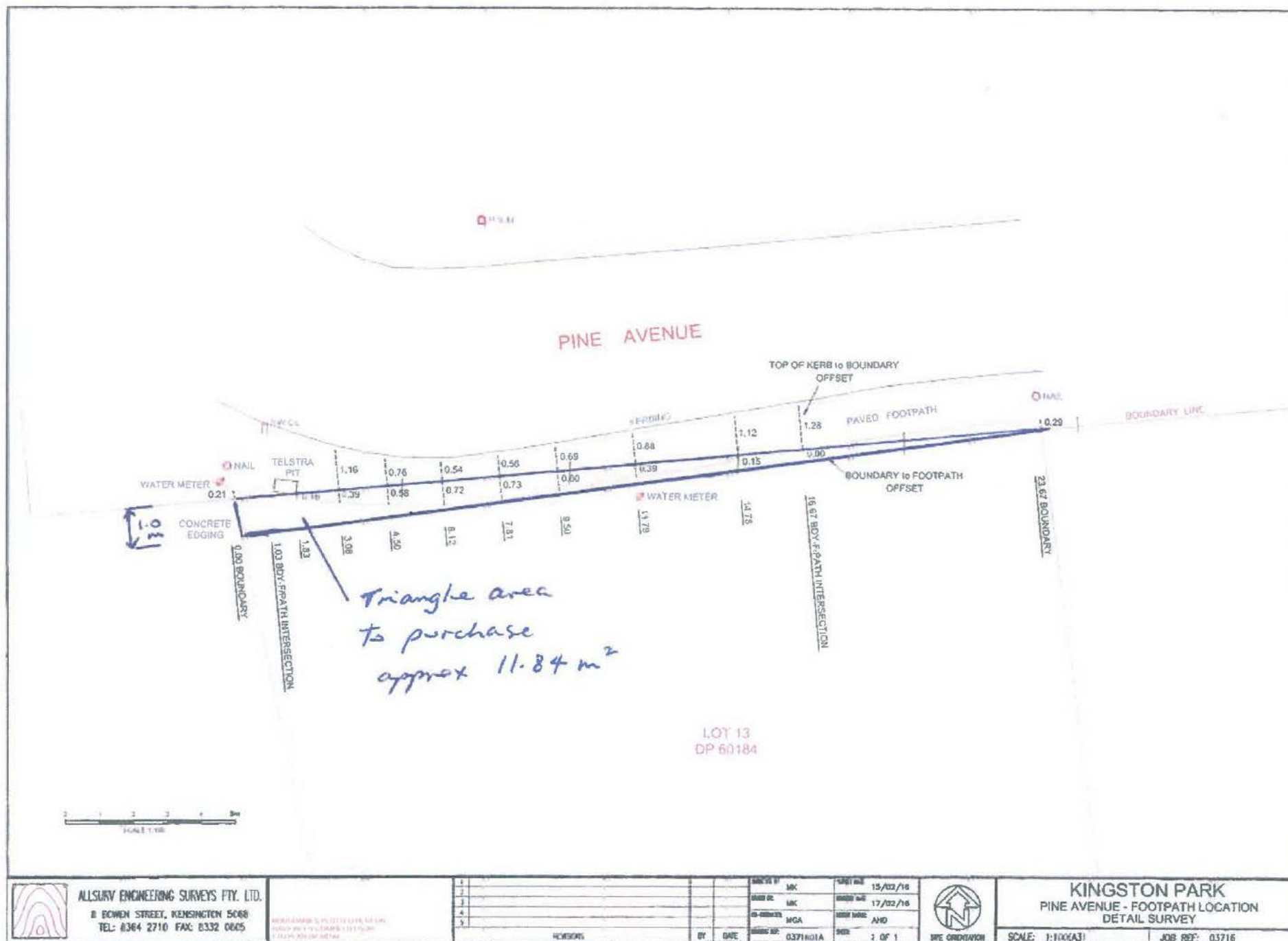
(Note: Council would acquire land 1m inside existing property boundary - to near the end of the stormwater pipe adjacent the retaining wall)



# Attachment 2



# Attachment 2



Item No: **14.1**

Subject: **MINUTES – JETTY ROAD MAINSTREET COMMITTEE MEETING – 3 JUNE 2020**

Date: 23 June 2020

Written By: General Manager Community Services

General Manager: Community Services, Ms M Lock

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### **SUMMARY**

The Minutes of the Jetty Road Mainstreet Committee meeting held on 3 June 2020 are attached and presented for Council's information.

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

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### **RECOMMENDATION**

**That Council notes the minutes of the Jetty Road Mainstreet Committee of 3 June 2020.**

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### **COMMUNITY PLAN**

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

### **COUNCIL POLICY**

Not applicable.

### **STATUTORY PROVISIONS**

Not applicable.

**BACKGROUND**

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

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

**REPORT**

Minutes of the meetings of JRMCC held on 3 June 2020 are attached for member's information.

**BUDGET**

Not applicable.

**LIFE CYCLE COSTS**

Not applicable.

# Attachment 1





## **CITY OF HOLDFAST BAY**

**Minutes of the meeting of the Jetty Road Mainstreet Committee of the City of Holdfast Bay held via Virtual Meeting on Wednesday 3 June 2020 at 6:00pm.**

### **PRESENT**

#### **Elected Members:**

Mayor A Wilson  
Councillor R Abley  
Councillor W Miller

#### **Community Representatives:**

Maio's Group, Mr C Maio's  
Attitudes Boutique, Ms G Martin  
Cibo Espresso, Mr T Beatrice  
GU Filmhouse, Mr S Robinson  
Fassina Family Liquor Store, Ms E Fassina  
Ottoman Grill, Mr O Soner  
Beach Burrito, Mr A Warren  
Skin Things, Ms L Boys

#### **Staff:**

Chief Executive Officer, Mr R Bria  
General Manager, Community Services, Ms M Lock  
Manager City Activation, Ms S Heading

### **1. OPENING**

The Chairman, Mr C Maio's, declared the meeting open at 6.01pm

### **2. APOLOGIES**

2.1 Apologies Received:

2.2 Absent: Mr A Fotopoulos

### **3. DECLARATION OF INTEREST**

Members were reminded to declare any interest before each item.

**4. CONFIRMATION OF MINUTES****Motion**

**That the minutes of the Jetty Road Mainstreet Committee held on 6 May 2020 be taken as read and confirmed.**

Moved A Warren Seconded L Boys

**Carried**

E Fassina and Councillor Miller joined meeting at 6.02pm

**5. QUESTIONS BY MEMBERS**

5.1 **Without Notice:** Nil

5.2 **With Notice:** Nil

**6. MOTIONS ON NOTICE:** Nil**7. PRESENTATION - Nil****8. REPORTS/ITEMS OF BUSINESS**

8.1 Monthly Finance Report (Report no: 148/20)

The Jetty Road Mainstreet Committee April 2020 variance report is prepared by the Manager, City Activation and is presented for information of the members of the Jetty Road Mainstreet Committee.

**Motion**

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

Moved A Warren Seconded T Beatrice

**Carried**

8.2 Marketing Update (Report No: 149/20)

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

It also takes into consideration the effect of the unprecedented pandemic outbreak of the Corona Virus (COVID-19), in tailoring the messaging to the health and safety of the broader community as per the Government guidelines whilst supporting businesses.

**Motion**

**That the Jetty Road Mainstreet Committee note this briefing**

Moved A Warren Seconded Councillor Abley

**Carried**

Mayor A Wilson left the meeting at 6.42pm

**9. URGENT BUSINESS**

Manager, City Activation provided an update on the recruitment status of the JRDC Role.

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

The next meeting of the Jetty Road Mainstreet Committee will be held on Wednesday 8 July 2020 location to be confirmed.

**11. CLOSURE**

The meeting closed at 6.53pm.

**CONFIRMED:** Wednesday 8 July 2020

**CHAIRMAN**

Item No: **14.2**

Subject: **DRAFT MINUTES – ALWYNDOR MANAGEMENT COMMITTEE – 21 MAY 2020**

Date: 23 June 2020

Written By: Personal Assistant, GM Alwyndor

General Manager: Ms B Davidson-Park, Alwyndor

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### **SUMMARY**

The draft minutes of the Alwyndor Management Committee meeting held on 21 May 2020 are provided for information.

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### **RECOMMENDATION**

1. **That the draft minutes of the Alwyndor Management Committee meeting held on 21 May 2020 be noted.**

### **RETAIN IN CONFIDENCE – Section 91(7) Order**

2. **That having considered Attachment 2 to Report No: 159/20 Draft Minutes – Alwyndor Management Committee – 21 May 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 2 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.**
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### **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 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 via Electronic Means in a Virtual Meeting on Thursday 21 May 2020 at 6.07pm.**

### **PRESENT**

Visual and Audio Presence

### **Elected Members**

Councillor Philip Chabrel  
Councillor Susan Lonie

Visual and Audio Presence

### **Independent Members**

Chairperson – Mr Kim Cheater  
Ms Julie Bonnici  
Mr Kevin Whitford

Visual and Audio Presence

### **Staff**

Chief Executive Officer – Mr Roberto Bria  
General Manager Alwyndor – Ms Beth Davidson-Park  
Finance Manager – Ms Leisa Humphrey  
Acting Residential Services Manager – Ms Natasha Stone  
Personal Assistant – Ms Peta Daley

### **1. OPENING**

The Chairperson declared the meeting open at 6.07pm.

### **2. KAURNA ACKNOWLEDGEMENT**

With the opening of the meeting the Chairperson stated:

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

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

### **3. APOLOGIES**

3.1 For Absence - Ms Julia Cudsi

3.2 Leave of Absence - Nil

**4. DECLARATION OF INTEREST**

Members were reminded to declare any interest before each item.

**5. CONFIRMATION OF MINUTES**

5.1 Minutes of the Previous Meeting – April 2020

**Motion**

**That the minutes of the Alwyndor Management Committee held on 16 April 2020 be taken as read and confirmed.**

Moved by Cr P Chabrel, Seconded by Cr Susan Lonie

**Carried**

5.2 Confidential Minutes – April 2020

**Motion**

**That the confidential minutes of the Alwyndor Management Committee held on 16 April 2020 be taken as read and confirmed.**

Moved by Cr Philip Chabrel, Seconded by Cr Susan Lonie

**Carried**

5.3 Minutes of the Previous Meeting – March 2020

**Motion**

**That the minutes of the Alwyndor Management Committee held on 19 March 2020 be taken as read and confirmed.**

Moved by Cr Philip Chabrel, Seconded by Mr Kevin Whitford

**Carried**

5.4 Confidential Minutes – March 2020

**Motion**

**That the confidential minutes of the Alwyndor Management Committee held on 19 March 2020 be taken as read and confirmed.**

Moved by Mr Kevin Whitford, Seconded by Cr Philip Chabrel

**Carried**



Mr Kevin Whitford left the virtual meeting at 6.13pm

Mr Kevin Whitford re-entered the meeting at 6.14pm

## **6. REVIEW OF ACTION ITEMS**

- 6.1 Action Items
- 6.2 Confidential Action Items

Ms Julie Bonnici joined the meeting at 6.14pm

## **7. REPORTS/ITEMS OF BUSINESS**

### **7.1 General Managers Report (Report No: 15/2020)**

#### **7.1.1 COVID -19 Responses and actions**

The General Manager provided an update on the actions and responses taken in regards to changing legislation and easing of restrictions during the COVID -19 crisis.

Home Care Support Services are adhering strictly to guidelines issued by SA Health.

Feedback has been mostly supportive and positive and any concerns are being addressed on a case by case basis.

#### **7.1.2 Strategic planning**

It was agreed that the Special Meeting scheduled for Saturday 13 June would now be a Strategic Planning Workshop and the motion was amended to reflect this change.

#### **7.1.3 Enterprise Agreement 2019-2022**

The General Manager advised that the Enterprise Agreement is now finalised after receiving support from the majority of Alwyndor employees.

As a sign of goodwill the salary and wage increases will be paid in the next pay (including back pay).

### **Motion**

**That the Alwyndor Management Committee:**

- 1. Note the information regarding COVID 19 pandemic response actions as at May 2020.**
- 2. Note there will be a Workshop of the AMC on 13 June 2020 to consider the next stages of Alwyndor Strategic Planning.**

3. **Note that the City of Holdfast Bay (Alwyndor) Enterprise Agreement 2019-22 has been approved by employees.**

Moved Cr Susan Lonie, Seconded Kevin Whitford

**Carried**

## **8. CONFIDENTIAL GENERAL MANAGER'S REPORT**

### **8.1 General Mangers Report (Report No: 16/20)**

#### **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 Report Nos. 16, 17,18 and 19/2020 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's: 16,17,18 and 19/20 on the following grounds:**
  - d. **pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.**

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

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

Moved Mr Kevin Whitford, Seconded Cr Susan Lonie

**Carried**

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

4. That having considered Agenda Item 8.1 General Manager's Report (Report No: 16/20) 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 Susan Lonie, Seconded Ms J Bonnici

**Carried**

8.2 **Monthly Financial Report – April 2020 (Report No: 17/2020)**

*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 Susan Lonie, Seconded Cr Philip Chabrel

**Carried**

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

3. That having considered Agenda Item 8.2 Monthly Finance Report – March 2020 (Report No: 17/20) 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 Ms Julie Bonnici, Seconded Cr Susan Lonie

**Carried**

8.3 **Financial Investments (Report No: 18/2020)**

*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 Susan Lonie, Seconded Ms Julie Bonnici

Carried

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

- 4. That having considered Agenda Item 8.3 Financial Investments (Report No: 18/20) 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 Mr Kevin Whitford, Seconded Cr Philip Chabrel

Carried

**8.4 Refundable Deposit Policy and Standards (Report No: 19/2020)**

*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 Philip Chabrel, Seconded Cr Susan Lonie

Carried

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

- 3. That having considered Agenda Item 8.4 Refundable Deposit Policy and Standards (Report No: 19/20) 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 Susan Lonie, Seconded Cr Philip Chabrel  
**Carried**

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

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

The next meeting of the Alwyndor Management Committee will be held on Thursday 18 June 2020 in the Boardroom Room, or via audio-visual, Alwyndor Aged Care, 52 Dunrobin Rd, Hove.

**10. CLOSURE**

The meeting closed at 8.31pm.

**CONFIRMED 18 June 2020**

**CHAIRPERSON**

Item No: **14.3**

Subject: **INFORMATION REPORT – SOUTHERN REGION WASTE RESOURCE  
AUTHORITY BOARD MEETING– 1 JUNE 2020**

Date: 23 June 2020

Written By: Chief Executive Officer, Mr R Bria

CEO: Mr R Bria

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## **SUMMARY**

The information reports of the Southern Region Waste Resource Authority (SRWRA) Board meeting held on 1 June 2020 are attached and provided for information.

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## **RECOMMENDATION**

- 1. That the Information Reports of the Southern Region Waste Resource Authority Board meeting held on 1 June 2020 be noted.**

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## **COMMUNITY PLAN**

Economy: Supporting and growing local business

Economy: Harnessing emerging technology

Environment: Building an environmentally resilient city

Environment: Using resource efficiently

Environment: Fostering an environmentally connected community

Culture: Being financially accountable

## **COUNCIL POLICY**

Not Applicable.

## **STATUTORY PROVISIONS**

Not Applicable.

## **BACKGROUND**

Southern Region Waste Resource Authority (SRWRA) is a regional subsidiary established by the Cities of Onkaparinga, Marion and Holdfast Bay (the "constituent councils"), pursuant to Section

43 of the Local Government Act, 1999. The functions of SRWRA include providing and operating waste management services on behalf of the constituent Councils

In accordance with Section 2.5.2 of the SRWRA Charter - 2015, there shall be at least six ordinary meetings of the Board held in each financial year. Furthermore, section 2.5.22 states that prior to the conclusion of each meeting of the Board, the Board must identify which agenda items considered by the Board at that meeting will be the subject of an information report to the Constituent Councils.

In accordance with the above, identified agenda items from the Board Meeting held on 1 June 2020 is attached for Members information as Attachment 1.

*Refer Attachment 1*

#### **BUDGET**

Not Applicable

#### **LIFE CYCLE COSTS**

Not Applicable

# Attachment 1





# Constituent Council Information Report

- PUBLIC -

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**Board Meeting Date:** 1 June 2020

**Report By:** Chief Executive Officer

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## Report

In accordance with Section 2.5.22 of the *Southern Region Waste Resource Authority Regional Subsidiary Charter - 2015*, the SRWRA Board identified the following Agenda Items to be the subject of a Public Information Report to the Constituent Councils:

Agenda Item	Report
3.2	<b>Chairperson Allowance 2020 – 2021</b> Summary – A review of the Chairpersons allowance is conducted at the first ordinary meeting of the Board after 31 May each year in line with the Chairperson Allowance Review Policy (2018). At the Chairperson’s request, the Board has agreed to a zero dollar increase in allowance from the current year and for the remainder of the Chairperson’s term. The Board commended the Chairperson for their offer.
3.3	<b>Leachate Storage and Management</b> Summary – It has been identified that SRWRA’s leachate storage capacity is not sufficient to store the predicted volume of leachate that will be generated over the winter months. Intervention is occurring to provide additional storage capacity and, in summer, enhance evaporation opportunities.
4.1	<b>Risk Management Report</b> Summary - The Risk Management Report reflects the momentum of continuous WHS improvement at SRWRA. The Risk Register, Skytrust, EPA Licence Related Complaints Register and the WHS & IM Plan 2020 enables SRWRA to form a system in order that WHS and Risk Management can be measured, monitored, and reported.
4.2	<b>Les Perry Memorial Grant</b> Summary – The Les Perry Memorial Grant was initiated by the SRWRA Board in 2010 to recognise the substantial contribution made by the late Les Perry to the waste management industry. Primary schools in the 3 Constituent Council areas are invited to apply for a grant to support projects and activities that contribute to waste minimisation and recycling. Each school can apply to the total of \$750. SRWRA received 11 applications this year for a total of \$6,877.37.

Item No: **15.1**

Subject: **ITEMS IN BRIEF**

Date: 23 June 2020

Written By: Personal Assistant

General Manager: Strategy and Business Services, Ms P Jackson

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## **SUMMARY**

These items are presented for the information of Members.

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

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## **RECOMMENDATION**

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

1. **Weekly Food Organics-Green Organics (FOGO) Collection Pilot**
2. **Brighton Oval Redevelopment Update**
3. **Going Green for Parks**

### **RETAIN IN CONFIDENCE – Section 91(7) Order**

4. **That having considered Attachment 2 to Item No: 165/20 Weekly Food Organics – Green Organics (FOGO) Collection Pilot confidence under section 90(2) and (3)(b) of the Local Government Act 1999, the Council, pursuant to Section 91(7) of the Act orders that Attachment 2 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.**
- 

## **COMMUNITY PLAN**

Culture: Supporting excellent, efficient operations

## **COUNCIL POLICY**

Not applicable

## **STATUTORY PROVISIONS**

Not applicable

## REPORT

### 1. **Weekly Food Organics-Green Organics (FOGO) Collection Pilot**

The City of Holdfast Bay has been awarded a Green Industries Council Modernisation grant of \$97,900 to run a 12 month weekly FOGO collection pilot. This project was endorsed by Council at its meeting on 28 January 2020.

The pilot received funding on the proviso that the model was amended from an original “opt out” weekly FOGO/fortnightly residual kerbside bin collection model to a voluntary “opt in” weekly FOGO/fortnightly residual kerbside bin collection model. As participation rates are lower in voluntary “opt in” programs, the number of households invited to participate in the program will expand to include all of Kingston Park and more streets in Seacliff (Monday collections), as well as more households in Somerton Park east of Brighton Road (Wednesday collections).

See attached for amended project plan. All other aspects of the pilot remain the same including council’s commitment of \$97,900 (\$20,000 in-kind staff resourcing, \$77,900 new funding) towards the project.

The project is due to start on 21 September with community engagement beginning early August.

A council workshop on the project will be scheduled in the near future.

*Refer Confidential Attachment 1*

### 2. **Brighton Oval Redevelopment Update**

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

#### Stage 1 (Building Construction) Update

- The building construction program is on track.
- The Rugby Club building is ready for operations including kitchen and bar. Rugby Club is expected to sign the lease in the coming days.
- The Lacrosse building has achieved practical completion on 12 June 2020. The Lacrosse club has been granted access to the new building to undertake installations and fit-out of their kitchen and bars which are expected to be completed by the end of June 2020. The Certificate of Occupancy for the whole of building is forecast to be issued around 6 July 2020, subject to completion of external works around the building which are currently under construction. Lacrosse Club is expected sign the lease this month.
- The practical completion for the Football and Cricket building is scheduled to be achieved on or around 20 June 2020. The club will be granted access to the new building from that date to complete the kitchen, bar and other

fitouts. A certificate of occupancy is expected to be issued around 10 July 2020 following completion of minor civil works around the building, although the bulk of the carpark, landscaping and other civil elements will be completed under stage 2B contract. The club is expected to sign the lease by the end of the month.

- The existing football clubroom building is scheduled to be demolished on 6 July to enable the stage 2B works to progress.
- Each building will remain under a defects liability period for 12 months from their respective date of practical completion. Minor repairs will continue to be carried out during this period as they are identified.

#### Stage 2 (Civil Works) Upgrade

- Civil works around the Rugby club precinct (stage 2A) have been completed. This includes the Rugby carpark, paths, ½ court basketball courts and works on the skate park on the corner of Brighton Rd/Highet Ave. Some minor defect rectification work is continuing.
- Civil works around the Lacrosse Building including part of the carparking, access paths and landscaping around the building are underway. Work is scheduled to be completed by first week in July 2020 which will enable the Certificate of Occupancy to be issued.
- The detailed design for the remainder of stage 2 works including upgrade to internal roads, construction of carparks, landscaping, oval improvements, WSUD features and fencing is complete and tender called. Upgrading of Highet Ave will be completed separately. Construction is expected to commence at the end of June 2020 and be complete by the end of 2020.
- The installation of the sports lighting for the Lacrosse playing grounds is progressing. Score boards for all three fields have been purchased and are being installed. The oval entrance sign on Brighton Road is expected to be installed in the next few days.

#### Budget

- Budget for stage 1 (buildings) and stage 2 (civil works) are currently on track.
- Budget for stage 2 is very tight as the detailed design identified additional requirements. Although the electrical reticulation costs have been higher than the budget, it is still anticipated that stage 2B will be completed within budget.

#### Lease Negotiations and Communications

- The Brighton Rugby Club has signed their lease.

- The other clubs are expected to sign the lease in the coming weeks.
- Clubs have commenced training in accordance with the Covid 19 guidelines issued by the State and their respective codes.
- The website, [www.brightonoval.com.au](http://www.brightonoval.com.au), provides project progress for the community.

### **3. Going Green for Parks**

Parks and Leisure Australia (PLA) is the leading industry association for the parks and leisure sector to which Holdfast Bay is a corporate member of. PLA support 'the people behind the places' through the provision of training, professional development, research, advocacy and they provide a wide range of products and services for better quality parks and leisure facilities.

In recognition of the people who have continued to maintain parks which supports mental and physical health particularly during the COVID-19 pandemic, PLA is seeking many iconic and civic spaces and places across the country to be lit green at sunset each evening for the week commencing 23 Tuesday June until 30 Tuesday June 2020 inclusive of these dates.

Administration will ensure the Michael Herbert Bridge (formally King Street Bridge) will be lit green on these dates and will utilise Council's social media platforms to promote awareness and acknowledge people in the industry that have helped us remain active, healthy and connected during COVID-19. This will be promoted via two hashtags #GoGreenForParks #GoingGreenforParkies. Further information on PLA's media release is attached with reference to the tribute that was undertaken in New York, the Empire State Building was lit up in green to thank all the park workers for their efforts during this time.

*Refer to Attachment 1*

# Attachment 1



## Parks and Leisure Australia

### National Office

207 The Parade, NORWOOD SA 5067

Telephone: (08) 8332 0130

Email: [admin@parksleisure.com.au](mailto:admin@parksleisure.com.au)

[www.parksleisure.com.au](http://www.parksleisure.com.au)



## Media Release

### **#GoGreenForParks #GoingGreenforParkies**

**Iconic and Civic spaces and places to go Green in honour of parks and their workers that have kept us physically and mentally active during COVID-19**

*Parks and Leisure Australia to salute Parks and their workers around Australia with Green Lightings*

Parks and Leisure Australia Calls for All Australians to Wear Green and our civic and iconic spaces and places to be lit Green to say thanks to our Parks and the Parkies that have helped us remain active, healthy and connected during COVID-19 via **#GoGreenForParks #GoingGreenforParkies**

Parks and Leisure Australia has been working with our counterparts across the globe with an initiative started by the New York Parks Department which paid tribute to parks and their workers with an iconic lighting of the Empire State Building, the NYC Parks' Arsenal, Washington Square Arch and other elements across the city.



The Global need and demand for our parks and open spaces has never been more important and around the world, park workers have continued to maintain parks in support of the mental and physical health of all visitors during the current COVID-19 pandemic. **#GoGreenForParks #GoingGreenforParkies** is the ultimate acknowledgement and thank you to our parks system and all park managers and their hard work.

Parks and Leisure Australia calls on as many iconic and civic spaces and places to be lit Green the week commencing Tuesday 23<sup>rd</sup> June at Sunset across the country and be lit each evening until the last day of the month on Tuesday 30<sup>th</sup> June 2020.

“More than ever, our parks and greenspaces have proven to be critical places of refuge, and park workers have been working tirelessly to keep these sanctuaries of health, connectedness and sanity open in Australia and around the world,” said **PLA President Paul Jane**

**PLA CEO Mark Band** went on to say; ‘Our members and the spaces and places we manage have become critically recognised for their importance and this is a small token of our appreciation to all front line workers that have helped us all get through COVID-19. Parks remain open and of course, we encourage all to use them in a responsible manner whilst recognising and implementing social distancing guidelines.

The **#GoGreenForParks #GoingGreenforParkies** celebration on all Australians and our civic and Park Leaders to get on board by:

- Wearing Green on Tuesday 23<sup>rd</sup> and Tuesday 30<sup>th</sup> June
- Light up your spaces and places Green from sunset on the 23<sup>rd</sup> June until 30<sup>th</sup> June
- Like the Parks and Leisure Facebook page
- Share your photos and experiences using the **#GoGreenForParks #GoingGreenforParkies** on all social media platforms
- Celebrate like it's the end of 2020!

Parks and Leisure Australia will share the love by featuring shoutouts on its social media channels **@parksleisureaus**

### **About Parks and Leisure Australia**

PLA acknowledges that leisure is a basic human right and that provision of spaces and places for participation in sport and recreation is critical to the social, physical, environmental and economic wellbeing of Australian society.

As the national peak body for the ‘people behind the places’, we promote the good use of leisure time through provision of quality places, programmes and services. PLA membership includes professionals from Community and Urban Planning; Parks Management, Environment and Conservation; Sport and Physical Activity and Tourism and the Arts.

### **Our Vision is**

For Australia to be the most liveable country in the world renowned for its parks, sport and recreation facilities that provide the foundation for healthy communities and liveable towns and cities.

### **Press Contact:**

[marketing@parksleisure.com.au](mailto:marketing@parksleisure.com.au)

08 8332 0130



Item No: **15.2**

Subject: **APPROVAL OF EXPENDITURE IN 2020-21 PENDING APPROVAL OF THE ANNUAL BUSINESS PLAN AND BUDGET**

Date: 23 June 2020

Written By: Corporate Planning Officer

General Manager: Strategy and Business Services, Ms P Jackson

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### **SUMMARY**

Due to COVID-19, the time available for completing the 2020-21 Annual Business Plan was extended by the State Government by three months. The Annual Business Plan and budget is on track to be approved by Council in July 2020.

Section 44 of the *Local Government Act 1999* (the Act) precludes the delegation of power to approve expenditure not contained in a Council-adopted budget. Therefore, in order for expenditure for essential services and works to be able to continue until the 2020-21 budget is approved, a resolution of Council authorising a temporary approval framework for expenditure is required.

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### **RECOMMENDATION**

#### **That Council:**

- 1. notes that in accordance with the provisions of the Annual Business Plans and Strategic Planning Notice (No 4) 2020, the 2020-21 budget and annual business plan of the Council is not proposed to be adopted until July 2020;**
  - 2. pending the adoption of the 2020-21 budget, approves the expenditure of Council funds on employee costs, recurrent operational costs, essential capital maintenance works, and committed capital and operational projects from 2019-20;**
  - 3. authorises the Chief Executive Officer to expend the Council's funds approved in paragraph 2 of this resolution in accordance with the terms of this approval and the delegation levels that would ordinarily be in effect pursuant to an approved budget; and**
  - 4. endorses the Chief Executive Officer to authorise such other employees of the Council to expend funds approved in paragraph 2 of this resolution in accordance with the terms of this approval and the delegation levels that would ordinarily be in effect pursuant to an approved budget.**
-

**COMMUNITY PLAN**

Culture: Being Financially Accountable

**COUNCIL POLICY**

Not Applicable.

**STATUTORY PROVISIONS**

Section 44 of the *Local Government Act 1999*.

**BACKGROUND**

Section 44 (3e) of the Act states "...a council may not delegate... power to approve expenditure of money on works, services or operations of the council not contained in a budget adopted by the council".

Whilst the Council ordinarily adopts its Annual Business plan and budget in June of the preceding financial year, due to extraordinary circumstances this year, the Council will not be in a position to adopt its Annual Business Plan and budget until July 2020.

**REPORT**

*The Annual Business Plans and Strategic Planning Notice (No 4) 2020 (the Notice)* made by the Minister for Transport, Infrastructure and Local Government came into effect on 30 April 2020.

The Local Government Association, in conjunction with Norman Waterhouse Lawyers provided a briefing and subsequent written advice on the effects of the Notice, which includes a three month extension on the usual deadline for planning and budgeting activities as follows:

- "An annual business plan and a budget must be adopted by a council after 31 May for the ensuing financial year and, except in a case involving extraordinary administrative difficulty, before 30 November for the financial year" (being an extension to the usual deadline of 31 August), and
- except in a case involving extraordinary administrative difficulty, declare a general rate for a particular year after 30 November in that financial year.

The briefing advised that the Notice does not negate the requirement in section 44 of the Act that a council cannot delegate authority for expenditure that is not in a council-approved budget. Therefore, in order for council services to continue beyond 30 June without an approved Annual Business Plan and budget, the Council must approve a temporary 'approval framework' for spending, until such time as the budget is approved.

It is recommended that the approval framework apply to employee costs, recurrent operational costs, essential capital maintenance works, and committed capital and operational projects from 2019-20.

**BUDGET**

There are no costs in the development of this report, and the recommendations of this report will enable seamless operations ahead of the 2020-21 budget being approved.

**LIFE CYCLE COSTS**

This report does not have any direct full lifecycle cost implications.

Item No: **15.3**

Subject: **MONTHLY FINANCIAL REPORT – 31 MAY 2020**

Date: 23 June 2020

Written By: Management Accountant

General Manager: Strategy and Business Services, Ms P Jackson

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### **SUMMARY**

Attached are financial reports as at 31 May 2020. They comprise a Funds Statement and a Capital Expenditure Report for Council's municipal activities and Alwyndor Aged Care. The adjusted forecast budget includes the carried forward amount as approved by Council on 13 August 2019 and the three quarterly budget updates approved by Council 22 October 2019, 11 February 2020 and 28 April 2020.

The report includes Council's resolution (C120520/1899) to offer a contribution of \$20,000 towards the cost of a proposed reef offshore from Glenelg and resolution (C120520/1901) to provide additional funding of \$163,250 to complete the Holdfast Tennis Club Courts and Clubhouse. No other changes to the Alwyndor and Municipal budgets are recommended at this time, but the report highlights items that show a material variance from the YTD budget.

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### **RECOMMENDATION**

**That Council receives the financial reports and budget update for the 11 months to 31 May 2020 and notes:**

- **an increase in the forecast operating deficit for 2019/20 of \$20,000 from \$427,863 to \$447,863;**
  - **an increase in forecast Municipal capital expenditure of \$163,250 from \$34.547 million to \$34.710 million; and**
  - **no change to the Alwyndor Aged Care 2019/20 revised budget forecast.**
- 

### **COMMUNITY PLAN**

Culture: Being financially accountable

### **COUNCIL POLICY**

Not applicable.

**STATUTORY PROVISIONS**

Not applicable.

**BACKGROUND**

Council receives financial reports each month comprising a Funds Statement and Capital Expenditure Report for each of Council's municipal activities and Alwyndor Aged Care.

The Funds Statements include an Income Statement and provide a link between the Operating Surplus/Deficit with the overall source and application of funds including the impact on cash and borrowings.

*Refer Attachment 1*

**REPORT**

A comprehensive budget update was conducted for the period ending 31 March 2020 and approved by Council 28 April 2020. Further permanent variances have been identified but the majority are due to budget and actuals timing differences over the first eleven months of the financial year. Details of the major variances, along with amounts and notes, for both Council Municipal and Alwyndor operations have been prepared and are attached to this report.

*Refer Attachment 1*

**Additional Operational Expenditure**

A contribution of \$20,000 towards the building of a native shellfish reef off the coast of Glenelg North was approved by Council 12 May 2020 (Resolution C120520/1899). The contribution will be made next financial year which will require the budget to be carried forward to 2020-21.

**Additional Capital Expenditure**

Further funding required to complete the Holdfast Tennis Club courts and clubhouse was approved by Council 12 May 2020 (Resolution C120520/1901). This has resulted in an increase in forecast capital expenditure of \$163,250.

**Major capital variances**

A number of major projects are forecast 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 a future finance report when committed costs are known.

#### **Financial Assistance Grant - timing**

In June 2019 the Federal Government brought forward 50 percent of the 2019-20 Financial Assistance Grant resulting in a potential reduction in the operating result for 2019-20. On 22 May 2020 the Commonwealth confirmed that it is again bringing forward payment of approximately half of the Commonwealth Financial Assistance Grants for 2020-21 and this will be accounted for in 2019-20.

This is a timing issue and will be noted as such in the 2019-20 financial statements. The timing of these payments has meant an additional \$90,000 has been received against the 2019-20 operating budget, however there may be a potential reduction in the 2020-21 operating result depending on the timing of future Financial Assistance Grant payments.

#### **Alwyndor Aged Care**

There are no changes to the Alwyndor revised budget forecast as approved by Council, however as with the Municipal budget, a comprehensive budget update was carried out for the period ending 31 March 2020.

# Attachment 1



## City of Holdfast Bay

### Municipal Funds Statement as at May 2020

2019 - 2020 Original Budget \$'000	Year to Date			2019 - 2020 Adopted Forecast \$'000	Note
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000		
(758)	(668)	(668)	- Administrative Services	(761)	
1,443	1,516	1,607	(92) FAG/R2R Grants	1,516	1
(994)	(882)	(874)	(8) Financial Services	(988)	
(9,288)	(6,846)	(6,843)	(3) Financial Services-Depreciation	(9,288)	
(252)	-	-	- Financial Services-Employee Leave Provisions	(252)	
(655)	(482)	(443)	(38) Financial Services-Interest on Borrowings	(637)	
230	-	-	- Financial Services-SRWRA	230	
35,317	35,543	35,548	(5) General Rates	35,247	
(1,509)	(1,183)	(1,256)	73 Governance & Risk	(1,215)	2
(675)	(689)	(670)	(20) Human Resources	(751)	
(2,965)	(3,236)	(3,225)	(11) Strategy & Innovation	(3,479)	
(546)	(528)	(477)	(51) Business Development	(575)	3
(955)	(802)	(813)	11 Community Development	(908)	
(352)	(314)	(283)	(31) Community Engagement Admin	(352)	
(864)	(704)	(696)	(8) Community Events	(791)	
(296)	(344)	(315)	(29) Community Services Administration	(403)	
(186)	(161)	(154)	(7) Community Transport	(194)	
(6)	(1)	38	(39) Community Wellbeing	(150)	
(620)	(479)	(476)	(3) Customer Service	(539)	
-	27	79	(52) Jetty Road Mainstreet	(55)	4
(1,503)	(1,286)	(1,248)	(38) Library Services	(1,446)	
-	112	154	(41) SA HACC	(69)	
(339)	(300)	(307)	8 Tourism & Marketing Admin	(331)	
(1,862)	(1,565)	(1,471)	(94) Asset Management	(1,838)	5
(1,412)	(1,215)	(1,211)	(5) Assets and City Services	(1,402)	
49	111	121	(10) Cemeteries	113	
715	683	779	(95) City Regulation	478	6
1,018	928	897	31 Commercial - Brighton Caravan Park	785	
(2)	27	13	13 Commercial - Partridge House	8	
456	305	309	(4) Commercial - Recreational Clubs Leases	300	
(902)	(710)	(660)	(50) Development Services	(795)	7
(826)	(702)	(675)	(27) Environmental Services	(836)	
(583)	(575)	(583)	8 Infrastructure Maintenance	(634)	
(18)	(26)	(15)	(12) Property Maintenance	(31)	
(7,519)	(6,415)	(6,492)	78 Public Spaces	(7,227)	8
-	-	(10)	10 Roads to Recovery	-	
(3,921)	(3,357)	(3,342)	(14) Waste Management	(3,988)	
832	-	-	- Less full cost attribution - % admin costs capitalised	832	
<b>252</b>	<b>5,785</b>	<b>6,338</b>	<b>(554) =Operating Surplus/(Deficit)</b>	<b>(428)</b>	
9,288	6,846	6,853	(7) Depreciation	9,288	
22	-	-	- Other Non Cash Items	22	
<b>9,310</b>	<b>6,846</b>	<b>6,853</b>	<b>(7) Plus Non Cash Items in Operating Surplus/(Deficit)</b>	<b>9,310</b>	
<b>9,563</b>	<b>12,631</b>	<b>13,191</b>	<b>(561) =Funds Generated from Operating Activities</b>	<b>8,882</b>	
3,524	7,462	7,462	- Amounts Received for New/Upgraded Assets	10,050	
357	90	106	(16) Proceeds from Disposal of Assets	1,400	
<b>3,881</b>	<b>7,552</b>	<b>7,568</b>	<b>(16) Plus Funds Sourced from Capital Activities</b>	<b>11,450</b>	
(7,916)	(5,665)	(5,162)	(503) Capital Expenditure on Renewal and Replacement	(9,327)	
(14,975)	(12,448)	(12,175)	(273) Capital Expenditure on New and Upgraded Assets	(25,291)	
<b>(22,891)</b>	<b>(18,113)</b>	<b>(17,337)</b>	<b>(776) Less Total Capital Expenditure</b>	<b>(34,618)</b>	9
203	203	192	11 Plus:Repayments of loan principal by sporting groups	203	
<b>203</b>	<b>203</b>	<b>192</b>	<b>11 Plus/(less) funds provided (used) by Investing Activities</b>	<b>203</b>	
<b>(9,244)</b>	<b>2,273</b>	<b>3,614</b>	<b>(1,342) = FUNDING SURPLUS/(REQUIREMENT)</b>	<b>(14,083)</b>	
<b>Funded by</b>					
(10,190)	(4,386)	(4,386)	- Increase/(Decrease) in Cash & Cash Equivalents	(4,848)	
-	5,904	11,092	(5,188) Non Cash Changes in Net Current Assets	2,886	
-	-	(3,900)	3,900 Less: Net Movements from Cash Advance Debentures	-	
947	755	808	(53) Plus: Principal repayments of borrowings	947	
<b>(9,244)</b>	<b>2,273</b>	<b>3,614</b>	<b>(1,342) =Funding Application/(Source)</b>	<b>(14,083)</b>	



Note 1 – Financial Assistance Grants (FAG/R2R) - \$92,000 favourable

Timing issue between financial years for the receipt of the annual Commonwealth Financial Assistance Grant. 50% of the 2019-20 allocation was received in 2018-19 and 50% of the 2020-21 grant has been received in 2019-20. The early receipt of these two payments in different financial years has created a variance against budget.

Note 2 – Governance & Risk - \$73,000 unfavourable

Final property insurance invoice and special distribution from LGA Asset Mutual Fund now received.

Note 3 – Business Development - \$51,000 favourable

Favourable variances in professional services, marketing and advertising costs due to the cancellation of a number of programs and promotions as a result of COVID-19 restrictions.

Note 4 – Jetty Road Mainstreet - \$52,000 favourable

Employment costs savings (\$18,000) and year to date positive variance on marketing expenditure (\$30,000). Due to separate funding arrangements any unspent budget will be carried forward to 2020-21.

Note 5 – Asset Management - \$94,000 favourable

Costs associated with Environmental Protection Agency gas monitoring at Kauri Parade Sports Complex lower than budgeted (\$41,000), employment costs savings (\$15,000) and a year to date variance on building repairs and maintenance (\$39,000).

Note 6 – City Regulation - \$95,000 favourable

Additional income for parking (\$30,000), hoarding fees (\$23,000) and immunisation program (\$13,000) plus positive year to date variances on expenditure for legal fees (\$13,000) and electricity (\$12,000).

Note 7 – Development Services - \$50,000 favourable

Additional planning fee income (\$34,000) and various minor year to date positive variances including professional services (\$6,000).

Note 8 – Public Spaces - \$78,000 unfavourable

Increased disposal fees for waste collected by depot staff (\$46,000) and additional temporary agency staff costs (\$33,000).

Note 9 – Capital Expenditure - \$776,000 favourable

There are positive variances on a number of capital projects mainly due to the timing of projects. A review of the capital program was undertaken as part of the March 2020 budget update and a number of major projects are forecast to be incomplete as at 30 June 2020 including 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

**City of Holdfast Bay**  
**Capital Expenditure Summary by Budget Item to May 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)	(533)	(502)	(32)	Information Technology	(660)
-	(18)	(8)	(10)	Commercial and Economic Enterprises	(27)
(95)	(88)	(95)	7	Brighton Library	(95)
(120)	-	-	-	- Community Bus	(123)
-	-	(37)	37	Sport and Recreation	(629)
(3)	-	-	-	- Community Loop Bus	-
(10)	(10)	(1)	(9)	Depot and Stores	(10)
(780)	(464)	(452)	(13)	Machinery Operating	(1,008)
(1,334)	(1,146)	(1,148)	2	Road Construction and Re-seal Program	(1,155)
-	(43)	(43)	-	- Car Park Construction	(43)
(393)	(402)	(331)	(72)	Footpath Program	(424)
(2,667)	(700)	(373)	(327)	Stormwater Drainage Program	(1,390)
(295)	(357)	(329)	(28)	Traffic Control Construction Program	(437)
-	(5)	(6)	1	Signage Program	(5)
(1,152)	(1,259)	(1,269)	10	Kerb and Water Table Construction Program	(1,259)
(40)	(60)	(50)	(10)	Other Transport - Bus Shelters etc.	(60)
(9,908)	(8,999)	(8,714)	(285)	Reserve Improvements Program	(16,863)
(1,883)	(1,614)	(1,615)	1	Land, Buildings and Infrastructure Program	(3,113)
(2,615)	(212)	(202)	(10)	Streetscape Program	(3,873)
(102)	(2,198)	(2,163)	(35)	Foreshore Improvements Program	(2,507)
-	(3)	-	(3)	Caravan Park - General	(104)
(22,891)	(18,113)	(17,337)	(776)	<b>Total</b>	(34,618)



**Alwyndor Aged Care  
Funds Statement as at 31 May 2020**

2019-20 Original Budget \$'000	Year to Date				2019-20 Adopted Forecast \$'000	Note
	Adopted Forecast \$'000	Actual YTD \$'000	Variance \$'000			
3,970	3,497	3,555	(58)	User Charges	3,791	
10,339	9,710	9,797	(87)	Operating Grants and Subsidies	10,597	
491	309	304	5	Investment Income	330	
3,074	2,488	2,626	(138)	Reimbursements	2,666	
1,753	2,637	2,533	103	Other Income	2,877	
<b>19,627</b>	<b>18,640</b>	<b>18,814</b>	<b>(174)</b>	<b>Operating Revenue</b>	<b>20,262</b>	<b>1</b>
(13,915)	(12,667)	(12,958)	291	Employee Costs - Salaries & Wages	(13,760)	2
(4,591)	(5,685)	(5,719)	34	Materials, contracts and other expenses	(6,155)	3
(125)	(88)	(85)	(3)	Finance Charges	(98)	
(1,177)	(1,116)	(1,104)	(12)	Depreciation	(1,220)	
<b>(19,808)</b>	<b>(19,556)</b>	<b>(19,867)</b>	<b>311</b>	<b>Less Operating Expenditure</b>	<b>(21,233)</b>	
<b>(181)</b>	<b>(916)</b>	<b>(1,052)</b>	<b>136</b>	<b>=Operating Surplus/(Deficit)</b>	<b>(971)</b>	
1,177	1,116	1,104	12	Depreciation	1,220	
128	112	109	2	Provisions	160	
<b>1,305</b>	<b>1,228</b>	<b>1,214</b>	<b>14</b>	<b>Plus Non Cash Items in Operating Surplus/(Deficit)</b>	<b>1,380</b>	
<b>1,124</b>	<b>312</b>	<b>161</b>	<b>151</b>	<b>=Funds Generated from Operating Activities</b>	<b>409</b>	
(844)	(206)	(234)	28	Capital Expenditure on New and Upgraded Assets	(701)	
<b>(844)</b>	<b>(207)</b>	<b>(234)</b>	<b>27</b>	<b>Less Total Capital Expenditure</b>	<b>(701)</b>	
<b>280</b>	<b>103</b>	<b>(73)</b>	<b>176</b>	<b>= Funding SURPLUS/(REQUIREMENT)</b>	<b>(292)</b>	
<b>Funded by</b>						
280	103	(73)	176	Increase/(Decrease) in Cash & Cash Equivalents	(292)	
<b>280</b>	<b>103</b>	<b>(73)</b>	<b>176</b>	<b>=Funding Application/(Source)</b>	<b>(292)</b>	

**Alwyndor Aged Care – Notes  
May 2020**

**1 Operating Revenue**

Revenue is showing a favourable variance of \$174K YTD to forecast. This is mainly due to a COVID-19 Stimulus Package received by the Government in May for \$121K, which has been partially offset in Operating Grants and Subsidies by the timing of occupancy charges and outstanding ACFI assessments for new Residents.

Although the forecast for revenue was reduced due to the estimated impact of COVID-19, we have not experienced the full impact to date. It is estimated that there has been a loss in revenue of \$66K YTD due to COVID-19 coming from reduced services in Homecare and the cancellation of groups run by Therapy and Wellness services.

A favourable variance of \$46K relates to Support at Home reimbursements which is offset against the expense under point 3 below.

**2 Employee Costs - Salaries & Wages**

Employee costs are \$291K higher than forecast for May YTD.

This is partially offset with savings in Agency costs (refer point 3) there have been additional overtime costs incurred.

Extra shifts to manage visitors during COVID-19, increased cleaning regimes and an employee termination were not included in the forecast. We have also seen an impact to leave usage as a result of COVID-19 with leave accruals increasing due to cancelled/minimal leave requests.

**3 Materials, contracts and other expenses**

The overspend of \$34K to forecast is due to:

- Agency costs (\$58K)
- Medical Supplies \$42K
- Accommodation, maintenance and utilities \$20K
- Home Care client reimbursements \$67K
- Corporate Costs (\$37K)

Item No: **15.4**

Subject: **BRIGHTON ROAD TRAFFIC INVESTIGATION - BOLLARDS**

Date: 23 June 2020

Written By: General Manager, City Assets and Services

General Manager: City Assets and Services, Mr H Lacy

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### **SUMMARY**

At its meeting held on 10 March 2020, Council resolved for Administration to investigate and report back to Council on options to improve traffic conditions and safety for customers, shop owners and pedestrians using the eastern footpath on Brighton Road in proximity to the Gregory Street and Marlborough Street intersections.

The resolution also required that the investigation include any traffic incident information available, that a traffic risk assessment be prepared for the location and that Administration assess any treatments that could improve safety which may include bollards.

Council Administration met on site with a representative of the business owners to understand the safety issues.

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### **RECOMMENDATION**

#### **That Council:**

- 1) **notes the findings of the investigation of options to improve traffic conditions and safety for customers, shop owners and pedestrians using the eastern footpath on Brighton Road in proximity to the Gregory Street and Marlborough Street intersections;**
- 2) **does not support the installation of physical barrier devices (eg bollards) on the eastern footpath on Brighton Rd in the proximity of Gregory Street at this time; and**
- 3) **writes to Department of Planning, Transport and Infrastructure seeking a review of traffic management on Brighton Road between Sturt Road and Seacombe Road including support for:**
  - a. **right turn ban from Marlborough Street onto Brighton Road;**
  - b. **right turn ban from Brighton Road into Gregory Street;**

- c. ban on U turns on Brighton Road at the intersections of Marlborough Street and Gregory Street; and
  - d. installation of traffic signals at Edward Street/Brighton Road intersection.
- 

## COMMUNITY PLAN

Placemaking: Creating lively and safe places

## COUNCIL POLICY

Outdoor Dining (costs associated with infrastructure)

## STATUTORY PROVISIONS

Not Applicable.

## BACKGROUND

At its meeting held on 10 March 2020, Council resolved (Resolution C100320/1757) that Administration investigate and report back to Council on options to improve traffic conditions and safety for customers, shop owners and pedestrians using the eastern footpath on Brighton Road in proximity to the Gregory Street and Marlborough Street intersections (refer location plan in Figure 1).



Figure 1 - Study location

The resolution also required that the investigation include any traffic incident information available, that a traffic risk assessment be prepared for the location and that Administration assess any treatments that could improve safety which may include bollards.

Brighton Road is a main arterial road under the care, control and management of the Department of Planning, Transport and Infrastructure (DPTI). The subject section of Brighton Road between Gregory Street and Marlborough Street consists of three shops on the eastern side with direct access to the footpath, typical of the strip shopping precinct along both sides of Brighton Road (refer photo 1). The footpath at this location is 2.7m wide in front of the shops.



**Photo 1 - Study area**

This report summarises the investigation and provides a recommendation for council's consideration.

## **REPORT**

### **Accident Statistics**

The Department of Planning, Transport and Infrastructure maintains a database of crashes across the SA road network. A review of crash data over the most recent five year period (Jun 2014-June 2019) indicated that there were two reported crashes on Brighton Road in the vicinity, one (1) crash at Gregory Street junction – car vs. cyclist and one crash at Marlborough Street a rear end accident. Both crashes involved turning vehicles failing to give way to through traffic on Brighton Road.



The orange dots on Figure 2 show the reported location of the accidents and the small dots reflect a single accident only.



**Figure 2 Accidents statistics – Source Data SA**

None of these crashes reported damage to property adjacent the road.

### **Traffic Risk Assessment**

There are a number of movements that give rise to possible traffic risks for pedestrians and businesses along the eastern footpath between Marlborough Street and Gregory Street. They are:

- vehicles turn right from Marlborough Street into Brighton Road southbound;
- vehicles northbound U-turn from Brighton Road opposite Marlborough Street;
- vehicles northbound U-turn from Brighton Road opposite Gregory Street; and
- large vehicles left turn from Brighton Road into Gregory Street.

As pedestrians do not tend to congregate at the intersection or on the footpath, there is a generally low risk of pedestrian injury. However anecdotal information suggests that vehicles have mounted the kerb at this location with the potential to hit the shopfronts and potentially cause damage to the shopfronts and/or staff and customers inside.

Council had previously requested in September 2019 that the Department of Planning, Transport and Infrastructure undertake a traffic assessment of Brighton Road at these intersections including risks to pedestrians and risks to potential property damage.

At that time, the Department of Planning, Transport and Infrastructure's assessment concluded that, based on the available reported accident history at both junctions, they were considered to be operating satisfactory. As such no further traffic or footpath treatments were recommended.

The Department of Planning, Transport and Infrastructure's response was:

*'The Department of Planning, Transport and Infrastructure has undertaken a traffic investigation of Brighton Road crash statistics. Crash data for the latest five year period indicated one reported crash at Gregory Street junction and three crashes at Strathmore Terrace junction. All crashes involved turning vehicles failing to give way to through traffic on Brighton Road, with none of these crashes reporting damage to property adjacent the road.*

*Given the above, both of these junctions are considered to be operating satisfactory. However, if a property owner feels at risk from errant traffic, they are free to take appropriate measures within their property, subject to necessary consents, to mitigate the risk.*

*The department has no objection to owners providing protection within their property on Brighton Road or if council wish to install treatments such as energy absorbing bollards, provided pedestrian accessibility is not compromised'.*

Separately, the Department of Planning, Transport and Infrastructure prepared a Brighton Road Management Plan (last updated 2017) and this included the following for the segment between Sturt Road and Seacombe Road. This Management Plan is available on the DPTI website. As part of the community consultation for this management plan, closing medians was identified and not supported by DPTI due to impact on traffic movements.

### **6.3.7 Section 7 – Sturt Road to Seacombe Road**

The section of Brighton Road between Sturt Road and Seacombe Road is kerbed on both sides of the road, with a 19.0 m typical road carriageway width and two through lanes and a bicycle lane in each direction. The AADT for this section is 35300 vehicles per day and there are five bus stops within this section of Brighton Road; two on the western side and three on the eastern side.

It is recommended that the existing median cut-out just south of Edwards Street, near bus stop 37 on the western side of Brighton Road, be formalised to provide a pedestrian walkthrough with kerb ramps and handrails.

Anecdotal information provided by one of the tenants of the commercial buildings on the eastern footpath, indicated that there were several near misses which may not have been reported and hence not be recorded within the DPTI database and which resulted in a vehicle mounting the footpath outside the commercial premises after being involved in a minor crash or after losing control.

One issue appears to be vehicles undertaking U turns at Marlborough or Gregory Streets to head southbound after exiting the Brighton Central shopping Centre.

The other issue was vehicles misjudging the right turn out of Marlborough St and colliding with a southbound vehicle on Brighton Road.

### **Treatment Options**

Given the risks outlined above, there are two (2) types of treatment options available to council and/or the property owners, being:

- physical barriers – eg bollards, wire rope barrier, guard rail or concrete barrier
- changes to traffic management - to eliminate the risk of collisions as far as possible

The treatment options considered to reduce risks at these intersections and footpath included:

1. Install pedestrian barriers (bollards) along Brighton Road eastern footpath (between Marlborough Street to Gregory Street)
2. No Right Turn ban –from Marlborough Street onto Brighton Road;
3. No Right Turn ban – from Brighton Road into Gregory Street (closing the right turn lane);
4. No Right Turn ban – from Gregory Street onto Brighton Road;
5. No U turn from Brighton Road at Marlborough Street, Gregory Street or both;
6. Close the median at Marlborough Street (preventing right turns and U Turns)
7. No Left turn from Brighton Road southbound into Gregory Street.

### **Physical Barriers**

Barrier protection devices such as guard rail, wire rope or concrete barriers are installed to protect motorists from roadside hazards and steep embankments. They are used mainly in rural, high speed environments. Due to the restrictions that these barriers create for pedestrian movement and waste collection, these forms of continuous barriers are not recommended and have not been further investigated.

Energy Absorbing Bollards (EABs) are designed to protect pedestrians typically at locations where pedestrians congregate such on footpaths or in outdoor dining areas.

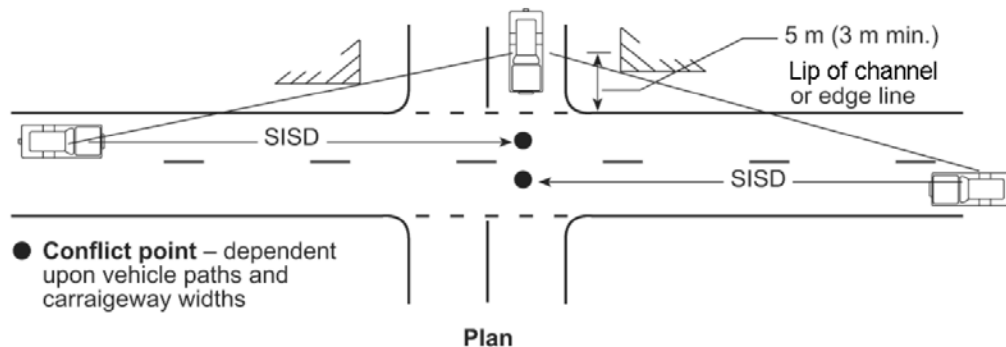
The standard detail for EABs is that the bollards must be 600mm back from the edge of kerb on roads with a bike lane, be spaced between 1.2m and 1.5m apart based on a traffic engineering assessment and have a height of 1.4m above the footpath. EABs cost approximately \$3,000 each installed and require footings 1m deep and 0.6m in diameter to have the ability to absorb the energy of an errant vehicle. The length of path to be protected is around 15 metres from Tucker Tennis to Gregory Street, requiring around 10 new EABs.

The traffic investigation noted that if energy absorbing bollards were to be installed along the eastern footpath between Marlborough Street and Gregory Street, they were likely to block sight

lines of oncoming vehicles for motorist exiting Gregory Street onto Brighton Road, greatly increasing the risk of 'fail to give way' crashes. A vehicle on Gregory Street will need to have at least 123 metres of sight distance to allow them to make a decision to enter the intersection. Based on a site inspection, if bollards were installed, the bollards would create a picket fence effect and reduce sight distance for vehicles exiting Gregory Street.

**Guide to Road Design Part 4A: Unsignalised and Signalised Intersections**

**Figure 3.2: Safe intersection sight distance (SISD)**



**Figure 3 – Safe Intersection Sight Distance**

A review of underground services obtained from *Dial Before You Dig* identified a number of services within the eastern footpath between Gregory Street and Marlborough Street including SA water, NBN, Optus, SA Power network and a main gas line.

A service locator was engaged to locate the services electronically and identified that by using excavation through hydrovac (i.e. no machine digging) it is possible to install bollards. There appears to be an abandoned Telstra cable along the preferred alignment.

The Department of Planning, Transport and Infrastructure provided comments on the installation of bollards and made the following comments.

- Pedestrian activity is spread along the length of the whole shopping strip, both sides of the road, and is not concentrated to the subject location. Based on the traffic assessment, the Department of Planning, Transport and Infrastructure concluded that installing bollards at this location was not warranted.

The Department of Planning, Transport and Infrastructure has installed bollards at its cost in locations where pedestrian safety may be compromised, the most recent location being on Diagonal Road / Brighton Road intersection outside Glenelg Primary School.

Council has also taken the policy position that where a property owner wishes to protect their property or business, and traffic investigations conclude that installation is not warranted, they are free to take appropriate measures within their property or on the footpath, subject to necessary consents, to mitigate the risk. Council and the Department of Planning, Transport and

Infrastructure have no objections to owners providing protection within their property on Brighton Road or to install treatments such as energy absorbing bollards, provided pedestrian accessibility is not compromised, it does not create a safety risk and necessary permissions are granted. This is consistent with EABs installed on Tapleys Hill Road and around a number of outdoor dining areas.

Bollards installed on Brighton Road opposite Sturt Road were installed over 15 years ago and Council have no records of the installation and are not included on Councils asset register. These may be a Department of Planning, Transport and Infrastructure installation or were installed by the property owners.

### **Traffic Management Options**

The alternative to physical barrier protection is to reduce the risk of collisions that cause vehicles to lose control and mount the footpath by changing traffic arrangements. In this instance, the likely movements are:

- Right turn out of Marlborough Street onto Brighton Road to head southbound;
- Right turn off Brighton Road into Gregory Street; and
- U turn on Brighton Road from northbound travel to head southbound (with the U turn performed at either the Marlborough Street or Gregory Street intersections).

Based on site observations most U Turn movements occur at Gregory Street where there is a sheltered right turn lane.

All of these movements have the risk that if they are misjudgment, there is a potential for a collision where one or more vehicles could lose control and mount the eastern footpath of Brighton Road between Marlborough Street and Gregory Street placing footpath users and/or shopfronts at risk.

Both these movements could be restricted by signage banning each movements, subject to community consultation not identifying any major objections. The Department of Planning, Transport and Infrastructure support would be required, however based on previous advice it is unlikely they will support changes as their view is that there is insufficient warrant for turning bans and in any case this would unreasonably impact other traffic movements.

A traffic assessment will be required to determine if the no right turn bans will increase traffic movements at other intersections that may be less suitable, have a higher crash rate or increase traffic volumes and delays on adjoining roads. A traffic impact statement will be required.

### **CONSULTATION**

Should traffic management options be supported, it is recommended that community consultation be undertaken including with local businesses in the area.

The Department of Planning, Transport and Infrastructure will also need to be consulted to ensure they support the implementation of new right turn and U turn bans.

**BUDGET**

If a No Right Turn and U Turn bans are recommended, the cost of traffic assessment, community consultation and signage is expected to be less than \$5,000.

If Energy Absorbing Bollards are supported, the estimated cost of installation is expected to be in the vicinity of \$30,000.

**LIFE CYCLE COSTS**

Nil

Item No: **15.5**

Subject: **DISABLED CARPARK SPACE – GLENELG COMMUNITY CENTRE**

Date: 23 June 2020

Written By: Manager Engineering

General Manager: City Assets and Services, Mr H Lacy

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## **SUMMARY**

A Motion on Notice was put forward (Report No: 431/19, resolution C121119/1664) requesting a disabled car park on Hope Street adjacent the Glenelg Community Centre, 4 Colley Terrace Glenelg.

The carpark adjacent the Glenelg Community Centre in Hope Street is managed by Wilson Parking (until the end of 2020) on behalf of the Glenelg Surf Life Saving Club who have ownership rights for the carpark. Wilson Parking have advised via email that they are unable to offer a lease on a car parking space in the Hope St carpark, but as an alternative have offered to lease Council two (2) reserved parking spaces in the Beachouse underground carpark adjacent the community centre. Wilson manage the underground carparks on behalf of various strata owners. The underground car park has lift access to the ground level, but is still approximately 70m distant from the front door of the Glenelg Community Centre.

In discussion with the Glenelg Community Club President Pam Hewett, the Club now believes that two (2) reserved carparks in the Beachouse underground carpark would provide a more flexible parking arrangement for their volunteers to load and unload, to provide part day parking for activity leaders and volunteers, and also for members who may be mobility impaired. A specific disabled park is no longer considered the preferred approach.

Alternative parking arrangements on Colley Terrace and behind the Glenelg Community Club building were investigated, but were considered less user friendly and at a higher cost than reserved parking in the Beachouse carpark.

In the meantime, Administration will continue to negotiate with the Surf Life Saving Club to excise one of the Hope Street carpark spaces from the carpark management agreement when it is renewed on 1 January 2021 and to lease this to council under a separate arrangement which would enable the original request for short term parking close to the front door of the Glenelg Community Centre to be delivered.

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## RECOMMENDATIONS

1. That as a short term measure, Council agree to lease two (2) carparks in the Beachouse underground carpark from the parking manager (currently Wilson Parking) for a discounted rate of \$250 / bay / per month or a lesser amount as agreed, for an initial 6 month period until 31/12/2020 for a total cost of \$3,000 (GST inclusive) with new budget line allocated in the 2020/2021 Operating budget.
2. That the Chief Executive Officer be permitted to extend or vary the terms of the lease subject to appropriate budget and continued need from the community centre.
3. That the carpark(s) are reserved for the Glenelg Community Centre from 7.30 am to 4.30 pm Monday to Saturday and after that are available for other Council business;
4. The Glenelg Community Club is not permitted to sublease the parks.
5. The carpark(s) are managed by the Glenelg Community Club committee during the hours of club operation.
6. That Administration continue discussions with the Glenelg Surf Life Saving Club for the lease of one (1) dedicated car parking space in the Hope Street carpark from January 2021 as an alternative.

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## COMMUNITY PLAN

Placemaking: Creating vibrant and safe places

## COUNCIL POLICY

Asset Management Policy

Community Consultation and Engagement Policy

## STATUTORY PROVISIONS

*Nil*

## BACKGROUND

A Motion on Notice was put forward (Report 431/19, Resolution C121119/1664) requesting Administration to investigate whether a disabled car park could be established in the Hope Street carpark adjacent the Glenelg Community Centre (GCC) at 4 Colley Terrace Glenelg. The motion stated:



*That Council:*

1. *negotiate a possible long term lease agreement for one carpark space on Hope Street to be used as a disabled carpark; and*
2. *report back to Council by July 2020 for consideration.*

Council's Traffic and Regulatory Services teams investigated the Hope St carpark options, and also looked at other alternatives once the Hope St carpark option was ruled out by Wilson Parking, the current operator of the carpark.

Wilson Parking currently manage the Hope Street carpark on behalf of the Glenelg Surf Life Saving Club however this arrangement is due for renewal at the end of the calendar year (2020).

In discussion with the Glenelg Community Club President, Pam Hewett, she expressed a view that a more flexible parking arrangement that allowed for volunteers to load and unload, allowed for part day parking for activity leaders and also for members who may be mobility impaired was preferred. She expressed a view that two reserved car parks in the Beachouse underground carpark would be preferable and that a specific disabled park was, perhaps not the best option.

**REPORT**

Parking in and around the Glenelg Community Centre is difficult, particularly in summer. The Hope St carpark, adjacent the centre on the southern side, is managed by Wilson Parking at a current rate of \$5 per hour. On street parking on Colley Terrace is paid parking and during summer is often difficult to access. Free timed parking is available on Jetty Road, Anzac Highway and in the streets east of Colley Terrace and is highly sought after. The Community Centre has access to permits to allow parking at no cost in the Council on-street paid parking areas.

The Glenelg Community Club, which has membership exceeding 400 and many elderly members and volunteers previously had access to a number of on-street parks adjacent the site. Activities are held daily and can attract over 60 people at any one time. Over a week there are more than 450 members attending activities.

The Community Centre has requested dedicated parks to allow volunteers to load and unload for activities, allow volunteer activity leaders to park for a number of hours and provide parks for mobility impaired members if the need arises.

Free, untimed disabled parks are available on Colley Terrace in two locations although around 90m distance from the Community Centre entrance.

A number of options were considered and are described in the attached Table.

*Refer Attachment 1*

Based on the assessment, a lease of 2 carparks in the Beachouse underground carpark is recommended for the next 6 month as this will provide guaranteed secure flexible parking very close to the community centre. Parking in Hope Street will continue to be discussed with the Glenelg Surf Life Saving Club and the Glenelg Community Centre, and if a deal can be secured, would be available from 1 January 2021 following expiry of the management agreement with Wilson Parking at the end of 2020.

**RESIDENT NOTIFICATION**

Nil.

**BUDGET**

If two car parks are leased in the Beachouse underground carpark, a budget of \$3,000 for 6 months (GST inclusive) would be required in the 2020/21 Operating Budget with funding required for 1 carpark in Hope St carpark or 2 underground carparks having to be added to the 2020/21 operating budget (6 months) and in subsequent years for any car park lease arrangement.

There is no FBT payable if the parks are used for the Glenelg Community Centre. This cost may vary if a car park is leased on Hope Street.


**LIFE CYCLE COSTS**

The lease cost may be extended annually whilst the Glenelg Community Club is in operation.

# Attachment 1



**Table 1 – Parking Options**

Option	Description	Comments
1	Lease portion of Hope Street Carpark adjacent the Community Centre	Wilson Parking have advised that they are unable to provide a reserved parking space in this area. Paid parking by the hour is available. Wilson Parking inspect this area regularly. The Wilson Parking lease is due for renewal at the end of this calendar year (2020) and the Glenelg Surf Life Saving Club advised that they would be supportive of providing one (1) car park to Council after this date subject to a suitable agreement.
2	Construct a carpark on the western side of the Community Centre building	 <p>This would provide 1 carpark and require reconstruction of part of the step area including restricting access for pedestrians. This area at the end of Hope Street is regularly used by delivery vehicles to turn around or park. It is highly likely that parks may be taken (illegally) when required or access blocked. This would provide one permanent park close to the community centre. Land ownership is complex and would need to be confirmed.</p>
3	Use the loading zone or 1 hour parks on Colley Terrace on the eastern side opposite the Community Centre for loading.	The Colley Terrace loading zone and 1 hour parks are regularly used and based on site observations are unlikely to be available as required.

4	Create a permit zone for the Glenelg Community Centre on the Eastern side of Colley Terrace	Investigated previously by Council staff and considered poor use of on-street parking. May be regarded as inequitable by other stakeholders. Has potential for all day parking. May be illegally used and therefore unavailable for Community Centre parking.
5	Allocate parks on Colley Terrace to replace paid parks. Currently the Community Centre do have permit parking in this area subject to availability.	These paid parks generate good revenue for Council (mostly on weekends) and it is considered more cost effective to pay for parks elsewhere. These parks would be a minimum of 100 metres from the Community Centre which is a fair distance for volunteers to carry materials for activities.
6	Amend the bus bay on Colley Terrace in the vicinity of the Library / Community centre	This bus bay is a layover area and terminus area. Often there are multiple busses in this area restricting access. It is a taxi stand after hours.
7	Allocate two parks within the Council reserved area in the Beachouse carpark	This carpark is fully used for Council business during the day. Alternatives to relocate some cars to (for example) Anzac Highway car park or the Partridge Street carpark would result in excess of a 500 metre walk to the Council offices.
8	'Pay as you go' parking – reimbursed	This option would allow the Club to use the Hope Street carpark for loading and unloading and then require them to move to on street parking. This parking is not reserved, may be unavailable, would add additional administrative costs and would not provide parking for the mobility impair users. This would similar cost to reserved parking if the parks are used for 50 hours a month.
9	Lease two parks in the Beachouse underground car park	This would provide guaranteed access parking. Cost of \$250 month / car park. Lift access is close to the rear doors of the Community Centre (75m away).

Item No: **15.6**

Subject: **APPOINTMENT TO THE COUNCIL ASSESSMENT PANEL**

Date: 23 June 2020

Written By: Manager Development Services

General Manager: City Assets and Services, Mr H Lacy

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### **SUMMARY**

Following the resignation of an Independent Member serving on the City of Holdfast Bay Council Assessment Panel (the Panel), this report seeks Council's authorisation to appoint a suitable replacement.

At its meeting held on 14 April 2020, Council considered a recommendation from a Council appointed selection panel to appoint a suitably qualified person to serve as an Independent Member on the Panel. Council subsequently supported the recommendation based on the selection panel's rankings and resolved to make the recommended appointment.

Given the recentness of the previous recruitment process to fill a vacancy on the Panel, it is recommended that Council rely on the same pool of candidates and rankings from that process to recommend an appointment for the current vacancy.

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### **RECOMMENDATION**

1. **That Ms Sarah Reachill be appointed to serve as an Independent Member of the City of Holdfast Bay Council Assessment Panel in accordance with the Operating Procedures for the Panel for the period commencing 23 June 2020 and ending 23 June 2022.**

### **RETAIN IN CONFIDENCE – Section 91(7) Oder**

2. **That having considered Attachment 1 to Report No: 160/20 Appointment to the Council Assessment Panel – 23 June 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 1 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.**
-

**COMMUNITY PLAN**

Placemaking: Creating vibrant and safe places

Culture: Supporting excellent, efficient operations

**COUNCIL POLICY**

Council Assessment Panel Operating Procedures.

**STATUTORY PROVISIONS**

Planning, Development & Infrastructure Act 2016.

**BACKGROUND**

At its meeting held on 28 January 2020, Council resolved to invite expressions of interest for Independent Membership to the Holdfast Bay Council Assessment Panel (the Panel) following the resignation of the Panel's Independent Presiding Member. Council also resolved to establish a selection panel comprising Councillor Bouchee, Councillor Clancy and the Manager Development Services to review the expressions of interest received, and make a recommendation to Council on a suitably qualified person to serve as Independent Presiding Member (Resolution No C280120/1719).

Following consideration of candidates, which was informed by a ranking process, the top ranked candidate was appointed to the Panel at the Council meeting held on 14 April 2020 (Resolution No C140420/1880). In the meantime, another vacancy has been received from the Panel following the resignation of Independent Member, Mr Graham Goss.

**REPORT**

The Panel is comprised of four (4) Independent Members, one being the Presiding Member, and one (1) Elected Member. One of the Panel's Independent Members, Mr Graham Goss, has tendered his resignation part-way through his tenure, thereby creating a vacancy that requires to be filled, as the Panel's Operating Procedures prescribes a minimum of four (4) Independent Members serve on the Panel.

Given the recentness of the previous recruitment process to appoint an Independent Member to the Panel, it is considered appropriate to rely on the same pool of candidates and assigned rankings from that campaign to recommend an appointment for the current vacancy.

In the recent process, expressions of interest attracted fifteen (15) applications for the single Independent Member position available. The selection panel reviewed all expressions of interest against the criteria established under the Operating Procedures for the Panel, and the accreditation requirements prescribed by the Planning, Development and Infrastructure Act 2016.

In making its recommendation, the selection panel had regard to a ranking system provided as confidential Attachment 1 to this report, which summarises the candidates and provided an

insight into their respective skillset and background. This list of candidates and summary of their respective credentials is provided as a confidential document, not on the public Agenda.

*Refer Attachment 1*

Whilst not formally appointed by Council to undertake a second selection process, members of the selection panel believe that given the recent and previous selection process, it is appropriate to appoint the second ranked candidate, Ms Sarah Reachill, to this subsequent vacancy. Ms Reachill has been contacted and retains her interest is willing to accept an appointment to the Panel if offered.

Ms Reachill's candidature aligns well with the skillset void that arises due to the departure of Mr Goss. Ms Reachill's credentials and those of Mr Goss are aligned, in that they are both grounded in the environmental sciences and coastal management, retaining the Panel's current skillset mix comprising social, architectural, town planning, and environmental expertise.

Subject to Council's approval, Ms Reachill's appointment is recommended until 23 June 2022, which is consistent with the maximum two (2) year term prescribed in the Panel's Operating Procedures for Independent Members.

#### **BUDGET**

The payment of sitting fees to Elected and Independent Members serving on the Panel is factored into the 2020/21 Annual Business Plan.

#### **LIFE CYCLE COSTS**

There are no life cycle costs associated with the appointment of Independent Members to the Panel.