



## 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 March 2022 at 7.00pm**



Roberto Bria  
CHIEF EXECUTIVE OFFICER

## Ordinary Council Meeting Agenda

### 1. OPENING

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

### 2. KAURNA ACKNOWLEDGEMENT

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

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

### 3. SERVICE TO COUNTRY ACKNOWLEDGEMENT

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

### 4. PRAYER

*Heavenly Father, we pray for your presence and guidance at our Council Meeting. Grant us your wisdom and protect our integrity as we carry out the powers and responsibilities entrusted to us on behalf of the community that we serve.*

### 5. APOLOGIES

5.1 Apologies Received - Councillor J Fletcher

5.2 Absent

### 6. ITEMS PRESENTED TO COUNCIL

### 7. DECLARATION OF INTEREST

*If a Council Member has an interest (within the terms of the Local Government Act 1999) in a matter before the Council they are asked to disclose the interest to the Council and provide full and accurate details of the relevant interest. Members are reminded to declare their interest before each item.*

### 8. CONFIRMATION OF MINUTES

#### Motion

**That the minutes of the Ordinary Meeting of Council held on 22 February 2022 be taken as read and confirmed.**

### 9. PUBLIC PRESENTATIONS

9.1 Petitions – Nil

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9.2 **Presentations - Nil**

9.3 **Deputations - Nil**

**10. QUESTIONS BY MEMBERS**

10.1 **Without Notice**

10.2 **On Notice**

10.2.1 Kauri Community and Sports Centre – Cr Bradshaw (Report No: 47/22) Refer to Item 18.1 under Items in Confidence.

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

**12. MOTIONS ON NOTICE - Nil**

**13. ADJOURNED MATTERS - Nil**

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

14.1 Draft Minutes – Alwyndor Management Committee– 24 February 2022 (Report No: 58/22)

**15. REPORTS BY OFFICERS**

15.1 Items in Brief (Report No: 48/22)

15.2 Nominations Sought for The Libraries Board of South Australia (Report No: 49/22)

15.3 Resilient South Sector Agreement (Report No: 50/22)

15.4 Policy Review – Commercial Land and Property (Report No: 54/22)

15.5 Renaming of Bay Discovery Centre (Report No: 55/22)

15.6 Appointment of an Independent Member to the Alwyndor Management Committee (Report No: 57/22)

**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 Question on Notice – Kauri Community and Sports Centre – Cr Bradshaw (Report No: 47/22)

*Pursuant to Section 83(5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:*

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

**19. CLOSURE**



**ROBERTO BRIA  
CHIEF EXECUTIVE OFFICER**

Item No: 14.1

Subject: **DRAFT MINUTES - ALWYNDOR MANAGEMENT COMMITTEE - 24 FEBRUARY 2022**

Date: 8 March 2022

Written By: General Manager, Alwyndor

General Manager: Alwyndor, Ms B Davidson-Park

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### **SUMMARY**

The draft minutes of the Alwyndor Management Committee meeting held on 24 February 2022 are provided for information.

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### **RECOMMENDATION**

1. **That the draft minutes of the Alwyndor Management Committee meeting held on 24 February 2022 be noted.**

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

2. **That having considered Attachment 2 to Report No: 58/22 Draft Minutes - Alwyndor Management Committee – 24 February 2022 in confidence under section 90(2) and (3) (b) of the *Local Government Act 1999*, the Council, pursuant to section 91(7) of the Act orders that Attachment 2 be retained in confidence for a period of 24 months and that this order be reviewed every 12 months.**
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### **STRATEGIC PLAN**

Enabling the people in our communities to live healthy, engaged and fulfilling lives.

### **COUNCIL POLICY**

Not applicable

### **STATUTORY PROVISIONS**

Not applicable

## **BACKGROUND**

This report is presented following the Alwyndor Management Committee Meetings.

The Alwyndor Management Committee was established to manage the affairs of Alwyndor Aged Care. The Council has endorsed the Committee's Terms of Reference and given the Committee delegated authority to manage the business of Alwyndor Aged Care.

## **REPORT**

The draft minutes of the meeting are attached for Members' information.

*Refer Attachment 1 and 2*

## **BUDGET**

Nil

## **LIFE CYCLE COSTS**

Not applicable.

## **CITY OF HOLDFAST BAY**

### **Minutes of the meeting of the Alwyndor Management Committee of the City of Holdfast Bay held via Audio-visual telecommunications on Thursday 24 February 2022 at 6.30pm.**

#### **PRESENT**

##### **Elected Members**

Councillor Susan Lonie  
Councillor Robert Snewin

##### **Independent Members**

Mr Kim Cheater- Chair  
Ms Julie Bonnici  
Prof Judy Searle  
Prof Lorraine Sheppard  
Ms Trudy Sutton  
Mr Kevin Whitford (in person)

##### **Staff**

General Manager Alwyndor – Ms Beth Davidson-Park  
Manager, Community Connections – Ms Molly Salt  
Manager, Residential Services – Ms Natasha Stone  
Manager, Finance – Mr Damian Capurro  
Manager, People and Culture, Ms Lisa Hall  
Manager, Quality and Projects – Ms Emma Burke  
Chief Executive Officer (CoHB) – Mr Roberto Bria

#### **1. OPENING**

The Chairperson declared the meeting opened at 6.34pm.

#### **2. KAURNA ACKNOWLEDGEMENT**

With the opening of the meeting the Chair stated:

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

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

#### **3. APOLOGIES**

3.1 For Absence - Nil

3.2 Leave of Absence - Nil

#### 4. DECLARATION OF INTEREST

Committee members were reminded to declare any interest before each item.

#### 5. CONFIRMATION OF MINUTES

##### Motion

**That the Public and Confidential minutes of the Alwyndor Management Committee held on 27 January 2022 be taken as read and confirmed.**

It was noted that in future, following review by the Chair, minutes of meetings will be circulated to AMC Members via email and will not be attached to AMC agendas. This practice is consistent with other Holdfast Bay Council Committees.

Moved by Cr Robert Snewin, Seconded by Ms Julie Bonnici

**Carried**

#### 6. REVIEW OF ACTION ITEMS

##### 6.1 Action Items

Following discussion, it was decided that:

- Action 1 – CCTV be removed from ongoing action items until a government or ACQSC direction is given or a legislative decision is made.
- AMC Self-assessment recommendation no. 18: a revised policy framework will be presented to the April 2022 AMC meeting, with a timetable for implementation.

An update was provided regarding AMC Self-assessment recommendation no. 6, Recruitment of new AMC member: interviews have been held and a recommendation regarding the preferred candidate will be considered by Council at its meeting to be held on 8 March 2022.

##### 6.2 Annual Work Plan

Noted

#### 7. GENERAL MANAGER REPORT

##### 7.1 General Manager Report (Report No: 4/2022)

##### 7.1.1 COVID-19 Update

An update was provided: continued positive employees, isolation due to close contact impacting on employees. No further resident cases to date. Continued use of PPE and all infection control protocols.



**7.1.2 LASA / ACSA – proposed merger**

Noted

**7.1.3 Recruitment**

An update was provided regarding continued recruitment activities, especially in response to the growth being experienced in Community Connections. Ongoing work is being undertaken to identify appropriate methods of promoting Alwyndor as an employer of choice and our value proposition to potential employees.

**Action:** Consideration to be given to an appropriate form of reporting recruitment needs and outcomes to AMC.

**7.1.4 Awards - Values and Length of Service**

Noted

**7.1.5 Employee Survey**

Questions were asked regarding the anticipated participation rate response and ensuring key questions from original survey included to be able to track trends. It was noted that this will be included however surveys will be shorter and more frequent.

**Action:** An out of session update to be provided to AMC regarding participation rate and trending.

**Motion**

**That the Alwyndor Management Committee notes:**

1. the update regarding COVID-19 impacts and responses;
2. the information regarding the LASA/ACSA merger proposal;
3. the information regarding Recruitment;
4. the update regarding the annual Dorothy Cheater & Length of Service Awards; and
5. the information regarding the upcoming Employee Survey.

Moved by Cr Susan Lonie, Seconded by Prof Lorraine Sheppard **Carried**

**8. GENERAL MANAGER REPORT – CONFIDENTIAL****8.1 General Manager Report – Confidential (Report No: 5/22)**

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

1. That pursuant to Section 90(2) of the *Local Government Act 1999* Alwyndor Management Committee hereby orders that the public be excluded from attendance at this meeting with the exception of the General Manager and Staff in attendance at the meeting in order to consider Reports and Attachments to Report No: 5/2022 in confidence.
2. That in accordance with Section 90(3) of the *Local Government Act 1999* Alwyndor Management Committee is satisfied that it is necessary that the public be excluded to consider the information contained in Report No: 5/22 on the following grounds:
  - d. pursuant to section 90(3)(d) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to confer a commercial advantage on a third party of Alwyndor, in addition Alwyndor's financial position is reported as part of Council's regular budget updates.

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

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

Moved by Ms Julie Bonnici, Seconded by Mr Kevin Whitford **Carried**

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

4. That having considered Agenda Item 8.1 General Manager's Report (Report No: 5/22) in confidence under section 90(2) and (3)(d) of the *Local Government Act 1999*, the Alwyndor Management Committee, pursuant to section 91(7) of that Act orders that the Attachments and Minutes be retained in confidence for a period of 3 years and that this order be reviewed every 12 months.

Moved by Cr Susan Lonie, Seconded by Ms Trudy Sutton **Carried**

Mr Roberto Bria left the meeting at 8:10pm

**9. OTHER BUSINESS****9.1 Minutes of Council**

The Chief Executive Officer noted that at the Council meeting held on 22 February 2022 the following motion was passed: *That the General Manager and staff be acknowledged for their outstanding work of keeping Alwyndor operational during this difficult COVID period.*

**9.2 Alayacare update**

It was noted that this item had been inadvertently omitted from the agenda and that the project update would be circulated under separate cover. In summary the rollout of the project is on track with completion of Super User training, release of the Solution Design Document for review by the project team, completion of the Solution Walk Through and continued monitoring and review by the Project Governance Team.

**Action:** Circulate the project update report to AMC under separate cover.

**9.3 Communications**

The clarity and reassuring nature of regular informative communication to all clients, families and friends was noted.

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

The next meeting of the Alwyndor Management Committee will be held on **Thursday 31 March 2022** in the Boardroom Alwyndor, 52 Dunrobin Road, Hove or via Audio-visual telecommunications (to be advised).

**11. CLOSURE**

The meeting closed at 8:18pm.

**CONFIRMED 31 March 2022**

**CHAIRPERSON**

Item No: 15.1  
Subject: **ITEMS IN BRIEF**  
Date: 8 March 2022  
Written By: Executive Officer and Personal Assistant to the Mayor  
Chief Executive Officer: Mr R Bria

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## **SUMMARY**

These items are presented for the information of Members.

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

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## **RECOMMENDATION**

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

1. **Glenelg Shellfish Reef Celebration**
  2. **Stormwater Management Authority – Presiding Member (second call for nominations)**
  3. **Bay Sheffield 2021**
  4. **Christmas Street Meets**
  5. **Green Industries SA (GISA) Council Modernisation Grants Program – Successful Application**
  6. **SA Power Networks Community Advisory Board**
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## **REPORT**

1. **Glenelg Shellfish Reef Celebration**

The Glenelg Shellfish Reef is now complete after a Stage 2 extension, doubling its original size to approximately five hectares and consisting of 28 reef patches.

A small celebration event was held on Tuesday 15 February 2022 by The Nature Conservancy at the Glenelg Surf Lifesaving Club; to bring all the stakeholders together to thank them and demonstrate the project's success. Present at the event was the Minister for Environment and Water, David Speirs MP, Deputy Mayor John Smedley, Council's Chief Executive Officer and Team Leader, Environment and Coast.

A short presentation showed the great success of the reef, with more rapid natural colonisation than the first reef on the Yorke Peninsula. Both the Minister and the Deputy Mayor extolled the virtues and success of the collaborative project, with a reminder that even though it is out of sight, it should not be out of mind. Signage has been installed and unveiled at Glenelg North and on Glenelg Jetty.

## 2. **Stormwater Management Authority – Presiding Member (second call for nominations)**

Following a recent call for nominations for the Stormwater Management Authority, the Local Government Association (LGA) is undertaking a second call for the position of Presiding Member. The Presiding Member is appointed by the Minister for Environment and Water on the nomination of the LGA (with the agreement of the Minister). The term of membership for the current Presiding Member will conclude on 30 June 2022 and the current incumbent has advised it is not their intention to re-nominate.

Nominees must have appropriate qualifications or experience in:

- public administration;
- water resources;
- stormwater management;
- mitigation of flood hazards and
- environmental management or infrastructure development.

The Presiding Member should have experience in meeting facilitation, advocacy skills, be politically savvy and, if necessary, be able to respond effectively and authoritatively to media.

The Presiding Member remuneration is \$18,574pa. It should be noted that council employees are eligible to nominate, however are not eligible for payment.

The Call for Nominations Information Sheet (Part A) provides further information regarding the role, as well as the selection criteria to be addressed by the nominee.

*Refer Attachment 1*

The nominee and council are required to complete the Nomination Form (Part B) and an up-to-date curriculum vitae and response to the selection criteria (no more than two (2) pages) must be supplied by the nominee and submitted with the Nomination Form by 1 April 2022.

*Refer Attachment 2*

## 3. **Bay Sheffield 2021**

The 135<sup>th</sup> Bay Sheffield event was held 27-28 December 2021. The event has traditionally been held on Colley Reserve, however, as in 2021 the event was held in ACH Group Stadium to enable delivery and approval of a COVID Management Plan.

The City of Holdfast Bay has a sponsorship agreement with the South Australian Athletic League (SAAL) Incorporated (the organisers of the Bay Sheffield), and under that agreement is recognised as a Major Sponsor of the event. This agreement includes a combination of cash and in-kind sponsorship.

A total of 3380 people attended across the two days; this was approx. 1000 fewer than 2020. The lower attendance is primarily attributed to the advice issued by SA Health on 26 December that strongly recommended people stay home in response

to the Omicron outbreak of COVID-19. It should also be noted that 2021 was the first year that an admission charge was levied.

The winners of the mens' and womens' 120m race were Javon Brijmohan and Chloe Kinnersly respectively. Their names will be engraved on paves and installed alongside the other winners' names, near the Colley Reserve Rotunda.

#### 4. **Christmas Street Meets**

To launch Council's partnership with 1000 Play Street, Administration put a call out to our community in November 2021 for them to host a Christmas Street Meet on the weekends of the 11 and 12 and 18 and 19 of December. Five responses were received; two from previous street party hosts who had applied to host street closures through the previous event application process, Acacia St (Seacliff) and Chester St (Glenelg South) and three new hosts, Waratah St (Seacliff), George St (South Brighton) and Preston Ave (Brighton).

Feedback from the groups who have held street parties before told us that they appreciated the simplified application process and the support Council were able to offer them to deliver their events. They also told us about the social outings and street catch ups that have developed since their original street party events. Our three new streets reported to us that their Christmas Street Meets gave them the opportunity to build on existing friendships and to meet residents newer to the neighbourhood. Children who had said hello to each other previously in the street where now confident to play together and catch up after the Street Meet. All streets told us that they would be interested in running a Street Meet again in the future and some spoke about ideas for themed events for Easter and Halloween.

Administration have now opened application for our ongoing Street Meets program allowing interested residents to apply throughout the year to host a Street Meet on their street at [www.holdfast.sa.gov.au/communities/street-meets](http://www.holdfast.sa.gov.au/communities/street-meets). A maximum number of events has not been set yet while we determine the level of interest from residents.

#### 5. **Green Industries SA (GISA) Council Modernisation Grants Program – Successful Application**

On 18 February 2022, the Mayor received correspondence from David Speirs MP, Minister for Environment and Water relating to the successful application under the Council Modernisation Grants Program for 2021/22.

*Refer Attachment 3*

#### 6. **SA Power Networks Community Advisory Board**

The Chief Executive Officer received an update from the Local Government Association (LGA) of South Australia on 24 February 2022 for its nomination of Cr Clancy for the SA Power Networks Community Advisory Board.

*Refer Attachment 4*

# Attachment 1



## Nominations to Outside Bodies - Part A

<b>Stormwater Management Authority (SMA) – Presiding Member</b>	
<b>Legal Status of Body</b>	The SMA is established under Clause 7, Schedule 1A, <i>Local Government Act 1999</i>
<b>Summary Statement</b>	Implements the Agreement on Stormwater Management between the State of South Australia and the LGA. Leads the development and supports the implementation of multi-objective stormwater management plans that address flood risk, environmental amenity and water security and that maximise the public benefit of stormwater. The Authority operates as a body for the planning, prioritisation and funding of stormwater initiatives, and administers the Stormwater Management Fund which provides funding for stormwater planning and infrastructure projects.
<b>Meetings</b>	There are 6 meetings per year, generally held in the Adelaide CBD. Meetings are usually of 3 hours duration. Mutually convenient dates and time are determined with members.
<b>Selection criteria</b>	
<i>The following selection criteria based on the Panel Information Pack must be addressed when completing Part B</i>	
<b>Qualifications / industry experience</b>	<ul style="list-style-type: none"> <li>• Qualifications and/or experience in public administration, water resources, stormwater management, mitigation of flood hazards, environmental management or infrastructure development.</li> <li>• appropriate qualifications or experience to represent the interests of regional local government</li> <li>• Presiding Member should have experience in meeting facilitation, advocacy skills, be politically savvy and, if necessary, be able to respond effectively and authoritatively to the media.</li> </ul>
<b>Liability and indemnity cover</b>	
<i>The LGA requires that persons appointed to outside bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the outside body (on an annual basis)</i>	
<b>Insurance information (Certificates of Currencies or equivalent) supplied by the Outside Body</b>	<b>Yes</b>
<b>Insurance Policies are valid &amp; current</b>	<b>Yes</b>



# Attachment 2



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

### Instructions

*This form:*

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

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

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

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

### SECTION 1: COUNCIL to complete

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

## SECTION 2: NOMINEE to complete

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

# Attachment 3



22EW0016233



**Government  
of South Australia**

**Office of the Minister for  
Environment and Water**

81-95 Waymouth Street  
Adelaide SA 5000

GPO Box 1047  
Adelaide SA 5001

Tel 08 8463 5680  
minister.speirs@sa.gov.au

Mayor Amanda Wilson  
City of Holdfast Bay  
Email: [mail@holdfast.sa.gov.au](mailto:mail@holdfast.sa.gov.au)

Dear Mayor

A handwritten signature in blue ink that reads 'Amanda'.

### **Green Industries SA (GISA) Council Modernisation Grants program**

I am writing to congratulate the City of Holdfast Bay on its successful application for \$100,000 towards the implementation of an area-wide opt-out weekly organics service, to build on earlier opt-in and opt-out trials. The state government is pleased to support projects like this, which will result in improved services and increased resource recovery from the municipal waste stream.

Under the Council Modernisation Grants program for 2021/22, the state government has funded over \$335,800 for eight projects that will improve waste management and recycling services through the introduction of innovative measures to improve operational efficiencies, customer service and economic development benefits for the community. In addition to this, in 2021/22 the state government has also funded Kerbside Performance (Food Waste) Incentive projects totalling \$224,000 to increase the amount of food waste being diverted from landfill.

This funding builds on the \$3 million in funding awarded to local councils by the state government in the 2020/21 financial year through Kerbside Performance Incentives, Council Modernisation Grants and Regional Transport Subsidies.

I encourage you to continue to make the most of the state government's reinvestment of the solid waste levy back into the sector. Further information on funding opportunities can be found on GISA's website: [www.greenindustries.sa.gov.au/funding](http://www.greenindustries.sa.gov.au/funding).

Yours sincerely

A large, stylized handwritten signature in blue ink, appearing to read 'David Speirs'.

**DAVID SPEIRS MP**  
Minister for Environment and Water

Date: 18/02/2022 .

# Attachment 4



In reply please quote our reference: ECM 771583 TN/AL

25 January 2022

Mr Roberto Bria  
Chief Executive Officer  
City of Holdfast Bay

**Emailed:** [rbria@holdfast.sa.gov.au](mailto:rbria@holdfast.sa.gov.au) [mail@holdfast.sa.gov.au](mailto:mail@holdfast.sa.gov.au)

Dear Roberto

**SA Power Networks Community Advisory Board**

Thank you for your council's nomination of Cr Rosemary Clancy for the SA Power Networks Community Advisory Board (SAPN CAB).

At its meeting on 20 January the LGA Board of Directors resolved to appoint Cr Kat Mitchell (City of Port Adelaide Enfield) and Peter Scott (Eyre Peninsula LGA) to the SAPN CAB.

We would like to thank the City of Holdfast Bay for submitting a nomination for this position and we would appreciate it if your council could please advise Cr Clancy of the Board's decision.

If you have any queries in relation to this matter, please contact me on 8224 2037 or email [nominationscoordinator@lga.sa.gov.au](mailto:nominationscoordinator@lga.sa.gov.au).

Yours sincerely



Tami Norman  
**Program Leader Governance**  
Telephone: (08) 8224 2037  
Email: [tami.norman@lga.sa.gov.au](mailto:tami.norman@lga.sa.gov.au)

Item No: 15.2

Subject: **NOMINATIONS SOUGHT FOR THE LIBRARIES BOARD OF SOUTH AUSTRALIA**

Date: 8 March 2022

Written By: Executive Officer and Personal Assistant to the Mayor

Chief Executive Officer: Mr R Bria

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## **SUMMARY**

The Local Government Association of South Australia (LGA) is seeking nominations from a suitably qualified Council member, employees of Council, or other Local Government entities to fill up to three (3) positions on the Libraries Board of South Australia for a three-year term. The term commences on 1 August 2022.

Any member who would like to be nominated will need to have their nomination endorsed by Council prior to submission to the LGA. If Council does not have a nominee, it may just note the report.

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## **RECOMMENDATION**

**That Council:**

**1. notes the report;**

**OR**

**2. nominates \_\_\_\_\_ for consideration by the LGA to be nominated for the Libraries Board of South Australia.**

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## **STRATEGIC PLAN**

Statutory compliance

## **COUNCIL POLICY**

Not Applicable.

## **STATUTORY PROVISIONS**

*Legislation Interpretation Act 2021*  
*Libraries Act 1982*



## BACKGROUND

The Libraries Board of South Australia is established by the *Libraries Act 1982* and is responsible for developing policies and guidelines for the provision of public library services, collaborating with administrative units of the Public Services for the provision of library and information services and to make recommendations to the Minister on allocation of funds for public library services.

The three (3) nominated positions are due to expire on 31 July 2022 and all current members are eligible for re-appointment.

## REPORT

On 14 February 2022, the LGA commenced seeking nominations from suitably qualified council members, or employees of a council, or other local government entity to fill three positions on the Libraries Board of SA for a three-year term, commencing 1 August 2022.

The *Libraries Act 1982* requires the LGA to provide a panel of seven nominees from which the Minister will select three appointees. In accordance with section 42 of the *Legislation Interpretation Act 2021* the panel of nominees must include at least one male and one female.

The Board meets 10 times per year at the State Library of South Australia from 10am – 12noon with sitting fees of \$590 per session and mileage paid for regional based members.

The Call for Nominations Information Sheet (Part A) provides further information regarding the role, as well as the selection criteria to be addressed by the nominee.

*Refer Attachment 1*

In accordance with the *LGA Appointments and Nominations to Outside Bodies — Policy* (the policy), the Nominations Committee of the LGA Board of Directors may undertake preliminary consideration of nominees and make recommendations to the LGA Board of Directors. In the case of the Libraries Board of SA this may include the Nominations Committee undertaking interviews and/or requesting the details of referees.

LGA nominations on Outside Bodies will, unless determined otherwise by the LGA Board of Directors, be currently serving council members or employees of a council or other local government entity. Only nominations submitted following a resolution of council will be considered.

Any nomination by Council requires the Nomination Form (Part B) to be completed and returned to the LGA by close of business 5 April 2022. An up to date curriculum vitae and response to the selection criteria (of no more than two pages) must be supplied by the nominee. By applying, the nominee accepts that the LGA may request an interview and/or details of referees.

*Refer Attachment 2*

The Policy also enables the LGA Secretariat to maintain a Nominees Database, which will record the details of nominees who agree to be considered for other vacancies for a period of 12 months based on the nominee's preferences. The Nomination Form (Part B below) asks nominees whether they want to be listed on the database

**BUDGET**

There are no budget implications for Council.

**LIFE CYCLE COSTS**

Not applicable.

# Attachment 1



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

<b>Libraries Board of SA</b>	
<b>Governing Statute (if applicable)</b>	Section 9(1)(a) Libraries Act 1982
<b>Purpose/Objective</b>	<p>The functions of the Board are—</p> <ul style="list-style-type: none"> <li>a) to formulate policies and guidelines for the provision of public library services; and</li> <li>b) to establish, maintain and expand collections of library materials and, in particular, collections of such materials that are of South Australian origin, or have a particular relevance to this State; and</li> <li>c) to administer the State Library; and</li> <li>d) to establish and maintain such other public libraries and public library services as may best conduce to the public interest; and</li> <li>e) to promote, encourage and assist in the establishment, operation and expansion of public libraries and public library services by councils and others; and</li> <li>f) to collaborate with an administrative unit of the Public Service or any other public sector agency (within the meaning of the Public Sector Act 2009) and any other authority or body, in the provision of library and information services; and</li> <li>g) to make recommendations to the Minister on the allocation of funds that are available for the purposes of public libraries and public library services; and</li> <li>h) to initiate and monitor research and experimental projects in relation to public libraries and public library services; and</li> <li>i) to keep library services provided in the State under continuing evaluation and review; and</li> <li>j) (o) to carry out any other functions assigned to the Board under this or any other Act or by the Minister.</li> </ul>
<b>Administrative Details</b>	<ul style="list-style-type: none"> <li>• 10 meetings per year held at State Library of South Australia</li> <li>• \$590 per session</li> <li>• Mileage paid for regional based members</li> </ul>

**PART B**

<p><b>Selection Criteria (to be addressed by applicant)</b></p>	<ul style="list-style-type: none"> <li>Local government knowledge and experience</li> </ul>
<p><i>In accordance with the LGA Appointments and Nominations to Outside Bodies Policy, selection for appointment or nomination to this Outside Body may include the conduct of interviews and checking of referees by the LGA. By applying, the applicant accepts that the LGA may request an interview and/or the details of referees.</i></p>	
<p><b>Liability and indemnity cover</b></p> <p><i>The LGA requires that persons appointed to Outside Bodies be appropriately insured throughout the period of their appointment and seeks to collect details of the insurances provided by the Outside Body on an annual basis.</i></p>	
<p><b>For more information contact:</b> LGA Nominations Coordinator at <a href="mailto:nominationscoordinator@lga.sa.gov.au">nominationscoordinator@lga.sa.gov.au</a> or 8224 2000</p>	

# Attachment 2



**PART B**

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

**Instructions**

*This form:*

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

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

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

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

### SECTION 1: COUNCIL to complete

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

## SECTION 2: NOMINEE to complete

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



Item No: 15.3

Subject: **RESILIENT SOUTH SECTOR AGREEMENT**

Date: 8 March 2022

Written By: Team Leader, Environment & Coast

General Manager: Assets and Delivery, Michael de Heus

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## **SUMMARY**

Since 2011, the City of Holdfast Bay has partnered with the Cities of Marion, Mitcham and Onkaparinga and the State Government to form the Resilient South Regional Climate Partnership.

Resilient South is a forum to coordinate climate change adaptation and mitigation activities across the southern Adelaide region and is an effective platform to leverage state and federal funding to support regional priorities. Resilient South activities span the gamut of Council activities, including supporting the community and businesses, infrastructure, biodiversity, and corporate finance and risk.

Resilient South is underpinned by a formal but non-binding Sector Agreement, the last iteration of which expired in 2020, and requires renewal.

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## **RECOMMENDATION**

**That Council support the Resilient South Sector Agreement and authorise the Mayor to sign on behalf of the City of Holdfast Bay.**

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## **STRATEGIC PLAN**

Sustainability Objectives 2020-2030: Become a carbon-neutral council by 2030

Sustainability Objectives 2030s: We have achieved our key environmental objectives, including becoming a carbon-neutral community and increasing our tree canopy to 16.8 per cent

Sustainability Objectives 2030s: Local businesses have adopted sustainable practices and technologies, and we have attracted more green businesses

Sustainability Objectives 2030s: Stormwater discharge has been reduced and more stormwater is re-directed for use on Council-controlled property

## **COUNCIL POLICY**

Not Applicable.

## **STATUTORY PROVISIONS**

The Resilient South Regional Climate Partnership was established under the provisions of the *Climate Change and Greenhouse Emissions Reduction Act 2007*.

## **BACKGROUND**

The City of Holdfast Bay was a founding partner in Resilient South in 2011 and has maintained an active role in the management of the partnership through its representation on the Resilient South Management Committee.

The first Sector Agreement signing was approved in motion C260213/821, report 53/13, item 14.2, at a Council meeting on 26 February 2013, and was signed on 31 July 2013. The second Sector Agreement was signed by the Mayor on 7 November 2017 and then the agreement was ratified on 7 February 2018.

The new Sector Agreement text has been developed by the Resilient South Regional Coordinator in consultation with the regional partners, including the City of Holdfast Bay. It is designed to be high-level, non-binding and indicative of the priorities of Resilient South in progressing climate adaptation and mitigation, without imposing specific requirements.

## **REPORT**

The Resilient South Regional Climate Partnership provides a mechanism for Council to coordinate its activities with neighbouring councils in the southern region to ensure our actions are cohesive and better resourced than could occur independently. The State Government offers a high level of support to the Regional Climate Partnerships and funds the Resilient South Regional Coordinator, who is a shared resource and provides support and advice to the City of Holdfast Bay on climate and environmental issues. Examples of this shared support include: negotiating with SA Power Networks about tree removals and electricity regulations; organised a high profile Business and Climate Change Breakfast event sponsored by Resilient South at the Future Energy Week 2021; developing funding applications; facilitating relevant research; facilitating the development of a new Regional Climate Action Plan; and providing detailed supporting information for council reports.

Resilient South also provides a platform for persuasive funding applications, facilitating increased climate action in our region. For example, in 2021 Resilient South was successful in obtaining \$349k to fund the Australian-leading Resilient Asset Management Project (RAMP), which is piloting the integration of climate hazard data into Council asset management processes to optimise Council investment and reduce the possibility of funding stranded assets. Due to the cutting edge nature of this regional project, it has also attracted significant partners including CSIRO, SAFECOM and the LGA. Resilient South was recently evaluated as being highly effective by the Climate and Sustainability Policy Research Group at Flinders University, who ranked Resilient South second out of a cohort of 44 Australian and international climate adaptation partnerships.

The Sector Agreement is a formal agreement between local and state government partners to continue to work together on climate change adaptation and mitigation works in our region. The agreement is non-binding, does not require specific resourcing beyond staff engagement, and Council may withdraw at any time. Given the clear preference of the State Government to provide local government climate adaptation support through the Regional Climate Partnerships, signing the Sector Agreement is a simple and effective mechanism for building strong inter-governmental relationships and securing considerable state government support.

*Refer Attachment 1*

#### **BUDGET**

No funds are required to re-sign the Sector Agreement, however a small budget allocation (approximately \$1,000 per annum) is provided by each of the Resilient South partners to support the Central Coordinator in undertaking project and communications work on behalf of the partners. These funds are overseen by the Resilient South Management Committee, at which the City of Holdfast Bay is represented by the Team Leader, Environment and Coast.

This amount is included in the environmental operating budget.

#### **LIFE CYCLE COSTS**

Not Applicable.

# Attachment 1



# **CLIMATE CHANGE SECTOR AGREEMENT**

**For the Southern Adelaide Region 2022-2027**

**Pursuant to the *Climate Change and Greenhouse Emissions Reduction Act 2007***

**BETWEEN**

**CITY OF HOLDFAST BAY**

**and**

**CITY OF MARION**

**and**

**CITY OF MITCHAM**

**and**

**CITY OF ONKAPARINGA**

**and**

**THE GOVERNMENT OF SOUTH AUSTRALIA**

THIS AGREEMENT is made the [ ] day of [ ] 2022

BETWEEN

(1) the Minister for Environment and Water (the Minister) on behalf of the Government of South Australia

and

(2) the Southern Adelaide region, consisting of the following bodies: the City of Holdfast Bay, the City of Marion, the City of Mitcham and the City of Onkaparinga.

The parties listed under (2) are jointly referred to as the 'Resilient South Regional Partners'.

It is acknowledged that other key entities (from both public and private sectors) within the region may join the Resilient South Regional Partners in the future. If this eventuates, the Agreement may be reviewed and amended accordingly.

This Agreement builds on the previous *Sector Agreement for Climate Change Adaptation for the Southern Adelaide Region*, signed on 7 February 2018 and expired on 30 June 2020.

## 1 STATEMENT OF PURPOSE

This Climate Change Sector Agreement (the Agreement) between the Government of South Australia and the Resilient South Regional Partners acknowledges the importance of the partnership and cooperative work between the signatories in responding to climate change and pursuing sustainability and climate resilience.

The Resilient South Regional Partners, with the support of the Government of South Australia, aim to reduce emissions and improve the resilience of the region's communities, assets and infrastructure, local economies and natural environment to cope with the inevitable impacts and challenges of climate change in the short, medium and long term, through the development and implementation of climate change actions and initiatives.

This Agreement:

- Acknowledges a joint commitment on the part of the signatories to **collectively respond to climate change** by reducing emissions, managing risk, harnessing opportunities, adapting and building resilience.
- Articulates a **common goal amongst the signatories** to implement emissions reduction and climate change response planning, programs and actions as resources allow, in a cooperative, co-ordinated and consultative manner in the region; and
- Will enable an integrated approach whereby signatories provide strategic direction for the region in tackling climate change in alignment with council, state and regional strategic priorities.
- Has, as its key focus, **response to the impacts, risks, and opportunities of climate change** in the region –in alignment with identified strategic priorities, via:
  - setting agreed objectives;

- joint commitment to collaborative and timely implementation of climate change actions, and their ongoing evaluation and review; and
- cooperatively identifying and progressing partnership opportunities between partners and across sectors within the region, to assist with implementation of climate change actions and initiatives.

## 2 THE REGION

For the purpose of this Agreement, the Southern Adelaide Region (the region) is aligned with the boundaries of the Council areas of Holdfast Bay, Marion, Mitcham and Onkaparinga (see map at Addendum 1).

## 3 BACKGROUND

- 3.1 A Regional Adaptation Plan for the Resilient South region was completed in 2014 and adopted by each Resilient South Regional Partner. A subsequent *Southern Region Local Government Implementation Plan 2015-2019* was developed and adopted in 2015.
- 3.2 The Government of South Australia's *Directions for a Climate Smart South Australia*, released in August 2019, includes a policy direction for the state government to support South Australian communities, industries, businesses and the environment to manage risk, harness opportunities, adapt and build resilience to climate change.
- 3.3 *South Australia's Climate Change Challenges and Opportunities* report released in September 2020 is informing the government's response on mitigation and adaptation including carbon farming, climate data and information, more efficient water use and adapting agriculture.
- 3.4 The *South Australian Government Climate Change Action Plan 2021 – 2025* describes government-led objectives and actions to help to build a strong, climate smart economy, further reduce greenhouse gas emissions, and support South Australia to adapt to a changing climate. One of the actions in the Action Plan is to support Regional Climate Partnerships to deliver local adaptation and mitigation projects.
- 3.5 The Government of South Australia seeks to reduce greenhouse gas emissions and adapt to a changing climate within the State. The state government has set goals to reduce South Australia's net greenhouse gas emissions by more than 50% below 2005 levels by 2030 and achieve net zero emissions by 2050.
- 3.6 Each of the regional partner councils has developed, or is in the process of developing, corporate climate change plans and strategies, including:
- City of Onkaparinga Climate Change Action Plan (in development – due June 2022);
  - City of Marion *Climate Change Policy and Carbon Neutral Plan 2020-2030*;
  - City of Holdfast Bay *Environment Strategy 2020-2025*;
  - City of Mitcham 2020-2031 [Greenhouse Gas Emission Reduction Pathways](#) & 2020-2023 *Climate Adaptation Pathways*.
- 3.7 The Minister and Resilient South Regional Partners have entered into this Agreement under the *Climate Change and Greenhouse Emissions Reduction Act 2007*, in order to:
- Facilitate geographically specific responses to climate change, whilst also recognising differences across the region

- Work together to support a better understanding of climate change risks and opportunities for communities, business and the natural environment
- Facilitate community and business engagement and participation in programs designed to assist with emissions reduction and promote climate change resilience
- Explore the potential for joint projects and partnerships, and Australian government and other funding opportunities
- Promote and showcase achievements as a template for other regions of South Australia and Australia
- Identify and promote resilient, low emissions and climate smart economic and employment opportunities within the region; and
- Provide relevant information to key service providers to help them reduce emissions, build resilience, adapt, manage risk and exploit opportunities.

#### **4 GUIDING PRINCIPLES**

- 4.1 This Agreement includes Schedule 1 outlining Priority Deliverables and Focus Areas for the Regional Partners. Signatories will endeavour to review, update and undertake the actions outlined in the Schedule, as resources allow.
- 4.2 The Agreement complements and supports key state-wide climate change policies and programs, including: The achievement of the *Climate Change and Greenhouse Emissions Reduction Act 2007* (the Act);
- The Government of South Australia's [Directions for a Climate Smart South Australia](#) policy statement, and priorities outlined in the [South Australia's Climate Change Challenges and Opportunities report](#);
  - The [South Australian Government Climate Change Action Plan 2021 – 2025](#); and
  - [Stronger Together – South Australia's Disaster Resilience Strategy](#).
- 4.3 This Agreement complements and supports the strategies and corporate climate change plans of each of the local government signatories.
- 4.4 While specific responses to climate change may vary across the region, this Agreement aims to facilitate a cooperative approach across the region to identify and address elements of common interest and benefit, recognising that responses may need to represent the interests of specific communities.

#### **5 THIS SECTOR AGREEMENT DOES NOT CREATE LEGALLY BINDING OBLIGATIONS**

- 5.1 This Agreement does not create any legally binding contract between the parties and does not give rise to any legally binding obligations.
- 5.2 The signatories may amend priority focus areas (as outlined in Schedule 1) by written agreement at any time.

#### **6 GOVERNANCE ARRANGEMENTS**

- 6.1 The Resilient South Management Committee (the Committee) will continue to oversee Resilient South and will include representatives from each of the signatory parties.
- 6.2 The Committee will determine its own Terms of Reference.



- 6.3 The Committee will establish criteria to measure progress on this Agreement and regional plan/s.
- 6.4 The Committee may establish sub-groups as required to support the objectives of this Agreement.
- 6.5 The Committee will provide regular (i.e. minimum of annual) progress reports to all signatories.

## **7 ROLES AND RESPONSIBILITIES**

- 7.1 Pursuant to this Agreement, the Resilient South Regional Partners undertake to:
  - 7.1.1 Participate in Committee activities, consistent with the priorities outlined in Schedule 1;
  - 7.1.2 Promote the Resilient South objectives internally and to relevant stakeholders;
  - 7.1.3 Ensure consistency with relevant local, state and Australian government climate change strategies;
  - 7.1.4 Prioritise opportunities to implement climate change projects on a regional scale where it is more efficient and practical than doing so on a council by council basis;
  - 7.1.5 Contribute in a timely fashion to reviews of all key program deliverables; and
  - 7.1.6 Continue to explore opportunities for joint and external funding and resourcing, including for the Resilient South Regional Coordinator role.
- 7.2 Pursuant to this Agreement, the Government of South Australia undertakes to:
  - 7.2.1 Promote Resilient South objectives and achievements internally and to relevant stakeholders;
  - 7.2.2 Collaborate on initiatives that support the Government's *Directions for a Climate Smart South Australia* and the *South Australian Government Climate Change Action Plan 2021 – 2025*, including exploring funding opportunities and sharing state-wide learnings regarding climate change response initiatives;
  - 7.2.3 Support, as appropriate, the development of any relevant funding proposals to the Australian Government or other funding bodies, and partnership opportunities;
  - 7.2.4 Ensure that briefings and advice are provided to the Committee on state and national policy developments and discussions, as required and relevant to this Agreement; and
  - 7.2.5 Provide opportunities to the Committee to consider and provide input into the review and development of relevant state projects, programs, policies, strategies and frameworks.

## **8 INTELLECTUAL PROPERTY**

- 8.1 All existing and yet to be developed intellectual property created under the direction of the Committee, including but not limited to, the Resilient South logo and logo block, and branding materials, shall be jointly owned by Resilient South Regional Partners and the Crown in right of the Government of South Australia. As co-owners of copyright material, the parties agree that each party may use or exercise their copyright rights (such as use of the logo and logo block and branding materials, communicating the material to the public or sub-contracting of

licensing others to do so) without the consent of the other parties, so long as the activity is aligned with the purpose of this Agreement, and is not to the detriment of any other party.

## **9 DURATION OF THIS AGREEMENT**

- 9.1 The Agreement shall continue from the date on which it is made until 30 June 2027.
- 9.2 The Agreement can be amended or extended on an as needs basis, with the written agreement of the signatories.
- 9.3 Any party can seek to withdraw from the Agreement by providing 30 days written notice to the other signatory parties.
- 9.4 The Committee will review this Agreement three months prior to its expiration and provide recommendations for future action to the signatories.
- 9.5 The Schedule within the Agreement may be reviewed and updated by the Committee.

**Southern Adelaide Region Sector Agreement**

*(Pursuant to the Climate Change and Greenhouse Emissions Reduction Act 2007)*

AMANDA WILSON

**MAYOR  
CITY OF HOLDFAST BAY**

.....

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

KRIS HANNA

**MAYOR  
CITY OF MARION**

.....

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

HEATHER HOLMES-ROSS

**MAYOR  
CITY OF MITCHAM**

.....

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

ERIN THOMPSON

**MAYOR  
CITY OF ONKAPARINGA**

.....

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

HON DAVID SPEIRS MP

**MINISTER FOR ENVIRONMENT AND WATER**

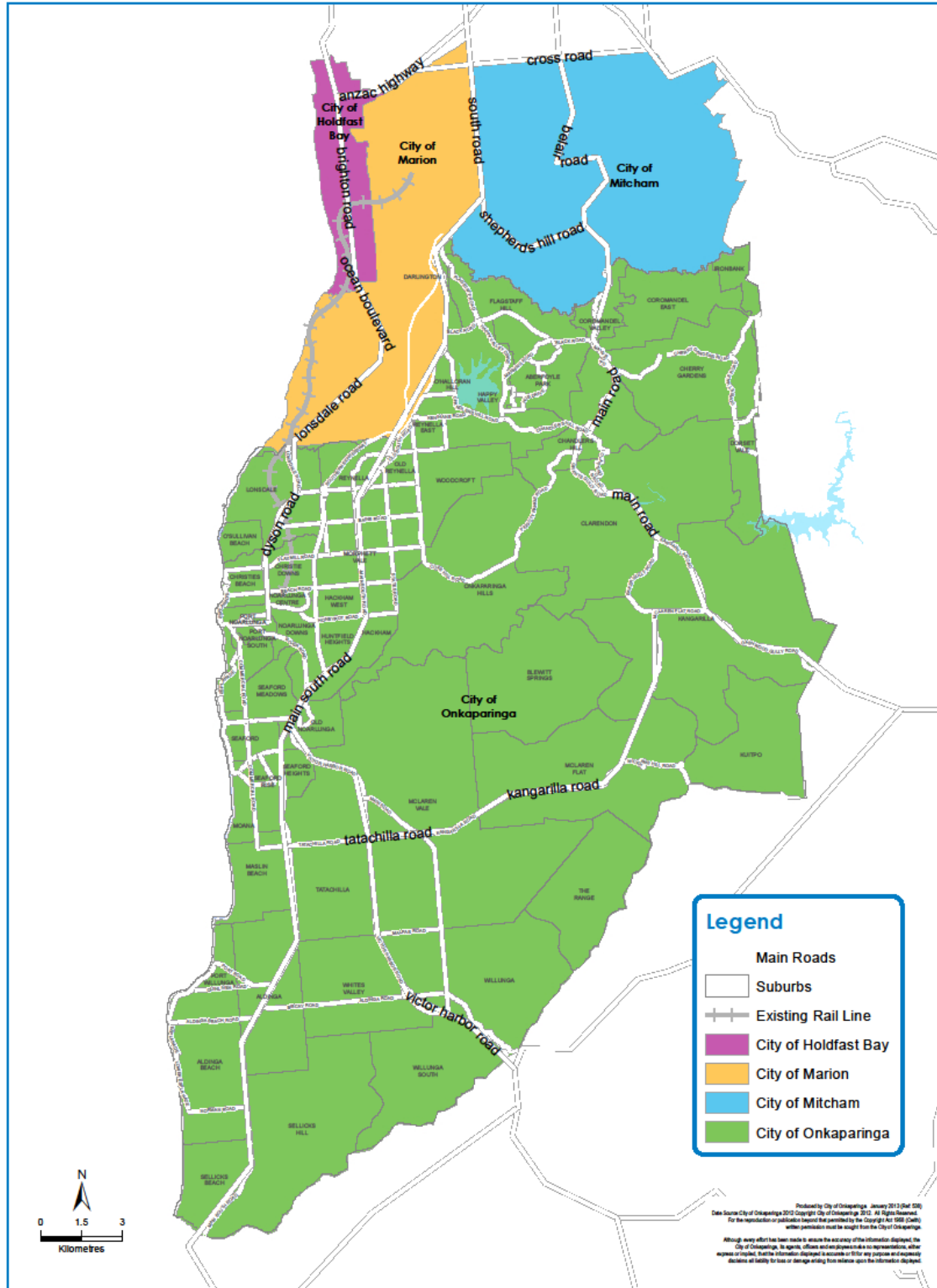
.....

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

# ADDENDUM 1

Map of the Southern Adelaide Region, showing council boundaries

## Southern Adelaide Region



## SCHEDULE 1. Priority Deliverables and Focus Areas for the Southern Adelaide Region

Deliverable	Action
Regional climate change planning	Work together to review the existing <i>Resilient South Local Government Implementation Plan</i> and develop a new Regional Climate Action Plan.
Mainstreaming	Support the integration of climate change mitigation and adaptation into everyday council, state government and business operations and long-term decision making.
Information sharing	Ensure relevant information is provided to partners, stakeholders and the community; including national developments and learnings from other regions.
Monitoring and evaluation	Monitor, evaluate and report on the effectiveness of Resilient South projects and initiatives.
Focus Area	Action
Climate risk	Invest in understanding and responding to the physical, legal, financial, social and transitional risks associated with climate change.
Emissions reduction	Work collaboratively to support corporate and community emissions reduction.
Coastal management	Support regional coastal monitoring and adaptation.
Community Health and Resilience	Support communities to acquire the skills, systems, technologies and behaviours required to respond and adapt.

Resilient Assets	Invest in infrastructure and assets that deliver adaptation benefits such as shading, cool spaces, effective water management, promotion of urban biodiversity and ecosystem services, erosion control, flood and bushfire mitigation etc.
Resilient towns and suburbs	Promote climate resilient urban development and renewal, such as passive solar housing, public transport and walkability, renewable energy, urban greening, etc.
Natural Environments	Invest in building the adaptive capacity of our natural environments.
Business and Economic Development	Support the local and regional business communities to reduce emissions, manage risks and capitalise on opportunities associated with climate change; and develop economic opportunities within the region.
Climate hazard mapping	Monitor and respond to the impacts of climate change in the region such as heat, flood, bushfire, sea-level-rise etc.

Item No: 15.4  
Subject: **POLICY REVIEW – COMMERCIAL LAND AND PROPERTY**  
Date: 8 March 2022  
Written By: Strategic Planner  
General Manager: Strategy and Corporate, Ms P Jackson

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### **SUMMARY**

As part of the ongoing review of Council policies, the Commercial Activation of Community Land Policy and the Property Policy have been reviewed and are now presented to Council for adoption with minor amendments.

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### **RECOMMENDATION**

**That Council adopts the following policies, as amended:**

- 1. Commercial Activation of Community Land Policy**
  - 2. Property Policy**
- 

### **STRATEGIC PLAN**

Statutory compliance

### **COUNCIL POLICY**

Commercial Activation of Community Land Policy  
Property Policy

### **STATUTORY PROVISIONS**

*Local Government Act 1999*  
*Liquor Licensing Act 1997*  
*Planning, Development & Infrastructure Act 2016*

## **BACKGROUND**

Council has a responsibility under the *Local Government Act 1999* to manage community land and section 200 regulates any use of community land for business purposes.

Council also owns a significant portfolio of property assets and has an obligation and responsibility to ensure that its property is managed in a financially sustainable manner to achieve the best outcome possible for the community, both in the short, medium and long term.

In 2018 Council endorsed both the Open Space and Public Realm Strategy and the Economic Activation Plan. One of the outcomes of these documents was to develop and adopt a policy that guided the commercial activation of community land (C130819/1582), utilising open space for events and temporary/casual lease activity that build business capacity and sustainability without significant alienation of open space from ongoing public use. To achieve a balance of the expectations of the community in relation to access of public spaces, with the importance of activating these spaces order to build business capacity/economic benefit, the policy focused commercial activation in areas of the City that have substantial space and appropriate surrounding infrastructure. The policy lists the relevant locations.

It also allows for Council to consider and approve commercial activity outside of these areas if it is deemed appropriate and sets out the criteria to which applications for commercial activation are assessed.

The Property Policy articulates Council's commitment to review its property portfolio and the criteria against which each property asset is assessed. It is based on a fundamental premise that all resources should optimise benefits to the community, including both visitors and ratepayers.

## **REPORT**

In accordance with best practice to periodically review policies, the two policies have been reviewed and are presented to Council for adoption.

Marked up versions are provided, along with versions proposed for adoption.

The majority of the amendments proposed are minor/typographical in nature, however, the more substantive changes are detailed below.

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

The marked-up version of the revised Commercial Activation of Community Land Policy is provided as Attachment 1.

*Refer Attachment 1*



An additional criterion has been added for assessing applications as clause 4.1.4, namely 'impact on the environment'. This reflects the importance Council places on the City's natural environment and is aligned to the vision in Council's Strategic plan to move towards being South Australia's most sustainable city.

The version of the policy proposed for adoption is provided as Attachment 2.

*Refer Attachment 2*

### **Property Policy**

The marked-up version of the revised Property Policy is provided as Attachment 3.

*Refer Attachment 3*

A number of criteria have been added to guide property reviews (clause 2.3). These include considerations of opportunity costs, Asset Management Plans, environmental impact, impact on the city's economy, opportunities to increase public space, opportunities to create additional types of public open space in lieu of additional land. These additional criteria are in line with both the vision and objectives of the Strategic Plan, as well as the Council's Open Space and Public Realm Strategy, and Economic Activation Plan.

Clause 2.5 has been amended to remove reference to the creation of three locality-based hubs (being, Seacliff, Brighton and Glenelg). While the creation of hubs that integrate multi-purpose spaces is an objective of the Strategic Plan, limiting them to the three previously cited suburbs is unnecessary constraining. This provision has been reworded to ensure that strategic objectives are achieved and community value is maximised, without unnecessarily constraining Council.

The timing of the property review has also been changed to align with the legislatively-determined period for the review of Asset Management Plans (AMPs). Given the close relationship between the Strategic Property Review and the condition assessments done as part of the development of AMPs, it is sensible for the timing to align.

The version of the policy proposed for adoption is provided as Attachment 4.

*Refer Attachment 4*

### **BUDGET**

Not Applicable

### **LIFE CYCLE COSTS**

Not Applicable

# Attachment 1



ECM DSID Number:	
First Issued / Approved:	12 August 2019
Last Reviewed:	
Next Review:	day month 2025
Responsible Officer:	<b>Commercial Lead</b>
Date Placed on Webpage/ Intranet:	

## 1. PREAMBLE

This policy outlines Council's responsibilities and powers in relation to the third party activation of Community Land for commercial purposes.

### 1.1 Background

The City of Holdfast Bay is one of South Australia's premier seaside destinations and tourist precincts that accommodates local, regional and overseas travellers. Due to the nature of the location, its commerciality, and the fact that Council receives numerous applications from businesses and entrepreneurs seeking to temporarily activate portions of the area for business purposes, it has become necessary for Council to formalise its position regarding the commercial activation of community land.

### 1.2 Purpose

This policy sets out the terms of reference and provides a framework for the exercise of Council's powers, assessment mechanisms and intervention rights pertaining to the temporary exclusive commercial use of community land. While this policy seeks to encourage the activation and entrepreneurial use of community land, Council is required to regulate such activities in order to balance them with the needs and expectations of community. Additionally, Council is required to implement guidelines in addition to those outlined in the Community Land Register in order to ensure that the parameters of any/all commercial activities are compatible within a legislative and policy context.

### 1.3 Scope

**1.3.1** This policy applies to the following areas within the City of Holdfast Bay:

- Wigley Reserve
- Colley Reserve
- Brian Nadilo Reserve
- John Miller Reserve
- Jimmy Melrose Park & Foreshore Reserve
- Patawalonga
- Moseley Square
- Seacliff Plaza
- Brighton Jetty and surrounding Plaza

## COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

- The Beach
- Angus Neil Reserve

**1.3.2** Council may consider and approve commercial activity outside of the areas identified in Section 1.3.1 if it meets the strategic objectives of Council and the principles identified in this Policy.

**1.3.3** This policy does not apply to:

- Council -organised or not-for-profit events;
- Council -owned assets subject to a lease or license agreement; and
- Any/all other areas within the City whether classified as Community Land, operational land, public roads, paths, and any other such land.

### 1.4 Definitions

**1.4.1 Commercial Activity/Use** - means any good, service or activity provided for any fare, fee, rate or charge by any business or other undertaking, intended for commercial gain.

**1.4.2 Community Land** - means local government land classified as community land under Chapter 11 of the Local Government Act 1999.

**1.4.3 Community Land Management Plan** - means Community Land Management Plan as defined by the Local Government 1999.

**1.4.4 Council** - means a Council within the meaning of the Local Government Act 1999.

**1.4.5 Dry Area** - means Dry Area within the meaning of the Liquor Licensing Act 1997.

**1.4.6 Liquor** - means liquor within the meaning of the Liquor Licensing Act 1997.

**1.4.7 Local Authority** - means Council.

**1.4.8 Operational Land** - means all land owned by, or in the care and/or control of Council, that which is not classified as Community Land by exclusion.

**1.4.9 Major Impact Activity** - means commercial activity that is large scale due to: the size of the area it occupies; the number of visitors the activity attracts; the number of days over which the activity occurs; and/or the activity restricts community access to the surrounding area and amenity.

### 1.5 Strategic Reference

[Wellbeing Focus Area – Public spaces are universally accessible, welcoming and green, just around the corner and people feel nurtured by nature.](#)

[Innovation Focus Area – We welcome entrepreneurs to utilise the city’s assets, develop creative ideas and implement them to solve our problems, enhance our](#)

# COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

~~city and strengthen our competitive advantage. Placemaking: Creating lively and safe places~~

~~Community: Celebrating culture and diversity~~

~~Community: Providing welcoming and accessible facilities~~

~~Economy: Supporting and growing local business~~

~~Economy: Making it easier to do business~~

~~Economy: Boosting our visitor economy~~

~~Environment: Protecting Biodiversity~~

~~Culture: Providing customer-centred services~~

~~Culture: Supporting excellent, efficient operations~~

## 2. PRINCIPLES

- 2.1** Council is committed to the principle that Community Land is inherently for the use and benefit of the City of Holdfast Bay residents and wider community.
- 2.2** Council and Administration (by delegation) may authorise the temporary use of certain areas of Community Land for commercial activity if and when such use:
- 2.2.1** is aligned with Council strategic direction and/or objectives;
  - 2.2.2** supports the local economy;
  - 2.2.3** promotes entrepreneurial activity and innovation; and
  - 2.2.4** attracts visitors to the City.
- 2.3** Council and Administration (by delegation) will consider when assessing applications:
- 2.3.1** the appropriateness of the type and size of the activity in relation to the location;
  - 2.3.2** the frequency and type of other events during the period of the proposed activity;
  - 2.3.3** the appropriate level of community infrastructure to support the activity e.g. parking;
  - 2.3.4** continued access by the community to the surrounding area of the proposed activity; and
  - 2.3.5** at a minimum it generates **income revenue** for Council to compensate for the impact on the land and the detrimental effects of any temporary closure.

## 3. COMMUNITY LAND MANAGEMENT

- 3.1** For the purpose of clarification of Section 1.3 of this policy, all areas in which this policy relates are classified as Community Land.
- 3.2** Brian Nadilo Reserve, Colley Reserve, Jimmy Melrose Park & Foreshore Reserve, John Miller Reserve, the Patawalonga, Wigley Reserve and the Beach areas are sub-classified as 'Regional Open Space'.
- 3.3** In accordance with the relevant Community Land Management Plan, 'Regional Open Space' authorises commercial activities for both community and special events, and permits the operation of commercial operations.

## COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

- 3.4** The commercial use of Regional Open Spaces seeks to encourage economic growth of business and tourism, and generate increased local employment opportunities through the promotion and provision of targeted events, tourism infrastructure, attractions, as well as touring products and services.
- 3.5** Commercial activity on the Beach will be focused to the area of the Beach north of the Glenelg Jetty, however applications for other areas along the Beach will be considered if the type and size of the activity is appropriate for the proposed location.
- 3.6** It should be noted that while Brighton Jetty and Plaza, Moseley Square and Seacliff Plaza are not listed on the Community Land Register, any such commercial activity authorised thereon, should be aligned with Section 3.3 of this Policy.

### 4. TERMS AND CONDITIONS OF USE

- 4.1** All applications will be assessed, by Administration on behalf of Council, to determine their impact according to the following criteria:
- 4.1.2.1** nature of the commercial activity;
  - 4.1.2.2** appropriateness of the activity for the location identified;
  - 4.1.2.2** scale of operation, including its duration;
  - 4.1.2.3** the frequency and type of other events during the period of the proposed activity;
  - 4.1.4** impact on the environment;
  - 4.1.2.54** impact on the public land; and
  - 4.1.2.65** impact on the community, including but not limited to noise and traffic.
- 4.2** Approval for all commercial activities with major impact will require full Council approval with charges to be determined at Council's discretion.
- 4.3** All compliant commercial activities with minor and medium impact will:
- 4.3.1** be approved by Administration under Section 200 of the Local Government Act 1999, "Use of community land for business purposes"; and
  - 4.3.2** will incur user charges for conducting commercial activity on Community Land, as set annually by Council.
- 4.4** All locations to which this policy applies, are declared Dry Area established under section 131 of the Liquor Licensing Act 1997, as such, any/all proposed commercial activities that include the provision of Liquor must obtain all subsequent approvals in accordance with both Council's current Liquor Licensing Policy, and the Liquor Licensing Act 1997;
- 4.5** Restrictions - commercial activities that will not be approved:
- 4.5.1** activities which are illegal, or involving the promotion or advertising of tobacco, or gambling, or likely to promote violence;
  - 4.5.2** activities that do not meet the goals and objectives of the Council plan;

## COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

- 4.5.3 activities that are deemed a significant detriment to the public accessing public space; or
  - 4.5.4 activities that may be significantly detrimental to the land and the environment.
- 4.6 At the time of application, or any time thereafter, Council reserves the right to cancel, suspend or revoke any approved commercial use, or amend any associated conditions:
- 4.6.1 if nuisances, health or public safety issues/concerns emerge as a consequence of the associated commercial operation/use;
  - 4.6.2 if fees payables are in arrears for 30 days, or proof of current public liability insurance is not provided or if any conditions of this policy or licence are breached; or
  - 4.6.3 in case of changes in policy or legislation.

## 5. REFERENCES

### 5.1 Legislation

- *Local Government Act 1999*
- *Liquor Licensing Act 1997*

### 3.2 Other References

City of Holdfast Bay Community Land [Management Plans & Registers](#)  
[City of Holdfast Bay](#) Liquor Licensing Policy  
[City of Holdfast Bay](#) Unsolicited Proposals Policy  
City of Holdfast Bay Fees and Charges  
[City of Holdfast Bay – By-law No 3 Local Government Land](#)  
[Open Space and Public Realm Strategy 2018-2030](#)  
[Tourism Recovery Plan 2023](#)  
[Events Strategy](#)  
[Disability Access and Inclusion Plans 2020-2024](#)  
[Long Term Financial Plan](#)

# Attachment 2





ECM DSID Number:	
First Issued / Approved:	12 August 2019
Last Reviewed:	
Next Review:	day month 2025
Responsible Officer:	<b>Commercial Lead</b>
Date Placed on Webpage/ Intranet:	

**1. PREAMBLE**

This policy outlines Council’s responsibilities and powers in relation to the third party activation of Community Land for commercial purposes.

**1.1 Background**

The City of Holdfast Bay is one of South Australia’s premier seaside destinations and tourist precincts that accommodates local, regional and overseas travellers. Due to the nature of the location, its commerciality, and the fact that Council receives numerous applications from businesses and entrepreneurs seeking to temporarily activate portions of the area for business purposes, it has become necessary for Council to formalise its position regarding the commercial activation of community land.

**1.2 Purpose**

This policy sets out the terms of reference and provides a framework for the exercise of Council’s powers, assessment mechanisms and intervention rights pertaining to the temporary exclusive commercial use of community land. While this policy seeks to encourage the activation and entrepreneurial use of community land, Council is required to regulate such activities in order to balance them with the needs and expectations of community. Additionally, Council is required to implement guidelines in addition to those outlined in the Community Land Register in order to ensure that the parameters of any/all commercial activities are compatible within a legislative and policy context.

**1.3 Scope**

**1.3.1** This policy applies to the following areas within the City of Holdfast Bay:

- Wigley Reserve
- Colley Reserve
- Brian Nadilo Reserve
- John Miller Reserve
- Jimmy Melrose Park & Foreshore Reserve
- Patawalonga
- Moseley Square
- Seacliff Plaza
- Brighton Jetty and surrounding Plaza

## COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

- The Beach
- Angus Neil Reserve

**1.3.2** Council may consider and approve commercial activity outside of the areas identified in Section 1.3.1 if it meets the strategic objectives of Council and the principles identified in this Policy.

**1.3.3** This policy does not apply to:

- Council - organised or not-for-profit events;
- Council – owned assets subject to a lease or license agreement; and
- Any/all other areas within the City whether classified as Community Land, operational land, public roads, paths, and any other such land.

### 1.4 Definitions

**1.4.1 Commercial Activity/Use** - means any good, service or activity provided for any fare, fee, rate or charge by any business or other undertaking, intended for commercial gain.

**1.4.2 Community Land** - means local government land classified as community land under Chapter 11 of the Local Government Act 1999.

**1.4.3 Community Land Management Plan** - means Community Land Management Plan as defined by the Local Government 1999.

**1.4.4 Council** - means a Council within the meaning of the Local Government Act 1999.

**1.4.5 Dry Area** - means Dry Area within the meaning of the Liquor Licensing Act 1997.

**1.4.6 Liquor** - means liquor within the meaning of the Liquor Licensing Act 1997.

**1.4.7 Local Authority** - means Council.

**1.4.8 Operational Land** - means all land owned by, or in the care and/or control of Council, that which is not classified as Community Land by exclusion.

**1.4.9 Major Impact Activity** - means commercial activity that is large scale due to: the size of the area it occupies; the number of visitors the activity attracts; the number of days over which the activity occurs; and/or the activity restricts community access to the surrounding area and amenity.

### 1.5 Strategic Reference

Wellbeing Focus Area – Public spaces are universally accessible, welcoming and green, just around the corner and people feel nurtured by nature.

## COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

Innovation Focus Area – We welcome entrepreneurs to utilise the city’s assets, develop creative ideas and implement them to solve our problems, enhance our city and strengthen our competitive advantage.

### 2. PRINCIPLES

- 2.1 Council is committed to the principle that Community Land is inherently for the use and benefit of the City of Holdfast Bay residents and wider community.
- 2.2 Council and Administration (by delegation) may authorise the temporary use of certain areas of Community Land for commercial activity if and when such use:
  - 2.2.1 is aligned with Council strategic direction and/or objectives;
  - 2.2.2 supports the local economy;
  - 2.2.3 promotes entrepreneurial activity and innovation; and
  - 2.2.4 attracts visitors to the City.
- 2.3 Council and Administration (by delegation) will consider when assessing applications:
  - 2.3.1 the appropriateness of the type and size of the activity in relation to the location;
  - 2.3.2 the frequency and type of other events during the period of the proposed activity;
  - 2.3.3 the appropriate level of community infrastructure to support the activity e.g. parking;
  - 2.3.4 continued access by the community to the surrounding area of the proposed activity; and
  - 2.3.5 at a minimum it generates income for Council to compensate for the impact on the land and the detrimental effects of any temporary closure.

### 3. COMMUNITY LAND MANAGEMENT

- 3.1 For the purpose of clarification of Section 1.3 of this policy, all areas in which this policy relates are classified as Community Land.
- 3.2 Brian Nadilo Reserve, Colley Reserve, Jimmy Melrose Park & Foreshore Reserve, John Miller Reserve, the Patawalonga, Wigley Reserve and the Beach areas are sub-classified as ‘Regional Open Space’.
- 3.3 In accordance with the relevant Community Land Management Plan, ‘Regional Open Space’ authorises commercial activities for both community and special events, and permits the operation of commercial operations.
- 3.4 The commercial use of Regional Open Spaces seeks to encourage economic growth of business and tourism, and generate increased local employment opportunities through the promotion and provision of targeted events, tourism infrastructure, attractions, as well as touring products and services.
- 3.5 Commercial activity on the Beach will be focused to the area of the Beach north of the Glenelg Jetty, however applications for other areas along the Beach will be

## COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

considered if the type and size of the activity is appropriate for the proposed location.

- 3.6** It should be noted that while Brighton Jetty and Plaza, Moseley Square and Seacliff Plaza are not listed on the Community Land Register, any such commercial activity authorised thereon, should be aligned with Section 3.3 of this Policy.

### 4. TERMS AND CONDITIONS OF USE

- 4.1** All applications will be assessed, by Administration on behalf of Council, to determine their impact according to the following criteria:
- 4.1.1** nature of the commercial activity;
  - 4.1.2** appropriateness of the activity for the location identified;
  - 4.1.2** scale of operation, including its duration;
  - 4.1.3** the frequency and type of other events during the period of the proposed activity;
  - 4.1.4** impact on the environment;
  - 4.1.5** impact on the public land; and
  - 4.1.6** impact on the community, including but not limited to noise and traffic.
- 4.2** Approval for all commercial activities with major impact will require full Council approval with charges to be determined at Council's discretion.
- 4.3** All compliant commercial activities with minor and medium impact will:
- 4.3.1** be approved by Administration under Section 200 of the Local Government Act 1999, "Use of community land for business purposes"; and
  - 4.3.2** will incur user charges for conducting commercial activity on Community Land, as set annually by Council.
- 4.4** All locations to which this policy applies, are declared Dry Area established under section 131 of the Liquor Licensing Act 1997, as such, any/all proposed commercial activities that include the provision of Liquor must obtain all subsequent approvals in accordance with both Council's current Liquor Licensing Policy, and the Liquor Licensing Act 1997;
- 4.5** Restrictions - commercial activities that will not be approved:
- 4.5.1** activities which are illegal, or involving the promotion or advertising of tobacco, or gambling, or likely to promote violence;
  - 4.5.2** activities that do not meet the goals and objectives of the Council plan;
  - 4.5.3** activities that are deemed a significant detriment to the public accessing public space; or
  - 4.5.4** activities that may be significantly detrimental to the land and the environment.
- 4.6** At the time of application, or any time thereafter, Council reserves the right to cancel, suspend or revoke any approved commercial use, or amend any associated conditions:

# COMMERCIAL ACTIVATION OF COMMUNITY LAND POLICY

- 4.6.1 if nuisances, health or public safety issues/concerns emerge as a consequence of the associated commercial operation/use;
- 4.6.2 if fees payables are in arrears for 30 days, or proof of current public liability insurance is not provided or if any conditions of this policy or licence are breached; or
- 4.6.3 in case of changes in policy or legislation.

## 5. REFERENCES

### 5.1 Legislation

- *Local Government Act 1999*
- *Liquor Licensing Act 1997*

### 3.2 Other References

City of Holdfast Bay Community Land Management Plans & Registers  
Liquor Licensing Policy  
Unsolicited Proposals Policy  
City of Holdfast Bay Fees and Charges  
City of Holdfast Bay – By-law No 3 Local Government Land  
Open Space and Public Realm Strategy 2018-2030  
Tourism Recovery Plan 2023  
Events Strategy  
Disability Access and Inclusion Plans 2020-2024  
Long Term Financial Plan

# Attachment 3



ECM DSID Number:	
First Issued / Approved:	26/09/2017
Last Reviewed:	/ /2022
Next Review:	/ /2025
Responsible Officer:	<a href="#">Manager Development Services Commercial Lead</a>

**1. PREAMBLE**

[This policy outlines Council’s responsibilities and powers in relation to the portfolio of property assets under its ownership.](#)

**1.1 Background**

The City of Holdfast Bay owns a significant portfolio of property assets and has an obligation and responsibility to ensure that its property is managed in a financially sustainable manner to achieve the best outcome possible for the community, ~~both~~ in the short, [medium](#) and long term.

**1.2 Purpose**

This policy articulates Council’s commitment to review its property portfolio and the criteria against which each property asset is assessed. It is based on a fundamental premise of optimal use of resources resulting in the optimisation of provision of services to the community, its visitors and ratepayers.

**1.3 Scope**

This policy applies to property [assets which is](#) owned by Council and ~~is~~ held either as open space, open space with building improvements, built space, is leased or owner occupied. It covers the development, acquisition, owning and disposal of property assets. It does not include those property assets which are transport-related such as roads and footpaths.

**1.4 Definitions**

**Asset Rating** - Derived from an assessment of the property and its ability to meet service requirements – i.e. fitness for purpose, [condition rating, etc.](#)

**Community Value** – the extent to which the asset furthers Council’s community strategic outcomes as articulated in its Strategic Management Plans, and associated frameworks and strategies.

**Local Impact** - the extent to which a decision to acquire, sell or develop land will have impact on the surrounding community.

**Property Asset** - the land and any improvements on the land

**1.5 Strategic Reference**

Wellbeing: Multi-use recreation spaces are designed for use by people of all ages and abilities.

Establish community hubs that integrate community support, recreational, and commercial services in multi-purposes spaces that include frequently excluded demographics such as children and young people, people with disabilities, Aboriginal and Torres Strait Island people and people from culturally and linguistically diverse backgrounds

Sustainability: We carefully manage our resources for the benefit of future generations while maintaining our quality of life.

Innovation: We welcome entrepreneurs to use the city's assets, develop and implement creative ideas to solve our problems, enhance our city and strengthen our competitive advantage.

Maximise the value of public buildings, including libraries, to support innovation by creating co-working spaces and technology/ prototyping/maker spaces and hubs

## 2. PRINCIPLES

- 2.1 Council owns property assets to deliver community value and/or to generate an economic return to its ratepayers.
- 2.2 Council's property assets will be regularly reviewed to assess how each asset is contributing to the achievement of Council's strategic and community goals with an aim to ensuring that each asset is contributing at an optimal level.
- 2.3 Council will review its entire property portfolio on a rolling basis every five years. It will use the following criteria to assess each asset:
  - Community Value, [including value of current use](#)
  - Asset Rating, [including relevant considerations from Asset Management Plans and any other relevant documents](#)
  - Return on Investment, [including opportunity costs](#)
  - Demand for current and new services, [as well as emerging trends](#)
  - Location and access, [including safety and accessibility compliance](#)
  - Local Impact
  - [Environmental Impact](#)
  - [Impact on the city's economy, particularly tourism](#)
  - [Opportunity to increase public open space in areas with low open space provision](#)
  - [Opportunity to create additional types of public open space in lieu of additional land.](#)
- 2.4 Council's strategic ~~objectives goal~~ [are for will be for](#) its [property assets land and buildings](#) to be, [where possible](#), multi-functioning, serving 'multi' user groups, located in high quality hubs and to consolidate non-value-adding assets.
- 2.5 ~~In order to maximise the impact its properties have on community and strategic goals,~~ [Priority for purchase, retention and/or development will be given to those new and existing land and properties assets which can be utilised to achieve strategic](#)



## PROPERTY POLICY

~~objectives and maximise community value. located within close proximity to three hubs—Seacliff, Brighton and Glenelg~~

- 2.6 Property assets which ~~are~~ is not contributing at an optimal level to Council's community and strategic ~~goals objectives~~ will be reassessed for retention or repurposing. Where appropriate, property assets which ~~are~~ is not contributing at an optimal level may be disposed of to fund the development of those assets determined to be of higher community value.
- 2.7 If opportunities arise to purchase a new property asset, the purchase should proceed only where it has been assessed against this policy and can be demonstrated that such a purchase will contribute to Council's community and strategic goals objectives. The assessment should ~~use be based using~~ the criteria in clause 2.3 of this policy above.
- 2.8 A report will be presented to Council on the current state of Council's property assets at least once during every Council term, and within ~~12 months~~ two years of the new Council.

### 3. REFERENCES

#### 3.1 Legislation

~~Planning, Development & Infrastructure Act 2016~~ ~~Development Act 1993~~  
Local Government Act 1999

#### 3.2 Other References

~~Strategic Plans – Our Holdfast 2050+~~

~~Asset Management Plans~~

~~Long Term Financial Plan~~

~~Open Space and Public Realm Strategy 2018-2030~~

~~Disability Access and Inclusion Plans 2020-2024~~

~~Community Land Management Plans~~

~~Economic Activation Plan 2018-2023~~

~~Planning and Design Code~~ ~~Development Plan~~ and related frameworks and strategies.

# Attachment 4



ECM DSID Number:	
First Issued / Approved:	26/09/2017
Last Reviewed:	/ /2022
Next Review:	/ /2025
Responsible Officer:	<b>Manager Development Services</b>

**1. PREAMBLE**

This policy outlines Council’s responsibilities and powers in relation to the portfolio of property assets under its ownership.

**1.1 Background**

The City of Holdfast Bay owns a significant portfolio of property assets and has an obligation and responsibility to ensure that its property is managed in a financially sustainable manner to achieve the best outcome possible for the community, in the short, medium and long term.

**1.2 Purpose**

This policy articulates Council’s commitment to review its property portfolio and the criteria against which each property asset is assessed. It is based on a fundamental premise of optimal use of resources resulting in the optimisation of provision of services to the community, its visitors and ratepayers.

**1.3 Scope**

This policy applies to property assets owned by Council and held either as open space, open space with building improvements, built space, is leased or owner occupied. It covers the development, acquisition, owning and disposal of property assets. It does not include those property assets which are transport-related such as roads and footpaths.

**1.4 Definitions**

**Asset Rating** - Derived from an assessment of the property and its ability to meet service requirements – i.e. fitness for purpose, condition rating, etc.

**Community Value** – the extent to which the asset furthers Council’s community strategic outcomes as articulated in its Strategic Management Plans, and associated frameworks and strategies.

**Local Impact** - the extent to which a decision to acquire, sell or develop land will have impact on the surrounding community.

**Property Asset** - the land and any improvements on the land

**1.5 Strategic Reference**

## PROPERTY POLICY

**Wellbeing:** Multi-use recreation spaces are designed for use by people of all ages and abilities.

Establish community hubs that integrate community support, recreational, and commercial services in multi-purposes spaces that include frequently excluded demographics such as children and young people, people with disabilities, Aboriginal and Torres Strait Island people and people from culturally and linguistically diverse backgrounds

**Sustainability:** We carefully manage our resources for the benefit of future generations while maintaining our quality of life.

**Innovation:** We welcome entrepreneurs to use the city's assets, develop and implement creative ideas to solve our problems, enhance our city and strengthen our competitive advantage.

Maximise the value of public buildings, including libraries, to support innovation by creating co-working spaces and technology/ prototyping/maker spaces and hubs

## 2. PRINCIPLES

- 2.1 Council owns property assets to deliver community value and/or to generate an economic return to its ratepayers.
- 2.2 Council's property assets will be regularly reviewed to assess how each asset is contributing to the achievement of Council's strategic and community goals with an aim to ensuring that each asset is contributing at an optimal level.
- 2.3 Council will review its entire property portfolio on a rolling basis every five years. It will use the following criteria to assess each asset:
  - Community Value, including value of current use
  - Asset Rating, including relevant considerations from Asset Management Plans and any other relevant documents
  - Return on Investment, including opportunity costs
  - Demand for current and new services, as well as emerging trends
  - Location and access, including safety and accessibility compliance
  - Local Impact
  - Environmental Impact
  - Impact on the city's economy, particularly tourism
  - Opportunity to increase public open space in areas with low open space provision
  - Opportunity to create additional types of public open space in lieu of additional land.
- 2.4 Council's strategic objectives are for its property assets to be, where possible, multi-functioning, serving 'multi' user groups, located in high quality hubs and to consolidate non-value-adding assets.
- 2.5 Priority for purchase, retention and/or development will be given to those new and existing property assets which can be utilised to achieve strategic objectives and maximise community value.

## PROPERTY POLICY

- 2.6** Property assets which are not contributing at an optimal level to Council's community and strategic objectives will be reassessed for retention or repurposing. Where appropriate, property assets which are not contributing at an optimal level may be disposed of to fund the development of those assets determined to be of higher community value.
- 2.7** If opportunities arise to purchase a new property asset, the purchase should proceed only where it has been assessed against this policy and can be demonstrated that such a purchase will contribute to Council's community and strategic objectives. The assessment should use the criteria in clause 2.3 of this policy.
- 2.8** A report will be presented to Council on the current state of Council's property assets at least once during every Council term, and within two years of the new Council.

### 3. REFERENCES

#### 3.1 Legislation

*Planning, Development & Infrastructure Act 2016*  
*Local Government Act 1999*

#### 3.2 Other References

Strategic Management Plans and associated frameworks and strategies:  
Strategic Plan – Our Holdfast 2050+  
Asset Management Plans  
Long Term Financial Plan  
Open Space and Public Realm Strategy 2018-2030  
Disability Access and Inclusion Plans 2020-2024  
Community Land Management Plans  
Economic Activation Plan 2018-2023  
Planning and Design Code and related frameworks and strategies.

Item No: 15.5

Subject: **RENAMING OF BAY DISCOVERY CENTRE**

Date: 8 March 2022

Written By: Manager, City Activation

General Manager: Community and Business, Ms M Lock

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## **SUMMARY**

This report summarises the history of the Bay Discovery Centre, current issues associated with this name, and the case for rebranding the centre as the Glenelg Museum and Gallery.

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## **RECOMMENDATION**

**That Council endorse the renaming of the Bay Discovery Centre to the Glenelg Museum and Gallery, with resources committed for the design and production of new brand/logo, promotional collateral and signage assets.**

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## **STRATEGIC PLAN**

Innovation: A thriving economy and community that values life-long education, research, creativity and entrepreneurialism.

## **COUNCIL POLICY**

Not Applicable.

## **STATUTORY PROVISIONS**

Not Applicable.

## **BACKGROUND**

The Bay Discovery Centre (BDC), located in Glenelg Town Hall (GTH), opened in 2001 as part of South Australia's Centenary of Federation celebrations. It has a permanent museum space that displays items from the City of Holdfast Bay's history collection, with a focus on local history. In addition there is a temporary gallery space that showcases a variety of national art and cultural exhibitions. In 2015, a visitor information centre (VIC) was co-located with the BDC. Initially operated separately by a private tourism business, the VIC was brought under Council management in 2020 and currently operates as a Visitor Information Outlet (VIO). As part of

integrating the operations of the BDC and VIO, the position of Visitor Experience Officer was recruited in late 2021 to manage front of house operations (delivered by volunteers) and assist in the repositioning of Glenelg Town Hall as a cultural tourism destination. As the effects of the COVID-19 pandemic subside and the refurbishment works to GTH conclude, there is an opportunity to increase BDC visitation beyond the ca. 50,000 per annum it was receiving prior to 2020.

**REPORT**

The name Bay Discovery Centre is a product of its time; in the late 90s and early 00s there was an aversion to use the word “museum” and many museums established in this era were given alternative names. However, the term “museum” remains a clear description that is well understood by audiences, especially tourists from non-English speaking countries. Furthermore, the professional and public understanding of the term “Discovery Centre” has since evolved in such a way that the name does not accurately describe the experience on offer.

In other institutions, a “Discovery Centre” is an extension of a museum that provides an opportunity for visitors to further research artefacts and specimens. It is typically an area where the public are invited to interact with the collections but not necessarily through exhibitions. They are also frequently marketed as being primarily for children. The name “Bay Discovery Centre” may thus deter potential visitors who are interested in local history and culture, but do not equate the term with a cultural tourism experience.

In industry circles, the name Bay Discovery Centre offers little credibility. A rebrand would change this, helping the museum and gallery stand out from the crowd when being considered for travelling exhibitions.

***Environmental Scan / Comparator Analysis***

The following is a list of regional museums and galleries in South Australia and elsewhere in Australia, selected to be broadly representative of the types of institutions that would be considered comparable to BDC. Not all of these are direct comparators to the Bay Discovery Centre in that many do not draw upon significant historical collections and are primarily spaces for engaging with and showcasing local artists.

**South Australia**

<p>Hahndorf Academy</p>	<p>Located in a heritage building in the heart of Hahndorf’s tourism precinct. Incorporates an art gallery with a strong visual arts program, as well as the German Migration museum and a shop focusing on quality local handcrafted products.</p> <p>The Adelaide Hills Visitor Information centre is also housed in the same building. Operated by Mount Barker District Council.</p>
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Unley Museum	Located in the Old Unley Fire Station Building. Maintains a program of changing exhibitions, family history service and a local history collection.
Victor Harbor Station Master's Residence	Heritage building managed by the National Trust. Incorporated within the facility is the Encounter Coast Discovery Centre, a regional interpretive centre introducing visitors to the history and development of the south coast. A museum within the same facility is separate from the Discovery Centre.
Penneshaw Maritime and Folk Museum	A former school building managed by the National Trust. A Community museum with traditional displays of locally acquired collections. Has been operating as a museum since 1968.

### Interstate

Queen Victoria Museum and Gallery, Launceston	Operated by the City of Launceston, QVMAG is the largest museum in Australia operated by Local Government. Collections and research span art, history and natural sciences.
Bendigo Art Gallery	One of the oldest and largest regional galleries in Australia with an extensive art collection (mostly acquired during the gold rush era). The collection is managed by an independent Board, while the City of Great Bendigo controls all operations.
Newcastle Museum	Founded in 1988 as a major Bicentennial project, has been located in the Honeysuckle Railway Workshops since 2011. Exhibitions focus on science, local and industrial history.
Fairfield City Museum and Gallery (Sydney)	Operated by Fairfield City Council, offers a changing program of contemporary art, social history and community based exhibitions. Incorporates a heritage building and collection.
Bayside Art and Heritage Collection (Melbourne)	Collection of around 2,000 items formed when Sandringham and Brighton City Councils merged in 1994. Displays are mounted in the Bayside Gallery in Brighton and other Council owned buildings.

Considering the nature of the experience, the environmental scan and in collaboration with the Communication Team, Glenelg Museum and Gallery (GMAG) is the preferred name for a rebrand. The GMAG name will better shape the community's understanding of what is inside the GTH, a cultural institution, and set an immediate expectation and understanding of what they can find inside. In doing so, Council will better cater to its audience, further positioning itself as a tourism destination and increasing visitation.



In light of the Glenelg Town Hall building works wrapping up and the success of exhibition *Tiati Wangkanthi Kumangka*, rebranding is the next meaningful step in highlighting to the community the new directions for the GTH as well as providing a platform for future growth.

It is recognised that there are two commercial art galleries operating with similar names at present: Glenelg Art Gallery, operating from premises within the Stamford Grand, and the Glenelg Fine Art Gallery, on the corner of Augusta and Gordon Streets. The risk of confusion between GMAG and these businesses is considered to be relatively low, and would be mitigated by ensuring that the words “museum” and “gallery” are always used in combination, and by omitting the word “art” from the name. The brief for the rebrand will also include the need to create a point of difference that reflects the distinct nature of offering at GTH.

## **BUDGET**

Rebranding BDC would be contained within the existing operating budgets amortised across the approved 2021/2022 & 2022/2023 (yet to be endorsed) financial years. Expenditure broadly consists of the following:

- development of new brand identity/logo - \$15,000,
- design and production of new printed collateral - \$5,000: and
- design and production of new wayfinding and on site signage - \$10,000

Excluded from these costs is the development of a new website, however the GMAG rebrand would be a suitable juncture at which to develop a new tourism-oriented destination website, including GMAG and similar to how other leading regional museums and galleries are positioned.

## **LIFE CYCLE COSTS**

None – periodic reprints of printed collateral are already allowed for in operational budgets.

Item No: 15.6

Subject: **APPOINTMENT OF AN INDEPENDENT MEMBER TO THE ALWYNDOR MANAGEMENT COMMITTEE**

Date: 8 March 2022

Written by: General Manager, Alwyndor

General Manager: Alwyndor, Ms B Davidson-Park

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### **SUMMARY**

A recruitment and selection process has been undertaken for an Independent Member of the Alwyndor Management Committee (AMC). A vacancy was advertised in December 2021 with a focus on commercial and financial skills and experience following assessment of needs consistent with the AMC Skills Matrix. Following the selection process a recommendation is made for Council consideration and approval.

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### **RECOMMENDATION**

**That Council appoint Ms Joanne Cottle to the Alwyndor Management Committee for a term of three (3) years, April 2022 – April 2025.**

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### **REPORT**

The Alwyndor Management Committee is a Section 41 Committee of Council.

Under the requirements of its Terms of Reference (ToRs) the Alwyndor Management Committee consists of up to nine (9) persons including two (2) Elected Members. This means its membership has up to seven (7) Independent Members (and no less than three (3)).

AMC is Chaired by Kim Cheater. Julie Bonnici is deputy Chair and there are four (4) additional independent members: Judy Searle, Lorraine Shepard, Trudy Sutton and Kevin Whitford. There is one independent member vacancy. Councillor Susan Lonie and Councillor Bob Snewin are the Council nominees. The AMC is currently well served in the areas of aged care and clinical governance as well as business and risk management.

The AMC identified the need for additional skills and experience in the areas of commercial and financial management, consistent with the AMC Skills Matrix. As such a vacancy was advertised in December 2021 with a focus on these areas.

A recruitment and selection process has subsequently been undertaken for an additional Independent Member. A selection process has been conducted which included interviews with a panel which was made up of Councillor Susan Lonie, Kim Cheater (Chair) and Roberto Bria (Chief Executive Officer).

Following the selection process, a recommendation to appoint Joanne Cottle is made for Council consideration. Ms Cottle's CV will be circulated to Elected Members under separate cover (in confidence) and notes her experience in not-for-profit organisations as an auditor, as an executive and non-executive director and her skills in both financial and commercial management.

Consistent with the ToRs, the appointment will be for three (3) years in the first instance with up to two (2) additional terms as recommended by the AMC and approved by Council.

**BUDGET**

Honorarium payments are made to Independent Members for meetings attended. These payments are included in the annual Alwyndor budget.

**LIFE CYCLE COSTS**

Not Applicable