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# Council Agenda

## NOTICE OF MEETING

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

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

**Tuesday 27 April 2021 at 7.00pm**

A handwritten signature in blue ink, appearing to read "Roberto Bria".

**Roberto Bria  
CHIEF EXECUTIVE OFFICER**



## Ordinary Council Meeting Agenda

### 1. OPENING

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

### 2. KAURNA ACKNOWLEDGEMENT

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

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

### 3. 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 – Councillor J Smedley and Councillor R Clancy

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 13 April 2021 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** - Nil

**13. ADJOURNED MATTERS** - Nil

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

14.1 Information Report – Southern Region Waste Resource Authority Board Meeting – 8 April 2021 (Report No: 128/21)

14.2 Minutes – Audit Committee Meeting – 21 April 2021 (Report No: 129/21)

**15. REPORTS BY OFFICERS**

15.1 Items in Brief (Report No: 126/21)

15.2 Reappointments to the Council Assessment Panel (Report No: 113/21)

15.3 Draft Dog and Cat Management Plan - Public Consultation (Report No: 127/21)

15.4 Local Government Association (LGA) Ordinary General Meeting 2021 (Report No: 133/21)

15.5 Art Deco Heritage Review (Report No: 134/21)

15.6 Holder Road Traffic Investigation (Report No: 124/21)

15.7 Draft 2021-22 Annual Business Plan (Report No: 135/21)

15.8 Budget and Annual Business Plan Update - As at 31 March 2021 (Report No: 138/21)

15.9 Nominations Sought for the Environment Protection Authority Board (Report No: 136/21)

15.10 Nominations Sought for the South Australian Public Health Council (Report No: 137/21)

15.11 Buffalo Site Concepts for Community Engagement (Report No: 112/21)

**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. CLOSURE**



**ROBERTO BRIA**  
CHIEF EXECUTIVE OFFICER

Item No: **14.1**

Subject: **INFORMATION REPORT – SOUTHERN REGION WASTE RESOURCE AUTHORITY BOARD MEETING – 8 APRIL 2021**

Date: 27 April 2021

Written By: Chief Executive Officer

Chief Executive Officer: Mr R Bria

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### **SUMMARY**

The information reports of the Southern Region Waste Resource Authority (SRWRA) Board meeting held on 8 April 2021 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 8 April 2021 be noted.**

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

2. **That having considered Attachment 2 to Report No: 128/21 Information Report – Southern Region Waste Resource Authority Board Meeting – 8 April 2021 in confidence under Section 90(2) and 3(b) and 3(d) 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**

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 8 April 2021 are attached for Members information as Attachments 1 and 2 (Constituent Council Information Report –Public and Confidential).

*Refer Attachments 1 & 2*

**BUDGET**

Not Applicable

**LIFE CYCLE COSTS**

Not Applicable

# Attachment 1



# Constituent Council Information Report

- PUBLIC -

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**Board Meeting Date:** 8 April 2021

**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
2.4	<b>Proposed Lease of Buffer Land to the City of Onkaparinga.</b> Summary – The Chief Executive Officer presented for Board consideration the City of Onkaparinga draft lease of the southern section (Title Reference 6034/589) for the purposes of an equestrian facility.
2.5	<b>Audit Committee – Appointment of Presiding Member</b> <b>Summary</b> - The SRWRA Board is required to appoint the Presiding Member for the Audit Committee. The term of current Presiding Member, Greg Connor, expired at the end of January 2021. The Audit Committee unanimously agreed at the meeting to nominate Greg Connor as the Presiding Member for a term expiring 30 September 2021. Greg Connor accepted the nomination.
2.6	<b>External Auditor – Appointment</b> Summary – The current SRWRA external Auditors' term expired at the end of the 2019 – 2020 financial year. SRWRA Management completed the tender process with due diligence and recommended Galpins Accountants is re-appointed for a period of 3 (three) years with the option to extend the appointment for a further 2 (two) years.

Item No: **14.2**

Subject: **MINUTES – AUDIT COMMITTEE MEETING – 21 APRIL 2021**

Date: 27 April 2021

Written By: Personal Assistant, General Manager Strategy and Business Services

General Manager: Strategy and Business Services, Ms P Jackson

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## **SUMMARY**

The public minutes of the meeting of the Audit Committee held on 21 April 2021 are presented to Council for information and endorsement.

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## **RECOMMENDATION**

1. **That Council notes the public minutes of the Audit Committee of 21 April 2021 namely:**
  - (a) **That the Audit Committee advises Council it has received and considered a Standing Items Report addressing:**
    - **Monthly Financial Statements**
    - **Risk Management and Internal Control**
    - **Audit – External/Internal**
    - **Public Interest Disclosures – previously Whistle Blowing**
    - **Economy and Efficiency Audits**
    - **Governance Framework – Alwyndor**
    - **Review of Council Report Templates**
    - **Audit Committee Meeting Schedule and Membership**
  - (b) **That the Audit Committee supports the draft 2021-22 Annual Business Plan for presentation to Council for the purpose of public consultation.**
  - (c) **That the Audit Committee supports the draft Entertainment and Hospitality and Corporate Credit Card Policies for policy adoption by Council.**
  - (d) **That the Audit Committee supports the revised Procurement Policy for adoption by Council.**
  - (e) **That the Audit Committee:**



- (i) received and noted the draft 2021/22 Alwyndor budget; and
  - (ii) received and noted draft Alwyndor Long Term Financial Plan.
- 

## **COMMUNITY PLAN**

Culture: Being financially accountable

Culture: Supporting excellent, efficient operations

## **COUNCIL POLICY**

Not Applicable.

## **STATUTORY PROVISIONS**

*Local Government Act 1999*, Sections 41 and 126

## **BACKGROUND**

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

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

## **REPORT**

Public minutes of the meeting of the Audit Committee held on 21 April 2021 are attached for Members' information.

## **BUDGET**

Not applicable

## **LIFE CYCLE COSTS**



# Attachment 1



**Minutes of the meeting of the Audit Committee of the City of Holdfast Bay held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on Wednesday 21 April 2021 at 6:00pm.**

**PRESENT**

**Members**

Presiding Member – Councillor J Smedley  
Mr D Powell  
Mr S Tu  
Ms P Davies

**Staff**

Chief Executive Officer – Mr R Bria  
General Manager Strategy and Business Services – Ms P Jackson  
General Manager Alwyndor – Ms B Davidson-Park  
Manager Finance – Mr J Newton  
Financial Manager, Alwyndor – Ms L Humphrey

**Guests**

Janna Burnham – Director of Internal Audit, Galpins  
Tim Muhlhauser – Partner, Galpins

**1. OPENING**

The Chairman declared the meeting open at 6.00pm.

**2. APOLOGIES**

- 2.1 Apologies Received – Councillor R Snewin
- 2.2 Absent - Nil

**3. DECLARATION OF INTEREST**

Members were reminded to declare their interest before each item.

**4. CONFIRMATION OF MINUTES**

**Motion**

**That the minutes of the Audit Committee held on 10 February 2021 be taken as read and confirmed.**

Moved by Ms Davies, Seconded by Mr Powell

**Carried**

**5. ACTION ITEMS**

The Action Items were tabled and discussed.

**6. PRESENTATIONS – Nil****7. REPORTS BY OFFICERS****Conflict of Interest**

Mr Powell declared a perceived conflict of interest for Item 7.1 Standing Items – April 2021. The nature of the perceived conflict of interest (pursuant to Section 73 and 74 of the *Local Government Act 1999* is that he provides consultancy services to Galpins for work that does not include the City of Holdfast Bay.

Mr Powell dealt with the perceived conflict of interest by making it know to the Committee and remaining in the meeting as he was acting in the best interests of the community.

**7.1 Standing Items – April 2021 (Report No: 115/21)**

The Audit Committee was provided with a report on standing items at the meeting.

**Motion****1. That the Audit Committee advises Council it has received and considered a Standing Items Report addressing:**

- **Monthly financial statements**
- **Risk Management and Internal control**
- **Audit – External/Internal**
- **Public Interest Disclosures – previously Whistle-Blowing**
- **Economy and efficiency audits**
- **Governance Framework – Alwyndor**
- **Review of Council Report Templates**
- **Audit Committee Meeting Schedule and Membership**

**RETAIN IN CONFIDENCE - Section 91(7) Order****2. That having considered Agenda Item 7.1 Standing Items – April 2021 in confidence under Section 90(2) and (3)(e) of the Local Government Act 1999, the Audit Committee, pursuant to section 91(7) of that Act orders that Attachment 3 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.**

Moved Mr Tu, Seconded Mr Powell

**Carried**

### **Leave of the Meeting**

The Presiding member sought leave of the meeting to propose that Item 7.4 Risk Management Framework – Review (Report No: 121/21) be considered after Item 7.1.

Leave of the meeting was granted.

#### **7.4 Risk Management Framework - Review (Report No: 121/21)**

The City of Holdfast Bay (Council) needs to ensure that it has appropriate risk management. In accordance with Council's Risk Management Framework, Governance manages the Strategic and Operational Risk Registers.

As required under the Risk Management Framework, all strategic risks regardless of rating are reported to the Audit Committee, as are all Extreme and High risks on the Operational Risk Register.

#### **Motion**

**That the Audit Committee receives and notes the report and that further work be undertaken on the Risk Framework and brought back to the Committee.**

Moved Ms Davies, Seconded Mr Powell

**Carried**

#### **7.2 Draft 2021-22 Annual Business Plan and Budget (Report No: 114/21)**

The draft 2021-22 budget was presented to Council at workshops on 16 March, 23 March and 6 April 2021. It was developed on the assumptions and parameters discussed at a Council workshop held on 2 March 2021. The draft budget satisfies Council's financial sustainability and performance measures.

Pursuant to its term of reference, the Audit Committee had an opportunity to review the assumptions, parameters and outcomes providing comments to Council in relation to the draft budget and associated Annual Business Plan.

#### **Motion**

**That the Audit Committee support the draft 2021-22 Annual Business Plan, as presented, for presentation to Council for the purpose of public consultation.**

Moved Mr Powell, Seconded Ms Davies

**Carried**

#### **7.3 Draft Entertainment and Hospitality and Corporate Credit Card Policy and Procedures (Report No: 116/21)**

During 2020, examinations were conducted into a number of Councils by both the Auditor-General and the South Australian Ombudsman in the areas of entertainment, credit card use and management. The examinations identified

expenditure in the sensitive areas of entertainment, hospitality, staff support and travel. The reports concluded that current policies and procedures in the areas of credit card use and entertainment expenditure are essential for the responsible use of public money. Accordingly draft policies covering these areas were prepared and updated for the Committee's consideration.

### **Motion**

**That the Audit Committee advises Council:**

- 1. it has received and reviewed the draft Entertainment and Hospitality and Corporate Credit Card Policies included in Attachment 1 and 3 to this report;**
- 2. it supports the draft Entertainment and Hospitality and Corporate Credit Card Policies for subsequent policy adoption by Council; and**
- 3. notes the Draft Entertainment and Hospitality and Corporate Credit Card procedure documents included in Attachment 2 and 4 to this report.**

Moved Mr Tu, Seconded Ms Davies

**Carried**

Item 7.4 Risk Management Framework – Review was considered after Item 7.1 as per leave of the meeting granted.

### **7.5 Procurement Policy (Report No: 122/21)**

Council's Procurement Policy became due for review in late 2020. A review was undertaken and substantial changes were made to the policy in relation to threshold amounts for purchasing processes and criteria for preferencing suppliers in certain cases, as well as a general refresh of the content.

On 29 October 2020, the Local Government Association Annual General Meeting adopted a resolution in relation to a pilot circular economy project, which created the need for additional changes to the Procurement Policy.

Endorsement was sought from the Audit Committee prior to the Policy being submitted to Council for approval.

### **Motion**

**That the Audit Committee advises Council:**

- 1. it has received and reviewed the revised Procurement Policy (Attachment 1) for subsequent policy adoption by Council; and**
- 2. it supports the revised Procurement Policy for subsequent policy and adoption by Council.**

Moved Mr Powell, Seconded Mr Tu

**Carried**

**7.6 Risk Management – Strategic and Operational Risk Report (Report No: 123/21)**

The City of Holdfast Bay (Council) needs to ensure that it has appropriate risk management. In accordance with Council's Risk Management Framework, Governance manages the Strategic and Operational Risk Registers.

As required under the Risk Management Framework, all strategic risks regardless of rating are reported to the Audit Committee, as are all Extreme and High risks on the Operational Risk Register.

**Motion**

**That the Audit Committee receives and notes the Strategic and Operational Risks as identified in this report.**

Moved Mr Tu, Seconded Mr Powell

**Carried**

**7. URGENT BUSINESS – SUBJECT TO THE LEAVE OF THE MEETING – Nil**

**8. CONFIDENTIAL ITEMS**

**8.1 Alwyndor Draft Budget 2021/22 (Report No: 125/21)**

**Motion – Exclusion of the Public – Section 90(3)(b, c &d)) Order**

- 1. That pursuant to Section 90(2) of the *Local Government Act 1999* the Audit Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the Chief Executive Officer and Staff in attendance at the meeting in order to consider Report No: 125/21 - Alwyndor Draft Budget 2021/22 Plan in confidence.**
- 2. That in accordance with Section 90(3) of the *Local Government Act 1999* the Audit Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 125/21 - Alwyndor Draft Budget 2021/22 on the following grounds:**
  - b. pursuant to Section 90(3)(b) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the Council is conducting business or proposing to conduct business.**

**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.

- c. Pursuant to Section 90(3)(c) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would reveal a Trade Secret.
- 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 prejudice the commercial position of the person who supplied the information.

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 Audit Committee is satisfied, in 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 Ms Davies, Seconded Mr Powell

Carried

The draft 2021/22 budget and long term financial plan (LTFP) were presented to the Alwyndor Management Committee (AMC) on 28 March 2021. Following this consideration some adjustments were made to the draft documents. The revised drafts are now presented to the Audit Committee for consideration and discussion. The AMC will undertake final consideration at its meeting to be held on 29 April 2021 prior to recommendation to Council for adoption and integration into its consolidated accounts.

### Motion

That the Audit Committee:

1. Received and noted the draft 2021/22 Alwyndor budget without comment.

2. **Received and noted the draft Alwyndor Long Term Financial Plan without comment.**

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

3. **That having considered Report No: 125/21 Alwyndor Draft Budget 2021/22 in confidence under section 90(2) and (3)(b,c &d) of the Local Government Act 1999, the Audit Committee, pursuant to section 91(7) of the Act orders that the Attachment be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.**

Moved Ms Davies, Seconded Mr Tu

**Carried**

**9. NEXT MEETING**

The next meeting of the Audit Committee will be held on Wednesday 2 June in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton.

**10. CLOSURE**

The Meeting closed at 8.29 pm.

**CONFIRMED 2 JUNE 2021**

**PRESIDING MEMBER**

Item No: **15.1**  
Subject: **ITEMS IN BRIEF**  
Date: 27 April 2021  
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 be discussed:**

1. **Artificial Turf on Brighton Road**
  2. **Brighton Oval Sporting Complex Ceremony and Open Day**
  3. **Bay Sheffield Event**
- 

### **COMMUNITY PLAN**

Culture: Supporting excellent, efficient operations

### **COUNCIL POLICY**

Not Applicable.

### **STATUTORY PROVISIONS**

Not Applicable.

**REPORT****1. Artificial Turf on Brighton Road**

Correspondence has been received from the Hon Cory Wingard MP who has asked the Department for Infrastructure and Transport (DIT) to investigate Council's request.

*Refer Attachment 1*

**2. Brighton Oval Ceremony and Open Day**

With the completion of the Brighton Oval Sporting Complex, an official ceremony and open day was scheduled on Sunday 11 April 2021. This was in collaboration with the Brighton Sports and Social Club (BSSC), Brighton Lacrosse Club, Brighton Rugby Club and the Brighton Croquet Club. The complex was officially opened with a ceremony at the Gladys Mathwin Memorial Playspace followed by a large community family fun day, with Ms Nicolle Flint, Federal Member for Boothby, Minister Corey Wingard and Mayor Wilson unveiling the official plaque, with members of the Mathwin Family and Club President and Committee in attendance.

The event was successfully delivered under an SA Health approved COVID Management Plan. Each club provided a range of activities during the day for children which included:

- **Rugby Club**  
Come n Try tackle skills
- **BSSC**  
Strikers cricket inflatable  
SANFL handball targets and marks up challenge inflatables
- **Lacrosse**  
Demonstration games
- **Croquet Club**  
Come n Try

Each of the clubs also offered a wide variety of food options.

Additional activities during the day to included:

- Kelly Sports sporting stations
- Stay Active mini Olympic stations
- Jumping Castles
- Face painting
- Dig a Dino

As well as incorporating the successful 'Meet the Machines' which proved to be extremely popular with children and adults alike.

Live music was positioned at both the Rugby and Lacrosse Ovals to add some additional atmosphere.

The 3 bin garbage system was trialed at this event and it was highlighted that more education needs to be provided to patrons around bin use as the majority of waste was still put in the general waste bins.

The event was a huge success with 4500 through the gates.

### **3. Bay Sheffield Event**

In 2020, the Bay Sheffield event was moved from Colley Reserve to the Glenelg Oval to enable delivery and approval of a COVID Management Plan.

The two day carnival was held 27-28 December 2020, with the event attracting 4,482 attendees with 15% from interstate. There were 366 competitors and 721 nominations, with 100 interstate competitors.

The South Australian Athletics League wishes to hold the 2021 Bay Sheffield in the same location due to the excellent turf and the great working relationships with the Football and Cricket Clubs.

# Attachment 1



Hon Corey Wingard MP



**Government  
of South Australia**

**Minister for Infrastructure  
and Transport**

**Minister for Recreation,  
Sport and Racing**

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21MTR0607

Ms Pam Jackson  
Acting Chief Executive Officer  
City of Holdfast Bay

C/- Ms Leonie Gallacher  
By email: [lgallacher@holdfast.sa.gov.au](mailto:lgallacher@holdfast.sa.gov.au)

Dear Ms Jackson *Pam*

Thank you for including me in your correspondence received on 17 March 2021 to Mr Tony Braxton-Smith, Chief Executive of the Department for Infrastructure and Transport (DIT) regarding artificial turf on medians along Brighton Road.

I have noted Council's request for the artificial turf currently installed on the medians along Brighton Road to be removed and replaced with an alternative surface treatment. As a result, I have asked DIT to investigate and determine the feasibility of Council's request including any implications this may have on ongoing maintenance requirements.

I trust this information is of assistance.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Corey Wj'.

**Hon Corey Wingard MP**  
Minister for Infrastructure and Transport

*28 / 3 / 2021*

Item No: **15.2**

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

Date: 27 April 2021

Written By: Manager Development Services

A/General Manager: City Assets and Services, Mr M de Heus

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## **SUMMARY**

The tenure of two (2) of the four (4) Independent Members currently serving on the City of Holdfast Bay Council Assessment Panel expires shortly. Given the investment made in preparing each Member with the training and support required to achieve competency and accreditation in readiness for the transition to the new planning system, and in light of each Members' good performance to date, this report recommends that Council reappoint each Member for a period of 12-months to ensure a smooth transition to the new planning system through stability of membership on the Panel.

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## **RECOMMENDATION**

- 1. That David Bailey be reappointed to serve as Independent Presiding Member of the City of Holdfast Bay Council Assessment Panel in accordance with its Operating Procedures for the period commencing 1 May 2021 and ending 1 May 2022.**
  - 2. That Jim Gronthos be reappointed to serve as Independent Member of the City of Holdfast Bay Council Assessment Panel in accordance with its Operating Procedures for the period commencing 1 May 2021 and ending 1 May 2022.**
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## **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 14 April 2020, Council resolved to appoint David Bailey to the position of Independent Presiding Member of the Holdfast Bay Council Assessment Panel (CAP) for a 12-month term, ending on 30 April 2021. At its meeting held on 23 April 2019, Council resolved to appoint Jim Gronthos to the position of Independent Member of the CAP for a period of two (2) years, ending on 1 May 2021. Since the time of their appointments, each Member has received training and support in readiness for the new planning system, with both Members also achieving formal accreditation as required under the Planning, Development & Infrastructure Act 2016.

## **REPORT**

Independent Members of the CAP are appointed for a maximum term of two (2) years, in accordance with the CAP Operating Procedures. The term of appointment for each of the four (4) Independent Members serving on the CAP end at different times due to variances in each of their appointment dates (caused by mid-term vacancies). Whilst the terms of Yvonne Svensson and Sarah Reachill (being the other Independent members serving on the CAP), end in mid-2022, the terms of David Bailey and Jim Gronthos end sooner.

Rather than call for expressions of interest, the circumstances warrant consideration of Council granting an extension to the terms of both David Bailey and Jim Gronthos for a limited period of 12-months as a means to ensure stability of membership of the CAP, and a smooth transition to the new planning system. Both David Bailey and Jim Gronthos have been provided with training and support in preparation for the new planning system. Their ongoing membership of the CAP would ensure a return on Council's investment into their development, which can only be realised if their respective tenures are extended. Both David Bailey and Jim Gronthos have performed well as CAP members, having developed an understanding and report with other CAP members that has resulted in good decision making. Having regard to the fact that the current membership of the CAP has only been together for 10-months, another change now would be untimely given the imminent changes to the planning system.

## **BUDGET**

The payment of sitting fees to Independent Members serving on the Panel is factored into the 2021/22 Annual Business Plan.

## **LIFE CYCLE COSTS**

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

Item No: **15.3**

Subject: **DRAFT DOG AND CAT MANAGEMENT PLAN - PUBLIC CONSULTATION**

Date: 27 April 2021

Written By: Manager Regulatory Services

A/General Manager: City Assets and Services, Mr M de Heus

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## **SUMMARY**

The draft Dog and Cat Management Plan 2022-2026 is submitted to Council for approval to undertake public consultation. Section 26A of The Dog and Cat Management Act 1995 (the 'Act') creates a statutory obligation on Council every 5 years to develop a plan relating to the management of dogs and cats in the area. This plan is an updated revision of Councils existing Animal Management Plan 2017-21.

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## **RECOMMENDATION**

### **That Council:**

- 1. endorse the draft Dog and Cat Management Plan to go to public consultation; and**
  - 2. endorse the draft Dog and Cat Management Plan to be submitted to the Dog and Cat Management Board for review.**
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## **COMMUNITY PLAN**

Environment: Protecting Biodiversity

Placemaking: Creating lively and safe places

Placemaking: Developing walkable connected neighbourhoods

Community: Building a healthy, active and resilient community

Community: Providing welcoming and accessible facilities

## **COUNCIL POLICY**

NA

## **STATUTORY PROVISIONS**

Dog and Cat Management Act 1995

## BACKGROUND

The Dog and Cat Management Act 1995 (the 'Act') provides for the management of dogs and cats in the community. Section 26A of the Act creates a statutory obligation on Council to develop a plan, every 5 years, relating to the management of dogs and cats in the area. The plan must also include provisions for parks where dogs may be exercised off-leash and for parks where dogs must be under effective control by means of physical restraint, and may include provisions for parks where dogs are prohibited. The draft plan included as Attachment 1 must be presented to the Dog and Cat Management Board at least 6 months before it takes effect and must be approved by the Board before it takes effect.

*Refer Attachments 1, 2 and 3*

The City of Holdfast Bay's current plan will expire at the end of 2021.

## REPORT

In South Australia, the Dog and Cat Management 1995 (the 'Act') provides for the management of dogs and cats in the community. The objectives of the 'Act' are to:

- encourage responsible dog and cat ownership;
- reduce public and environmental nuisances caused by dogs and cats; and
- promote the effective management of dogs and cats.

Section 26A of the 'Act' creates a statutory obligation on Council to develop a plan relating to the management of dogs and cats in their area. The Plan must cover a 5 year period and be presented to the Dog and Cat Management Board (the 'Board') 6 months prior to taking effect for the Board's comment. Since the last plan was endorsed by Council and the Animal Management Board, there have been changes to the 'Act'. The main changes are:

- Microchipping - all cats and dogs over 3 months must be microchipped and the details recorded on Dogs and Cats Online (DACO);
- Desexing – commencing 1 July 2018 all new generations of dogs and cats must be desexed by 6 months of age;
- Breeders – anyone who breeds dogs and cats for sale must register as a breeder;
- Sellers – have requirements to supply information to buyers;
- Council powers – greater powers to authorised officers;
- Penalties – additional offences which are expiable; and
- Registration fee structure – Standard dogs (dogs that are registered and microchipped) receive discounts.

The updated plan takes into consideration these changes along with local priorities, statistics and feedback from the elected members and staff. All of the existing strategies in the Council's current Plan are effective and will remain. An additional strategy has been included, which focuses on animal welfare. This strategy ensures council considers animal welfare into strategic decisions and plans. It also provides for an advocacy role in areas outside of Councils control.

Furthermore, the 'Act' requires the plan to include provisions for parks where dogs may be exercised off-leash and for parks where dogs must be under effective control by means of physical restraint, and may include provisions for parks where dogs are prohibited. One idea presented was to include a 10 metre leashing requirement around playgrounds however, our Animal Management Officers, whilst conducting regular patrols of parks, report high level compliance of effective control by voice command at these parks. Furthermore, there have not been any significant risks identified of poor animal management issues around these areas.

For the purposes of the Dog and Cat Management Act, the foreshore is identified as a park. There are dogs on leash requirements during daylight saving and this is consistent with other Councils and is not proposed to change.

The general consensus is that the status quo, for parks with dogs being kept under effective control, to be sufficient. The plan will include the recent changes made at Dover Reserve.

As part of the implementation of the plan, promotion of activities including microchipping days and general dog and cat management education and information will be increased.

Feedback from the community will be sought through Council's public consultation process which will begin on the 3<sup>rd</sup> Of June 2021 and end on 30 June 2021. These dates will appear on 'Your Holdfast'. There will also be public facing sessions at popular parks and foreshore locations. Exact locations will be confirmed.

The views of the Board and community will be taken into consideration in the finalised plan. This will then return to Council for endorsement and then submitted to the Board for their endorsement as required by the 'Act'.

Administration are seeking endorsement for the draft Plan to be submitted to the Animal Management Board for their review and for public consultation.

#### **BUDGET**

Within budget.

#### **LIFE CYCLE COSTS**

Not Applicable.

# Attachment 1





# DRAFT DOG AND CAT MANAGEMENT PLAN

2022-2026

# CONTENTS

Executive summary.....	3
Introduction.....	4
Strategies .....	7
Council bylaws.....	attachments
Parks and reserves.....	15

# EXECUTIVE SUMMARY

The City of Holdfast Bay is a thriving metropolitan area that stretches along 8.6 kilometres of coastline located approximately 11 kilometres from the Adelaide central business district.

The vibrant seaside community is home to around 37,000 people and receives 1.4 million visitors annually.

Holdfast Bay is part of the lands of the Kurna people, who are the traditional owners of much of metropolitan Adelaide.

The City's parks, foreshore and beaches are well used by residents and visitors for a variety of activities, including exercising dogs.

During the 2020–2021 registration period, 4,650 dogs and 550 cats were registered in the City of Holdfast Bay via Dogs and Cats Online (DACO).

Council's approach to the management of dogs and cats is detailed in the City of Holdfast Bay's Animal Management Plan (2017–2021), which must be updated every five years, in line with the requirements of the Dog and Cat Management Act 1995 (the Act).

This updated plan draws on the 2017–2021 Animal Management Plan and Council's Strategic Plan — Our Place 2030. It also addresses new issues that have emerged over the past five years. Input for this updated plan was gathered from relevant stakeholders, including elected members and the community.

This plan:

- Recognises that pets are integral to many people's lives and provide a range of health and social benefits.
- Aims to educate the community about responsible pet ownership.
- Aims to create a safe and enjoyable environment for people and animals.
- Reflects broad community sentiment.



# INTRODUCTION

## BACKGROUND

In South Australia, the Dog and Cat Management Act 1995 (the 'Act') provides for the management of dogs and cats in the community. The objectives of the Act are to:

- Encourage responsible dog and cat ownership.
- Reduce public and environmental nuisances caused by dogs and cats.
- Promote the effective management of dogs and cats.

Section 26A of the Act creates a statutory obligation on councils to develop a plan relating to dog and cat management in their area. The plan must cover a five year period and be presented to the Dog and Cat Management Board (the Board) for comment six months before taking effect. This updated plan takes into consideration local priorities and feedback from the community, elected members and staff. It also responds to changes to the Act which occurred after the last plan was endorsed, including:

- Microchipping — all cats and dogs over three months must be microchipped, and the details recorded in Dogs and Cats Online (DACO).
- Desexing — dogs and cats born after 1 July 2018 must be desexed by six months of age.
- Breeders — anyone who breeds dogs and cats for sale must register as a breeder.
- Sellers — anyone selling cats or dogs must provide specific information to buyers.
- Council powers — authorised officers have greater powers.
- Penalties — additional offences are expiable.
- Registration fee structure — discounts apply to standard dogs (dogs that are registered and microchipped).

In addition to the powers in the Act, the City of Holdfast Bay has specific by-laws for dogs and cats. The main features of these by-laws are:

### Dog By-law number 5

- Limits the number of dogs permitted in private premises unless Council has granted an exemption.
- Prescribes controls for dog exercise areas, dogs on-leash areas and dog prohibited areas.
- Requires anyone in control of a dog to carry a suitable receptacle to collect dog waste.

### Cat By-law number 6

- Limits the number of cats that can be kept on private premises unless Council has granted permission.
- Requires cats to be registered into DACO within 14 days of arrival.
- Makes owners responsible for any nuisance caused by their cat(s).

# OUTLINE

The Council's management of urban animal issues impacts the local environment, the health and wellbeing of community members and the welfare of animals in the City. This plan is designed to meet the needs of animal owners, non-owners and visitors to Holdfast Bay.

The Act requires Council to administer and enforce:

- Responsible dog and cat ownership.
- Public and environmental nuisances caused by dogs and cats.

This plan outlines a range of strategies and actions to achieve these requirements, including:

- Educating and promoting responsible pet ownership.
- Enforcing desexing and microchipping requirements.
- Reducing the number of dog attacks.
- Eliminating dog faeces in public places.
- Reducing the number of dogs wandering at large.
- Promoting dog socialisation and training.
- Reducing nuisance barking complaints.
- Upskilling staff.

## Education, Encouragement and Enforcement

Our plan emphasises the combined use of education, encouragement and enforcement to achieve Council's objectives. Education and promotion play a key role in changing attitudes about responsible pet ownership. At the same time, Council must proactively investigate issues and implement preventative measures where possible.

## Encouragement is a Graduated Response to Achieve Compliance

Enforcement is needed in some situations. However, this must be balanced with community expectations and commensurate with the severity of the offence. The long-term goal is to reduce animal management problems.

## Mission Statement

To create an environment that encourages responsible pet ownership, where people and pets integrate safely and harmoniously. To recognise that companion animals are part of the community and contribute to people's quality of life. To ensure that the needs of animals and their owners are accommodated while recognising the wider community's needs, including non-pet-owners and visitors.

## Aims

- To provide effective management and a suitable environment for dogs and cats within the community.
- To encourage responsible dog and cat ownership.
- To ensure public safety and amenity through the reduction of public and environmental nuisance caused by dogs and cats.
- To advocate and provide for the welfare and safety of dogs and cats.
- To acknowledge the importance of dogs and cats in society.
- To encourage the enjoyment of and benefits from dogs and cats by people.
- To ensure public safety and amenity in relation to dogs and cats.
- To protect native fauna and flora from the impact of dogs and cats.
- To ensure the expenditure from registration fees addresses the needs of pet owners as well as domestic animal management issues.

## Current Service

Council's Community Safety Officers undertake a range of animal management\* activities that help to protect the safety and welfare of animals and the community, including:

- Daily patrols of reserves and beaches.
- 24-hour, seven day a week service responding to complaints.
- Education and enforcement.
- Dog attack and harassment investigations.
- Responding to barking dog complaints.
- Retrieving wandering dogs and returning them to their owners.
- Providing advice about animal management.
- Dealing with animal nuisance complaints.
- Implementing a variety of proactive cat management strategies.

One of the unique challenges for the City of Holdfast Bay is the high number of visitors from other council areas that use our beaches to exercise their dogs. The income from registration fees, intended to cover the cost of local animal management, does not account for the impact of visiting dogs. Despite this, Council's Community Safety Officers and supporting Council departments continue to provide a safe and clean environment for residents and visitors.

Overall, compliance with state legislation and local by-laws is good, notwithstanding the challenges of animal management in a popular tourist destination.

\*animal management refers to dog and cats throughout the plan.

## Other Urban Animals

While Council mainly manage dogs and cats, from time to time Council receive complaints about other animals. These complaints are dealt with on a case by case basis using the Local Nuisance and Litter Control Act ensuring the animals do not cause a nuisance from smells and noises. Officers will also rescue stray rabbits and ducks and take them to a shelter.



# STRATEGIES

## Legislation and Education

The Dog and Cat Management Act 1995 and Council’s dog and cat by-laws stipulate the rules and powers for Community Safety Officers. Council’s policies and procedures provide clear direction to ensure matters are dealt with consistently and fairly.

To support compliance, residents and visitors need to be made aware of their legislative obligations. Council uses various channels to inform and educate people about their responsibilities, including multimedia platforms and direct discussions with officers.

Objective	Strategies	Key Performance Indicator
Ensure officers have adequate skills and knowledge and operate within the provisions of the Dog and Cat Management Act 1995 and other relevant delegated authorisations.	Ongoing review of staff training and development to ensure all staff have a clear understanding of the legislation.	Added to the Community Safety Officers (CSOs) performance plans.
	Annual performance review for all staff involved in animal management.	Increased skills and knowledge
	Update procedural guidelines for staff	Procedures updated.
Educate the community on statewide legislation and local by-laws and responsible dog and cat ownership requirements.	<p>Ensure adequate, relevant information about the legislation is displayed in public areas via signage and on Council’s website.</p> <p>Encourage officers to take every opportunity to educate the community. Consider holding ‘Hounds of Holdfast’ or other similar animal welfare events.</p> <p>Ensure the public has access to all relevant legislation.</p>	<p>Information current on the website.</p> <p>Increased awareness in the community.</p> <p>Reviewed in performance reviews. Event hosted.</p> <p>Information current on the website.</p>

## Dog and Cat Registrations, Microchipping and De-sexing

The Act requires all dogs over three months of age to be microchipped and registered via Dogs and Cats Online (DACO). Cats over three months of age must also be microchipped and their information entered in DACO.

Additionally, dogs and cats born after July 2018 must be desexed by the age of six months (subject to legislative exemptions).

Ensuring maximum levels of microchipping and registration enables officers to identify owners and take appropriate action to educate, encourage and enforce animal management issues.

Objective	Strategies	Key Performance Indicator
Maximise dog and cat registrations, microchipping and desexing.	Use media to inform the public about dog registrations requirements. Use DACO to identify owners that have not entered their microchip details and/or re-registered their animal(s) and apply Council's enforcement policy.	Promoted on Council's media platforms.  Increased registrations and microchip numbers.
	Educate the community to register their dogs annually.	Increased registrations and microchip numbers.
	Enforce the mandatory microchipping of cats and dogs.	Increased microchip numbers.
	Promote microchipping days.	Events promoted.



## Wandering Animals

Wandering dogs and cats can be a threat to members of the public, native wildlife and themselves. The Act and Council's dog and cat by-laws do not allow dogs or cats to wander except where off-leash provisions allow.

Council uses education, encouragement and enforcement to prevent wandering. When a pet dog wanders, the priority is to return it home as safely and quickly as possible — provided it can be safely contained without risking its welfare. The introduction of DACO and mandatory microchipping has significantly improved this process, with approximately 150 dogs returned each year.

If an animal cannot be identified, it is taken to a suitable animal holding facility where it is kept while further attempts are made to find its owner.

The management of wandering cats is more challenging. A much lower proportion of cats are microchipped, making it difficult for officers to notify owners. More promotion is needed to ensure cat owners comply with microchipping requirements and enter their cat's details in DACO.

Objective	Strategies	Key Performance Indicator
Reduce the number of dogs and cats wandering.	<p>Make owners aware of their responsibility to microchip their pets and enter this information on DACO.</p> <p>Ensure dog owners adequately fence their property to control their dog.</p> <p>Ensure cat owners do not allow their cat to travel onto neighbouring properties.</p> <p>Encourage dog owners to train their dog not to leave their premises.</p> <p>Ensure dog owners keep their dog under effective control when in a public place.</p>	<p>Educational campaign implemented.</p> <p>Reduced number of wandering animals.</p> <p>Increased compliance with dog owners controlling the dogs.</p> <p>Fewer complaints about wandering cats.</p> <p>Increased compliance.</p> <p>Reduced complaints.</p>
	<p>Animal Management Officers to monitor public areas for wandering animals.</p> <p>Ensure animals are returned to their owners as soon as possible.</p>	<p>Increased proportion of animals successfully returned to their owners.</p> <p>Officers follow scheduled patrols.</p>
	Respond to calls from the general public.	All calls responded to.
	Provide a 24-hour, seven day a week service.	Service remains effective.

## Responsible Ownership – Residents and Visitors

Successful pet ownership involves both financial and time commitments. It is crucial that people who are contemplating pet ownership endeavour to match their choice of pet to their particular home or family circumstances. This responsibility starts with training and effective animal management strategies and extends beyond the home, where pets must behave appropriately in public areas.

Because City of Holdfast Bay beaches and parks attract a high number of visitors, we must adopt various methods to educate both locals and visitors, applying the same principles of education, encouragement and enforcement to maximise compliance with local laws.

Objective	Strategies	Key Performance Indicator
Work with the community and individual dog and cat owners on responsible ownership.	Promote the benefits of responsible pet ownership.  Develop and implement an education plan on responsible ownership and management.  Enforce animal management.	Education plan implemented.  Education plan implemented.  Warning notices and/or expiation notices issued.
Encourage dog owners to socialise and train their dogs.	Education plan.	Education plan implemented.





## Nuisance Barking

Barking dog noise is one of the most time-consuming and challenging animal management issues that councils deal with. The level of nuisance is subjective, depending on an individual's tolerance for dog noise. Dogs are allowed to bark for various reasons — the difficulty lies in defining what is reasonable and legal. In some situations, what is legal may still cause a nuisance to neighbours.

Objective	Strategies	Key Performance Indicator
Investigate and attempt to reduce the impact of barking dogs.	Refine procedures for barking noise complaints.	Procedures updated.
Encourage dog owners to socialise and train their dogs.	Educate dog owners and those affected by a barking dog on strategies to reduce the barking.	Reduce the number of barking dog complaints over time.
	Promote force-free alternatives to help reduce excessive barking.	Education plan implemented.
	Work with dog owners and those affected by the barking to help reduce excessive barking.	Reduce the number of barking dog complaints over time.



## Public and Animal Safety

All dogs have the potential to bite regardless of size, age, breed or temperament — particularly in situations where they are frightened, dominant, protective or possessive. Owners are responsible for ensuring that their dog behaves and can handle various conditions so that it does not harass or bite another animal or person. They must also have effective physical and voice command control over their dog to prevent incidents from occurring.

Objective	Strategies	Key Performance Indicator
Increase public and animal safety by maintaining current initiatives to reduce risks of dog attacks.	Collate statistics related to dog attacks and intervene where possible.	Information collected.
	Promote dog training.	Education program implemented.
	Provide education on how to manage dogs effectively.	Education program implemented.
	Conduct patrols in busier dog exercise areas.	Patrols undertaken as per schedule.
	Investigate attacks/harassments and take appropriate enforcement action.	All attacks investigated, and enforcement action and education undertaken as required.

## Environmental Protection

The management of dog faeces is a significant environmental and health issue. It affects the ambience of our beaches, forshore and parks and has the potential to pollute our waterways. It is an issue about which the community has strong feelings. As a tourism destination, animal faeces littering our public places would have a detrimental impact on our reputation and local economy.

To address this, Council has established a by-law requiring dog owners to carry a suitable receptacle for picking up dog faeces, in addition to state legislation requiring owners to pick up after their dog.

Objective	Strategies	Key Performance Indicator
Maintain a clean environment for residents and visitors.	Continue to provide dispensers and dog tidy bags in various locations.	Dog dispensers kept stocked.
	Enforce the by-law requiring people to carry a suitable receptacle for collecting dog faeces.	Scheduled in general patrols.
	Provide adequate signage encouraging people to pick up after their dog.	Signage installed.
	Field Services staff to keep areas clean and respond to complaints.	Cleaning schedules. 100% response to all complaints.

## Animal Welfare

The welfare and safety of animals are paramount. Incidents of animal harm are immediately reported by Council staff to the RSPCA. Staff also advocate for change where any risk to the safety of animals is identified.

Objective	Strategies	Key Performance Indicator
Advocate and support measures that protect the welfare and safety of dogs and cats.	Advocate to relevant stakeholders on behalf of Council to ensure animal safety and prevent cruelty to animals.	Welfare concerns actioned or reported.
	Consider animal welfare in the development of new council plans.	Animal welfare considered in relevant plans.
	Educate residents about breeder registration requirements and enforce compliance.	Education plan implemented.

## Fee structure

Under provisions of the Act, Council must use income generated from dog registrations for the purpose of animal management.

Objective	Strategies	Key Performance Indicator
Allocate monies from dog registration for animal management.	Ensure monies raised from registrations are used for animal management.	Budget allocation.



## Cat Management

The management of cats is problematic when no individual owner can be identified. It is common for a wandering cat to be fed by one or more households that do not claim ownership of the animal and therefore cannot be held accountable for any nuisance it causes. Feral cats are similarly troublesome. However, there is no evidence of a significant feral cat problem in the City of Holdfast Bay.

Objective	Strategies	Key Performance Indicator
Encourage responsible cat ownership.  Educate the community on cat management strategies to minimise nuisance complaints.	Ensure cats have one responsible owner that can take full responsibility for the welfare of the cat.	Education plan implemented.
	Promote and enforce the Council's cat by-law.	Enforcement action taken.

## Monitor and Review

This plan requires a mechanism to be implemented, monitored, reviewed and updated where appropriate.

Objective	Strategies	Key Performance Indicator
Ensure the plan is implemented, monitored, reviewed and updated.	Board to approve the plan	Plan implemented.
	Assign council officer to implement the plan.	KPI's met for each objective.
	Establish an internal team to meet regularly to review the plan	Recorded on Community Safety Officers minutes.
	Review annually.	Recorded on Community Safety Officers minutes.

## Dog and Cat Bylaws attached to this plan.

## Dogs On and Off-Leash Areas in the City of Holdfast Bay

Current restrictions require dogs to be leashed on the beach and foreshore from 10.00 am to 8.00 pm during daylight savings, consistent with neighbouring beaches. Additionally, our by-laws require dogs to be leashed near Plover breeding sites.

Dogs are prohibited inside the signed and fenced off area at Dover Square Reserve.

The following reserves are off-leash areas:

- 1 Alf Smedley and Mel Baker Reserve, Glenelg North
- 2 Angus Neill Reserve, Seacliff
- 3 Baddams Green, Glenelg South
- 4 Barton Gully Reserve, Marino
- 5 Bindarra Reserve, Brighton
- 6 Bob Lewis Reserve, Glenelg North
- 7 Bowker Oval Reserve, Somerton Park
- 8 Brian Nadilo Reserve, Glenelg
- 9 Brighton Oval, Brighton
- 10 Brooklyn Avenue Reserve, Glenelg North
- 11 Colley Reserve, Glenelg
- 12 Da Costa Reserve, Glenelg East
- 13 Dover Square Reserve, South Brighton
- 14 Dulcie Perry Park, North Brighton
- 15 Fordham Reserve, Glenelg North
- 16 Gemmell Green, Brighton
- 17 Gilbertson Gully Reserve, Seacliff Park
- 18 Glenelg Beach (North of the Jetty), Glenelg
- 19 Glenelg Beach (South of the Jetty), Glenelg
- 20 Glenelg Foreshore Playspace, Glenelg
- 21 Glenelg North Beach, Glenelg North
- 22 Glenelg Oval, Glenelg East
- 23 Good Neighbour Gardens, North Brighton



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# Attachment 2





**CITY OF HOLDFAST BAY**

**DOGS BY-LAW 2019**

**By-law No. 5 of 2019**

*A By-law to limit the number of dogs kept on premises and for the management and control of dogs in the Council's area.*

**CONTENTS**

**PART 1 – PRELIMINARY .....2**

1. Title.....2

2. Authorising law .....2

3. Purpose.....2

4. Commencement, revocation and expiry .....2

5. Application .....2

6. Interpretation.....3

**PART 2 – LIMITS ON DOG NUMBERS .....4**

7. Limits on dog numbers in private premises .....4

**PART 3 – DOG CONTROLS .....4**

8. Dog exercise areas .....4

9. Dog Prohibited Areas .....4

10. Dog on Leash Areas .....5

11. Dog faeces.....5

**PART 4 – EXEMPTIONS .....5**

12. Council may grant exemptions .....5

**PART 5 – ENFORCEMENT .....5**

13. Orders .....5

## PART 1 – PRELIMINARY

### 1. Title

This By-law may be cited as the *Dogs By-law 2019* and is By-law No. 5 of the City of Holdfast Bay.

### 2. Authorising law

This By-law is made under section 90(5) of the *Dog and Cat Management Act 1995*, sections 238 and 246 of the Act, and section 18A of the *Harbors and Navigation Act 1993*.

### 3. Purpose

The objectives of this By-law are to control and manage dogs in the Council area:

- 3.1 to reduce the incidence of environmental nuisance caused by dogs; and
- 3.2 to promote responsible dog ownership; and
- 3.3 to protect the convenience, comfort and safety of members of the public; and
- 3.4 for the good rule and government of the Council's area.

### 4. Commencement, revocation and expiry

4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation<sup>1</sup>:

By-Law No. 5 – Dogs 2012.<sup>2</sup>

4.2 This By-law will expire on 1 January 2027.<sup>3</sup>

#### Note-

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

### 5. Application

- 5.1 This By-law operates subject to the Council's *Permits and Penalties By-law 2019*.
- 5.2 Subject to subclause 5.3, this By-law applies throughout the Council's area.
- 5.3 Subclauses 9 and 10.1, of this By-law only apply in such part or parts of the Council area as the Council may, by resolution direct in accordance with section 246(3)(e) of the Act.



## 6. Interpretation

In this By-law, unless the contrary intention appears:

- 6.1 **Act** means the *Local Government Act 1999*;
- 6.2 **approved kennel establishment** means a building, structure or area approved by a relevant authority, pursuant to the *Development Act 1993* for the keeping of dogs on a temporary or permanent basis;
- 6.3 **assistance dog** means a dog trained and used for the purpose of assisting a person who is wholly or partially disabled and includes a dog undergoing training of a kind approved by the Dog and Cat Management Board;
- 6.4 **Council** means the City of Holdfast Bay;
- 6.5 **dog** (except for in clause 7.1) has the same meaning as in the *Dog and Cat Management Act 1995*;
- 6.6 **effective control** means a person exercising effective control of a dog either:
- 6.6.1 by means of a physical restraint (as defined under the *Dog and Cat Management Act 1995*); or
- 6.6.2 by command, the dog being in close proximity to the person and the person being able to see the dog at all times;
- 6.7 **Hooded Plover breeding site** means any land within 100 metres of a sign on Local Government land that indicates a Hooded Plover breeding nest, eggs or chick(s) are or may be present on the land or in the vicinity.
- 6.8 **keep** includes the provision of food or shelter;
- 6.9 **park** has the same meaning as in the *Dog and Cat Management Act 1995*;
- 6.10 **premises** includes land and part of any premises or land whether used or occupied for domestic or non-domestic purposes;
- 6.11 **small dwelling** means a self-contained dwelling commonly known as a flat, service flat, home unit or the like.
- 6.12 For the purposes of clause 10 of the By-law, a dog is (under **effective control by means of a leash**) if the dog is secured to a leash, chain or cord that does not exceed 2 metres in length and:
- 6.12.1 the leash, chain or cord is either tethered securely to a fixed object; or
- 6.12.2 held by a person capable of controlling the dog and preventing it from being a nuisance or a danger to other persons, animals or birds.

### Note-

Section 14 of the *Acts Interpretation Act 1915* provides that an expression used in this By-law has, unless the contrary intention appears, the same meaning as in the Acts under which the By-laws was made.

## **PART 2 – LIMITS ON DOG NUMBERS**

### **7. Limits on dog numbers in private premises**

- 7.1 Subject to subclauses 7.3 and 7.5, a person must not, without the Council's permission keep or cause, suffer or permit to be kept:
- 7.1.1 more than one dog in a small dwelling; or
  - 7.1.2 more than two dogs in any premises other than a small dwelling.
- 7.2 For the purposes of subclause 7.1, 'dog' means a dog that is three (3) months of age or older or, a dog that has lost its juvenile teeth.
- 7.3 Subclause 7.1 does not apply to:
- 7.3.1 approved kennel establishments operating in accordance with all required approvals and consents; or
  - 7.3.2 any other business involving the keeping of dogs provided that the business is registered in accordance with the *Dog and Cat Management Act 1995* and operating in accordance with all required approvals and consents.
- 7.4 The Council may require that premises which are the subject of an application for permission to keep additional dogs, must be inspected by an authorised person for the purpose of assessing the suitability of the premises for housing dogs.
- 7.5 No dog is to be kept on any premises where, in the opinion of an authorised person, there is no secure or appropriate area where a dog may be effectively confined.

## **PART 3 – DOG CONTROLS**

### **8. Dog exercise areas**

Subject to clauses 9 and 10 of this By-law, a person may enter a park in the Council's area for the purpose of exercising a dog under his or her effective control.

#### **Note –**

If a person is exercising a dog in a park as permitted under this clause and the dog is not under effective control as that term is defined by the *Dog and Cat Management Act 1995*, this gives rise to a dog wandering at large offence under section 43(1) of the *Dog and Cat Management Act 1995*, for which the owner of or person responsible for the dog may be liable.

### **9. Dog Prohibited Areas**

A person must not allow a dog under that person's control, charge or authority (except an assistance dog) to enter or remain on any other Local Government land or public place to which the Council has determined that this subclause applies.

## 10. Dog on Leash Areas

- 10.1 A person must not, without the Council's permission, allow a dog under that person's control, charge or authority (except an assistance dog that is required to remain off-lead in order to fulfil its functions) to be or remain on Local Government land or in a public place to which the Council has resolved that this subclause applies unless the dog is under effective control by means of a leash.
- 10.2 A person must not allow a dog under that person's control, charge or authority to be or remain in a Hooded Plover breeding site unless the dog is under effective control by means of a leash.

## 11. Dog faeces

No person is to allow a dog under that person's control, charge or authority to be in a public place or on Local Government land unless that person has in their possession a bag or other suitable container for the collection and lawful disposal of any faeces that the dog may deposit (for the purpose of complying with their obligation under section 45A(6) of the *Dog and Cat Management Act 1995*).

## PART 4 – EXEMPTIONS

### 12. Council may grant exemptions

- 12.1 The Council may, by notice in writing, on application or on its own initiative, exempt a person (or a class of persons) from the operation of a specified provision of this By-law.
- 12.2 An exemption—
- 12.2.1 may be granted or refused at the discretion of the Council; and
  - 12.2.2 may operate indefinitely or for a period specified in the instrument of exemption; and
  - 12.2.3 is subject to any conditions specified in the instrument of exemption.
- 12.3 The Council may, by notice in writing, vary, revoke or add a condition of an exemption.
- 12.4 The Council may, in its discretion, revoke an exemption for a contravention of a condition of the exemption, or for any other reason it thinks fit.

## PART 5 – ENFORCEMENT

### 13. Orders

- 13.1 If a person engages in conduct that is in contravention of this By-law, an authorised person may order that person:
- 13.1.1 if the conduct is still continuing – to stop the conduct; and

13.1.2 whether or not the conduct is still continuing – to take specified action to remedy the contravention.

13.2 A person must comply with an order under this clause.

13.3 If a person does not comply with an order, the authorised person may take action reasonably required to have the order carried out, and the Council may seek to recover its costs of any action so taken from the person to whom the order was directed.

13.4 However, an authorised person may not use force against a person under this section.

**Note-**

For example, an authorised person may order a person to:

- cease keeping more than the permitted number of dogs on that person’s premises; or
- remove a dog from a dog prohibited area or dog on leash area.

This By-law was duly made and passed at a meeting of the City of Holdfast Bay held on **9<sup>th</sup> JULY 2019** by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....  
ROBERTO BRIA  
Chief Executive Officer

# Attachment 3





**CITY OF HOLDFAST BAY**

**CATS BY-LAW 2019**

**By-law No. 6 of 2019**

*A By-law to limit the number of cats kept on premises and for the management and control of cats in the Council’s area.*

**CONTENTS**

**PART 1 – PRELIMINARY .....2**

1. Title.....2

2. Authorising law .....2

3. Purpose.....2

4. Commencement, revocation and expiry .....2

5. Application .....2

6. Interpretation.....2

**PART 2 – LIMITS ON CAT NUMBERS .....3**

7. Limits on cat numbers .....3

**PART 3 –CAT CONTROLS .....4**

8. Cats not to be a nuisance .....4

9. Registration of cats .....4

**PART 3 – EXEMPTIONS .....4**

10. Council may grant exemptions .....4

**PART 4 – ENFORCEMENT .....5**

11. Orders .....5

## PART 1 – PRELIMINARY

### 1. Title

This By-law may be cited as the *Cats By-law 2019* and is By-law No. 6 of the City of Holdfast Bay.

### 2. Authorising law

This By-law is made under section 90(5) of the *Dog and Cat Management Act 1995* and section 246 of the Act.

### 3. Purpose

The objectives of this By-law are to control and manage cats in the Council's area:

- 3.1 to promote responsible cat ownership;
- 3.2 to reduce the incidence of the public and environmental nuisance caused by cats;
- 3.3 to protect the comfort and safety of members of the public; and
- 3.4 for the good rule and government of the Council's area.

### 4. Commencement, revocation and expiry

- 4.1 The following By-laws previously made by the Council are revoked from the day on which this By-law comes into operation<sup>1</sup>:
  - 4.1.1 By-law No 6 – Cats 2012.<sup>2</sup>
- 4.2 This By-law will expire on 1 January 2027.<sup>3</sup>

#### Note-

1. Generally a By-law comes into operation 4 months after the day on which it is gazetted: section 249(5) of the Act.
2. Section 253 of the Act provides that the revocation of a By-law by another By-law that contains substantially the same provisions, does not affect certain resolutions such as those applying a By-law to a part or parts of the Council area.
3. Pursuant to section 251 of the Act, a By-law will expire on 1 January following the seventh anniversary of the gazettal of the By-law.

### 5. Application

- 5.1 This By-law operates subject to the Council's *Permits and Penalties By-law 2019*.
- 5.2 This By-law applies throughout the Council's area.

### 6. Interpretation

In this By-law, unless the contrary intention appears;

- 6.1 **Act** means the *Local Government Act 1999*;
- 6.2 **approved cattery** means a building, structure, premises or area approved by the relevant authority pursuant to the *Development Act 1993* for the keeping of cats on a

- temporary or permanent basis or, for use in connection with a business involving the keeping of cats, that is operating in the accordance with all approvals;
- 6.3 except for in clause 8, **cat** means an animal of the species *felis catus*, which is three months of age or has lost its juvenile canine teeth;
- 6.4 **Council** means the City of Holdfast Bay;
- 6.5 **keep** includes the provision of food or shelter;
- 6.6 for the purposes of clause 8, a cat (or cats) causes a **nuisance** if it:
- 6.6.1 unreasonably interferes with the peace, comfort or convenience of a person, including but not limited to by displaying aggressive nature or creating unpleasant noise or odour; or
- 6.6.2 damages or otherwise has an adverse impact upon native flora or fauna; or
- 6.6.3 acts in a manner that is injurious to a person's real or personal property; or
- 6.6.4 wanders onto premises without the consent of the owner or occupier of the premises; or
- 6.6.5 defecates or urinates on premises without the consent of the owner or occupier of the premises;
- 6.7 **owner** of a cat has the same meaning as in section 5 of the *Dog and Cat Management Act 1995*;
- 6.8 **premises** includes any land (whether used or occupied for domestic or non-domestic purposes) and any part thereof; and
- 6.9 the **person responsible for the control of a cat** has the same meaning as in section 6 of the *Dog and Cat Management Act 1995*.

**Note-**

Section 14 of the *Acts Interpretation Act 1915* provides that an expression used in this By-law has, unless the contrary intention appears, the same meaning as in the Acts under which the By-law is made.

## **PART 2 – LIMITS ON CAT NUMBERS**

### **7. Limits on cat numbers**

- 7.1 Subject to this clause 7, a person must not, without the Council's permission keep, or cause suffer or permit to be kept more than two (2) cats on any premises.
- 7.2 Subclause 7.1 does not apply to premises comprising an approved cattery.
- 7.3 Council may require that premises which are the subject of an application for permission to keep additional cats, must be inspected by an authorised person for the purpose of assessing the suitability of the premises for housing cats.
- 7.4 Permission under subclause 7.3 may be given if the Council is satisfied that:
- 7.4.1 no insanitary condition exists or is likely to arise on the premises as a result of the keeping of cats; and



- 7.4.2 a nuisance is not or is not likely to be caused to any neighbour as a result of the keeping of cats on the premises.

### **PART 3 –CAT CONTROLS**

#### **8. Cats not to be a nuisance**

- 8.1 An owner or occupier of premises is guilty of an offence if a cat (or cats) kept or allowed to remain on the premises causes a nuisance.
- 8.2 Without limiting liability under clause 8.1, the owner of or person responsible for the control of a cat is guilty of an offence under this By-law if the cat causes a nuisance.
- 8.3 For the purposes of this subclause 8, **cat** means an animal of the species *felis catus* (of any age).

#### **9. Registration of cats**

- 9.1 Where the Council has resolved to adopt a registration scheme for cats, a person must not keep a cat in the Council's area for more than 14 days unless the cat is registered in accordance with this By-law.
- 9.2 An application for registration of a cat must:
- 9.2.1 be made to the Council in the manner and form (if any) and accompanied by the fee (if any) as prescribed by the Council; and
  - 9.2.2 nominate a person of or over sixteen (16) years of age who consents to the cat being registered in his or her name; and
  - 9.2.3 identify with reference to an address the premises at which the cat is kept; and
  - 9.2.4 otherwise comply with any other requirements determined by the Council.
- 9.3 Registration under this By-law remains in force until 30 June next following the grant of registration and may be renewed from time to time for further periods of up to twelve (12) months.
- 9.4 Subclause 9.1 does not apply to premises comprising an approved cattery.
- 9.5 The Council may, by resolution, revoke a resolution to adopt a registrations scheme under subclause 9.1 should it see fit to do so.

### **PART 3 – EXEMPTIONS**

#### **10. Council may grant exemptions**

- 10.1 The Council may, by notice in writing, on application or on its own initiative, exempt a person (or a class of persons) from the operation of a specified provision of this By-law.

- 10.2 An exemption—
  - 10.2.1 may be granted or refused at the discretion of the Council; and
  - 10.2.2 may operate indefinitely or for a period specified in the instrument of exemption; and
  - 10.2.3 is subject to any conditions specified in the instrument of exemption.
- 10.3 The Council may, by notice in writing, vary, revoke or add a condition of an exemption.
- 10.4 The Council may, in its discretion, revoke an exemption for a contravention of a condition of the exemption, or for any other reason it thinks fit.

**PART 4 – ENFORCEMENT**

**11. Orders**

- 11.1 If a person engages in conduct that is a contravention of this By-law, an authorised person may order that person:
  - 11.1.1 if the conduct is still continuing – to stop the conduct; and
  - 11.1.2 whether or not the conduct is still continuing – to take specified action to remedy the contravention.
- 11.2 A person must comply with an order under this clause.
- 11.3 If a person does not comply with an order, the authorised person may take action reasonably required to have the order carried out, and the Council may seek to recover its costs of any action so taken from the person to whom the order was directed.
- 11.4 However, an authorised person may not use force against a person under this section.

**Note:**

For example, an authorised person may order a person to:

- cease keeping more than the permitted number of cats on that person’s premises; or
- take the necessary steps to mitigate a nuisance caused by howling cats

This By-law was duly made and passed at a meeting of the City of Holdfast Bay held on **9<sup>th</sup> JULY 2019** by an absolute majority of the members for the time being constituting the Council, there being at least two thirds of the members present.

.....  
**ROBERTO BRIA**  
Chief Executive Officer

Item No: **15.4**

Subject: **LOCAL GOVERNMENT ASSOCIATION (LGA) ORDINARY GENERAL MEETING 2021**

Date: 27 April 2021

Written By: Team Leader Governance

General Manager: Strategy and Business Services, Ms P Jackson

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### **SUMMARY**

The Local Government Association SA (LGA) Ordinary General Meeting (OGM) will be held on Friday, 30 April 2021 at the National Wine Centre, Adelaide. The LGA OGM Agenda is now available and includes reports from the LGA Business and Recommendation Reports from Greater Adelaide Region Organisation of Councils (GAROC).

Council's voting delegate to the LGA Meetings has historically been the Mayor (which has been maintained with Mayor Wilson registered as the voting delegate). Council is required to consider the items on the LGA OGM Agenda and provide guidance to Council's voting Delegate, Mayor Wilson, on how to vote for each item. Suggested positions are provided in Attachment 2.

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### **RECOMMENDATION**

**That for the LGA Ordinary General Meeting, to be held on Friday, 30 April 2021 Council:**

- 1. notes the LGA Business in the LGA OGM Agenda (Attachment 1) detailed as Items 6.1 to 6.4 (inclusive); and**
  - 2. endorses that the Mayor vote for the Recommendation Reports as detailed in Attachment 2.**
- 

### **COMMUNITY PLAN**

A Place that Provides Value for Money

### **COUNCIL POLICY**

Not applicable

### **STATUTORY PROVISIONS**

Not Applicable

**BACKGROUND**

Council's delegate attends the LGA OGM annually and votes on the matters presented at the OGM.

**REPORT**

The LGA OGM Agenda includes reports from the LGA Business and Recommendation Reports from the Greater Adelaide Region Organisation of Councils (GAROC).

*Refer Attachment 1 - Electronic Version*

Council is required to consider the items on the LGA OGM Agenda and provide guidance to Council's voting Delegate. Proposed voting positions on the Recommendation Reports are outlined in Attachment 2.

*Refer Attachment 2*

**BUDGET**

Attendance at the LGA OGM will be funded from the Elected Member budget and there is sufficient budget to cover the costs.

Any cost implications arising from proposed actions would be dealt with via regular budgetary and decision-making processes.

**LIFE CYCLE COSTS**

There are no full life cycle costs that can be itemised or evaluated at this time.

# Attachment 1

*See Electronic Version*



# Attachment 2



## Proposed Voting Position on Recommendation Reports

Item No.	Recommendation Report from GAROC Committee	Support/ Not Support Administration comments
8.1	<p><u>COVID-19 Response (Salisbury)</u></p> <p>That the Ordinary General Meeting requests the LGA to seek direct local government input to any review that is undertaken into the State's response to the COVID-19 emergency with a view to playing a stronger partnership role in any future state-wide emergency.</p>	<p>Support</p> <p>This would be of interest to Council.</p>
8.2	<p><u>Damage to Infrastructure caused by Developers and Builders (Tea Tree Gully)</u></p> <p>That the Ordinary General Meeting:</p> <ol style="list-style-type: none"> <li>a. calls on the Attorney General, Hon Vickie Chapman MP to work with the local government sector to investigate and implement an effective solution to the long-standing problem of councils and their ratepayers being left out of pocket when public infrastructure is damaged during private construction projects; and</li> <li>b. calls on the Local Government Association to seek to undertake further collaborative discussions with the various public utilities and/or their agents to improve the quality and timeliness of reinstatement works to any damaged local government infrastructure in the course of carrying out their works.</li> </ol>	<p>Support</p> <p>This would be of interest to Council given the large volume of construction projects that damage public infrastructure, which not only has a financial impact but also a public safety impact.</p>
8.3	<p><u>Electric Vehicles Fleet Incentives (Campbelltown)</u></p> <ol style="list-style-type: none"> <li>1. That the Ordinary General Meeting requests the LGA to lobby the Federal Government to remove the luxury vehicle tax on electric vehicles and to introduce incentives for local vehicle manufacturing to create local industries to change the Internal combustion fleet to an electric fleet based on renewable, locally produced power; and</li> <li>2. That the Ordinary General Meeting requests the LGA to lobby the State Government to assist councils convert to an electric vehicle fleet by providing incentives.</li> </ol>	<p>Support</p> <p>Price is currently the biggest barrier to electric vehicle purchase at Holdfast Bay. Removing the luxury vehicle tax and (at a minimum) matching incentives already available for petrol/hybrid vehicles, such as Government Fleet Discounts, is recommended.</p>
8.4	<p><u>Seeking a comprehensive State Government review of mandatory statutory rebates and exemptions from payment of local government rates (Adelaide)</u></p> <p>That the Ordinary General Meeting:</p>	<p>Support</p> <p>Appropriate and timely for a review.</p>

	<ol style="list-style-type: none"><li>1. calls for the State Government to undertake a comprehensive review of statutory rate rebates and exemptions;</li><li>2. requests that the LGA urgently progresses the key action in the LGA Advocacy Plan for 2019-2023 (Financial Sustainability theme) that the LGA work with interested councils to undertake analysis and prepare an issues paper to inform and advocate for a review of the mandatory rate rebates that councils are compelled to provide; and</li><li>3. requests that following preparation of the issues paper and consultation with interested councils, the LGA seeks to engage an appropriate economic advisory consultant to prepare a report for government advocating for changes to statutory rate rebates and exemptions in SA.</li></ol>	
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Item No: **15.5**

Subject: **ART DECO HERITAGE REVIEW**

Date: 27 April 2021

Written By: Manager Development Services

A/General Manager: City Assets and Services, Mr M de Heus

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### **SUMMARY**

The City of Holdfast Bay retains many, but as yet undocumented or protected, examples of buildings in the Art Deco style. This report seeks Council's endorsement for Administration to proceed with the commissioning of a review that identifies the city's undocumented Art Deco Heritage buildings, supported by appropriate funding for the task, as a first-step to identifying and protecting the remaining and important examples of the architectural style for future generations.

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### **RECOMMENDATION**

- 1. That Administration commission a review from a suitably accredited and qualified Architect, to identify and document any outstanding Art Deco Heritage within the City of Holdfast Bay.**
  - 2. That \$30,000 is included in the 2021-2022 draft Annual Business Plan as a new initiative for the purpose of commissioning the review.**
- 

### **COMMUNITY PLAN**

Placemaking: Creating vibrant and safe places  
Culture: Supporting excellent, efficient operations

### **COUNCIL POLICY**

N/A

### **STATUTORY PROVISIONS**

Planning, Development & Infrastructure Act 2016.

## **BACKGROUND**

At its meeting held on 13 April 2021, Council resolved that Administration report to Council on the process and costs for undertaking an Art Deco Heritage review to identify buildings of that architectural style within the City, which do not currently enjoy heritage protection (C130421/2259).

## **REPORT**

Whilst the City of Holdfast Bay retains many documented and protected examples of Art Deco buildings, there are some buildings that are notable representations of the period, which are yet to be formally recognised or identified. There is some urgency to review these undocumented buildings, as the City of Holdfast Bay has already lost some fine examples of Art Deco architecture in recent times due to a lack of formal protection, including the former Ozone Theatre on Jetty Road at Glenelg. The broad use of Art Deco styling in the built form is historically unique to Holdfast Bay, and should be identified, documented, and formally protected where legislation allows.

The process for undertaking a review of the Art Deco Heritage found in the built form within the City of Holdfast Bay, would first require development of a project brief by Council Administration on the parameters for the review. This would include clear direction as to the extent of detail for each inventory, presentation format, timeframes for completion, and recommendations regarding formal recognition of heritage value. This is important because the review will form the basis for any future process for the heritage listing of these buildings, and must accord to specific requirements around content and format.

The next step would involve undertaking a select tender process, calling on submissions from suitably qualified and accredited Architects to undertake the task as outlined in the project brief. This is followed by awarding of the tender based on specific criteria by a working group comprised of Council Administration.

Following completion of the review, Council can then decide if it wishes to formally protect some or all of the identified buildings, which is undertaken via an amendment to the Planning and Design Code, for their inclusion as either Representative or Local Heritage places (depending on the location and merit attributable to each identified building). This process would be akin to the current Local Heritage Development Plan Amendment (DPA).

From Council's informal approaches to potential select tender candidates, it is anticipated that the cost for undertaking the review would be in the order of \$30,000. There would be no further cost, as Council Administration will undertake the procedural component of the review with existing resources.

## **BUDGET**

The cost to commission a review by a suitably accredited and qualified Architect to identify and document any outstanding Art Deco Heritage found in the City of Holdfast Bay, is not factored into the 2021/22 Annual Business Plan. A budget amount of \$30,000 is therefore required to be

allocated in the 2021-2022 Annual Business Plan for this purpose. Subject to the outcomes of the review, additional budget may be required to undertake an amendment of the Planning and Design Code, and this could be subject of a future Council report.

#### **LIFE CYCLE COSTS**

There are no life cycle costs associated with the specific task of undertaking a review of Art Deco Heritage found in the City of Holdfast Bay.

Item No: **15.6**

Subject: **HOLDER ROAD TRAFFIC INVESTIGATION**

Date: 27 April 2021

Written By: Traffic Consultant

A/General Manager: City Assets and Services, Mr M de Heus

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### **SUMMARY**

At its meeting held on 9 March 2021, Council resolved for Administration to investigate and report back to Council having investigated all traffic calming options on Holder Road, Hove between King George Avenue and the Esplanade.

Two previous requests for road humps were received in 2006 and 2020. Each time the investigation determined no traffic management treatment was warranted. Traffic data obtained from a survey undertaken in February 2020, noted there has been no increase in traffic volume and vehicle speeds over the years.

Further investigation was undertaken including a review of crash history, traffic volumes and other related information. This information was entered into the Austroads Guidelines scoring system which determines if traffic calming interventions are required. The score for Holder Road was significantly below the minimum intervention level identifying traffic calming devices are not required at this location.

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### **RECOMMENDATION**

**That Council continue to monitor traffic data on Holder Road as part of Council's ongoing data collection program.**

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### **COMMUNITY PLAN**

Placemaking: Creating lively and safe places

### **COUNCIL POLICY**

Not Applicable.

### **STATUTORY PROVISIONS**

Not Applicable.

## BACKGROUND

At its meeting held on 9 March 2021, Council resolved (Resolution C090321/2235) for Administration to investigate and report back to Council having investigated all traffic calming options along the 550m section of Holder Road, Hove between King George Avenue and Esplanade (Figure 1).



*Figure 1: Location Plan for Holder Road*

A review of previous requests for road humps along Holder Road noted two requests were received between 2006 and 2020, as well as nine additional requests regarding traffic related matters. A petition was also received in December 2006 requesting 50km/h speed limit signs to be installed to reinforce the urban default speed limit as well as road humps. In each case an investigation determined no traffic management treatment was warranted along Holder Road.

## REPORT

City of Holdfast Bay collects traffic volume and speed data throughout the City as part of an ongoing traffic monitoring and management program. This includes Holder Road, between King George Avenue and Esplanade. Holder Road is subject to the urban default speed limit of 50km/h.

Council regularly receive requests for traffic calming devices, mainly road humps across the network related to speeding concerns. The warrant and considerations that may apply in order for a street to qualify for further investigation is generally:

- character and function of the street;
- level of non-local traffic;
- general speed limit;
- traffic volumes and speeds;
- street form and suitability for changes;
- availability of street lighting or requirement to upgrade;
- presence or absence of major traffic generators or non-residential uses;
- whether or not the street is part of bus route, bicycle route or cyclist desire line;
- availability of crash data;
- existing treatments;
- effect and likely benefits; and
- degree of local resident support.

This section of Holder Road is approximately 550 metres long. Access to Holder Road from the Esplanade heading north is currently prevented via a No Entry on the Esplanade. As a result, the main traffic movement on Holder Road (70% of traffic) is westbound from King George to the Esplanade.

A summary of the traffic data collected in February 2021 undertaken over a 24 hour period for seven days, for this section of Holder Road is outlined below:

- 1,100 average vehicles per day;
- 770 westbound per day;
- 330 eastbound per day;
- 78 vehicles per hour AM Peak or 1.3 vehicles per minute (between 8am and 9am);
- 111 vehicles per hour PM peak or 1.85 vehicles per minute (between 3pm and 4pm);
- average speed 38km/h; and
- 85<sup>th</sup> percentile speed of 46km/h.  
(The speed at which 85% of drivers are traveling at or less)

The traffic volumes along Holder Road are within acceptable levels for standard residential street which typically accommodate traffic volumes of up to 1,500 vehicles per day. For reference, to the south between King George Avenue and the Esplanade, Downing Street has 1,400 vehicles per day and has road humps at regular intervals.

This data indicates that the majority of drivers are travelling below the speed limit along this section of Holder Road. Whilst some vehicles were recorded in excess of the speed limit, which is common to many streets, the data indicates that these are isolated incidents and there is no evidence of regular speeding problems along the street.

A review of crash data for the available 5 year period, 2015-2019 along the subject section of Holder Road identified one hit parked vehicle crash resulting in property damage only. There were no reported injury crashes.

An investigation was undertaken using the Austroads scoring system originally created by the City of Stirling (WA) to determine if traffic calming interventions are required. Table 1 identifies the evaluation process. The scoring system takes into consideration a number key variables associated with the operation of the road including speeds, volumes and primary function of the road.

Total point score	Decision	Typical response
More than 50 points	Denoted as Technical Problem Site (High Priority)	Considered to be a site that has problems. Suitable solutions to be considered for funding and implementation.
30 to 50 points	Denoted as Minor Technical Problem Site (Medium Priority)	Consider low cost non-capital works solutions (e.g. signing and line marking) if appropriate. Review again after 2 years.
Under 30 points	Denoted as Site with Low Safety and Amenity Concerns (Low Priority)	No further action required.

*Table 1 – Traffic management warrant system  
(Austroads Guide to Traffic Management, Part 8: Local Street Management)*

Based on this assessment Holder Road has a score of 11. As the scoring system notes, a score below 30 does not require any further action.

Holder Road, between King George Avenue and Esplanade has low traffic volumes, typical speeds within the urban 50km/h and a road width of 7.2m. This width allows for vehicles to park on both

sides of the road whilst providing sufficient space to maintain clear access, including access for waste management and emergency vehicles. As this road width provides one lane traffic movements between parked vehicles, it also slows drivers as they need to anticipate oncoming traffic.

Based on the scoring assessment and investigation it is determined no traffic calming treatments or signage and line marking are required.

### **Traffic Calming Devices**

There are both advantages and disadvantages using traffic calming treatments. Most treatments (except road humps) will result in the loss of on street parking which is typically not well accepted by residents especially at locations where on street parking is well utilised such as Holder Road.

Although there is no warrant to install traffic calming devices, Council resolved to investigate all traffic calming options on Holder Road. The Austroads Guidelines for Local Street Management outlines the advantages / disadvantages and application of commonly used devices. These devices are summarised below for completeness.

Other traffic control devices such as signage and line marking can be used independently or together with the traffic calming devices.

The process to investigate the use of traffic calming devices involves undertaking a local area traffic management (LATM) assessment where a precinct is investigated rather than individual streets. A LATM is typically undertaken when there is significant traffic issues, including a crash history. The precinct is normally an area bounded by arterial or collector roads and traffic studies are undertaken including community and stakeholder consultation.

A LATM will generally be undertaken over 12-18 months including consultation with the community and stakeholders. The cost to undertake a LATM investigation, including data collection, consultation and professional advice may be around \$60,000- \$80,000 depending on the LATM size and complexity. The cost to install the traffic calming is additional.

Downing Street to the south of Holder Road has road humps in the western section of the road which were installed prior to 2004. The installation of the road humps was likely as a result of Downing Street forming an extension of the Esplanade at this location with a No Entry to the Esplanade heading north (leading to Holder Road).

## TYPES OF TRAFFIC CALMING DEVICES

### Road Hump – ‘Watts Profile’

A road hump is a speed reduction device in the form of a raised curved profile extending across the roadway. Road humps are typically 70 to 120 mm high with a total length of 3 to 4 m. Road humps cannot be used in isolation and must be used in series, at regular intervals along a whole length of road segment, typically between 80 to 120m.

Vehicle speeds can be significantly reduced when they are correctly placed and designed. They should be installed at right angles to the direction of travel and should extend as close to the kerb as possible allowing sufficient opening for drainage. Road humps should be clearly visible to approaching drivers, illuminated by adequate street lighting, and enhanced by the use of signs. Careful consideration should be given to the location and design of road humps before committing to their implementation as they are the most often complained about device currently used.



*Example of road humps*

Advantages of road humps:

- a significant reduction in vehicle speeds in the vicinity of the device;
- a significant reduction in road crashes;
- their relatively low cost to install and maintain;
- they discourage through traffic; and
- when used in a series they regulate speeds over the entire length of the street.

Disadvantages of road humps:

- traffic noise level may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles;
- required at regular spacing of 80-120 metres along the road to control speed;
- additional street lighting would be required to align with design standards;
- they may divert traffic to nearby streets without LATM measures;
- difficult to space around existing or proposed driveways;
- they are uncomfortable for vehicle passengers and cyclists; and
- they may adversely affect access for buses, commercial vehicles and emergency vehicles.



## Road Cushion

A road cushion is another form of road hump that occupies only a part of the roadway, such is installed on a section of King George Avenue.

Road cushions cannot be used in isolation and must be used in series, at regular intervals along a whole length of road segment, typically between 80 to 120m.



*Example of road cushions*

Advantages of road cushions:

- a reported 27% reduction in 85th percentile vehicle speeds in the vicinity of the device;
- when used in a series they regulate speeds over the entire length of the street they are relatively low cost to install and maintain;
- they discourage through traffic; and
- they do not restrict or discomfort cyclists.

Disadvantages of road cushions:

- the traffic noise level may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles and their goods;
- they are less effective in slowing vehicles with a wide track;
- they are less effective in slowing motorcyclists;
- they can prevent cyclists using kerbside gaps on on-street parking; and
- drivers can reduce their effect by traversing the cushions with only two wheels.

## Flat-top Road Humps

A flat-top road hump or raised table is a raised surface approximately 75–100 mm high and typically with a 2 to 6 m long platform ramped up from the normal level of the street. The raised section (or platform) is flat instead of being curved as is the case with a (round profile) road hump

Flat top road humps cannot be used in isolation and must be used in series, at regular intervals along a whole length of road segment, typically between 80 to 120m.



*Example of flat-top road hump*

### Advantages of flat-top road humps:

- a reduction in vehicle speeds in the vicinity of the device;
- a significant reduction in road crashes;
- they are relatively low cost to install and maintain;
- they may discourage through traffic;
- when used in a series they regulate speeds over the entire length of the street; and
- they can be designed to limit discomfort to cyclists.

### Disadvantages of flat-top road humps:

- the traffic noise level may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles and their goods;
- they may divert traffic to nearby streets without LATM measures;
- they are uncomfortable for vehicle passengers and cyclists;
- difficult to space around existing or proposed driveways; and
- they may adversely affect access for buses, commercial vehicles and emergency vehicles.

## Lane Narrowings / Kerb Extensions

Lane narrowings involve the narrowing of the trafficable carriageway to reduce speeds, improve delineation and to minimise pedestrian crossing distances (and therefore exposure to conflict). It is generally done by extending the kerbs inwards or via other forms of kerb modifications but it can also be achieved through the introduction of on-street parking. When designing these devices, careful consideration should be given to the need for bicycles to pass clear of the extension either adjacent to the traffic lane or via other means, taking into account the likely risks to cyclists.



*Example of kerb extensions*

Advantages of lane narrowings/kerb extensions:

- a shorter crossing distance for pedestrians;
- they may improve the visibility of pedestrians and vehicles;
- a reduction in vehicle speeds, particularly on curvilinear alignments;
- relatively low cost and can be installed individually;
- to delineate and protect parking spaces;
- providing an opportunity for landscaping;
- they have relatively little effect on emergency vehicles; and
- significantly less disruptive to local traffic than some other forms of LATM devices that are more severe in their design.

Disadvantages of lane narrowings/kerb extensions:

- they may reduce the amount of available kerbside parking;
- bicycle lanes may be difficult to accommodate;
- drivers may mistake an empty kerbside parking lane for a traffic lane;
- they may introduce squeeze points and increase the conflict between motor vehicles and cyclists;
- they are less effective than many other horizontal displacement devices in reducing speeds;
- parking manoeuvres may be difficult on heavily trafficked streets;
- they may increase congestion; and
- Relies on conflict to reduce speed, ie will not reduce speeds on low volume roads.

## Slow Points

A slow point is a series of kerb extensions on alternating or opposite sides of a roadway, which narrow and/or angle the roadway. Slow points are intended to reduce vehicle speeds. Slow points can be either one or two lanes wide and can be angled. In a two-lane slow point, a median island is generally very effective in separating opposing traffic. This will also provide a greater visual restriction and it can be used as a pedestrian refuge if designed appropriately.



*Example of slow points*

### Advantages of slow points:

- a reduction in vehicle speeds in the vicinity of the device and when used in a series, speeds are reduced over the length of the street;
- a significant reduction in road crashes;
- they may provide pedestrians with a shorter distance to cross the street;
- they discourage through traffic;
- they impose minimal inconvenience on local residents;
- One lane slow points create conflict points to reduce vehicle speed; and
- they can provide a landscaping opportunity.

### Disadvantages of slow points:

- they may restrict emergency vehicles and buses;
- possible increase in traffic noise;
- they will require the removal of on-street parking;
- with one-lane devices, confrontations between opposing drivers may occur when arriving simultaneously and it may be unclear who should give way;
- they can be hazardous for cyclists if they are not catered for in the design;
- landscaping needs to be maintained so as not to reduce visibility; and
- Generally need to be installed in series along a length of road, typically 80-100 m apart.

## Centre Blister Islands

A centre blister is a concrete island positioned at the centreline (median) of a street that has a wide oval plan shape that narrows the lanes and diverts the angle of traffic flow into and out of the device.



*Example of centre blister island*

#### Advantages of centre blisters:

- they reduce vehicle speeds;
- they prevent drivers from overtaking others;
- they can provide a refuge for pedestrians and cyclists crossing the street;
- their flexibility in design allows buses and commercial traffic to be accommodated; and
- they may be landscaped.

#### Disadvantages of centre blisters:

- they prohibit or limit access and movement from driveways;
- they reduce on-street parking adjacent to the islands;
- they may create a squeeze point for cyclists if not appropriately catered for in the design;
- they may require kerb and footpath realignment in narrow streets;
- may not fit in narrow streets;
- they are not particularly effective at reducing through traffic; and
- they are relatively expensive to install and maintain.

#### **Driveway Links**

Driveway links take the form of a single-lane two-way meandering road extending over the length of two or more property frontages. They are an extended form of a slow point that generally provides a greater visual and physical impact on the street and the amount of traffic using it. Passing points may be required along the link if it is either very long or it is curved such that approaching drivers cannot see to the far end.



*Example of a Driveway link*

Advantages of driveway links:

- a reduction in vehicle speeds;
- discouragement of through traffic;
- an increase in pedestrian safety;
- the provision of greater visual and physical impact than slow points; and
- they visually enhance the street through landscaping and reduce the 'gun barrel' effect on long straight roads.

Disadvantages of driveway links:

- they may restrict emergency vehicles and commercial vehicles and are not suitable for buses;
- they will reduce the amount of on-street parking;
- reduce property access and opportunity for redevelopment of properties;
- they can be hazardous for cyclists if they are not catered for in the design;
- confrontations between opposing drivers may occur and it may be unclear who should give way;
- landscaping needs to be maintained;
- significant effect on stormwater; and
- they are an expensive device.

A driveway link can be constructed at the start and end of a road to create a driveway entry with the similar advantages and disadvantages.

**BUDGET**

Nil

**LIFE CYCLE COSTS**

Nil

Item No: **15.7**

Subject: **DRAFT 2021-22 ANNUAL BUSINESS PLAN**

Date: 27 April 2021

Written By: Corporate Planning Officer

General Manager: Strategy & Business Services, Ms P Jackson

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### **SUMMARY**

The Draft 2021-22 Annual Business Plan is presented for endorsement and release for community engagement. It has been developed having regard to the "Our Place" 2030 Strategic Plan, Asset Management Plans, Long Term Financial Plan and directions provided by Council.

The draft budget has been developed with a general rate increase of 2.4% and satisfies Council's financial sustainability and performance measures.

The Draft 2021-22 Annual Business Plan is due for review by Council's Audit Committee on 21 April 2021

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### **RECOMMENDATION**

- 1. That, subject to minor alterations and design, the Draft 2021-22 Annual Business Plan contained in Attachment 1 be released for community consultation.**
  - 2. That the process for community consultation on the Draft 2021-22 Annual Business Plan, as described in this report, be endorsed.**
- 

### **COMMUNITY PLAN**

Culture: Being Financially Accountable

### **COUNCIL POLICY**

Not Applicable.

### **STATUTORY PROVISIONS**

Section 123 of the *Local Government Act, 1999* (the Act).

## **BACKGROUND**

The Draft 2021-22 Annual Business Plan has not been previously considered by Council although its development has been the subject of workshops with Elected Members.

## **REPORT**

### **Development of the Draft 2021-22 Annual Business Plan and Budget**

The Draft 2021-22 Annual Business Plan is provided to members as Attachment 1.

*Refer Attachment 1*

*The attachment will be sent out electronically under separate cover*

The Draft 2021-22 Annual Business Plan is Council's statement of its intended program of activities and outcomes for the coming financial year. It is developed concurrently with the budget, which outlines proposed revenue sources and allocations of funds required to implement the Annual Business Plan.

The Draft 2021-22 Annual Business Plan was reviewed by Council's Audit Committee on 21 April 2021.

### **Key Parameters**

- Target of an operating surplus
- 2.4% general rate revenue increase (excluding separate rates and Regional Landscape Levy)
- 0.5% rate revenue increase for new development growth
- (LGPI) applied where applicable to revenue and expenditure
- 2.0% average employment cost increase
- Alwyndor and Jetty Road Mainstreet budgets to be self-funding

### **Other considerations/inclusions**

- The Regional Landscape Levy has been forecast to increase by 1%. The Levy is collected by Council on behalf of Regional Landscape Board and the amount will be finalised in April/May 2021.
- Jetty Road Mainstreet budget increased by 2.4% (\$14,030) and is cost neutral.
- Marina separate rate increased by 2.4%.



- Roads to Recovery Grant (\$298,000) included being the third estimated allocation for the 1/7/19 - 30/6/24 program.
- Depreciation is based on existing asset valuations and has increased by 3.24% (\$306,000). The major asset classes that have increased are office equipment (IT assets) buildings and infrastructure.
- Fees and charges have been reviewed and assessed in accordance with a user pays principle, taking LGPI into account.
- Six proposed operational new initiatives based on business cases totaling \$430,380. Four projects implementing Council's *Environment Strategy* total \$346,760 and include an Environment Officer, Urban Forest Tree Audit, a Carbon Neutral Plan for our organisation and Stage 2 of the FOGO project (subject to grant funding). The remaining initiatives include continuing the Community Safety Officer program to protect native wildlife over the summer season and a 40kph coastal precinct consideration and data collection exercise.
- Capital renewal program based on current Asset Management Plans totaling \$8.5m.
- Proposed capital new initiatives based on business cases included totaling \$6.5m of including:
  - Brighton Beachfront Park Stage 2 redevelopment \$1.2m
  - Stormwater Management \$1m
  - Glenelg Oval Stage 3 -\$866,000 includes 50% approved grant funding
  - Seacliff Plaza Upgrade Stage 1 - An additional \$1.07m subject to \$300,000 grant funding
  - Old Buffalo Replica site detailed design (subject to 50% grant funding) - \$200,000
  - Kingston Park Kiosk - year 2 funding - \$500,000
  - Enterprise Technology Roadmap - \$500,000
  - Jetty Road Glenelg Stage 2 detailed design - \$400,000
  - Masterplan implementation for Gilbertson, Pine and Barton Gullies (Year 4 of 5) - \$300,000
  - Traffic safety improvements projects - \$50,000
  - Jetty Road Brighton Lighting Masterplan implementation - \$160,000
  - Artwork for Jimmy Melrose Park - \$30,000
  - Parkinson Reserve concept design - \$30,000
  - Reserve improvements – East of Brighton Road - \$64,500
  - PLEC and Aerial Bundled Cable Investigations - \$20,000
- Capital grants total \$833,000 including \$433,000 Glenelg Oval Stage 3 (over 3 years); \$300,000 Seacliff Plaza Upgrade; \$100,000 Old Buffalo Site.

### **Commercial Activities – Increase net earnings compared to 2020-21 budget**

- Brighton Beachfront Holiday Park - the 2020-21 original budget forecast for net earnings of \$760,460 factored in a downturn due to impact of COVID-19. The amount has been revised during 2020-21 to reflect increased patronage to \$936,000 and the 2021-22 forecast is expected to be \$1.13m.

### **Alwyndor draft 2021-22 budget**

- The draft Alwyndor budget was presented to the Alwyndor Management Committee in March 2021. The draft budget is subject to amendment due to complexities around future government funding arrangements which are yet to be announced.

### **Rate Revenue and Valuations**

The major variable determining the ability to meet the draft budget program of services, works and financial targets is rate revenue. This is budgeted to increase by 2.4% excluding separate rates, development growth (estimated at 0.5%) and the Regional Landscape Levy.

The Differential Rate premium applied to industrial, commercial properties and vacant land will be determined once land valuations are received by the Valuer-General. The premium applied to industrial, commercial properties and vacant land in the 2020-21 financial year was 55%.

The Valuer-General South Australia has done a comprehensive review of property valuations as part of an industry wide revaluation initiative. The program has included in-depth data collection and analysis with increased filtering and testing of property data. The outcome is improved and varied property valuations for 2021-22. The impact is that some properties will be subject to larger valuation movements than is normally the case. To address the impact Council is proposing to maintain rate capping at 6% on residential properties and introduce a rebate based on 6% for commercial/industrial/vacant properties. The budget provision for the residential rate cap and discretionary rebate have been factored into the overall rating budget.

The Patawalonga Marina Separate Rate of \$74,750 has been increased by 2.4%. It provides for basic annual maintenance cost and includes a 50% discount to account for the general public's use of the lock.

### **Draft Budget Financial Performance and Position**

The draft budget (excluding Alwyndor) features:

- Operating surplus of \$137,000 for Council's municipal activities;
- Capital expenditure of \$15.9m comprising \$8.5 on renewal and replacement of existing assets and \$6.5m for new and upgraded assets and \$928,000 for employee costs capitalised;

- Council's Net Financial Liabilities Ratio ceiling is 75%. The ratio is expected to be 75%. The projected Interest Cover Ratio of 1.7%, which measures the affordability of its indebtedness, shows that Council can manage debt without adversely affecting the sustainability of its long term financial position.

### Community Engagement

The Act sets out the minimum requirements for community engagement. Copies of the Draft 2021-22 Annual Business Plan will be made available at the commencement of a 21 day community engagement period, commencing Thursday 29 April 2021 and concluding on Wednesday 19 May. The consultation will include an opportunity for constituents to make a representation to council at its meeting on Tuesday 25 May 2021. Councils are also required to establish an interactive web page to facilitate community's comments and questions.

Copies of the Draft 2021-22 Annual Business Plan will be available from Thursday 29 April 2021:

- On council's main website, [holdfast.sa.gov.au](http://holdfast.sa.gov.au)
- On council's engagement website, [yourholdfast.com/DABP21\\_22](http://yourholdfast.com/DABP21_22)
- At the council's Civic Centre, 24 Jetty Road Brighton
- At the council's Brighton and Glenelg libraries.

Our community will be able to provide comments:

- in writing, addressed to the Corporate Planning Officer, PO Box 19 Brighton 5048, or by email address [mail@holdfast.sa.gov.au](mailto:mail@holdfast.sa.gov.au) until Wednesday 19 May 2021;
- via a designated consultation interactive web page that will be accessed through [yourholdfast.com/DABP21\\_22](http://yourholdfast.com/DABP21_22) between Thursday 29 April and Wednesday 19 May 2021. This website will allow our community to comment on, ask questions or seek clarification on the information in the Draft 2021-22 Annual Business Plan.
- by telephoning the Customer Service Centre on 8229 9999 during office hours between Thursday 29 April and Wednesday 19 May 2021. All calls will be directed to the Corporate Planning Officer. Comments will be recorded and presented to Council at the end of the consultation period;
- making representations to Council at its meeting of Tuesday 25 May 2021;
- providing feedback and comments to their local Elected Member.

Details of how the community may participate in the consultation process or gain copies of the Draft 2021-22 Annual Business Plan will be advertised in *The Advertiser*, and on council's website and social media pages.

Associated supporting documents including the Our Place Strategic Plan, Long Term Financial Plan, and Asset Management Plan will be contained or linked in the document library on the “Your Holdfast” website. This allows interested community members the opportunity to assess the Draft 2021-22 Annual Business Plan in context with the underlining objectives, principles and directions articulated in these Strategic Management Plans.

#### **BUDGET**

The cost of production of the 2021-22 Annual Business Plan and associated community engagement will be met within the current budget.

#### **LIFE CYCLE COSTS**

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

# Attachment 1

*See Electronic Version*



Item No: **15.8**

Subject: **BUDGET AND ANNUAL BUSINESS PLAN UPDATE – AS AT 31 MARCH 2021**

Date: 27 April 2021

Written By: Management Accountant

General Manager: Strategy and Business Services, Ms P Jackson

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### **SUMMARY**

This report covers the third update of Council's 2020/21 budget conducted as at 31 March 2021.

A comprehensive review of Municipal budgets has decreased the forecast operating deficit by \$187,780 to \$155,206. Major variances accounted for include additional planning fee revenue and savings on the cost of borrowings. The original deficit is due to budget carry forwards, and to allow for the effects of the COVID-19 pandemic and the relief measures Council offered.

Capital expenditure has decreased by \$18,100 due to a realignment of budgets following the completion of a number of projects.

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

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### **RECOMMENDATION**

1. **That Council notes the second 2020/21 budget update for Council's municipal operations including:**
  - (a) **a decrease in the forecast operating deficit for 2020/21 of \$187,780 from \$342,986 to \$155,206;**
  - (b) **a decrease in forecast capital expenditure of \$18,100 from \$27.628 million to \$27.610 million;**
  - (c) **no change in forecast capital revenue of \$8.126 million;**
  - (d) **a decrease in forecast net financial liabilities of \$205,880 at 30 June 2021 from \$31.166 million to \$30.960 million.**
2. **That Council notes for Alwyndor operations no change to the 2020/21 revised budget forecast.**
3. **That Council note the Annual Business Plan quarterly update for March 2021.**

**COMMUNITY PLAN**

Culture: Being financially accountable

**COUNCIL POLICY**

Not applicable.

**STATUTORY PROVISIONS**

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

**BACKGROUND**

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

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

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

**REPORT**

The current forecast projections comprise the original budget adopted by Council at its meeting on 28 July 2020, items carried forward from 2019/20 adopted by Council on 11 August 2020, the first budget update as at 30 September 2020 adopted by Council on 27 October 2020 and the second budget update as at 31 December 2020 adopted by Council on 9 February 2021.

Following a review of these budgets no change is proposed to Alwyndor's budgeted operating result, but a number of proposed variations have been identified for Municipal operations.

***Municipal Operations***

To account for carried forward budgets from 2019/20 and the effects of the COVID-19 pandemic, including the relief measures Council offered, Council had forecast an operating deficit of \$989,185. In addition a further \$157,000 of expenditure has been identified so far this financial year as a direct result of COVID-19 related measures impacting on operational costs. This includes additional street bin collections; extra cleaning and sanitising of buildings; electronic message board hire; and the licencing of software to enable staff to work from home. Despite these added pressures budget reviews at September and December 2020 reduced the forecast operating deficit to \$342,986.

Following the budget review at March 31 2021 the forecast operating deficit has decreased by \$187,780 to \$155,206. Major variances include additional planning fee revenue of \$100,000 due to a delay in the introduction of State Government planning reforms and forecast savings of \$100,000 on the cost of new borrowings due to the timing of cashflow requirements and low interest rates. Other major year-to-date variances not included in this budget update will be reviewed at 30 June 2021 and if required a request to carry forward relevant amounts will be made.

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

*Refer Attachment 1*

The statements comprise six columns:

- The 2020/21 original full year budget.
- The current year to date revised forecast.
- Actual to 31 March 2021.
- Year to date variance to 31 March 2021.
- The current approved full year revised forecast comprising the original budget and items carried forward from 2019/20.
- Proposed budget forecasts variances arising from this budget update.

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

### ***Major capital variances***

A number of major projects are expected to be incomplete as at 30 June 2021 and include the following:

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

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



***Financial Assistance Grant - timing***

In May 2020 the Federal Government announced that it would bring forward part payment of the 2020-21 Financial Assistance Grants. Council received a \$670,200 advance payment in May 2020. The timing of this payment required it to be recorded as income in the 2019/20 financial year. The effect of this is a corresponding reduction in the operating result for 2020/21. Advice has not been received on whether the 2021/22 Financial Assistance Grant will be brought forward and paid in June 2021 and as such no budget adjustment has been included for this item.

***Commercial Activities***

Comparative financial reports to 31 March 2021 have been provided for councils major commercial activities including Brighton Caravan Park, Partridge House and Partridge Street carpark.

*Refer Attachment 2*

***Financial Indicators***

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

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

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

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

The asset sustainability ratio is determined by calculating capital expenditure on the renewal or replacement of existing assets, excluding new capital expenditure as a percentage of depreciation. This ratio measures the extent to which existing infrastructure and assets are being replaced. The following tables provide updated forecasts for these and other major ratios for Council, Alwyndor and the consolidated result for both entities at 31 March 2021.

Municipal Funds	Target – from 2020/21 Annual Budget/LTFP	Original Budget Forecast	Revised Budget Forecast
Operating Result*	$\geq 0$	(\$660,213)	(\$155,206)
Operating Ratio**	$\geq 0\%$	(1.4%)	(0.3%)
Net Financial Liabilities ratio***	$\leq 75\%$	67%	65%
Interest Cover Ratio****	$\leq 5\%$	1.6%	1.4%
Asset Sustainability Ratio*****	90% -110%	127%	203%

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

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

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

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

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

Ratio – Alwyndor Funds	Target – from 2020/21 Annual Budget/LTFP	Original Budget Forecast	Revised Budget Forecast
Operating Result	$\geq 0$	(\$379,000)	(\$666,998)
Net Financial Liabilities ratio	NA	66%	70%
Asset Sustainability Ratio	90% -110%	47%	84%

Ratio – Consolidated Funds *	Target – from 2020/21 Annual Budget/LTFP	Original Budget Forecast	Revised Budget Forecast
Operating Result	$\geq 0$	(\$1,039,213) Deficit	(\$822,204) Deficit
Operating Ratio	$\geq 0\%$	(1.5)%	(1.2)%
Net Financial Liabilities ratio	$\leq 75\%$	67%	66%
Interest Cover Ratio	$\leq 5\%$	1.0%	0.8%
Asset Sustainability Ratio	90% -110%	104%	182%

\*Amounts and ratios include Alwyndor operations.

Additional financial indicators have been identified for Alwyndor operations which give a better measure of financial performance. These measures and indicators have been included in the table below as at 31 March 2021.

<b>Additional Alwyndor Performance Indicators</b>	<b>Target</b>	<b>Actual to 31 March 2021</b>	<b>Notes</b>
Bed occupancy rate – year-to-date average	98.5%	99.0%	
Cash Liquidity Level – ability to refund refundable accommodation deposits (RAD's)	Minimum of \$2m	Minimum of \$2m	
Cash to total revenue	4.4%	4.5%	
Average direct care funding per resident per day (Aged Care Funding Instrument)	\$180.00	\$176.60	1
No. of Home Support Packages	292	245	2
Home Support funding utilisation - the portion of revenue generated from Home Support Packages funds	96.2%	85.8%	3
Therapy and Wellness service hours	36,632	14,326	4

**Notes**

1. High turnover of high funded residents has impacted the average funding for the quarter
2. Steady growth during the March quarter
3. The industry average reported by StewartBrown was 84.2% as at 31 December 2020
4. Group therapy class attendance has been impacted by COVID-19

**Annual Business Plan Quarterly Update**

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

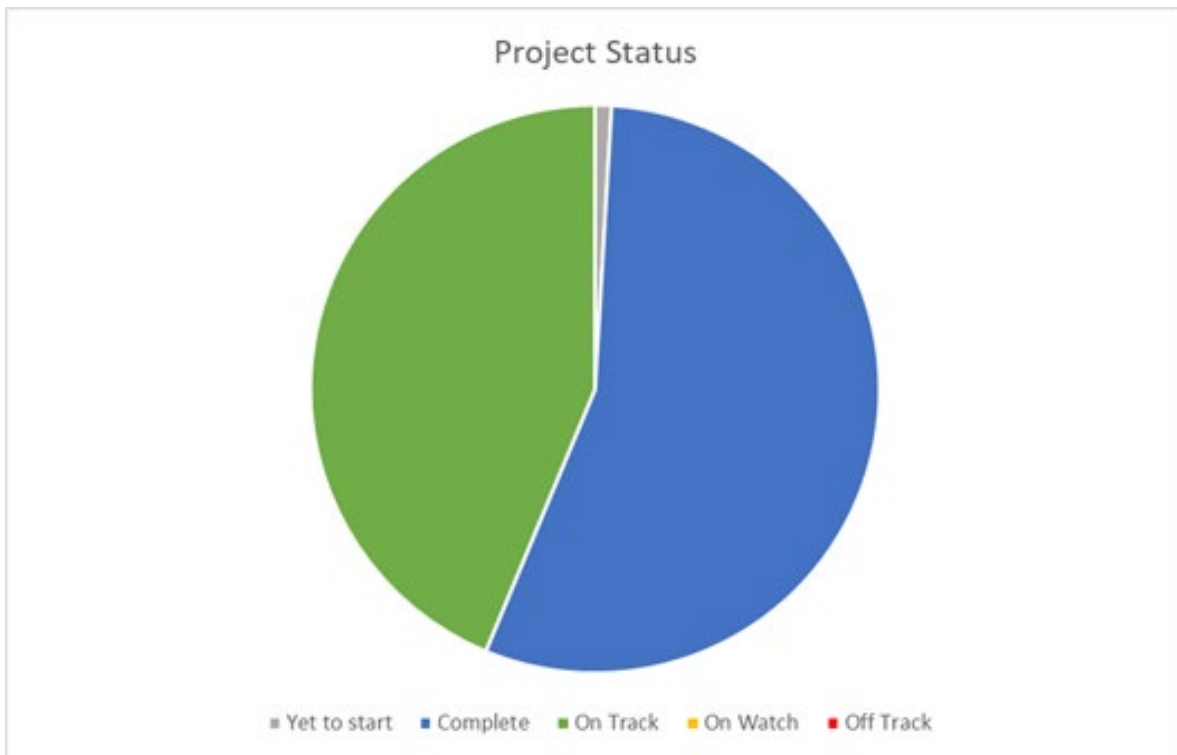
- Community – a healthy, creative and connected community
- Environment – A community connected to our natural environment
- Economy – A diverse and resilient local economy
- Placemaking – An accessible, vibrant and safe coastal city that celebrates our past to build for our future
- Culture – An effective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

In keeping with these strategic linkages the progress summaries are presented as five reports, each with projects connected to their relevant pillars.

In summary, at the third quarter, of 215 capital renewal and new initiative projects 55% are complete, 44% are on track for completion and 1% are yet to start. Full details are available in the reports attached.

*Refer Attachment 3*

Annual Business Plan Progress Summary		
Status	Number of Projects	
Yet to Start	2	1%
Complete	119	55%
On Track	94	44%
On Watch	0	
Off Track	0	
Total	215	



**BUDGET**

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

**LIFE CYCLE COSTS**

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

# Attachment 1



**City of Holdfast Bay  
Municipal Funds Statement as at March 2021**

2020 - 2021 Original Budget \$'000	Year to Date				2020 - 2021 Adopted Forecast \$'000	Proposed Forecast Adjustment \$'000	Note
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000				
(636)	(529)	(491)	(38)	Administrative Services	(641)	-	
1,462	1,023	984	39	FAG/R2R Grants	1,917	-	
(1,099)	(897)	(889)	(8)	Financial Services	(1,147)	(3)	1
(9,437)	(7,084)	(7,043)	(41)	Financial Services-Depreciation	(9,437)	-	
(257)	-	-	-	Financial Services-Employee Leave Provisions	(257)	-	
(869)	(298)	(249)	(49)	Financial Services-Interest on Borrowings	(811)	100	2
124	-	-	-	Financial Services-SRWRA	124	-	
36,090	36,419	36,386	33	General Rates	36,122	(17)	3
(1,359)	(1,245)	(1,224)	(21)	Governance & Risk	(1,483)	-	
(2,567)	(2,069)	(2,087)	18	Innovation & Technology	(2,507)	-	
(681)	(379)	(382)	3	People & Culture	(541)	-	
(1,026)	(784)	(632)	(153)	Strategy & Economic Development	(1,046)	-	
(822)	(571)	(539)	(32)	Active Communities	(842)	-	
(1,131)	(801)	(708)	(93)	City Activation	(1,131)	-	
(880)	(732)	(516)	(216)	Community Events	(880)	-	
(348)	(257)	(239)	(17)	Community Services Administration	(348)	-	
(296)	(158)	(198)	41	Community Wellbeing	(485)	-	
(574)	(426)	(408)	(18)	Customer Service	(574)	-	
-	22	245	(223)	Jetty Road Mainstreet	(94)	-	
(1,508)	(1,065)	(953)	(112)	Library Services	(1,508)	10	4
108	101	96	5	Cemeteries	118	-	
(647)	(472)	(459)	(13)	City Assets & Leasing Administration	(643)	-	
317	291	392	(101)	City Regulation	316	-	
760	586	618	(32)	Commercial - Brighton Caravan Park	936	-	
(25)	(14)	4	(18)	Commercial - Partridge House	(7)	-	
363	273	280	(7)	Commercial & Club Leases	381	-	
(978)	(718)	(562)	(156)	Development Services	(947)	100	5
(815)	(730)	(684)	(46)	Engineering & Traffic	(991)	(17)	6
(733)	(512)	(470)	(42)	Environmental Services	(851)	-	
(7,445)	(5,399)	(5,425)	25	Field Services & Depot	(7,366)	-	
(2,017)	(1,338)	(1,298)	(40)	Property Management	(2,021)	15	7
(466)	(310)	(273)	(36)	Street Lighting	(465)	-	
(4,181)	(2,827)	(2,847)	20	Waste Management	(4,142)	-	
909	-	-	-	Less full cost attribution - % admin costs capitalised	909	-	
<b>(660)</b>	<b>9,100</b>	<b>10,428</b>	<b>(1,328)</b>	<b>=Operating Surplus/(Deficit)</b>	<b>(343)</b>	<b>188</b>	
9,437	7,084	7,043	41	Depreciation	9,437	-	
133	-	-	-	Other Non Cash Items	133	-	
<b>9,570</b>	<b>7,084</b>	<b>7,043</b>	<b>41</b>	<b>Plus Non Cash Items in Operating Surplus/(Deficit)</b>	<b>9,570</b>	<b>-</b>	
<b>8,910</b>	<b>16,184</b>	<b>17,472</b>	<b>(1,288)</b>	<b>=Funds Generated from Operating Activities</b>	<b>9,227</b>	<b>188</b>	
-	4,816	4,820	(4)	Amounts Received for New/Upgraded Assets	6,716	-	
294	408	109	300	Proceeds from Disposal of Assets	1,410	-	
<b>294</b>	<b>5,225</b>	<b>4,929</b>	<b>296</b>	<b>Plus Funds Sourced from Capital Activities</b>	<b>8,126</b>	<b>-</b>	
(8,084)	(5,900)	(3,971)	(1,929)	Capital Expenditure on Renewal and Replacement	(10,792)	15	
(5,629)	(8,437)	(7,136)	(1,301)	Capital Expenditure on New and Upgraded Assets	(16,837)	3	
<b>(13,713)</b>	<b>(14,338)</b>	<b>(11,108)</b>	<b>(3,230)</b>	<b>Less Total Capital Expenditure</b>	<b>(27,628)</b>	<b>18</b>	<b>8</b>
212	210	28	182	Plus: Repayments of loan principal by sporting groups	212	-	
<b>212</b>	<b>210</b>	<b>28</b>	<b>182</b>	<b>Plus/(less) funds provided (used) by Investing Activities</b>	<b>212</b>	<b>-</b>	
<b>(4,297)</b>	<b>7,282</b>	<b>11,321</b>	<b>(4,039)</b>	<b>= FUNDING SURPLUS/(REQUIREMENT)</b>	<b>(10,063)</b>	<b>206</b>	
<b>Funded by</b>							
-	(896)	(896)	-	Increase/(Decrease) in Cash & Cash Equivalents	-	-	
-	7,680	9,569	(1,889)	Non Cash Changes in Net Current Assets	3,735	-	
(5,439)	-	-	-	Less: Proceeds from new borrowings	(14,941)	206	
-	-	2,150	(2,150)	Less: Net Movements from Cash Advance Debentures	-	-	
1,143	498	498	-	Plus: Principal repayments of borrowings	1,143	-	
<b>(4,297)</b>	<b>7,282</b>	<b>11,321</b>	<b>(4,039)</b>	<b>=Funding Application/(Source)</b>	<b>(10,063)</b>	<b>206</b>	

Note 1 – Financial Services - \$3,000 unfavourable

Higher than anticipated merchant fees for the processing of payment transactions.

Note 2 – Financial Services – Interest on Borrowings - \$100,000 favourable

Savings on budgeted interest costs due to timing of short-term borrowings.

Note 3 – General Rates - \$17,000 unfavourable

Mandatory rate rebates and successful objections above the original budget provision.

Note 4 – Library Services - \$10,000 favourable

Additional revenue raised from the sale of books and printing fees (\$8,000), and State Library grant (\$2,000).

Note 5 – Development Services - \$100,000 favourable

Due to a delay in the introduction of planning reforms by State Government a higher number of planning applications have been processed than originally anticipated generating additional revenue.

Note 6 – Engineering & Traffic - \$17,000 unfavourable

Additional legal and professional services expenditure including amounts for waste management contract negotiations, commercial disputes and general advice.

Note 7 – Property Management - \$15,000 favourable

Savings on electricity costs (\$41,000) offset by additional COVID related cleaning expenditure (\$25,000).

Note 8 – Capital Expenditure - \$18,000 favourable

Minor net saving on realignment of budgets following the completion of a number of projects.

**City of Holdfast Bay**  
**Capital Expenditure Summary by Budget Item to March 2021**

2020-21 Original Budget \$'000	Year to Date			2020-21 Adopted Forecast \$'000
	Adopted Forecast \$'000	Actual \$'000	Variance \$'000	
(909)	-	-	- Full Cost Attribution	(909)
(830)	(476)	(449)	(26) Information Technology	(830)
(750)	-	(3)	3 Commercial and Economic Enterprises	(750)
(85)	(64)	(66)	1 Brighton Library	(85)
-	(153)	(157)	4 Community Bus	(153)
-	-	(7)	7 Sport and Recreation	(591)
(13)	(13)	(9)	(3) Depot and Stores	(13)
(952)	(629)	(529)	(100) Machinery Operating	(1,341)
(953)	(795)	(648)	(147) Road Construction and Re-seal Program	(953)
(583)	(255)	(267)	13 Footpath Program	(604)
(1,440)	(1,169)	(566)	(603) Stormwater Drainage Program	(1,869)
(11)	(50)	(32)	(18) Traffic Control Construction Program	(50)
(10)	-	(2)	2 Signage Program	(10)
(781)	(661)	(663)	2 Kerb and Water Table Construction Program	(781)
(100)	-	-	- Other Transport - Bus Shelters etc.	(100)
(1,593)	(6,796)	(5,938)	(858) Reserve Improvements Program	(7,850)
(4,013)	(2,629)	(1,496)	(1,133) Land, Buildings and Infrastructure Program	(5,985)
(217)	(177)	(123)	(54) Streetscape Program	(3,883)
(474)	(465)	(146)	(318) Foreshore Improvements Program	(770)
-	(7)	(7)	- Caravan Park - General	(101)
(13,713)	(14,338)	(11,108)	(3,230) Total	(27,628)



**Alwyndor Aged Care  
Funds Statement as at 31 March 2021**

2020-21 Original Budget \$'000	Year to Date				2020-21 Adopted Forecast \$'000	Note
	Forecast YTD \$'000	Actual YTD \$'000	Variance \$'000			
5,107	3,276	3,279	(3)	User Charges	4,417	
10,968	9,203	9,217	(14)	Operating Grants and Subsidies	12,215	
178	164	155	10	Investment Income	189	
3,508	2,402	2,361	41	Reimbursements	3,237	
3,007	1,798	1,802	(4)	Other Income	2,432	
<b>22,768</b>	<b>16,844</b>	<b>16,814</b>	<b>30</b>	<b>Operating Revenue</b>	<b>22,490</b>	<b>1</b>
(15,738)	(11,687)	(11,633)	(54)	Employee Costs - Salaries & Wages	(15,644)	
(6,078)	(4,595)	(4,549)	(46)	Materials, Contracts and Other Expenses	(6,240)	
(90)	(42)	(49)	7	Finance Charges	(56)	
(1,242)	(914)	(915)	0	Depreciation	(1,217)	
<b>(23,147)</b>	<b>(17,238)</b>	<b>(17,146)</b>	<b>(92)</b>	<b>Less Operating Expenditure</b>	<b>(23,157)</b>	<b>2</b>
<b>(379)</b>	<b>(394)</b>	<b>(332)</b>	<b>(62)</b>	<b>=Operating Surplus/(Deficit)</b>	<b>(667)</b>	
1,242	914	915	(0)	Depreciation	1,217	
166	251	167	84	Provisions	294	
<b>1,408</b>	<b>1,165</b>	<b>1,082</b>	<b>83</b>	<b>Plus Non Cash Items in Operating Surplus/(Deficit)</b>	<b>1,511</b>	
<b>1,029</b>	<b>771</b>	<b>750</b>	<b>21</b>	<b>=Funds Generated from Operating Activities</b>	<b>844</b>	
0	(15)	12	(27)	Proceeds from Disposal of Assets	12	
<b>0</b>	<b>(15)</b>	<b>12</b>	<b>(27)</b>	<b>Plus Funds Sourced from Capital Activities</b>	<b>12</b>	
(586)	(574)	(585)	11	Capital Expenditure on New and Upgraded Assets	(1,026)	
<b>(586)</b>	<b>(574)</b>	<b>(585)</b>	<b>11</b>	<b>Less Total Capital Expenditure</b>	<b>(1,026)</b>	
<b>443</b>	<b>181</b>	<b>177</b>	<b>5</b>	<b>= Funding SURPLUS/(REQUIREMENT)</b>	<b>(172)</b>	
				<b>Funded by</b>		
443	181	177	5	Increase/(Decrease) in Cash & Cash Equivalents	(172)	
<b>443</b>	<b>181</b>	<b>177</b>	<b>5</b>	<b>=Funding Application/(Source)</b>	<b>(172)</b>	

**Alwyndor - Notes  
March 2021**

Due to the minor variances between the quarter 2 and quarter 3 periods, no forecast adjustment is proposed for quarter 3.

1 Operating Revenue

Operating Revenue is \$30K unfavourable. Residential services are anticipating a continued decrease in revenue due to resident turnover. Several high funded residents were discharged and it has been challenging to find new residents with similar high needs and funding.

As a part of the initial response to the Royal Commission into Aged Care, Quality and Safety Alwyndor received an additional \$100K Federal funding in March 2021. This amount has helped reduce the full financial impact of the revenue decrease mentioned above.

Support at Home client growth during the quarter is strong. We are meeting the monthly growth targets however the annual target won't be achieved due to lower growth and high discharge rates in the first two quarters.

Therapy and Wellness classes continue to be limited due to COVID-19 room restrictions.

2 Operating Expenditure

The favourable variance of \$92K is mostly due to timing differences for staff leave and contractor invoicing. No change is expected in the year end result from the quarter 2 forecast.

# Attachment 2



BRIGHTON CARAVAN PARK	Actual \$*	Actual \$
	01/07/19 to 31/03/20	01/07/20 to 31/03/21
<b>Revenue From Cabins and Sites</b>		
Oceanview Spa Villas	60,334	58,548
Waterview Villas	156,611	152,460
Seaside Cabins	84,131	65,055
Budget Cabin - No Ensuite	29,047	29,046
Special Access Hillside Cabin	14,794	13,202
Powered Grass Sites	158,867	138,580
Premium Powered Sites	71,799	84,020
Powered Slab Sites	188,020	176,926
Beachfront Powered Grass Sites	97,898	78,844
Sea Breeze Cabins	274,827	274,690
Miscellaneous Income	30,236	34,108
	<u>1,166,565</u>	<u>1,105,480</u>
<b>Earnings Before Interest, Tax and Depreciation (EBITD)</b>	<b>1,166,565</b>	<b>1,105,480</b>
Depreciation	(120,690)	(120,690)
<b>Earnings Before Interest and Tax (EBIT)</b>	<b>1,045,875</b>	<b>984,790</b>
<b>EBIT Margin</b>	<b>89.7%</b>	<b>89.1%</b>

\* Revenue adjusted to 50% from November 2019 to provide comparative with 2020

OCCUPANCY RATES	Actual %	Actual %
	01/07/19 to 29/02/20	01/07/20 to 28/02/21
<b>Accommodation Type</b>		
Cabins	62.52%	64.98%
Sites	65.67%	60.22%
<b>Average Total</b>	<b>64.10%</b>	<b>62.60%</b>

PARTRIDGE STREET CAR PARK	Actual \$	Actual \$
	01/07/19 to 31/03/20	01/07/20 to 31/03/21
Car Parking Revenue	91,260	77,722
Operating Costs	(70,270)	(66,135)
Operating Costs - Property	(23,026)	(27,078)
<b>Earnings Before Interest, Tax and Depreciation (EBITD)</b>	<b>(2,036)</b>	<b>(15,491)</b>
Depreciation	(89,111)	(89,111)
<b>Earnings Before Interest and Tax (EBIT)</b>	<b>(91,147)</b>	<b>(104,602)</b>
<b>EBIT Margin</b>	<b>(99.9%)</b>	<b>(134.6%)</b>

CAR PARK USAGE	Actual No.	Actual No.
	01/07/19 to 29/02/20	01/07/20 to 28/02/21
<b>Car Park</b>		
Eastern Car Park - No. of Transactions	96,888	105,742
Western Car Park - No. of Transactions	83,365	73,535
<b>Total No. of Transactions</b>	<b>180,253</b>	<b>179,277</b>

PARTRIDGE HOUSE	Actual \$	
	01/07/19 to 31/03/20	01/07/20 to 31/03/21
<b>Revenue From Functions and Room Hire</b>		
Wedding Ceremony	43,620	38,795
Funeral Service	66,800	59,770
Private Function	26,735	17,116
Community Benefit Group	24,880	24,450
	162,034	140,131
<b>Operational Costs</b>		
Employment Costs	(83,072)	(84,904)
Repairs and Maintenance	(11,315)	(13,978)
Marketing/Website	(5,671)	(4,498)
Property Operational Costs	(13,751)	(11,839)
Office Operational Costs	(998)	(151)
Electricity	(6,685)	(6,779)
	(121,492)	(122,150)
<b>Earnings Before Interest, Tax and Depreciation (EBITD)</b>	<b>40,542</b>	<b>17,981</b>
Depreciation	(27,817)	(27,817)
<b>Earnings Before Interest and Tax (EBIT)</b>	<b>12,726</b>	<b>(9,835)</b>
<b>EBIT Margin</b>	<b>7.9%</b>	<b>(7.0%)</b>

NUMBER OF EVENTS BY TYPE	Actual No.	
	01/07/19 to 31/03/20	01/07/20 to 31/03/21
<b>Event Type</b>		
Wedding *	25	25
Funeral	75	78
Community Function	255	234
Other Events	65	50
<b>Total Number of Events</b>	<b>420</b>	<b>387</b>
* Wedding income received on a prepayment basis		

# Attachment 3



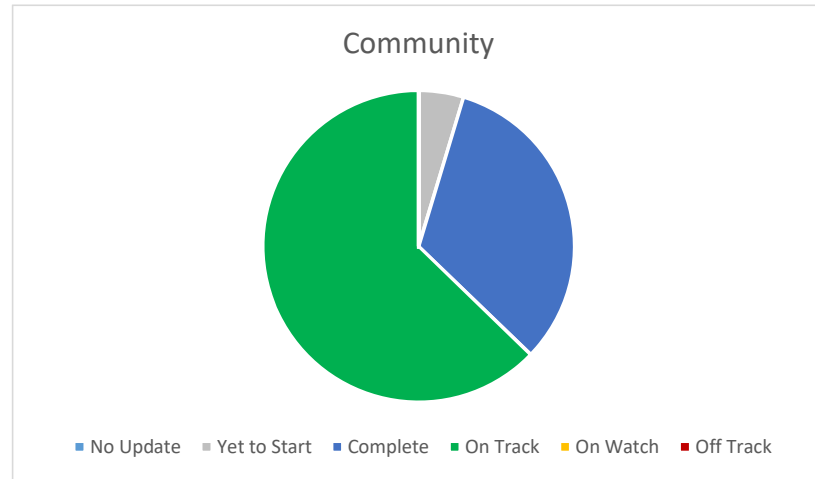
# City of Holdfast Bay - Community - Status Report

As at: March 2021

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**COMMUNITY**  
A healthy, creative,  
connected community



Community Summary		Percent
No Update	0	
Yet to Start	2	5%
Complete	14	33%
On Track	27	63%
On Watch	0	0%
Off Track	0	0%
<b>Total</b>	<b>43</b>	

Community - Carry Forward Capital Works										
Action	Title	Project Status	Project Status De	Project Stage	Responsible Officer	Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT01230	CARRY FORWARD Tennis court Mawson Oval Reserve Brighton	On Track	On Track	Implementation	Mathew Walsh	10/09/2019	30/06/2021		●	CESA has agreed to joint fund the project Onsite works have started and should be completed by June 30 if we have favorable weather.
Community - Capital Works										
ACT01174	Brighton Town Hall - Structure	On Track	On Track	Implementation	Mathew Walsh	14/01/2021	30/06/2021		●	Concrete remediation works being quoted, scheduled to be completed June 2021.
ACT01175	Brighton Town Hall - Services - Mechanical	On Track	On Track	Tendering	Mathew Walsh	1/09/2020	30/07/2021		●	Scoping works, procurement commenced
ACT01176	Brighton Town Hall - Roofing - Gutter & Downpipe	Complete	Complete	Complete	Mathew Walsh	1/11/2020	31/01/2021	25/02/2021	●	Project complete.
ACT01177	Brighton Town Hall - Services - Fire	Complete	Complete	Complete	Mathew Walsh	11/01/2021	31/01/2021	31/01/2021	●	Project complete.
ACT01178	Glenelg North Community Centre - Exterior & Sundries	On Track	On Track	Implementation	Mathew Walsh	1/12/2020	30/06/2021	1/04/2021	●	Works scoped and will be delivered by June 30
ACT01179	Glenelg North Community Centre - Main Hall - Flooring	Complete	Complete	Complete	Mathew Walsh	1/07/2021	29/01/2021	29/01/2021	●	Project complete
ACT01183	South Brighton Community Hall & Dover Tennis Club - Fire - Fire Prevention	Complete	Complete	Implementation	Mathew Walsh	1/07/2020	30/11/2021	27/11/2020	●	
ACT01184	Holdfast Bay Community Centre - Childcare/Kindergym roof, floor, internal, kitchen, cleaners	On Track	On Track	Implementation	Mathew Walsh	2/11/2020	30/06/2021		●	Works have started onsite, completion end of June 2021
ACT01185	Glenelg North Community Centre - Fixtures & Fittings - Cleaners - 20044-12 - Cleaners	Yet to Start	Yet to Start	Yet to Start	Mathew Walsh	1/04/2021	30/05/2021		●	Minor works
ACT01186	Seacliff Youth Centre/Kinder Gym - Fixtures & Fittings - Cleaners - 20053-111 - Cleaners	Complete	Complete	Complete	Mathew Walsh	1/02/2021	30/03/2021	1/04/2021	●	Project is complete, waiting on invoices.

ACT01187	Keelara Club - Fixtures & Fittings - Cleaners - 20071 - 10 - Cleaners	Yet to Start	Yet to Start	Yet to Start	Mathew Walsh	1/04/2021	30/06/2021			Minor works
ACT01188	Glenelg Community Centre - Colley Reserve - Roofing - gutters & downpipes	On Track	On Track	Tendering	Mathew Walsh	1/02/2021	30/06/2021			RFQ closes 13/4/21, project completed by June 30
ACT01189	Glenelg Community Centre - Wall Finish	On Track	On Track	Tendering	Mathew Walsh	1/02/2021	30/06/2021			All works have been bundled together and RFQ closes 13/4 and will be completed June 30.
ACT01190	Partridge House - Mechanical HVAC &/or Extraction - 20048	On Track	On Track	Implementation	Mathew Walsh	1/12/2020	30/05/2021			New HVAC system has been installed. Waiting on acoustic screening to arrive late April.
ACT01191	Seaforth Park - Climbing apparatus incl platform and 2 x slides	Complete	Complete	Complete	Mathew Walsh	1/09/2020	30/05/2021	30/03/2021		Equipment has been installed.
ACT01192	Seaforth Park - Softfall x 2 - chipbark - Seaforth Park and Wattle Reserve	Complete	Complete	Complete	Bill Blyth	1/09/2020	30/03/2021	30/03/2021		
ACT01193	Bowker St Oval Playground	Complete	Complete	Complete	Mathew Walsh	1/07/2020	30/03/2021	30/03/2021		Playground replacement has been deferred. Cricket pitch complete.
ACT01195	Partridge House Driveway and Fencing	On Track	On Track	Implementation	Mathew Walsh	1/08/2020	30/06/2021			Council is now working with property owners located at 34 Partridge to replace the first 10m of fencing only. Driveway works are on hold around bookings
ACT01199	Brighton Oval - Lacrosse Fencing	Complete	Complete	Complete	Mathew Walsh	8/02/2021	30/03/2021	30/03/2021		
ACT01202	Holdfast Community Centre - Car Park Ramp	Complete	Complete	Complete	Mathew Walsh	1/07/2020	30/03/2021	30/03/2021		Project complete
ACT01203	Sutherland Reserve - Toilet Block refurbishment	On Track	On Track	Implementation	Mathew Walsh	1/02/2021	30/06/2021			Works are underway and will be completed late June.
ACT01204	Glenelg Oval - North East Toilet Block - Gutters and Downpipes	Complete	Complete	Complete	Mathew Walsh	7/09/2020	26/02/2021	30/03/2021		

#### Community - New Initiative

Action	Title	Project Status	Project Status De	Project Stage	Responsible Officer	Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT00652	Glenelg Oval Masterplan Stage 1 Holdfast Tennis Club	Complete	Complete	Implementation	Matthew Rechner	1/07/2019	30/12/2020	15/01/2021		
ACT01114	Da Costa Reserve Playspace	On Track	On Track	Implementation	Matthew Rechner	1/07/2020	30/06/2021			Construction is scheduled for March to May 2021. Redevelopment of basketball half court has been contracted separately and has been completed prior to the playspace.



ACT01115	Buffalo Site Redevelopment concept development and detailed design.	On Track	On Track		Matthew Rechner	1/07/2020	30/06/2021		●	Concept design phase is now underway
ACT01116	Glenelg Oval Masterplan Stage 2	On Track	On Track	Design	Matthew Rechner	1/07/2020	30/08/2021		●	Construction is underway and due for completion in August 2021.
ACT01118	Somerton Park Yacht Club Refurbishment	On Track	On Track	Design	Mathew Walsh	1/01/2020	30/08/2021		●	Submitted for DA/Building rules. More than likely will be finished July/August, aligned with clubs sailing off-season.
ACT01119	War Animal Memorial Mural	On Track	On Track	Yet to Start	Matthew Rechner	1/07/2020	31/08/2021		●	The War Animal Memorial commission has been delayed due to the restoration works on the Glenelg Town Hall. Administration have been working with Councillor Bouchee around the scope for the project and a site on the GTH has been selected for the photographic historical install once the restoration works have been completed in July/ August 2021.
ACT01120	Bay Discovery Centre Mawson Display Upgrades	On Track	On Track	Design	Sally Heading	1/02/2021	30/06/2021		●	Project progressing in stages with first installation scheduled for 13 April. Final installation and launch, June 2021.
ACT01124	Street signage dedicated to Victoria Cross Recipients	On Track	On Track	Yet to Start	Sally Heading	1/02/2021	30/05/2021		●	Project with designer, installation scheduled for April/May 2021.
ACT01129	Upgrade of non compliant kerb ramps and bus stops to meet DDA compliance (Year 1)	On Track	On Track	Implementation	Michael de Heus	6/10/2020	30/06/2021		●	Audit completed and designs underway. Some works implemented as part of kerb upgrades.
ACT01134	Dover Square Reserve Improvements	On Track	On Track	Implementation	Matthew Rechner	1/07/2020	30/06/2021		●	Council endorsed the Stage 1 plan at their 10 November 2020 meeting. The upgrades are planned to commence in April.
ACT01137	Redevelopment of Brighton Civic Centre into a community hub	On Track	On Track	Implementation	Ania Karzek	1/07/2020	30/06/2021		●	A contractor was selected and contract awarded in December 2020. A project kick-off meeting was held on 12 January, which a high level project plan agreed. Ideation/Discovery workshops are in progress and a draft return brief is expected in early May.
ACT01143	Audio in Kingston room	On Track	On Track	Tendering	Robert Zanin	1/07/2020	30/06/2021		●	The tender has been issued. Responses are now being reviewed.
ACT01144	Wigley Reserve Playspace and Fitness Hub	Complete	Complete	Implementation	Matthew Rechner	20/01/2020	31/10/2020	30/10/2021	●	Official opening held on Friday 30 October
ACT01145	Upgrade of children's toilets at the Holdfast Bay Community Centre	On Track	On Track	Implementation	Mathew Walsh	1/10/2020	30/06/2021		●	Specifications and tender complete

ACT01146	Brighton North and St Jude Cemeteries - Improvements works	On Track	On Track	Implementation	Bill Blyth	1/07/2020	30/06/2021		●	Various works are now completed at both Cemeteries including, infrastructure upgrades (signage/bins surrounds/benches) Landscaping improvements at North Brighton have been undertaken. Landscaping improvements at St. Judes will be undertaken in April 2021.
ACT01149	Stage 3: Glenelg Town Hall - TBDU, Parlor & Chamber - Structure	On Track	On Track	Implementation	Mathew Walsh	1/12/2020	30/06/2021		●	Stage 2 and 3 underway. Balcony structural steel replacement works in April. Paint stripping and render repairs progressing.
ACT01150	Seacliff Toilet Block	On Track	On Track	Design	Cherie Armfield	21/08/2020	30/06/2021		●	Concept designs have been reviewed and a New Initiative has been included in the budget process for 2021-22 for a detailed design
ACT01152	Glenelg Cricket Club changerooms and toilets	On Track	On Track	Implementation	Rajiv Mouveri	1/07/2020	30/06/2021		●	Upgrade works in progress and is scheduled to complete by June 2021.
ACT01155	Kauri Community and Sports Centre Public Toilets	On Track	On Track	Design	Mathew Walsh	1/12/2020	30/07/2021		●	Assessing options and developing strategy around requirements for contaminated landfill at the preferred location. Costs associated with sewer trenching, testing and auditing higher than expected.

**Community - Carry Forward New Initiative**

Action	Title	Project Status	Project Status De	Project Stage	Responsible Officer	Actual Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT01233	CARRY FORWARD - Disability Access & Inclusion Plan and Four Year Action Plan	Complete	Complete	Complete	Monica Du Plessis	26/08/2019	31/10/2020	31/10/2020	●	Final DAIP registered and placed on website. Action Plan in place.

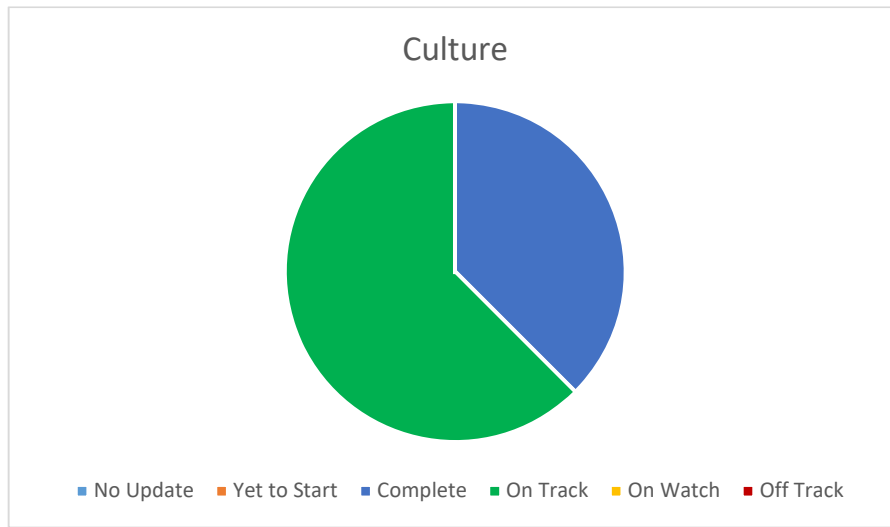
# City of Holdfast Bay - Culture - Status Report

As at: March 2021

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**CULTURE**  
An effective, customer-centred organisation



Culture Summary		Percent
No Update	0	
Yet to Start	0	
Complete	12	38%
On Track	20	63%
On Watch	0	
Off Track	0	
<b>Total</b>	<b>32</b>	



## Culture - Capital Works


Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT01169	Somerton Surf Lifesaving Club - Roller door, café bifold doors	On Track	Implementation	Mathew Walsh	1/10/2020	1/05/2021		●	Roller door replaced, Café doors on order - install was planned for Feb will now be April.
ACT01170	Glenelg Oval - Cricketers' clubrooms and change rooms - Gutters & downpipes	Complete	Complete	Mathew Walsh	1/09/2020	19/02/2021	20/02/2021	●	
ACT01171	Glenelg Library - fitout	On Track	Implementation	Mathew Walsh	30/03/2021	30/06/2021		●	Internal painting complete, working on other elements progressing. Project on track for completion by EOFY
ACT01172	Glenelg Library - Exterior lighting renewal/upgrade	Complete	Complete	Mathew Walsh	1/02/2021	30/03/2021	30/03/2021	●	
ACT01173	Wilton Avenue Office - Dwelling - Bus Coordinators & Home Assist office - Services - Electrical/ Lighting	Complete	Complete	Mathew Walsh	9/09/2020	22/01/2021	22/01/2021	●	Stage 1,2 complete.
ACT01181	Building Audit Remedial works	On Track	Implementation	Mathew Walsh	20/07/2020	30/06/2021		●	Works are progressing and will be completed by June 30
ACT01182	Partridge St East Carpark - Services - Electrical & Lighting - BMS integration	On Track	Implementation	Mathew Walsh	1/09/2020	1/05/2021		●	RFQ completed, Internet issue with NBN and a connection to site. will be resolved and completed by end of April.
ACT01208	Major Plant and Equipment	On Track	Implementation	Michael de Heus	1/07/2020	30/06/2021		●	Program progressing well, All major plant either received or on order. Large sweeper arriving this week. Out to market for water truck.
M01764	Holden Commodore Wagon- Library	Complete	Complete	Michael de Heus	01-Jul-2020	30-Jun-2021	3/12/2020	●	Completed

M01765	SB 01 GX Elevated Work Platform Truck and Boom Hino 717 Medium - Additional Work	On Track	Implementation	Michael de Heus	01-Jul-2020	30-Jun-2021	14/01/2021		EWP attachment refurbished, and will last until full replacement of truck, remaining funds to be put towards Chipper Unit
M01766	SB 26 KO - Johnston Sweeper VT651 truck - City Clean contact David Green.	On Track	Implementation	Michael de Heus	01-Jul-2020	30-Apr-2021			Arriving this week
M01767	Trailer - S779-TBD Traffic Speed Control Trailer purchased 2011	Complete	Complete	Michael de Heus	01-Jul-2020	30-Jun-2021	12/04/2021		NR
M01768	S17 SPC Tennant T15 Power Scrubber Rider	Complete	Complete	Michael de Heus	01-Jul-2020	30-Jun-2021	8/12/2020		Complete
M01769	SB 44 ET - Mitsubishi Fuso Fighter 10.0 swb 6 Sp Water Tanker 4x2 2010 - Trees	On Track	Procurement	Michael de Heus	01-Jul-2020	30-Jun-2021			Out to market
M01770	SB 46 ET - Mitsubishi Fuso Fighter 6.0 Hi Spec Crew Cab Tipper 2010 - Trees	On Track	Procurement	Michael de Heus	01-Jul-2020	30-Jun-2021			On order
M01771	Reelmaster Mower	Complete	Complete	Michael de Heus	01-Jul-2020	30-Jun-2021	12/04/2021		NR - refurbished
M01772	John Deere 1580 Front Mower	On Track	Procurement	Michael de Heus	01-Jul-2020	30-Jun-2021			On order
M01773	John Deere 1580 Front Mower	On Track	Procurement	Michael de Heus	01-Jul-2020	30-Jun-2021			On order
M01774	Walker MDD48 Mower	On Track	Implementation	Michael de Heus	01-Jul-2020	30-Apr-2021			On Order arriving in late April
M01775	S15 AER Vermeer BC 1200XL Wood Chipper	Complete	Complete	Michael de Heus	01-Jul-2020	30-Jun-2021	8/04/2021		Complete
M01776	John Deere TE Model Gator	Complete	Complete	Michael de Heus	01-Jul-2020	30-Jun-2021	8/07/2020		Received
M01777	S23SCV Asura Sweeper	Complete	Complete	Michael de Heus	01-Jul-2020	30-Jun-2021	12/02/2021		complete
ACT01209	Council Chamber Technology Refit and Audio and Mobility	On Track	Design	Robert Zanin	1/07/2020	30/06/2021			Gathering requirements to develop tender documents
ACT01210	Data Centre - Server Infrastructure Maintenance/Replacement DR/BC	On Track	Tendering	Robert Zanin	1/07/2020	30/06/2021			Gathering quotes
ACT01211	Network and Fibre Replacement	On Track		Robert Zanin	1/07/2020	30/06/2021			
ACT01212	Desktop Replacement	On Track	Implementation	Robert Zanin	1/07/2020	30/06/2021			Configuring laptops for deployment
ACT01213	Annual Library Book Replacement	On Track	Implementation	Tania Paull	1/07/2020	30/06/2021			On track to be completed by 30 June 2021
ACT01214	MetroCount 5600 Plus 1MB	Complete	Complete	Michael de Heus	1/07/2020	30/06/2021	30/06/2021		
ACT01215	Ticket Machines - Pay & Display	On Track	Implementation	Adrian Hill	1/07/2020	30/06/2021			Ongoing improvements Upgrading machines antenna and paywave on 2 machines

#### Culture - Carry Forward Capital Works

Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Expected Due Date	Complete Date	Rating	Notes
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ACT01221	CARRY FORWARD Vehicle Replacement Program - Utility Vehicles	Complete	Implementation	Michael de Heus	6/09/2019	28/02/2021	28/02/2021		Complete - all remaining utes replaced
ACT01222	CARRY FORWARD Vehicle Replacement Program - Community Bus	On Track	Review	Michael de Heus	6/09/2019	30/04/2021	30/04/2021		Bus received - processing final invoice for fit out

<b>Culture - New Initiative</b>									
<i>Action</i>	<i>Title</i>	<i>Project Status</i>	<i>Project Stage</i>	<i>Responsible Officer</i>	<i>Start Date</i>	<i>Expected Due Date</i>	<i>Complete Date</i>	<i>Rating</i>	<i>Notes</i>
ACT01139	Digital Transformation	On Track	Design	Robert Zanin	1/07/2020	30/06/2021			Roadmap being developed. Development continuing with ECM, RMS, DXP. Requirements gathering commenced for ECR and Master Data Management.

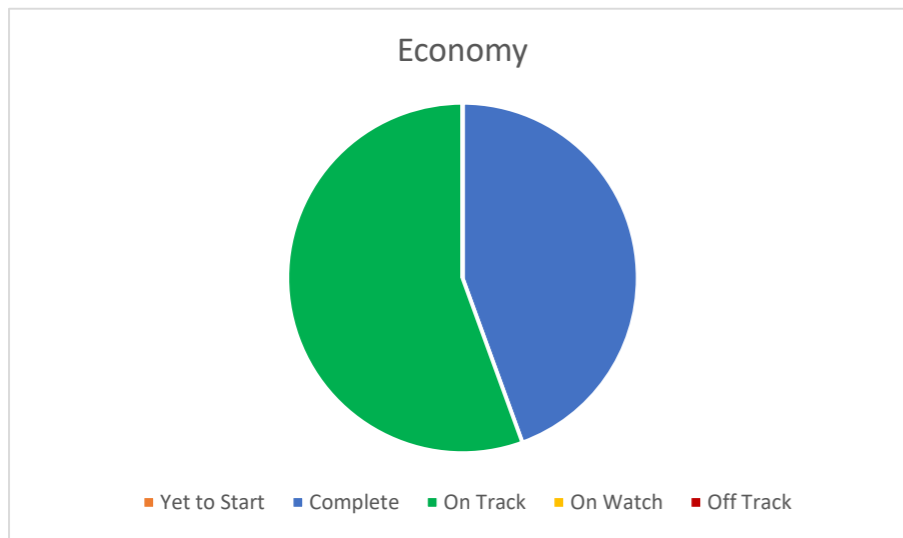
# City of Holdfast Bay - Economy - Status Report

As at: March 2021

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**ECONOMY**  
A diverse and resilient local economy



Economy Summary		Percent
No Update	0	
Yet to Start	0	
Complete	4	44%
On Track	5	56%
On Watch	0	
Off Track	0	
<b>Total</b>	<b>9</b>	

Economy - New Initiative									
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT01121	Jetty Road Glenelg Street Banners	On Track	Design	Sally Heading	3/08/2020	30/06/2021		●	Designs completed. Waiting on DPTI for tram closures. This is delaying the project.
ACT01122	What's on down the Bay signage	On Track	Implementation	Sally Heading	4/08/2020	30/05/2021		●	Installation locations will be: <ul style="list-style-type: none"> <li>• Seacliff, opp Seacliff Hotel</li> <li>• Somerton, south of surf club</li> <li>• The Broadway, next to the kiosk</li> <li>• Pier Street, esplanade</li> </ul> These will be installed by 12 April 2021
ACT01123	Christmas Decorations	Complete	Complete	Sally Heading	3/08/2020	18/12/2020	18/12/2020	●	Project Completed
ACT01125	Kauri Pde Sports Precinct & Buildings WiFi system	Complete	Complete	Mathew Walsh	3/11/2020	31/12/2020	31/12/2020	●	
ACT01126	Brighton Caravan Park - Stage 2 redevelopment (Yr1 of 2)	On Track	Design	Ania Karzek	1/06/2020	30/06/2021		●	A business case and concept design are being developed.
ACT01138	Customer Online Booking and Service Scheduling Experience	On Track	Design	Robert Zanin	1/07/2021	30/06/2021		●	Meetings booked for requirements gathering with key stakeholders across the business and investigation of options for potential options
ACT01151	Kingston Park Kiosk (Year 1 of 2)	On Track	Design	Ania Karzek	1/07/2021	30/06/2021		●	An REOI was released on 6 April 2021 and a briefing for respondents was held on 12 April 2021. The REOI closes on 23 April 2021.

ACT01154	COVID - 19 Economic Recovery Plan	Complete	Complete	Ania Karzek	1/07/2020	30/06/2021	1/07/2021	●	Results of the Citywide Spend and Win competition were reported to Council on 23 February.
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**Economy - Carry Forward New Initiative**

<i>Action</i>	<i>Title</i>	<i>Project Status</i>	<i>Project Stage</i>	<i>Responsible Officer</i>	<i>Start Date</i>	<i>Expected Due Date</i>	<i>Complete Date</i>	<i>Rating</i>	<i>Notes</i>
ACT01226	CARRY FORWARD Glenelg Foreshore Additional Electricity Supply	Complete	Complete	Mathew Walsh	27/09/2019	31/12/2020	31/12/2020	●	

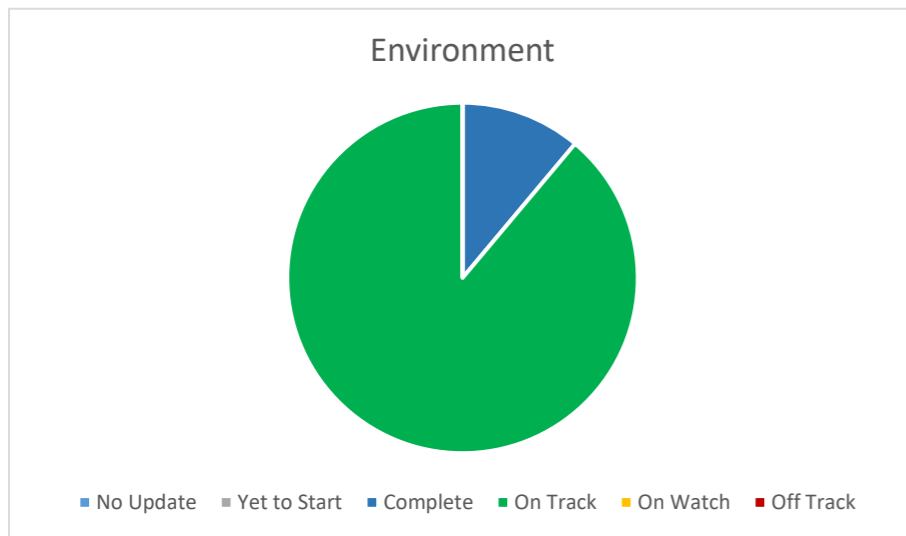
# City of Holdfast Bay - Environment - Status Report

As at: March 2021

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**ENVIRONMENT**  
A community connected  
to our natural environment



Environment Summary		Percent
No Update	0	
Yet to Start	0	0%
Complete	1	11%
On Track	8	89%
On Watch	0	
Off Track	0	
<b>Total</b>	<b>9</b>	

Environment - Carry Forward Capital Works									
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT01231	CARRY FORWARD COASTAL - Glenelg Jetty Repairs	On Track	Design	Michael de Heus	1/01/2021	14/06/2021		●	Structural and defect assessment to be underway, to be completed by mid June.

Environment - New Initiative									
Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT01128	Environmental Strategy: Coastal Adaptation Scoping Study	On Track	Implementation	Alex Gaut	1/12/2020	30/06/2021		●	A consultant has been engaged. They have collated a huge amount of data into a database for us, and produced a fact sheet about the coastal context of Holdfast Bay. They have started looking at case studies of similar sites around Australia. A preliminary risk assessment process is scheduled to commence in April.



ACT01130	Stormwater management plan implementation	On Track	Implementation	Michael de Heus	1/08/2020	30/06/2021			Projects: Whyte St outfall - Design currently underway Wattle St GPT - Completed Rudford St - scoping College Rd (stg 1) - Construction Tender awarded - due to start May Augusta St WSUD - design complete, coordinating with Open Space team - due to start May ANZAC Hwy Car Park WSUD - Design Complete Brighton Cemetery WSUD - Awarding tender TreeNet inlet - ongoing Harrow Rd Outfall upgrade - Under construction Wigley Reserve GPT access - Complete
ACT01132	Gully Masterplan implementation - Year 3 of 5	On Track	Design	Michael de Heus	3/08/2020	30/06/2021			The draft Master Plans are ready for consultation from 15 April. Work in the gullies during this quarter includes weed control, weed tree removal at Gilbertson and Pine Gullies, tree guard removal, watering and brush cutting.
ACT01133	Renewable energy upgrades (solar systems/energy monitoring) and Energy Efficient upgrades Council Facilities	On Track	Tendering	Michael de Heus	1/01/2021	30/07/2021			
ACT01136	Energy efficiency, storage and renewable energy solutions for our Community Centres and Facilities	On Track	Tendering	Mathew Walsh	23/11/2020	30/06/2021			Scope developed , tender for solar installations April.
ACT01140	Install additional 2 Sand groynes	Complete	Complete	Michael de Heus	1/02/2021	30/03/2021	30/03/2021		Sand groynes installation completed
ACT01142	Sturt River Biodiversity Corridor: Fordham Reserve	On Track	Implementation	Michael de Heus	1/10/2020	30/06/2021			Community drop-in was held on 13 March. All residents who attended were very positive. Planting plans are in progress and landscaping RFQ going out in April.

#### Environment - Carry Forward New Initiative

Action	Title	Project Status	Project Stage	Responsible Officer	Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT01223	CARRY FORWARD Convert additional street & park lighting to LED	On Track	Tendering	Mathew Walsh	1/02/2021	30/08/2021			RFT for lighting upgrades underway.

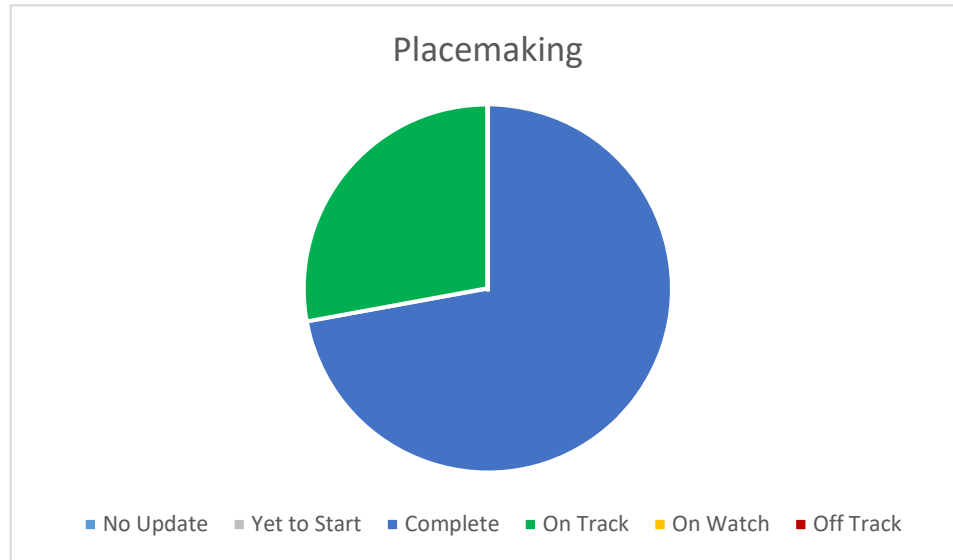
# City of Holdfast Bay - Placemaking - Status Report

As at: March 2021

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



Placemaking Summary		Percent
No Update	0	
Yet to Start	0	0%
Complete	88	72%
On Track	34	28%
On Watch	0	
Off Track	0	0%
<b>Total</b>	<b>122</b>	

Placemaking - Capital Works								
Action	Title	Project Status	Project Stage	Start Date	Expected Due Date	Complete Date	Rating	Notes
ACT01234	ROAD RECONSTRUCTION	Complete	Complete	30/09/2020	31/03/2021	31/03/2021	●	Reconstruction work completed
M01905	Farr Terrace(Short Avenue to Wyatt Street)	Complete	Complete	11/01/2021	28/02/2021	4/11/2020	●	
M01906	Maxwell Terrace(Buttrose Street to Council Boundary)	Deferred	Deferred	15/03/2021	31/05/2021		●	Postponed to 2021
ACT01156	RESEAL	On Track	Implementation	1/08/2020	30/06/2021	30/06/2021	●	Reseal Works in progress and remaining works have been scheduled to completed by June 2021.
M01651	Gridlestone Street	Complete	Complete	11/01/2021	31/03/2021	8/04/2021	●	
M01652	Fairfield Avenue		Deferred	11/01/2021	31/03/2021		●	
M01654	Milton (south end and to Milton)	Complete	Complete	11/01/2021	31/03/2021		●	Deferred until Chapel St works are completed
M01655	Oxford Street	Complete	Complete	11/01/2021	31/03/2021	10/02/2021	●	
M01656	Melbourne St (Old Tapleys Hill Road to Mary Street)	Complete	Complete	11/01/2021	31/03/2021	9/02/2021	●	
M01657	Lucy May Drive (Lipson to end)	Complete	Complete	11/01/2021	31/03/2021	8/04/2021	●	
M01658	Leak Avenue - Blackburn to North End	Complete	Complete	18/01/2021	29/01/2021	8/02/2021	●	
M01659	Marine Street (Esplanade to Tarlton Street)	Complete	Complete	1/01/2021	31/03/2021	10/02/2021	●	
M01660	Maxwell Terrace (Wyatt to Buttrose)	Deferred	Deferred	11/01/2021	31/03/2021		●	Postponed to 2021

M01661	Moten Avenue ( Shannon to Mattner)	Deferred	Deferred	1/01/2021	31/03/2021		●	Deferred to complete with stormwater works
M01662	Kent Street (St Johns Row to Moseley Street)	On Track	Implementation	1/01/2021	30/06/2021		●	
M01663	Oldham Street (Pier to Saltram)	Deferred	Deferred	4/04/2022	30/06/2022		●	Deferred due to Seawall development
M01664	Golflands Terrace( Acacia to Stewart)	Complete	Complete	1/01/2021	31/03/2021	9/02/2021	●	
M01665	MacFarlane Street - Tapleys Hill to Morris)	Complete	Complete	1/08/2020	30/05/2021	8/02/2021	●	
M01666	Trevelion Avenue (Rutland to Edwards	Complete	Complete	11/01/2021	31/03/2021	9/02/2021	●	
M01909	Milton Street (Milton Street to Jetty Road)	Complete	Complete	4/01/2021	31/03/2021	15/01/2021	●	
M01910	Gardiner AvenueCoventry StreetCouncil Boundary	Deferred	Deferred	11/01/2021	30/04/2021		●	Deferred due to City of Marion stormwater works
M01911	MacFarlane Street (Morris Street to Bagshaw Street)	On Track	Implementation	11/01/2021	30/06/2021		●	
ACT01157	Caravan Park - Road Reseal	Deferred	Deferred				●	The project is being integrated with the Caravan Park Redevelopment
ACT01158	PATCHING (5 Sites)	Complete	Complete	1/01/2021	16/02/2021	1/03/2021	●	Road Patching Works completed
M01688	Davenport Terrace (Renown to Arthur)	Complete	Complete	2/11/2020	13/01/2021	13/01/2021	●	
M01689	Keen Avenue (August to Anzac	Complete	Complete	2/11/2020	13/01/2021	13/01/2021	●	
M01690	Stopford Road (Grenfell to Brown)	Complete	Complete	2/11/2020	16/02/2021	16/02/2021	●	
M01691	Cliff ( Diagonal Road to Council Boundary	Complete	Complete	2/11/2020	16/02/2021	16/02/2021	●	
M01692	Stopford Road(Bagshaw Street to Grenfell Street)	Complete	Complete	1/01/2021	16/02/2021	16/02/2021	●	
ACT01159	REJUVINATION (21 pieces)	On Track	Implementation	11/01/2021	31/05/2021		●	The program is on track be completed by May 2021.
M01667	Benny Crescent - Seacombe to Rowe	Complete	Complete	1/03/2021	31/05/2021	26/02/2021	●	
M01668	Benny Crescent - Rowe to Hillview	Complete	Complete	1/03/2021	31/05/2021	26/02/2021	●	
M01670	Bond Street - Salisbury to Scarborough	Complete	Complete	1/03/2021	31/05/2021	30/03/2021	●	
M01671	Harding Street (Diagonal to Peterson	Complete	Complete	1/03/2021	31/05/2021	1/03/2021	●	
M01672	Whyte Street (Tarlton to Skipton	Complete	Complete	1/03/2021	31/05/2022	26/02/2021	●	
M01673	Sexton ( Hastings to Comley	Complete	Complete	1/03/2021	31/05/2021	26/02/2021	●	

M01674	Saki Street ( Salisbury to Scarborough Street)	Complete	Complete	1/03/2021	31/05/2021	1/03/2021	●	
M01675	Hillview Crescent - Tilbrook to Seacombe	Complete	Complete	1/03/2021	31/05/2021	1/03/2021	●	
M01676	Hillview Crescent - Clifford to Benny	Complete	Complete	1/03/2021	31/05/2021	1/03/2021	●	
M01677	Hillview Crescent - Benny to Tilbrook	Complete	Complete	1/03/2021	31/05/2021	1/03/2021	●	
M01678	Mawson Close ( King to House N0 5 and 2)	Complete	Complete	1/03/2021	31/05/2021	1/03/2021	●	
M01679	Flinders Lane ( Sturt to Gregory)	On Track	Implementation	1/03/2021	31/05/2021		●	
M01680	Gray Court ( South end to St Leonards)	Complete	Complete	1/03/2021	31/05/2021	1/03/2021	●	
M01681	Mawson Close - King St to Nos 5&2	Complete	Complete	1/03/2021	31/05/2021	26/02/2021	●	
M01682	Lane N (Yuill Street to High Street	Complete	Complete	1/03/2021	31/05/2021	27/02/2021	●	
M01908	Benny Crescent(Hillview Crescent to Morgan Street)	Complete	Complete	11/01/2021	31/03/2021	26/02/2021	●	
ACT01160	KERB & WATERTABLES program (22 pieces)	Complete	Complete	1/08/2020	30/05/2021	23/03/2021	●	Kerb and Watertable program Works completed
M01704	Blackburn Avenue - Davey to Goldsworthy	Complete	Complete	10/08/2020	24/12/2021	21/12/2020	●	
M01705	Davenport Terrace-Renown to Arthur	Complete	Complete	10/08/2020	30/09/2021	16/09/2020	●	
M01706	Farr Terrace - Short to Wyatt	Complete	Complete	21/09/2020	24/12/2021	31/10/2020	●	
M01707	Keen Avenue (Augusta to Anzac Hwy)	Complete	Complete	1/12/2020	31/03/2021	21/12/2020	●	
M01708	Girdlestone Street - Wilson to Allen	Complete	Complete	5/01/2021	31/03/2021	22/01/2021	●	
M01709	Gray Court -St Leonards to South End	Complete	Complete	11/01/2021	14/05/2021	31/12/2020	●	
M01710	Gardiner Avenue (Coventry to Council Boundary)	Deferred	Deferred	4/01/2021	31/03/2021		●	Deferred due to City of Marion Stormwater works
M01711	Leak Avenue - Blackburn to North End	Complete	Complete	9/11/2020	8/12/2021	21/12/2020	●	
M01712	MacFarlane Street -Morris to Bagshaw)	Complete	Complete	2/11/2020	31/12/2020	23/03/2021	●	
M01713	Stopford Road (Grenfell to Brown)	Complete	Complete	4/01/2021	31/03/2022	12/01/2021	●	
M01714	Maxwell Terrace - Buttrose to Boundary	Complete	Complete	4/01/2021	30/05/2021	18/12/2020	●	
M01715	Milton Street - South end to Milton )	Deferred	Deferred	4/01/2021	31/03/2021	15/01/2021	●	Deferred due to Chapel St works
M01716	Hill View (Benny Crescent to Tilbrook Crescent)	Complete	Complete	4/01/2021	31/03/2021	13/11/2020	●	
M01717	Oxford Street - Eton to Harrow	Complete	Complete	7/12/2020	4/01/2021	20/11/2020	●	

M01718	Trevelion Ave (Ruthland Ave to Edwards St)	Complete	Complete	1/08/2020	30/05/2021	22/01/2021	●	
M01719	Benny Crescent (Seacombe Rd to Rowe St)	Complete	Complete	4/01/2021	31/03/2021	19/11/2020	●	
M01721	Cliff Street (Diagonal Road to Council Boundary)	Complete	Complete	4/01/2021	31/03/2021	12/01/2021	●	
M01722	Harding Street (Diagonal to Peterson)	Complete	Complete	4/01/2021	31/03/2021	3/11/2020	●	
M01723	Sexton Road ( Hastings to Comley)	Complete	Complete	4/01/2021	31/03/2021	3/11/2020	●	
M01724	Chopin Road - Gilbert to Smart	Complete	Complete	19/10/2020	2/11/2021	30/10/2020	●	
M01891	Flinders Lane (Sturt Road to Gregory Street)	Complete	Complete	4/01/2021	31/03/2021	31/12/2020	●	
M01892	Fairfield Avenue ( Whyte Street to College Road)	Complete	Complete	4/01/2021	31/03/2021	1/02/2021	●	
M01893	Melbourne Street (Old Tapleys Hill to RoadMary Street)	Complete	Complete	4/01/2021	31/03/2021	31/12/2020	●	
M01894	Lucy May Drive (Lipson Avenue to End)	Complete	Complete	4/01/2021	31/03/2021	31/12/2020	●	
M01895	Marine Street (Esplanade to Tarlton Street)	Complete	Complete	4/01/2021	31/03/2021	22/01/2021	●	
M01896	Maxwell Terrace(Wyatt Streetto Buttrose Street)	Complete	Complete	4/01/2021	31/03/2021	31/12/2020	●	
M01897	Moten Avenue(Shannon Avenue to Mattner Avenue)	Deferred	Deferred	4/01/2021	31/03/2021		●	Deferred pending stormwater upgrade
M01898	Kent Street(St Johns Row to Moseley Street)	Complete	Complete	4/01/2021	31/03/2021	23/03/2021	●	
M01899	Oldham Street(Pier Street to Saltram Road)	Complete	Complete	4/01/2021	31/03/2021	18/02/2021	●	Scope reduced due to Seawall redevelopment.
M01900	Golflands Terrace ( Acacia Avenue to Stewart Avenue)	Complete	Complete	4/01/2021	31/03/2021	22/01/2021	●	
M01901	507096 - Kerb - DDA Pram Ramps	Complete	Complete	2/11/2020	31/03/2021	23/03/2021	●	
M01912	Stopford Road (Bagshaw Street to Grenfell Street)	Complete	Complete	1/02/2021	30/06/2021	12/01/2021	●	
M01913	Bond Street(Salisbury Street to Scarborough Street)	Complete	Complete	25/01/2021	30/04/2021	20/11/2020	●	
M01914	Stopford Road (Bagshaw Street to Grenfell Street)	Complete	Complete	4/01/2021	28/02/2021	12/01/2021	●	
M01915	Hillview Crescent(Tilbrook Crescent to Seacombe Road)	Complete	Complete	18/01/2021	31/03/2021	28/11/2020	●	
M01916	Hillview Crescent(Clifford Street to Benny Crescent)	Complete	Complete	18/01/2021	31/03/2021	28/11/2020	●	
M01917	Benny Crescent(Hillview Crescent to Morgan Street)	Complete	Complete	18/01/2021	31/03/2021	28/11/2020	●	
M01918	Benny Crescent(Rowe Street to Hillview Crescent)	Complete	Complete	18/01/2021	31/03/2021	28/11/2020	●	
M01919	Milton Street(Milton Street to Jetty Road)	Complete	Complete	18/01/2021	31/03/2021	15/01/2021	●	

M01920	MacFarlane Street (Tapleys Hill Road to Morris Street)	Complete	Complete	16/11/2020	31/12/2020	18/12/2020	●	
ACT01161	BUS SHELTERS (5 pieces)	On Track	Implementation	22/03/2021	18/06/2021		●	Contract has been awarded, the implementation has commenced
M01738	Stop 24 Moseley Street west	On Track	Implementation	22/03/2021	18/06/2021		●	
M01739	Bus Shelter - Stop 25 Moseley Street East	On Track	Implementation	22/03/2021	18/06/2021		●	
M01740	Bus Stop 42 Brighton Road East	On Track	Implementation	22/03/2021	18/06/2021		●	
M01741	580670 - Stop 39 and 41 Davenport Rd West	On Track	Implementation	22/03/2021	18/06/2021		●	
ACT01162	PLAY - Glenelg Foreshore Playspace	On Track	Implementation	1/04/2021	1/06/2021		●	Construction scheduled for May 21
ACT01163	Pipes and Pits (various)	On Track	Implementation	1/08/2020	30/06/2021		●	Includes several projects and ongoing SW upgrades and Customer Request response Projects: Kauri Pde Pit/Pipe - Design update required, design underway Yarrum Gr Pump - Scoping/design upgrade to pump telemetry system Morris Ave - Design complete, tender closing 20 April
ACT01164	FOOTPATHS AND CYCLEWAYS (14 PIECES)	On Track	Implementation	1/08/2020	1/06/2021		●	Most of the work is completed. Only two of the footpaths left to be done.
M01725	Augusta Street - R - Sixth and Keen	On Track	Implementation	1/08/2020	1/06/2021		●	
M01726	Augusta Street - L - Sixth and Keen	Implementation	Implementation	1/08/2020	1/06/2021		●	
M01727	Bristol Place - L - Bristol to End	On Track	Implementation	1/08/2020	1/06/2021		●	
M01728	Colley Terrace - L - Hope and Augusta	On Track	Implementation	1/08/2020	1/06/2021		●	
M01729	Colley Terrace - L - Augusta and Anzac	On Track	Implementation	1/08/2020	1/06/2021		●	
M01730	Coventry Street - L - Sturt and Essex	On Track	Implementation	1/08/2020	1/06/2021		●	
M01731	Fisher Terrace - Jeanes and David	On Track	Implementation	1/08/2020	1/06/2021		●	
M01732	Gilbertson Road 1 - L - Gilbertson and Seacombe	Complete	Complete	26/08/2020	1/06/2021	24/09/2020	●	
M01733	Gilbertson Road 1 - R - Gilbertson and Seacombe	Complete	Complete	26/08/2020	1/06/2021	24/09/2020	●	
M01734	Gilbertson Road 2 - L - Gilbertson and Barnett	Complete	Complete	26/08/2020	1/06/2021	24/09/2020	●	
M01735	Jervois Street - R - Gore and Alison	On Track	Implementation	1/08/2020	1/06/2021		●	
M01736	Rothwell Terrace - L - Hambridge and Tod	Complete	Complete	26/08/2020	1/06/2021	25/09/2020	●	

M01737	Byre Avenue - R - Vincent and Margaret	On Track	Implementation	1/08/2020	1/06/2021		●	
ACT01165	DDA Pram Ramps and Tree Inlets program	On Track	Implementation	1/08/2020	1/06/2021		●	This project is implemented in conjunction with the road seal and kerb works.
ACT01166	Pathway - Bike path Jimmy Melrose Park (outside Broadway Kiosk)	Complete	Complete	1/08/2020	1/06/2021	30/06/2021	●	Have repaired pathway failures
ACT01167	Pat Lock - Water level sensors (system)	Deferred	Deferred				●	Has been combined with other works to improve cost effectiveness and efficiency when lock is dewatered
ACT01168	Street Lighting Renewals (Cygnet Ct/Moseley Sq)	On Track	Tendering	20/11/2020	30/06/2021		●	Tender underway, closes April 23 2021. Project targeted for delivery by June 30.
ACT01180	Kingston Park Coastal Reserve - Toilet Block	Complete	Complete	15/10/2020	29/11/2020	30/11/2020	●	
ACT01194	SIGNS (7 pieces)	Complete	Complete	14/09/2020	23/04/2021		●	Works complete
ACT01196	CCTV - Infrastructure renewal and replacement	On Track	Design	28/04/2021	31/12/2021		●	CCTV replacement has been moved into the LRCI CCTV upgrade project for delivery by 31/12/21
ACT01197	2 x Coastal Ramps -St Johns and Kent St design	Deferred	D	1/09/2020	30/06/2021		●	Looking to incorporate into a urban design of the surrounding areas - Project now sits with strategy team.
ACT01198	Street furniture - benches (various locations x9)	On Track	Implementation	1/08/2021	30/06/2021		●	Seats have arrived and are at the depot Partridge house seating has been refurbished Placement will occur over the coming months
ACT01200	Marine Pde - retaining wall repairs	Complete	Complete	14/09/2021	31/03/2021		●	A boundary survey has has been completed, works not required due to extent of encroachment.
ACT01201	Streetscape Pavement Bars	On Track	Implementation	1/07/2020	30/06/2021		●	Implement as part of overall traffic management program
ACT01205	Coastal showers x 6 Anderson, Holdfast Promenade, Gladstone, Beachouse	On Track	Implementation	2/03/2021	30/04/2021		●	Contract awarded expected completion date end of April.
ACT01206	4 x Stainless steel finish drink fountain with dog - Bellevue, Alfreda St	On Track	Implementation	2/03/2021	30/06/2021		●	Scope changed due to funding. One fountain per site on track to be installed by end of financial year
ACT01207	Wigley Reserve - GPT Screen Repairs	Complete	Complete	1/09/2020	18/12/2020	18/12/2020	●	Damaged GPT screens and supporting infrastructure are now repaired. Project Complete

#### Placemaking - New Initiative

Action	Title	Project Status	Project Stage	Start Date	Expected Due Date	Complete Date	Rating	Notes
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ACT01117	Integrated Transport Strategy Priorities	On Track	Design	1/07/2020	30/06/2021		●	The development of the Integrated Transport Strategy (ITS) is progressing with two workshops held with Elected Members in July and October 2020. Elected Members have now provided guidance on the strategic direction and plan structure. The draft strategy, along with an action plan is currently being developed by administration and will be submitted for Council's consideration 2021. The scope of ITS priorities will be confirmed as part of the action plan and will be recommended for early implementation.
ACT01127	Accelerated footpath repair program	Complete	Complete	1/10/2020	30/06/2021	1/04/2021	●	Original program has been completed. Additional LCRI funds received have allowed the program to expand with a focus around Glenelg.
ACT01131	Additional Inspector Patrols Along the Foreshore	Complete	Complete	1/09/2020	30/04/2021	30/04/2021	●	Patrols completed Fines issued and compliance improved Reviewed for next year
ACT01147	Rugless Terrace Glenelg East, Pedestrian Refuge and Lighting upgrade	Complete	Complete	1/10/2020	30/06/2021	30/03/2021	●	Works completed
ACT01148	Beach Access Sign Replacement Year 1 of 3	On Track	Implementation	1/01/2021	1/06/2021		●	20 signs have been installed along Glenelg beach. Installation program will continue until budget is exhausted
ACT01153	Seacliff beach access safety improvements	On Track	Implementation	1/05/2021	30/06/2021		●	Contractor to commence May 2021

<b>Placemaking - Carry Forward New Initiative</b>								
<b>Action</b>	<b>Title</b>	<b>Project Status</b>	<b>Project Stage</b>	<b>Start Date</b>	<b>Expected Due Date</b>	<b>Complete Date</b>	<b>Rating</b>	<b>Notes</b>
ACT01220	CARRY FORWARD Kingston Park Masterplan Review	On Track	Design	1/07/2019	30/06/2021		●	An extension of the grant was approved in March 2021
ACT01225	CARRY FORWARD FORWARD Traffic control studies	Complete	Complete	2/09/2019	30/12/2020	30/12/2020	●	



ACT01227	CARRY FORWARD Jetty Road Glenelg Masterplan - Stage 1 Construction (Chapel St Plaza and Hindmarsh Lane)	On Track	Implementation	3/02/2020	31/12/2021		●	Stakeholder management commenced regarding the construction commencing on 19 April 2021 and will continue throughout construction. Currently no major issues have been identified by the stakeholders regarding access to their businesses or the construction delivery. Pedestrian access to all businesses will continue. Chapel Street will close to vehicle traffic from 19 April 2021. The licence agreements are progressing with necessary approvals in place.
ACT01228	CARRY FORWARD Buffalo site - Amenity Improvements	Complete	Design	22/07/2019	22/07/2019	30/07/2020	●	Fence was installed around site. This is now a design project.
ACT01229	CARRY FORWARD Jetty Road Brighton Lighting design	Complete	Complete	1/07/2019	30/06/2020	30/12/2021	●	A concept design for the lighting was submitted to Council in December 2020.  A new initiative is being prepared for implementation of the lighting design, for Council's consideration for the 21/22 budget.
ACT01219	CARRY FORWARD Brighton Civic Center- Landscape Upgrade	On Track	Implementation	1/10/2020	30/06/2021		●	Project underway - Irrigation system (including new meter and backflow device) now installed and operational. Phase 1 of landscape upgrades now complete - Garden in front of visitor centre. Phase two to commence at end of feb - garden from visitor centre entry to Brighton Library entry.

Item No: **15.9**

Subject: **NOMINATIONS SOUGHT FOR THE ENVIRONMENT PROTECTION AUTHORITY BOARD**

Date: 27 April 2021

Written By: Team Leader Governance

General Manager: Strategy and Business Services, Ms P Jackson

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### **SUMMARY**

The Local Government Association (LGA) is seeking nominations from a suitably qualified council member or employee of the Council to fill a position on the Environment Protection Authority Board (EPA Board) for a term of three years, commencing 8 August 2021.

Elected Members should consider if they meet the Selection Criteria on the Call for Nominations Information Sheet (Part A) for the position (see Attachment 1).

Any members who wish to be nominated for the position need to have their nomination endorsed by Council prior to submission to the LGA. If Council does not have a nominee it may just note the report.

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### **RECOMMENDATION**

**That Council notes the report.**

**OR**

**That Council nominates Councillor \_\_\_\_\_ for consideration as a Member on the Environment Protection Authority Board.**

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### **COMMUNITY PLAN**

Culture: Supporting excellent, efficient operations.

### **COUNCIL POLICY**

Not Applicable

## **STATUTORY PROVISIONS**

*Environment Protection Act 1993*

## **BACKGROUND**

The Environment Protection Authority Board (EPA Board) is responsible for the governance, strategic planning and pursuit of the Environment Protection Authority's objective, namely to protect human health and the environment by reducing the harmful effects of pollution and waste.

## **REPORT**

There are two LGA nominated positions on the EPA Board, currently held by Dr Helen McDonald (Clare and Gilbert Valleys) and Mark Withers (Port Adelaide Enfield). Mr Withers' term expires on 7 August 2021, and he is eligible for re-appointment.

The EPA Board meets eleven (11) times per year, generally on the morning of the 2nd Tuesday of the month, at the EPA offices in Victoria Square, Adelaide (on-line attendance available). Sitting fees of \$24,000 pa are paid.

The LGA will provide a panel of three (3) nominees from which the Minister will select an appointee. The panel of nominees must include at least one male and one female. The Nominations Committee of the LGA Board of Directors may undertake preliminary consideration of nominees and make recommendations to the LGA Board of Directors. In this case it may undertake interviews and request the details of referees of shortlisted candidates.

The Call for Nominations Information Sheet (Part A) provides further information regarding the position on EPA Board, as well as any selection criteria to be addressed by the nominee. Any nomination by Council requires the Nomination Form (Part B) to be completed and returned to the LGA by close of business 24 May 2021. An up-to-date Curriculum Vitae and a response to the selection criteria (no more than 2 pages) must be supplied by the nominee.

*Refer Attachment 1*

The LGA Secretariat also maintains a Nominees Database, which will record the details of nominees who agree to be considered for other vacancies for a period of 12 months based on the nominees preferences. The Nomination Forms (Part B) request if a nominee wishes to be listed on the database. An Elected Members can consider this if nominated and when completing the appropriate Form.

## **BUDGET**

No budget implications for Council, as sitting fees are paid by the EPA Board.

# Attachment 1



## LGA Appointments and Nominations to Outside Bodies — Call for Nominations

<b>Environment Protection Authority Board</b>	
<b>Governing Statute (if applicable)</b>	Section 14B <i>Environment Protection Act 1993</i>
<b>Purpose/Objective</b>	The Board, amongst other things, is responsible for the governance, strategic planning and pursuit of the Authority's objective, namely to protect human health and the environment by reducing the harmful effects of pollution and waste.
<b>Administrative Details</b>	<p>Eleven (11) meetings held per year generally on the morning of the 2nd Tuesday of the month.</p> <p>Meetings are held at the EPA offices in Victoria Square, Adelaide with on-line attendance available.</p> <p>Annual remuneration is \$24,000.</p>
<b>Selection Criteria (to be addressed by applicant)</b>	<ul style="list-style-type: none"> <li>• Local government knowledge and experience</li> <li>• Senior officer or well-connected elected member</li> <li>• A working knowledge of the Litter and Nuisance Control Act and EPA operations relevant to local government</li> <li>• Proposed approach to engaging with the LGA as a local government nominee to an outside Board.</li> </ul>
<p><i>In accordance with the LGA Appointments and Nominations to Outside Bodies Policy, selection for appointment or nomination to this Outside Body may include the conducting of interviews and checking of referees by the LGA. By applying, the applicant accepts that the LGA may request an interview and/or the details of referees.</i></p>	
<p><b>Liability and indemnity cover</b></p> <p><i>The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.</i></p>	
<p><b>For more information contact:</b> LGA Nominations Coordinator at <a href="mailto:nominationscoordinator@lga.sa.gov.au">nominationscoordinator@lga.sa.gov.au</a> or 8224 2031</p>	

## LGA Appointments and Nominations to Outside Bodies — Nomination Form

### Instructions

*This form:*

- *Must be submitted by a council*
- *Must be emailed in PDF format to [nominationscoordinator@lga.sa.gov.au](mailto:nominationscoordinator@lga.sa.gov.au)*
- *Receipt of nomination will be acknowledged by return email*
- *CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially*

*This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, [available here](#).*

**SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.**

Please refer to the **Call for Nominations** information sheet (Form: PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

### SECTION 1: COUNCIL to complete

Environment Protection Authority Board	
Council Details	
<b>Name of Council submitting the nomination</b>	
<b>Contact details of council officer submitting this form</b>	<b>Name:</b> <b>Position:</b> <b>Email:</b> <b>Phone:</b>
<b>Council meeting minute reference and date</b>	
<b>Nominee Full Name</b>	
elected member <input type="checkbox"/> OR employee of council <input type="checkbox"/> OR employee of local government entity <input type="checkbox"/>	
<i>Note: by submitting this nomination council is recommending the nominee is suitable for the role.</i>	

## SECTION 2: NOMINEE to complete

Environment Protection Authority Board			
Nominee Details			
<b>Name in full</b>			<b>Gender</b>
<b>Home / Postal Address</b>			
<b>Phone</b>		<b>Mobile</b>	
<b>Personal email</b>			
<b>Why are you interested in this role?</b>			
<b>CV</b>	attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
<b>Response to selection criteria (if applicable)</b>  <i>Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.</i>	<i>Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.</i>  attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
<b>Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies on Outside Bodies?</b> Yes <input type="checkbox"/> OR No <input type="checkbox"/> If Yes, please list any fields of interest or Outside Bodies of interest: • _____			
<b>Undertaking:</b>  <i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i>  Yes <input type="checkbox"/> No <input type="checkbox"/>			
Signature of Nominee: _____			

Item No: **15.10**

Subject: **NOMINATIONS SOUGHT FOR THE SOUTH AUSTRALIAN PUBLIC HEALTH COUNCIL**

Date: 27 April 2021

Written By: Team Leader Governance

General Manager: Strategy and Business Services, Ms P Jackson

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### **SUMMARY**

The Local Government Association (LGA) is seeking nominations from a suitably qualified council member or employee of the Council to fill a position on the South Australian Public Health Council (SAPH Council) for a term not exceeding three years, commencing 16 August 2021.

Elected Members should consider if they meet the Selection Criteria on the Call for Nominations Information Sheet (Part A) for the position (see Attachment 1).

Any members who wish to be nominated for the position need to have their nomination endorsed by Council prior to submission to the LGA. If Council does not have a nominee it may just note the report.

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### **RECOMMENDATION**

**That Council notes the report.**

**OR**

**That Council nominates Councillor \_\_\_\_\_ for consideration as a Member on the South Australian Public Health Council.**

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### **COMMUNITY PLAN**

Culture: Supporting excellent, efficient operations.

### **COUNCIL POLICY**

Not Applicable



## **STATUTORY PROVISIONS**

*South Australian Public Health Act 2011*

### **BACKGROUND**

The South Australian Public Health Council's (SAPH Council) primary functions are to assist and advise the Chief Public Health Officer in relation to:

1. protection and promotion of public health;
2. the development and maintenance of a system of strategic planning for public health at the local, regional and State-wide levels;
3. the development of health plans;
4. strategies to ensure that a sufficiently trained and skilled workforce is in place;
5. programs to promote public health research in the State;
6. the preparation of the biennial report; and
7. setting standards and qualifications for authorised officers.

### **REPORT**

There are two LGA nominated positions on SAPH Council, currently held by Mayor Ann Ferguson (Mount Barker), and one vacancy left by Mr Gary Mavrinac (Barossa) when his term expires on 15 August 2021. Mr Mavrinac is eligible for re-appointment.

The SAPH Council meets four (4) times per year generally at SA Public Health head office, Hindmarsh Square, Adelaide, with sitting fees of \$206 per session.

The LGA will provide a panel of five (5) nominees from which the Minister will select an appointee. The panel of nominees must include at least two males and two females. The Nominations Committee of the LGA Board of Directors may undertake preliminary consideration of nominees and make recommendations to the LGA Board of Directors.

The Call for Nominations Information Sheet (Part A) provides further information regarding the position on SAPH Council, as well as any selection criteria to be addressed by the nominee. Any nomination by Council requires the Nomination Form (Part B) to be completed and returned to the LGA by close of business 7 June 2021. An up-to-date Curriculum Vitae and a response to the selection criteria (no more than 2 pages) must be supplied by the nominee.

*Refer Attachment 1*

The LGA Secretariat also maintains a Nominees Database, which will record the details of nominees who agree to be considered for other vacancies for a period of 12 months based on the nominees preferences. The Nomination Forms (Part B) request if a nominee wishes to be listed on the database. An Elected Members can consider this if nominated and when completing the appropriate Form.

**BUDGET**

No budget implications for Council, as sitting fees are paid by the SAPH Council.

**LIFE CYCLE COSTS**

Not applicable.

# Attachment 1



## LGA Appointments and Nominations to Outside Bodies — Call for Nominations

<b>South Australian Public Health Council</b>	
<b>Governing Statute (if applicable)</b>	Section 27(1)(b)(i) South Australian Public Health Act 2011
<b>Purpose/Objective</b>	<p>To assist and advise the Chief Public Health Officer in relation to:</p> <ul style="list-style-type: none"> <li>(i) protection and promotion of public health</li> <li>(ii) the development and maintenance of a system of strategic planning for public health at the local, regional and State-wide levels,</li> <li>(iii) the development of health plans,</li> <li>(iv) strategies to ensure that a sufficiently trained and skilled workforce is in place</li> <li>(v) programs to promote public health research in the State</li> <li>(vi) the preparation of the biennial report</li> <li>(vii) setting standards and qualifications for authorised officers.</li> </ul>
<b>Administrative Details</b>	<p>Four meetings held per year at SA Public Health head office</p> <p>Sitting fee of \$206 / session</p>
<b>Selection Criteria (to be addressed by applicant)</b>	<ul style="list-style-type: none"> <li>• Local government knowledge and experience</li> <li>• Demonstrated experience in 2 or more aspects of the purposes (<i>listed above</i>)</li> </ul>
<p><b>Liability and indemnity cover</b></p> <p><i>The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.</i></p>	
<p><b>For more information contact:</b> LGA Nominations Coordinator at <a href="mailto:nominationscoordinator@lga.sa.gov.au">nominationscoordinator@lga.sa.gov.au</a> or 8224 2000</p>	

**PART B**

## LGA Appointments and Nominations to Outside Bodies — Nomination Form

**Instructions**

*This form:*

- *Must be submitted by a council*
- *Must be emailed in PDF format to [nominationscoordinator@lga.sa.gov.au](mailto:nominationscoordinator@lga.sa.gov.au)*
- *Receipt of nomination will be acknowledged by return email*
- *CV and response to selection criteria (if applicable) may be emailed separately by the nominee and will be treated confidentially*

*This nomination form fulfils the requirements of the LGAs Appointments and Nominations to Outside Bodies Policy, [available here](#).*

**SECTION 1 to be completed by Council, SECTION 2 to be completed by Nominee.**

Please refer to the **Call for Nominations** information sheet (PART A) for details of the Outside Body and the selection criteria to be met by the nominee.

### SECTION 1: COUNCIL to complete

South Australian Public Health Council	
Council Details	
<b>Name of Council submitting the nomination</b>	
<b>Contact details of council officer submitting this form</b>	<b>Name:</b> <b>Position:</b> <b>Email:</b> <b>Phone:</b>
<b>Council meeting minute reference and date</b>	
<b>Nominee Full Name</b>	
elected member <input type="checkbox"/> OR employee of council <input type="checkbox"/> OR employee of local government entity <input type="checkbox"/>	
<i>Note: by submitting this nomination council is recommending the nominee is suitable for the role.</i>	

## SECTION 2: NOMINEE to complete

South Australian Public Health Council			
Nominee Details			
<b>Name in full</b>			<b>Gender</b>
<b>Home / Postal Address</b>			
<b>Phone</b>		<b>Mobile</b>	
<b>Personal Email</b>			
<b>Why are you interested in this role?</b>			
<b>CV</b>	attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
<b>Response to selection criteria (if applicable)</b>  <i>Please refer to the Call for Nominations information sheet for the selection criteria to be addressed.</i>	<i>Nominee to provide response to selection criteria (of no more than 2 pages) for consideration by the LGA Board of Directors.</i>  attached <input type="checkbox"/> OR forwarding separately <input type="checkbox"/>		
<b>Do you agree for your details to be retained on the LGA Nominees Database for a period of 12 months in order to be considered for other vacancies on Outside Bodies?</b> Yes <input type="checkbox"/> OR No <input type="checkbox"/> If Yes, please list any fields of interest or Outside Bodies of interest: • _____			
<b>Undertaking:</b> <i>The LGA Board resolved in January 2015 to ensure that appointees to external Boards and Committees remain current local government members or officers. If you leave local government for any reason during the term of your appointment, are you prepared to resign your appointment if requested to do so by the LGA?</i> Yes <input type="checkbox"/> No <input type="checkbox"/>			
Signature of Nominee: _____			

Item No: **15.110**

Subject: **BUFFALO SITE CONCEPTS FOR COMMUNITY ENGAGEMENT**

Date: 27 April 2021

Written By: Team Leader, Sport and Recreation Planning

General Manager: Community Services, Ms M Lock

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## **SUMMARY**

The removal of the HMS Buffalo replica from Wigley Reserve created an opportunity for this space to be reinvigorated and repurposed for community use. Phase one of the engagement was conducted between 29 November to 19 December 2019, seeking initial feedback from the community and key stakeholders about how they would like to use this space in the future.

Since 'Phase one', the engagement results have been refined into two high level concept options detailed in this report. The aim of these concept options are to engage and refine the key elements of reinvigorating the space prior to entering into detailed design phase.

It is recommended the two concepts presented in this report are used for community consultation. Once consultation has concluded, the results will be used to refine into one concept with high level costs to be presented back to Council for consideration.

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## **RECOMMENDATION**

### **That Council**

- 1. notes the two concept options of the revitalisation of the Old Buffalo site for the purposes of community consultation;**
  - 2. approves administration to undertake community consultation based on the two concept options; and**
  - 3. notes that a new initiative for detailed design has been submitted for consideration, as part of the draft 2021-22 annual budget process, to provide 50% matched funding of \$100,000 for the Department of Infrastructure and Transport's Places for People Program grant submission.**
-

**COMMUNITY PLAN**

Placemaking: Creating lively and safe places

Placemaking: Developing walkable connected neighbourhoods

Placemaking: Building character and celebrating history

Community: Building a healthy, active and resilient community

Community: Celebrating culture and diversity

Community: Providing welcoming and accessible facilities

Community: Fostering an engaged and contributing community

Economy: Supporting and growing local business

Economy: Boosting our visitor economy

**COUNCIL POLICY**

Not Applicable.

**STATUTORY PROVISIONS**

Not Applicable.

**BACKGROUND**

The HMS Buffalo replica was removed from Wigley Reserve in 2019 and the space left by the removal is vacant and inaccessible by the community. The high profile site has deteriorated over time and is now a pit collecting debris and waste with no purpose or function. For safety purposes, Council installed wooden posts and galvanized metal panel fence around this section of the Buffalo site costing approximately \$15,000 as a temporary fix until plans for the site are determined. This space has created an opportunity to reinvigorate and re-purpose for the community to enjoy.

Engagement was undertaken as 'Phase One' in 2019 to identify key themes regarding the look and use of this space into the future. Feedback received from this first phase of engagement demonstrated that respondents would like to see this space repurposed for the benefit of children and young families, adults and visitors to the area. In particular, there was a high level of community interest for the old Buffalo site to be reinvigorated into a space for eating and drinking with the inclusion of café or restaurant, recreation and leisure activities including water access or a natural open space and landscaping/vegetation, natural shade, seating and BBQs.

On 11 February 2020 Council resolved (Motion C110220/1734):

- 1. That Council notes the findings from phase one of community engagement;*
- 2. That Council endorses Administration to submit a funding application for the DPTI "Places for People" grant to receive matched funding for development of concept and detail designs - \$75,000; and*



*3. That Council notes a new initiative has been submitted by Administration, including the results of the consultation for consideration, as part of the draft 2020/21 annual budget process, to provide for the required 50% matched funding.*

Council was unsuccessful in the funding application however \$75,000 was allocated in the 2020-2021 annual business plan. This project budget has been used to proceed with the creation of two concept designs to share with the community for phase two community engagement. Detailed design is currently unfunded.

The investment into the nearby redevelopment of the Wigley Reserve Playspace has attracted many more visitors to this site and as such, a well-planned repurposing of the Old Buffalo site becoming more pertinent.

## **REPORT**

The redevelopment of the old Buffalo site will complete the upgrade of this highly valued community space which is becoming more prevalent with adjacent developments, located amongst high and medium density housing. The project will:

- improve accessibility and safety
- improve open space and neighbourhood connectivity
- validate existing community support and consultation
- revitalise a public space that is important to social, cultural and economic life of the community
- be innovative with creative design processes and outcomes to create a unique, well-designed and sustainable public space

The site is defined as a high risk Aboriginal heritage site which identifies both cultural and archaeological significance of the area and surrounds. This provides opportunities to strengthen partnerships with Kurna and work through co-design acknowledging both Aboriginal and European cultural heritage concurrently.

## **Concepts**

Refer to Attachment 1 Concept Proposal for site features, site plans, elevations and 3D visualisations of 2 concepts proposed to be utilised for community engagement.

*Refer to Attachment 1*

Option 1 aims to be a civic space that promotes an actively engaged experience for the community. Key moves of this concept include removing existing public toilets and incorporating new toilets into a new kiosk facility with the ability to host a larger capacity of people. Option 1 proposes to remove the tram, with the intention to instigate discussion through consultation.

Option 2 reflects a series of cultural and natural experiences embedded in the landscape. Option 2 proposes to integrate the tram on site by relocating to compliment a new smaller capacity kiosk. The existing public toilets remain in their current location, servicing both kiosk and playspace.

Both options illustrate realignment of car parking and bicycle lane, inclusion of a kiosk, service access for events and the inclusion of public toilets. Cultural and historic elements will be applied and included in the final draft concept following consultation. Both options provide opportunity to facilitate cultural and historic features. In addition, both options create more useable and functional open space through the removal of off-street parking and the utilisation of space currently inaccessible where the Buffalo replica area was.

### **Community Consultation**

It is proposed that community consultation on the design concepts will be undertaken mid-May 2021 and will be open for three and a half weeks. To collect the views of Council, administration and the greater community, consultation will include:

- Two onsite community drop in sessions with the architects, dates to be confirmed
- Access to online interactive engagement tools through Council website
- Drop in sessions for internal staff and Councillors at Brighton Civic Centre

Consultation will be promoted through:

- A registered user update via email to those who participated in phase 1 engagement
- Corflutes on site
- City of Holdfast Bay social media
- Newsfeeds and City of Holdfast Bay corporate and engagement sites
- Notification to nearby schools, businesses, residents and relevant organisations and state government departments (e.g. Department for Environment and Water)

Community consultation will involve the presentation of the two concepts, seeking feedback and preferences on elements and features as numbered in the attached concepts.

Opportunities for feedback include:

- The realignment of the tram (included in Option 2)
- Removal of the tram (as proposed in Option 1)
- Site naming options previously determined by Council
- Shade and natural environment offerings
- Size and scale of food and beverage offering
- Interaction and access to water
- Art and cultural opportunities within each concept
- The space and how it can be used for events

### **Grant Submission**

Administration has submitted a funding application to the State Government Department Infrastructure and Transport's Planning and Development Fund (Places for People Grant Program) for detail design of the old Buffalo site. The program's objective is to create or revitalise public spaces that are important to social, cultural and economic life of the community and to support innovative and creative design processes and outcomes to create unique and well-designed and sustainable public places.

Council's 2020-2021 budget includes \$75,000 for concept design. The application for detailed design is seeking \$100,000 from the funding program, which is subject to matched funding of \$100,000 in the 2021-2022 draft budget process.

Successful applicants of the Places for People Grant Program will be announced in June 2021. If successful, 18 months will be provided to complete detailed design drawings, ready for construction.

### **Next Steps**

Following Council consideration of this report, it is proposed that consultation will commence mid-May 2021. The results of this engagement will be collated and the concept designs will be refined into one concept based on the feedback received. A final draft concept with high level costs for detailed design and implementation will then be presented to Council for consideration and endorsement to finalise.

Detailed design will commence in 2021-2022 subject to the project being successful in receiving funding through the Places for People Grant program and Council's 2021-2022 draft budget process.

### **BUDGET**

2020-2021 Annual Business Plan includes \$75,000 for concept development and community consultation on the two options.

A new initiative for detailed design has been submitted for consideration, as part of the draft 2021-2022 annual budget process to provide 50% matched funding of \$100,000 for the Department of Infrastructure and Transport's Places for People Program grant submission.

### **LIFE CYCLE COSTS**

Not Applicable.

# Attachment 1



# REVITALISATION OF THE OLD BUFFALO SITE CONCEPT PROPOSAL





Project Delivery Partner:

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**Document Control**

File Name: 2096\_Old Buffalo\_Concept Proposal

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**Prepared for**

City of Holdfast Bay  
PO Box 19  
Brighton SA 5048

Issue	Description	Date	Client
B	Concept Proposal	01/04/2021	City of Holdfast Bay

**Acknowledgement of Country**

City Collective acknowledges that this work is situated on the traditional lands of the Kurna people and recognise the Kurna people as the traditional owners and custodians of the land. We respect the spiritual relationship with Country that has developed over thousands of years, and the cultural heritage and beliefs that remain important to the Kurna People today.

# TABLE OF CONTENTS

## 5 MASTER PLAN OPTIONS

### 6 OPTION 01:

- 7 4 KEY DESIGN STRATEGIES
- 8 SITE FEATURES
- 9 MATERIALS
- 10 SITE PLAN
- 11 CONTEXT ELEVATION
- 12 3D VISUALISATION

### 15 OPTION 02:

- 16 4 KEY DESIGN STRATEGIES
- 17 SITE FEATURES
- 18 MATERIALS
- 19 SITE PLAN
- 20 SITE ELEVATION
- 21 3D VISUALISATION

**YOUR VISION,  
YOUR FUTURE**



# MASTER PLAN OPTIONS

The Old Buffalo Site project has the opportunity to **enhance the overall experience** of the recreational precinct for **tourist and community users**. Responding to feedback from the City of Holdfast bay, **multiple strategic designs** have been developed that offer **unique amenity** for visitors, provide the opportunity to **up scale events** within the precinct and **strengthen the cultural and historic memory lines** of the site. Delivering a high quality benchmark for community recreational and leisure precincts, the revitalised Old Buffalo site will ultimately **increase accessibility** and **connections** to site features that the community will be proud to call their own and visitors will seek out as a **destination in its own right**.



## MASTER PLAN #1

A CIVIC SPACE THAT PROMOTES AN ACTIVELY ENGAGED EXPERIENCE FOR THE COMMUNITY

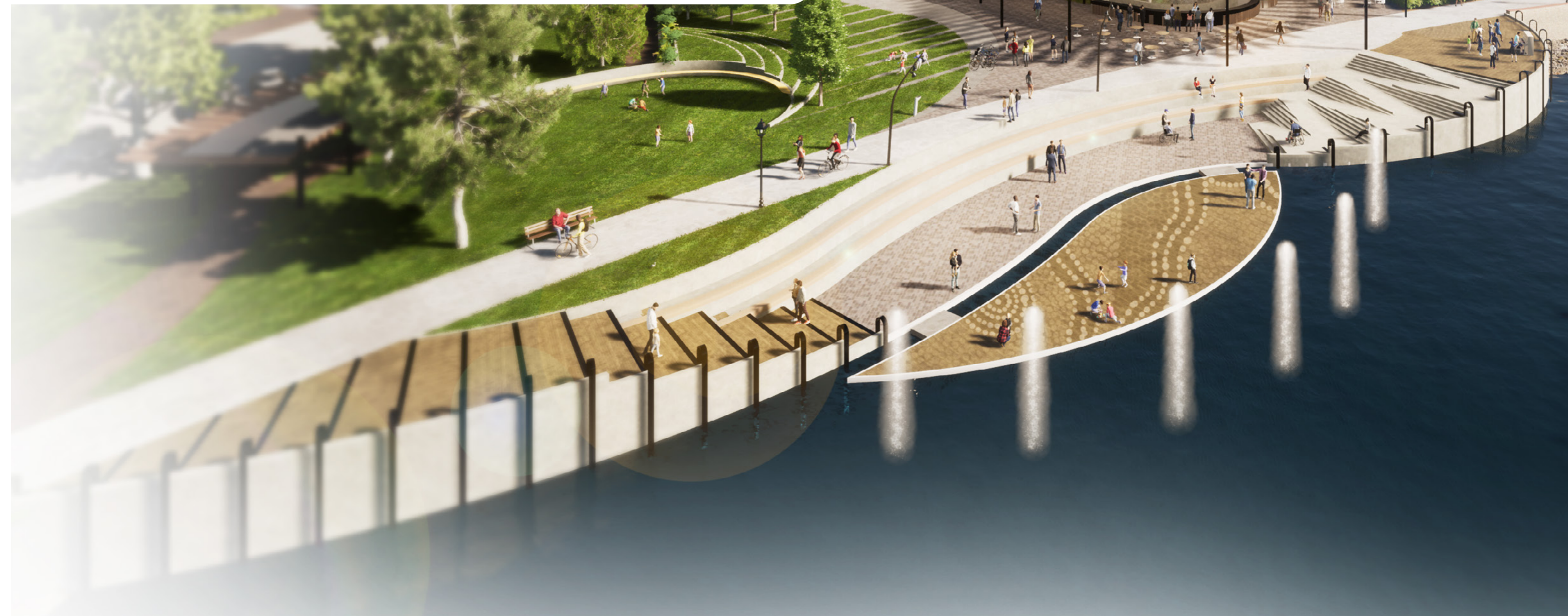


## MASTER PLAN #2

A SERIES OF CULTURAL & NATURAL EXPERIENCES EMBEDDED IN THE LANDSCAPE

# THE VISION FOR THE OLD BUFFALO SITE OPTION 01

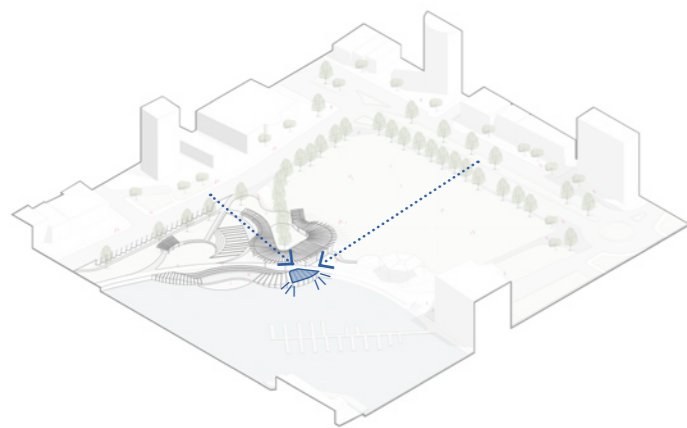
The vision for the Revitalisation of the Old Buffalo Site is to create an **iconic human destination** for Glenelg which **celebrates the historic cultural significance** of the site and embraces **inclusive accessibility and opportunity**. Option 1 for the Revitalisation is underpinned by a series of spaces that support **events and activation opportunities**, creating a **civic focal point** within the community, **enticing visitors in**.



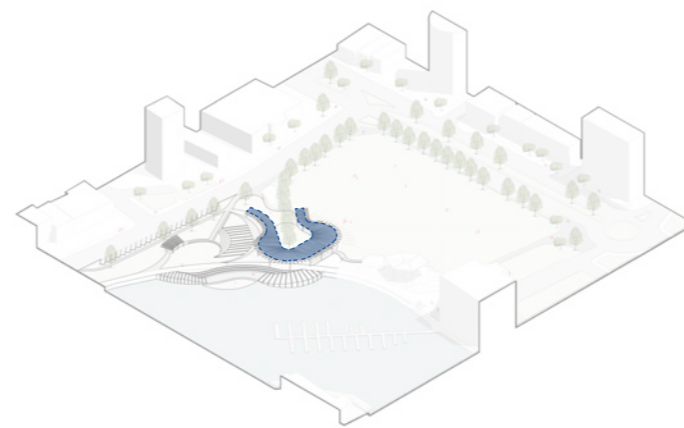
# FOUR KEY DESIGN STRATEGIES

## OPTION 01

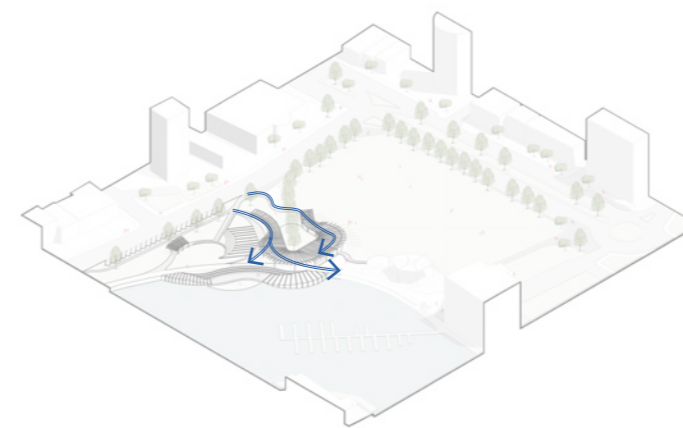
With the development of the Revitalisation of the Old Buffalo Site, **four key site-wide design strategies** have been identified to accomplish a **successful outcome** for all **stakeholders** and the **community**. These design strategies prioritise cultivating a quality experience that fosters **urban connections, activation, accessibility and inclusivity** throughout the precinct.



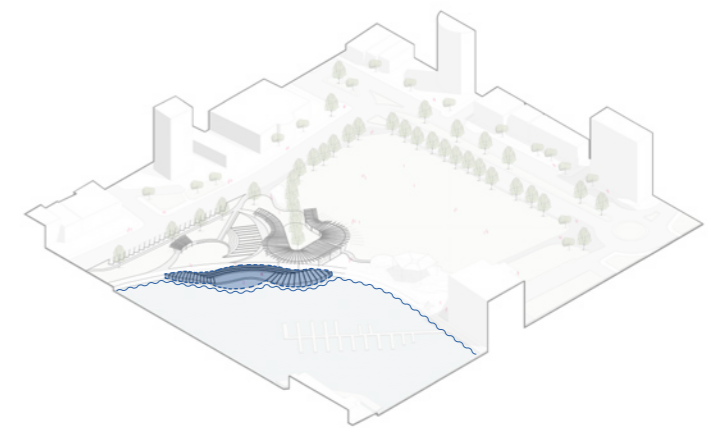
IDENTIFY **PRIMARY FOCAL POINT** WITHIN THE SITE, VISIBLE FROM **KEY SIGHTLINES** WITHIN THE **PRECINCT**



CREATE A UNIQUE **CIVIC MARKER** THAT IS **IDENTIFIABLE** WITHIN THE PRECINCT & **SUPPORTS COMMUNITY EVENTS**



DEFINE A SERIES OF **USER EXPERIENCES** THAT **INVITE THE COMMUNITY TO ENGAGE** WITH **EVENT SPACE**



**RE-ESTABLISH A CONNECTION** WITH THE **WATER** WITH A **TIDAL & CULTURAL BOARDWALK EXPERIENCE**

# SITE FEATURES: OPTION 01



**01 Kiosk**  
Establish a 45m<sup>2</sup> kiosk with canopy as a civic marker that draws people to the site.



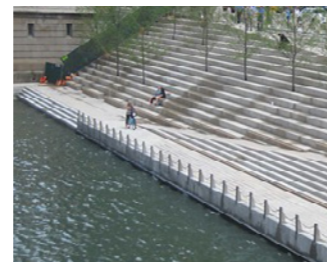
**03 Cultural Opportunities**  
Build a cultural timeline into the site which can be used as an educational tool and a linkage to other historic reference points throughout the precinct and wider Glenelg & Holdfast Bay area.



**05 Connectivity**  
Simplify and enhance the shore form encouraging movement from north to south west by pedestrians and bicycles.



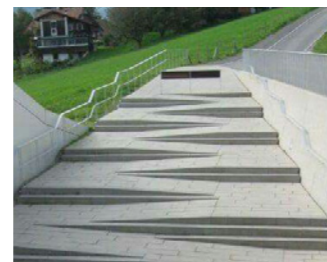
**07 Existing Site Conditions**  
The Wigley Reserve precinct is characterised by its well established trees and vegetation and the intent is to maintain these conditions to the south east of any new structure.



**02 Access to Water**  
Re-establish the sites connection to water with a cultural boardwalk experience.



**04 Car Parking**  
Enhance open space by moving the car park elsewhere, creating greater connectivity, safety and sight lines.

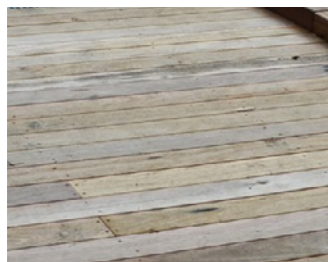


**06 Accessibility**  
As a minimum standard, all facilities and open spaces related to Council's 'Disability Access Inclusion Plan' will meet DDA compliant access throughout, offering respect and comfort to users of all abilities.



**Proposed Site Plan**  
Scale: 1:1250 @ A3

# LANDSCAPE MATERIAL PALETTE: OPTION 01



**01 Timber Decking**  
Class 1 durability  
hardwood, spotted gum



**02 In-Situ Wall**  
Formed in-situ concrete  
with skate-stops as  
necessary



**03 Pre-Cast Concrete Paver**  
Pre-cast concrete - Adbri  
Havenbrick



**04 Pre-Cast Concrete Paver**  
Boral keypave in clinker  
red



**05 Pre-Cast Concrete Paver**  
Permeable pre-cast  
concrete heavy duty  
interlocking 'tri-hex'  
paving



**06 In-Situ Concrete**  
Lightly washed exposed  
aggregate concrete



**07 Wayfinding Signage**  
Coastal grade finish,  
vinyl based lettering  
and images, re-useable  
structure in line with  
council style guide



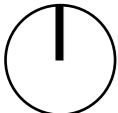
**08 Power Bollard**  
Pedestal pole, double  
sided with two lockable  
doors



**Proposed Site Plan**  
Scale: 1:1250 @ A3

**Key**

- 1. CYCLING / RUNNING TRACK
- 2. EVENT SPACE
- 3. KIOSK (45M<sup>2</sup>)
- 4. KIOSK SEATING (300M<sup>2</sup>)
- 5. NEW PUBLIC BATHROOMS
- 6. DUNE LOUNGE
- 7. SERVICE VEHICLE ACCESS
- 8. PROMENADE
- 9. CAR PARK (APPROX 23 SPACES)
- 10. BIKE LANE BYPASS
- 11. CANOPY ABOVE
- 12. EXISTING PLAYGROUND
- 13. EXISTING WAR MEMORIAL
- 14. ENTRY SIGNAGE
- 15. DDA CARPARKS
- 16. ACCESS RAMP
- 17. VIEWING PLATFORM
- 18. TRAM RELOCATED OFF SITE
- 19. PUBLIC BATHROOMS RELOCATED
- 20. SHORELINE RE-ALIGNMENT
- 21. FEATURE CONCRETE PATTERN



**Proposed Site Plan**

Scale: 1:1250 @ A3

# PRELIMINARY CONCEPT CONTEXT ELEVATIONS



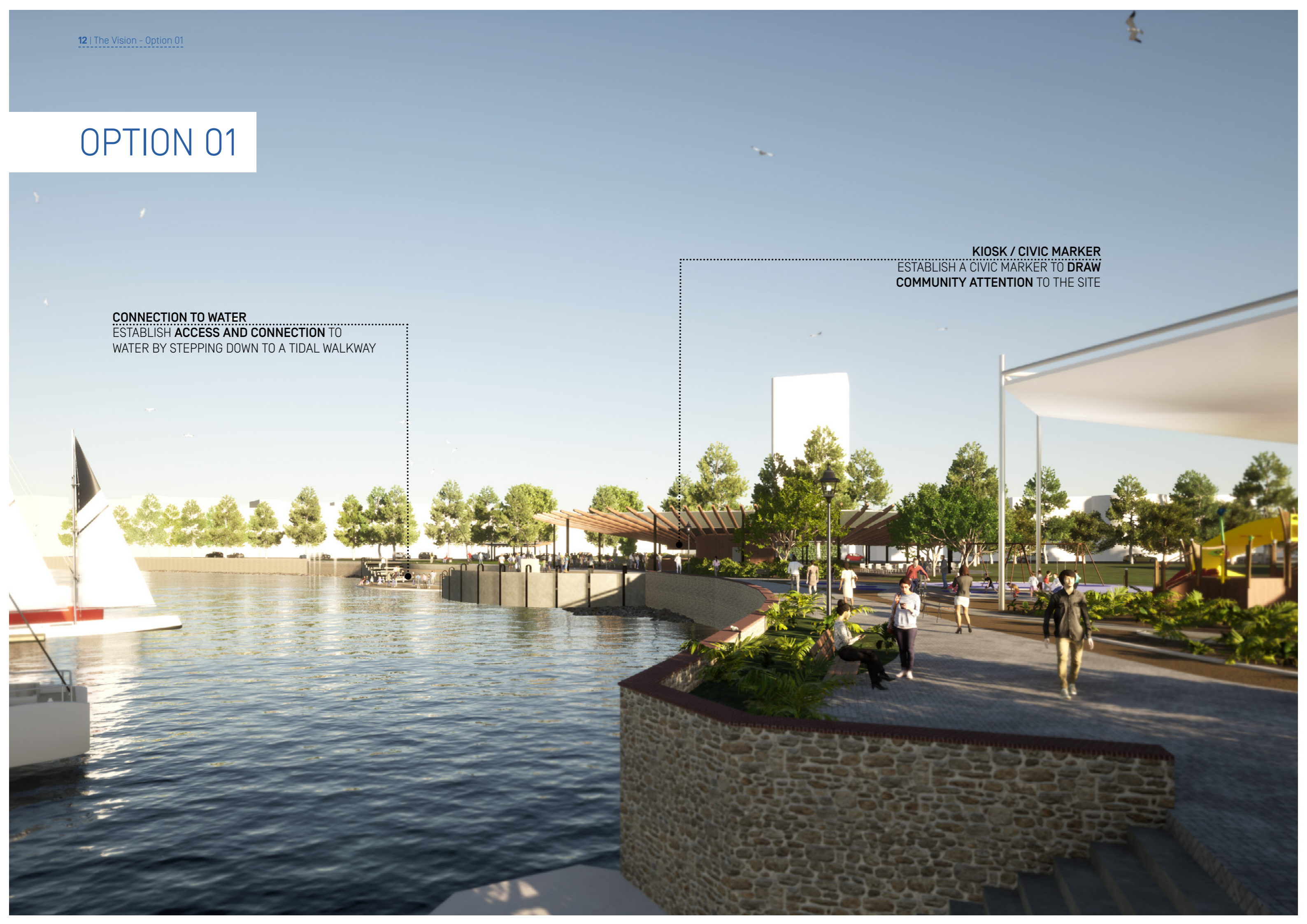
Site Section

Scale: 1:500 @ A3

# OPTION 01

**CONNECTION TO WATER**  
ESTABLISH ACCESS AND CONNECTION TO  
WATER BY STEPPING DOWN TO A TIDAL WALKWAY

**KIOSK / CIVIC MARKER**  
ESTABLISH A 'CIVIC MARKER' TO DRAW  
COMMUNITY ATTENTION TO THE SITE





# OPTION 1

**KIOSK / CIVIC MARKER**  
ESTABLISH A CIVIC MARKER TO **DRAW**  
COMMUNITY ATTENTION TO THE SITE

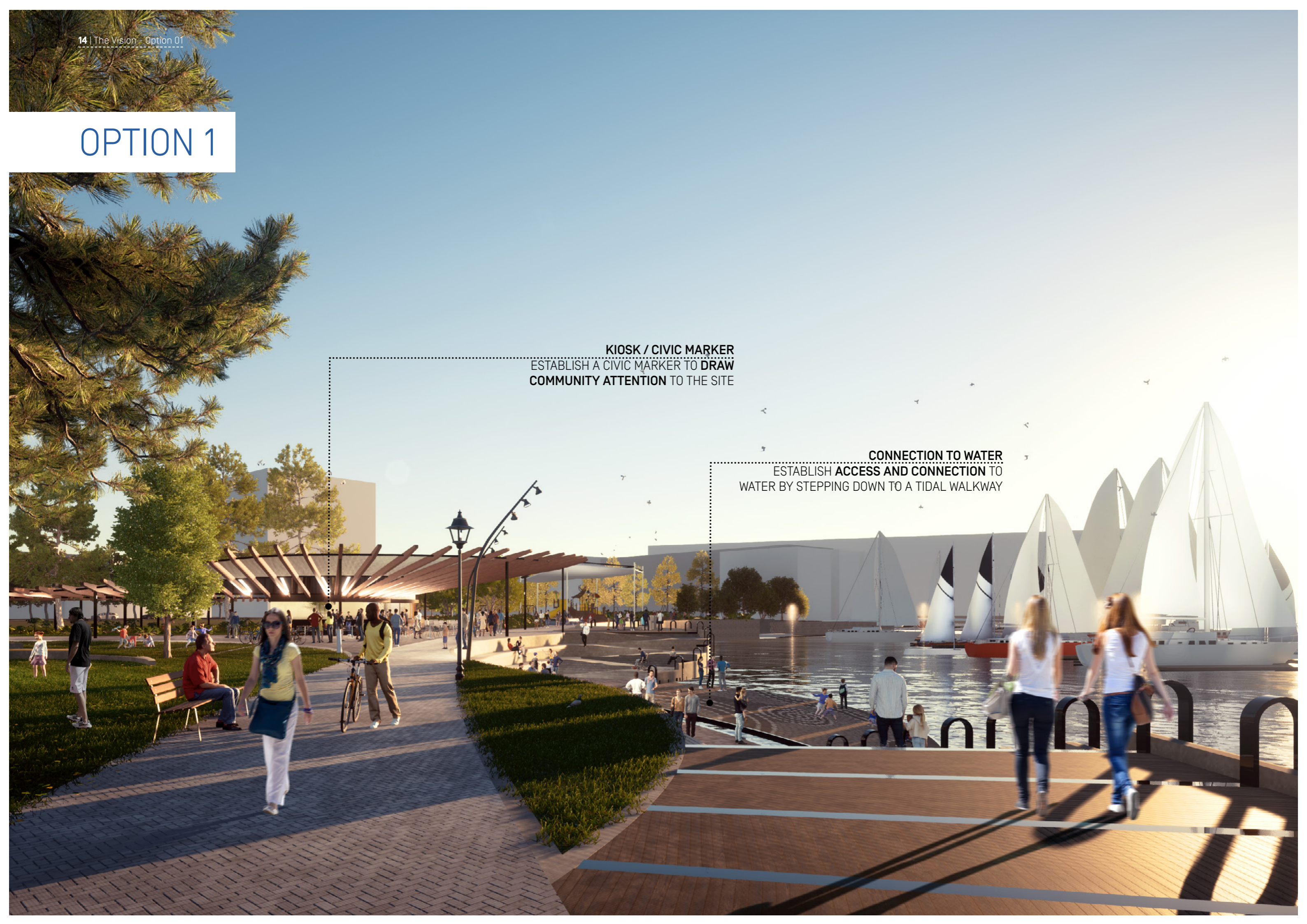
**DUNE LOUNGE**  
ACTIVATE THE FORESHORE WITH LOUNGE AREA  
OVER **LOOKING** THE EVENT SPACE & WATER



# OPTION 1

**KIOSK / CIVIC MARKER**  
ESTABLISH A CIVIC MARKER TO DRAW  
COMMUNITY ATTENTION TO THE SITE

**CONNECTION TO WATER**  
ESTABLISH ACCESS AND CONNECTION TO  
WATER BY STEPPING DOWN TO A TIDAL WALKWAY



# THE VISION FOR THE OLD BUFFALO SITE OPTION 02

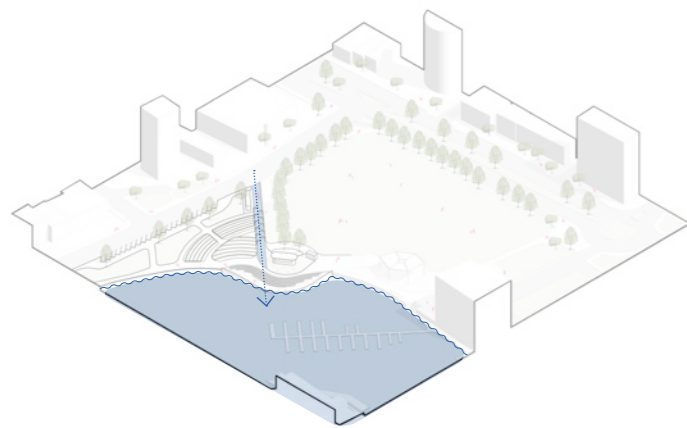
The vision for the Revitalisation of the Old Buffalo Site is to create an **iconic human destination** for Glenelg, which celebrates the **historic cultural significance** of the site and **embraces inclusive accessibility and opportunity**. Option 2 for the Revitalisation is underpinned by a diverse range of activation opportunities set within the landscape, that create an **actively engaged** piece of **community infrastructure**.



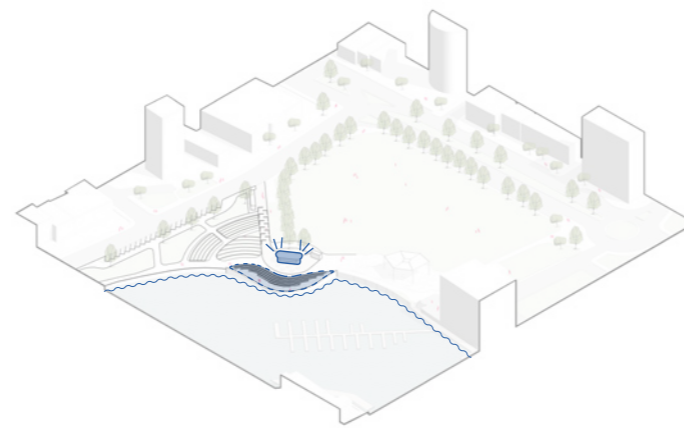
# FOUR KEY DESIGN STRATEGIES

## OPTION 02

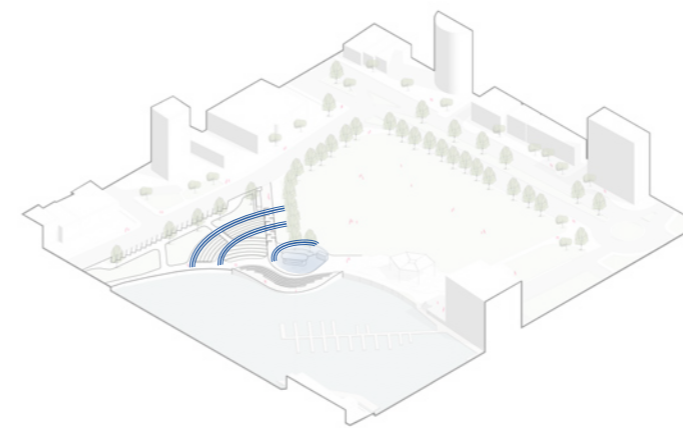
With the development of the Revitalisation of the Old Buffalo Site, **four key site-wide design strategies** have been identified to accomplish a **successful outcome** for all **stakeholders** and the **community**. These design strategies prioritise cultivating a quality experience that reconnects the community and environment and promotes **activation, accessibility and inclusivity** throughout the precinct.



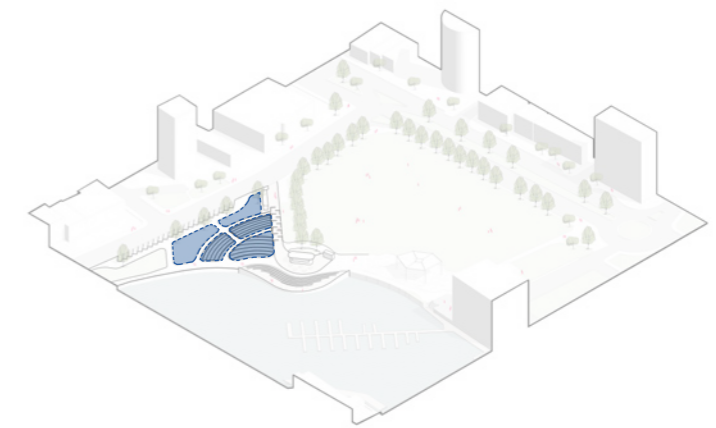
DEFINE AN AXIS TO **PRIORITISE THE RIVERFRONT** AND **INFORM THE POINT OF ENTRY** INTO THE SITE



CREATE AN **ACTIVE RIVERFRONT** WITH INCLUSION OF TIDAL ZONE AND VISITOR'S KIOSK



ESTABLISH ORIENTATION TOWARD THE KIOSK TO **CREATE A FOCAL POINT** ALONG THE WATER'S EDGE

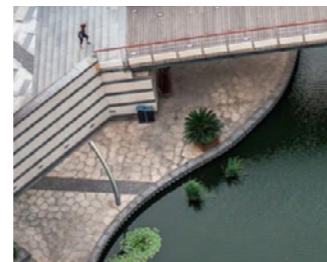


STRATEGICALLY **DISTRIBUTE LANDFORMS** TO CREATE **INFORMAL SEATING OPPORTUNITIES**

# SITE FEATURES: OPTION 02



**01 Kiosk**  
Establish a 45m<sup>2</sup> kiosk with canopy as a civic marker that draws people to the site.



**02 Access to Water**  
Re-establish the sites connection to water with a amphitheatre boardwalk experience.



**03 Cultural Opportunities**  
Build a cultural timeline into the site which can be used as an educational tool and a linkage to other historic reference points throughout the precinct and wider Glenelg & Holdfast Bay area.



**04 Car Parking**  
Enhance open space by moving the car park elsewhere, creating greater connectivity, safety and sight lines.



**05 Connectivity**  
Simplify and enhance the shore form encouraging movement from north to south west by pedestrians and bicycles.



**06 Accessibility**  
As a minimum standard, all facilities and open spaces related to Council's 'Disability Access Inclusion Plan' will meet DDA compliant access throughout, offering respect and comfort to users of all abilities.

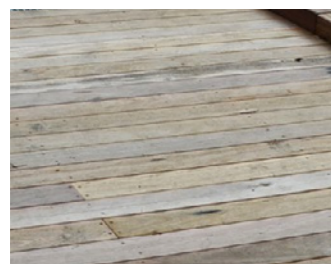


**07 Existing Site Conditions**  
The Wigley Reserve precinct is characterised by its well established trees and vegetation and the intent is to maintain these conditions to the south east of any new structure.



**Proposed Site Plan**  
Scale: 1:1250 @ A3

# LANDSCAPE MATERIAL PALETTE: OPTION 02



**01 Timber Decking**  
Class 1 durability  
hardwood, spotted gum



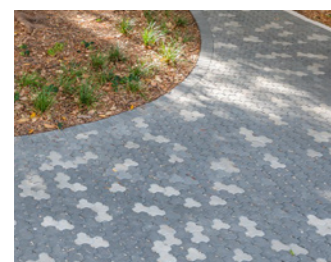
**02 In-Situ Wall**  
Formed in-situ concrete  
with skate-stops as  
necessary



**03 Pre-Cast Concrete Paver**  
Pre-cast concrete - Adbri  
Havenbrick



**04 Pre-Cast Concrete Paver**  
Boral keypave in clinker  
red



**05 Pre-Cast Concrete Paver**  
Permeable pre-cast  
concrete heavy duty  
interlocking 'tri-hex'  
paving



**06 In-Situ Concrete**  
Lightly washed exposed  
aggregate concrete



**07 Wayfinding Signage**  
Coastal grade finish,  
vinyl based lettering  
and images, re-useable  
structure in line with  
council style guide



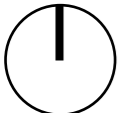
**08 Power Bollard**  
Pedestal pole, double  
sided with two lockable  
doors



**Proposed Site Plan**  
Scale: 1:1250 @ A3

**Key**

- 1. CYCLING / RUNNING TRACK
- 2. EVENT SPACE
- 3. KIOSK (45M<sup>2</sup>)
- 4. KIOSK SEATING (220M<sup>2</sup>)
- 5. EXISTING PUBLIC BATHROOMS
- 6. DUNE LOUNGE
- 7. SERVICE VEHICLE ACCESS
- 8. PROMENADE WITH ARBOUR
- 9. CAR PARK (APPROX 23 SPACES)
- 10. BIKE LANE BYPASS
- 11. CANOPY ABOVE
- 12. EXISTING PLAYGROUND
- 13. EXISTING WAR MEMORIAL
- 14. ENTRY SIGNAGE
- 15. DDA CARPARKS
- 16. REEDS
- 17. EXISTING TRAM
- 18. ACCESS RAMP
- 19. SHORELINE RE-ALIGNMENT
- 20. PICNIC AREA



**Proposed Site Plan**

Scale: 1:1250 @ A3

# PRELIMINARY CONCEPT CONTEXT ELEVATION



Site Section

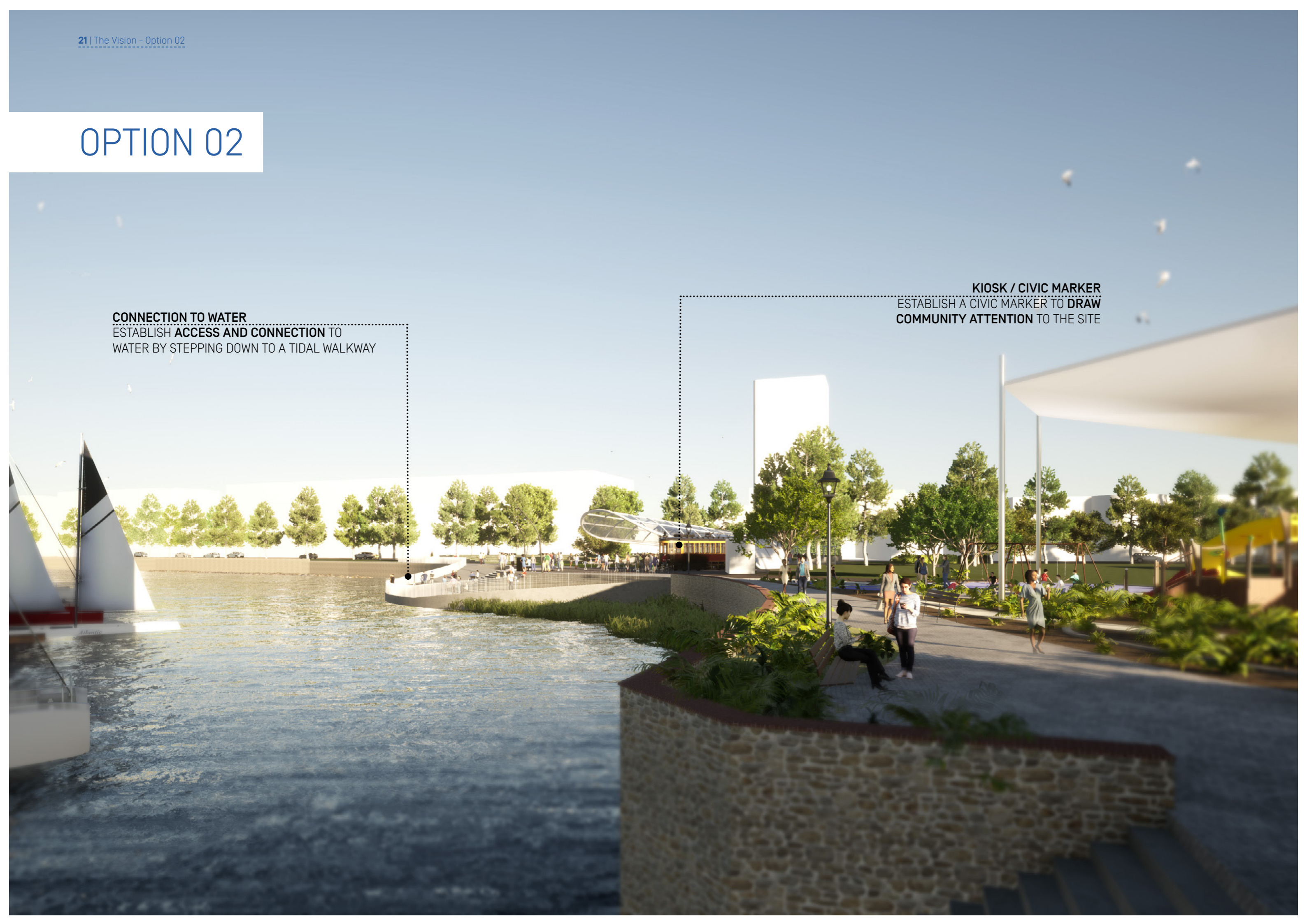
Scale: 1:500 @ A3



# OPTION 02

**CONNECTION TO WATER**  
ESTABLISH ACCESS AND CONNECTION TO WATER BY STEPPING DOWN TO A TIDAL WALKWAY

**KIOSK / CIVIC MARKER**  
ESTABLISH A CIVIC MARKER TO DRAW COMMUNITY ATTENTION TO THE SITE



# OPTION 02

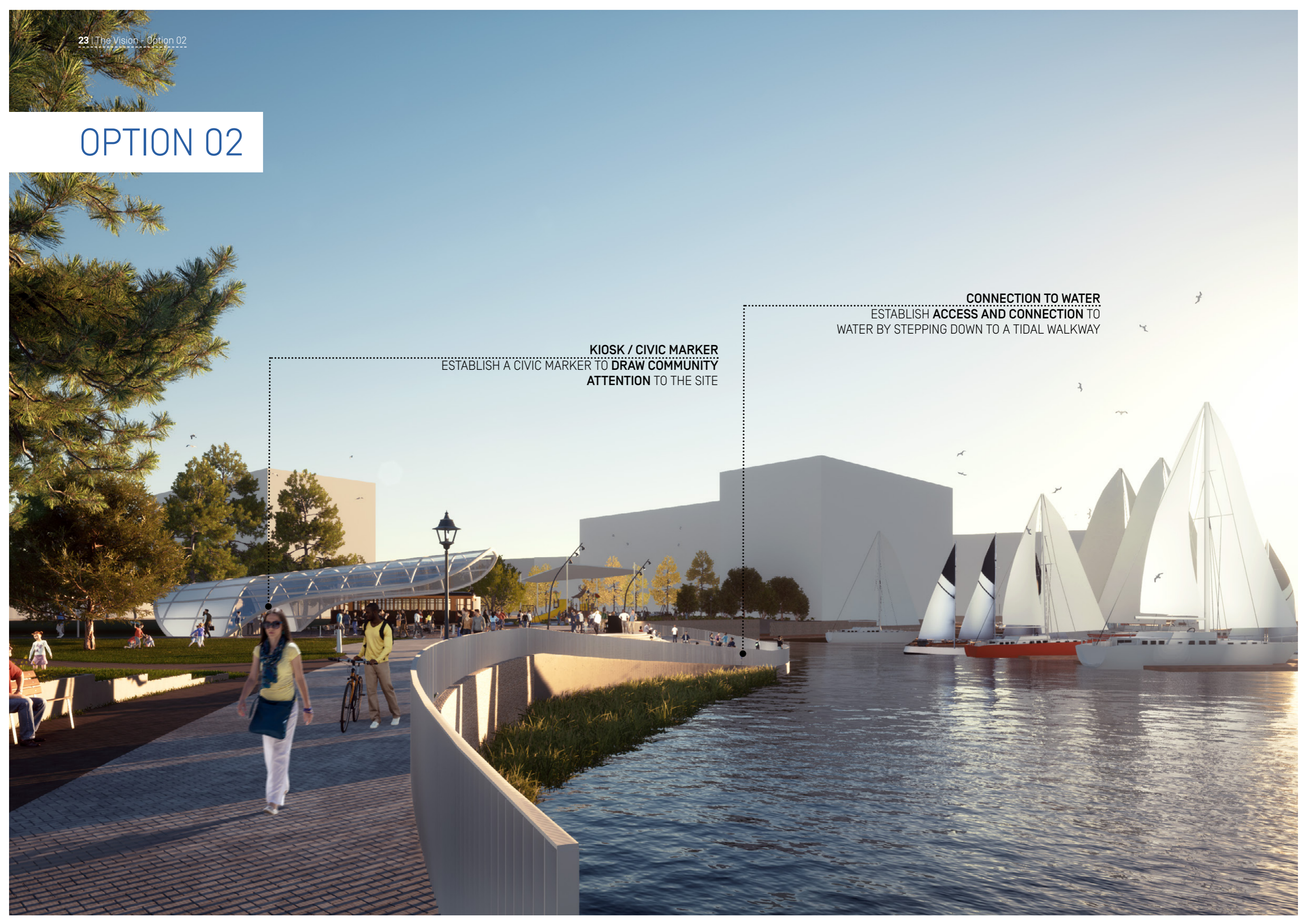
**KIOSK / CIVIC MARKER**  
ESTABLISH A CIVIC MARKER TO **DRAW**  
**COMMUNITY ATTENTION** TO THE SITE



# OPTION 02

**KIOSK / CIVIC MARKER**  
ESTABLISH A CIVIC MARKER TO **DRAW COMMUNITY**  
**ATTENTION** TO THE SITE

**CONNECTION TO WATER**  
ESTABLISH **ACCESS AND CONNECTION** TO  
WATER BY STEPPING DOWN TO A TIDAL WALKWAY



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