



Council Agenda

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 8 June 2021 at 7.00pm

Roberto Bria
CHIEF EXECUTIVE OFFICER



Ordinary Council Meeting Agenda

1. OPENING

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

2. KAURNA ACKNOWLEDGEMENT

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

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

3. 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 - Nil

5.2 Absent - Nil

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 25 May 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** - Nil

10.2 **On Notice**

10.2.1 City of Holdfast Bay Staffing – Councillor Clancy (Report No: 192/21)

10.2.2 Beach Erosion – Glenelg North Beach Cygnet Court Breakwater to Margaret Street – Councillor Smedley (Report No: 193/21)

11. MEMBER'S ACTIVITY REPORTS - Nil

12. MOTIONS ON NOTICE - Nil

13. ADJOURNED MATTERS - Nil

14. REPORTS OF MANAGEMENT AND SUBSIDIARIES

14.1 Minutes – Audit Committee Meeting – 2 June 2021 (Report No: 195/21)

15. REPORTS BY OFFICERS

15.1 Items in Brief (Report No: 188/21)

15.2 Heritage Contributory Items – Transition Development Plan Amendment (Report No: 190/21)

15.3 Implementation of Smoke Free Areas at Community Facilities (Report No: 172/21)

15.4 Representation Review Report (Report No: 191/21)

15.5 Draft 2021-22 Annual Business Plan Consultation Outcomes (Report No: 196/21)

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. ITEMS IN CONFIDENCE

18.1 Kauri Community and Sporting Complex – Management Review and New EOI Tender (Report No: 166/21)

Pursuant to Section 90(2) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report

and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

18.2 Unsolicited Bid – Proposed Activation (Report No: 197/21)

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

- k. tenders for the supply of goods, the provision of services or the carrying out of works.**

19. CLOSURE



**ROBERTO BRIA
CHIEF EXECUTIVE OFFICER**

Item No: **10.2.1**

Subject: **QUESTION ON NOTICE – CITY OF HOLDFAST BAY STAFFING
– COUNCILLOR CLANCY**

Date: 8 June 2021

QUESTION

Councillor Clancy asked the following question:

How many staff have left Holdfast Bay Council from 1 May 2020 to 30 April 2021 and how many staff left from 1 May 2019 to 30 April 2020. Numbers for Alwyndor not to be included. Summary of exit statements to be provided for each year. How many did not do exit statements for each year.

Background

Other councils provide such information to their councillors and it is important that councillors are aware of employment trends for our council.

ANSWER – GENERAL MANAGER, STRATEGY & CORPORATE

Administration maintains and reviews statistics on staff turnover, including the overall reason staff leave the organisation. The two categories that are recorded are voluntary and involuntary. Voluntary reasons for a staff member to leave the organisation include career change including moving to another council, retirement, ill health, returning to study or other personal reasons. Involuntary reasons for a staff member to leave include end of a fixed term contract, termination, redundancy or a negotiated exit. Exit interviews are offered to all exiting employees but as it is not mandatory the statistics of who participates is not recorded. In some cases, staff choose to give verbal debriefs.

The following table shows the comparative numbers between 1 May 2020 to 30 April 2021 and 1 May 2019 to 30 April 2020:

Period	Total Exits	Voluntary	Involuntary
1 May 2020 – 20 April 2021	39	23	16
1 May 2019 to 30 April 2020	35	20	15

The following table shows the number of exits from the organisation over the past five financial years, with 2020/21 numbers to end of April 2021.

Financial Year	Total Exits	Voluntary	Involuntary
2016/17	18	13	5
2017/18	22	22	-
2018/19	46	33	13
2019/20	30	16	14
2020/21	29	20	9

Item No: **10.2.2**

Subject: **QUESTION ON NOTICE – BEACH EROSION – GLENELG NORTH BEACH
CYGNET COURT BREAKWATER TO MARGARET STREET – COUNCILLOR
SMEDLEY**

Date: 8 June 2021

QUESTION

Councillor Smedley asked the following question:

Could Administration please advise:

- 1. What is the City of Holdfast Bay’s strategy for remediation of the abovementioned section of Glenelg North Beach?**
- 2. As a member of the Coast Protection Board – what representations have Council made to DEWNR for urgent action to be taken?**
- 3. Are we aware if Department of Environment, Water and Natural Resources (DEWNR) has a solution to the problem?**
- 4. Is the seawall in the region at risk without the benefit of a sand buffer, given the almost daily attack of waves at high tide and during storms?**
- 5. At the time establishment of the Holdfast Shores Marina development was approved, was the problem recognised? Were development conditions imposed to address it, and were those conditions met?**
- 6. Confirm or otherwise the existence of any infrastructure, installed at the time of construction of Holdfast Shores Marina, for the transfer of sand from Glenelg Beach, south of the breakwater, to Glenelg North Beach in the vicinity of Cygnet Court?**

Background

Since establishment of Holdfast Shores in the late 1990s early 2000s infrastructure created to protect the boating channel has effectively robbed Glenelg North from the benefits of the littoral drift of sand South to North. Rock groynes/breakwaters, together with permanent sand dredging operations have resulted in a sand “shadow” being created that leaves what was until the late 1990’s a broad and sandy beach, now a barren and rocky shoreline, where high tides regularly

break against the rocks and shower the coast path and any unfortunate vehicles in sea spray and water.

Annual token sand carting in October/November, by DEWNR along the beach from Adelaide Shores, does little to address the issue. Erosion is so severe south of Margaret Street, that their loaders and trucks have difficulty reaching beyond there to dump their loads. In any event, the quantities of sand shifted are modest, and at best, result in a relatively sandy beach to look good for the commencement of summer, alas by Christmas and early January the sand is on its eternal drift north again.

It concerns me that, while DEWNR today is almost solely focussed on reducing/preventing further erosion of the West Beach dunes and saving the West Beach Surf Lifesaving Club from falling into the sea (for now), Glenelg North appears to be neglected and forgotten. I believe that needs to change.

ANSWER – A/GENERAL MANAGER ASSETS AND DELIVERY

Administration have been working closely with the Coast and Marine Branch of the Department of Environment and Water for a number of years in regard to the sand replenishment program for the City of Holdfast Bay Beaches. The major projects include the annual sand pumping program with collection at Glenelg and discharge to the southern beaches as well as annual sand carting from West Beach to Glenelg North.

Council has also a coastal adaptation plan underway and preliminary findings from stage 1 will be presented to Council workshop within the next month. This study has included an assessment on the sand replacement program and sea walls. In addition, the Coast Protection Board has provided grant funding to investigate seawall remediation options, including at Glenelg North.

Administration will write to the Coast Protection Board to request a formal response to the questions raised and will provide a response once a reply from the Board has been received.

Item No: **14.1**

Subject: **MINUTES – AUDIT COMMITTEE MEETING – 2 JUNE 2021**

Date: 8 June 2021

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

General Manager: Strategy and Business Services, Ms P Jackson

SUMMARY

The public minutes of the meeting of the Audit Committee held on 2 June 2021 are presented to Council for information and endorsement.

RECOMMENDATION

1. **That Council notes the public minutes of the Audit Committee of 2 June 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**
 - **Audit Committee Meeting Schedule and Membership**
 - (b) **That the Audit Committee supports the draft Rating and Asset Accounting Policies for subsequent policy adoption by Council.**
 - (c) **That the Audit Committee endorses the Risk Matrix, Consequence Scale and Descriptions table to be updated in the Risk Management framework.**
 - (d) **That the Audit Committee recommends Council endorse the Customer Feedback and Complaints Policy as amended for approval.**

- (e) **That the Audit Committee note that the draft 2021-22 Annual Business Plan and Budget satisfies Council's financial sustainability and performance measures and support its presentation to Council for adoption.**
-

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 2 June 2021 are attached for Members' information.

BUDGET

Not applicable

Minutes of the meeting of the Audit Committee of the City of Holdfast Bay held in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton on Wednesday 2 June 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
Manager Financial Services – Mr J Newton
Manager, Strategy and Governance – Ms A Karzek

1. OPENING

The Chairman declared the meeting open at 6.04pm.

2. APOLOGIES

- 2.1 Apologies Received- Councillor R Snewin
- 2.2 Absent

3. DECLARATION OF INTEREST

Members were reminded to declare their interest before each item.

4. CONFIRMATION OF MINUTES

Motion

That the minutes of the Audit Committee held on 21 April 2021 be taken as read and confirmed.

Moved by Mr Powell, Seconded by Ms Davies

Carried

5. ACTION ITEMS

The Action Items were tabled and discussed.

6. PRESENTATIONS

- 6.1 **Annual Business Plan – Consultation Feedback**

7. REPORTS BY OFFICERS

Leave of the Meeting

Mr Powell sought leave of the meeting to propose that Item 7.1 Standing Items – June 2021 (Report No: 162/21) be heard in confidence.

Leave of the meeting was granted.

7.1 Standing Items – June 2021 (Report No: 162/21)

Motion – Exclusion of the Public – Section 90(3)(e) 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: 162/21 Standing Items – June 2021.
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: 162/21 Standing Items – June 2021 on the following grounds:
 - e. pursuant to Section 90(3)(e) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is related to matters affecting the security of the Council.
3. The Audit Committee is satisfied, the principle that the meeting be conducted in a place open to the public, has been outweighed by the need to keep the information or discussion confidential.

Moved Mr Powell, Seconded Mr Tu

Carried

The Audit Committee was provided with a report on standing items at the ordinary 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
 - Audit Committee Meeting Schedule and Membership

RETAIN IN CONFIDENCE - Section 91(7) Order

2. **That having considered Agenda Item 7.1 Standing Items – June 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

7.2 Draft Rating and Assets Accounting Policies (Report No: 163/21)

Council has in place a Rating Policy which is updated annually as part of the rate declaration process. The policy was in a document format that is inconsistent with other Council policies and requires reformatting. As part of the exercise it was considered timely to include a rate declaration section and expand the payment of rates, debt recovery and rebate sections.

An Asset Accounting Policy also had to be drafted. This was in response to a recommendation from the internal audit review of financial controls reported to the Audit Committee (245/20). The Policy included all relevant assumptions in regards to asset capitalisation, disposal and depreciation.

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

Motion

That the Audit Committee advises Council:

1. **it has received and reviewed the draft Rating and Asset Accounting Policies; and**
2. **it supports the draft Rating and Asset Accounting Policies for subsequent policy adoption by Council.**

Moved Mr Tu, Seconded Ms Davies

Carried

7.3 Risk Management Framework - Review (Report No: 187/21)

The Risk Management Framework, Policy and Procedure were endorsed by the Audit Committee on 31 January 2018 and by Council on 13 March 2018. The Risk Consequence Scale and Descriptions table (consequence table) in the Risk Management Framework was subsequently adjusted by the Audit Committee on 5 June 2019 and was reviewed again in April 2021.

Following comments received at the April 2021 meeting of the Audit Committee, both the Risk Matrix and consequence table have been amended further.

The proposed amendments were provided for endorsement by the Audit Committee.

Motion

That the Audit Committee:

- 1. endorses the amended Risk Matrix to be updated in the Risk Management Framework; and**
- 2. endorses the amended Consequence Scale and Descriptions table to be updated in the Risk Management Framework.**

Moved Mr Tu, Seconded Ms Davies

Carried

7.4 Risk Report (Report No: 170/21)

The City of Holdfast Bay (Council) needed to ensure that it has appropriate risk management in place. 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 operational risks.

This quarter, both registers were reviewed, resulting in a shift in Council's risk profile.

Future reports will consider risk forecasting.

Motion

That the Audit Committee notes this report.

Moved Mr Tu, Seconded Mr Powell

Carried

7.5 Customer Feedback and Complaints Policy Review (Report No: 186/21)

Council's Customer Feedback and Complaints Policy (the Policy) was reviewed and presented to the Audit Committee for adoption.

The Policy was primarily focused on establishing a commitment in accepting and resolving complaints within the City of Holdfast Bay and a culture which encourages and values feedback from our community.

This Policy was reviewed substantially, therefore a copy of the current version of the policy and the proposed revised Policy are attached. This Policy was not required to undertake public consultation.

Motion

That the Audit Committee recommends to Council the Customer Feedback and Complaints Policy as amended for approval.

Moved Mr Tu, Seconded Mr Powell

Carried

Leave of the Meeting

The Presiding Member sought leave of the meeting to propose that Item 8.1 Draft 2021-22 Annual Business Plan and Budget (Report No: 194/21) be considered under Item 8 Urgent Business – Subject to Leave of the Meeting.

Leave of the meeting was granted.

8. URGENT BUSINESS – SUBJECT TO THE LEAVE OF THE MEETING

8.1 Draft 2021-22 Annual Business Plan and Budget (Report No: 194/21)

The draft 2021-22 Annual Business Plan and Budget was developed on the assumptions and parameters discussed at Council workshops held in March and April 2021. The draft budget satisfies Council's financial sustainability and performance measures.

The Audit Committee at its meeting on 21 April 2021, received, considered and supported the draft 2021-22 Annual Business Plan for public consultation. Subsequent to this meeting on 27 April 2021 Council made three amendments and approved its Draft 2021-22 Annual Business Plan and Budget for public consultation.

Council considered the consultation outcomes at a workshop on 1 June 2021 and received a formal report covering the outcomes on 8 June 2021 where the submissions will be received.

The draft 2021/22 Annual Business Plan and Budget and its proposed changes was presented to Audit Committee for their comment and support that it satisfies Council's financial sustainability and performance measures.

Motion

That the Audit Committee note that the draft 2021-22 Annual Business Plan and Budget satisfies Council's financial sustainability and performance measures and support its presentation to Council for adoption.

Moved Ms Davies, Seconded Mr Tu

Carried

9. DATE AND TIME OF NEXT MEETING

The next meeting of the Audit Committee will be held on Wednesday 18 August 2021 in the Kingston Room, Civic Centre, 24 Jetty Road, Brighton.

10. CLOSURE

The Meeting closed at 7.13 pm.

CONFIRMED 18 August 2021

PRESIDING MEMBER

Item No: **15. 1**
Subject: **ITEMS IN BRIEF**
Date: 8 June 2021
Written By: Personal Assistant
General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

The following items were presented for the information of Members

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

RECOMMENDATION

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

1. **Moseley Street Glenelg – Tree Assessment and Replanting**
 2. **2020-21 State Government Open Space for People Grant**
-

COMMUNITY PLAN

Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Not Applicable.

STATUTORY PROVISIONS

Not Applicable.

REPORT

1. Moseley Street Glenelg – Tree Assessment and Replanting

Moseley Street Glenelg has a valuable avenue of Holm Oak trees which substantially contribute to the character of the area. A tree assessment has been carried out by a consultant arborist focusing on Moseley Street's 79 mature Holm Oak trees and a detailed report provided. The report has identified that the Holm Oak trees are generally in good condition, with 10- 30 years remaining life.

The report recommended:

- 3 trees supporting poor health require removal;
- 14 new trees to be planted to replace the removed trees and in areas of identified gaps; and
- 6 locations require attention to infrastructure (kerb and drainage) to improve future tree health.

The impact of tree removal is minimal given the low number of removals and the proposed larger amount of trees being planted. Some of the remaining 76 trees have suggested management advice to assist in obtaining their useful life expectancy. Development approval will be sought for the removal of the one tree identified as Regulated.

As no holistic tree planting programs have occurred within Moseley Street in recent years, an opportunity to introduce a new tree species is presented. This enables council to review and diversify our urban forest, building resilience to an increasingly warmer climate, reducing urban heat effects and maximising environmental benefits.

Holm Oaks are not proposed for the replacement tree as they are very slow growing and difficult to obtain.

The following species are suggested for replacement, each suitable for the location. The final choice will be determined by stock quality and availability at time of nursery inspection.

Non-power line side:

- *Brachychiton populneus* (Kurrajong);
- *Angophora costata* (Smooth-barked Apple); and
- *Flindersia australis* (Crows ash).

Power line side:

- *Angophora costata* 'ST2 Boronia' (Smooth-barked Apple);

- Brachychiton populneus x acerifolius (Hybrid Brachychiton); and
- Magnolia grandiflora 'Little Gem'(Southern magnolia).

Current replacement species (Holdfast Street Tree Strategy Planting Guide) are Platanus x acerifolia (London Plane Tree) on the non-powerline side of the street and Cupaniopsis anacardioides (Tuckeroo) on the powerline side of the street. These tree species however are no longer considered to be the best choice for this location for a number of reasons.

- Both tree species are becoming very common in Adelaide streets and do not contribute to the creation of a distinctive local character.
- The common use of any one species depletes resilience within an urban forest. It is important to diversify species choice, ensuring tree stock resists from harbouring any potential pathogens.
- The deciduous Plane Tree is a poor environmental choice due to the leaf drop into waterways, and significantly contrasts to the evergreen Holm Oaks.
- The exotic Plane Tree does not contribute to local biodiversity to the extent that that other tree species potentially can.

These works will continue to revitalise Moseley Street, whilst also protecting the remaining tree stock to retain the canopy coverage in the area.

The works will be undertaken over the next few months and are undertaken within existing budgets.

2. 2020-21 State Government Open Space for People Grant

Presented for the information of Elected Members is correspondence received from the Hon. Stephen Patterson, Minister for Trade and Investment. Mr Patterson acknowledged the City of Holdfast Bay's success in securing \$100,000 for the former Buffalo site.

Refer Attachment 1

Attachment 1





STEPHEN PATTERSON MP

MEMBER FOR MORPHETT



31st May 2021

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

Dear Mayor Wilson

2020-21 State Government Open Space and Places for People Grant

I was pleased to hear from the Minister for Planning and Local Government that your Council had been successful in applying for a 2020-21 State Government Open Space and Places for People Grant.

I trust that the \$100,000 to be used for the revitalisation of the former Buffalo site will have a tangible impact on the community, and the Wigley Reserve area.

The Open Space and Places for People Grants give Council the opportunity to plan, purchase, and enhance public open spaces in both metropolitan and regional South Australia. Projects are jointly funded by the State Government (through the Planning and Development Fund) and local Councils.

This Grant will assist the Council to create local jobs and give the local community new places to meet, play and exercise.

I'm proud to be a member of a Government that is investing in our communities, and I look forward to the completion of this project.

As always, please feel free to contact my office or I with any other matters in the future if I can be of assistance.

Yours sincerely

Stephen Patterson MP
Member for Morphett
Minister for Trade and Investment

Item No: **15.2**

Subject: **HERITAGE CONTRIBUTORY ITEMS – TRANSITION DEVELOPMENT PLAN AMENDMENT**

Date: 8 June 2021

Written By: Business Partner – Transition & Policy Planning

General Manager: Corporate & Strategy, Ms P Jackson

SUMMARY

The Local Heritage Development Plan Amendment was released for public consultation on 18 March 2021 for a period of eight (8) weeks and closed on 17 May 2021. From the consultation process two (2) representations were received opposing the listing of their property, but none were wanting to be heard by Council's Heritage Committee.

This report summarises the consultation process and provides a recommendation on which properties should be included in the Development Plan Amendment to be forwarded to the Minister for determination.

RECOMMENDATION

That Council endorse the attached Development Plan Amendment with the inclusion of twenty-seven (27) places for recommendation to the Minister for Planning and that these be formally assigned Local Heritage Place status.

COMMUNITY PLAN

Placemaking: Creating lively and safe places

Placemaking: Developing walkable connected neighbourhoods

Placemaking: Building character and celebrating history

COUNCIL POLICY

N/A

STATUTORY PROVISIONS

Planning Development Infrastructure Act 2016

Development Act 1993

Development Regulations 2008
Heritage Places Act 1993

BACKGROUND

At its Meeting held on 25 June 2019, Council resolved (C250619/1520) to undertake a Development Plan Amendment (DPA) to investigate if any of the then 534 Heritage Contributory Items listed in the City of Holdfast Bay's Development Plan could be upgraded to Local Heritage Places in light of the State Government's intent to remove such recognition in the imminent Planning and Design Code. At its Meeting held on 22 October 2019, Council resolved that a DPA be undertaken with a selection of places proposed to be included as part of the DPA following a staff-led review of the 534 Heritage Contributory Items (C221019/1655). At its meeting held on 26 November 2019, Council reinforced its commitment by resolving to the Statement of Intent to formally proceed with the Local Heritage DPA (C261119/1684).

Council Administration were advised by DPTI that only Heritage Contributory Items located within the existing Historic Conservation Areas can be included as part of this DPA.

The DPA was released for an eight (8) week consultation period in early March 2021, of which two representations were received. Neither of the representations elected to be heard by Council's Heritage Committee and as such a public meeting will not be held. A copy of the DPA is attached.

Refer Attachment 1

REPORT

As part of the DPA process, Council was required to take an eight (8) week public engagement process in which the relevant land owners, community groups, and members of parliament were notified of the DPA and invited to make comment on the proposal.

Rather than host community information sessions, land owners were invited to contact Council staff who could speak to them directly, and conduct home visits if required. Six (6) home visits were undertaken, and one Zoom call to the owners of one property who are located in the United States.

This tailored approach worked well given the differences in properties, people's availability, and the ability to view first-hand the proposed heritage properties in more detail.

The following key stakeholders were consulted during the investigations stage for input into the proposed DPA:

- PlanSA

The following agencies, State Members of Parliament, interested parties, individuals and Councils were consulted during the consultation stage of the DPA:

- Department of Infrastructure and Transport;
- Department for Environment and Heritage;

- Local Heritage Advisory Committee;
- Heritage SA;
- Member for Morphett – Mr Stephen Patterson;
- Member for Gibson – Mr Corey Wingard;
- Member for Black – Mr David Speirs;
- Minister for Planning Stephan Knoll;
- Adelaide Chapter of the Art Deco and Modernism Society of Australia Inc;
- Holdfast Bay Residents Alliance Inc;
- Community Alliance SA Inc; and
- 5049 Coastal Community Association.

Consultation with the public was undertaken in accordance with the requirements of the Act and Regulations. This included:

- a notice in the Government Gazette;
- a notice was placed in the Advertiser;
- notices to the owners of any land that is proposed to be listed as Local Heritage Places; and
- details of the DPA were uploaded onto the www.yourholdfast.com website with contact details where people could seek further information.

The twenty-seven (27) places nominated for elevation to Local Heritage Place status are located across the four Historic Conservation Areas in Glenelg, Glenelg East and Glenelg South. These places have been selected as they are considered to satisfy the requirement of Section 23 (4) of the *Development Act 1993* in order for properties to be considered as a Local Heritage Place. To be considered as a Local Heritage Place, a property has to satisfy one of the criterion listed in Section 23.

Section 23 of the *Development Act 1993* states the following:

(4) A Development Plan may designate a place as a place of local heritage value if—

- (a) it displays historical, economic or social themes that are of importance to the local area; or*
- (b) it represents customs or ways of life that are characteristic of the local area; or*
- (c) it has played an important part in the lives of local residents; or*
- (d) it displays aesthetic merit, design characteristics or construction techniques of significance to the local area; or*
- (e) it is associated with a notable local personality or event; or*
- (f) it is a notable landmark in the area.*

The then Department of Planning, Transport, and Infrastructure (DPTI) released a Local Heritage DPA guide in 2019 to assist Councils that were considering undertaking a DPA. The guide outlines the criteria for what each of the above sections are assessed against. The guide also lists a set of exclusions for each of the above criteria. The exclusion guideline is similar for each criteria and consists of:

- **Not related to important local history** – it does not relate to an important theme in local history.
- **Common place** – it is of a class of places that is common or frequently replicated across the area
- **Little local interest** - associated with events of interest to only a small number and not to local community.
- **Low or questionable importance** – it is associated with an historical event or phase of low or questionable interest.
- **Incidental, indirect or unsubstantiated associations** – its associations to significant events, or phases is either incidental, indirect or cannot be substantiated.
- **No evidence** – there is no surviving or reliable verifiable evidence to demonstrate the association with the historical event or phase.

The important exclusion to note is the second point, ‘common place’. A large percentage of the Heritage Contributory Items replicate each other. The nature of Heritage Contributory Items mean that they will be frequently replicated as they add to the character of the streetscape as a collective, rather than individually.

Seven (7) representations were received from property owners of prospective heritage places, five (5) of which support the proposed DPA, and two (2) opposed the listing of their property. Importantly, neither of the two (2) representations objecting to the listing requested to be heard at a public meeting. A copy of the representation are attached.

Refer Attachment 2

A summary of the two representations opposing their listing is below.

Property Address	Concerns Raised	Council Response
74 Penzance Street GLENELG SOUTH	No issues raised other than not supporting the proposal. The representor was requested to provide further articulation to this matter, but no additional response was received.	As the representation has not raised any concerns with the proposed listing against any of the criteria outlining the requirement for a Local Heritage Place in the <i>Development Act 1993</i> (other than objecting), Council sees no reason not to continue with the proposed heritage listing.
36 Byron Street GLENELG	The representor raised concerns about:	In response to the concerns

	<ul style="list-style-type: none"> • a recent article in InDaily about potential increase in fines for breaching the Heritage Act. • Thinks they may not qualify for heritage grants. • Won't receive rates discount • Future land division and demolition application assessment may take a long time. • May impact on future property value. • Has greater restrictions on property . 	<ul style="list-style-type: none"> • The InDaily article is about a Bill that is to be lodged in State Parliament, and is therefore only speculative at this stage. Regardless, the article is about how applications that will materially impact the heritage value of a State Heritage property will need to be approved by both houses of parliament. As this property is not proposed for State Heritage listing, this article is of no relevance to this DPA. • A determination of a grant application can only take place once one is lodged, so it is only speculative at this stage. Regardless, if an owner is unable to qualify for grants is not a satisfactory reason to not heritage list a property. • Heritage listing doesn't provide a reason for rates discount, so rates will remain the same whether the property is listed as a Local Heritage Place or not. The issue of not receiving a rates reduction (notwithstanding that Local Heritage Places are indeed eligible to receive Council's Heritage Grant) is not considered a reason to not list the property. • Assessment time frames are dictated by the Planning, Development and Infrastructure Act 2016, which the potential listing will not alter. Potential assessment timeframes on future applications is not seen as a reason to list this property in any event. • The representor has not provided any justification for loss of future property value. The property is already located in a
--	---	---

		<p>Historic Conservation Area, and listed as a Representative Building. This listing still allows for renovations and associated outbuildings. This rationale is speculative and does not diminish the property’s heritage value, which is why the listing is proposed. So the potential future value is not seen as a reason to deny the listing.</p> <ul style="list-style-type: none"> • As with the previous point, the property is already subject to Historic Conservation Area and Representative Building requirements. The proposal to Local Heritage list the property is not considered to have and significant implications
--	--	--

In conclusion, the proposal to list the properties as Local Heritage Places is based upon the assessment of their heritage value against the requirement of Section 23 of the Development Act 1993. Therefore, representations against a heritage listing should be based on the properties not meeting the criteria. This DPA is aimed at protecting heritage properties in the area, the issues raised against the heritage listing such as potential lowering house prices, no rates reduction, and potential assessment time frames, do not relate to the heritage merits of these properties. Therefore it is considered that neither of the two (2) representations opposing the listing have provided sufficient justification for these properties to be removed from DPA.

As no opposition was raised with the remainder of the properties proposed in this DPA, it is considered appropriate that they remain in the DPA, with no amendments made.

Nine (9) representations were received on the Council www.yourholdfast.com website, but none of those were in direct regard to an individual property listed in this DPA. Most of the representations were in favour of the DPA, with one neutral and one objecting to restrictions being placed on future development. These comments have been noted and taken into consideration. All nine (9) of those representations declined to be heard at a public meeting. A copy of the online survey responses are attached.

Refer Attachment 3

Given that no one has elected to be heard at a public meeting by Council’s Heritage Committee, there was no need to convene that forum, and the proposed meeting was cancelled.

Once supported by Council, the DPA will be lodged with the Minister for Planning for assessment and final determination. Staff from Planning and Land Use Services (PLUS) will review the information and present it to their own heritage committee. The property owners that have raised

an objection will be given the opportunity to be heard in support of their representation. After that, PLUS will prepare a final report for the Minister for Planning, with a final decision on the DPA expected before the end of the year.

BUDGET

There are no further budget requirements for this DPA.

LIFE CYCLE COSTS

There are no ongoing costs once the DPA is finalised.

Attachment 2



RECEIVED
07 APR 2021

HAVE YOUR SAY

BY: *[Signature]*

LOCAL HERITAGE DEVELOPMENT PLAN AMENDMENT (DPA)

DPA SUBMISSION FORM

This submission form constitutes a formal written submission if your full name and suburb are provided, and it is received (date stamped) by Council by 5pm 6 May 2021.

YOUR DETAILS

RE: 38 SUSSEX STREET GLENELG

NAME: B. + N. MOORE

HOME ADDRESS: 10/3 CHAPPELL DRIVE, GLENELG. 5045

EMAIL: brinola.moore@bigpond.com

YOUR OPINION

Please indicate what best describes your opinion on the proposed changes to the Development Plan:

- | | |
|---|--|
| <input checked="" type="checkbox"/> I support the Amendment | <input type="checkbox"/> I am neither opposed or in favour |
| <input type="checkbox"/> I recommend changes to the Amendment | <input type="checkbox"/> I do not support the Amendment |

YOUR COMMENTS

I own a Contributory Item Please tell us what you think about the Local Heritage DPA (attach additional sheets if required).

DECLARATIONS

I want to be heard at a Public Meeting Yes No

To be a valid submission your name and address are required to be provided, and be received by the Holdfast Bay Council by 5pm 6 May 2021.

Copies of all submissions received will be available for inspection by interested persons at the customer service area until the public meeting scheduled to be held in June 2021. Please note that all feedback received will be published as part of a summary of consultation and proposed amendments report to council.

RECEIVED
07 APR 2021

HAVE YOUR SAY BY: 

LOCAL HERITAGE DEVELOPMENT PLAN AMENDMENT (DPA)

DPA SUBMISSION FORM

This submission form constitutes a formal written submission if your full name and suburb are provided, and it is received (date stamped) by Council by 5pm 6 May 2021.

YOUR DETAILS OWNER: 40 SUSSEX ST, CLENELG.

NAME: NOLA GATES MOORE

HOME ADDRESS: 90 APT. 10/3 CHAPPELL DRIVE, CLENELG, 5045.

EMAIL: brinolamoore@bigpond.com

YOUR OPINION

Please indicate what best describes your opinion on the proposed changes to the Development Plan:

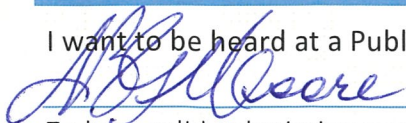
- | | |
|---|--|
| <input checked="" type="checkbox"/> I support the Amendment | <input type="checkbox"/> I am neither opposed or in favour |
| <input type="checkbox"/> I recommend changes to the Amendment | <input type="checkbox"/> I do not support the Amendment |

YOUR COMMENTS

I own a Contributory Item Please tell us what you think about the Local Heritage DPA (attach additional sheets if required).

DECLARATIONS

I want to be heard at a Public Meeting Yes No



04/05/2021.

To be a valid submission your name and address are required to be provided, and be received by the Holdfast Bay Council by 5pm 6 May 2021.

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HAVE YOUR SAY

LOCAL HERITAGE DEVELOPMENT PLAN AMENDMENT (DPA)

DPA SUBMISSION FORM

This submission form constitutes a formal written submission if your full name and suburb are provided, and it is received (date stamped) by Council by 5pm 6 May 2021.

YOUR DETAILS

NAME: Revd Andrew Minter
ADDRESS: P.O. Box 616 Glenelg SA5045
EMAIL: andrewminter@yahoo.com

YOUR OPINION

Please indicate what best describes your opinion on the proposed changes to the Development Plan:

- | | |
|---|--|
| <input checked="" type="checkbox"/> I support the Amendment | <input type="checkbox"/> I am neither opposed or in favour |
| <input type="checkbox"/> I recommend changes to the Amendment | <input type="checkbox"/> I do not support the Amendment |

YOUR COMMENTS

I own a Contributory Item Please tell us what you think about the Local Heritage DPA (attach additional sheets if required).

DECLARATIONS

I want to be heard at a Public Meeting Yes No

To be a valid submission your name and address are required to be provided, and be received by the Holdfast Bay Council by 5pm 6 May 2021.

Copies of all submissions received will be available for inspection by interested persons at the customer service area until the public meeting scheduled to be held in June 2021. Please note that all feedback received will be published as part of a summary of consultation and proposed amendments report to council.



HAVE YOUR SAY

LOCAL HERITAGE DEVELOPMENT PLAN AMENDMENT (DPA)

DPA SUBMISSION FORM

This submission form constitutes a formal written submission if your full name and suburb are provided, and it is received (date stamped) by Council by 5pm 6 May 2021.

YOUR DETAILS

NAME: K Quinn a K Heikkonen
ADDRESS: 6 Ramsgate St, Glendg Sth.
EMAIL: kfquinn66@gmail.com

YOUR OPINION

Please indicate what best describes your opinion on the proposed changes to the Development Plan:

- | | |
|---|--|
| <input checked="" type="checkbox"/> I support the Amendment | <input type="checkbox"/> I am neither opposed or in favour |
| <input type="checkbox"/> I recommend changes to the Amendment | <input type="checkbox"/> I do not support the Amendment |

YOUR COMMENTS

I own a Contributory Item Please tell us what you think about the Local Heritage DPA (attach additional sheets if required).

We are in favour of our house becoming a Local Heritage Place. We strongly believe in the preservation & protection of our heritage buildings & the maintaining of distinctive heritage streets & neighbourho
We question why only 29 Contributory Items are being
DECLARATIONS considered in the whole of the Holdfast Bay Council area.

I want to be heard at a Public Meeting Yes No

To be a valid submission your name and address are required to be provided, and be received by the Holdfast Bay Council by 5pm 6 May 2021.

Copies of all submissions received will be available for inspection by interested persons at the customer service area until the public meeting scheduled to be held in June 2021. Please note that all feedback received will be published as part of a summary of consultation and proposed amendments report to council.

HAVE YOUR SAY

CITY OF HOLDFAST BAY

LOCAL HERITAGE DEVELOPMENT PLAN AMENDMENT (DPA)

DPA SUBMISSION FORM

This submission form constitutes a formal written submission if your full name and suburb are provided, and it is received (date stamped) by Council by 5pm 6 May 2021.

YOUR DETAILS

NAME: MARIA BORAVOY

ADDRESS: 216 MT BARKER ROAD AWOGATE 5154

EMAIL: _____

YOUR OPINION

Please indicate what best describes your opinion on the proposed changes to the Development Plan:

- | | |
|--|--|
| <input checked="" type="checkbox"/> I support the Amendment | <input type="checkbox"/> I am neither opposed or in favour |
| <input checked="" type="checkbox"/> I recommend changes to the Amendment | <input type="checkbox"/> I do not support the Amendment |

YOUR COMMENTS

I own a Contributory Item Please tell us what you think about the Local Heritage DPA (attach additional sheets if required).

WANT TO ENSURE THE ENTRANCE HAWKS AND ^{TERRAZZO} STAIRS INCLUDING BALUSTRADING ARE INCLUDED IN LISTING TOGETHER WITH FACADE. INTERIORS NOT TO BE INCLUDED IN LISTING.

DECLARATIONS

I want to be heard at a Public Meeting Yes No

To be a valid submission your name and address are required to be provided, and be received by the Holdfast Bay Council by 5pm 6 May 2021.

Copies of all submissions received will be available for inspection by interested persons at the customer service area until the public meeting scheduled to be held in June 2021. Please note that all feedback received will be published as part of a summary of consultation and proposed amendments report to council.

RECEIVED
04 APR 2021

BY: Email *[Signature]*

HAVE YOUR SAY

LOCAL HERITAGE DEVELOPMENT PLAN AMENDMENT (DPA)

DPA SUBMISSION FORM

This submission form constitutes a formal written submission if your full name and suburb are provided, and it is received (date stamped) by Council by 5pm 6 May 2021.

NAME: ANDREW SEAC

ADDRESS: 74 PONZANCE ST GLENELG STA 5045

EMAIL: drewseal52@gmail.com

Please indicate what best describes your opinion on the proposed changes to the Development Plan:

- | | |
|---|--|
| <input type="checkbox"/> I support the Amendment | <input type="checkbox"/> I am neither opposed or in favour |
| <input type="checkbox"/> I recommend changes to the Amendment | <input checked="" type="checkbox"/> I do not support the Amendment |

I own a Contributory Item Please tell us what you think about the Local Heritage DPA (attach additional sheets if required).

I want to be heard at a Public Meeting Yes No

To be a valid submission your name and address are required to be provided, and be received by the Holdfast Bay Council by 5pm 6 May 2021.

Copies of all submissions received will be available for inspection by interested persons at the customer service area until the public meeting scheduled to be held in June 2021. Please note that all feedback received will be published as part of a summary of consultation and proposed amendments report to council.

6 MAY 2021

BY: _____

HAVE YOUR SAY

LOCAL HERITAGE DEVELOPMENT PLAN AMENDMENT (DPA)

DPA SUBMISSION FORM

This submission form constitutes a formal written submission if your full name and suburb are provided, and it is received (date stamped) by Council by 5pm 6 May 2021.

YOUR DETAILS

NAME: ROBERT W PROSSERADDRESS: 36 BYRON ST, GLENELG SA 5045EMAIL: ROBERTPR@ADAM.COM.AU

YOUR OPINION

Please indicate what best describes your opinion on the proposed changes to the Development Plan:

- | | |
|---|--|
| <input type="checkbox"/> I support the Amendment | <input type="checkbox"/> I am neither opposed or in favour |
| <input type="checkbox"/> I recommend changes to the Amendment | <input checked="" type="checkbox"/> I do not support the Amendment |

YOUR COMMENTS

I own a Contributory Item Please tell us what you think about the Local Heritage DPA (attach additional sheets if required).

PLEASE REFER TO 3 PAGE ATTACHMENT

DECLARATIONS

I want to be heard at a Public Meeting Yes No

To be a valid submission your name and address are required to be provided, and be received by the Holdfast Bay Council by 5pm 6 May 2021.

Copies of all submissions received will be available for inspection by interested persons at the customer service area until the public meeting scheduled to be held in June 2021. Please note that all feedback received will be published as part of a summary of consultation and proposed amendments report to council.



ATTACHMENT

LOCAL HERITAGE DEVELOPMENT PLAN AMENDMENT (DPA)

DPA SUBMISSION FORM

36 BYRON ST, GLENELG SA 5045

Hello

I totally and profoundly object to my property being elevated to a Local Heritage Place, especially having seen the following report that appeared in the online edition of InDaily today, 5th May 2021 -

Heritage protection legislation introduced

New legislation seeking to protect South Australia's heritage listed buildings has been introduced to state parliament, with proponents arguing South Australia's current planning code is insufficient to protect historic sites.

Independent MP Sam Duluk on Tuesday introduced the Heritage Places (Protection of Heritage Places) Amendment to the Lower House.

The exiled Liberal says the legislation will require both houses of parliament to approve the destruction or reduction in heritage significance of any State Heritage Listed building.

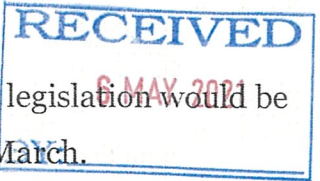
It will also introduce fines of up to \$120,000 for anyone in breach of the legislation.

"My Heritage Places Bill seeks to legislate greater measures of protection for the historic buildings and spaces that grace our State," Duluk said.

"Heritage plays such an important role in illustrating the history of our State and provides a special place for people to meet and community groups to establish themselves."

Duluk said the "attack" on the Waite Gatehouse earlier this year, which saw the State Heritage listed building tapped for demolition to make way for an intersection upgrade, convinced him that "State Heritage listing was not in itself great enough protection from future development and destruction".

An alternative location for the Gatehouse has since been organised after plans to demolish it attracted significant community opposition.



Dr Warren Jones, Convenor of the Protect our Heritage Alliance, said the legislation would be needed given the new Planning and Design Code that came into force in March.

“We know that the Government favours development over heritage and this will get worse with the new Planning and Design Code,” Jones said. End.

In its FAQ, Council lists support it provides to Heritage listed property owners. I don't think my property would qualify for any of those areas of support. In any case, mention is made that “This grant is subject to assessment and approval by Council staff”. Recent dealings with Council planning officers regarding replacement of an old, unsafe and non-heritage front fence were far from satisfactory.

Council would be well aware of the time and cost of maintaining Heritage items eg. Glenelg Town Hall. I don't have a bottomless pit of money like Council does. The property is already 112 years old. What happens when it becomes uneconomical to maintain? Or update to the latest technology or green regulations.

Again, as Council would be aware, large numbers of homes built in the 50s, 60s and 70s are being demolished to make way for newer construction. Many of these homes probably won't last as long as the ones they are replacing.

The FAQ also clearly states that Council rates are not affected by Heritage listing. By implication, that also means there are no rate rebates.

It follows from the proposed Legislation relating to Heritage Places and its introduction of fines up to \$120000 that if/when my property is taken to market there will probably be reduced interest and a subsequent inability to obtain maximum value.

Speaking recently to Council's Mr Gates, it was revealed that in the zoning area in which the property is situated lot sizes can't be altered nor can demolition occur without a long process involving Council.

On that basis and other reasons stated above, there is no reason for elevation from Contributory Place to Local Heritage Place.

I should add that even the Contributory Place designation for the property was made several years after I purchased it.

RECEIVED
6 MAY 2021
BY: _____

I already face restrictions on what I can do with the property far stricter than other property owners.

I find it abhorrent the thought that Council can list a property as a Local Heritage Place and just walk away from the consequences that result.

So, in summary, I reinforce the message of my total and profound objection to my property being elevated to a Local Heritage Place.

Yours Sincerely



Robert Prosser

Attachment 3



Name	Address	Phone number	email	Suburb	Age	Gender	I am a	Please provide any comments you have regarding the 29 Contributory Items being considered for a Local Heritage Place	Please provide details on how you wish to provide formal feedback	Additional comments
Timothy Looker	82 penzance Street Glenelg.	82944256	tdlooker@aapt.net.au	GLENELG SOUTH	56-65	Male		Its a good list but missing The Glenelg Community Hospital. I believe that was included some years ago but the hospital engaged lawyers to have it removed.	I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: Yes	
Martha Depasquale	65 Yacca Road Seacliff		0 martha.depasquale@gmail.com	SEACLIFF, SA	26-35	Female		This is an excellent start and I am very pleased that the council is taking measures to protect our areas heritage. I think there should be many more added.	I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: Yes	Please consider protecting many more buildings. There are beautiful examples of housing from the 1940's 1950's and 1960's in our area also. They too are in danger of being replaced rapidly.
Judy Radford	62 Downing st Hove	407722911	rjradford44@gmail.com	HOVE, SA	Over 65	Female		I support any properties the council proposes to be listed Too many buildings are being demolished for high rise structures	I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: Yes	
Amber Neville	2/21 Sussex Street, Glenelg, SA, 5045	410611690	amber@roach.co.uk	GLENELG, SA	36-45	Female	Resident of the City of Holdfast Bay	Tourists are drawn to Adelaide for it's heritage properties and Glenelg being one of the top tourist attractions in South Australia needs to keep that character. I would love to see the Heritage Village area increased within Glenelg.	I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: Yes	
Peter Neuhaus	10C, 13 North Esplanade, Glenelg North	416975484	peterjneuhaus@outlook.com	GLENELG NORTH, SA	Over 65	Male	Resident of the City of Holdfast Bay		I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: No	I support all the proposed additions to the heritage listing.
Pam CLARK	29 Mac Farlane Street	431199035	pamwork2019@outlook.com	GLENELG NORTH, SA	56-65	Female	Resident of the City of Holdfast Bay	Its pleasing to know certain buildings will be kept and treated with care.	I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: Yes	
Lorraine Thomas	8 Ramsgate St, Glenelg South	418819634	lorrithom@bigpond.com	GLENELG SOUTH, SA	Over 65	Female	Resident of the City of Holdfast Bay	OK	I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: Yes	Unsure at this point
Mona Girgis	3/6 Lymington Street	419787306	monagirgis@hotmail.com	GLENELG SOUTH, SA	46-55	Female	Resident of the City of Holdfast Bay	Support the list of contributory items, as losing them will have a significant, negative impact on the culture, streetscape and attraction of Glenelg.	I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: Yes	Thank you for the consultation opportunity
katherine konstad	28 north esplanade	'+61403264746	mail2kath@hotmail.com	GLENELG NORTH, SA	36-45	Female	Resident of the City of Holdfast Bay	I dont believe any new restrictions should be places on any houses or buildings	I wish to be heard at the public meeting (to be held in June 2021): No , I wish this feedback form to be considered as a formal submission: Yes	

Item No: **15.3**

Subject: **IMPLEMENTATION OF SMOKE FREE AREAS AT COMMUNITY FACILITIES**

Date: 8 June 2021

Written By: Manager, Active Communities

General Manager: Community Services, Ms M Lock

SUMMARY

Following endorsement of the updated Smoke Free Policy and subsequent Council Resolution (C280720/1977) on 28 July 2021, Administration commenced consultation with Council owned sporting and community facilities to develop smoke free areas.

Administration completed site assessments and consultation with sporting clubs and community centres, to delineate smoke free areas with a 10 metre exclusion zone from recreation areas, viewing/seating areas, entrances or walkways. Assessment findings highlighted inadequate clearances and available space at each respective Council owned facility and Community Centre to effectively apply to 10 metre exclusion zones. Additionally, exclusion zones were typically enforced by club volunteers.

Due to these constraints, this Report recommends Administration work with clubs to encourage the development of smoke free policy and Good Sports accreditation, Australia's largest community health sports program, to support safe and welcoming clubs and facilities throughout the City of Holdfast Bay.

RECOMMENDATION

That Council endorse Administration continue working with sporting clubs and accreditation programs to encourage and promote safe and welcoming clubs and facilities which includes establishing smoke free plans and policies.

COMMUNITY PLAN

Community: Providing welcoming and accessible facilities

COUNCIL POLICY

Smoke Free Council Facilities Policy

STATUTORY PROVISIONS

Tobacco and E-Cigarette Products Act 1997

BACKGROUND

After a period of community consultation, Council endorsed the Smoke Free Council Facilities Policy (Policy) at the 28 July 2020 meeting which included community centres, sporting clubs and Council sports grounds. The purpose of the Policy is to promote and encourage the health and wellbeing of occupiers of Council land by way of providing a consistent position and guiding principles for a smoke free environment on Council owned land and facilities. The Policy establishes a positive public health initiative to ensure community facilities promote healthy lifestyles.

Based on feedback received during consultation, the draft Policy was amended. By utilising the provisions of By-law No.3 - Local Government Land, Council can specifically determine which Council owned land and facilities are to be smoke free. Once resolved by Council, the determinations must be advertised, including in the Gazette, and signage installed. The determinations can then be enforced under the By-law.

At the 28 July 2020 Council meeting, Council resolved (C280720/1977) the following:

That Council:

- 1. approve the updated draft Smoke Free Council Facilities Policy*
- 2. authorise Administration to prepare smoke free plans for Council owned sporting facilities; and*
- 3. submit a further report to Council for approval to refer the proposed draft smoke free areas to community consultation.*

REPORT

Before considering and preparing smoke free plans and areas for each sporting facility, Administration reviewed smoke free laws, guidelines and relevant legislation across Australia to determine the most suitable and consistent method to achieve smoke free areas around community sporting facilities.

Although regulations and guidelines varied from state to state, the most common and consistent method, nationally, of defining a smoke free area was a minimum of 10 metres from any recreation area, viewing/seating areas, entrance or walk ways. This is typically reinforced with appropriate signage and enforcement by club volunteers. South Australian legislation also restricts smoking within 10 metres from a playground and initial discussions with the Tobacco Control Unit indicated they may be applying this distance in other areas. Therefore, this exclusion zone appears an appropriate one to apply to the sporting facilities where possible.

On this basis, the grounds of Council's sporting facilities and community centres were assessed applying a 10 metre exclusion zone from the buildings, adjoining playspaces, walkways and car parks. From this analysis, only 2 of the facilities had suitable areas that would fit these criteria. The majority of the clubroom buildings were either abutting a road, playing field, car park or playspace or had significant under cover areas which were non-smoking. Therefore, in these cases, to introduce a 10 metre exclusion zone would require directing smokers off the premises completely or into a car park area to smoke, which Administration and some clubs deemed as inappropriate and potentially dangerous.

An alternative approach to implementing the intent of the Policy is through the Good Sports program. Attachment 1 is a guiding document produced by sporting club accreditation group, *Good Sports* that outlines South Australian smoking law requirements as they relate to sporting clubs. This will be used as a basis for discussions with clubs without accreditation or a smoke free policy to help them move toward accreditation and a smoke free environment.

Refer to Attachment 1

Good Sports is Australia's largest community health sports program. It has been helping build strong community sporting clubs across Australia for over 20 years. Good Sports work with clubs to comply with legal requirements. It is run by the Alcohol and Drug Foundation (ADF), an independent and not for profit organisation, funded by state and federal governments. Being part of Good Sports shows the community that our clubs are a welcoming place, helping to bring in and keep members and volunteers. It can also help attract sponsors, and meet duty of care to club members. Currently, the City of Holdfast Bay has eight Good Sports Accredited clubs.

Good Sports clubs are encouraged to be smoke-free and to role model this behaviour. For those clubs that still allow smoking in clearly defined areas, there are smoking laws for each state and territory that must be followed. As clubs progress through the Good Sports accreditation program, clubs will cover smoking management in their policy. That way staff and volunteers understand the club's position and know how to deal with someone smoking in a prohibited area.

Council currently encourages and promotes the Good Sports program to our clubs that provides our clubs with the resources and tools to become a safe and welcoming club and facility. Administration will continue to promote Good Sports and Star Club accreditation programs to our clubs to promote and ensure best practice management and sustainability.

Current practices

Administration contacted the thirty six clubs in the City of Holdfast Bay to determine what their respective no smoking policies were and if they had smoke free areas around their facilities. The responses were varied with 19 clubs responding with twelve having a smoke free policy in place and seven do not. As an example, Glenelg Oval does not have smoke free zones and on match days, patrons are encouraged but not required to exit the oval to smoke. Smoking is not permitted where food is served or consumed, which does result in smoke free zones.

Further to this, Administration followed up with the remaining clubs asking for copies of their smoking policies. A total of 9 clubs responded. Some clubs and facilities had not introduced or

considered smoking exclusion zones at their venues. Other clubs did not allow smoking at all, anywhere on their grounds, although some acknowledged it is difficult to enforce. Others had dedicated smoke free areas such as clubroom verandas, interchange benches, seated outdoor viewing areas.

Next steps

Based on the layout of the majority of our community centres and sporting club facilities, and the difficulties in club volunteers to administer any smoke free zones, it is acknowledged that there is no "one size fits all" approach to establishing smoke free polices and plans and that Administration works with clubs to encourage accreditation of Good Sports and Star Club.

Council will monitor compliance once clubs work through their site specific requirements and policies.

BUDGET

Nil

LIFE CYCLE COSTS

Nil

Attachment 1



SA: SMOKING LAW REQUIREMENTS



Smoke-free laws in South Australia have banned smoking in certain public spaces. It is expected that everyone is aware of, and compliant with, smoking laws. Sporting clubs are also encouraged to develop a smoke-free policy where smoking is banned at all sporting events.¹

Having a smoke-free sporting club can help you comply with your obligations to take reasonable precautions to ensure the health and safety of employees, volunteers and visitors to the venue.²

- In South Australia, the Tobacco and E-Cigarette Products Act 1997 regulates where smoking is permitted and the sale/promotion of tobacco.

SMOKING BANS AND RESTRICTIONS

Smoking is banned within 10 metres of children's playgrounds.³

- This includes playground equipment located in public areas such as sporting venues, schools, parks, businesses, hotels and restaurants.³

You should be aware of areas or events your local council declares smoke-free. If you would like a sporting event/carnival to be smoke-free you can contact your local council to request the event be declared no-smoking.⁴

There are restrictions that ban smoking where food is being served.

- Smoking is banned in outdoor dining areas when food is being offered or provided. An outdoor dining area is defined as 'an unenclosed public area in which tables, or tables and chairs, are permanently or temporarily provided for the purpose of public dining'.⁵

- Outdoor dining areas include clubs, pubs, cafes, restaurants, fast food eateries and temporary eateries at events or other venues.⁵
- E-cigarettes are also banned from outdoor dining areas.⁵

MANAGING SMOKING WITHIN YOUR CLUB

It is recommended you develop a policy or procedure so staff, operators or volunteers know how to deal with someone smoking in a banned area.

- The occupier (e.g. owner; proprietor) is responsible for maintaining the smoke-free area – if a person smokes in an outdoor dining area, both the person who smokes and the occupier can be issued a fine.⁵
- If smoking occurs in a smoke-free area you may not always be liable – for example if you can demonstrate that you were unaware smoking was occurring.⁶

Acceptable 'No smoking' signage needs to be displayed at smoke-free outdoor dining areas.

- Signs must be displayed in outdoor dining areas so that people can easily see them when entering the area, or from within that area.⁵
- Businesses and venues can order free 'no smoking' signs from SA Health. The order form can be accessed at www.sahealth.sa.gov.au/tobaccolaws⁷

SA SMOKING LAW REQUIREMENTS

Further Information:

Tobacco laws for outdoor dining areas

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/public+health/tobacco+and+e-cigarette+laws+and+businesses/tobacco+laws+for+outdoor+dining+areas>

Apply for a smoke-free outdoor area or event

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/public+health/tobacco+and+e-cigarette+laws+and+businesses/declared+smoke-free+outdoor+areas+and+events>

How to become a smoke-free sporting organisation

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/public+health/smoking+the+rules+and+regulations/how+to+become+a+smoke+free+recreation+or+sporting+organisation>

Smoke-free playgrounds

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/public+health/smoking+the+rules+and+regulations/smoke-free+playgrounds>

Declared smoke-free outdoor areas and events

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/public+health/tobacco+and+e-cigarette+laws+and+businesses/declared+smoke-free+outdoor+areas+and+events>

'No smoking' signage

Visit the SA Health website at

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/public+health/tobacco+and+e-cigarette+laws+and+businesses/tobacco+signage>

Email HealthProtectionOperations@health.sa.gov.au or call (08) 8226 7100

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Item No: **15.4**

Subject: **REPRESENTATION REVIEW REPORT**

Date: 8 June 2021

Written By: Team Leader Governance

General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

On 9 February 2021, Council endorsed the release of the Representation Review Options Paper for public consultation (Council Resolution No. C090221/2218).

On 25 May 2021, a Representation Review Submissions Report and a Council in principle decision resolved the content for the development of the Representation Review Report presented at this meeting (Council Resolution No. C250521/2297).

The Representation Review Report is required to be prepared in accordance with Section 12(8a) of the *Local Government Act 1999*. This report recommends Council endorse the Representation Review Report to be released for public consultation.

RECOMMENDATION

That Council endorses the Representation Review Report be released for public consultation which proposes:

- **the principal member of Council continues to be a Mayor elected by the community;**
 - **area councillors are not introduced in addition to ward councillors;**
 - **the future elected body of Council comprise the Mayor and twelve (12) ward councillors;**
 - **the Council area continue to be divided into four (4) wards, as per the current ward structure, with each of the wards being represented by three (3) councillors; and**
 - **the wards continue to be named Glenelg, Somerton, Brighton and Seacliff.**
-

COMMUNITY PLAN

Community: Fostering an engaged and contributing community

Culture: Providing customer-centred services

Culture: Enabling high performance

Culture: Being financially accountable

Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Community Consultation and Engagement Policy

STATUTORY PROVISIONS

Local Government Act 1999

Statutes Amendment (Local Government Review) Bill 2020

BACKGROUND

On 9 July 2020, the Minister for Local Government declared that the City of Holdfast Bay must undertake a Representation Review by October 2021.

The *Statutes Amendment (Local Government Review) Bill 2020*, which proposed a limit of 12 elected members (including a Mayor) and proposes to abolish the position of a Chairperson, is currently on hold and it is unknown if or when these provisions will come into effect. At this point in time, Council can only conduct its current review in accordance with the relevant provisions and requirements of the existing *Local Government Act 1999* (the Act).

C L Rowe and Associates were engaged to undertake the review on behalf of Council (as a qualified person pursuant to Section 12(5) of the Act).

Once the Representation Review process is concluded, changes to the Council's composition would come into effect at the next Local Government election (circa November 2022).

REPORT

In accordance with Council's in principle decision on 25 May 2021 for the development of the Representation Review Report (the Review Report), the Review Report for Council to endorse is attached.

The Review Report includes information on the first public consultation submissions (stage one consultation), Council's response from the submissions made and sets out any proposals that Council considers should be carried into effect and how the proposal relates to principles for its composition and structure.

Refer Attachment 1

Once the Review Report has been endorsed by Council, Administration will undertake public consultation on the endorsed Review Report, seeking written submissions for a minimum of three (3) weeks (stage two consultation to commence in June 2021). The views of the community will be collected via:

- council's website
- written submissions by email or letter, and

- hard copy survey forms available with copies of the Options Paper via the Civic Centre and Glenelg and Brighton libraries.

The public will be notified of the Review Report being available for public consultation by:

- Notice in the Gazette
- Notice in the Advertiser
- Council's webpage (<https://www.yourholdfast.com/representation-review>)
- Via email to registered users on Council's database (1800 community members plus 3800 businesses)
- Council's twitter account each week
- Council's LinkedIn account
- Council's facebook page
- Holdfast News – e-newsletter (approximate database of 1800), and
- Display in Brighton Civic Centre and Brighton and Glenelg libraries.

Any person making a written submission will be given the opportunity to attend a Council meeting to appear personally and speak to the Council in a July Council meeting.

Following receipt of all written submissions and any attendances at the nominated Council meeting, CL Rowe will prepare the a final submissions report for Council to receive and authorise Administration to write to ECSA with the proposal, which will be presented to the Electoral Commission for certification and gazettal.

BUDGET

The budget for the Representation Review was approved by Council on 8 September 2020 (C080920/2025). The current process is within budget.

LIFE CYCLE COSTS

Not applicable.

Attachment 1





REPRESENTATION REVIEW REPORT

(SECTION 12(8a) OF THE LOCAL GOVERNMENT ACT 1999)



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ATTACHMENT A – Summary of Submissions

1. INTRODUCTION

Section 12(4) of the *Local Government Act 1999* (the Act) requires each council to undertake a review of all aspects of its composition and the division (or potential division) of the council area into wards, with the view to determining whether the local community would benefit from an alteration to the current composition and/or structure of a council.

The Minister for Local Government has specified that the City of Holdfast Bay (the Council) is required to undertake and complete a review during the period October 2020 – October 2021.

This report has been prepared in accordance with the requirements of Section 12(8a) of the Act. It:

- provides information on the initial public consultation undertaken by Council;
- sets out the proposal that Council believes should be carried into effect; and
- presents an analysis of how Council's proposal relates to the relevant provisions and principles of the Act.

The key issues that need to be addressed during the review include:

- the principal member of Council, more specifically whether it should be a Mayor elected by the community or a Chairperson chosen by (and from amongst) the elected members;
- the need for area councillors in addition to ward councillors (under a ward structure);
- the division of the Council area into wards, or alternatively the abolition of wards;
- the number of elected members required to provide fair and adequate representation to the community; and
- if applicable, the level of ward representation and the name of any proposed future wards (if required).

The review process commenced in September 2020 and since that time Council has had numerous briefings and discussions regarding the various review issues; has deliberated over a range of representation and ward structure options; has considered the opinions and comments received from the community during the initial public consultation stage of the review process; and has taken into account the current legislative requirements and the potential implications of the *Statutes Amendment (Local Government Review) Bill 2020* (the Bill), including the proposal to cap the number of elected members within a Council.

Whilst the proposal presented herein reflects the current position of the Council (following the extensive review process to date), no final decision will be made in respect to Council's future composition and/or structure until consideration has been given to any and all public submissions, which may be received during the current public consultation stage.

2. BACKGROUND

The Council covers approximately 13.72 km² and had an estimated resident population of 37,315 on 30th June 2020.

In March 2021 there were 28,443 eligible electors within the Council area, this equating to an elector ratio (i.e. the average number of electors represented by a councillor) of 1:2,370.

The Council area is currently divided into four wards (refer Map 1), with each of the wards being represented by three (3) councillors (i.e. a total of twelve councillors). The Mayor is the thirteenth and principal member of Council. The current structure, which was adopted by Council at the previous elector representation review in 2012/2013, came into effect at the periodic Local Government elections in November 2014.

Table 1 provides current data pertaining to the level of representation and the number of electors (House of Assembly and Council's Supplementary Voters Roll) in each of the existing wards; and demonstrates the variance in respect to the ward elector ratios (i.e. the average number of electors represented by a ward councillor) and the "quota" for the whole Council area (i.e. the average number of electors represented by a councillor across the Council area).

Table 1: Current ward structure - elector numbers and elector ratios

Ward	Crs	H of A Roll	Council Roll	Electors	Ratio	% Variance
Glenelg	3	6,970	55	7,025	1:2,342	- 1.12
Somerton	3	7,154	25	7,179	1:2,393	+ 0.96
Brighton	3	7,115	12	7,127	1:2,376	+ 0.23
Seacliff	3	7,095	7	7,102	1:2,367	- 0.12
Total	12	28,334	99	28,443		
Average					1:2,370	

Source: Electoral Commission SA (March 2021)

Council commenced its current Elector Representation Review in September 2020 and completed the first of the prescribed public consultation stages on Friday 9th April 2021. Sixty-one (61) submissions were received by Council.

At its meeting on the Tuesday 25th May 2021, Council considered all matters relevant to the review; and made "in principle" decisions to retain its current composition and ward structure.

3. PUBLIC CONSULTATION

The initial public consultation relating to the Elector Representation Review was undertaken in accordance with the provisions of Sections 12(7) and 12(8) of the Act.

Public consultation commenced on Thursday 18th February 2021 with the publishing of public notices in "The Advertiser" newspaper and the Government Gazette. An information leaflet and a copy of the Representation Options Paper were made available at the Brighton Civic Centre and the two libraries; information was disseminated via Council's established mailing list, Twitter, LinkedIn, Facebook and Holdfast News (e-newsletter); and information and a connection to the on-line survey were provided on the Council website (yourholdfast.com/representation-review).

At the expiration of the public consultation period (i.e. close of business on Friday 9th April 2021) Council had received sixty-one (61) submissions, fifty-eight (58) electronically via the aforementioned web page; two (2) by way of a completed questionnaire; and one (1) by email. During the public consultation the website page recorded three hundred and ninety-nine (399) visits.

A summary of the submissions is provided in Attachment A.

The receipt of sixty-one (61) submissions is considered to be a reasonable response, given that at the same stage of the previous Elector Representation Review (January 2013) Council received only two (2) submissions. Whilst the recent submissions only represent a small sample (0.21%) of the eligible electors within the Council area, they did provide some insight in respect to several specific issues being addressed by the representation review.

The following tables provide details of the support demonstrated by the community for the various composition and ward structure options.

Table 2: Preferred principal member

Principal Member	Respondent	%
Mayor (elected by the community)	40	65.57
Chairperson (selected by the elected members)	20	32.79
No preference stated	1	1.64
Total	61	

Table 3: Preferred structure

Ward Option	Respondents	%
Option 4 (Four wards, eight councillors)	24	39.34
Option 1 (Four wards, twelve councillors)	15	24.59
Option 3 (Three wards, nine councillors)	11	18.03
Option 5 (No wards)	8	13.11
Option 2 (Five wards, ten councillors)	3	4.92
Total	61	

Table 4: Preferred number of councillors

Preferred number of councillors	Respondents	%
Eight	25	40.98
Twelve	16	26.23
Nine	11	18.03
Ten	7	11.48
Six	1	1.64
Two	1	1.64
Total	61	

In summary:

- Forty (40) of the sixty (60) respondents who addressed the issue of the principal member favoured the retention of an elected Mayor.
- Fifty-three (53) of the sixty-one (61) respondents supported the retention of a ward structure.
- Of the fifty-three (53) respondents who indicated a preferred ward structure, the most favoured option was the slightly modified four (4) ward structure (Option 4), followed by the current four (4) ward structure (Option 1), the three ward structure (Option 3) and the five ward structure (i.e. Option 2).
- Forty-five (45) of the sixty-one (61) respondents favoured a reduction in the number of councillors (i.e. a range of 2 – 10 councillors).
- The most favoured number of councillors was eight (8), followed by twelve (12), nine (9) and ten (10).

It should be noted that the provisions of Section 12 of the Act do not afford the respondents with the opportunity to address Council at the first consultation stage of the review process.

4. PROPOSAL

Having duly considered all relevant provisions of the Act; the information and alternatives contained within the Representation Options Paper; the submissions received from the community; and the potential ramifications of the Bill, Council proposes the following in respect to its future composition and structure.

- The principal member of Council continues to be a Mayor elected by the community.
- Area councillors are not introduced in addition to ward councillors.
- The future elected body of Council comprise the Mayor and twelve (12) ward councillors.
- The Council area continue to be divided into four (4) wards, as per the current ward structure (refer Map 1), with each of the wards being represented by three (3) councillors.
- The wards continue to be named Glenelg, Somerton, Brighton and Seacliff.

The proposed wards are described as follows.

Glenelg Ward incorporates the suburb of Glenelg North; and parts of the suburbs of Glenelg and Glenelg East; with the southern ward boundary aligning with Maxwell Terrace, Brighton Road, High Street, Moseley Street and Jetty Road to the coast.

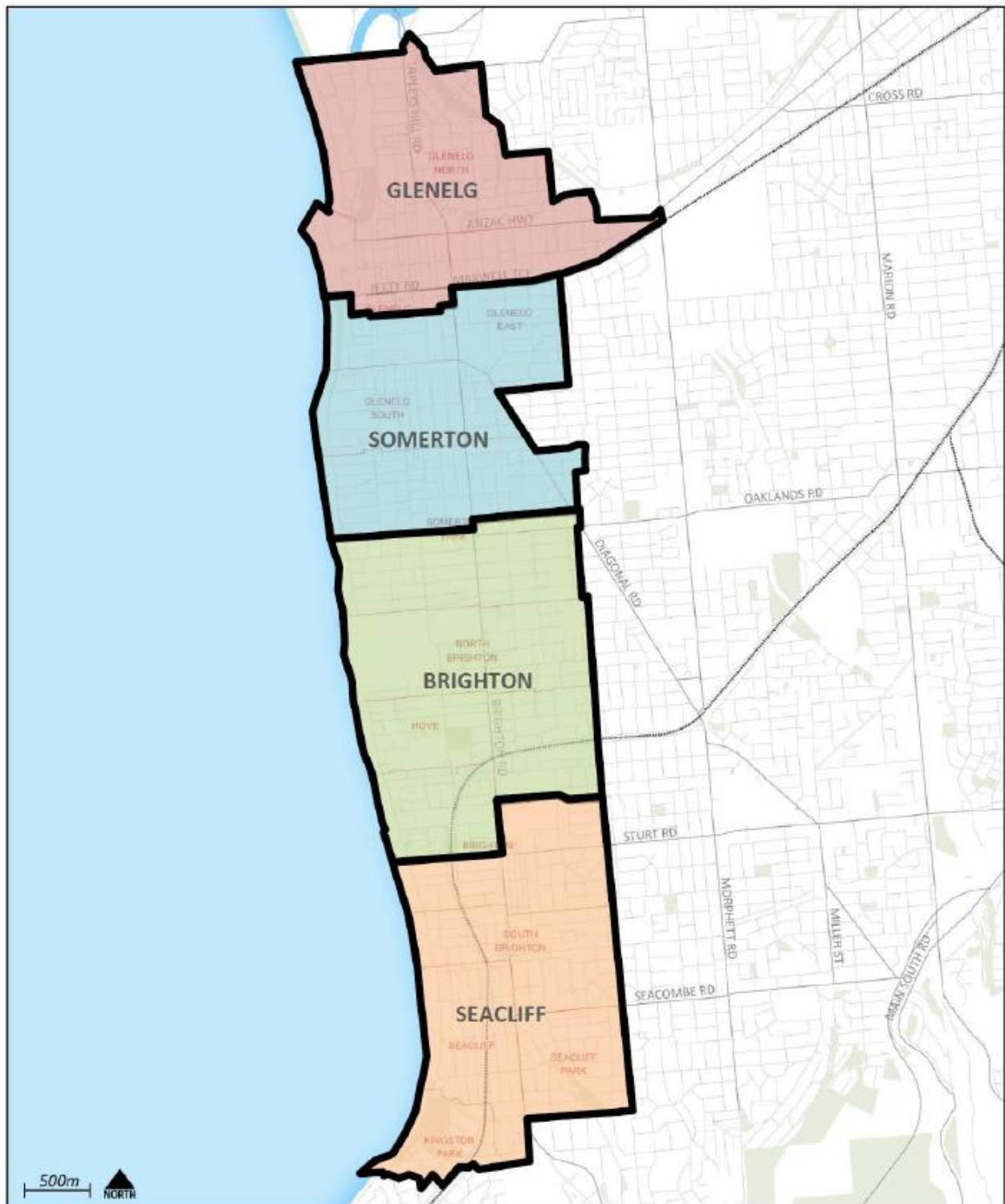
Somerton Ward incorporates the suburb of Glenelg South; and parts of the suburbs of Glenelg, Glenelg East and Somerton Park; with the northern ward boundary aligning with Maxwell Terrace, Brighton Road, High Street, Moseley Street and Jetty Road to the coast and the southern ward boundary aligning with Chopin Road, Brighton Road and Whyte Street to the coast.

Brighton Ward incorporates the suburbs of North Brighton and Hove; and part of the suburbs of Somerton Park and Brighton; with the northern ward boundary aligning with Chopin Road, Brighton Road and Whyte Street to the coast and the southern ward boundary aligning with Sunshine Avenue, High Street, Brighton Road, Old Beach Road and Beach Road to the coast.

Seacliff Ward incorporates the suburbs of South Brighton, Seacliff, Seacliff Park and Kingston Park; and part of the suburb of Brighton; with the northern ward boundary aligning with Sunshine Avenue, High Street, Brighton Road, Old Beach Road and Beach Road to the coast.

The reasons for Council's "in principle" decisions, together with an analysis of compliance with the relevant provisions and requirements of the Act, are provided hereinafter.

Map 1: Proposed ward structure



5. PROPOSAL RATIONALE

5.1 Principal Member

The principal member of Council has always been a Mayor who has been elected by the community. The only alternative at this time is a Chairperson who is chosen by (and from amongst) the elected members of council.

Council believes that:

- a Mayor elected by the community is in accord with a fundamental principle of democracy – choice;
- the election of a Mayor affords all eligible members of the community the opportunity to express faith in a candidate, should they choose to do so, and provides Council with an identifiable principal member who is directly accountable to the community;
- the office of Mayor has served the City of Holdfast Bay well since its proclamation in 1997;
- the retention of an elected Mayor brings stability and continuity to the Council, given the four-year term of office;
- little practical benefit will likely be achieved by changing to a Chairperson at this time; and
- the retention of an elected Mayor as the principal member is consistent with the structure of most councils within the state.

Further, Council is aware that:

- the Bill, which is presently being considered by State Parliament, seeks to abolish the office of Chairperson; and
- forty (40) or 66.66% of the submissions received which addressed the issue of the principal members supported the retention of an elected Mayor.

Given the above, Council is confident that the community desires and supports an elected Mayor as the principal member of Council.

Ultimately, Council must conduct its current review in accordance with the relevant provisions and requirements of the Act which are in existence at this time. This being the case, should it have been Councils' desire to change from an elected mayor to a Chairperson, a poll of the community would have had to be conducted in accordance with the requirements of Section 12 (11a-d) of the Act; and the result thereof would have had to clearly support the proposed change. Such a poll would have to be conducted by Electoral Commission SA at the cost of Council. This course of action is considered to be superfluous, given the intent and likely ramifications of the Bill.

Having duly considered all relevant matters, Council believes that the principal member should continue to be a Mayor elected by the community.

5.2 Wards/No Wards

The City of Holdfast was initially divided into six (6) wards but introduced a four (4) ward structure in 1999.

Council believes that wards provide for direct representation of all areas and communities within the Council area; ensure local interests and/or issues are not overlooked in favour of the bigger "council-wide" picture; and provide recognizable lines of communication with Council through the ward councillors. It is also considered that ward councillors have empathy for, and an affiliation with, all of the communities within their ward; and that ward councillors deliberate and make decisions on the basis of achieving the best outcome for the ward which they represent and the Council area as a whole.

Further, Council believes that the community knows and accepts the division of the Council area into wards; and the structure of representation that it provides. This assertion is seemingly supported by the fact that fifty-three (53) or 86.89% of the submissions received during the initial public consultation period favoured the retention of a ward structure. Thirty-nine (39) of these submissions favoured the retention of the existing four (4) ward structure or a slight variation thereof.

In addition, the retention of the existing ward structure, as proposed, could be perceived by many within the local community as an indication of stability within Local Government; would avoid the possibility of confusion amongst the community if the existing ward boundaries were amended; and would continue to provide the level and quality of representation expected by many of the local community. Further, the existing ward structure is reasonably well balanced in regard to the distribution of electors between the proposed wards; exhibits ward elector ratios which lay well within the specified quota tolerance limits (and are therefore capable of sustaining reasonable fluctuations in elector numbers); and exhibits consistent levels of representation across all of the wards.

Council acknowledges that the "no wards" alternative affords electors the opportunity to vote for all of the vacant positions on Council; allows for the most supported candidates from across the Council area to be elected; and enables the elected members to be free of parochial ward attitudes. Notwithstanding this, Council is concerned that the "no wards" alternative:

- does not guarantee direct representation of all communities across the Council area;
- may make it easier for single interest candidates and/or groups to gain support (than does the existing ward-based system);
- has the potential to make the task and expense of contesting council-wide elections difficult and excessive; and
- has the potential to increase the cost of conducting elections and supplementary elections, given that all contested elections must be conducted on a council-wide basis.

Having considered the aforementioned, Council is of the opinion that the Council area should continue to be divided into wards; and that the current ward structure should be retained.

5.3 Area Councillors (in addition to ward councillors)

Council is aware that area councillors (in addition to ward councillors) are unique to the City of Adelaide and considers that this form of elected member/representation affords few advantages.

Under a ward structure area councillors hold no greater status than a ward councillor; have no greater responsibilities than a ward councillor; nor need comply with any extraordinary or additional eligibility requirements. Furthermore, ward councillors generally consider themselves to represent not only the ward in which they were elected, but the Council area as a whole.

In addition, any contested election (and/or supplementary election) for area councillors must be conducted across the whole of the Council area, at a significant cost to Council.

Council considers that the introduction of area councillors (in addition to ward councillors) is unwarranted, unnecessary and could potentially be a costly additional tier of elector representation.

5.4 Ward Names

Council is of the opinion that the existing ward names reflect the geographical locations of the existing wards and, as such, are appropriate for the current ward structure. These ward names have also been utilised for many years and, as such, are likely to be known and accepted by the local community.

Council is aware that the alternative means by which wards can be identified are limited, but can include letters, numbers, directions (e.g. north, south, east and west), geographical features, place names or names of local heritage significance.

Whilst this is not a major issue, the review affords the opportunity for Council to consider appropriate alternative ward names. This being the case, Council seeks further suggestions from the community in respect to the names/identification of the proposed future wards.

Council believes that the existing ward names are appropriate and acceptable; but is prepared to consider any alternative names which may be suggested by the local community.

5.5 Number of Councillors

Council has comprised twelve (12) ward councillors since 1997.

Council is aware that:

- the provisions of Sections 26 and 33 of the Act stipulate the need to ensure adequate and fair representation while at the same time avoiding over-representation in comparison to other councils of a similar size and type (at least in the longer term);
- the provisions of Section 12(6) of the Act also require a Council that is constituted of more than twelve members to examine the question of whether the number of elected members should be reduced; and
- the provisions of the Bill (in its amended form) seek to cap the number of elected members within a Council (including the principal member) at thirteen (13), although further amended provisions allowing for exceptions are now also being proposed.

Throughout the review Council has considered its future composition, with options ranging from eight (8) to twelve (12) councillors. These options were outlined in the Representation Options Paper which was previously presented to the local community for consideration and comment.

Other factors which have been taken into consideration include the following.

Of the sixty-one (61) public submissions which specifically addressed the issue of the number of councillors, sixteen (16) or 26.23% favoured the retention of twelve (12) councillors, whilst overall forty-five (45) or 73.77% favoured a reduction in the number of councillors (albeit to different levels). Council acknowledges the support for fewer elected members; but believes that little practical benefit will be obtained from such a move at this time.

Whilst the Council is one of the smaller metropolitan councils, both in terms of elector numbers and area, it is not dissimilar to other long-established metropolitan councils in terms of its composition and/or elector ratio (refer Table 5, page 10). Indeed, it is considered that the City of Holdfast Bay is comparable to, and consistent with, the City of Norwood Payneham & St Peters, the City of Unley, the Adelaide Hills Council and the City of Burnside in regard to physical size (with the exception of the Adelaide Hills Council), elector numbers, the number of councillors and elector ratios. Interestingly, all of these councils comprise twelve (12) or more councillors.

The only likely differences between the City of Holdfast Bay and the cited councils are the additional issues which confront the Council as a seaside council and popular tourist destination.

Table 5: Elector data and representation (Metropolitan Adelaide councils)

Council	Councillors	Electors	Elector Ratio
Walkerville (1.34 km ²)	8	5,763	1:720
Gawler (41.10km ²)	10	18,521	1:1,852
Prospect (7.81 km ²)	8	14,990	1:1,874
Norwood Payneham & St Peters (15.1 km ²)	13	25,790	1:1,984
Unley (14.29 km ²)	12	27,505	1:2,293
Holdfast Bay (13.72 km²)	12	28,433	1:2,369
Adelaide Hills (795.1 km ²)	12	29,468	1:2,456
Burnside (27.53 km ²)	12	32,019	1:2,668
West Torrens (37.07 km ²)	14	42,182	1:3,013
Campbelltown (24.35 km ²)	10	36,176	1:3,618
Mitcham (75.55 km ²)	13	48,841	1:3,757
Adelaide* (15.57 km ²)	7	28,279	1:4,040
Playford (344.9 km ²)	15	64,448	1:4,297
Port Adelaide/Enfield (97.0 km ²)	17	86,605	1:5,094
Charles Sturt (52.14 km ²)	16	87,838	1:5,490
Marion (55.5km ²)	12	66,559	1:5,547
Tea Tree Gully (95.2 km ²)	12	73,685	1:6,140
Salisbury (158.1 km ²)	14	96,326	1:6,880
Onkaparinga (518.4 km ²)	12	127,988	1:10,666

Source: Electoral Commission SA (March 2021)

* City of Adelaide also comprises four (4) "area councillors".

In addition, whilst the councillors are elected to provide representation of, and assistance to, the constituents within their wards, they also act in the best interest of all of the community within the Council area, including approximately 9,000 additional residents who are not enrolled to vote but experience the same day-to-day concerns and issues confronting the eligible electors throughout the Council area.

Another key factor considered is the expectation of on-going population growth in the foreseeable future across the Council area. This matter is addressed later (refer 6.5, Demographic Trends). The anticipated increase in the future population of the Council area will likely result in greater elector numbers, higher elector ratios and potentially greater workloads for the elected members.

Council has also mindful of the need to:

- comprise sufficient elected members to manage the affairs of Council and afford reasonable opportunities to attract potential future candidates to seek election to Council;
- maintain a suitable level and quality of representation in a growing community;
- avoid excessive workloads for the elected members;

- provide adequate and readily available lines of communication between Council and the community; and
- ensure that the potential for diversity in the elected member's skill sets, experience and backgrounds is maintained.

Council believes that it is important to maintain the quality and level of representation that has long been experienced and expected by the local community. As such, a reduction in the number of councillors at this time would be untenable, given that it will likely result in increased workloads for the councillors which, in turn, may impact upon the quality of representation provided to the community. **This being the case, Council has formed the opinion that a change in the number of councillors is not warranted at this time.**



6. LEGISLATIVE REQUIREMENTS

The provisions of Sections 26(1)(c) and 33(1) of the Act require Council to consider, as far as practicable, the following when developing a proposal that relates to its composition and structure.

6.1 Quota

Section 33(2) of the Act states: *“A proposal that relates to the formation or alteration of wards of a council must also observe the principle that the number of electors represented by a councillor must not, as at the relevant date (assuming that the proposal were in operation), vary from the ward quota by more than 10 per cent...”*.

According to Section 33(2a)(b) of the Act, ward quota is determined to be: *“the number of electors for the area (as at the relevant date) divided by the number of councillors for the area who represent wards (assuming that the proposal were in operation and ignoring any fractions resulting from the division).”*

The breakdown of elector data provided in Table 1 (page 2) indicates that the elector ratios in all of the existing/proposed wards lay comfortably within the specified quota tolerance limits and, as such, it is expected that all of the wards will be capable of sustaining reasonable future fluctuations in elector numbers.

6.2 Communities of Interest and Population

The Act speaks of the desirability of reflecting communities of interest of an economic, social, regional or other kind.

“Communities of interest” have previously been defined “as aspects of the physical, economic and social systems which are central to the interactions of communities in their living environment”, and are generally identified by considering factors relevant thereto, including neighbourhood communities; history and heritage communities; sporting facilities; community support services; recreation and leisure communities; retail and shopping centres; work communities; industrial and economic development clusters; and environmental and geographic interests.

Council believes that there are numerous communities of interest within the Council area, including but not limited to the twelve long-established suburbs and/or the various residential, commercial, industrial, manufacturing and foreshore precincts.

A four ward structure similar to the existing/proposed ward structure was first introduced at the Local Government elections in 2003, and variations thereof were subsequently introduced at the 2010 and 2014 Local Government elections. When developing the initial and existing ward structures, care was taken to ensure that, where possible, the identified land use precincts were maintained in their entirety within the bounds of a ward, considering the features of the landscape and/or the urban development. To achieve this, Council has always sought (where possible) to maintain entire suburbs within wards.

Council believes that the proposed ward structure constitutes a practical division of the Council area which is known to the community and still, in the main, reflects the long existing land use precincts and “communities of interest”.

6.3 Topography

The Council covers approximately 13.72 kms² and incorporates considerable coastline; long established residential, manufacturing and commercial sectors; and the popular foreshore precinct at Glenelg. The local road, rail and tram networks are also prominent physical features.

It is considered that the proposed/existing ward structure is a relatively simple and efficient division of the Council area, with each ward incorporating a stretch of foreshore, long-established residential development and commercial and/or industrial precincts. The existing/proposed ward structure, which has essentially been in place since 2003 (albeit in slightly modified configurations), befits and accommodates the existing topographical features and has effectively served to establish “communities of interest” within the bounds of each of the proposed wards.

It is considered that the topography of the Council area will have little or no impact upon Council’s proposal, given that the existing ward structure is to be retained and that the ward structure was originally developed with the view to maintaining, where possible, entire “communities of interest”, taking into account the existing topographical features.

6.4 Feasibility of Communication

Council believes that its existing composition and ward structure has provided the optimum arrangement for communication between the community and Council over the past eighteen or more years. The retention of twelve councillors and the existing ward structure, as proposed, will serve to maintain the established lines of communication with the community; and the proposed/continued level of ward representation (i.e. three councillors per ward) should ensure local interests and/or issues are not overlooked and continue to provide suitable communication alternatives for the communities within each ward.

Further, the Council area is relatively small in size and the ever-improving communication and information technology provides improved communication opportunities between the elected members and the local community.

In brief, Council believes that the proposed ward structure and level of ward representation will ensure the continued provision of a tried and tested communication network between the community and Council.

6.5 Demographic Trends

During the review process Council has considered the following information.

- According to data provided by Electoral Commission SA, the total number of eligible electors in the Council area increased by 2,260 (8.67%) during the period September 2013 – March 2021. It is also noted that all of the existing wards recorded an increase in elector numbers of between 477 (7.35%) and 641 (9.92%).
- Residential in-fill development will likely continue to occur across the whole of the Council area, with the potential of a 10% - 15% increase in dwelling density being possible, although the uptake on potential redevelopment opportunities (e.g. the division of long existing allotments) has been somewhat low in recent times. Areas of residential development focus will continue to be along the foreshore; Glenelg and Glenelg North (including Adelphi Crescent, Jetty Road and Anzac Highway); and North Brighton (i.e. Minda Incorporated Brighton Campus).
- Population projections prepared by the PlanSA (then Department of Planning, Transport and Infrastructure) in 2020 indicate that the population of the City of Holdfast Bay is anticipated to increase by 2,727 or 7.46% (i.e. 36,532 to 39,258) during the period 2016 – 2036.
- According to data provided by the Australian Bureau of Statistics (refer 3218.0 Regional Population Growth, Australia), the estimated population of the City of Holdfast Bay increased every year during the period 2005 – 2019 (i.e. from 34,007 to 37,435), which equates to a total increase of 3,428 or 10.08%.
- The Council “Community Profile” (as prepared by .id – the population experts) indicates that, based on the 2016 census data and a comparison with the data applicable to the average for Greater Adelaide, the Council area had a lower proportion of people in the younger age groups (under 15 years) and a higher proportion of people in the older age groups (60+ years). The major areas of difference were:
 - a larger percentage of persons aged 85 years and older (4.8% compared to 2.7%);
 - a larger percentage of persons aged 65 to 69 years (6.9% compared to 5.3%);
 - a larger percentage of persons aged 60 to 64 years (7.2% compared to 5.7%); and
 - a smaller percentage of persons aged 0 to 4 years (4.3% compared to 5.9%).

The data also indicated that an estimated 5,010 persons (i.e. 14.3% of the local population) were in the age bracket 5 – 19 years; 7,614 persons (21.74% of the local population) were aged 55 – 69 years; and a further 5,962 persons (17.02% of the local population) were aged 70+ years.

6.6 Adequate and Fair Representation

For the reasons espoused earlier, Council is confident that its proposed future composition will provide the number of elected members required to manage the affairs of Council; maintain an appropriate and accepted level of elector representation; allow for diversity in the skill set, experience and expertise amongst the elected members; and present adequate lines of communication between the community and Council.

6.7 Section 26, Local Government Act 1999

Section 26(1) of the Act requires that several broader Principles also be taken into account during the review process. These are similar in nature to those presented under Section 33 of the Act and include the following.

- The desirability of avoiding significant divisions within the community.
- Proposed changes should, wherever practicable, benefit ratepayers.
- A Council having a sufficient resource base to fulfill its functions fairly, effectively and efficiently.
- A Council should reflect communities of interest of an economic, recreational, social, regional or other kind, and be consistent with community structures, values, expectations and aspirations.
- Residents should receive adequate and fair representation within the local government system, while over-representation in comparison with Councils of a similar size and type should be avoided (at least in the longer term).

The composition and structure being proposed by Council is considered to comply with the cited legislative provisions, in that it will:

- incorporate sufficient elected members to undertake the various roles and responsibilities of Council;
- have little if any detrimental impact upon the ratepayers and/or existing communities of interest;
- provide adequate and fair representation to all electors; and
- compare favourably with the composition and elector ratios of other metropolitan councils that are of a similar size (in terms of elector numbers) and type.

7. CURRENT PUBLIC CONSULTATION

In accordance with Section 12(9) of the Act, interested persons are invited to make a written submission to Council in respect to this report, and more specifically the composition and structure that Council proposes to implement at the date of the next Local Government elections in November 2022. Any person who makes a written submission at this time will be afforded the opportunity to address Council or a committee thereof, either in person or by a representative, in support of their submission.

Interested members of the community are invited to make a submission expressing their views on the future composition and structure of Council. Submissions can be made as follows; and will be accepted until 5.00pm on Friday 9th July 2021.

- In writing to: Chief Executive Officer, 24 Jetty Road, Brighton, SA 5048
- Emailed to: governance@holdfast.sa.gov.au
- Online: yourholdfast.com/representation-review

Further information regarding the elector representation review can be obtained on Council's website or by contacting Nicole Roberts or Karrie McCann on telephone 8229 9999 or email governance@holdfast.sa.gov.au



ATTACHMENT A - Summary of submissions

Respondent	Preferences
Respondent #1 HOVE	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #2 UNKNOWN	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #3 GLENELG EAST	<ul style="list-style-type: none"> • Mayor • Option 5 (no wards)
Respondent #4 GLENELG NORTH	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 4 (4 wards, 8 councillors)
Respondent #5 HOVE	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #6 GLENELG	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #7 BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 3 (3 wards, 9 councillors)
Respondent #8 GLENELG SOUTH	<ul style="list-style-type: none"> • Chairperson • 2 wards, 8 councillors
Respondent #9 KINGSTON PARK	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #10 HOVE	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #11 GLENELG EAST	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 4 (4 wards, 8 councillors)
Respondent #12 BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #13 HOVE	<ul style="list-style-type: none"> • Mayor • Option 2 (5 wards, 10 councillors)
Respondent #14 GLENELG	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 1 (4 wards, 12 councillors)
Respondent #15 GLENELG SOUTH	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #16 UNKNOWN	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #17 PORT WILLUNGA	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #18 GLENELG	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 5 (no wards)
Respondent #19 NORTH BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 5 (no wards)
Respondent #20 SOMERTON PARK	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #21 SOUTH BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 5 (no wards)

Respondent	Preferences
Respondent #22 SEACLIFF	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #23 GLENELG EAST	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 5 (no wards)
Respondent #24 GLENELG EAST	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #25 GLENELG SOUTH	<ul style="list-style-type: none"> • Mayor • Option 3 (3 wards, 9 councillors)
Respondent #26 SOUTH BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #27 HOVE	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 4 (4 wards, 8 councillors)
Respondent #28 GLENELG SOUTH	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #29 ABERFOYLE PARK	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 4 (4 wards, 8 councillors)
Respondent #30 SEACLIFF	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 3 (3 wards, 9 councillors)
Respondent #31 HUNTFIELD HEIGHTS	<ul style="list-style-type: none"> • Mayor • Option 3 (3 wards, 9 councillors)
Respondent #32 GLENELG NORTH	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #33 UNKNOWN	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 1 (4 wards, 12 councillors)
Respondent #34 UNKNOWN	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #35 GLENELG EAST	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 4 (4 wards, 8 councillors)
Respondent #36 SOMERTON PARK	<ul style="list-style-type: none"> • Mayor • Option 2 (5 wards, 10 councillors)
Respondent #37 GLENELG	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #38 UNKNOWN	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #39 HOLDFAST BAY	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 4 (4 wards, 8 councillors)
Respondent #40 BRIGHTON	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 3 (3 wards, 9 councillors)
Respondent #41 UNKNOWN	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #42 GLENELG EAST	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #43 UNKNOWN	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 1 (4 wards, 12 councillors)

Respondent	Preferences
Respondent #44 NORTH GLENELG	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 5 (no wards)
Respondent #45 GLENELG	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 3 (3 wards, 9 councillors)
Respondent #46 BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 3 (3 wards, 9 councillors)
Respondent #47 UNKNOWN	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 4 (4 wards, 8 councillors)
Respondent #48 UNKNOWN	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 3 (3 wards, 9 councillors)
Respondent #49 UNKNOWN	<ul style="list-style-type: none"> • Mayor • Option 3 (3 wards, 9 councillors)
Respondent #50 SOUTH BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 3 (3 wards, 9 councillors)
Respondent #51 HOVE	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #52 UNKNOWN	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • 3 wards, 12 councillors
Respondent #53 BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #54 SEACLIFF	<ul style="list-style-type: none"> • Mayor • Option 5 (no wards)
Respondent #55 GLENELG EAST	<ul style="list-style-type: none"> • Mayor • Option 5 (no wards)
Respondent #56 HOVE	<ul style="list-style-type: none"> • Mayor • Option 1 (4 wards, 12 councillors)
Respondent #57 BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #58 BRIGHTON	<ul style="list-style-type: none"> • Mayor • Option 4 (4 wards, 8 councillors)
Respondent #59 SOUTH BRIGHTON	<ul style="list-style-type: none"> • Chairperson (optional with the title of Mayor) • Option 2 (5 wards, 10 councillors)
Respondent #60 SOUTH BRIGHTON	<ul style="list-style-type: none"> • Mayor or Chairperson • Option 1 (4 wards, 12 councillors)
Respondent #61 UNKNOWN	<ul style="list-style-type: none"> • Mayor or Chairperson • Option 1 - Current structure but 8 councillors (2 per ward)

Attachment 1



Item No: **15.5**

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

Date: 8 June 2021

Written By: Corporate Planning Officer

General Manager: Strategy and Corporate, Ms P Jackson

SUMMARY

Council has received 10 submissions in response to its Draft 2021-22 Annual Business Plan community consultation. A broad range of topics were raised through the consultation including but not limited to the Kingston Park Kiosk, rates increase, tourism marketing, Brighton Holiday Park, Quality of Life results and support for a range of Environment initiatives.

RECOMMENDATION

That Council note the submissions received during the Draft 2021-22 Annual Business Plan engagement and the answers that will be provided.

COMMUNITY PLAN

Culture: Providing customer-centred services
Culture: Enabling high performance
Culture: Being financially accountable
Culture: Supporting excellent, efficient operations

COUNCIL POLICY

Community consultation and engagement policy

STATUTORY PROVISIONS

Section 123 of the *Local Government Act 1999*.

BACKGROUND

The Draft 2021-22 Annual Business Plan was endorsed for community consultation at Council's meeting of 27 April 2021 (Resolution No: C270421/2280). The community consultation period ran from 30 April to 20 May 2021.

Council also provided a period of up to one hour to hear verbal submissions and comments regarding the draft plan from members of the community at the Council meeting of 25 May 2021.

Arrangements on how the community could participate in the consultation process and access copies of the Draft 2021-22 Annual Business Plan were advertised/promoted through:

- A public notice published in *The Advertiser*
- Posters at the Brighton Civic Centre and Glenelg and Brighton Libraries
- The 'Your View Holdfast' webpage (30 April to 20 May 2021)
- Emails to the Your View database comprising 1800 emails
- Twitter 'Tweets'

Copies of the Draft 2021-22 Annual Business Plan were made available from 30 April 2021:

- On Council's website
- On Council's engagement website i.e. yourviewholdfast.com
- At Council's Civic Centre, 24 Jetty Road Brighton
- At Council's Brighton and Glenelg libraries.

Our community was encouraged to provide comments by:

- Writing or e-mailing the Council between 30 April to 20 May 2021
- A designated "Your Holdfast" interactive webpage accessible through the Council's website at yourviewholdfast.com/DABP20_21 30 April to 20 May 2021
- Telephoning the Council's Customer Service Centre
- The opportunity to make representations to Council at its meeting of 25 May 2021.

The Local Government Association SA ran a campaign to raise awareness of the consultation with a paid media campaign on 5AA and Nova 919; with digital ads in InDaily, NewsCorp, MIQ, Play and Go and Adelady. Paid boosted ads were included on Facebook, Instagram and LinkedIn. The paid campaign started on 26 April and ran to 27 May.

REPORT

A total of 10 submissions were received, in comparison with 34 for the 2020-21 plan. Written submissions were received via 2 emails and 8 through the interactive web page. 1 representation was provided to Council at the meeting of 25 May 2021.

These submissions were discussed at an Informal Gathering of Council on 1 June 2021, and the Elected Members were provided full copies of all the submissions and draft responses.

A summary of feedback and comments received during the engagement period, along with answers, is appended as Attachment 1. Note: The responses are pending endorsement of a final plan, with Council resolutions to be incorporated.

Refer Attachment 1

The key items raised within the submissions included:

- 1 fully supported the Annual Business Plan and 6 expressed support with changes
- 3 had queries regarding the Kingston Park Kiosk
- 3 had queries regarding Seacliff Plaza redevelopment
- 3 recommended a 1.1% rate increase
- 2 queried the impact of the revaluation initiative
- 7 submission expressed support for and reinforced the importance of elements of the Environment Strategy
- there were 2 submissions expressing support for the Kaurana partnership and 1 querying funding (negative)
- there were 2 submissions querying the spread of Tourism Marketing across the area and one querying the cost of tourism
- 1 had queries regarding the Kingston Park Masterplan
- There was 1 submission asking what works were planned in Seacliff and Kingston Park over the 2021-22 financial year
- 2 submissions commented on the Quality of Life survey results. Both praised the high score for the City as a place to live, they further suggested that improvement was required for the financial management and performance score and improvement in roads maintenance and cycleways scores.
- 2 submissions queried the Brighton Holiday Park development and 1 queried projected revenue
- 1 queried the status of the Customer Experience project
- 1 queried the status of the Brighton Seacliff Yacht Club development proposal
- 1 queried the Kauri Parade Sporting and Community Complex management agreement
- 2 queries regarding the Integrated Transport Strategy
- 1 queried resourcing for the SA Planning and Design Code implications as well as the Local Government Reform Bill
- 2 queried debt management
- 1 asked after the status of the Walking Tour of Seacliff publication
- 2 queried Alwyndor's liquidity
- 1 queried the Glenelg Football Club's debt
- 1 queried whether an organizational restructure was forthcoming
- 1 queried events costs
- 1 queried Visitor Centre opening hours
- 2 queried Community Centre funding, and one provided suggestions for community centres
- 1 praised the Jetty Road Brighton Lighting initiative

- 1 supported the Additional Community Safety Officer for the Hooded Plover program
- there was a submission that expressed a need to protect our Art Deco buildings
- 1 asking for no bridge for Hove
- 1 expressing the importance of Stormwater management
- 1 expressing dismay at Jetskis

BUDGET

The engagement process was conducted within the allocated budget.

LIFE CYCLE COSTS

There are no life cycle costs associated with the recommendation.

Attachment 1



DRAFT 2021-2022 ANNUAL BUSINESS PLAN - SUMMARY OF SUBMISSIONS

Submission	Response
Barry Salter – Glenelg South	
<p>Would like Council to increase rates at maximum of 1.1% in line with State CPI.</p>	<p>Council has considered a range of options for funding the 2021-22 Annual Business Plan. A 2.4% rate rise is considered prudent to continue to secure the long term financial sustainability of the organisation, whilst being able to commence implementation of the Environment Strategy, considered critical for the sustainability of our organisation and community.</p> <p>For a mean (average) house value of \$662,100 in Holdfast Bay, the 2.4% increase equates to 74 cents per week.</p>
Tim Looker – Glenelg South	
<p>Commented that funding had been cut to the Community Centre. In addition, point made that trying to make community centres revenue neutral meant profitable programmes will be at the expense of activities for the well-being of pensioner frail aged and disabled, not reflecting well on Council.</p>	<p>Council is supportive of all four of its Community Centres, and this has been demonstrated by an overall increase in funding to Centres from \$27,000 in 2020/21 to \$46,936 in 2021/22.</p> <p>Council has sought to provide a more equitable distribution of funding to Centres, and at the Council meeting of 8 September 2020 a model was approved to support the operations of the four community centres (Council Report No:265/20). The model proposed that each community centre make submissions for funding and that funding be assessed for eligibility against criteria the prioritised community needs. This process has been completed and is contained within the budget.</p>

DRAFT 2021-2022 ANNUAL BUSINESS PLAN - SUMMARY OF SUBMISSIONS

Birdlife Australia	
<p>Supported inclusion of the additional Community Safety Officer in the draft Business Plan for the monitoring of the Hooded Plovers. In addition, you supported actions that support the health and biodiversity of the coastal environment proposed as well as appreciating the Council’s ongoing support for the Hooded Plover Program.</p>	<p>Thank you for your support of our Hooded Plover program and our activities to support the health and biodiversity of the coastal environment. This is a key element of our Environment Strategy.</p> <p>We further appreciate your particular support for our Additional Safety Officer initiative, noting its success in enabling the Hooded Plover pair to thrive. We have taken note of your advice regarding an August commencement and can accommodate this within the initiative budget.</p>
Tom Rodger - Brighton	
<p>Supported inclusion of the Kiosk at Kingston Park and the lighting upgrades on Jetty Road at Brighton as improvements to the commercial precinct in the area, and that it will encourage more activity and spending from local residents as well as tourists.</p>	<p>Thank you for your support for these important projects. Council approved \$300,000 for the Kiosk in 2020/21. An additional \$500,000 has been included in the 2021/22 Annual Business Plan. Construction is pending final approval of the design by Council.</p> <p>The emergence of Jetty Road Brighton as a night-time destination, and the impediments due to lighting amenity, was recognised, thanks to the positive relationship between Jetty Rd Brighton Traders and the council. Implementation of the Jetty Road Brighton Masterplan, developed in 2020-21 included in the 2021-22 Annual Business Plan.</p>

DRAFT 2021-2022 ANNUAL BUSINESS PLAN - SUMMARY OF SUBMISSIONS

Mark Peterson - Glenelg	
<p>Raised a concern there was no language around “innovation”, “reducing cost” or “preventative” in relation to asset management. In addition, made the point that plant and equipment targets should be towards carbon neutral, including contractor vehicles.</p>	<p>Council’s Asset Management Plans are published on https://www.holdfast.sa.gov.au/council/council-documents/council-publications</p> <p>The principles behind the asset management plan are around optimising our assets to achieve best value for the community. As part of our overall asset management we manage maintenance, renewal and reconstruction based on the service standards (ie safety, amenity, condition, function) that have been agreed together with budget and resources. Council also trials new products and innovative solutions that may provide improved value for the community.</p> <p>Street trees are carefully managed and new trees selected that minimise impact on infrastructure and safety for the path users. Council has also funded a city wide urban forest tree audit of our 16,000 trees over 2 years commencing in 2021-22. As well as informing a comprehensive tree management strategy the audit will identify at risk and hazardous trees and additional planting opportunities.</p> <p>We have been replacing vehicles in our fleet over the past few years with hybrid models where available and will, this year, trial a fully electric vehicles. We have replaced street lighting with LED which has reduced electricity use by 13.6%. We have also been progressively installing solar panels across council buildings.</p> <p>Earlier this year council endorsed an Environment Strategy (also available on our webpage on the same page as above) with objectives of becoming a carbon neutral council by 2030. Council has funded the development of a Carbon Neutral Plan in the 2021-22 financial year to ensure an integrated and focussed approach to reaching this goal.</p>

DRAFT 2021-2022 ANNUAL BUSINESS PLAN - SUMMARY OF SUBMISSIONS

Steve Nield - Hove	
<p>Asked a question relating to the funding of a third sandbag groyne in 2021/22. Raised concerns that funding had not been provided for further groynes given their success in aiding beach retention.</p>	<p>In the 2020-21 financial year, whilst the business plan included funding for two sand groynes, we were able to secure additional funding for a third sand groyne, and hence installed groynes adjacent to:</p> <ul style="list-style-type: none"> • 98 Esplanade, Hove • Holder Rd, North Brighton • North of Gladstone Rd, North Brighton <p>The number and placement of the groynes is in line with the directions and co-funding of the Coastal Protection Board, who have not planned for further groynes to be installed in 2021-22.</p>
Lyndall Kay - Glenelg	
<p>Would like weekly organic waste bin collection with green organic bins in public places and not allow business to operate unless they have a close loop waste system</p>	<p>Unfortunately, Food and Organic Waste (FOGO) bins in public spaces are not viable due to contamination (people putting non-FOGO items in the bins). The contamination rate needs to be below 5% for the waste to be able to be diverted from landfill and processed for reuse. Our experience with recycling bins in public places demonstrated a contamination rate of around 50%, hence why we removed them recently and are investigating other bin types. We are considering a trial of a FOGO bin for used compostable dog tidy bags. We have, however, had much success diverting FOGO waste from landfill with our FOGO program. Compostable bags are available free to residents for FOGO waste, along with benchtop kitchen caddies.</p>

DRAFT 2021-2022 ANNUAL BUSINESS PLAN - SUMMARY OF SUBMISSIONS

	<p>In March 2018, The City of Holdfast Bay launched a pilot project to introduce using compostable bags for fresh produce in supermarkets, this was funded by Green Industries SA. The pilot has had overwhelmingly positive feedback from the community with the model being replicated in other supermarkets outside the City of Holdfast Bay. In addition, bin audits of kerbside green FOGO and landfill bins in close proximity to both stores were undertaken throughout the pilot and found an impressive 300% increase of food scraps being placed in organic bins with the use of compostable bags.</p> <p>The current phase of our FOGO program is a pilot trial comprising up to 1000 volunteer households Kingston Park, Seacliff and parts of Somerton Park and North Brighton. It commenced in September 2020 and will run until September 2021. The 12-month voluntary trial involves switching the collection frequency of Food Organics Garden Organics (FOGO) green bins to weekly, and red landfill bins to fortnightly, to make recycling food waste more convenient. Initial results show an approximate diversion rate of 86.7 percent—an improvement of approximately 30 percent.</p> <p>The Council have included funding for the subsequent phase of the FOGO program (subject to grant funding) in the 2021-22 Annual Business Plan, which comprises an extension of the current pilot, as well as an opt out pilot for a street in both Somerton Park and Seacliff, rather than a volunteer model. An opt-out model will provide council and Green Industries SA with landfill diversion rates and community feedback similar to what can be expected if this collection model were rolled out council wide.</p>
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	<p>In addition to these activities council continues to provide free waste education sessions to schools and community groups to increase resident understanding of recycling and use of the three-bin system.</p> <p><u>Business waste</u> Jetty Road, Brighton was one of the first precincts in Australia to go single use plastic free in 2019, along with Holdfast Bay’s surf lifesaving clubs. The precinct is also working together to explore the collection of compostable food for reuse.</p> <p><u>Closed Loop</u> Holdfast’s industrial precinct in Somerton Park has been the focus for Flinders University research into the potential to implement a circular economy model within the precinct. We are keen to assist in facilitating this exciting and important pilot.</p>
<p>Asked the history of the Kurna people be reflected in the Buffalo site redevelopment.</p>	<p>The City of Holdfast Bay also recognises the importance of telling the history of the Kurna people. The draft concepts for activation of the old Buffalo replica site have been developed in consultation with Kurna representatives. The history of the site and its cultural significance will be incorporated through the design process following consultation.</p> <p>Council’s commitment to reconciliation is also demonstrated through Tiati Wangkanthi Kumangka (Truth-Telling Together), a national award-winning exhibition exploring the true history of South Australia. Curated by the City of Holdfast Bay and elders of the Kurna Nation, Tiati is a permanent exhibition in the Bay Discovery in the Glenelg Town Hall. It tells an important and very special story, and I urge you to visit if you haven’t already.</p>

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<p>Would like Council to work with local business/communities/landlords to help fill all the vacant properties in the area.</p>	<p>Fortunately, Holdfast Bay has low vacancy rates and while there has been attempts to use vacant properties for activation, the property owners have been reluctant due to them wanting the premises to look vacant for potential future tenancy. We have on occasion been able to window dress/activate a vacancy for specific events where we have identified a suitable location and negotiated with the landlord.</p> <p>The City of Holdfast Bay offers a broad range of business support services including, but not limited to:</p> <ul style="list-style-type: none"> • A business concierge service, to assist businesses to navigate council services, and connect businesses with other opportunities • Southern Business Mentoring service which provides subsidised access to business advisers • Small business development and shopfront grants • A business directory to assist with SEO
<p>Asked for an alcohol free community hub where day and night people could come and eat, dance, drink, learn, and share. Also suggested possible changes that could be made to the Glenelg Community Centre.</p>	<p>In 2020-21 the Council commenced work on concept designs for, and feasibility of, a redevelopment of the Brighton Civic Centre. Consideration of amenities such as a community hub are being included in this study.</p> <p>The Glenelg Community Centre is wholly volunteer run. The current management committee works across all roles, from behind-the-scenes administration through to operational delivery of programs, within the community while balancing need, demand and limited resources. The management committee is open to the public, made up of local people with varying skills, and are voted into their positions by members each year.</p>

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	<p>The intention behind the community facility is to be inclusive and accessible, offering community space and programs at little to no cost to often the most disadvantaged within the community. Programs are planned around the skills and time (freely given) of people available, feasible space, cost to deliver a program, and services the community is asking for.</p>
<p>Would like to keep the history of buildings in the City</p>	<p>The Council recognises the importance of protecting our heritage. In 2020/21 Council has been undertaking a Development Plan Amendment to provide greater protections for key buildings in the City that are identified as having heritage value. In addition, funding has been provided in the 2021/22 Annual Business Plan for a review to identify any undocumented or unprotected Art Deco style heritage buildings within the City of Holdfast Bay.</p>
<p>Would prefer the train to go under as part of the Hove Crossing project, but does not believe the crossing is that busy and money could be better spent</p>	<p>Based on the briefing provided by the State Government's Department of Infrastructure and Transport (the owner of the rail infrastructure), Council understands that the primary purpose of the project is to address the inherent risks of a level crossing/road intersection point, pursuant to the national framework of the Office of the National Rail Safety Regulator. The Council have expressed support for a "rail under" option to the State Government.</p>
<p>Need storm water running into the beaches to be filtered</p>	<p>The Council is investing significant funding over ten years to implement our Stormwater Asset Management Plan. In addition to flood mitigation works, replacing aged pipes and infrastructure, the plan works to improve the quality of water and reduce the volume of stormwater entering the marine environment. This</p>

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	includes gross pollutants traps, water sensitive urban design and options to reuse stormwater.
Would like jet ski's to be managed better	The City of Holdfast Bay created by-laws that banned motorised boats (including jet skis) from being launched or retrieved from any foreshore at Holdfast Bay. The authority over the use of jet skis in our waters lies with the State Government's Department of Transport, Planning and Infrastructure [DTPI]. In regard to beach launching, we are currently updating our by-laws to make the use of launching points clearer.
David Hitchcock – Seacliff Park	
Provided feedback on the length of the Annual Business Plan	Whilst Section 123 of the Local Government Act 1999 is very prescriptive about what elements the Annual Business Plan is required to include, we always look to improve our key documents to make them more engaging and informative for our stakeholders. We've endeavoured to provide a high-level summary using the Mayor's welcome. However, there may be an opportunity to provide a more through executive summary at the beginning of the document. Thank you for your idea, we will consider it in the development of the 2022-2023 plan.
Provided feedback on the Local Government Reform Bill recommending an external authority providing advice on councils' draft annual business plans.	The current Statutes Amendment (Local Government Review) Bill does, as you note, create an Authority that require councils to provide a number of documents to the Authority for review. These documents may include council Annual Business Plans. If the Bill is passed in its current form, it may result in increased administration requirements for councils. The Bill also currently includes a clause

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	<p>requiring councils to pay for the operations of the Authority. The exact cost and time required to meet the requirements of the Authority is unknown at this time.</p> <p>The Local Government Association does not collect or publish statistics for responses to Annual Business Plans from all South Australian councils. Over the past three years, the maximum number of responses received to our draft Annual Business Plan is 34.</p>
<p>Supports the continued greening of parks and gullies and suggested liaising with the City of Marion to provide seamless green corridor south of Arthur Street to the O’Halloran Hill Recreation Park.</p>	<p>Our three gullies provide an important opportunity to improve our City’s biodiversity. Council have developed draft masterplans for the gullies which we hope to have endorsed by the end of the 2020-21 financial year. You can view the draft plans here https://www.yourholdfast.com/gullies.</p> <p>We work continuously to control weeds and improve the level of biodiversity and habitat in all three gullies. Gilbertson Gully had 4,000 new native plants planted last year, and this year we have eradicated a high priority weed species (athel pine), and plan on more revegetation. In Pine Gully we have also removed a number of introduced trees, provided erosion control and will be undertaking more revegetation; some nest boxes are about to be installed. Barton Gully is going to have a new path, more weed control and 1,300 plants planted this winter. We liaise with the City of Marion about the green areas where our borders meet.</p>
<p>Sought clarification on the Kiosk at Kingston Park</p>	<p>Draft concept plans outlining potential locations for the Kiosk have been developed, this included a feasibility study. Council approved \$300,000 for the Kiosk in 2020/21. An additional \$500,000 has been allocated in the 2021/22 Annual</p>

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	Business Plan. Construction is pending final approval of the design and business case by Council.
Highlighted the importance of visitors to the City's economy but recognized the additional costs associated.	We agree with the point you make, which separates the City of Holdfast Bay from other Councils. The visitor economy is an important element of liveability in our City, providing us with jobs as well as goods and services for our community to enjoy. In 2019, visitors contributed \$258 million to the local economy, providing an estimated 1,808 full time equivalent jobs. However, this does result in additional costs to the level of services and the upkeep of our infrastructure. Council is constantly balancing the two in order to get the best outcome for ratepayers and our community.
Pleased Council is allocating funds for investment and maintaining community assets and infrastructure.	In recent years Council has invested in key community infrastructure including Kauri Sporting Complex, Coast Path and Brighton Oval Sporting Complex. In addition to investment in new infrastructure, Council has been focused on maintaining existing assets. A key financial indicator for the Council is an asset sustainability ratio of between 90-110 per cent over a five year period. This ratio measures the level of expenditure on renewal and replacement of our existing infrastructure and assets. It is measured against the level proposed in the Asset Management Plan. For 2021-22 this is forecast to be 100 per cent.
Sought clarification on the Seacliff Plaza Upgrade Stage 1 project.	The development of concept plans for the Seacliff Plaza are currently underway. The detailed designs for the Plaza and amenities block will be finalised in the 2021-22 program, with the amenities block being constructed, pending consultation, in

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	2021-22. The timelines for the development of the plans and the engagement on those plans has yet to be devised. If you've subscribed to yourholdfast.com you will receive a notification when that engagement commences.
Supported Council's financial practices.	We agree with your feedback. Council's Treasury Management Policy sets out a prudent fiscal approach to ensure the sustainability of Council's financial position
Suggested Council use the word finance instead of borrowings to provide more clarity.	Noted and we agree with your feedback. We have amended the final document using the word "finance".
Asked a question regarding revaluation of properties and the impact this has on rates.	Since the Value General's revaluation, the median house in our City is valued at \$590,000 compared to \$560,000 in 2020-21. We have published this in the final business plan, these valuations are not available to Council until June, after the draft plan has been published for consultation. There has been no substantive shift in the ratio of rate revenue from a particular area or property type (e.g. commercial vs residential). The intention is to maintain the same rates payable relativity between the general residential ratepayer and those for whom the differential rate applies – while also ensuring any rate increase is applied in an equitable manner.
Made comment on the net financial liabilities ratio as a measure.	Noted. We agree with your comments.
Made comment on the various financial indicators	Noted. We agree with your comments.
Ask how Alwyndor's budget relates to Alwyndor's Strategic and Long Term Financial Plan, and Council's bottom line.	Alwyndor is currently reviewing its investment strategy. The perceived decrease in cash is based on the assumption that after the review process is completed, Alwyndor will be able to expand its investments into a higher return and longer

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	<p>term investment (ie non-current assets). The process is being reviewing together with Audit Committee and Council (indeed it requires Council consideration and decision making). An assumption of Alwyndor’s Long Term Financial Plan is that a new investment strategy will be implemented. Although this does impact on the liquidity ratio due to the assets changing from current to non-current, the investment review will include an analysis of Alwyndor’s liquidity requirements and base investment decisions around maintaining a suitable level of liquidity.</p> <p>It should also be noted that Alwyndor is a self-funded business which does not rely on ratepayer funding.</p>
<p>Holdfast Bay Residents Alliance</p>	
<p>Acknowledges some very good capital projects but concerned no plan for debt reduction.</p>	<p>Council has strategies in place for debt management including the following principles:</p> <ul style="list-style-type: none"> • Debt is managed holistically in accordance with financially sustainable strategies with annual reviews of targets. • Debt is managed within agreed target ranges for net financial liabilities being a maximum of 75% and that the interest cover ratio is not to exceed 5%. • New borrowings are for new capital projects as set out in the annual budget and taking into consideration Council’s annually updated long term financial plan. • Council’s long term financial plan is prepared and updated annually and takes into consideration long term debt and existing financial performance targets. It is reviewed at least annually by Council’s Audit Committee and informs the annual budget process.

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	<ul style="list-style-type: none"> • Full details of Council’s agreed financial targets are contained in the Draft Annual Business Plan on pages 58 and 59.
<p>Concerned with the proposed rate increase in comparison to other councils and the South Australian CPI. Recommends the rate increase falls in line with CPI. Asked a question in relation to the impact of the revaluation of properties by the Valuer General will have on amount of rates paid.</p>	<p>As part of the budget formulation Council reviews its operational services and new projects and sets a rate increase to ensure agreed and high priority new services are adequately funded. The details of the new projects and existing services have been supplied to the HBRA both through the draft Annual Business Plan document and separately supplied detailed budget.</p> <p>Each Council area whether interstate or within SA has unique geographical characteristics and community needs. The City of Holdfast Bay is unique in regard to its coastal location while also being a major tourist destination. Nevertheless, comparative information for South Australian metropolitan Councils is contained in the draft Annual Business Plan on page 54, showing Holdfast Bay with the sixth lowest average residential rates out of 17 Councils.</p> <p>Council’s draft plan reflects the various strategies and services that are needed for its ratepayers and community participants given its location and facilities.</p> <p>Council sets a rate in the dollar each year to meet its required rate income. Accordingly, if there is a significant increase in property values the rate in the dollar will reduce. However, the General Valuation by the Valuer General provides valuations for individual properties. The rates payable for individual properties are based on the valuation of that property. The valuation for many residential and commercial properties has increased, and the rates payable for those properties will increase on the basis of that valuation. Details of rate setting and relief measures are contained in the draft Annual Business Plan on pages 55- 57.</p>

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	<p>Council has considered a range of options for funding the 2021-22 Annual Business Plan. A 2.4% rate rise is considered prudent to continue to secure the long term financial sustainability of the organisation, recognizes projected inflation as well as the Local Government specific price index. It also facilitates the commencement of implementation of the Environment Strategy, considered critical for the sustainability of our organisation and community.</p> <p>Marion's residential rate in the dollar for 2020-21 was 0.00331063 compared to our residential rate of 0.00247456, hence with the current rate increase, our rate in the dollar still remains significantly lower. Marion's minimum rate was \$1059 and ours was \$1021.</p>
<p>Asked a question in relation to Alwyndor's Balance Sheet and whether the decrease in cash (current assets) will have an effect on the current ratio and if it will effect liquidity.</p>	<p>Alwyndor is currently reviewing its investment strategy. The perceived decrease in cash is based on the assumption that after the review process is completed, Alwyndor will be able to expand its investments into a higher return and longer term investment (ie non-current assets). The process is being reviewing together with Audit Committee and Council (indeed it requires Council consideration and decision making). An assumption of the Long Term Financial Plan is that a new investment strategy will be implemented. Although this does impact on the liquidity ratio due to the assets changing from current to non-current, the investment review will include an analysis of Alwyndor's liquidity requirements and base investment decisions around maintaining a suitable level of liquidity.</p> <p>It should also be noted that Alwyndor is a self funded business which does not use rate payer funding.</p>

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<p>Raised a concern that the leases at Glenelg oval have not increased given the funds spent at Glenelg Oval complex. Ask if the club was subject to the current leasing policy and if there was still an outstanding debt.</p>	<p>Funds invested in recent years at Glenelg Oval have been spent on the Holdfast Tennis Club which has no association with the Glenelg Football Club or their lease. The funds allocated in the 2021-22 budget to stages 3 and 4 of the Glenelg Oval masterplan do not involve the Glenelg Football Club buildings, and focus on the outer side of the oval and the community elements of the precinct including upgrades to Margaret Messenger Reserve, Williams Ave car parking, new cricket nets, caretaker shed, playspace, public toilets etc.</p> <p>The new shared change rooms currently being built are for the use of both the Glenelg Football Club and Glenelg Cricket Club and a shared use licence agreement has been established for the interim period between this building being completed (August 2021) and the expiry of their current lease in September 2022.</p> <p>The Glenelg Football Club has a unique leasing arrangement that has been negotiated with and agreed by Council. Council reviewed the financial support offered to the club in October 2019. Council is committed to the long term sustainability of the Glenelg Football Club and resolved to not increase its annual lease until October 2022, and to review the arrangement at least six months prior to this date.</p> <p>The current amount owed to Council by the Glenelg Football Club totals \$1.66m. Council receives payments from the SANFL towards this loan. This is also expected to be reviewed in 2022.</p>
<p>Raised that many ratepayers believe the staff structure at the City of Holdfast Bay is top heavy.</p>	<p>Council's budget is developed from a bottom up zero basis, this ensures staffing numbers are based on the services and programs that need to be delivered in a</p>

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	<p>given year. Therefore, the staffing numbers were reviewed when the 2021/22 budget was development. In addition, Administration reviews each position when it becomes vacant to ensure there is a requirement for the role. I note in your feedback you compare the employee costs of the City of Holdfast Bay with the City of Burnside. It is difficult to undertake this high-level comparison of councils as it does not consider the discretionary services a council provides or the level of services provided when compared with another.</p>
<p>Asked for a detailed breakdown of Elected Member expenses.</p>	<p>As advised at the meeting with HBRA held on May 6, operating expenses to a detailed level are an internal working document. A draft operating budget, at activity level, was provided to HBRA for information. The operating budget provided highlighted Elected Member expenses have reduced from \$539,000 in 2020/21 to \$528,350 in 2021/22.</p>
<p>Asked a question in relation to the operating position of the Holiday Park.</p>	<p>The Brighton Caravan Park net budget has increased to reflect estimated improved patronage. The overall position is a 49% improved income from \$760,000 to \$1,134,000 as noted on page 22 of the detailed budget document separately forwarded. Due to the new management agreement, there has been a change in financial reporting for the Holiday Park.</p>
<p>Asked a question in relation to the expenditure of the City Activation team.</p>	<p>The council invests net \$894,018 in the City's events program, which is seen as an integral program to attract visitors to our area to support our economy, as well as important to our sense of community.</p>

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	<p>Despite COVID-19 restrictions the City of Holdfast Bay hosted 383,816 event specific visitors delivering an economic impact to the local community over \$38 million. These events are managed by 3.2FTE which is not considered excessive.</p>
<p>Asked if there was a plan to increase the expenditure for the Jetty Road Mainstreet into southern areas of the Council.</p>	<p>The Jetty Road Mainstreet budget is separately developed by the Mainstreet Committee and a separate rate is determined for the specified precinct in Glenelg. Council allocates general rate funding to all Council areas as part of the overall budget deliberations and as detailed in the separately forwarded budget.</p> <p>To ensure the impacts to the visitor economy are minimized, the City of Holdfast Bay adopted a Tourism Recovery Plan 2023 in February 2021 as a post COVID-19 rebuilding strategy, together with strategic actions from the Economic Activation Plan 2023. The plan will provide a strategic focus and action plan to emerge as a more resilient and sustainable destination that enriches the lives of our people and our visitors.</p> <p>Council continues to promote tourism assets citywide to ensure visitors can be dispersed along the coastline from major transport nodes.</p> <p>Economic development staff have been working closely with Jetty Rd Brighton traders to assist them with activities. New Christmas Decorations were featured last December, a winter solstice event held in June and new street banners.</p> <p>In regard to a separate financial income and expenditure statement, operating budget information that you have received contains the level of detail publicly available.</p>

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<p>Asked a question in relation to where unspent monies for events were spent in 2020/21.</p>	<p>Unspent event funds due to COVID have been allocated to new Council approved events including Community Outdoor Cinema, European Style Market, laneway and side street activities and the community event support fund. Any unexpended funds will be returned to general revenue at the end of the financial year, which will assist in reducing the budgeted operating deficit for the 2020/21 year.</p>
<p>Raised concerns the Visitor Information Centre was not open until 10am weekdays</p>	<p>The Bay Discovery Centre and Visitor Information Centre is seen to be an important element of our tourism service. Each additional hour of operating a service has a cost associated with it. Our experience with Centre operation times is that 10am to 2pm is the time during which there is sufficient demand to operate the service.</p>
<p>Asked how the Council plans to improve ratings for Value for Rates and Overall Service Satisfaction in the Quality of Life survey.</p>	<p>The annual research is conducted by Intuito Market Research, with a statistically relevant sample of n=400. A mailing list of 3000 residences is randomly generated to receive an invitation to participate. Intuito are required to ensure that the final sample closely matches the demographic and suburb split of our City.</p> <p>The 'good financial management and value' score has increased significantly from 6.3 to 6.75, as has 'satisfaction with performance and quality of service' increasing from 6.6 to 7.1. We are very pleased with the overall rating of 8.7 for Holdfast Bay as a place to live. It is clear that our residents love living in Holdfast Bay.</p>
<p>Raised concerns with the reduction of funding to Holdfast Bay Community Centre, and questioned how Council could reduce financial support for the Centre while increasing funding for Kaurua meetings.</p>	<p>At the Council meeting of 8 September 2020, a model for the equitable distribution of funding to support the operations of the four community centres was approved (Council Report No:265/20). The model proposed that each community centre make submissions for funding and that funding be assessed for eligibility against</p>

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	<p>criteria. Importantly this process has been completed and is contained within the current draft budget.</p> <p>Council has carefully considered the impacts of COVID-19 on the operations of each respective community centre. As a result, Council has liaised directly with centre management to establish a path forward to continue to maximise benefits to the broader community whilst establishing sustainable models of operation.</p> <p>Funding for the KNCHA partnership has increased as there are a number of important projects next year that we need to engage with the Kaurna people on.</p>
<p>5049 Coastal Community Association</p>	
<p>Raised concerns that Kingston Park Kiosk and the Seacliff Amenities block will be subject to further delays and possible budget or funding constraints.</p>	<p>Seacliff amenities block concept design including new features is being prepared this financial year in order to be ready for engagement activities following Council’s funding approval.</p> <p>We’ve recently received tender submissions for the provision of café services for the kiosk. Final plans and endorsement from Council on the project is yet to occur, with next steps to finalise the design in collaboration with the preferred café services supplier. An indicative timeline for construction based on all approvals being achieved is early 2022.</p>
<p>Would like to see Seacliff and Kingston Park mentioned as tourist destinations and asked the percentage of Tourism and Economic Activation Plans will be spend in the area.</p>	<p>Council promotes Holdfast Bay as a whole destination. The ‘I Want to Stay’ campaign promotes Holdfast Bay through creative communications and experience</p>

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	<p>themes which represent the unique selling propositions for our destination including:</p> <ul style="list-style-type: none">• Accessible water – swimming, sailing, refreshing, jetties• Nature – coastal walks, dolphin watching• Events – music, sporting, arts, food• Soft adventure – Stand-up paddle boarding, snorkelling, fishing, kids activities• Heritage and Culture – exhibitions, galleries, museums, historic walks, indigenous story• Social – catching up, celebrating and relaxing• Urban - shopping, coffee catch ups and restaurants alongside world class beaches <p>The core brand statements that are incorporated in tourism marketing material across Glenelg, Brighton and Seacliff are:</p> <p>STAY & PLAY Use for families, kids, school holiday activities, water sports, events & concerts</p> <p>STAY LOCAL Use for local events and marketing aimed at the residents and for local businesses</p> <p>STAY & SHOP Use for day trippers and locals</p> <p>STAY & EAT Use for day trippers and locals</p> <p>The majority of our advertising and communication activities incorporate Brighton and Seacliff imagery and product including;</p> <ul style="list-style-type: none">• Waterfront dining Seacliff, Beachfront Escape Brighton Caravan Park, Stand Up Paddle Seacliff• Glenelg to Seacliff Coastal Walk
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	<ul style="list-style-type: none"> • 'Welcome back to the Bay' video featuring Glenelg, Brighton and Seacliff • School Holiday Guide Glenelg, Brighton and Seacliff • Citywide Spend and Win Competition • Staycation Beachside accommodation
Supported the continued investment in the partnership with the Kurna Nation.	We agree that partnering with the Kurna Nation is essential for the present and future of our City.
Pleased that a 5049 Committee member is involved in the Kingston Park Review project, however disappointed there hasn't been a recent meeting.	A Project Manager has recently been appointed in order to progress this project at pace. Initial concept development work is underway, and a meeting of the Project Reference Group will be reconvened in the near future. It is great to have David Cruikshank-Boyd involved in the project and we look forward to seeking his input into the project.
Pleased with the emphasis on environmental initiatives through the Environment Strategy.	Implementation of the Environment Strategy is a key priority of Council.
Hopes expenditure on coastal works includes facilities at Seacliff and Kingston Park.	Coastal infrastructure renewal is scheduled in line with our Asset Management Plans. New amenities such as the ones mentioned above will be considered as part of the Seacliff Plaza project, and the Kingston Park Masterplan.
Believes the proposed targets for tree canopy cover are extremely modest.	The 2021-22 Annual Business Plan includes an Urban Forest Tree Audit. This audit will analyse current stock as well as the most appropriate way to increase the tree canopy.
Compares Council's rate increase of 2.4% compared with the City of Marion at 1.1% but acknowledges it needs to be weighed up	Council has considered a range of options for funding the 2021-22 Annual Business Plan. A 2.4% rate rise is considered prudent to continue to secure the long term

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<p>against the benefits and cost of proceeding with capital works program.</p>	<p>financial sustainability of the organisation, recognizes projected inflation as well as the Local Government specific price index. It also facilitates the commencement of implementation of the Environment Strategy, considered critical for the sustainability of our organisation and community.</p> <p>Marion’s residential rate in the dollar for 2020-21 was 0.00331063 compared to the Holdfast Bay residential rate of 0.00247456, hence with the current rate increase, the Holdfast Bay rate in the dollar remains significantly lower. Their minimum rate was \$1059 and Holdfast Bay’s was \$1021.</p>
<p>Makes the point the City of Marion reports on their KPI’s and rate of delivery against their plan and City of Holdfast Bay does not.</p>	<p>In accordance with the <i>Local Government Act 1999</i> strategic measures as well as performance against the Annual Business Plan are included in the Annual Report. Key achievements are also published in the Annual Business Plan Summary provided to rate payers with their first rates notice. In addition, Administration reports to Council on a quarterly basis on delivery against our plan. These reports form part of the Council papers, which are publicly available on Council’s website.</p>
<p>Makes the points the performance targets set by Council for 2021/22 will not substantially improve the Quality of Life scores for Value for Money, Overall Service Satisfaction, Maintaining Roads and Cycle Paths.</p>	<p>The annual quality of life research is conducted by Intuito Market Research, with a statistically relevant sample of n=400. A mailing list of 3000 residences is randomly generated to receive an invitation to participate. Intuito are required to ensure that the final sample closely matches the demographic and suburb split of our City.</p> <p>The footpath score has improved from 5.7 in 2014, and roads from 6.7. This year we will invest \$3.29 million in maintaining our roads, kerbs and footpaths. The ‘financial management and value’ score has increased significantly since 2015 from 6.4 to 6.75.</p>

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	<p>We are very pleased with the overall rating of 8.7 for Holdfast Bay as a place to live. It is clear that our residents love living in Holdfast Bay.</p>
<p>Asked the current status of the Customer Experience project.</p>	<p>The Customer Experience project was placed on hold for a period due to resources being reallocated to Council's COVID pandemic response. The project has now resumed, work is being undertaken internally and currently on track to deliver outcomes November 2021. Community updates shall be provided thereafter.</p>
<p>Raised disappointment at the wording "Council will consider construction of a kiosk at Kingston Park" in the Annual Business Plan as it lends a level of uncertainty. Also questioned the timing of construction.</p>	<p>The draft Annual Business Plan included \$500,000 funding for the Kiosk, in addition to the \$300,000 that was included in the 2020/21 budget. The wording "will consider" was included as the Council is yet to approve the final design and business case for the Kiosk. Council has gone to tender for a preferred supplier for Café Services for the Kiosk to assist in finalising the design of the building. The timing for construction is still to be determined but is being considered in relation to the future works to be undertaken in the Holiday Park and Kingston Park Reserve.</p>
<p>Asked the current status of the Holiday Park Master Plan and raised the importance of its integration with the Kiosk and Kingston Park Reserve.</p>	<p>The redevelopment of the Brighton Holiday Park is a significant project that will indeed provide significant benefit to the local area. Due to the complexity of the proposed updates to the facility, it is expected that all construction works will be taking place over the next 3 years in a staged approach. It is council's desire that all construction works take place during the off season (April – September) so as to not cause disruption during the more popular holiday months. It is also hoped that construction works within the Holiday Park may be able to coincide with the construction of the kiosk in 2022 in an effort to minimise disruption and maximise efficiency. Council understands the importance of ensuring the three key projects</p>

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	within the Kingston Park precinct and designed to ensure full integration with the public realm and open space.
Please to see the continued funding of the gullies.	We agree, the gullies are a vital part of the biodiversity of our City.
Asked a question in relation to funding of works at Kingston House.	Allocation of capital renewal works is undertaken in accordance with the Asset Management Plan which has provided for a replacement shed at Kingston House. Ongoing maintenance of grounds will be undertaken.
Asked if funding for improvements to facilities at Brighton Seacliff Yacht Club had been deferred.	The Brighton Seacliff Yacht Club had requested a co-contribution for a State Government grant application for the upgrade of a number of elements in the clubrooms. The project has not progressed to a stage where a grant application would have been able to be awarded. The Council will reconsider co-contributing at such time as the project is ready.
Mentioned that following action by groups, including 5049, the boat ramp at Seacliff will be improved.	Noted
Pleased with the "What's in Down the Bay" signage but disappointed Kingston Park has been excluded with the entrance at Kingston Park Reserve the obvious location for a sign.	The suggested locations were agreed upon in the initial planning stages, a further email was sent to stakeholders four weeks prior to install and no changes were requested. Other locations for this signage will be considered in the future.
Asked several questions in relation to Kauri Community and Sports Centre	An external toilet at the Kauri Parade complex is still planned. Whilst the desired location near the play space was not feasible, alternative locations are being investigated.

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	<p>Under Belgravia’s management, the use of the Centre has significantly increased in 2020-21 with use by external parties increasing from 90 hours during the 2019-2020 financial year to 269.5 hours (as at April 2021).</p>
<p>Asked a question in relation to the upgrade of beach access signage.</p>	<p>We plan to upgrade the beach access signage in Seacliff in the 2021-22 financial year.</p>
<p>Asked a question in relation to traffic improvements and support better signage along the coast path and a designated bike path from Marino to Hove along the train line.</p>	<p>Traffic safety activities in the 2021-22 financial year in the Seacliff and Kingston Park area include but are not limited to our ongoing traffic count schedule, reactive trimming of trees to improve visibility to signs, line marking to improve delineation and working with the state government to provide a disabled parking space at Marino Railway Station.</p> <p>New Coast Park signs and decals have been installed advising that the pathway is shared use and encouraging users to slow down.</p> <p>Council have completed the Coast Park Path for the entire length of the council area to provide a seamless shared path through the council area.</p>
<p>Asked a number of questions in relation to the Kingston Park Reserve Master Plan.</p>	<p>It is Council’s intention to commence works within the Kingston Park Foreshore before the end of 2021. Council now has a full-time Project Manager who will be managing the Kingston Park Foreshore projects – a role which will include working with landscape architects in developing a revised master plan for the foreshore and ensuring that this satisfies the expectations of all stakeholders including the broader Kurna community, residents and Elected Members. The first phase of the project will be the rehabilitation of the Tjilbruke Spring which is expected to</p>

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	<p>commence rehabilitation in the late 2021. Council will be preparing a comprehensive strategy for this first phase of the project outlining key items that will need to be addressed, including vegetation removal plans (informed by the Ecology report), disturbance plans, access/egress plans for construction vehicles in addition to the Master Plan itself. There is no mention of the project in the draft Annual Business Plan as no further funding has been sought at this stage.</p>
<p>Asked a number of questions in relation to the Seacliff Plaza Upgrade Stage 1</p>	<p>The 2020-21 budget of \$390,000 was provided to renew the existing toilet block as it is. This budget was for “like for like” replacement in accordance with the Asset Management Plan. An opportunity was acknowledged to consider upgrading the facility to incorporate additional community requests and amenities. The redevelopment seeks to include compliant disability access, toilet, change/parents room, lockers and outdoor shower facilities. This redevelopment requires additional funding. We are in the process of finalising the concept design ready for public consultation activities following Council funding approval.</p> <p>Replacement of the Seacliff Plaza CCTV is being investigated. Pending resolution of issues related to local WiFi, the CCTV will be installed by the end of the year.</p>
<p>Raised concerns with how the Integrated Transport Strategy has been managed.</p>	<p>Whilst the Integrated Transport Strategy has not been finalised, strong themes around reducing through traffic, reducing speed on local streets and encouraging walking and cycling have been identified. In the 2020-21 financial year, safety signage on the Coast Park was installed and improvements to the Marino Greenway are underway. Both these projects will encourage increased and safer cycling and pedestrian use within the Council area and provide improved options for safer and green modes of transport. In the 2021-22 financial year, the major initiative proposed is to investigate creating a 40 Kph precinct for an area west of Brighton</p>

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	<p>Road. This will involve extensive data collection and analysis prior to approval by the Department of Infrastructure and Transport. The aim of the 40 Kph precinct is to reduce speeds and traffic volumes on local streets and increase safety for all road users.</p>
<p>Asked that Council ensure the necessary resources to manage the transition to the SA Planning and Design Code.</p>	<p>The SA Planning and Design Code significantly increases the building compliance and inspection requirements of the Council, whilst also increasing the opportunities for unauthorised building work. In response to these additional requirements and risks, the City of Holdfast Bay will increase its building inspection capacity through additional resourcing from July 2021, which will ensure that the Council meets its obligations regarding heightened inspection quotas, whilst also increasing its ability to monitor the expected increase in unauthorised construction</p>
<p>Asked questions in relation to the Walking Tour of Seacliff Publication</p>	<p>Research for the brochure is underway by volunteers at the Holdfast Bay History Centre. This process was largely stalled due to COVID-19 with our research volunteers returning to work a few months ago. This project also requires consultation with the Kurna Nation due to the inclusion of the Spring and foreshore. This will take place in the coming months. Subject to the availability of volunteers and Kurna representatives, the publication will be available in the 2021-22 financial year, funded through operating budgets.</p>
<p>Asked questions in relation to improving streetscapes in Kingston Park and Seacliff.</p>	<p>We have a number of trees planned for the Seacliff and Kingston Park area for this year along with some inlet applications to expedite their establishment:</p> <ul style="list-style-type: none"> • Strickland Avenue: 7 trees and 5 inlets • Kingston House Reserve: 13 trees • Bandon Terrace (either side the Singleton bridge): 8 trees

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	<p>We have also applied for grant funding, which, if successful, will allow us to plant a further 90 trees in the area in 2022.</p> <p>We have previously approach SA Power Networks with regards to painting power boxes. Permission must be sought on each individual box due to internal voltage.</p>
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